City of Sutherlin

PARKS AND OPEN SPACE PLAN

April 30, 2005

SATRE
ASSOCIATES

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PARKS AND OPEN SPACE PLAN

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WHY PLAN FOR PARKS?

FOR THE BENEFITS

Economic Benefits
- Out of town visitors to special events
- Out of town teams participating in leagues or tournaments
- Increased revenue for local businesses
- Increased employment opportunities
- Improved property values
- Tax revenues from new development next to parks

Environmental Benefits
- Vacated sites redeveloped as parks
- Open spaces and natural areas protected
- Creeks and waterways restored and improved

Social Benefits
- Opportunity for quality family time
- Neighbors share parks, get to know one another

Individual Benefits
- Participate in recreation, pursue hobbies and sports
- Increased exercise, improved health

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Chapter 1. Introduction

1.1   Overview

Sutherlin is a growing community. Sutherlin is a desirable community in which to live. Whether raising a family or selecting a place for active retirement, Sutherlin offers a mild climate and easy access to services and recreation in all directions.

Located 12 miles north of Roseburg, the Douglas County seat, Sutherlin is centered on the transportation crossroads of Interstate 5 and Highway 99 in a north/south direction and Highway 138 in an east/west direction. Situated in one of the fertile valleys of the Umpqua River Watershed, Sutherlin is bounded on the north and south by two ridge systems. To the east lies a broad valley rising gently towards the distant Cascade Mountains. To the west lies a series of gently sloping rounded hills and valleys through which Calapooya Creek, and then the Umpqua River, works westwards to the Coast Range and Pacific Ocean.

Sutherlin is one of the fastest growing communities in Douglas County, increasing from 5,000 people in 1990 to over 7,300 in 2003. As the city continues to develop to accommodate this growth, attention to quality of life, including natural resources, open spaces and recreation opportunities becomes increasingly important.

It is in this regard that the City of Sutherlin set out in late 2003 to develop its first-ever comprehensive Parks and Open Space Plan.

1.2   Plan Objectives

While Sutherlin has several parks within or near the community, the park system does not currently meet minimum recommended standards regarding the provision of parks and open spaces. Objectives for the Parks and Open Space Plan include:

1.   Evaluate the existing condition of parks and open spaces in Sutherlin and identify opportunities relative to developing a parks system to meet the current and future needs of the community. (Chapter 2. Existing Conditions.)

2.   Poll the community regarding preferences for a parks and open space system in Sutherlin. (Chapter 3. Public Comment.)

3.   Develop a parks and open space system including recommended standards for type, size, location, physical elements and design considerations. (Chapter 4. Service Delivery Standards.)

4. Identify park and open space needs based on current and future population projections, including potential locations for future park and open space facilities. (Chapter 5. Needs Assessment and Chapter 6. Plan Diagrams.)

5. Identify park and open space projects, implementation strategies and an action plan for activating the Parks and Open Space Plan. (Chapter 7. Action Plan.)

1.3   Plan Development Process and Public Involvement

Building from the above five objectives, a plan development process was established. Seven Tasks were identified, beginning with data collection and analysis (Task 1. Existing Conditions Analysis) and ending with development of the Parks and Open Space Plan (Task 7. Plan Document).

Table 1.1 – Plan Development Process

Task	Fall 03	Winter 04	Spring 04	Summer 04	Fall 04	Winter 05	Spring 05
1. Existing Cond.							
2. Public Comment							
3. Service Delivery							
4. Needs							
5. Plan Diagrams							
6. Action Plan							
7. Plan Document							

A public involvement process was utilized to: a) help identify community preferences regarding parks and open spaces; and b) review and provide comment on various elements of the Parks and Open Space Plan. This was accomplished through regular staff consultation, a series of Parks Advisory Committee meetings, focus group sessions, a community survey and an open house. Details regarding these public involvement activities can be found in Chapter 3, Public Involvement.

1.4   Using the Plan

From a long-term community planning perspective, the Parks and Open Space Plan is subject to periodic review. From a short-term community development perspective, it is intended that strategies and actions included herein be implemented upon adoption of the Plan. Chapter 7, Action Plan, includes a capital improvements list identifying park, open space and pathway projects (7.1); a set of implementation strategies intended to be utilized by elected and appointed officials and staff to foster progress in meeting the parks and open space needs of the community (7.2); and an action plan, in calendar format, to be an annual or fiscal year planning tool (7.3).

The Parks and Open Space Plan is intended to be desktop ready and user-friendly. It is intended to be actively referenced by officials, staff, residents and those engaged in developing property. Officials and staff can use the Plan to pursue grants and other funding sources as well as to review development proposals in seeking and/or negotiating

for park, open space or pathway sites and facilities. Residents can use the Plan to stay familiar with Sutherlin park and open space plans and engage in conversations with staff and decision makers about park needs and priority projects. Those engaged in developing property can use the plan as a tool in identifying possible locations for park, open space or pathway facilities and in identifying opportunities for integrating development plans with park plans.

Working together, officials, staff, residents and the development community can help Sutherlin realize its vision of a comprehensive, networked system of parks, open spaces and multi-use pathways.
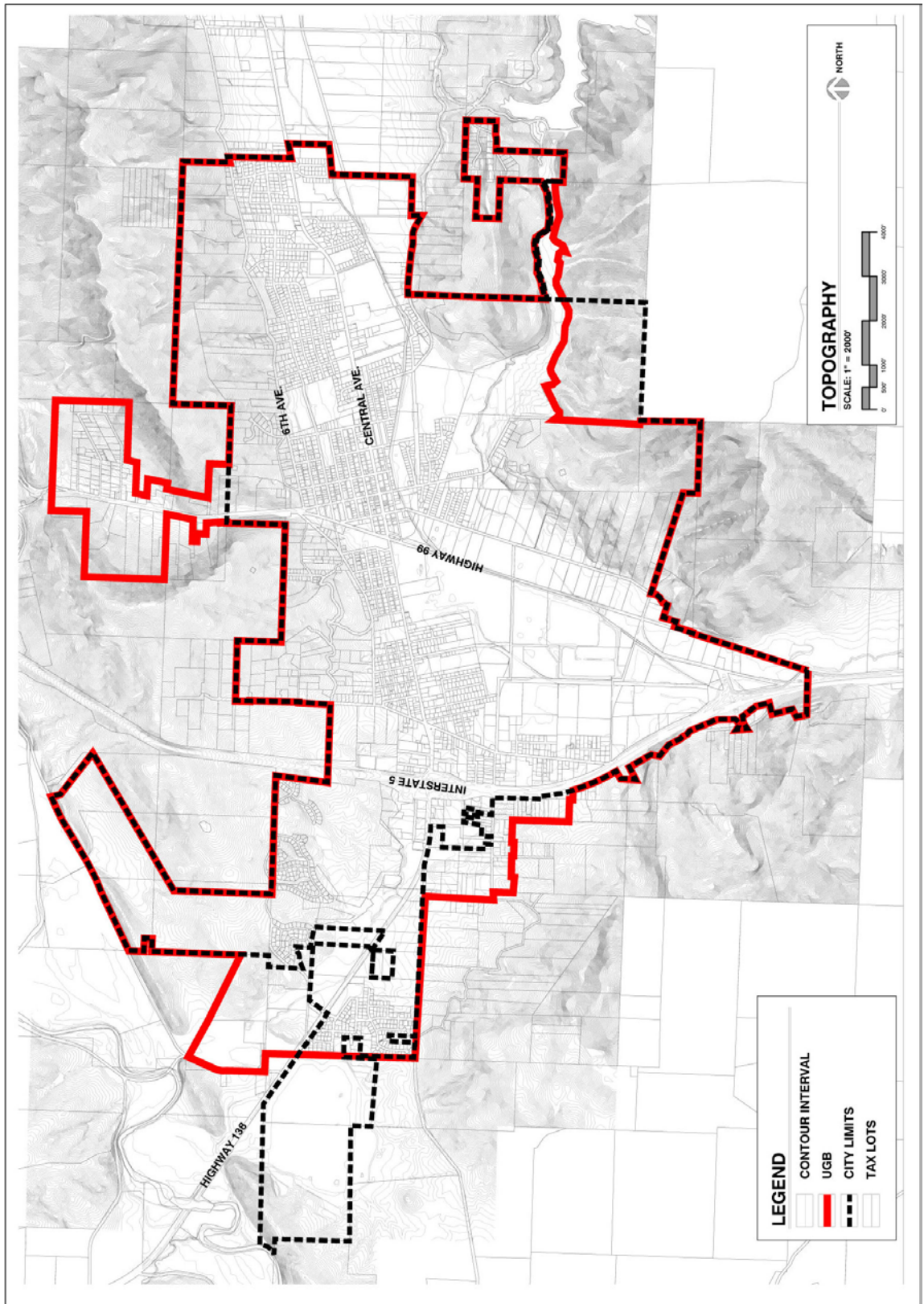
Figure 1.1 – Topography, UGB and City Limits

Chapter 2. Existing Conditions

2.1   Existing Conditions

Physical Setting, Urban Growth Boundary and City Limits
There are approximately 3,889 acres within Sutherlin's Urban Growth Boundary (UGB) and 3,052 acres within the city limits. Much of the UGB and city limits boundary is the same with the exception of an area north of the central area of town known as Union Gap, an area south of Cooper Creek south and east of the south end of State Street, an area west of Interstate 5 and south of Highway 138, and an area north of Highway 138 towards the northwest extent of the city. The UGB was located primarily on the basis of physical and natural features surrounding the community and thus follows the contours and topography of the surrounding foothills. These significant ridgelines to the north and south of Sutherlin (each running more-or-less east to west) frame the community in terms of development as well as serve as an important visual backdrop. Figure 1.1, Topography, illustrates Sutherlin's UGB, city limits and surrounding natural landform.

Parks and Schools
Sutherlin has three city parks. Central Park, located south of Central Avenue between South Willamette and South Umatilla Streets, is a 4.2 acre facility improved with lighted tennis courts, playground equipment, a community center, historic and cultural monumentation, shade trees, picnic facilities and a small

Central Park

rose garden. Central Park is heavily utilized and highly popular to residents of Sutherlin.

Sutherlin's second park, Hartley Park, is located on West 6th Avenue east of Branton Street. Hartley Park is an 8.8-acre facility offering open space recreation, picnic and BBQ facilities, and play equipment. The park is located on the flank of the north foothills and slopes from north to south. An unimproved parking area off of West 6th Avenue exists at the bottom of the park and an access road along the eastern boundary serves a second paved parking area near the top of the park. Though

Hartley Park

there are some park elements at Hartley, the facility is largely unimproved, has inconvenient access and is difficult to supervise or police.

Sutherlin's third park is the Timber Days site. A 25.7-acre parcel, Timber Days is due south of Central Park across Sutherlin Creek. A narrow pedestrian bridge adjacent to South Willamette Street to the southwest of Central Park crosses Sutherlin Creek and provides access to Timber Days.

Rodeo Grounds

Timber Days is home to an annual 3-day rodeo operated by a private non-profit community organization. The site is largely unimproved but contains a rodeo arena, BMX track, a short track for mud races, a picnic pavilion and public restrooms.

Cooper Creek Reservoir

In addition to city park facilities, Douglas County has one park facility which lies partly within the Sutherlin UGB. The Douglas County Park at Cooper Creek Reservoir offers boating, swimming, fishing and picnicking opportunities.

There are four public schools—two primary, one middle and one high school—in Sutherlin that offer playing fields and hard court sport and recreation opportunities. West Intermediate School is located in the north central area of Sutherlin, on Comstock, north of Sixth. It is about 16 acres in size, with about 12 of those acres considered outdoor area potentially available for shared school/park use. East Primary School is located north of downtown between 3rd and 4th just west of Umatilla. It is a smaller campus, about 3.5 acres overall, with about 1 acre considered potentially available for shared school/park use. The middle and high schools share one larger campus on two adjacent parcels. The north parcel, on the north side of 4th, just east of Umatilla contains the middle school and high school buildings and associated facilities. The south parcel, immediately across 4th from the school buildings, contains outdoor physical education and other athletic facilities. The south parcel is considered potentially available for shared school/park use, with about 16.3 acres overall.

Land Use, Transportation and Ownership

As with all communities in Oregon, Sutherlin's land use is governed by its Comprehensive Plan and Zoning Code. Within Sutherlin, there are four general land use categories—industrial, commercial, residential and public—within both the Comprehensive Plan and Zoning Code. Generally speaking, existing development more or less follows the physical delineation of the land use classifications. For the most part,

the commercial land use designation occurs along Central Avenue east of Interstate 5 and Highway 138 west of the interstate, with an additional small commercial node at the Highway 99/Interstate 5 interchange on the south end of town. The industrial land use designation occurs: a) along the Highway 99 corridor from approximately 4th in the north to the Highway 99/Interstate 5 interchange in the south; b) within a large roughly triangle-shaped area west of Highway 99 from Hastings in the north to the south highway/interstate interchange in the south; c) two small areas west of Interstate 5 along the south side of Highway 138; and, d) a large undeveloped tract in the northwest corner of the UGB. Residential land use occurs outbound from the commercial/industrial core, with significant residential areas occurring to the northeast, southeast and northwest corners of the community. The public land use designation is scattered throughout the community, primarily occurring where current public facilities exist, including the schools, parks, city hall and library and public works shop. Figure 2.1 illustrates Sutherlin's Land Use Designations.

The transportation system in Sutherlin is defined by the Interstate 5 and Highway 99 north/south corridors which divide the city roughly into thirds and the Central Avenue and Highway 138 east/west corridor which further divides the community into sixths. These six sub-areas are each served by collectors and local streets. The existing transportation system is largely oriented to automobile transportation with limited accommodations for bicycle and pedestrian transportation. (Sutherlin is currently updating its Transportation System Plan to address future transportation needs, including multi-use paths.)

In addition to the public ownership mentioned above regarding parks and schools, other public ownership of significance includes Douglas County and the Sutherlin Water Control District. Douglas County owns most of the industrially designated land in the south central triangular area previously mentioned. The Sutherlin Water Control District owns and operates Cooper Creek Reservoir, including approximately 260 acres immediately surrounding the reservoir.
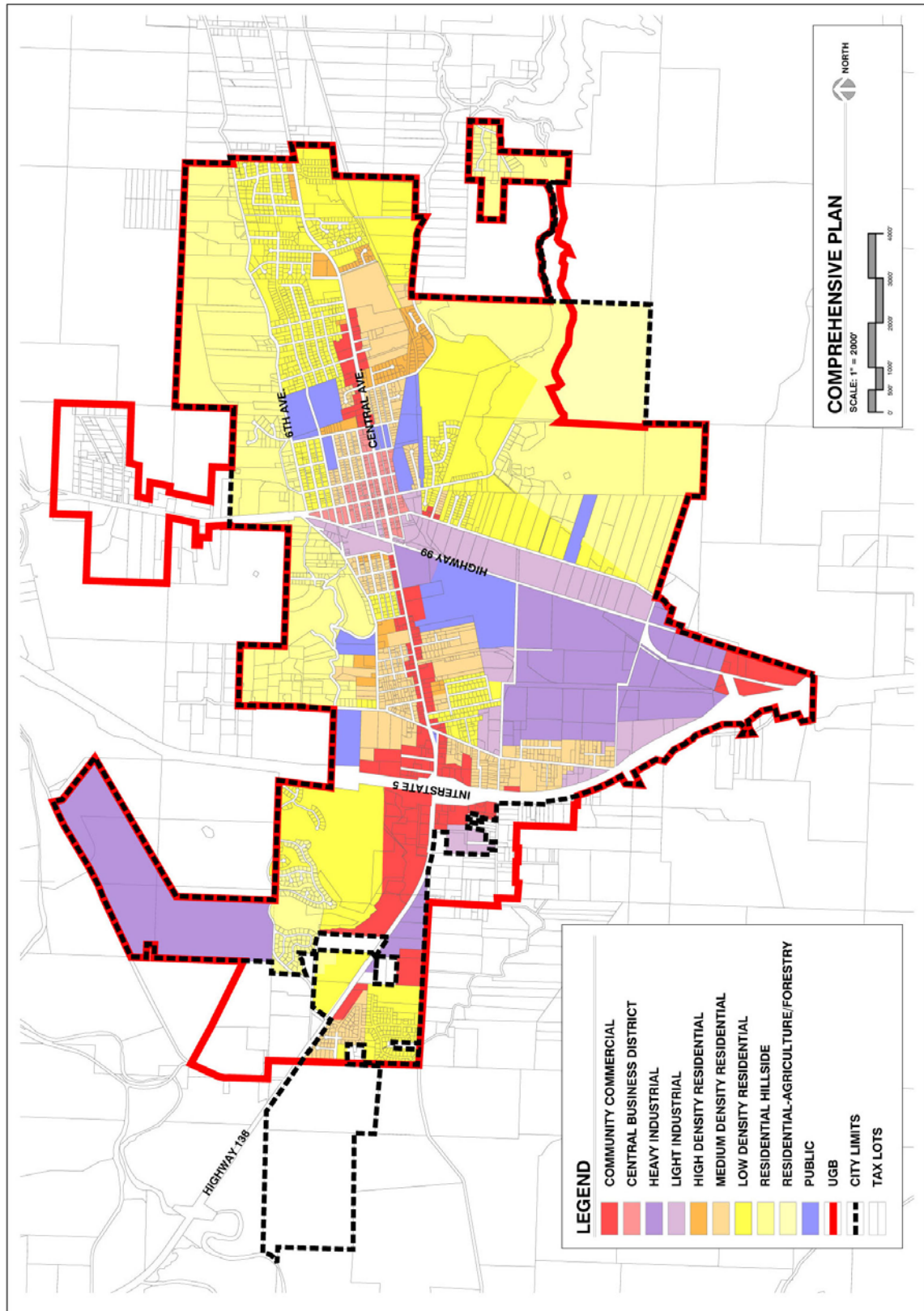
Figure 2.1 – Comprehensive Plan Land Use Designations

Hydrology, Wetlands and Vegetation

Sutherlin Creek, Cooper Creek and Cook Creek are the primary linear drainage features in the community. Sutherlin Creek and Cooper Creek flow west and south, merging in the south central area of town before draining into the North Umpqua River west of Interstate 5 and Winchester. Sutherlin Creek has been highly altered over the years, with strategies employed to straighten and deepen the creek to accommodate storm drainage and urban runoff. Cooper Creek, much less impacted than Sutherlin Creek and retaining areas of intact riparian habitat, receives much of the runoff from the southeast Sutherlin hills. Cook Creek begins in the highlands immediately southwest of town, flowing north under Highway 138 before turning westward and making its way to Calapooya Creek and to the Umpqua River.

Sutherlin Creek
Looking West from State Street

Ford's Pond

Other significant hydrologic features include Ford's Pond on the far western edge of the Sutherlin UGB and two remnant log ponds in the south central industrial area of the community.

Wetlands represent a third significant hydrologic feature in Sutherlin. Of the 3,889 acres within Sutherlin's UGB, about 300 acres, or nearly 8 percent, of the community is wetland (All-told, over 1,300 acres of wetlands exist within the immediate vicinity of the Sutherlin, Cooper and Crook Creek drainages). Wetlands in Sutherlin are comprised of riparian woodlands and wet prairies.

Wetland Habitat along the Cook Creek Drainage
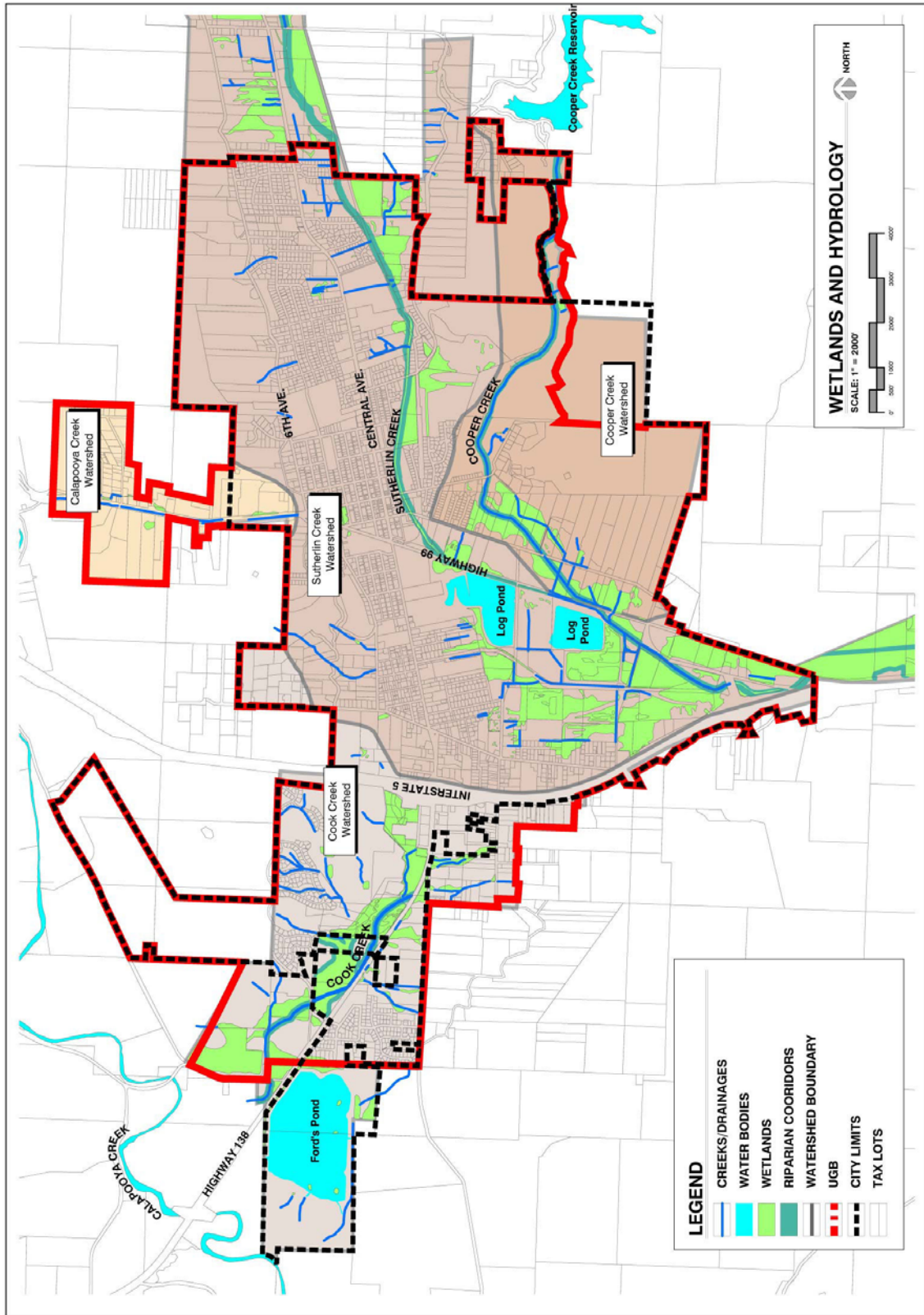
Figure 2.2 – Wetlands and Hydrology

Beyond the urban and suburban environment of Sutherlin proper and the surrounding lower elevations of grasslands and wet prairie, exist oak woodlands and mixed coniferous forests wherein Oregon white oak, Ponderosa pine and Douglas fir predominate. Figure 2.2 illustrates Sutherlin's hydrologic and wetland elements.

The Landscape of Sutherlin – Grasslands and Wet Prairies Surrounded by Oak Woodlands and Coniferous Forests

2.2 Opportunities and Constraints

There are numerous opportunities for park and open space development in Sutherlin. On the positive side, the Sutherlin landscape lends itself to an interconnected park system developed around existing creeks, riparian drainages and wetland corridors. Strategic acquisition of park property could result in a spectacular park, open space and pathway system – a true emerald necklace throughout the city. The good news is that the skeleton of a system already exists and with careful planning can be capitalized on. That said, the limited number of parks in the city today coupled with existing transportation barriers present a number of unique challenges that will need to be addressed. Figure 2.3 depicts the location of key opportunities and constraints.

Opportunities
- The three stream corridors, Sutherlin Creek, Cook Creek and Cooper Creek, present linear riparian corridors that could serve as:
    – Bike/Pedestrian connections between park facilities
    – Habitat and corridors for wildlife
    – Open space and visual diversity throughout the city
    – Connections to nearby recreation destinations such as Cooper Creek Reservoir, Plat I Reservoir, Ford's Pond, or Calapooya Creek
- The existing log ponds provide opportunities for wildlife habitat, open space, non-motorized boating, warm-water fishing and recreation functions.
- "Multiple objectives"[1] management strategies applied to existing water resources could easily be capitalized upon to the benefit of the park system and the city as a whole.
- The vacated east-west railroad ROW provides a linear park and pathway opportunity along Sutherlin Creek with potential connection from Plat I reservoir to the center of town.

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[1] Multiple objectives management refers to a program designed to provide multiple benefits (such as stormwater detention and filtration, habitat, active and passive recreation opportunities, wetland protection, etc.) to a community through an integrated management structure.

- With several large portions of the ROW under city ownership, improvements could be made with relative ease.
- ODOT's planned expansion of the Highway 138 access under Interstate 5 in 2005 provides an important transportation opportunity to expand bicycle and pedestrian facilities and provide connections westward to Ford's Pond.
- Realigning the 4th Avenue Extension/Highway 99 intersection presents an opportunity for a safe and efficient east west access on the north side of town.
- Redesign and expansion of the south Sutherlin Interstate 5 interchange presents an opportunity to provide a bicycle/pedestrian link across the freeway.
- Transportation system improvements provide opportunities to establish links between parks and pathways.
- Though having limited street-frontage, the Rodeo Grounds location, existing infrastructure and community familiarity offers a prime opportunity for expanded community park facilities in the heart of town.
- Cooper Creek Reservoir (owned by Sutherlin Water Control District) and surrounding county park could serve as an east end, water-oriented community park.
- The existing log ponds in south central Sutherlin (North - owned by Murphy Plywood, South – owned by Douglas County) could serve as significant natural area and open space for passive recreation.
- The majority of the City is relatively flat with a number of large undeveloped parcels suitable for park or open space development.
- Wetlands provide an opportunity for multiple benefits of open space, habitat, and stormwater detention and filtering.
- The ridge systems surrounding the city present opportunities for a system of trails, scenic overlooks and backdrops with Sutherlin as a focus.

Constraints
- Wetlands may constrain park development.
- Improving and restoring degraded portions of the existing hydrologic system—Sutherlin Creek and the south central wetlands near the log ponds—may be expensive.
- Both I-5 and the active railroad ROW present significant barriers to east-west bicycle and pedestrian transportation across the city.
- Connections between parks, particularly bicycle and pedestrian connections between west and east Sutherlin, is significantly limited by I-5.
- East-west connections on the north side of town are constrained by the poor intersection design at 6th Avenue and Highway 99 and the lack of a 4th Avenue extension across the railroad tracks.
- Purchase or acquisition of new parkland may be the biggest constraint simply due to economic factors.
- The steep slopes surrounding the city present a challenge in terms of access to and cost of trail construction.
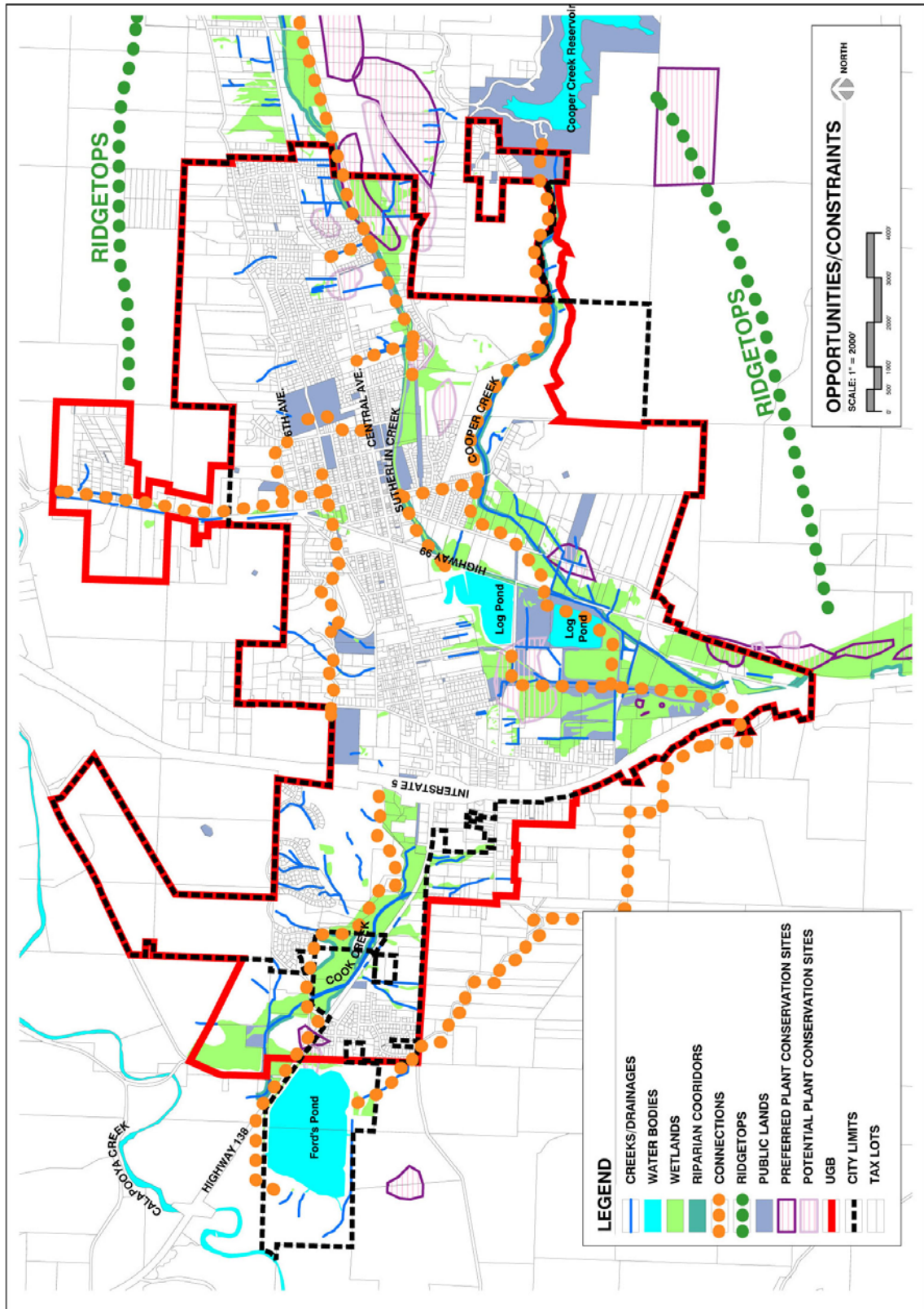
Figure 2.3 – Opportunities and Constraints

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Chapter 3. Public Comment

3.1 Parks Advisory Committee

A comprehensive approach to engaging the community was employed in developing the Parks and Open Space (POS) Plan. Key to providing overall direction and critical review was the involvement of staff and the Parks Advisory Committee. Comprised of seven individuals appointed by the City Council, the Parks Advisory Committee has met regularly during the POS Plan development. Each of the seven chapters of the plan were presented in draft form to the Committee and, following the Committee's review, were revised and incorporated into the Plan.

Key elements of the Parks and Open Space Plan crafted with Committee input include:
1. Development of the Parks Survey Questionnaire.
2. Review of emerging themes from the survey and focus group sessions.
3. Involvement with the Public Workshop – engaging in conversations with residents and attendees.
4. Review and influence in developing the Parks and Open Space Classification System and Service Delivery Standards.
5. Review and comment on the Plan Diagrams – including such critical factors as equitable geographic distribution of facilities, safe pedestrian access to neighborhood parks, and a linked multi-use pathway system.
6. Review and concurrence on the Capital Improvements List and Implementation Strategies.

3.2 Focus Groups

As the parks and open space conversation moved from a review of existing conditions to a discussion of the future, three focus group sessions were held to capture the opinions from a diverse contingent of community residents. Business owners, property owners, civic organization representatives, residents, seniors and youth participated in a series of in-depth conversations about the future of parks and open spaces in Sutherlin. Ideas ranging from what types of facilities were most needed to how they could be paid for were recorded and formed the basis for further Parks Advisory Committee deliberations.

3.3 Parks Survey

In March of 2004, concurrent with the Focus Group sessions, a written survey was distributed to a random sample of Sutherlin residents. The survey was designed to collect information from residents regarding the types of parks and park amenities they would like to see in their city in the future. Nearly 200 residents participated in the survey. The survey results present a general assessment of the range of community attitudes and opinions that exist in the community regarding Sutherlin's parks and open spaces. Three representative questions from the survey findings follow.

<u>Survey Question 4. Number of Parks</u>
Survey Question 4 asked residents their opinion about the number of parks in Sutherlin.
Table 3.1[2] below shows the results of Survey Question 4.

Table 3.1 shows that the majority of respondents had no opinion[3] regarding the number of parks in Sutherlin or felt that there are too few parks.   Fewer than three percent of respondents indicated that there are too many parks while over 50 percent of respondents feel that there are too few parks.

Table 3.1 – Number of Parks

Question 4	Number	Percent
Drastically too many	0	0.0%
Too many	4	2.2%
No opinion	78	43.8%
Too few	81	45.5%
Drastically too few	15	8.4%
n	178	100.0%

Source: City of Sutherlin 2004 Parks Survey

<u>Survey Question 9. Importance of Park Acquisition</u>
Survey Question 9 asked respondents how important city acquisition of new parklands
(parks, natural areas/open space and bike and walking paths) is considering current and
expected future growth rates. Figure 3.1[4] below shows the results of Survey Question 9.

Figure 3.1 – Importance of Park Acquisition
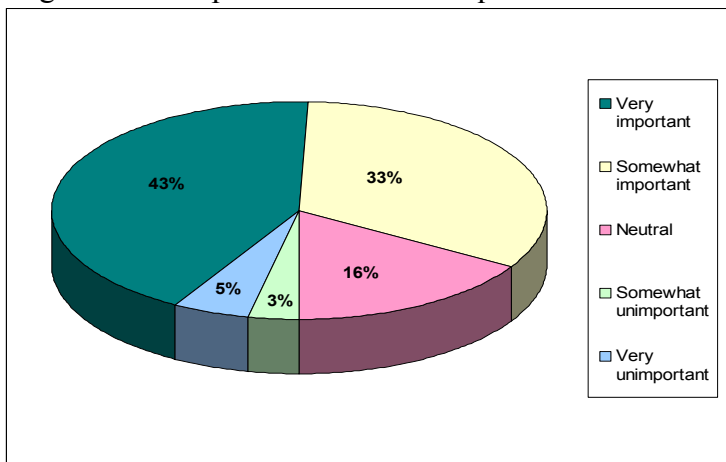
Source: City of Sutherlin 2004 Parks Survey

Figure 3.1 shows that the majority of respondents feel that acquisition of parkland for
future parks is very important (43 percent) or somewhat important (33 percent). Only

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[2] Found as Table 3.5 in Parks Survey Analysis of Response Report, April 30, 2004

[3] "No opinion" generally indicates that the respondent simply doesn't have enough information or
familiarity to answer the question.

[4] Found as Figure 3.9 in Parks Survey Analysis of Response Report, April 30, 2004

eight percent of respondents felt that acquisition of parkland is somewhat or very unimportant. Sixteen percent of respondents were neutral with regard to park acquisition.

Survey Question 11. Park System Priorities
Survey Question 11 asked respondents to rank future park system priorities according to importance. The activities listed in the survey were:

- Maintain existing park facilities
- Acquire and/or develop additional park lands
- Acquire and/or develop additional bicycle and pedestrian trails
- Acquire and/or develop additional natural and open space areas

Table 3.2[5] below show the results from Survey Question 11.

Table 3.2 – Park System Priorities

	MOST IMPORTANT -- LEAST IMPORTANT							
	1st		2nd		3rd		4th	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Maintain existing park facilities	96	48.0%	40	28.0%	15	10.6%	12	8.2%
Acquire and/or develop additional park lands	38	19.0%	39	27.3%	40	28.2%	38	25.9%
Acquire and/or develop additional bicycle and pedestrian trails	39	19.5%	34	23.8%	49	34.5%	36	24.5%
Acquire and/or develop additional natural and open space areas	27	13.5%	30	21.0%	38	26.8%	61	41.5%
n*	200	100.0%	143	100.0%	142	100.0%	147	100.0%

Source: City of Sutherlin 2004 Parks Survey
* Total responses may be higher than the number of returned surveys because some respondents listed a single priority more than once.

Table 3.2 shows that respondents overwhelmingly agree that maintaining existing parks should be the city's first priority. The second priority (considering "maintaining parks" was listed 1st) was "acquisition and/or development of new parks." The third priority listed was "acquire and/or develop additional bicycle and pedestrian trails." "Acquire and/or develop additional natural and open space areas" were listed as the lowest priority.

Three basic themes emerged from the survey findings:
1. Sutherlin residents support a parks and open space system in the community.
2. The quality and quantity of Sutherlin's parks needs improvement.
3. Acquisition of new parkland should be the city's number one priority after maintenance of existing parks.

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[5] Found as Table 3.7 in Parks Survey Analysis of Response Report, April 30, 2004

3.4   Public Workshop

In October of 2004, following further work by the Parks Advisory Committee and the development of Service Delivery Standards, Needs Assessment and Plan Diagrams, a Public Workshop was held to share emerging elements of the Parks and Open Space Plan and offer the community an opportunity to further weigh in on the specifics of the Plan. Organized as a series of information stations, various elements of the Parks and Open Space Plan were displayed, with staff, consultants and Committee members available to answer questions and record comments from workshop attendees. Opinions expressed at a general comment session confirmed earlier conclusions regarding general support for developing a comprehensive parks and open space system for Sutherlin, in particular acquiring land, protecting open spaces and developing a network of multi-use pathways.

3.5   Emerging Themes

Throughout the public involvement process, consistent comment emerged from community members and those participating in the process. In general, there was overwhelming support for a parks and open space system in Sutherlin and genuine enthusiasm for the Parks Plan and opportunities it presented regarding economic development and quality of life in the community. More specifically, emerging Parks and Open Space Themes included:

1. Facilities
    A. Need more parks.
        1.   Especially west of I-5.
        2.   More geographically distributed too.
    B. Need more sports fields.
        1.   Softball.
        2.   Soccer.
        3.   Multi-purpose.
        4.   Tournament-level complexes.
    C. Decide what to do with Hartley Park.
        1.   If dispose, do so only if a suitable neighborhood park can be provided in the immediate neighborhood.
    D. Renovate Central Park.
    E. Improve the Rodeo Grounds.
        1.   Comprehensive, multi-event central community park.
        2.   North side of Sutherlin Creek (especially the area between the Creek and Everett Street) should be added to overall Rodeo Grounds/Central Park complex.
    F. Create a "Central Park / Civic Center".
        1.   Connect City Hall, Library, Senior Center, Central Park, Rodeo Grounds.
        2.   Include visibility to Central Avenue.
        3.   Maybe include a public plaza, fountain, historic elements.
        4.   It will help economic development.

G. Need more park elements.
   1.   Picnic facilities – individual and group.
   2.   Community gardens.
   3.   Bandstand and/or outdoor theater.
   4.   Places for kids and families to go.
   5.   Neighborhood parks close to home, in residential areas.
H. Need a skatepark.
   1.   Like the one in Myrtle Point or Reedsport.
I. Need trails and pathways.
   1.   East-west and north-south connections.
   2.   Off street.
   3.   Multi-purpose – walk, jog, bike, cart/scooter.
   4.   Year-around access.
   5.   Along creeks, within the old railroad right-of-way.
J. Protect significant natural features as open spaces.
   1.   Keep access limited, maybe just trails and overlooks.
   2.   Passive, quiet activities only.

2.   Activities
   A. Sports tournaments.
      1.   Local teams.
      2.   Out of town teams.
      3.   It's economic development.
   B. Outdoor/environmental education.
      1.   In partnership with schools or other organizations.
      2.   It's recreational, it's educational, it's also economic development.
   C. Aquatics.
      1.   Indoor, year-around recreational swimming and water play is a good thing for families and for individual health and fitness.
      2.   It's expensive, so look for partnerships or collaborating with an existing aquatic facility, such as the YMCA or Community College.
   D. Activities for everyone.
      1.   Work with Senior Center, make part of civic center.
      2.   Youth need places to go, things to do, and year-around.
   E. Team with existing Special Events.
      1.   Work with Rodeo Days and Blackberry Festival to promote special events, tourism, civic pride and economic development.

Rodeo Days Parade, 2004

3. Partnerships
   A. Work with School District.
      1. Share facilities, operations and maintenance responsibilities.
      2. School District grounds are a community resource – can provide general neighborhood park function, play areas for children, the high school facilities would be available for community events, tournaments; it too is economic development.
      3. How about a stadium.
   B. Work with Parks & Recreation District.
      1. City can be a facilities provider; District can be a program provider.
      2. Both have mutual interest in quality of life for youth and families.
   C. Partner with YMCA, especially regarding aquatics.
   D. Team up with civic groups to host events, improve parks.

4. Operations and Funding
   A. Need "basic revenue" for basic maintenance.
      1. From existing tax base.
      2. To take care of what we have.
   B. Need "additional revenue" for additional needs.
      1. Acquisition and development.
      2. Programs and events.
   C. Organized effort to obtain grants, gifts and donations.
      1. Government revenue sharing.
      2. Private foundations.
      3. Maybe even promoting estate-planning gifts to the parks.
   D. Create a "Friends of the Parks" organization.
      1. To be the researcher, applicant and receiver of grants, gifts and donations.
   E. Create a "Volunteers in the Parks" organization.
      1. To host work parties and/or special events.
      2. Could include school groups, youth groups, and civic organizations.
   F. Market the park system / promote the benefits of parks and open spaces.
      1. Will build recognition and community support.

5. The Parks Plan
   A. Think big, think long term.
      1. But keep it realistic.
   B. Identify potential acquisition sites now, before they are all gone.
   C. Tackle one project at a time.
      1. Shows progress.
      2. Provides initial success.
      3. Builds support.

Chapter 4. Service Delivery Standards

4.1   Background

While Sutherlin does have a few parks and other recreational amenities within the city limits, the park system does not currently meet minimum parks and open space standards recommended by the parks and recreation profession. Furthermore, the city faces potential economic development opportunities which, if realized, would attract additional population to the city. As one of the fastest growing communities in Douglas County, available land for parks is rapidly diminishing. Development of a Parks and Open Space Classification System and Service Delivery Standards are two critical building blocks in addressing the stated preferences of community residents in providing parks, open spaces and bicycle and pedestrian pathways.

Outlined below is a Sutherlin Parks and Open Space Classification System which includes the functional, dimensional, location, physical and design characteristics for each classification type.   The following Service Delivery Standards include objective guidelines for determining the level of service delivery needed within each classification. In developing these standards, materials from the National Recreation and Park Association (NRPA), the Statewide Comprehensive Outdoor Recreation Plan for Oregon (SCORP), and other state[6] and local[7] park planning documents were consulted.

Local government methods of planning for parks and recreation have changed with the times over the last 40 years. In the mid 1990's, for example, NRPA shifted the focus of park planning away from sole reliance on numerical requirements, to a more strategic and integrated method of evaluating community-specific needs. This integrated method tied park sizes and locations to population and user needs and encouraged use of level of service (LOS) standards for park facility development. Similarly, the 2003-2007 SCORP for Oregon does not include specific park classifications in its recommendations for small communities.

The above information notwithstanding, historic park classification guidelines remain useful tools.   Historically, NRPA listed specific park classification guidelines to help communities classify parks.   Common park types included mini-parks, neighborhood parks, community parks, regional parks, and linear parks or greenways. The State of Oregon Comprehensive Outdoor Recreation Plan (SCORP) contained similar classifications. Descriptions of the historically recognized SCORP park classification types are shown in Table 4.1 below.

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[6] On recommendation from the Oregon Parks and Recreation Department, the State of Virginia SCORP was also consulted for examples of park and open space guidelines.

[7] Park master plans from the City of Canby, City of Veneta, City of North Bend and City of Bend were also reviewed for relevant examples of park planning guidelines from other growing Oregon cities.

Table 4.1 – Historic Park Classification Standards

Park Classification	Acres/1000 population	Size	Location Criteria	Facilities in Sutherlin
Mini Park	Variable	< 1 acre	Less than 1/4 mile radius	None
Neighborhood Park	1.5 to 2	5 to 10 acres	1/4 to 1/2 mile radius	Central Park, Hartley Park
Community Park	5 to 7	30 to 100 acres	1 to 2 mile radius	Rodeo Grounds, Schools currently serve this function
Greenways/Natural Areas	20-plus	200-plus acres	1 hour drive	Ford's Pond, Other Log Ponds
Bikeways	1 to 1.5 miles	5 to 10 miles	1 hour ride w/in 10 miles	None
Pedestrian Pathways	0.5 to 0.7 miles	2 to 3 miles	1 hour walk w/in 3 miles	None
Nature Trails	0.3 to 0.5 miles	5 to 10 miles	2 hour hike w/in 3 miles	None

Source: Historic SCORP standards

4.2   Classification System

Using the above background as a starting point, the following section presents a recommended park and open space classification system for Sutherlin. The system includes four classifications: Neighborhood Park, Community Park, Greenway and Open Space, and Bike and Pedestrian Pathways. Mini parks are not included because of maintenance and acquisition concerns and Regional Parks are not included due to Sutherlin's close proximity to county and state parks and national forests. The following park and open space classifications are recommended based on the specific characteristics of Sutherlin.

Furthermore, as the Sutherlin community contemplates a Parks and Open Space Classification System and accommodates on-going residential development, general strategies for accommodating newly developing neighborhoods, while providing opportunities for neighborhood parks and access to greenways and open spaces, arise.

The Sutherlin Parks and Open Space Classification System will allow decision makers to think ahead in setting aside parkland in developing neighborhoods and providing bicycle and pedestrian access along streets and arterials.
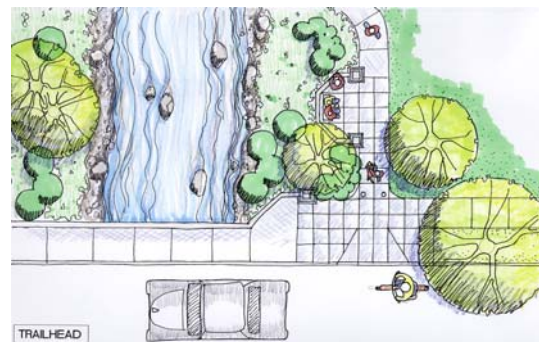
Figures 4.1 and 4.2 - Integrating Neighborhoods and Open Space

A. <u>Neighborhood Parks</u>

Purpose:
- To serve the general recreation needs of a neighborhood.
- To serve both active (recreational) and passive (social) needs.
- To accommodate a range of uses such as informal court and field games, playground apparatus, picnicking, wading pools, crafts and other passive recreation needs.

Location Criteria:
- Centrally located and easily accessible by the neighborhood.
- Within safe walking or biking distance of the population they are intended to serve.
- Should not be located near railroads, busy streets, or other hazardous areas whether real or perceived.
- Should face and have direct access from at least one, and preferably two, local streets.

Size: Acres / 1,000 Population: 3 acres per 1,000 population up to 10,000 persons; 2 acres per 1,000 population thereafter.
         Acres / Park Site: 5 to 10 acres per site; 7 to 10 acres preferred.

Service Area: Should serve distinct neighborhood areas.
                                     Radius – Blocks: 4 to 6 blocks.
                                     Radius – Miles: ¼ to ½ mile radius.
                                     Service Population: 1,500 to 2,000 population.

Physical Elements: Basic Facilities:
- Informal (non-programmed) play fields.
- Playground areas and equipment (differentiated areas for pre-school and elementary school age groups).
- Basketball, tennis and other associated hard courts.
- Individual and small group picnic facilities.
- Benches, drinking fountains, lighting, litter receptacles.
- Open lawn areas, trees, landscaping, irrigation.
- Limited vehicular on street parking.

Design Considerations:
- Designed for general usability, concurrent activities and easy and safe bicycle and pedestrian access.
- Accommodation of other public facility needs, such as off-season stormwater storage.
- Designed for safety, with clear visibility into and through the park site.
- Careful selection of trees (species selected for size, shape, appearance, hardiness, and ease of care).

B. Community Parks

Purpose:
- To serve broad, community-based social, ecological and recreational needs.
- To serve active and passive recreation needs of the community.
- To maintain, preserve and introduce ecological function into the community.
- Community parks often include competition level sports fields, nature trails, and protected habitat areas within a single border.

Location Criteria:
- Located to serve several neighborhoods in a 1 to 2 mile radius.
- Easy and safe bicycle, pedestrian, vehicular and transit access should be considered and balanced with any unique site characteristics.
- Community parks should be served by arterial and collector streets as well as an interconnected bike and pedestrian system.

Size:
Acres / 1,000 Population: 10 acres per 1,000 population up to 10,000 persons; 7 acres per 1,000 population thereafter.
Acres / Park Site: 20 to 50 acres per site.

Service Area:
Should serve distinct neighborhood areas.
Radius – Miles: 1 to 2 mile radius.
Service Population: 5,000 to 10,000 population.

Physical Elements: Basic Facilities:
- All elements of a Neighborhood park, plus the following:
- Competition level sports facilities (softball, soccer).
- Group picnic areas.
- Parking.

Optional Facilities (when appropriate for a particular site):
- Skate parks.
- Swimming pools.
- Recreation centers.
- Ponds and other water bodies.
- Trails and nature paths.
- Gardens and arboretums.
- Habitat preserves.

Design Considerations:
- Attention to integrated physical, social and environmental systems should be given during the design process.
- Park elements should be sited and designed in consideration of the various public benefits represented in a given park.
- Organized recreation often serves as the focal point with other activities and park functions organized in the surrounding area.
- Access is gained by automobiles, bicycles or walking.

C. Greenways and Open Space

Purpose:
- To protect, conserve, enhance and maintain the natural, scenic, historical, and recreational qualities of Sutherlin's natural areas.
- To tie components of the overall park system together. Greenways and Open Space provide ecological networks and biological diversity within the city. Greenways can often serve as locations for bike and pedestrian pathways.
- To recognize the importance of natural areas as an essential part of community character and a contributing factor to quality of life.

Location Criteria:
- Located along high value riparian corridors, locally significant wetlands, ridgetops, water bodies and conservation sites.
- Areas which provide connections to other parks and open spaces in the city and which have the highest habitat preservation value should be given priority.

Size: Acres / 1,000 Population: Not applicable.
Acres / Site: The size of Greenways and Open Spaces in Sutherlin will depend on the physical characteristics and size of the underlying resource.

Service Area: Should serve distinct neighborhood areas.
Radius – Miles: As needed to (1) protect resources and (2) to provide connections.
Service Population: Entire community.

Physical Elements: Basic Facilities:
- Riparian zones.
- Habitat preserves.

Optional Facilities:
- Interpretive signage.
- Viewing platforms.
- Bicycle and pedestrian pathways.
- Trails and nature paths.
- Pathway and trailhead connections to nearby residential areas and/or to limited off-street parking.
- When appropriate, select limited areas for picnic sites, benches, drinking fountains, lighting, and litter receptacles.

Design Considerations:
- Greenways and Open Spaces should be designed to maximize the protection, conservation, enhancement and maintenance of Sutherlin's natural areas.
- Habitat restoration through regenerative designs shall be considered.
- Promote and enhance natural habitat corridors and connections between open space areas.
- Native plants shall be used in all landscaping plans.
- Designs which reduce the need for pesticides, herbicides and fossil fuel powered landscaping and maintenance equipment shall be required.

D. Bike and Pedestrian Pathways

Purpose: ● To provide access to safe and convenient opportunities for increased physical activity, active recreation and use of alternative travel modes.

Location Criteria: ● Designed and sited to provide logical connections between recreational, residential, civic and business uses.
● Where compatible, bike and pedestrian pathways shall be located within the greenway system.
● Under utilized or vacated right of way corridors or utility easements should be considered for pathways.

Size: Miles / 1,000 Population: 2 miles per 1,000 population up to 10,000 persons; 1.5 miles per 1,000 persons thereafter.
Miles / Site: Variable.

Service Area: Should serve and connect distinct neighborhood areas.
Radius – Miles: Entire community.
Service Population: Entire community.

Physical Elements: Basic Facilities:
● Hard, moderate and soft surfaces suitable for biking and other wheeled non-fossil fuel powered vehicles, walking and jogging (hard surfaces – porous recycled concrete or asphalt; moderate surfaces – gravel, soil-cement; soft surfaces – bark or wood).

Optional Facilities:
● Maps, directional signage, interpretive signage, viewing platforms.
● Pathway and trailhead connections to nearby residential areas and/or to limited off-street parking.
● When appropriate, select limited areas for picnic sites, benches, drinking fountains, lighting, and litter receptacles.
● When appropriate, select limited areas for equestrian trails.

Design Considerations:
● Safety and convenience are primary design considerations.
● Materials should be durable and easy to maintain.
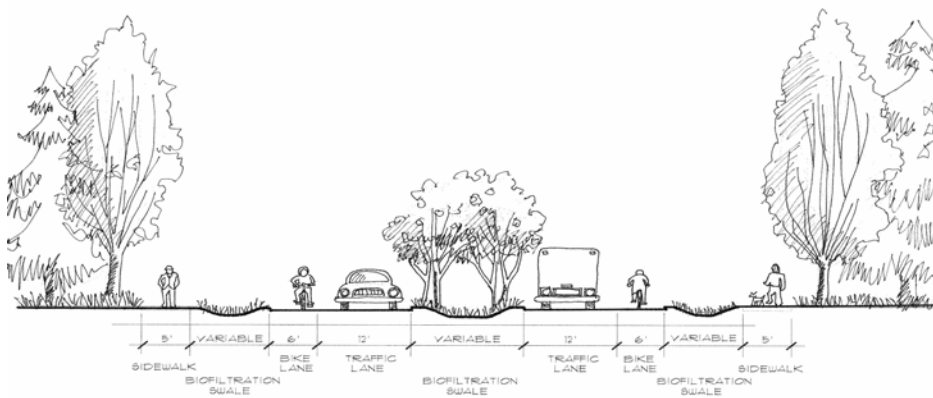
Figure 4.3 – Combining Bike and Pedestrian Pathways with Vehicle Corridors

4.3   Service Delivery Standards

The following service delivery standards are based on the specific characteristics and stated community preferences of Sutherlin. Because Sutherlin only has three parks at the present time and no bike/pedestrian facilities, these standards propose higher service population ratios initially in order to facilitate development of a strong foundation for the city's future park and open space system.

Table 4.2 – Service Delivery Standards

Park Classification	SIZE		SERVICE AREA	
	Acres / 1000 Population	Acres / Site	Radius	Population
Neighborhood Park	3 acres per 1,000 population up to 10,000 persons; 2 acres per 1,000 persons thereafter	5 to 10 acres	1/4 to 1/2 mile radius	1,500 to 2,000 population
Community Park	10 acres per 1,000 population up to 10,000 persons; 7 acres per 1,000 persons thereafter	20 to 50 acres	1 to 2 mile radius	5,000 to 10,000 population
Greenways/Natural Areas	Does not apply	Depends on the physical characteristics and size of the underlying resource	As needed (1) to protect resources and (2) to provide connections	Entire community
Bike and Pedestrian Pathways	2 miles per 1,000 population up to 10,000 persons; 1.5 miles per 1,000 persons thereafter	Variable	Entire community	Entire community

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Chapter 5. Needs Assessment

5.1   Needs Determination

Once a classification system and set of service delivery standards are in place, the next task in generating a Park and Open Space Plan is determining what are the park and open space *needs*. Service delivery standards are comprised of two standards – Size and Service Area. The Service Area standard assists in determining *locational need*. The Size standard assists in determining *quantifiable need* – the number of acres (or miles) and number of sites needed to deliver (provide) park and open space services to the community. Needs Determination focuses on this *quantifiable need*. The Size standard for Sutherlin (as documented in Chapter 4, more specifically in Table 4.2) targets: a) a recommended number of acres of parkland (or miles of pathways) per unit of population; and, b) a recommended range of acres per park site.

Existing and Projected Population
A mathematical process identifies the number of acres and number of sites needed for a given population. Typically the need is identified for a community's current population (7,300 in Sutherlin's case) as well as projected population. Further, to aid in incremental long-range planning, projected population can be broken out into some set of benchmarks (10,000, 15,000, 20,000 and 25,000 in Sutherlin's case).

Total, Net, and Net-Net Need
Total need can be determined by multiplying acres per population to derive total number of acres needed and dividing total acres by the number of acres per site to derive a range of sites needed.

Recognizing that in any given community some park and open space facilities may already exist, *net need* is determined by subtracting the existing number of acres and existing number of sites from the total need.

Furthermore, recognizing that community partnerships sometimes do and can exist to share public resources (such as parks and open spaces), the number of existing areas and existing sites of partner-facilities can be additionally subtracted from net need to derive *net-net need*. Even in instances wherein public resource partnerships may not yet exist or yet be fully utilized, identifying the potential quantifiable benefit of shared facilities can foster partnership conversation.

Figure 5.1 illustrates this process of needs determination.

CITY OF SUTHERLIN
PARKS AND OPEN SPACE PLAN
NEEDS DETERMINATION
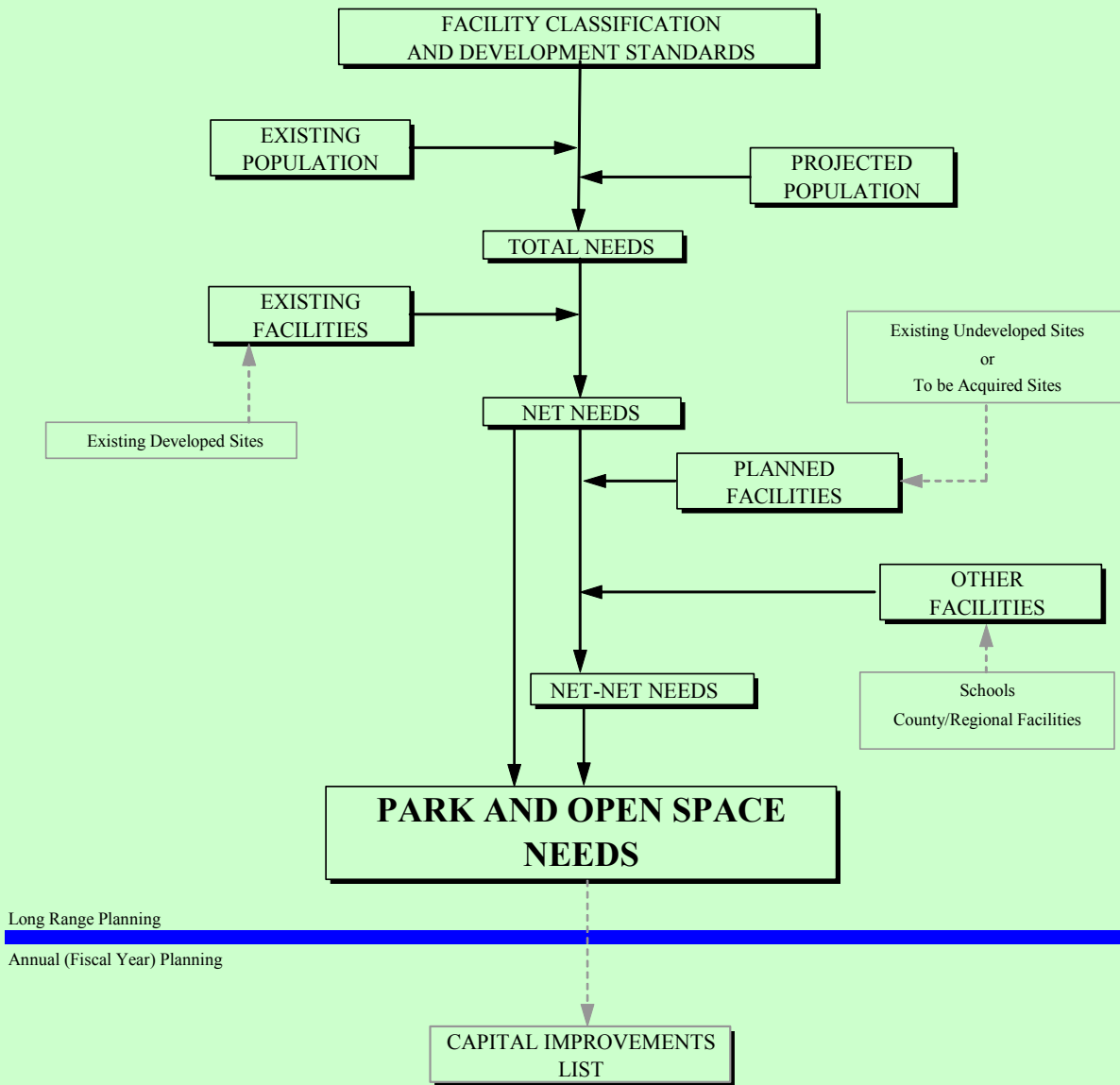
PROCESS

Figure 5.1 – Park and Open Space Needs Determination

5.2   Needs Assessment

Utilizing Sutherlin's service delivery standards (acres per unit of population and range of acres per site; Section 4.2) and the needs determination process (Section 5.1), the total, net and net-net needed acres and sites at each population benchmark for each park and open space classification can be assessed.

For example, with a current population of 7,300, and a service delivery standard for neighborhood parks of 3 acres per 1,000 people and 5 to 10 acres per park site, the *total need* for neighborhood parks is 22 acres and from 2 to 4 sites (2 sites if the parks were 10 acres is size, 4 sites if the parks were 5 acres is size). As the only existing neighborhood park in Sutherlin is the 8.8-acre Harley Park (even though it is largely undeveloped, it still exists), the *net need* for neighborhood parks is 13 acres and from 1 to 3 sites. If a partnership between the City of Sutherlin and Sutherlin School District is taken into account, the *net-net need* for neighborhood parks at the current population is 0 acres and 0 sites.

It is important to remember that this Parks and Open Space Plan is a long-range planning tool. As a long-range planning tool, the specifics of the Classification System and the Service Delivery Standards are guidelines. For example, site sizes are ranges, not hard numbers. Furthermore, identifying need allows liberal consideration of existing facilities (even if they are undeveloped, partly developed, or in need of re-development) and optimistic consideration of community partnerships (such as the potential for a school/park partnership). Because public resources are scarce and community growth occurs in fits and starts, it is important to provide for a degree of flexibility in assessing, and subsequently pursuing, park acreage and sites.

It will aid the community to remember this principal of flexibility when implementing this Parks and Open Space Plan.

Figure 5.2 documents Sutherlin's park and open space needs assessment.

NEEDS ASSESSMENT

TOTAL NEED (Based on Service Delivery Standards)

CLASSIFICATION	SERVICE DELIVERY STANDARDS (<10,000) Acres/1,000 Population	Acres/Site	Current Population Needed Acres	Needed Sites Low	High	10,000 Population Needed Acres	Needed Sites Low	High	SERVICE DELIVERY STANDARDS (>10,000) Acres/1,000 Population	Acres/Site	15,000 Population Needed Acres	Needed Sites Low	High	20,000 Population Needed Acres	Needed Sites Low	High	25,000 Population Needed Acres	Needed Sites Low	High
			7,300			10,000					15,000			20,000			25,000		
A. Neighborhood Parks	3	5 to 10	22	2	4	30	3	6	2	5 to 10	40	4	8	50	5	10	60	6	12
B. Community Parks	10	20 to 50	73	1	4	100	2	5	7	20 to 50	135	3	7	170	3	9	205	4	10
C. Greenways / Open Space	N/A	Variable	N/A	Variable	Variable	N/A	Variable	Variable	N/A	Variable	N/A	Variable	Variable	N/A	Variable	Variable	N/A	Variable	Variable
D. Bike / Pedestrian Pathways	2	Variable	14.6	Variable	Variable	20	Variable	Variable	1.5	Variable	28	Variable	Variable	35	Variable	Variable	43	Variable	Variable
TOTALS	N'hood/Cmty Parks =		95	4	8	130	5	11	N'hood/Cmty Parks =		175	7	15	220	8	19	265	10	22
	Bike/Ped Paths (miles) =		15			20			Bike/Ped Paths (miles) =		28			35			43		

NET NEED (Total Need less existing facilities)

CLASSIFICATION	EXISTING SUPPLY Acres	Sites	Current Population Needed Acres	Needed Sites Low	High	10,000 Population Needed Acres	Needed Sites Low	High	15,000 Population Needed Acres	Needed Sites Low	High	20,000 Population Needed Acres	Needed Sites Low	High	25,000 Population Needed Acres	Needed Sites Low	High
			7,300			10,000			15,000			20,000			25,000		
A. Neighborhood Parks[1]	9	1	13	1	3	21	2	4	31	3	6	41	4	8	51	5	10
B. Community Parks[2]	30	2	43	1	2	70	1	4	105	2	5	140	3	7	175	4	9
C. Greenways / Open Space	0	0	N/A	Variable	Variable	N/A	Variable	Variable	N/A	Variable	Variable	N/A	Variable	Variable	N/A	Variable	Variable
D. Bike / Pedestrian Pathways	0	0	15	Variable	Variable	20	Variable	Variable	28	Variable	Variable	35	Variable	Variable	43	Variable	Variable
TOTALS	39	3	56	2	5	91	4	8	136	5	11	181	7	15	226	9	19
	0	0	15			20			28			35			43		

NET-NET NEED (Net Need less other facilities, such as schools and county or regional facilities)

CLASSIFICATION	EXISTING SUPPLY Acres	Sites	Current Population Needed Acres	Needed Sites Low	High	10,000 Population Needed Acres	Needed Sites Low	High	15,000 Population Needed Acres	Needed Sites Low	High	20,000 Population Needed Acres	Needed Sites Low	High	25,000 Population Needed Acres	Needed Sites Low	High
			7,300			10,000			15,000			20,000			25,000		
A. Neighborhood Parks[3]	22	3	(0)	(0)	(0)	8	1	2	18	2	4	28	3	6	38	4	8
B. Community Parks[4]	98	5	(25)	(1)	(1)	2	0	0	37	1	2	72	1	4	107	2	5
C. Greenways / Open Space	0	0	N/A	Variable	Variable	N/A	Variable	Variable	N/A	Variable	Variable	N/A	Variable	Variable	N/A	Variable	Variable
D. Bike / Pedestrian Pathways	0	0	15	Variable	Variable	20	Variable	Variable	28	Variable	Variable	35	Variable	Variable	43	Variable	Variable
TOTALS	121	8	(26)	(1)	(1)	9	1	2	54	3	5	99	4	9	144	6	13
	0	0	15			20			28			35			43		

FOOTNOTES:
1) Existing Neighborhood Parks includes Hartley Park (8.8 acres).
2) Existing Community Parks includes Central Park (4.2 acres) and Rodeo Grounds (25.7 acres).
3) Other facilities included in the Neighborhood Parks Net-Net Supply include available outdoor area at the two existing primary schools (1.50 acres and 12.00 acres).
4) Other facilities included in the Community Parks Net-Net Supply include available outdoor area at the existing middle/high school campus and new school site (16.32 and 32.20 acres) and Cooper Creek Reservoir
   (approx. 260 acres total, count as 20 acres).

Figure 5.2 – Park and Open Space Needs Assessment

Chapter 6. Plan Diagrams

6.1   Planning Areas

As noted in Chapter 5, Sutherlin's park and open space service delivery standards include locational standards as well as quantifiable standards. Whereas the quantifiable standards assist with needs assessment, it is the *locational standards* that come into play regarding park and open space plan diagrams.

Successful community planning is often comprised of building blocks beginning with the neighborhood as the foundation of healthy communities. Sometimes neighborhoods are easily identified.   Sometimes they are tied to a community's history or culture. Sometimes they are tied to the existence of neighborhood associations. In the absence of pre-existing neighborhood boundaries, community planning begins with the identification of neighborhood units or planning areas. In Sutherlin, for the purposes of parks and open space planning, the community has been organized into six planning areas. Sequenced clockwise, these six planning areas and their boundaries are:

1.   Northwest Sutherlin – North of Highway 138, west of Interstate 5.
2.   North Central Sutherlin – North of Central Avenue, east of Interstate 5 and west of the Southern Pacific Railroad ROW.
3.   Northeast Sutherlin – North of Central Avenue, east of the railroad ROW.
4.   Southeast Sutherlin – South of Central Avenue, east of the railroad ROW.
5.   South Central Sutherlin – South of Central Avenue, west of the railroad ROW, east of Interstate 5.
6.   Southwest Sutherlin – South of Highway 138, west of Interstate 5.

Figure 6.1 illustrates these park and open space planning areas.
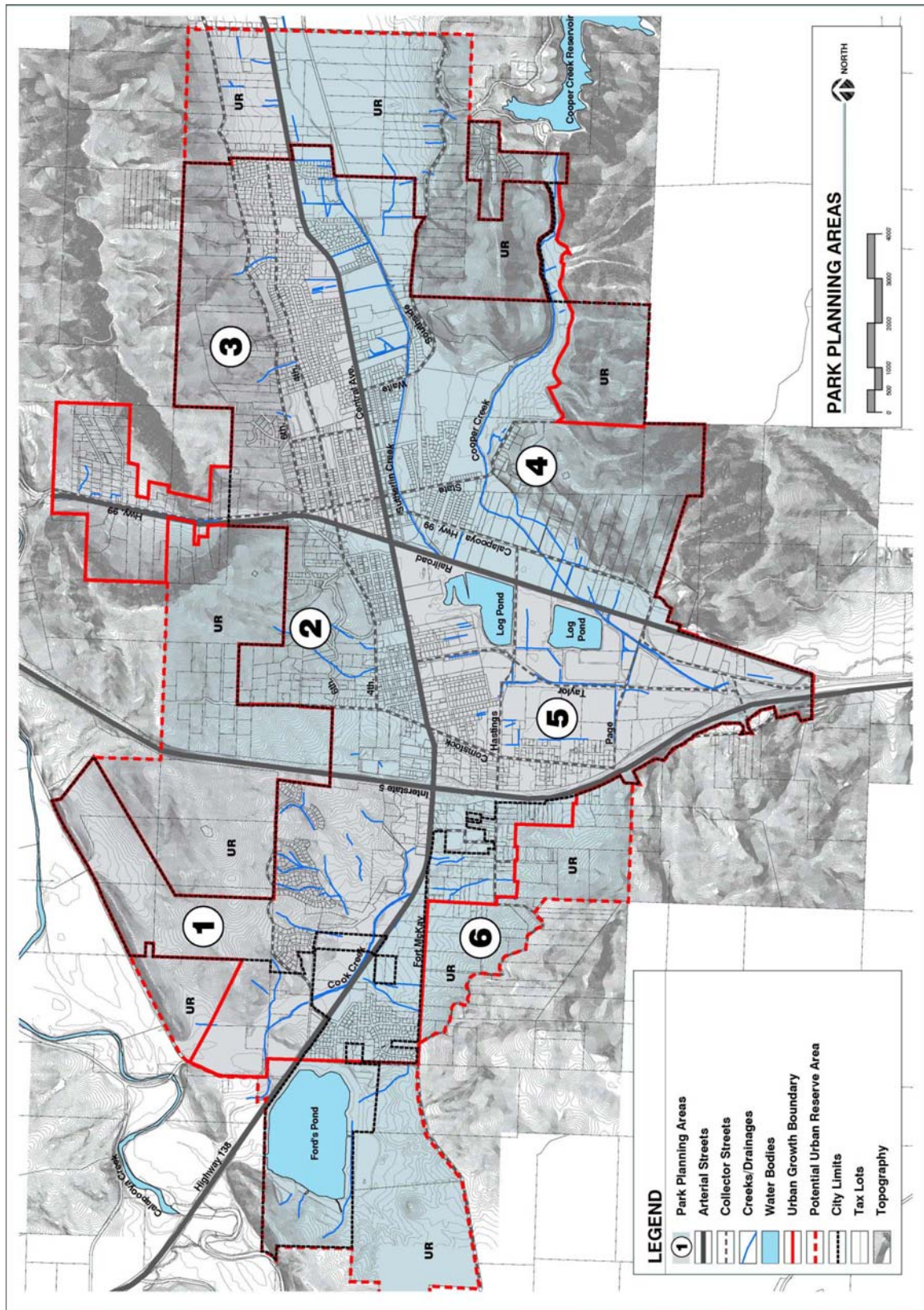
Figure 6.1 – Park Planning Areas

6.2　Existing and Future Parks

As noted in Chapter 5, Section 5.2, Needs Assessment, there is a benefit in thinking of other public entities as prospective partners in the provision of parks and open spaces. In Sutherlin, other providers include the Sutherlin School District (wherein school grounds could potentially provide some of the identified need for neighborhood parks) and the Sutherlin Water Control District (wherein the water district area around Cooper Creek Reservoir could potentially provide some of the need for community parks).

Based on an assumption of shared facility use, the Needs Analysis identified a need for 6 to 12 neighborhood parks and 4 to 10 community parks (Section 5.2, Needs Assessment).

Figure 6.2, Existing and Future Parks, identifies the location of *existing* facilities, including parks and park sites, schools and school sites, and other public facilities downtown including the city hall and library and their associated parking lots.

Figure 6.2 also identifies *future* park sites. Existing sites are shown at their specific locations, future park sites are shown as an asterisk. The planning principle behind this is that as future sites have not yet been acquired, nor has their location been specifically determined, it is best to show the future site as a floating location (hence the asterisk). The floating location is non-site specific, depicting the general area wherein a particular park of a particular type is needed. This approach provides flexibility in determining specific locations for eventual acquisition.

Neighborhood Parks
Of the need for 6 to 12 neighborhood parks, the Existing and Future Parks diagram shows 10 neighborhood parks, including the one existing neighborhood park in Sutherlin, Hartley Park. Additionally, the two existing primary schools, Westside and Eastside, are shown on the diagram as Playgrounds (P-1 and P-2) in the belief that school grounds make excellent neighborhood park resources. Combined, the 10 neighborhood park sites and the 2 playground sites, address the identified need for 12 neighborhood parks within the planning horizon identified in this document. Furthermore, these 12 sites are geographically distributed throughout the community.

Table 6.1 – Existing and Future Neighborhood Parks

Park Planning Area	Neighborhood Park
Northwest Park Planning Area	Northwest Neighborhood Park (N-10)
North Central Park Planning Area	Hartley Park (N-1)
	Westside Playground (P-1)
Northeast Park Planning Area	Northeast Neighborhood Park (N-2)
	Eastside Playground (P-2)
Southeast Park Planning Area	Southeast Neighborhood Park (N-3)
	Southeast Neighborhood Park (N-4)
	Southeast Neighborhood Park (N-5)
South Central Park Planning Area	South Central Neighborhood Park (N-6)
	South Central Neighborhood Park (N-7)
Southwest Park Planning Area	Southwest Neighborhood Park (N-8)
	Southwest Neighborhood Park (N-9)

Community Parks

Of the need for 4 to 10 community parks, the Existing and Future Parks diagram illustrates a similar comprehensive approach in the provision of community parks, identifying 3 community parks and 2 sports parks. Of the three community parks, one exists, Central Park (C-1). Though it is small, too small at 4.2 acres to properly function as a community park, Central Park is Sutherlin's one developed park, is well known and home to a number of community park functions, including hosting the community center and assisting with specific elements of the Rodeo Days and Blackberry Festival special events. When viewed in conjunction with the nearby 25.7-acre Rodeo Days/Blackberry Festival site, Central Park begins to fit the bill nicely as a proper community park site.

Table 6.2 – Existing and Future Community Parks

Park Planning Area	Community Park
Northwest Park Planning Area	Northwest Sports Park (S-2)
North Central Park Planning Area	
Northeast Park Planning Area	Northeast Sports Park (S-1)
Southeast Park Planning Area	Central Park / Festival Grounds (C-1)
	Cooper Creek Reservoir (C-2)
South Central Park Planning Area	
Southwest Park Planning Area	Ford's Pond (C-3)

As community parks serve a wider geographic area than does a neighborhood park, the identified existing and future community park resources (the 3 community parks and 2 sports parks) are similarly geographically dispersed.

Park Elements and Park Functions

Not all neighborhood and community parks need to be the same, containing the same or similar array of elements. Indeed, quality park and open space planning recognizes unique qualities of a particular site and develops a specific park plan around a balance of a site's unique features with the overall community need for park resources. Thus the array of identified neighborhood and community parks in Sutherlin can have variety. In particular, the 5 identified community parks (3 community parks and 2 sports parks) each has a unique, identifiable focus. Table 6.3 outlines this approach.

Table 6.3 – Park Functions

Community Park	Park Function
Central Park / Festival Grounds (C-1)	Functions as a host location for community events and festivals
Cooper Creek Reservoir (C-2)	Functions as a boating and picnicking facility
Ford's Pond (C-3)	Could function as an open expanse of informal open space
Westside Sports Park (S-1)	A host location for tournament-level regulation sports such as softball and soccer
Eastside Sports Park (S-2)	A shared location with the Sutherlin School District for baseball and football
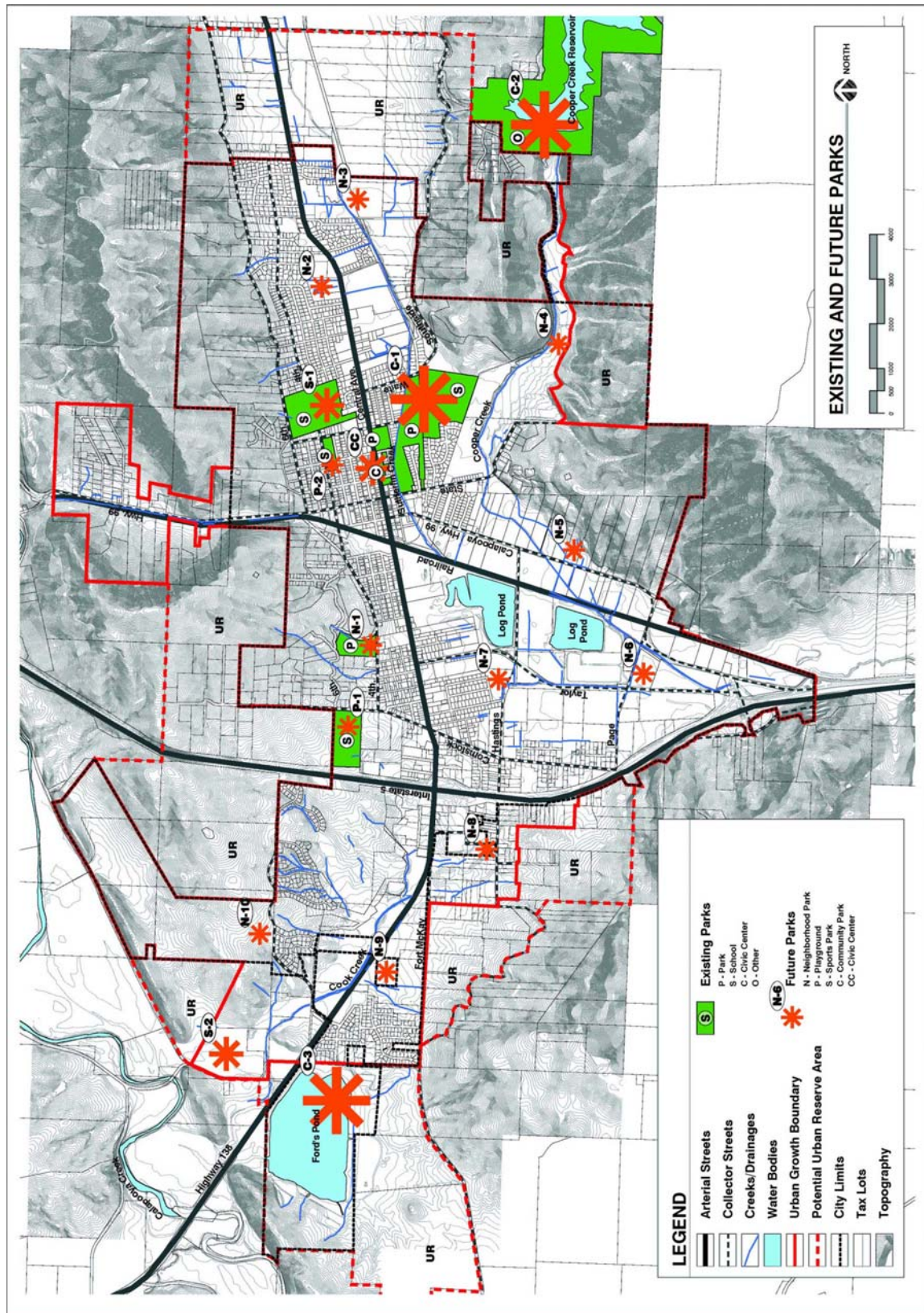
Figure 6.2 – Existing and Future Parks
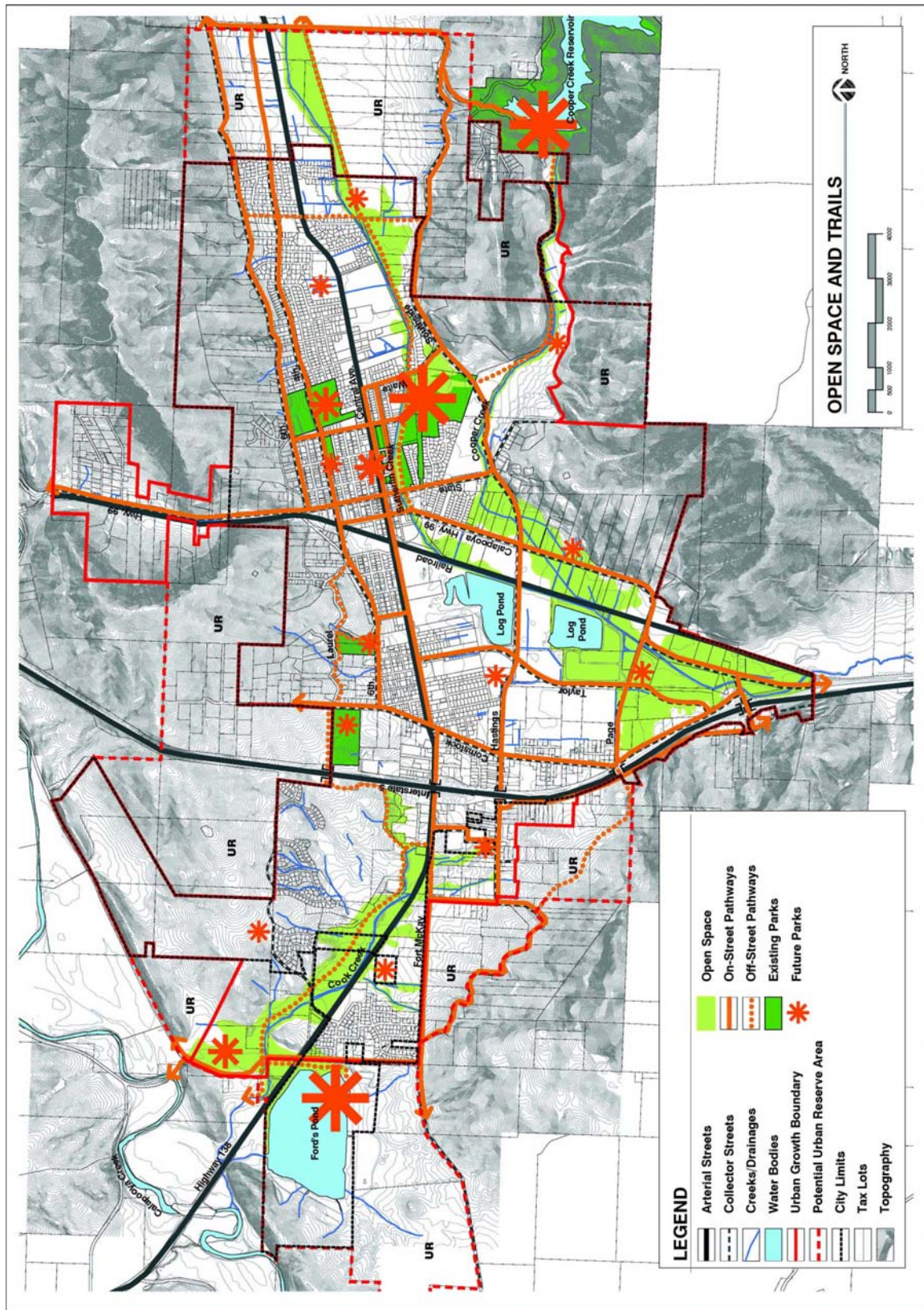
Figure 6.3 – Open Space and Pathways

6.3 Open Space and Pathways

Of the four classifications in Sutherlin's Parks and Open Space Classification System, Greenways/Open Space and Bike/Pedestrian Pathways comprise two of those.

Greenways and Open Space

As noted in the Park and Open Space Classification System (Chapter 4, Section 4.2, Classification System), size and service area criteria for Greenways and Open Space are variable. Greenways are found associated with natural features, be they low lands such as creeks, drainages, wetlands or riparian areas; uplands such as hillsides, forested slopes or ridgelines; or areas in between such as prairies, meadows or other significant open spaces. Where size and service area are variable, location is a function of the presence of said natural features. Sutherlin is fortunate in this regard. There are significant forested hillsides and ridgelines to the north and south and there is a network of drainages and wetlands laced throughout the community. Whereas some of these have been impacted by development and urbanization, there remains sufficient quantity and quality of these areas to provide opportunity for a connected network of open space from east to west, north to south.

As shown on Figure 6.3, Open Space and Pathways, the open space network for Sutherlin largely follows the Sutherlin, Cooper and Cook Creeks and their associated wetlands. This alone provides nearly a complete link the length of the community from Cooper Creek Reservoir in the east to Ford's Pond in the west with a number of connections to existing and future parks and proposed pathways.

Bike and Pedestrian Pathways

The Bike and Pedestrian Pathway element of the Sutherlin Park and Open Space system is designed to complement and connect the network of parks and open spaces. As shown on Figure 6.3, Open Space and Pathways, the bike and pedestrian pathway networks are comprised of both on-street and off-street pathways. On-street pathways indicate where adequate sidewalks will be provided for pedestrians and marked bike lanes may be provided for bicycles. Off-street pathways are intended to provide connections and linkages to park sites and on-street pathways as well as provide access to and follow along the system of open spaces.

Specific design, location and provision of the pathways should be coordinated with Sutherlin's Transportation System Plan.

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Chapter 7. Action Plan

7.1   Capital Improvements

Building on a firm foundation of reviewing existing conditions, soliciting public comment, generating service delivery standards, identifying park and open space needs and illustrating opportunities by way of plan diagrams, a capital improvements list can be developed. In developing the capital improvements list, certain 'list building' principles were employed.

Visible, Tangible Results
The first principle is to focus on visible, tangible results. Tangible progress will build support and enthusiasm in the community for continued parks and open space progress. This can be accomplished by taking an incremental approach. Initial projects should be modest in scope, but high in priority and visibility.

Think Near-Term as well as Long-Term
The second principle is to think about today as well as tomorrow. Capital improvement plans typically focus on a list of projects. Often, a capital improvement plan will extend into the future with a projection of needs based on some target or milestone in community growth—the farther into the future, the less the detail. Some capital improvement plans use a 5- or 10-year timeframe as a planning milestone. The Sutherlin Parks and Open Space Plan uses population growth as its planning milestone. In reviewing the Needs Assessment (Chapter 5, Section 5.2), Sutherlin's Park and Open Space Needs were projected on population growth in rounded increments of population increase with the first milestone at a population of 10,000. Thus, the Capital Improvements List centers on that same population number. Table 7.1 below illustrates the community's recent and projected population growth.

Table 7.1 – Sutherlin Population Growth

Year	Population	Annual Percent Change
FY1990-91	5,020	
FY2000-01	6,669	3.28%
FY2003-04	7,300	3.15%
FY2013-14	10,000	3.00%

As Table 7.1 shows, Sutherlin's population has increased at better than 3 percent annually throughout the 1990s. For the first three years of the 2000s, population growth has abated somewhat; not altogether different than elsewhere in Oregon and the Pacific Northwest. For planning purposes, a conservative, but steady, 3 percent annual

CITY OF SUTHERLIN
PARKS AND OPEN SPACE PLAN
CAPITAL IMPROVEMENTS LIST

PROCESS

FACILITY CLASSIFICATION
AND DEVELOPMENT STANDARDS

COMMUNITY
INPUT

POPULATION

PARK AND OPEN SPACE
NEEDS

PLAN
DIAGRAM

QUANTITY
CHECK

FACILITY
CLASSIFICATION

Neighborhood Parks
Community Parks
Greenways and Open Space
Bike and Pedestrian Pathways

PLANNING
AREA

1 - Northwest
2 - North Central
3 - Northeast
4 - Southeast
5 - South Central
6 - Southwest

PROJECT
TYPE

Existing Facility
Planned Facility

IMPLEMENTATION
ACTION

Acquisition
Master Plan / Design
Permits
Rehab / Development

**CAPITAL IMPROVEMENTS
LIST**

Long Range Planning

Annual (Fiscal Year) Planning

FUNDING SOURCES

Tax Base
SDCs
Fees
Grants and Donations
Bonds or Levy
Unknown

PRIORITIES

PHASES
AND TIMELINE

UNIT COSTS

COST ESTIMATES

IMPLEMENTATION
STRATEGIES

CAPITAL IMPROVEMENTS
PLAN

Figure 7.1 – Developing a Capital Improvements List

population increase is projected to continue in Sutherlin for the duration of the first parks planning horizon of a 10,000 population. (The use of a 10,000 population milestone results in a 10-year cycle and should dovetail with other capital improvement planning in Sutherlin which may use years as a planning milestone.)

Based on the current (FY2003-04) population of 7,300 and the milestone (FY2013-14) population of 10,000, the following excerpt from the Needs Assessment demonstrates capital improvement needs for the first planning horizon.

Table 7.2 – Capital Improvement Needs

| Facility Classification | Capital Improvement Need | | | |
| | 7,300 | | 10,000 | |
	Acres	Sites	Acres	Sites
A. Neighborhood Parks	22	2 – 4	30	3 – 6
B. Community Parks	73	1 – 4	100	2 – 5
C. Greenways and Open Space	N/A	Variable	N/A	Variable
D. Bike and Pedestrian Pathways	14.6 miles	Variable	20 miles	Variable

What and Where
The third planning principle is to think not only about the number of acres and sites that may be needed but also about where in the community park and open space needs are greatest and where opportunities may present themselves. Attributes in this regard include:

- Quantity – Needed acres and sites
- Equity – Broad geographic distribution of prospective locations
- Type – Address parks, greenways and pathways
- Phase – Consider needs regarding acquisition, renovation and development

Figure 6.2, Existing and Future Parks, and Figure 6.3, Open Space and Pathways, include consideration of these planning principles.

The Capital Improvements List
Looking for tangible results, thinking short- and long-term, and considering locational opportunities, the following two Capital Improvements Lists were generated. List 1 targets the need for a population of 10,000. List 2 targets the parks and open space need for a population of 25,000. The facilities on List 1 are shown on the Parks Plan diagrams, Figures 6.2 and 6.3, and are needed to meet the 10,000-population need. Similarly, facilities shown on list 2 are also shown on the Parks Plan diagrams. However, to meet the parks and open space need for a Sutherlin population of 25,000, additional Community Parks and Bike and Pedestrian Pathways will need to be identified.

CAPITAL IMPROVEMENTS LIST 1		
SERVING A POPULATION OF 10,0000		
FACILITY CLASSIFICATION	10,000 POPULATION	
FACILITY	ACRES	SITES
NEIGHBORHOOD PARKS	**30.00**	**3 to 6**
1. NORTHEAST N'HOOD PK (N-2)	5.00	1
2. SOUTHEAST N'HOOD PARK (N-3)	5.00	1
3. SOUTH CENTRAL N'HOOD PK (N-7)	5.00	1
4. SOUTHWEST N'HOOD PARK (N-9)	5.00	1
5. HARTLEY PARK (N-1)	5.00	1
6. NORTHWEST N'HOOD PARK (N-10)	5.00	1
SUBTOTAL - NEIGHBORHOOD PARKS =	30.00	6
COMMUNITY PARKS	**100.00**	**2 to 5**
1. CENTRAL PARK (CC)	4.20	1
2. FESTIVAL GROUNDS (C-1)	25.80	1
3. WESTSIDE SPORTS PARK (S-2)	20.00	1
4. WESTSIDE COMMUNITY PARK (C-3)	20.00	1
5. EASTSIDE COMMUNITY PARK (C-2)	20.00	1
6. EASTSIDE SPORTS PARK (S-1)	20.00	1
SUBTOTAL - COMMUNITY PARKS =	110.00	6
GREENWAYS AND OPEN SPACE	**N/A**	**Variable**
1. COOK CREEK GREENWAY	40.86	1
2. COOK CREEK TRIBUTARIES	42.01	1
3. SUTHERLIN CREEK GREENWAY	102.20	1
4. COOPER CREEK GREENWAY	132.54	1
SUBTOTAL - GREENWAYS AND OPEN SPACE =	317.61	4
BIKE AND PEDESTRIAN PATHWAYS	MILES **20.00**	**Variable**
1. COOK CREEK PATHWAY	1.80	1
2. COOPER CREEK PATHWAY	1.18	1
3. SUTHERLIN CREEK PATHWAY	2.08	1
4. CENTRAL / FT. MCKAY SIDEWALKS	2.84	1
5. CENTRAL / I-5 CROSSING	0.20	1
6. N. COMSTOCK SIDEWALKS	1.00	1
7. 6TH AVENUE SIDEWALKS	1.00	1
8. WAITE AVENUE SIDEWALKS	0.38	1
9. EVERETT / DEAN / GLEN SIDEWALKS	0.57	1
10. DUKE / HASTINGS SIDEWALKS	0.36	1
11. TAYLOR SIDEWALKS	1.46	1
12. 4TH AVENUE SIDEWALKS	1.84	1
13. STATE STREET SIDEWALKS	1.90	1
14. UMATILLA STREET SIDEWALKS	0.47	1
15. LAUREL STREET PATHWAY	0.70	1
16. LAUREL / I-5 CROSSING	0.20	1
17. PAGE SIDEWALKS	0.76	1
18. NICHOLAS / ST. JOHNS PATHWAY (w/ connection to South Side Rd.)	0.76	1
SUBTOTAL - BIKE AND PEDESTRIAN PATHWAYS =	19.50	18

Table 7.3 – Capital Improvements List 1

CAPITAL IMPROVEMENTS LIST 2		
SERVING A POPULATION FROM 10,000 to 25,000		
FACILITY CLASSIFICATION	25,000 POPULATION	
FACILITY	ACRES	SITES

NEIGHBORHOOD PARKS

	ACRES	SITES
1. WESTSIDE PRIMARY SCHOOL (P-1)	5.00	1
2. EASTSIDE PRIMARY SCHOOL (P-2)	5.00	1
3. SOUTHEAST NEIGHBORHOOD PARK (N-4)	5.00	1
4. SOUTHEAST NEIGHBORHOOD PARK (N-5)	5.00	1
5. SOUTH CENTRAL NEIGHBORHOOD PARK (N-6)	5.00	1
6. SOUTHWEST NEIGHBORHOOD PARK (N-8)	5.00	1
SUBTOTAL - NEIGHBORHOOD PARKS =	30.00	6

COMMUNITY PARKS

	ACRES	SITES
1. *No additional Community Parks are identified on the FY2005 Plan,*	20.00	1
2. *but will need an additional 95 acres and 4 sites to meet eventual*	20.00	1
3. *projected need.*	20.00	1
4.	20.00	1
5.	20.00	1
6.	20.00	1
TOTAL - COMMUNITY PARKS =	120.00	6

GREENWAYS AND OPEN SPACE

	ACRES	SITES
1. SOUTH CENTRAL WETLANDS	200.94	1
2. UNION GAP DRAINAGES	50.00	1
SUBTOTAL - GREENWAYS AND OPEN SPACE =	250.94	2

BIKE AND PEDESTRIAN PATHWAYS

	MILES	SITES
1. SOUTH SIDE ROAD TAYLOR TO WAITE SIDEWALKS	1.06	1
2. SOUTHSIDE ROAD EAST OF WAITE SIDEWALKS	1.22	1
3. CHURCH / STEARNS PATHWAY	1.00	1
4. CALAPOOIA STREET PATHWAY	1.90	1
5. CENTRAL AVENUE EAST OF WAITE SIDEWALKS	1.31	1
6. PAGE / I-5 CROSSING	0.20	1
7. 6TH AVENUE EAST OF STATE STREET SIDEWALKS	1.90	1
8. SOUTH COMSTOCK PATHWAY	1.32	1
9. DUKE / CRESTVIEW PATHWAY	0.67	1
10. COOPER CREEK ROAD PATHWAY	0.47	1
11. SCHUDEISKE / PLAT M PATHWAY	1.32	1
12. PARK HILL LANE PATHWAY	1.17	1
13. SCHUDEISKE / PARK HILL LANE PATHWAY	0.76	1
14. SOUTH I-5 INTERCHANGE CROSSING	0.20	1
15. DUKE / HASTINGS / I-5 CROSSING	0.20	1
16. *Fill in gaps and address extensions in Arterial network*	2.00	1
17. *Fill in gaps and address extensions in Collector network*	4.00	1
18. *Fill in gaps and address extensions in Local network*	1.80	1
SUBTOTAL - BIKE AND PEDESTRIAN PATHWAYS =	22.50	18

Table 7.4 – Capital Improvements List 2

7.2   Implementation Strategies

Implementation strategies for the Parks and Open Space Plan are to be a compendium of recommendations regarding the implementation of the Plan. Each implementation strategy can serve as the basis for a specific set of activities, whether for a particular park project or for overall park system planning. Implementation strategies are intended to refer to long-term or on-going needs. Thus, they are included in the Parks and Open Space Plan.

In referring to the Parks and Open Space Capital Improvements List (a.k.a. Projects List), Part 7.1 of the Parks and Open Space Plan, it should be noted that a particular park project can and should be itemized as multiple implementation projects. A recommended set of specific implementation projects includes: Park System Planning, Funding Procurement, Site Acquisition, Master Planning and Design, Permit Procurement, and Facility Development. On many projects, Facility Development could be further itemized, i.e., Phase 1, Phase 2, etc. The implementation strategies below are organized accordingly.

1.   Park System Planning
    a. Develop and implement a Parks and Open Space **Annual Activity Review Process**, including notation of completed projects, identification of upcoming projects, new priorities, changes in demand or opportunities, etc.
    b. Develop and implement a Parks and Open Space **Annual Action Plan**, wherein specific priority strategies or projects are identified, with resources and timelines. Key this annual process to the City's annual fiscal year planning / budget development process.
    c. Research, develop and implement a **Service Providers Committee** with other providers of local and near-by regional parks and open space to serve as a vehicle for interagency communication, resource utilization, etc.
    d. Research, develop and implement **Intergovernmental Agreements** with public entities, including Sutherlin School District, regarding the shared use, maintenance and operation of select facilities.
    e. Research, develop and implement an on-going **Public Information Program** regarding parks and open spaces in Sutherlin. Include park needs, park committee activities, funding activities, facility design or development, etc. (An excellent tool for building interest in the community for park support.)

2.   Funding Procurement
    a. Research, develop and implement a Parks and Open Space **System Development Charge (SDC) Program**.
    b. Research, develop and implement a Parks and Open Space **Grant Revenue Procurement Program**, including research into grant sources, purposes, approval criteria, and application schedule. Develop a checklist of park projects and potential applicability of various grant sources. Include grant application tasks in annual work plans.

c. Research, develop and implement a "**Friends of Sutherlin Parks**" 501(3)c organization as a vehicle to apply for and receive select sources of funding, as well as serve as a conduit for donations, volunteers, etc.

d. Integrate the Parks and Open Space funding procurement activities into Sutherlin's **annual fiscal year planning / budget development** process.

e. Develop a **comprehensive approach to generating funding**, considering the many facets of fund development (Figure 7.2).

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MULTIPLE SOURCES

Tax Revenue	Non-Tax Revenue	Unknown
Existing Tax Base	*Fees and Charges*	Unknown
Bonds or Serial Levy	Systems Development Charges	Future
Special District Tax Base or Levy	Other Permit Fees	Yet-To-Be-Identified
	Rental / Registration Fees	
	Grants	
	Gov't Revenue Sharing	
	Private/Non-Profit Foundations	
	Fund Raising	
	Gifts, Donations	
	Volunteer Activities	
	Fund Raising Activities	

FINDING THE MONEY

It may not be easy, but funding can be found, it is out there

Overall
Communicate
Inform / Educate
Promote

Fees and Charges	Grants	Fund Raising
Develop	Research	Develop
Implement	Apply	Implement
Collect	Receive	Ask

IT'S A COMMUNITY EFFORT

Staff	Parks Committee
Fees and Charges	Link to the Community
Grants	Fund Raising

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Figure 7.2 – The Many Facets of Funding

3. Site Acquisition

a. Research and outline a **purchase alternatives checklist** for park sites. Consider alternative acquisition strategies such as donations, development transfers, long-term leases, estate gifts, etc.

b. Using the Parks and Open Space Plan Diagrams, Service Delivery Standards, and Project List, research and develop an **available vacant parcels database** which meet park standards criteria (size, access, service area location, etc.). Contact property owner and determine availability. Share alternative acquisition options with property owner. Note degree of interest or availability. If none, remove parcel from active consideration. Build file of prospective park acquisition sites to be activated as funding (or other acquisition options) materializes.

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c. Link site acquisition with funding procurement and annual planning strategies, especially the cyclical nature of grant programs and fiscal year planning, to facilitate **annual acquisition activity**.

4. Master Planning and Design
   a. Consider developing a set of **Sutherlin-specific design standards**, i.e., level of development (refined areas vs. natural areas), materials and fixtures, etc. A one-time effort, saving planning and design costs in the future.
   b. Ensure each master planning effort includes a **facility development cost estimation procedure**. Include design and permit costs as well as construction costs (Figure 7.3). Integrate cost estimates into the annual fiscal year and budget development processes.
   c. In concert with annual action plan development, identify highest priority, or next-in-line, park, open space or pathway projects which need a master plan. **Solicit master planning / design proposals** from park planning consultants. Merge master planning/design costs into annual budget development process. Develop uniformity to the master planning / design process (Figure 7.4). Note that as with facility development, master planning and design can occur in phases (i.e., occurring over multiple fiscal years).
   d. As with park planning, funding procurement, and site acquisition; consider working towards having some level of **annual planning and design activity**.

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FACTORS INFLUENCING COSTS

COMPONENT FACTORS
Buildings vs. Grounds
Hardscape vs. Softscape
Refined vs. Natural
Large Area vs. Small Area

SITE FACTORS
Regulatory
City or County Jurisdiction
Zoning
Access and Utilities
Physical
Large site vs. Small site
Shape and Configuration
Soils, Slope, Hydrology, Vegetation
Conditional
Greenfield vs. Brownfield
Locational
Developed Neighborhood vs. Undeveloped Area
Demand and Competition

METHODOLOGY COSTS
Contracted vs. Volunteer Efforts
(Liability limits flexibility)

UNIT COSTS
Generic
Sutherlin-Specific

CLASSIFICATION COSTS
Neighborhood Parks
Community Parks
Greenways and Open Spaces
Bike and Pedestrian Pathways

IMPLEMENTATION COSTS
Acquisition
Master Plan / Design
Permits and Approvals
Construction

PHASING COSTS
Develop vs. Rehab
Initial vs. Remaining
Major vs. Minor

TIMING COSTS
Today's Cost (FY2004-05)
Tomorrow's Cost (Inflation)

</div>

Figure 7.3 – Factors Influencing Costs

CITY OF SUTHERLIN
PARKS AND OPEN SPACE PLAN
FACILITY DEVELOPMENT PROCESS

PRE-DESIGN PHASE

PROGRAMMING

Objectives
Activities
Facilities

PUBLIC INPUT

Staff and Committee
Appointed and Elected Officials
Community-at-Large

DESIGN PHASE

SITE ANALYSIS

Physical
Regulatory

CONCEPTUAL DESIGN

Balance Site and Program
Test Alternatives
Select and Refine Preferred Alternative

MASTER PLAN

Preliminary Master Plan
Illustrations, Sketches
Public Input
Costs, Funding, Phasing
Elected Official Input
Finalize Master Plan

FUNDING

Research, Application, Procurement
Budget

DEVELOPMENT PHASE

DESIGN DEVELOPMENT

Materials & Methods
Preliminary Plans, Details, Specifications

CONSTRUCTION DOCUMENTS

Final Plans, Details, Specifications
Contract Requirements
Bidding Procedures

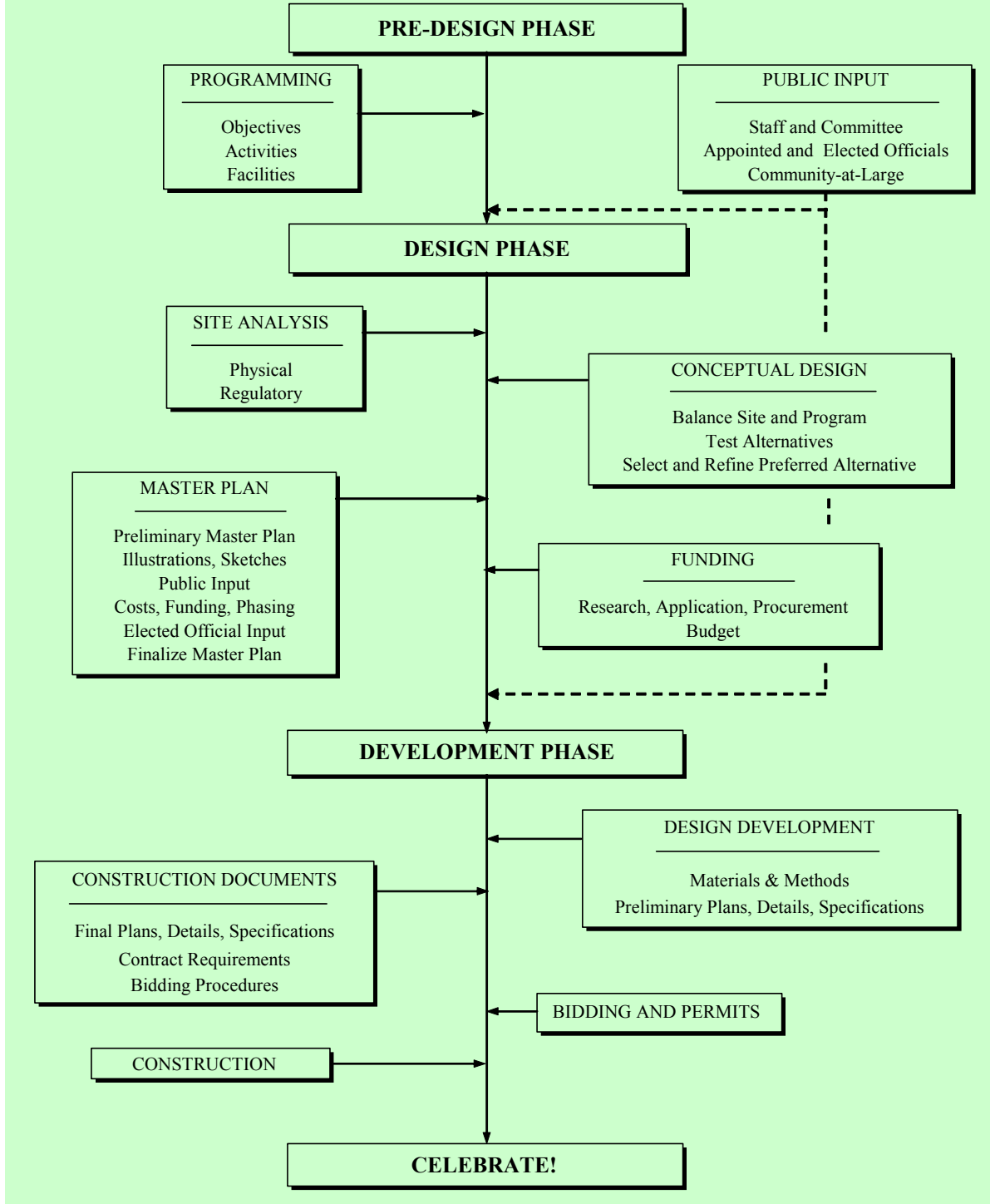**BIDDING AND PERMITS**

CONSTRUCTION

CELEBRATE!

Figure 7.4 – Master Planning / Design Process

5. Permit Procurement
   a. An integral element of facility planning and development processes is thinking ahead, anticipating required regulatory approvals or permits, and including procurement of such in the park plan sequence of events. Permits may be required at federal, state, county or city levels. Permits may be required for environmental, land use, or building activities. In this regard, develop and implement a park project **permit procurement process**.
   b. Here, too, integrate **annual permit procurement activity** into the City's fiscal year planning / budget development processes.

6. Facility Development
   a. As with design standards, consider developing **Sutherlin-specific construction standards** for parks and open spaces. Coordinate with other Sutherlin public contracting standards and procedures.
   b. Facility development is a linear process. As the above activities (funding procurement, site acquisition, design and permits) materialize for a particular project, facility development of the site moves to the forefront. Develop and implement a **facility development checklist**, linked with other above checklists, to ensure annual activity regarding facility development is planned, scheduled, and executed within available calendar timeframes.
   c. Similar to other implementation strategies herein, integrate **annual facility development activity** into the City's fiscal year planning / budget development processes.
   d. Integrate **park and open space location decisions** with neighborhood development in terms of street and lot layout (Figure 7.5) as well as in terms of drainages, wetlands, steep slopes and other natural features (Figure 7.6).

Figure 7.5 – Integrating Parks and Open Space with Neighborhood Design

Figure 7.6 – Integrating Parks and Open Space with Natural Features

7.3   Action Plan

Implementing the above strategies requires an organized approach. The strategies can be organized into three types: One time program set-up, followed by on-going program activity; annual fiscal year preparation; and on-going capital improvement activity. The following matrix, Figure 7.7 illustrates an overall strategy regarding implementation.

ACTION PLAN

A SUGGESTED FISCAL YEAR CHECKLIST OF IMPLEMENTATION ITEMS TO ACCOMPLISH

One Time Program Set-Up, Followed by On-Going Program Activity
Annual Fiscal Year Preparation
On-Going CIP Activity

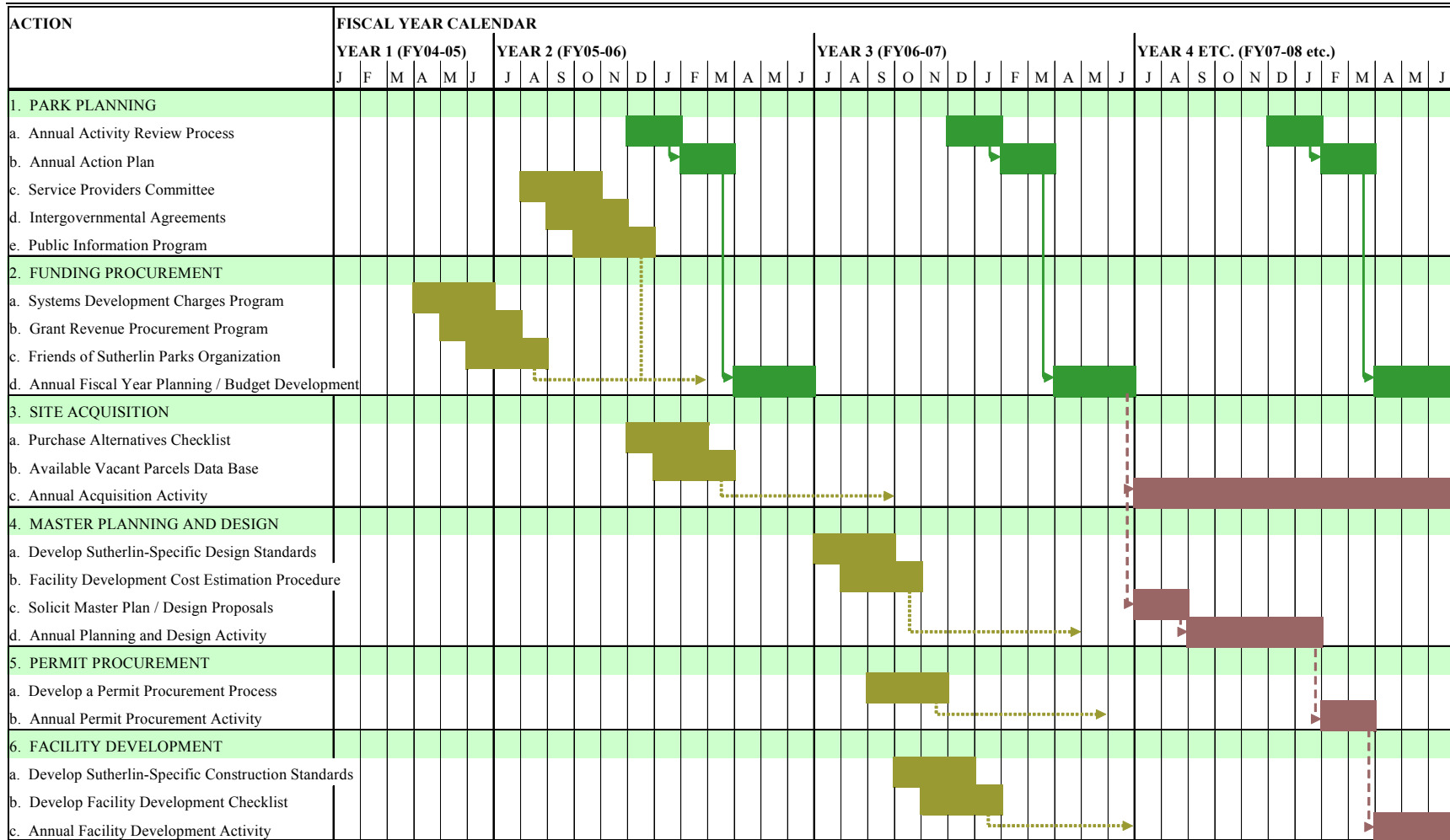| ACTION	FISCAL YEAR CALENDAR
	YEAR 1 (FY04-05) YEAR 2 (FY05-06) YEAR 3 (FY06-07) YEAR 4 ETC. (FY07-08 etc.)
	J F M A M J J A S O N D J F M A M J J A S O N D J F M A M J J A S O N D J F M A M J
1. PARK PLANNING	
a. Annual Activity Review Process	
b. Annual Action Plan	
c. Service Providers Committee	
d. Intergovernmental Agreements	
e. Public Information Program	
2. FUNDING PROCUREMENT	
a. Systems Development Charges Program	
b. Grant Revenue Procurement Program	
c. Friends of Sutherlin Parks Organization	
d. Annual Fiscal Year Planning / Budget Development	
3. SITE ACQUISITION	
a. Purchase Alternatives Checklist	
b. Available Vacant Parcels Data Base	
c. Annual Acquisition Activity	
4. MASTER PLANNING AND DESIGN	
a. Develop Sutherlin-Specific Design Standards	
b. Facility Development Cost Estimation Procedure	
c. Solicit Master Plan / Design Proposals	
d. Annual Planning and Design Activity	
5. PERMIT PROCUREMENT	
a. Develop a Permit Procurement Process	
b. Annual Permit Procurement Activity	
6. FACILITY DEVELOPMENT	
a. Develop Sutherlin-Specific Construction Standards	
b. Develop Facility Development Checklist	
c. Annual Facility Development Activity	

Figure 7.7 – Implementation Action Plan

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