



Robert P. Astorino, Westchester County Executive

# Westchester Community College 2017/2018 Capital Project Requests

Report of the  
Westchester County Planning Board  
Adopted February 7, 2017

## **WESTCHESTER COUNTY PLANNING BOARD**

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Report Prepared by  
William C. Brady, AICP, Associate Planner  
Under the supervision of Patrick Natarelli, Chief Planner

**WESTCHESTER COUNTY PLANNING BOARD  
RATING CODE FOR CAPITAL PROJECT REVIEW**

Each Capital Project proposal reviewed by the Planning Board is rated by a numerical code designation. The code indicates the Board's recommendation regarding further review of design plans based on the physical planning aspects of the project.

Project ratings are as follows:

- 1 - **A project without physical planning aspects of concern to the Planning Board.** Projects rated "1" are those having little or no impact on the physical surroundings of site or structure as identified by the Planning Board's review. Examples of such projects are re-paving, pulling utility or communications wires through existing conduit and replacement of bridge decking.
  - 2 - **Approved in concept, subject to review when more detailed studies or plans are prepared.** A "2" rating is given to those projects having physical planning aspects requiring design review, including, if applicable, review of the site plan, building plan and specifications, coordination with other projects, (capital or not), relationship to County development policies such as *Westchester 2025 - Policies to Guide County Planning*, potential environmental impacts and local planning objectives.
  - 3 - **Hold; approval at this time would be premature.** The "3" rating is given to those projects presented with inadequate documentation of need, scope, programming, location, impact or cost/benefit analysis.
- HP - **Historic Preservation Implications.** This designation following one of the above ratings indicates that the project has historic preservation implications and will be reviewed by Planning Department staff as plans advance.

**2017/2018-2021/22 PROJECT REQUESTS**  
**CATEGORY: WESTCHESTER COMMUNITY COLLEGE**

**CATEGORY DESCRIPTION**

Westchester Community College is a fully accredited two-year community college. The College's Valhalla Campus is located in the Town of Greenburgh on the 368-acre former Hartford Estate, purchased by Westchester County in 1957. Of the former estate, 218.4 acres have been allocated to the Community College and the remainder set aside for other County uses. The original estate home, Hartford Hall, was placed on the National Register of Historic Places in 1977. Hartford Hall and its surrounding grounds have also been listed as a National Historic Landmark.

The College has 11 extension sites: Mount Vernon, Ossining, Peekskill, Mahopac, Lakeland, New Rochelle, Port Chester, White Plains at the County Center and three sites in Yonkers. The Yonkers sites are Roosevelt High School, the Educational Opportunity Center in Getty Square and the Yonkers Extension Center at Cross County Shopping Center. In addition, the college offers non-credit programs in over 90 locations throughout the county serving persons in assisted living facilities, senior centers, community centers and libraries.

The College's most recent enrollment statistics identify 12,842 for-credit students, with 54% full-time and 46% part-time enrollments. Approximately 15% of students enroll in at least one online class.

**PLANNING BOARD ANALYSIS OF CURRENT PROGRAM**

**Appropriation and Scheduling**

Westchester Community College's capital program does not always follow a clear five-year plan because of the program's reliance on New York State for 50% of the cost of many of its projects. Historically, the State has not always committed on schedule to its share of both design and construction for a number of the projects appropriated in the College's Capital Budgets. The scheduling of design and construction of individual projects, therefore, becomes complicated and a challenge to keep on track. In light of the State's fiscal condition, it remains to be seen how soon the balance of projects in the College's capital program will be approved.

***The Planning Board also recognizes that cost adjustments have been made for various proposed building renovation projects that have been delayed waiting for State funding approvals. In the past, the Community College has adjusted its cost estimates when projects are delayed past their originally scheduled time. We recommend that such adjustments continue to be made as needed.***

**Green Building Technologies**

The Planning Board recognizes the College's efforts to incorporate green building technologies. ***We continue our recommendation that the College include such technologies as a part of the design and construction of all future building construction and renovation projects for the College.*** The Board commends the College on its cooperation with the Planning Department on these matters and its insistence that these important issues be addressed, even in the face of higher initial design and building costs.

**New Facilities Master Plan**

The College has reached the end of implementation of the projects recommended in the 1999 Master Plan. Over the past several years, Westchester Community College has undertaken the process of creating a new Facilities Master Plan by convening a Steering Committee of stakeholders to meet with consultant architects KG&D and educational programmer Scott Blackwell Page. The Facilities Master Plan was completed in 2012. During the facilities master plan process, KG&D discussed current and future needs at both the Valhalla Campus and extension sites throughout the county, a break with previous plans that had almost exclusively focused on the Valhalla campus. The steering committee discussed a number of options for the

College's future improvement and expansion. Topics addressed in the new plan include technological changes that are anticipated to affect the College, the incorporation of green technology and sustainability in both new and existing buildings, and routine upgrade of outdated facilities. Due to demographic changes and enrollment figures, the College has decided to review the recommendations in the 2012 Facilities Master Plan to determine if previously recommended expansion is warranted.

***On March 4, 2014, the County Planning Board adopted comments and recommendations on the 2012 Facilities Master Plan and submitted the comments to the College for consideration.***

### **Extension Sites**

The Planning Board continues to emphasize the importance of satellite or extension facilities and commends the College on development of the Ossining, Mount Vernon and Cross County Shopping Center extension sites and the expansion of the Peekskill center. The development of the extension sites in the county's urban centers is consistent with the recommendations of ***Westchester 2025 – Policies to Guide County Planning***, the County Planning Board's long range land use planning policy document. ***Westchester 2025*** recognizes the importance of higher educational institutions as a continuing resource for professional and vocational training and for designing economic programs tailored to Westchester's communities. Extension sites strengthen Westchester's centers, reduce vehicle trips to the Valhalla Campus and provide needed educational resources closer to students' homes. The benefits of expanding extension sites include reduced vehicle emissions, reduced need for additional impervious coverage to provide parking and expanded access for students without private transportation. Reduced commute time to class also makes studying at WCC a more attractive option and has the possibility to increase enrollment.

***The Planning Board supports an increase of basic general education courses at extension sites, noting that the courses in highest demand and requiring the least amount of unique facilities may be suited for these locations.***

### **Valhalla Campus**

It is the County's policy to address stormwater quantity and quality in its capital projects. ***The Board continues to recommend that a stormwater management plan be prepared as part of the environmental review process of the proposed development in the Facilities Master Plan.*** More detailed cost estimate for the proposed improvements will likely result from anticipatory stormwater management planning.

***The Board recommends that a circulation and landscape master plan be prepared to assess the need for improvements in pedestrian and vehicular circulation and landscaping at the campus.*** We note that a tree survey has been completed. This data should be incorporated into any future circulation and landscape plans so that the College can maintain its attractive appearance and be able to schedule necessary landscape work in each capital project as needed.

***The Planning Board recommends that a study be conducted to incorporate food waste management in future campus development.*** As enrollment continues to increase so does food consumption and its associated waste. There are opportunities for composting as part of the public education campaign and as a part of related course curriculum while also utilizing such resources for landscaping on the campus.

The Facilities Plan makes mention of utilizing the Bee-Line bus system more effectively to provide public transportation to the campus from nearby train stations and from population centers around the county. The Board believes that through continued cooperation between the College, Planning Department and the Department of Public Works and Transportation, the College will find creative solutions to providing and enhancing public transit to the Valhalla Campus. We are aware that the Mass Transit Task Force that studied transit needs and opportunities along the I-287 corridor has identified a need for improved north/south service, including service to the Valhalla Campus.

**PLANNING BOARD ANALYSIS OF 2017/2018 REQUESTS:**

The College has submitted requests to fund four projects in 2017/18. One project is rated PL1 and three are rated PL2. The Planning Board's analysis and recommendation for each project follows.

**WCC82 – Site Upgrade – Campus Wide**

**FIVE YEAR CAPITAL PROGRAM (in thousands)**

	Estimated Ultimate Total Cost	Prior Appropriation	2017 / 2018	2018 / 2019	2019 / 2020	2020 / 2021	2021 / 2022	Under Review
<b>Gross</b>	8,826	1,626	751	0	796	0	333	5,320
<b>Less Non-County Shares</b>	4,413	813	376	0	398	0	167	2,660
<b>Net</b>	4,413	813	376	0	398	0	166	2,660

**PROJECT DESCRIPTION**

This project will address parking lot issues and site improvements throughout the Valhalla campus.

**APPROPRIATION/FUNDING REQUESTS:**

Existing: Area 1: South of Campus Ring Road, Knollwood Road Entrance Drive;  
 2017/18: Area 2: Parking Lots 3 and E;  
 2019/20: Area 3: Student Center / Physical Education surrounding areas;  
 2021/22 Area 4: Technology Building surrounding area and Student Center Parking Lot B  
 Under Review: Areas 5 & 6: Administration Building surrounding areas; Health Science Building surrounding areas.

**JUSTIFICATION:** The Valhalla campus experiences parking shortages at peak use periods throughout the year. This project will focus on parking improvements and general site improvements throughout the surrounding buildings on the campus. The first phase of improvements, to start in 2017, is focused in Area 1 and will include repaving, curbing and upgrades to storm drainage, site lighting, signage, walkways and landscaping of Parking Lots 5, 6 and 7. Also, walkways along the Knollwood Gate entrance road will be replaced and walkway lighting will be installed. Proposed work for Area 2 will include similar repaving, curbing and upgrades to Parking Lots 3 and E.

**CONSISTENCY WITH PROGRAMS OR PLANS:** This is a programmed Capital Project.

**RELATED CAPITAL PROJECTS:** There may be future capital projects recommended from the 2012 Facilities Master Plan.

**Planning Board Analysis:**

**PL2: The Planning Board supports ongoing maintenance of WCC facilities and a proactive approach to identifying areas on campus that are in need of upgrade. This is consistent with the policies of Westchester 2025 to encourage sustainable development and growth, and track and respond to trends throughout the County.**

Planning staff will review those portions of the project that may have physical planning implications including stormwater management, landscaping, pedestrian circulation and/or historical significance. The Board recommends that green building technologies be incorporated into studies, design and construction for all phases of this capital project.

**WCC90 – Technology Upgrade Off Campus 2017/18-2021/22**

**FIVE YEAR CAPITAL PROGRAM (in thousands)**

	Estimated Ultimate Total Cost	Prior Appropriation	2017 / 2018	2018 / 2019	2019 / 2020	2020 / 2021	2021 / 2022	Under Review
<b>Gross</b>	500		100	100	100	100	100	0
<b>Less Non-County Shares</b>								
<b>Net</b>	500		100	100	100	100	100	0

**PROJECT DESCRIPTION**

This project addresses the need for the College to continue to offer the basic technological support services as required by students, faculty and IT administrators. This endeavor is growing increasingly complex and will be essential for WCC to remain competitive in the future and to keep up with rapid and on-going changes that occur with information and educational technologies. The project scope assures that funds will be available to provide for introducing new and replacing older technologies at the College’s off-campus locations.

**APPROPRIATION/FUNDING REQUESTS:**

- 2017/18: PC and laptop replacement; printer replacement, server replacement; switch replacement; tape drive replacement; wireless equipment replacement.
- 2018/19: Digital signage replacement; PC and laptop replacement; printer replacement, server replacement; wireless equipment replacement.
- 2019/20: Digital signage replacement; media equipment replacement; PC and laptop replacement; printer replacement, wireless equipment replacement.
- 2020/21: Media equipment replacement; PC replacement; phone replacement, printer replacement.
- 2021/22: Digital signage replacement; media equipment replacement; PC and laptop replacement; phone replacement, printer replacement, scanner replacement, wireless equipment replacement/enhancement.

**JUSTIFICATION:** This comprehensive long-range project for technologies at the off-campus locations supports the Community College’s plan to maintain its commitment to excellence into the future. With this commitment, WCC will also be confident it can uphold its reputation of academic distinction by remaining technologically competitive.

**CONSISTENCY WITH PROGRAMS OR PLANS:** This is a programmed Capital Project.

**RELATED CAPITAL PROJECTS:** There may be future capital projects recommended from the 2012 Facilities Master Plan.

**Planning Board Analysis:**

**PL1: The Planning Board supports ongoing planning of WCC facilities and a proactive approach to identifying key trends and the most recent technologies available. The Board supports the concept of ongoing technological updates to continue to attract students and qualified faculty and staff. This project also makes the off-campus locations more usable and in keeping with today’s educational trends; it also helps bring more of the College’s resources to the community. This is consistent with the policies of *Westchester 2025* to encourage sustainable development and growth and to track and respond to trends throughout.**

**Planning Department staff will review the wireless replacements to determine if there is a physical impact on the environment.**

**WCC91 – Technology Upgrade On Campus 2017/18-2021/22**

**FIVE YEAR CAPITAL PROGRAM (in thousands)**

	Estimated Ultimate Total Cost	Prior Appropriation	2017 / 2018	2018 / 2019	2019 / 2020	2020 / 2021	2021 / 2022	Under Review
<b>Gross</b>	6,236		1,236	1,200	1,200	1,200	1,400	0
<b>Less Non-County Shares</b>								
<b>Net</b>	6,236		1,236	1,200	1,200	1,200	1,400	0

**PROJECT DESCRIPTION**

Long term consideration must be given to adequately plan for the introduction and replacement of new and existing technologies. This project continues, on a long term basis, the program which provides and assures for adequate technologies at the College’s main campus in Valhalla. It provides for the purchase of computer equipment and peripherals, IT infrastructure requirements and the installation of state of the art technologies at the Valhalla campus.

**APPROPRIATION/FUNDING REQUESTS:**

- 2017/18: Firewall replacement, PC and laptop replacement, phone replacement, printer replacement, router replacement, scanner replacement, server replacement, switch replacement, tape drive replacement, uninterruptible power supply (UPS) replacement, and wireless replacement.
- 2018/19: Desktop virtualization growth, wireless enhancement, laptop and PC replacement, phone replacement, printer replacement, storage area network (SAN) replacement, scanner replacement, server replacement, switch replacement, tape drive replacement, test equipment replacement, and UPS replacement.
- 2019/20: Desktop virtualization growth, fiber cable enhancement, digital signage replacement, PC and laptop replacement, phone replacement, printer replacement, scanner replacement, server replacement, switch replacement, tape drive replacement, UPS replacement, and wireless replacement.
- 2020/21: SAN Growth, wireless enhancement, digital signage replacement, firewall replacement, PC and laptop replacement, media equipment replacement, printer replacement, SAN replacement, scanner replacement, server replacement, switch replacement, tape drive replacement, UPS replacement, and wireless replacement.
- 2021/22: NAC security replacement, laptop and PC replacement, phone replacement, printer replacement, scanner replacement, server replacement, switch replacement, UPS replacement, and wireless replacement.

**JUSTIFICATION:** This comprehensive long-range project assures the College can keep up with the rapid and on-going changes which occur with information and educational technologies. It will enable the College to maintain its commitment to providing the high level of instruction expected by the residents of Westchester County. The emphasis of this project is to assure that funds will be available to provide the latest technology well into the future.

**CONSISTENCY WITH PROGRAMS OR PLANS:** This is a programmed Capital Project.

**RELATED CAPITAL PROJECTS:** There may be future capital projects recommended from the 2012 Facilities Master Plan.

**Planning Board Analysis:**

**PL2: The Planning Board supports ongoing planning of WCC facilities and a proactive approach to identifying key trends and the most recent technologies available. The Board supports the concept of ongoing technological updates to continue to attract students and qualified**



faculty and staff. This project makes the Valhalla campus more usable and in keeping with today's educational trends. This is consistent with the policies of *Westchester 2025* to encourage sustainable development and growth and to track and respond to trends.

Planning staff will review those portions of the project that may have physical planning implications.

**WCC92 – Planning Studies 2017/18-2021/22**

**FIVE YEAR CAPITAL PROGRAM (in thousands)**

	Estimated Ultimate Total Cost	Prior Appropriation	2017 / 2018	2018 / 2019	2019 / 2020	2020 / 2021	2021 / 2022	Under Review
Gross	375		75	75	75	75	75	0
Less Non-County Shares								
Net	375		75	75	75	75	75	0

**PROJECT DESCRIPTION**

This project provides for feasibility and environmental studies during the year as required or needed to assist in the planning and development of capital projects.

**APPROPRIATION/FUNDING REQUESTS:**

2017/18: Planning studies.  
2018/19: Planning studies.  
2019/20: Planning studies.  
2020/21: Planning studies.  
2021/22: Planning studies.

**JUSTIFICATION:** Annual funding of \$75,000 will ensure that the College can perform timely studies during the year as required without the need for a much larger outlay in any given year when a study is actually performed. These studies are necessary to protect and preserve the College's infrastructure and to assure compliance with regulations and codes. Studies will also provide assurance that the campus design and functionality will serve the needs of the students and community into the future.

**CONSISTENCY WITH PROGRAMS OR PLANS:** This is a programmed Capital Project.

**RELATED CAPITAL PROJECTS:** There may be future capital projects recommended from the 2012 Facilities Master Plan.

**Planning Board Analysis:**

**PL2:** The Planning Board supports ongoing studies and planning of WCC facilities and a proactive approach to identifying key trends and the most optimal use of new and future office and classroom space on the Valhalla campus and the satellite locations. The Board strongly supports the idea of bringing the College to the community and focusing on and assessing the relationship of the satellite centers to the Valhalla Campus.

The Board recommends that green building technologies be incorporated into studies on the design and construction to any existing or new buildings and facilities.