

CITY OF COOS BAY CITY COUNCIL
Agenda Staff Report

MEETING DATE February 5, 2013	AGENDA ITEM NUMBER
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TO: Mayor Shoji and City Council

FROM: Randy Dixon, Operations Administrator
Jim Hossley, Public Works and Development Director

Through: Rodger Craddock, City Manager *rec*



ISSUE: Park Master Plan Policies Presentation

BACKGROUND:

The City of Coos Bay Parks Master Plan is an Open Space Parks Master Plan. It is intended to help meet the needs of current and future residents. The document assists the City build on the community's unique parks and recreation assets and identifies new opportunities. The Parks Master Plan is in policy development stage and Randy Dixon will provide a presentation to the City Council on the policy recommendations made by the Parks Commission.

ADVANTAGES:

The proposed park policies provide principles or rules to guide decisions and achieve rational outcomes for park development and operations.

DISADVANTAGES:

None noted

BUDGET:

Not applicable

RECOMMENDATION:

If it pleases the Council, staff recommends approval of policies recommended by the Parks Commission for the new City of Coos Bay Parks Master Plan.

Recommended Parks Master Plan Policies

**February 5, 2013
City Council Meeting**

**Presented By
Randy Dixon**

**Operations Administrator
Public Works and Development Department**



Parks Master Plan Policies

**There are two policies in the existing parks master plan
(1987-91).**

**The parks commission recommends revisions to the
existing two park policies and include new policies for
the new parks master plan (2013 - 23), which will be
outlined in the PowerPoint.**

Policy Revision #1

EXISTING POLICY:

- › 1a. The City has two park classification; Mini-Park; $\frac{1}{4}$ - $\frac{1}{2}$ ac. per 1,000 pop, Community Park; 5 - 8 ac. per 1,000 pop. There are no other standards for park classifications.

POLICY REVISION:

- › 1b. Parks commission recommends the standard to include Developed, School Park, Natural Parks, Neighborhood Park, Community Park and Regional Park, 6 acres per 1,000 populations.

Policy Revision #2

EXISTING POLICY:

- › 2a. Current park classifications are listed as park facilities (amenities) managed by the City: Picnic Tables, Picnic Shelters, Boat Ramps, Estuary, Fishing Pier, Swimming Pool, Bicycle lanes, Softball fields, Baseball fields, Field Sport, Basketball Court, and Tennis Courts.

POLICY REVISION:

- › 2b. Parks commission recommends park classifications to include the following; Neighborhood Park, Community Park, Large Urban Park, School Park, Linear Park, Special Use, Historical, and Natural Area.

NEW POLICIES

SECTION I (PARK LAND ACQUISITION):

1. City-owned greenway, riparian areas, wetlands and pedestrian corridors with recreational value that are **designed for public access** shall be considered components of the overall-park and recreation system. Similarly, property encumbered with a City easement that meets this same criteria, shall be considered components of the overall-park and recreation system.
2. Park land shall only be acquired after cost estimates to maintain it in its developed / undeveloped state are determined and approved by City council.

NEW POLICIES

SECTION II (PARK PLANNING):

1. The City shall strive to work with **other** entities within the community to provide park and recreation facilities in the Master Plan service area.
2. Parks shall be located according to the criteria set by the Park Service Area Analysis maps identified in the Master Plan, as may be amended, and other applicable criteria. (E.g., Table A)

NEW POLICIES

Continued

SECTION II (PARK PLANNING):

3. The following site selection criteria shall be used to evaluate and select new park and recreation sites:
 - ▶ Location central to service area
 - ▶ Good neighborhood access
 - ▶ Location near complimentary public facilities
 - ▶ Population distribution within the service area
 - ▶ Available sites
 - ▶ Land acquisition costs
 - ▶ Location of other park & recreation facilities in adjoining service areas
 - ▶ Unique features and/or historical or natural assets
 - ▶ Access barriers and noise issues shall be address and/or considered in land acquisitions and property development.

NEW POLICIES

Continued

SECTION II (PARK PLANNING):

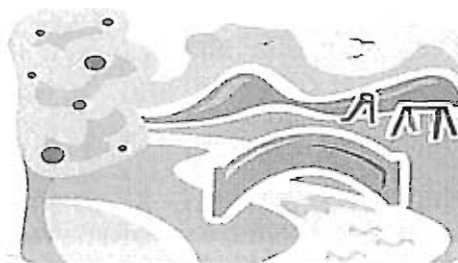
4. Pedestrian and bicycle access shall be considered the primary transportation modes for neighborhood park and recreation facilities. For facilities with larger service areas, public transit and automobiles would also provide access. New major facilities should be located, when possible, with transit access to minimize traffic impacts and provide equitable access by all city residents.
5. City-wide priorities for implementation of improvements shall be identified in the Master Plan adopted by City Council and updated by City Council, as needed.

NEW POLICIES

Continued

SECTION II (PARK PLANNING):

6. Site-specific improvements for existing and new parks shall be made following a site-specific master plan created with input from the affected neighborhoods and community groups, recommended for approval by the Parks Commission, and approved by City Council.



NEW POLICIES

SECTION III (PARK DESIGN AND DEVELOPMENT):

1. Park and recreation facilities shall be developed using best design and construction practices to support safety, and *maximize maintenance efficiencies* and public use.
2. New neighborhood parks shall be designed to minimize negative impacts on surrounding residences related to noise, traffic, lights, etc.
3. Individual park master plan shall only be adopted if the following has been identified and approved by City Council; development budget and maintenance budget.

NEW POLICIES

Continued

SECTION III (PARK DESIGN AND DEVELOPMENT):

4. The City may develop parks in phases:

Pre-Development Phase - No public access.

Phase 1 - Install irrigation, infrastructure (e.g. sidewalks, utilities), seed at least a portion of the open area, install basic safety lighting, signage and appropriate ADA accommodations, all based on the individual park master plan.

Phase 2 - Amenities added, based on the individual park master plan.

Phase 3 - Full development, based on the individual park master plan.

NEW POLICIES

Continued

SECTION III (PARK DESIGN AND DEVELOPMENT):

5. Phase I, development of park improvements for growth areas should precede no sooner than when the number of dwelling units reaches 50% of build-out of the park's service area, and both development and maintenance funds are available.



New Policies

SECTION V (PARK MANAGEMENT AND SUPPORT SERVICES):

The City shall encourage opportunities for private programs or facilities, volunteers and other appropriate methods to supplement and extend the City's resources in developing and maintaining the park and recreation system (e.g. Disc Golf Association maintaining disc golf courses, Boat Building Center (BBC).



Sites that serve multiple purposes, such as parks and storm water detention areas shall be managed through good comprehensive design to maximize recreational use, while addressing the value of both uses.

Continued

New Policies

SECTION V (PARK MANAGEMENT AND SUPPORT SERVICES):

MEMORIAL PLAQUE: *Personal memorial plaques are not allowed to be placed in any park facility. However they are suitable for the Marshfield Pioneer Cemetery in the designated area for "Memorial Plaques". In order to be considered for Marshfield Cemetery the following must apply to the nominee.*

Why the nominee should be considered;

- ▶ The nominee's significance as relates to the City of Coos Bay
- ▶ Outstanding community contributions, accomplishments, achievements, or distinctions
- ▶ Outstanding community involvement or service.

New Policies

Continued

SECTION V (PARK MANAGEMENT AND SUPPORT SERVICES):

I. LIVING MEMORIALS:

Living memorials may consist of trees, gardens or landscape materials planted in remembrance of loved ones or in honor of respected citizens of Coos Bay.

- ▶ All requests for living memorials must be submitted in writing to the Public Works Department.
- ▶ Donors may select trees from a list of suitable plants provided by the Public Works Department.
- ▶ Living memorials are not perpetual. The PWD will endeavor to maintain and protect the plant with the best of horticultural practices.

New Policies

Continued

SECTION V (PARK MANAGEMENT AND SUPPORT SERVICES):

II. LASTING MEMORIALS:

Memorials may be dedicated in the form of park enhancements [i.e.: benches, picnic table, play apparatus, sculpture or other approved feature(s)]:

- ▶ Request in writing to Public Works Department.
- ▶ Selection determined by the PWD and will take into account standardization and design considerations.
- ▶ Benches will be identified with a dedicatory plaque.
- ▶ Picnic tables—PWD will provide a standard and a small plaque attached
- ▶ Park Apparatus - individual requests for memorial play equipment, sculptures and/or other park equipment or components will be considered based on their potential impact, suitability and compatibility within the park.
- ▶ Costs for memorials will be borne by the donor.

Continued

New Policies

SECTION V (PARK MANAGEMENT AND SUPPORT SERVICES):

III. LASTING MEMORIALS:

In extraordinary circumstances, consideration may be given to naming structures or components (i.e. ball fields, playgrounds, gardens, pavilions or other park grounds or structures) within community parks as a fitting tribute in honor of Coos Bay citizens.

- ▶ All applications or submittals for park memorials must be submitted to the Public Works Department for consideration. In order to qualify, prospective nominees must fulfill the following minimal criteria set forth in the next slide:

Continued

New Policies

SECTION V (PARK MANAGEMENT AND SUPPORT SERVICES):

Nominees must have served with distinction as a prominent citizen or member of a recognized community organization or group within the City of Coos Bay; Nominees must have made a significant contribution to the community or served with distinction in Coos Bay government; Adult nominees must satisfy a background check (fee paid by applicant); Adult nominees must fulfill a residency requirement of a minimum of ten (10) years in Coos Bay; All nominations must be accompanied by a minimum of five (5) letters of support, which testify as to:

Why the nominee should be considered:

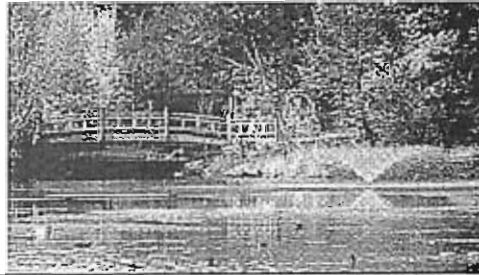
- ▶ The nominee's significance as relates to the City of Coos Bay
- ▶ Outstanding community contributions, accomplishments, achievements, or distinctions
- ▶ Outstanding community involvement

Continued

New Policies

SECTION V (PARK MANAGEMENT AND SUPPORT SERVICES):

All applications for Category III memorials will be reviewed by the PWD based on the aforementioned criteria. Names of qualified nominees will be forwarded to the Park Commission for recommendation to Coos Bay City Council for final review and approval.



New Policies

SECTION VI (PARK ATTRIBUTES): Park Type

- › Neighborhood Park:
Acreage: 1 to 5
Services Radius: 1 mile
Property: 4% slope allowed up to 50% of property.

- › Community Park:
Acreage: 20 to 100
Services Radius: 3 to 5 mile
Property: 4% slope allowed up to 25% of property

- › Large Urban/Regional:
Acreage: 50 +
Services Radius: Citywide
Property: 4% slope allowed up to 25% of property

New Policies SECTION 6 (PARK AMENITIES):

SCHOOL PARK

May fulfill needs of a neighborhood or community park, but designed and developed in cooperation with school district.

Mandatory Amenities Include

- Code Compliant Internal Pathway
- Landscaping
- Identification
- Sign, Lighting
- Open Area and Trees

Optional Amenities Include:

- Community Gardens
- Interpretive/Educational Facilities
- Natural Areas
- Shelter/Gazebo
- Sport Courts
- Stage/Amphitheatre
- Trails
- Off Street Parking
- On Street Parking
- Picnic Table or Bench
- Playground
- Sport Fields
- Walking Path or Sidewalks and Multi-Use Path

New Policies SECTION 6 (PARK AMENITIES):

LINEAR/TRAILS

Corridors of land that connect parks and resources, providing public access to trails and their surrounding areas. May include developed or natural areas where the primary facility is trail.

Mandatory Amenities Include

- Code Compliant Internal Pathway
- Identification Sign
- Lighting
- Open Area and Trees

Optional Amenities Include:

- Landscaping
- Interpretive/Educational Facilities
- Natural Areas
- Memorials
- Picnic Table or Bench
- Restroom Facilities
- Site Furnishings
- Trails
- Walking Paths or Sidewalks and Multi-Use Path

New Policies SECTION 6 (PARK AMENITIES):

NATURAL AREAS

Managed to ensure an open, more natural state. For passive or low impact activities, such as wildlife viewing, hiking, jogging, bicycling and nature photography.

Mandatory Amenities Include

- Code Compliant Internal
- Pathway, Identification Sign
- Lighting
- Natural Areas and Trees.

Optional Amenities Include:

- Fishing Lake
- Interpretive/Educational Facilities
- Landscaping
- Maintenance Facilities
- Memorials, Natural Areas
- Off Street Parking
- On Street Parking
- Interactive
- Water Feature
- Open Areas
- Restroom Facilities
- Shelter/Gazebo
- Site Furnishings
- Sports Complex
- Trails
- Walking Path or Sidewalks and Multi-Use Path.

New Policies SECTION 6 (PARK AMENITIES):

SPECIAL USE FACILITIES

Sites that contain unique features or facilities designed to support particular activities.

These areas will likely draw users from throughout the city and may have a regional draw. They may be owned or managed by the City. Examples are; City Hall, Dog Park, Boat Ramp, Pool, Library, Art Museum or Visitor Information Center.

Questions?