

ADMINISTRATIVE REGULATIONS

TAB: Facilities

DOCUMENT NUMBER: 60-10-11

SECTION: Building and Grounds

SUBJECT: STATEMENT OF POLICY ON FACILITY DEVELOPMENT

SUMMARY

This regulation describes the method for determining when to begin development of a branch facility for a service area.

Effective Date:
Reviewed:

August 17, 2011
October 27, 2021

POLICY

In order that new facilities are opened when and where they are needed, a “trigger” indicates when planning and site selection for a new facility should begin in earnest. That trigger occurs when two related events come together:

- 1 – the population of a new branch service area reaches toward 10,000; and
- 2 – commercial/service/amenity centers begin to be developed in the service area.

Note: Both factors are necessary and both will occur about the same time. Population growth rates for the service area and city land use plans provide the data indicating that the trigger is approaching. Close contact with city planning departments and attention to activity involving zoning, building permits, and actual construction of homes and businesses; provide information as to the timing of land purchase and construction.

October 27, 2021

ARM 60-10-11 End