

Township of  
Langley



Est. 1873

## REPORT TO MAYOR AND COUNCIL

<b>PRESENTED:</b>	OCTOBER 17, 2016 - REGULAR AFTERNOON MEETING	<b>REPORT:</b>	16-110
<b>FROM:</b>	RECREATION, CULTURE & PARKS DIVISION	<b>FILE:</b>	0340-50
<b>SUBJECT:</b>	PARKS AND PLAYING FIELDS DEVELOPMENT POLICY		

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### RECOMMENDATION(S):

**That** Council adopt the “Parks and Playing Fields Development Policy. (Attachment A)

### EXECUTIVE SUMMARY:

As the Township of Langley experiences population growth and changing community demographics, there is a need to plan park infrastructure for new and/or existing neighbourhoods that is based on a clearly defined policy. A Parks and Playing Fields Development Policy will outline process and procedures by which parks and associated amenities are planned and built in the Township with consideration of public input, opportunities, and Council Budget deliberations.

### PURPOSE:

To advance the development of parks and playing fields through a defined process.

### DISCUSSION/ANALYSIS:

With the creation and development of new neighbourhoods as a component of OCP's and other community plans, and in consideration of existing neighbourhoods where parks and playing fields already exist, there is a need for consistency with respect to the process by which the Township develops its parks and parks infrastructure. The adaption of the proposed policy will provide this.

The attached Parks and Playing Fields Development policy articulates a process by which industry standards are considered, parks design concepts are prepared, sites acquisitions are determined, public input is gathered, and Council budget deliberations occur. It also defines flexibility by which Council may prioritize parks and fields development based on opportunities, partnerships, and funding.

Respectfully submitted,

Peter Tulumello  
ACTING DIRECTOR  
for  
RECREATION, CULTURE & PARKS DIVISION

**COUNCIL POLICY**

File: 0340-50  
Division: Recreation, Culture, and Parks

**Subject: Parks and Playing Fields  
Development**

Policy No:  
Approved by Council:  
Revised by Council:

**1. Purpose**

- 1.1 To advance the development of parks and playing fields through a defined process.

**2. Background**

- 2.1 As the population of the Township of Langley grows, there is a need to plan park infrastructure for new and/or existing neighbourhoods. The planning process for parks and playing fields includes stakeholder and general community input guiding the creation of design concepts from which base acquisition and construction strategies are formed, and budgets are considered or approved by Council.

**3. Related Policy**

- 3.1 06-001 Public Input to Recreation, Culture, and Parks Facilities

**4. Policy**

The Township of Langley will undertake the following steps towards the development and creation of parks and playing fields in the community:

- 4.1 OCP Plans, OCP amendments, Community Plans, and Neighbourhood Control Plan preparation will be used as the primary instruments to determine the need and location for the establishment of parks and playing fields.
- 4.2 The adopted standards for Recreation, Culture & Park facilities will be used as a basis for determining the quantity, location, and size of parks and park facilities that are required to serve projected populations.
- 4.3 Preliminary design concepts will be prepared by staff to evaluate potential sites for parks and park facilities prior to or concurring with acquiring properties.
- 4.4 The preliminary design concepts will be circulated to School District 35 staff for input to sites that will be jointly shared.
- 4.5 The preliminary design concepts will be included for information purposes in the reports to Council for new site acquisitions.
- 4.6 Once property acquisition has been completed for park allocations, the preliminary design concepts will be presented to the Recreation, Culture, and Parks Advisory Committee for their information and input.
- 4.7 The preliminary design concepts will be shared with organized stakeholders for their information and input.

- 4.8 An open house shall be arranged and advertised by press release and paid advertisement in local newspapers for all residents of the community or neighbourhood within which the park will be constructed.
- 4.9 Invitations to the open house will be delivered to residents within a 100 metre radius of the facility site.
- 4.10 The open house shall be staffed by a minimum of one representative of the Recreation, Culture, & Parks Division and one member of the Recreation, Culture, & Parks Advisory Committee who will be available to answer questions and receive comments regarding the displays and plans for the proposed facility development. The open house shall be held in the school or community hall nearest the proposed facility development.
- 4.11 Comments and suggestions received from the open house and from the groups will be assessed and, where feasible, incorporated into a preliminary parks and playing fields design concept plan
- 4.12 The proposed concept plans will be presented to Council as part of budget deliberations for consultant services and/or construction phases.
- 4.13 While the Park Concept Plan may serve as a guiding document for staff to create parks and playing fields in neighbourhoods; opportunities, partnerships, funding, Council Budget deliberations and other non-predetermined factors may drive timelines and effect final park infrastructure configurations.