

PARK MEETING NOTICING STANDARDS

CITY OF SACRAMENTO
DEPARTMENT OF PARKS AND RECREATION
PARK PLANNING, DESIGN AND DEVELOPMENT

The following are the current noticing standards for public meeting regarding master plans for new park development or existing park improvements:

A series of one to three community meetings where the master plan is development and reviewed by the public. The number of meetings depends on the community interest in the park project, the size and budget of the project, and whether consensus can be reached on the design in fewer meetings.

- If there will be two or more meetings: then the first meeting is an opportunity for the public to give input into the design of the new park or the renovation of an existing one. The staff will review the required park and recreation amenities based on the approved Capital Improvement Program project and the planning area deficiencies, review the appropriate park amenities for the type of park, and review the design process and the park planning schedule.
- At meeting two, one or more "master plans or conceptual plans" developed by the landscape architect consultant or project manager, are presented at the meeting based on the scope of the approved Capital Improvement Program project, planning area deficiencies and community and staff input.
- At the last meeting, the proposed master plan is presented to the community, which includes the community and staff's requested changes. The phase one development plan, budget, and project schedule are also presented.
- If the proposed park is in North or South Natomas, the Natomas Parks and Recreation Advisory Committee is the public forum where the master plan is developed and reviewed.
- The Master Plan is presented to the Parks and Recreation Citizen's Advisory Committee for approval to proceed with phase one construction documents.
- The City Council has the final approval of the park master plan. The City council approves the park master plan after the project has been bid and the construction contract is to be awarded.

Notices are sent to the following:

- Property owners within 500 feet of the park site
- School districts, neighborhood associations, and interested individuals
- City Council Member
- Area Director
- Citizens Advisory Committee Members
- Notice in the neighborhood publications

Notices are posted at the following locations:

- Department of Parks and Recreation website
- Meeting location
- Posting at Park Planning, Design and Development
- Park Site

Future Considerations / Policy Issues

- Community vs. Neighborhood Parks
- 3-mile radius
- Sports clubs, leagues, special interest groups, community-based organizations
- Additional phases, facility augmentations
- Noticing prior to homes being developed
- Role of the Parks and Recreation Master Plan - Required vs. optional park elements