POLICY NAME: PARK PROPOSALS

Policy Category: Planning

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<th>Date Reviewed:</th>
<th>July 2011</th>
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Introduction
Parks are a precious commodity. Land within the City of Portland is finite, the population continues to grow, and interest in recreation both passive and active evolves and changes. All of these factors come together to create a rich, dynamic and ever-changing parks system.

Working with the community to identify improvements represents an opportunity to enrich the park experience for users. Balancing the needs of a diverse and changing community is both an opportunity and challenge for Portland Parks & Recreation.

This policy is intended to help both the public and staff understand the criteria by which projects are proposed, evaluated and implemented.

Policy
Portland Parks & Recreation and the public must work together to create parks that reflect the needs and character of the community. Portland Parks & Recreation can only fulfill its responsibility to develop long-term strategies, plans and improvements that benefit the greatest number of constituents possible and to effectively use limited resources by working closely with the community it serves.

Portland Parks & Recreation will support the public’s ability to participate in creating parks that meet local, current and long-term needs, in a way that honors long-term commitments, future generations, legal requirements, political directives and the diverse needs of a rapidly growing and changing city.

Project Criteria and Types

Project Criteria
Proposers will be asked to work with Portland Parks & Recreation to show how their project proposal:

- Serves the general public
- Meets Portland Parks & Recreation standards of design and construction
- Reflects the character of the park
- Enhances the park without hindering the quality of the open space
- Has an identified source of funding
- Proposers will also work with Portland Parks & Recreation to demonstrate:
  - Broad community support for the project
  - Compatibility with surrounding uses (within and adjacent to the park)
  - Consistent with current or proposed uses
  - Fit with existing planning documents (e.g., park master plan, facility system plan, 2020 Vision, Dog Off Leash Area Report, etc.). If a proposal is inconsistent with an existing plan, or involves a change of use, the applicant will be expected to present a defensible rationale and show broad community support for the change
  - Funding impacts – especially increased ongoing requirements for operations and maintenance
  - Compliance with zoning code and land use requirements

**Project Types**
Within the park system, there are generally two types of projects:
1. Enhancement Projects – a project that is consistent with current uses but improves access, function, enjoyment, etc of the park. Examples of these would include improving pathways, implementing portions of park master plans, improving play equipment, plantings etc. Because these types of projects are already publically supported, they are generally simpler to implement.
2. Change of Use Projects – a project that is new to the design of the park and is not recommended in any current documents or plans. Examples of this would be creating new dog areas, building a community garden, or adding a skate park where none are planned.

All proposers for a project in a park will be asked to complete an application. Portland Parks & Recreation will work with community members to support them in developing their request and understanding the challenges and opportunities posed by the project.

Certain types of projects – such as those involving another City Bureau – may be forwarded to other entities.

**Related Policies**
Policy on Reviewing Community Requests For Park Improvements
Policy on Accepting Gifts and Memorials

**Related Documents**
Park Proposal Process

**Related Forms**
Application Cover Letter
Application
Review Committee Evaluation Form
Letter – Confirmation of Receipt of Proposal
Letter – Proposal Outcome

**Policy review date** (twelve months from date of acceptance)
July 2012