
SCOPE OF A DISCRETE PORTION POLICY

Subject: ELPP Assistance
Approval: Executive Staff
Code Section/Reference: ORC Section 3318
Owner: Planning

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APPLIES TO

Commission Planning Managers and Planning Directors to assist in their discussion with Districts and RPCs in defining an acceptable scope for the discrete portion of an Expedited Local Partnership Program

I. Planning group review not required if discrete portion scope includes:

- A new building.
- A sizable addition.
- A renovation that represents over ½ of the assessment and MP scope for the building.

II. Planning group review required if:

- The value of the scope of work for a single building renovation/addition is less than ½ of that called for in the assessment and master plan.
- Discrete portion scope having value less than ½ of that planned for a renovation or renovation and addition may be approved if the scope is of high importance. For general planning purposes a sizable scope has a value of \$1,000,000 or more.

III. Projects of high importance are:

- The work corrects a condition that would prevent the continued use of the building.
- The condition presents a life, health and safety risk to the occupants.
- Generalizations of acceptable capital expenditures would be those which:
 - keep water and wind out of the building;
 - keep the heat on;
 - secure the building;
 - correct obvious safety hazards.

IV. Some examples:

- Roof replacement if the service life of the roof cannot be economically extended to the date of CFAP assistance.

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- A major replacement of exterior doors and/or hardware necessary to satisfy emergency egress requirements or necessary to secure the building.
 - Replacement of fire alarm system.

Acceptable scope may include work consistent with the master plan and is stand alone, i.e., roofs, windows, boilers, and not interconnected with other renovations that must occur in the facility.

If the proposed scope for partial renovation is work that is interconnected with other work, so that proceeding under ELPP would duplicate or increase costs under CFAP, then the interconnected building renovations should be included in the discrete portion to prevent foreseeable cost increases or loss of credit for the district when served under CFAP.

ELPP partial renovations are not intended to address routine maintenance costs. Routine maintenance will not be included in the discrete portion.

The Commissions may in certain circumstances approve a discrete portion having a value less than \$1,000,000. The Commission will consider the total value of the master plan, whether the proposed discrete portion represents a significant percentage of the total value of the master plan or whether the scope provides major essential infrastructure or services which provide for the future master plan.