

COUNTY PARK AND RECREATION MASTER PLAN UPDATES

Policy 461

.1 PURPOSE

The purpose of this policy is to establish a clear process to be followed by the Park Board, Board of County Commissioners, and staff when amending or updating the County Park and Recreation Master Plan.

.2 DEFINITIONS

“BOCC” means the Board of Clallam County Commissioners.

“County Park System” means the Clallam County Parks as owned and managed by the County as County Parks.

“Park Board” means the Clallam County Park and Recreation Advisory Board as established and appointed by the BOCC and granted certain authority by them to advise the BOCC on matters related to the County Parks System.

“Parks Master Plan” means the Clallam County Park and Recreation Master Plan as adopted by the Park Board and Board of County Commissioners.

.3 AMENDING OR UPDATING THE PARKS MASTER PLAN

3.1 Procedures

A new acquisition or new facility may be added to the “Parks Master Plan” using the procedures contained in Clallam County Policies 462 or 463.

Once per year, the Park Board may consider amending the “Parks Master Plan” and updating the information in it, as they deem necessary.

Annually, staff will prepare information and recommendations for amending or updating the “Parks Master Plan” and present it to the Park Board for consideration. This update may include changing financial reports or updating cost estimates, reporting on components of the plan that have been completed; or recommending changes to the Plan.

Proposed amendments or updates to the “Parks Master Plan” shall be included on the Park Board agenda. Public input will be allowed on the agenda item prior to taking action.

If the Park Board approves an amendment or update to the "Parks Master Plan," they will submit a recommendation to the BOCC for their consideration.

Amendments and updates to the "Parks Master Plan" will be by Resolution of the BOCC following a public hearing.

3.2 Procedure for Removing a Proposed Facility, Use or Acquisition from the Plan

The Park Board may request that the BOCC consider amending the "Parks Master Plan" to remove a specific item.

A citizen may submit a request in writing to the BOCC to delete a proposed development, use, or acquisition from the approved Plan if it hasn't been permitted and approved for construction or acquisition

The BOCC will review the citizen request at a work session and determine how they would like to proceed.

4 CONSIDERATION AND APPROVAL OF A NEW 10 YEAR PARKS MASTER PLAN

4.1 Procedure

Upon the expiration of the existing 10 year "Parks Master Plan," the Park Board will prepare and approve a new plan covering the next 10 year period.

Staff will prepare a draft Parks Master Plan, if feasible, or ask the Park Board to consider hiring a consultant to prepare the draft if funding is available.

Once the draft "Parks Master Plan" is complete, the Park Board will schedule public meetings or use other methods to collect input. Examples include hosting meetings in the east, central, and west areas of the County and/or posting the proposed plan on the Internet with a comment response form.

After receiving input on the draft "Plan" the Park Board will consider changes to the Plan or amend it prior to producing a final draft.

The Park Board will make the final draft plan available to the public and schedule a time their meeting to take input.

The Park Board will take action on the proposed Final Draft Parks Master Plan and present their recommendations to the BOCC for their consideration in a work session.

The BOCC will give consideration and may schedule a hearing prior to adopting the recommendations by Resolution.