

# CITY OF SASKATOON ADMINISTRATIVE POLICY

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**NUMBER**  
*A10-017*

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<b>POLICY TITLE</b> <i>Park Development Guidelines</i>	<b>ADOPTED BY:</b> <i>City Manager</i>	<b>EFFECTIVE DATE</b> <i>January 25, 1996</i>
		<b>UPDATED TO</b> <i>April 4, 2016</i>
<b>ORIGIN/AUTHORITY</b> <i>General Manager, Community Services</i>	<b>CITY FILE NO.</b> <i>CK. 4205-1</i>	<b>PAGE NUMBER</b> <i>1 of 25</i>

## 1. PURPOSE

- 1.1 To be used as a guideline for implementing the City of Saskatoon Official Community Plan Bylaw No. 8769 concerning the development of parks and recreation open space. These guidelines do not supersede *The Planning and Development Act, 2007*, or the Official Community Plan.
- 1.2 To be used in conjunction with the Landscape Design and Development Standards to help guide future City of Saskatoon Park and Open Space development.

## 2. DEFINITIONS

- 2.1 Accessible Playgrounds - Playgrounds built in accordance with the Accessible Playspaces in Canada guidebook and that will comply with the Accessibility Service Level Implementation Guidelines approved in principle by City Council in 2008.
- 2.2 Active Recreation - Open space activities involving movement beyond walking. Active recreation may be informal (e.g. jogging, cross-country skiing, bicycling, touch football) or may involve organized sports, e.g. soccer or softball in a league or other competitive framework.
- 2.3 Arterial Street - Arterial roadways are intended to carry large volumes of all types of traffic moving at medium speeds. They expedite the movement of through traffic to major traffic generators and from subdivision to subdivision.
- 2.4 Catchment Area – The geographical area that will benefit from and contribute to open space.

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- 2.5 Collector Street - Collector roadways provide both traffic movement and land access. The traffic function of this type of street is to carry traffic between local and arterial streets.
- 2.6 Dedicated - Provided for public use without compensation.
- 2.7 Dedicated Lands - Parcels of land dedicated as Municipal buffer, environmental reserves, municipal reserves, public reserves and walkways.
- 2.8 Dry Ponds - Are designed to act as temporary holding facilities for storm water runoff and to delay the release of runoff into the municipal storm drainage system. These sites are used to manage the peak volume and runoff rates of storm water. The sites may be designed as multi-use facilities when they are dry.
- 2.9 Environmental Reserve - A parcel of land provided without compensation, as required under *The Planning and Development Act, 2007* [Sec. 185(1)], that may be used as a public park or for any other use that the Minister may, by regulation, specify, but, if it is not used for those purposes, the environmental reserve must be managed to maintain the site in its natural state.
- 2.10 Landscape Design and Development Standards (LDDS) - Design standards for park categories in new neighbourhoods, city entranceways, buffers, right-of-ways, business improvement districts, industrial business districts, other public open space, and existing park upgrades.
- 2.11 Linkage - Public land connecting public open spaces by pedestrian, non-motorized means of travel.
- 2.12 Local Street - The main function of local streets is to provide land access. A local street is not intended to carry large volumes of traffic but only traffic with an origin or destination along its length.
- 2.13 Money in Lieu - As per *The Planning and Development Act, 2007* (Sec. 187), all moneys received by a municipality, or from the sale, lease, or sublease of public reserves, municipal reserves, and environmental reserves, is to be paid into a special municipal account, to be known as the Dedicated Lands Account, and may only be used for the following purposes:

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- (a) the purchase of land to be dedicated for public use;
- (b) the development of public parks and public recreation facilities on existing public reserves, municipal reserves, or environmental reserves within the municipality or within any other municipality;
- (c) the upgrading or replacement of existing public parks or public recreation facilities on existing public reserves, municipal reserves, or environmental reserves within the municipality or within any other municipality.

- 2.14 Municipal Buffer – Municipal buffer strips are surveyed parcels used to separate land uses. They provide space between residential and commercial areas, separate lots and blocks from a major road, and can also be used for berms and sound attenuation.
- 2.15 Municipal Reserve - A parcel of land provided without compensation, as required under *The Planning and Development Act, 2007* [Sec. 192(1)], to be used primarily for public recreation. The land may also be used for other purposes described within the Act and any additional uses that may be specified in the Official Community Plan.
- 2.16 Municipal Utility Parcel - A parcel of land provided without compensation, as described in *The Planning and Development Act, 2007* (Sec. 172.1), for the purpose of locating a public work or public utility. A Municipal Utility Parcel may have a secondary function as park space and may be integrated with environmental reserve and/or municipal reserve.
- 2.17 Natural Area - An area of land or water representing elements of the region's geography, ecology, and/or wildlife habitat, including natural landscapes and natural land forms.
- 2.18 Naturalized Area - Land that has been intentionally developed with predominantly native vegetation through a combination of natural regeneration and deliberate plantings of native vegetation to emulate a natural area.

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- 2.19 Neighbourhood – The predominant use of land within areas designated for Residential Land Use shall be residential. Within these areas, neighbourhoods are the basic building block of residential development and shall be combined to form Suburban Development Areas. Neighbourhoods shall be designed as a comprehensively planned unit, which is efficient to service and maintain over the long term, as per the Official Community Plan.
- 2.20 Passive Recreation - Open space activities conducted at walking speed or less, (e.g. strolling, sitting, picnicking, watching active sports).
- 2.21 Storm Water Retention Facility - A pond, wetland, swale or other feature situated within city limits on public property with the primary function of providing storm-sewer retention and treatment. Retention facilities also retain storm-sewer overflow and are typically located at local low points or adjacent to or part of an existing watercourse.
- 2.22 Suburban Development Area - Long-range planning for future suburban growth is accommodated within Suburban Development Areas. Suburban Development Areas contain approximately 8 to 10 neighbourhoods, a suburban centre, and employment lands, along with sufficient amenities and community facilities to support them. Alterations to established future growth patterns may be evaluated from time to time where demographic, market, or servicing considerations warrant.
- 2.23 Wetlands and Constructed Wetlands - Lands having water at, near, or above the land surface, or land that is saturated with water long enough to promote wetland or aquatic processes as indicated by saturated soils, aquatic vegetation, and various kinds of biological activity, which are adapted to a wet environment. Wetlands can hold water temporarily or permanently, with water levels fluctuating over the course of a single year and over many years with climatic cycles. Constructed wetlands are constructed and/or modified water bodies that fluctuate with water drainage, but hold water at all times. Constructed wetlands are designed to mimic some or all of the functions of naturally-occurring wetlands, including filtering pollutants from storm water runoff, and providing habitat with associated buffers/riparian areas.

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## 3. POLICY

### 3.1 Park Provision: General Principles

The City of Saskatoon plans for the provision of parks according to a classification corresponding to the residential development units outlined in the City's Official Community Plan. The hierarchy is based on the neighbourhood as the central core and radiates to larger units and special uses. The park classifications consists of Neighbourhood Pocket Park, Neighbourhood Core Park, Linear Park, Village Square Park, District Park, Multi-District Parks, Naturalized Parks and Industrial Parks.

The system also includes Special Use Park categories which are intended to provide city-wide recreation and unique programming opportunities.

Each park category is intended to address particular needs of particular groups of people, while simultaneously maintaining the flexibility of programming and attractive environment which will encourage use by City residents in general.

Community consultation with residents in the identification of the park program plan is an important principle in the development of the Neighbourhood Core Park. In order to begin this process, the City of Saskatoon requires a minimum of 20% residential development (based on building permits issued) prior to park development for the Neighbourhood Core Park.

The development of the Neighbourhood Core Park, in advance of the 20% guideline, will require negotiation and subsequent agreement between the developer and the City. The developer will pay the costs to advance construction of the park and will be responsible for any subsequent damage to the park by the homes being built adjacent to the park.

### 3.2 General Standards

#### a) Public Safety

- i. Park boundaries are to be configured in such a way as to optimize visual access into the site. A compact, rectangular shape is preferred. Configurations which will result in hidden corners are not acceptable.

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- ii. Placement of planting and land forms must allow for play structures, paddling pools and walkways to be visible from a passing vehicle.
  - iii. All play equipment and other supplied recreational components must have approval from the City of Saskatoon, Facilities and Fleet Management, and Parks Divisions.
  - iv. Principles of crime prevention through environmental design are to be applied throughout the park planning and design process with the intent to minimize the opportunity for crime and nuisance behaviour, and to create acceptable levels of actual and perceived public safety as per Crime Prevention Through Environmental Design Review (CPTED) Policy No. A09-034.
- b) Active Transportation, Safety, and Connectivity
- i. Pedestrian, cyclist, and general park user safety is an important component of park design and must be considered early in the design process.
  - ii. Prior to construction, park designs should be reviewed by the appropriate division(s) to ensure pedestrian and cyclist linkages are consistent with the Neighbourhood Concept Plan and the City's active transportation network.
  - iii. Sidewalks and pathways must connect logically to the adjacent sidewalks and integrate to existing pedestrian infrastructure.
  - iv. Sidewalks and pathways should start and end at crosswalks or at intersections (mid-block crossings are not desirable).
  - v. Crosswalks are a component of park design.
  - vi. Transit stops should be considered in the provision of walkways, pathways and sidewalks.
- c) Accessibility
- i. Accessibility for people with disabilities is a priority for the City, and all parks should strive for an overall environment which is accessible and provides a fulfilling recreation experience for all people.

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- ii. To ensure comprehensive accessibility, the design and construction of parks and parks amenities should comply with current universal design standards for accessibility and barrier free design.

d) Environmental Conditions

- i. Park design should recognize and, where possible, take advantage of natural site features including sloping land, existing vegetation, riverbank areas, and water bodies identified in the screening report completed for the neighbourhood.
- ii. Protect key natural and cultural resources that are valuable to the community, as identified in any Concept Plan(s) for the area.
- iii. Provide interpretive and educational opportunities featuring the unique characteristics of the land.
- iv. Provide passive recreational opportunities to enhance nature appreciation and education.
- v. Appendix B identifies the conditions for the construction or preservation of storm water retention facilities when integrated with Municipal Reserve. Storm water facilities, when located in or adjacent to parks, must complement the park development.
- vi. Appendix C identifies considerations when integrating environmental reserve with Municipal Reserve.
- vii. Parks may contain recreational lakes and natural or constructed wetlands, and the use is governed by the Recreational Uses of Storm Water Retention Ponds Policy No. C10-024 and A10-024.

e) Services

- i. Storm water management should primarily be accommodated on Municipal Utility Parcels; however, where it is integrated with municipal reserve, please refer to the guidelines in Appendix B.
- ii. Planning and development of all integrated sites will be a collaborative process involving the Neighbourhood Developers, the Community Services Department, and the Transportation and Utilities Department. Funding for construction and the subsequent maintenance of the storm water management facilities on integrated sites must be one of the subjects of this collaborative process and subsequent agreement. The developer will bear the responsibility to

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- address the costs associated with required landscape plans of the storm water management facility on integrated sites.
- iii. The placement of utility easements on parks must adhere to the requirements of these guidelines and Utility Easements on City Property Policy No. A09-025.
  - iv. No sports fields within any Municipal Reserve will be allowed to be flooded for any longer than 24 hours.
  - v. Where it is appropriate, utility easements may be used for recreation purposes. The design of the area shall complement the park development and recreational use.
- f) Structures
- i. Structures should be designed to resist vandalism and may be developed in the various types of parks provided they are consistent with the park's programming objectives.
  - ii. Play structures must be located in an area above the 1-in-5 year storm event waterline and should not be placed in low lying areas prone to retaining water.
- g) Parking
- i. The provision of appropriate parking for neighbourhood parks shall be a combined objective of the neighbourhood concept plan process, the neighbourhood park planning process, and the school site design process to create the opportunity for joint-use of parking facilities. Parking is a requirement in the design of District and Multi District Parks and is incorporated based on the program function of the park.
  - ii. If the intent is to use on-street parking for users of the park, it is desirable to provide a sidewalk adjacent to the curb to connect to park pathways.

### 3.3 Over-dedication of Lands

Over-dedication of lands is defined as the dedication of more land than is legally required under *The Planning and Development Act, 2007*. Over-dedication of land may be acceptable to the City under the following conditions:



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- a) that the developer agrees to pay the entire cost of developing those lands, which are deemed to be “over-dedicated” lands into park space; and
- b) that the developer agrees to pay into a reserve fund for the annual maintenance costs of the over-dedicated amount. The reserve fund must be sufficient and available for use by the City for a period of not less than 15 years from the date upon which the over-dedicated land is turned over to the City.

### 3.4 Park Categories: Specific Standards

Parks within a suburban neighbourhood are placed in a way that optimizes distribution of park space in the community and maximizes access to all residents.

Note: Park sizes noted below are based on a neighbourhood with a gross area of 143 hectares (353.4 acres) to 323.7 hectares (800 acres). Park sizes may be varied, at the City's discretion, in proportion with actual neighbourhood size. The guideline for distribution of dedicated land between park types is as follows: Neighbourhood - 61%, District - 36%, other - 3%. “Appendix A” outlines the calculations for Municipal Reserve Dedication and Distribution within a standard Suburban Development Area (SDA).

<b>Park Area Suitability Matrix</b>				
<b>Park Classifications</b>	<b>Neighbourhood</b>	<b>District Village</b>	<b>Suburban Centre</b>	<b>Industrial Area</b>
<b>Neighbourhood Core</b>	Required	Permitted	Not Permitted	Not Permitted
<b>Pocket</b>	If Necessary	Not Permitted	Not Permitted	Not Permitted
<b>Village Square</b>	Permitted	Permitted	Permitted	Not Permitted
<b>District</b>	Under Special Circumstances	Permitted	Permitted	Under Special Circumstances
<b>Multi-District</b>	Under Special Circumstances	Under Special Circumstances	Permitted	Under Special Circumstances
<b>Natural</b>	If Necessary			
<b>Special Use</b>	Under Special Circumstances			

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## 3.5 Neighbourhood Pocket Park (part of the Neighbourhood 61% allocation)

- a) Purpose
  - i. The Neighbourhood Pocket Park(s) will provide green space for residences located greater than 400 metres from the Neighbourhood Core Park.
  - ii. The Pocket Park character is small-scale, focusing on passive recreation and aesthetic appeal. Programming could include creative play apparatus.
- b) Function
  - i. Primarily passive recreation for all age groups.
  - ii. Creative play/play value primarily for preschool age children.
  - iii. Structures to accommodate leisure activities for all age groups.
- c) Size
  - i. Minimum 0.25 hectares (0.6 acres), maximum 0.8 hectares (1.25 acres), or 1 per 70 hectares (172.9 acres).
- d) Location
  - i. Such that all neighbourhood residents are within 400 metres of the nearest available park space.
  - ii. Located on local or collector streets, not arterial.
  - iii. Pocket parks to be located in different parts of the neighbourhood from each other, and from Core Park, to achieve optimal distribution of open space in the neighbourhood.
  - iv. Where feasible, located close to multi-unit housing complexes.
- e) Access, Visibility, and Frontage
  - i. 100% visibility of site interior from street.
  - ii. Site boundaries to have minimum 25% street frontage.
  - iii. Easily accessible by walking, cycling, wheeling, and uninterrupted by arterial roads or other physical barriers. Linked by pathways and/or sidewalks.

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## 3.6 Neighbourhood Core Park (part of the Neighbourhood 61% allocation)

### a) Purpose

- i. The primary purpose is to provide sports fields to accommodate intra-neighbourhood league play for youth 13 years of age and under.
- ii. To serve the active and passive recreation needs of neighbourhood residents and community associations.
- iii. To serve as expanded play area for neighbourhood elementary schools and the integrated community centre.
- iv. The configuration of the park shall be such that it maximizes access to park space for the adjacent elementary schools.
- v. To serve as a central gathering place for event programming and a destination for the neighbourhood residents to meet and socialize. A Neighbourhood Core Park may be adjacent to a Village Square Park to serve as the passive recreation component for the neighbourhood.
- vi. Park development and upgrades will conserve significant natural areas and/or areas of cultural and historical significance within the neighbourhood.
- vii. Structures to accommodate active leisure programs for all ages are located in a neighbourhood core park (e.g. spray park, toboggan hill).

### b) Function

- i. Organized sports primarily for children aged 13 and under.
- ii. General active and passive recreation for all ages.
- iii. One play structure per neighbourhood will meet minimum accessible playground requirements.
- iv. Specific programming in response to Community Services Department's public consultation and should provide a flexible site design that is adaptable to changes in the community demographics over time.

### c) Size

- i. Minimum 6.5 hectares (16 acres).
- ii. The majority of the park should be relatively flat and rectangular in shape to accommodate sport fields and open space.

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- d) Location
  - i. Centrally located in neighbourhood, not combined with District Park.
  - ii. Located on local or collector streets, not arterial.
  - iii. Ideally situated within 700 metre walking distance of all one-unit dwellings and other housing forms designed for households with children as per the Official Community Plan.
  
- e) Access, Visibility, and Frontage
  - i. Site boundaries not abutting school property are to have 25% continuous street frontage (on primary collector street), not including school frontage.
  - ii. 100% visibility of site interior from park/street boundaries, but not necessarily from any one point on the boundary. Preference is to have a minimum 20 metre run of street frontage in addition to the 25% noted above.
  - iii. The City may accept frontage above 25%. If excess frontage is accepted above 40%, the City may impose off site levy charges based upon the excess frontage and incorporate such charges within a servicing agreement with the developer.
  - iv. Easily accessible by walking/cycling/wheeling uninterrupted by arterial roads or other physical barriers. Linked by pathways and/or sidewalks.

### 3.7 Linear Park (Part of the 61% Neighbourhood allocation)

- a) Purpose
  - i. As part of the overall neighbourhood trail network/connectivity concept to achieve one or more of the following:
    - To provide safe active transportation routes to the neighbourhood's focal points and to nodal destinations outside the neighbourhood.
    - To provide limited recreational opportunities, generally unstructured in nature.
    - To buffer natural and heritage features.
  
- b) Function
  - i. To provide recreational and non-recreational walking, running, bicycling, skiing and wheelchair travel.

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- ii. To provide opportunities for appreciation of natural features.
- iii. To provide opportunities for sitting and picnicking.
- iv. Not intended to serve as a Municipal Utility Parcel.

c) Size

- i. Municipal reserve contribution to linear park will be distributed entirely within the neighbourhood unit.
- ii. Linear park allocation will be such that it does not unduly impact the ability to meet all major park programming needs within other neighbourhood park allocations.
- iii. Maximum distance of segment of park between service vehicle and/or pedestrian access points, not including pedestrian walkways, to be 200 metres.
- iv. Width to vary, minimum 20 metres and a maximum allowable width of 30 metres.

d) Access, Visibility and Safety

- i. All access points, except walkways, to have a minimum width of 15 metres.
- ii. Access points to be sited so as to discourage uncontrolled mid-block crossings of collector or arterial roads.

### 3.8 Village Square Park (part of the 61% Neighbourhood allocation)

a) Purpose

- i. The primary purpose is to serve as an informal and formal meeting place, by providing a community focal point and destination for passive recreation including socialization and event programming.
- ii. To provide a visual focal or termination point in the design of the neighbourhood.

b) Function

- i. To provide opportunities for meeting.
- ii. To provide opportunities for sitting and socializing.
- iii. To provide a destination for walkers and cyclists.
- iv. To provide for neighbourhood event programming (e.g. festivals, rallies, community garage sales).

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- c) Size
  - i. Minimum of 0.3 hectares to maximum of 0.5 hectares (0.75 acres to 1.25 acres). Anything outside these parameters would require approval of the City.
- d) Location
  - i. Village Square Park could be located at the centre of the neighbourhood or at the entry of the neighbourhood as an entry feature.
  - ii. Adjacent to neighbourhood commercial property and/or cluster of higher density housing.
- e) Access, Visibility and Frontage
  - i. 100% visibility of site interior from surrounding streets.
  - ii. Minimum 25% percent street frontage.

### 3.9 District Park (is the 36% District allocation)

- a) Purpose
  - i. To serve active and passive recreational needs of residents of multiple neighbourhoods.
  - ii. There is an emphasis on structured sports. Passive allocation will be determined once active recreation needs have been met.
  - iii. May serve athletic needs of high schools and have a particular emphasis on the athletic needs of young adults 14 years and older.
  - iv. The structured city-wide sports activities intended for District Parks will typically result in a high proportion of space required for active rather than passive recreation.
  - v. Emerging sports and non-traditional sports should be accommodated within the district parks, particularly if partnership opportunities are presented (e.g. disc golf, outdoor lacrosse, etc.).

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- b) Function
  - i. To accommodate city-wide sports leagues for youth and adults. Specific programming in response to Community Services Department's sports facility inventory requirements and public consultation with user groups and general public (e.g. soccer, ball, football, ultimate Frisbee and lacrosse).
  - ii. To accommodate community-wide events (e.g. outdoor concerts).
  - iii. To accommodate informal active recreational activities.
  - iv. To accommodate passive recreational activities.
  - v. To accommodate structures for active recreational activities not found in the neighbourhood core park (e.g. tennis courts, disc golf, satellite skateboard site, and dog park).
  - vi. Specific programming in response to Community Services Department's public consultation.
  - vii. To accommodate Parks Maintenance Buildings, which contain equipment, and material storage requirements associated with new park and open space development.
- c) Size
  - i. Minimum 10 hectares (24.3 acres).
  - ii. Typically, two district parks per Suburban Development Area. A district park typically serves 20,000 to 30,000 people.
- d) Location
  - i. Located close to centre of catchment's area served.
  - ii. District and Neighbourhood Core park sites to be separate from each other.
  - iii. Located on arterial or collector streets with City transit service.
- e) Access, Visibility and Frontage
  - i. 100% visibility of site interior from park/street boundaries, but not necessarily from any one point on the boundary.
  - ii. Site boundaries not abutting school property to have 50% street exposure.
  - iii. Parking to be provided, quantities according to programming, with access from a collector street.

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## 3.10 Multi-District Park (part of the 3% multi-district and special use allocation)

- a) Purpose
  - i. Is intended to accommodate city-wide use for both active and passive recreation.
  - ii. There is an emphasis on structured sports and active recreation. Allocation for passive recreation uses will be determined once active recreation needs have been met.
  - iii. Dimensions of sports fields shall be suitable for international level of competition (e.g. floodlighting sports fields).
  - iv. To serve the complementary activities associated with suburban leisure centres.
  - v. To serve leisure requirements not otherwise served by Neighbourhood and District parks.
  
- b) Function
  - i. To provide a variety of active and passive recreation activities at all seasons of the year.
  - ii. To provide siting for suburban leisure centres.
  - iii. To provide siting for official competition sized sports fields and facilities adequate for national/international athletic events.
  - iv. To accommodate sports spectators.
  - v. To allow programming for uses not found in neighbourhood or district parks, (e.g. cultural facilities, multi-purpose leisure centre).
  - vi. To accommodate Parks Maintenance Buildings, which contain equipment, and material storage requirements associated with new park and open space development.
  
- c) Size
  - i. Minimum 16 hectares (39.5 acres).
  - ii. Minimum one per suburban development area, may be dispersed over more than one site.



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- d) Location
  - i. Multi-District land associated with active recreation and suburban recreation complex uses to be in close proximity to the commercial portion of the suburban centre, or in an industrial area, or in a parcel surrounded by arterial roads and/or non residential use, to minimize traffic disruptions in residential neighbourhoods, create the opportunity for joint-use of parking facilities, and allow for elements not suitable for residential areas (e.g. floodlighting sports fields).
  - ii. Location of Multi-District land associated with passive uses is discretionary.
  - iii. Should not be located where natural and/or cultural resources have been identified by a screening report.
  
- e) Access, Visibility and Frontage
  - i. 100% visibility of site interior from park/street boundaries, but not necessarily from any one point on the boundary.
  - ii. Site boundaries to have 50% street exposure.
  - iii. Parking to be provided, quantities according to programming, with access from a collector street.

## 3.11 Industrial Park Space (5% of gross developable non-residential area)

- a) Purpose
  - i. Industrial Park space is intended as a city-wide resource.
  - ii. Industrial Parks, where appropriate, could accommodate sports fields and the purpose consistent with that described under district and multi-district parks.
  - iii. Each park responds to the unique site circumstances or provides unique programming opportunities.
  - iv. The location in industrial areas allows elements which are not suitable for residential neighbourhoods (i.e. Marquis Industrial).
  - v. This type of park can also facilitate the needs of employees working in the industrial area (e.g. landscaping, outdoor furniture).

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vi. Of note, the 5% dedication could also be taken as money in lieu and used to enhance other Municipal Reserve, as per the Dedicated Lands Reserve Policy No. C09-005, or the land could be combined with the dedication for multi-district or special use parks.

b) Function

- i. To accommodate sports fields as per the District and Multi-District guidelines.
- ii. To accommodate passive recreation for employees.

c) Size

- i. Industrial Park allocation is 5% of the gross developable area of the proposed non-residential area in a suburban development area.

d) Location

- i. Located in areas not identified for residential development.
- ii. To be in an industrial area or in a parcel surrounded by arterial roads and/or non-residential use to minimize traffic disruptions in residential neighbourhoods and allow for elements not suitable for residential areas (e.g. floodlighting sports fields).

e) Access, Visibility, and Frontage

- i. Similar to conditions listed under multi-district parks.

3.12 Naturalized Park (mostly dedicated as utility parcel or environmental reserve; may also be included within the Municipal Reserve dedication)

a) Purpose

- i. To conserve and enhance biodiversity, while accommodating passive recreation uses that provide opportunities for appreciation and interpretation of nature.
- ii. To provide citizens with the opportunity to enjoy and appreciate nature, the natural heritage of the region, and to enhance biodiversity within an urban setting.

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iii. A Naturalized Park is intended to conserve significant natural elements and features and accommodate local and city-wide needs.

iv. Consistent with the Wetlands Policy, Naturalized Parks are to be as high in ecological function as possible.

b) Function

i. Passive recreation for all age groups and interpretation of our natural heritage.

ii. Infrastructure would be limited to trail systems, interpretive signage, waste receptacles, seating areas, and fencing, as may be required for conservation purposes.

iii. To minimize disturbance to resident wildlife, no active recreational activities should be permitted.

c) Size

i. Naturalized Areas can function ecologically at a minimum size of one hectare when connectivity is provided via adjacent green spaces or corridors.

d) Location

i. Prior to neighbourhood development, the location of Naturalized Park areas shall be determined to complement existing natural elements. Areas and features that are determined to be preserved and enhanced would be based on a screening report.

e) Access and Visibility

i. To maximize the provision of quality wildlife habitat (which requires vegetative cover for wetland and upland bird species), 100% site visibility into the park interior from all viewpoints may not be achievable or desirable.

### 3.13 Special Use Park

The Special Use Park is a city-wide resource. Each park responds to unique site circumstances and/or provides unique programming opportunities. This park type, therefore, will be subject to less detailed development guidelines than the others in the hierarchy. The Forestry Farm Park, the Gordon Howe Complex, Diefenbaker Park, and the River Valley are examples of Special Use Parks.

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## 4. RESPONSIBILITY

### 4.1 Community Services Department

- a) Shall review Sector and Concept Plans and plans of proposed subdivision for compliance with these guidelines.
- b) Shall co-ordinate the approval of these plans.
- c) Shall ensure at concept plan application stage that the correct frontage and site visibility conditions have been met.
- d) Specify programming for all categories of parks as required.
- e) Consult with affected school boards, neighbourhood lot owners, and community associations to review proposed park design concept.
- f) Itemize and track documents and policies related to these guidelines to ensure guidelines are updated to reflect any policy changes and vice versa (i.e. Dedicated Lands Regulations, Official Community Plan, *The Planning and Development Act, 2007*, New Neighbourhood Design Standards, Utility Easements in City Property, etc.).

### 4.2 Asset and Financial Management

- a) Shall review Sector and Concept Plans and plans of proposed subdivision for compliance with these guidelines. Also, as it relates to design specifications and standards for recreation units, water play features, and play structures in parks.

### 4.3 Transportation and Utilities Department

- a) Shall review Sector and Concept Plans and plans of proposed subdivision for consistency with these guidelines and recommend amendments as required.
- b) Shall design and construct all storm water management areas and/or storm water drainage systems in compliance with this policy ensuring the systems complement park development.

**APPENDIX A****Example Municipal Reserve Dedication and Distribution  
Within a Suburban Development Area****1. Municipal Reserve Dedication for a Suburban Development Area**

Gross Area of Suburban Development Area = 1,570 ha

Suburban Development Area Municipal Reserve (MR) Break-down

Residential (10%) X 1,510 ha = 151 ha

Non-Residential (5%) X 60 ha = 3 ha

	Neighbourhood MR (61%)	District MR (36%)	Multi-District MR (3%)
Residential MR = 151 ha	X 0.61	X 0.36	X 0.03
	92.11 ha	54.36 ha	4.53 ha + 3 ha from Non-Residential MR
Total MR = 154 ha	92.11 ha	54.36 ha	7.53 ha
Note: Upon full build-out of the Suburban Development Area, 154 ha of MR open space should be provided			

**2. Municipal Reserve Dedication for a Neighbourhood**

Neighbourhood Municipal Reserve (MR) Break-down

**A. Residential Distribution:**

Average Residential Neighbourhood Subdivision = 151 ha X 10% = 15.1 ha of MR open space

	Neighbourhood MR (61%)	District MR (36%)	Multi-District MR (3%)
Residential MR = 15.1 ha	X 0.61	X 0.36	X 0.03
Total MR = 15.1 ha	9.21 ha	5.44 ha	.45 ha
Note: If District and Multi-District MR is not warranted in the developing Neighbourhood Subdivision, money-in-lieu will be required or deferred land will be provided. Within the developing Neighbourhood Subdivision, 9.21 ha of land will be allocated as Neighbourhood MR.			

**B. Non-Residential Distribution:**

Average Non-Residential Subdivision = 60 ha X 5% = 3 ha of MR open space

	Neighbourhood MR (61%)	District MR (36%)	Multi-District MR (3%)
Non-Residential MR = 3 ha	n/a	n/a	3.00 ha
Note: If Multi-District MR is not warranted in the developing Subdivision, money-in-lieu will be required or deferred land will be provided.			

**APPENDIX B****CONDITIONS FOR THE CONSTRUCTION OF STORM WATER RETENTION FACILITIES  
WHEN INTEGRATED WITH MUNICIPAL RESERVE**

Municipal Reserve may be used to convey storm water runoff to storm water retention facilities and may act as temporary water storage to allow for water retention for no longer than a 24-hour period after a storm event. Municipal Reserve land and land held for storm water management shall be integrated in all cases where circumstances permit. Storm water facilities, when located adjacent to parks, must be treated in a manner that complements the park development. This integration of two land uses will be subject to the following guidelines:

- a) Integration of two land uses, Municipal Reserve and Storm Water Management areas, will require a landscape plan for both areas and uses. These landscape plans shall have a common design objective that will ensure a visually integrated land mass. These plans must be acceptable to representatives of the Parks Division, Public Works Division, Water and Wastewater Division, Planning and Development, Environmental and Corporate Initiatives, Recreation and Community Development, and the Developer.
- b) Areas surrounding wetlands, ponds, swales, river gardens, etc., are to be graded, top soiled, seeded or sodded, and landscaped, incorporating trees and shrubs to a level consistent with the surrounding or adjacent park development. Existing natural landscapes to be retained, if at all possible. These areas will not be irrigated.
- c) Wherever possible, ponds should not be located near elementary schools.
- d) Storm water retention facilities shall not be located within areas designed to accommodate playground equipment.
- e) No sports fields, trails, or play structures within any Municipal Reserve will be allowed to be flooded for any longer than a 24-hour period and will not be below the 1-in-5 year storm event waterline.
- f) The Core Neighbourhood Park may serve the purpose of periodic storm water retention. Portions of this park that are used for passive recreation, which is other than sports fields, primary trails, and play structure areas, may serve as a water storage area to hold water for up to a 48-hour period.
- g) Pocket parks and linear parks shall be located at elevations above the 1-in-5 year storm event waterline. If those areas are required to hold water for a period of time greater than 48 hours, the plans must be acceptable to the reviewing divisions.
- h) An agreement will be established between the Parks Division and the Public Works Division for the maintenance of storm water retention facilities.

## APPENDIX C

### Conditions for the Integration of Environmental Reserve when Integrated with Municipal Reserve

The Saskatchewan *Planning and Development Act*, Section 185(1) allows "...part of that land as environmental reserve,...if the land consists of:

- (a) a ravine, coulee, swamp, natural drainage course or creek bed;
- (b) wildlife habitat or areas that:
  - (i) are environmentally sensitive; or
  - (ii) contain historical features or significant natural features;
- (c) land that is subject to flooding or is, in the opinion of the approving authority, unstable; or
- (d) land that abuts the bed and shore of any lake, river, stream or other body of water and that is required for the purpose of:
  - (i) the prevention of pollution;
  - (ii) the preservation of the bank; or
  - (iii) the protection of the land to be subdivided against flooding."

An environmental reserve may be used as a public park, but if it is not used for that purpose, the environmental reserve must be managed to maintain its natural state or used as described within the Dedicated Lands Regulations, 2009. The integration of two land uses will be subject to the following guidelines:

- a) Integration of two land uses, municipal reserve and environmental reserve areas, will require a landscape plan for both areas. These landscape plans shall have a common design objective that will ensure a visually integrated land mass. These plans must be acceptable to representatives of the Parks Division, the Public Works Division, the Water and Wastewater Division, the Recreation and Community Development Division, and the Developer.
- b) Wherever possible, important natural areas, features, and systems shall be retained and integrated into new development areas and form part of the park and open space system, including the retention of natural corridors and natural ponding areas.
- c) Neighbourhood development and redevelopment plans shall identify all naturally significant areas and include recommendations for their conservation relevant to the overall parks system.
- d) Long-term planning should take place to ensure the longevity and protection of environmentally significant areas, and resource management measures must be in place to maintain the ecological integrity of these areas.

- e) The environmental reserve area should not compromise or limit the defined intent of the park space. Likewise, park space should not compromise the integrity of a natural area.
- f) Preserve and maintain the existing natural landscapes and include low-impact pedestrian connections.
- g) Under the context of conserving and maintaining the existing natural landscapes, trails and park features may be included, allowing residents to enjoy and appreciate the distinctive landscape as well as learn more about the land and the plant and wildlife that inhabit the area.
- h) Provide interpretive and educational opportunities featuring the unique characteristics of the land.



**APPENDIX D****Park Designation Guide**

**Dedicated Lands**  
(per *Planning and Development Act, 2007*)

<b>Land Type</b>	<b>Municipal Reserve</b>		<b>Environmental Reserve</b>	<b>Municipal Utility Parcel (when used as park)</b>	<b>Buffer Strips</b>
<b>Primary Purpose(s)</b>	<b>Active Recreation Programming and Other Program Amenities Passive Recreation</b>		<b>Conservation of Natural and/or Heritage Features/Areas Unserviceable Land</b>	<b>Stormwater Management Other Utility Needs</b>	<b>Separation of incompatible land uses</b>
<b>Secondary Purpose(s)</b>	<b>Preservation of Natural and/or Heritage Features/Areas Connectivity Stormwater Management</b>		<b>Passive Recreation Stormwater Management Connectivity</b>	<b>Passive Recreation Preservation of Natural and/or Heritage Features/Area Connectivity</b>	<b>Passive Recreation Connectivity Utility corridor</b>
<b>Allocation</b>	<b>Neighbourhood (61%)</b>	<b>Dist./Multi-Dist. (36%/3%)</b>	<b>As circumstances require</b>	<b>As circumstances require</b>	<b>As circumstances require</b>
<b>Possible Park Designations</b>	<b>Core Village Square Pocket Linear<sup>1</sup> Naturalized<sup>1</sup></b>	<b>District Multi-District Naturalized<sup>1</sup> Special Use<sup>2</sup></b>	<b>Naturalized Special Use<sup>2</sup> Any other designation<sup>3</sup></b>		

<sup>1</sup> Linear park allocation will be such that it does not unduly impact the ability to meet all major park programming needs within other neighbourhood park allocations

<sup>2</sup> Only required when proposed park use does not meet any other specified classification

<sup>3</sup> Only permissible when environmental reserve-dedicated lands are not significant environmentally or for heritage reasons (e.g. unserviceable land)