

**COUNTY OF SAN DIEGO, CALIFORNIA**  
**BOARD OF SUPERVISORS POLICY**

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| Procedure for Designing New County-owned <del>Community</del> /Local Parks | I-44                 | 1 of 2      |

**Purpose**

The purpose of this policy is to establish a procedure to involve the public through Community Planning and Sponsor Groups, County Service Area Advisory Committees, Revitalization Committees, designated advisory groups, or other user groups when the Department of Parks and Recreation or an applicant for subdivision or development project designs a new ~~community~~/local park.

**Background**

The design or improvement of County parks for recreation or open space uses is not subject to the San Diego County Zoning Ordinance. Consequently, there is not a formal permitting process that would provide opportunities for the general public to review and provide input on the design of a new park. There is a formal permitting process for residential subdivisions and development projects that provide opportunities for the general public to review and provide input on a project; despite that, however, public park design is sometimes overlooked when considering all aspects of a subdivision or development project. This policy provides a procedure to ensure that the Department of Parks and Recreation, and an applicant for subdivision or development project solicits community input on and review of the design of new ~~community~~/local parks.

A ~~community~~/local park is defined as a County-owned park that is intended to serve the population of the surrounding community. A ~~community~~/local park does not include County open-space areas or regional parks that are generally larger in size and are developed with larger-scale improvements that are intended to serve residents of the greater San Diego region. Since regional parks and open space areas are not designed to specifically serve residents of a local community, they are not subject to this Policy. Similarly, since improvements to existing park facilities are generally minor in nature, projects involving the installation of improvements to existing ~~community~~/local parks shall not be subject to this Policy.

**Policy**

It is the policy of the Board of Supervisors that:

1. The Department of Parks and Recreation shall maintain and update priority lists of desired park improvements for each Local Park Planning Area, based upon needs identified through consultation with community groups, Board offices, Park Master Plans, etc.
2. Upon initiation of a project to design a new ~~community~~/local park, the Department of Parks and Recreation shall notify, in writing, all residents within a 300 - foot radius of the proposed park site of the design process and any scheduled meetings.
3. The Department of Parks and Recreation, in conjunction with the designated community advisory group (e.g., planning or sponsor group, County Service Area Advisory Board, Revitalization Committee, or other designated advisory group), shall hold a minimum of two community workshops regarding the proposed park design project in the affected community. Additional workshops may be held as needed. The workshops may be undertaken as part of the regularly scheduled meetings of the designated advisory group.

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4. An applicant for a subdivision or development project submitting an application to Planning & Development Services after December 31, 2018 and dedicating land or park improvements pursuant to the provisions of the Park Land Dedication Ordinance shall present the park design as an informational item at a minimum of one regularly scheduled meeting of the applicable and designated community advisory group (e.g., planning or sponsor group, County Service Area Advisory Board, Revitalization Committee, or other designated advisory group).

**Responsible Departments**

1. Department of Parks and Recreation
2. Department of Planning & Development Services

**Sunset Date**

This policy will be reviewed for continuance by 12-31-24.

**References**

Board Action  
 7/9/03 (9)  
 11-10-10 (7)  
 6-20-17 (24)  
 12-06-17 (6)

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**Purpose**

The purpose of this policy is to establish a procedure to involve the public through Community Planning and Sponsor Groups, County Service Area Advisory Committees, Revitalization Committees, designated advisory groups, or other user groups when the Department of Parks and Recreation or an applicant for subdivision or development project designs a new local park.

**Background**

The design or improvement of County parks for recreation or open space uses is not subject to the San Diego County Zoning Ordinance. Consequently, there is not a formal permitting process that would provide opportunities for the general public to review and provide input when the County designs a new park. The formal permitting process for residential subdivisions and development projects does provide opportunity for the general public to review and provide input; despite that, public park design is not often highlighted when subdivision or development projects are shared with a community. This policy provides a procedure to ensure that the Department of Parks and Recreation, and applicants for subdivision or development projects solicits community input on the design of new local parks.

A local park is defined as a County-owned park that is intended to serve the surrounding community. A local park does not include County open-space areas or regional parks that are generally larger in size and include larger-scale improvements intended to serve residents of the greater San Diego region. Since regional parks and open space areas are not designed to specifically serve residents of a local community, they are not subject to this Policy. Similarly, improvements to existing parks are generally minor in nature—and shall not be subject to this Policy.

**Policy**

It is the policy of the Board of Supervisors that:

1. The Department of Parks and Recreation shall maintain and update priority lists of desired park improvements for each Local Park Planning Area, based upon needs identified through consultation with community groups, Board offices, Park Master Plans, etc.
2. Upon initiation of a project to design a new local park, the Department of Parks and Recreation shall notify, in writing, all residents within a 300-foot radius of the proposed park site of the design process and any scheduled meetings.
3. The Department of Parks and Recreation, in conjunction with the designated community advisory group (e.g., planning or sponsor group, County Service Area Advisory Board, Revitalization Committee, or other designated advisory group), shall hold a minimum of two community workshops regarding the proposed park design project in the affected community. Additional workshops may be held as needed. The workshops may be conducted as part of the regularly scheduled meetings of the designated advisory group.

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4. An applicant for a subdivision or development project submitting an application to the Department of Planning & Development Services after December 31, 2018 and dedicating park land or park improvements pursuant to the provisions of the Park Land Dedication Ordinance shall present the park design as an informational item at a minimum of one regularly scheduled meeting of the applicable and designated community advisory group (e.g., planning or sponsor group, County Service Area Advisory Board, Revitalization Committee, or other designated advisory group).

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1. Department of Parks and Recreation
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