Park Planning Process

Parks & Recreation Department

**Time Varies**

**Step One: Parkland Acquisition and Initial Environmental Review**
- Acquire park land through Quimby dedication or purchase
- Park land must comply with CSD standards
- Review previous environmental information
- Process any Federal environmental permits
- CSD Board accepts deed

**3 Months**

**Step Two: Public Involvement**
- Includes public workshops, user group meetings, website interaction, ongoing public feedback
- Staff develops a master plan based on stakeholder consensus

**2-5 Months**

**Step Three: Environmental Documentation (CEQA)**
- Potential impacts identified and mitigated
- Environmental document and permitting (if required)

**2 Months**

**Step Four: Master Plan and Environmental Document Approval**
- CSD Board reviews and approves environmental document and Master Plan

**6 Months**

**Step Five: Design Development & Construction Documents**
- Design development to refine master plan
- Preparation of construction documents: plans, specifications, and estimates

**3 Months**

**Step Six: Plan Review and Permits**
- Construction documents submitted to outside agencies for approval

**2 Months**

**Step Seven: Bid and Award of Contract**
- Advertisement of bid and bid opening
- Staff reviews bids for compliance
- CSD Board awards contract to lowest responsible bidder

**6-18 Months**

**Step Eight: Construction**
- Sign agreements, analyze insurances, and arrange pre-construction meeting
- Contractor on site building the park

**3 Months**

**Step Nine: Establishment Period**
- Plant establishment/grow-in period

**Step Ten: Park Dedication**
- Grand opening

**Average Time Required to Build a Park**
- 2 Years 3 Months ± (Small Park Project)
- 3 Years 6 Months ± (Large Park Project)