

Monthly Developer/Consultant Process Training Development Process Review Park & Recreation Department

Session 8 Part 1 – Infrastructure Review
 Part 2- Park Conversion
 Part 3- Forestry Dept.
 Part 4- Adopt a Median

October 10, 2018

Session 8

Park and Recreation Department Processes

Presented by
Cornell Gordon
Nancy Wong
Rustin Stephens
Walter Neman

Session 8 Part 1

Infrastructure Review

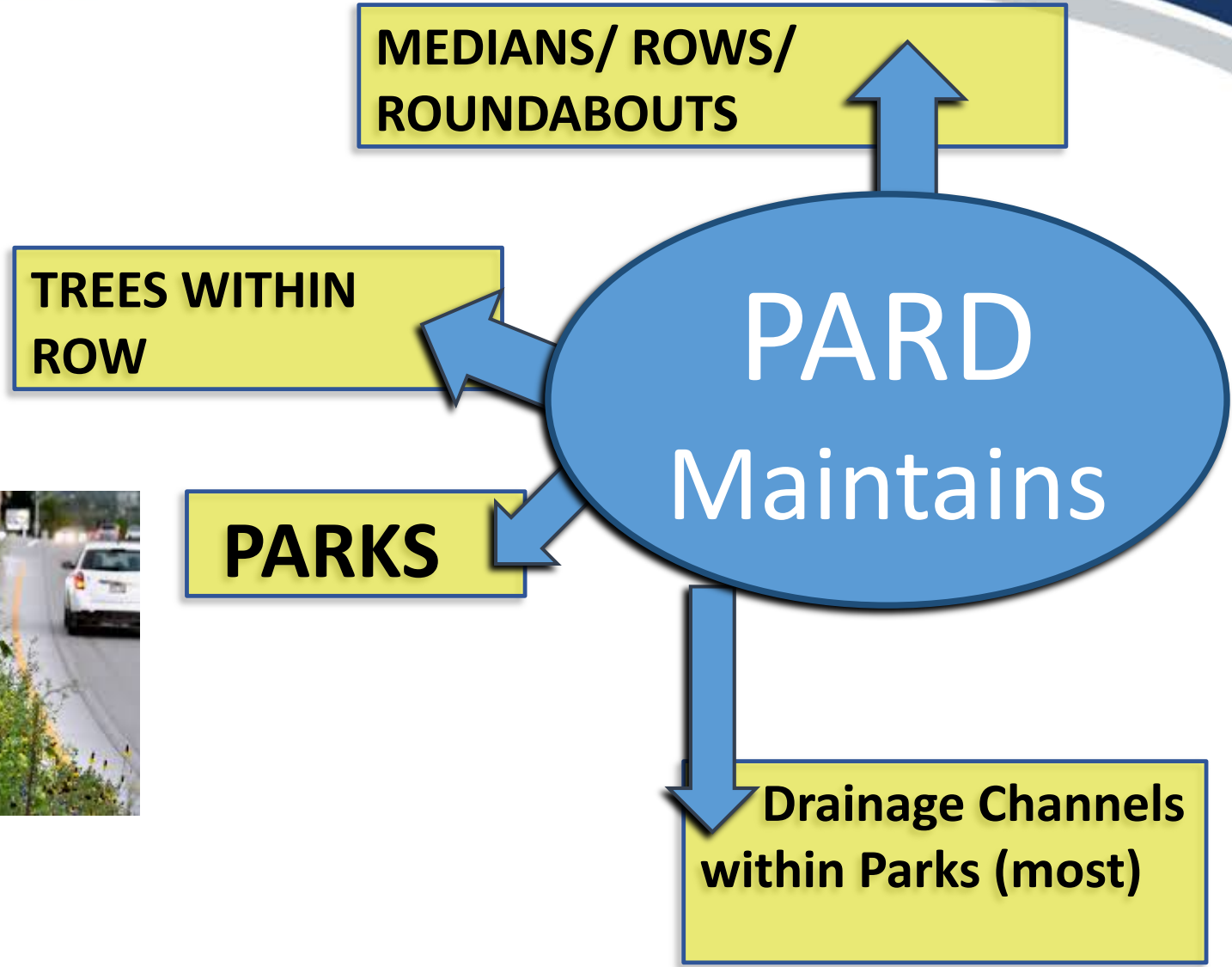
Presented by
Cornell Gordon, Park Planner

Infrastructure Review

Why is the PARD part of the IPRC review process?



PARD reviews infrastructure plans to see how development will impact facilities maintained by PARD



Infrastructure Project Review Committee (IPRC)

Plans Reviewed:

- Site Plans/Encroachment Agreements
- Early Grading Plans
- ISWM
- Building Permits
- Demolition Permits
- Utility/Traffic



PARD Review Agents

City Forester	Rustin Stephens	817.392.5705
Park Superintendents	Clint Wyatt	817.392.5763
	Michael Tovar	817.392.5714
Mowing	Walter Newman	817.392.5741
Adopt-A-Median/Park	Nancy Wong	817.392.5125
Trades Superintendent	Scott Penn	817.392.5750
Park Planner	Cornell Gordon	817.392.5764

Park & Recreation Department

Infrastructure Review

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4200 South Freeway, Suite 2200
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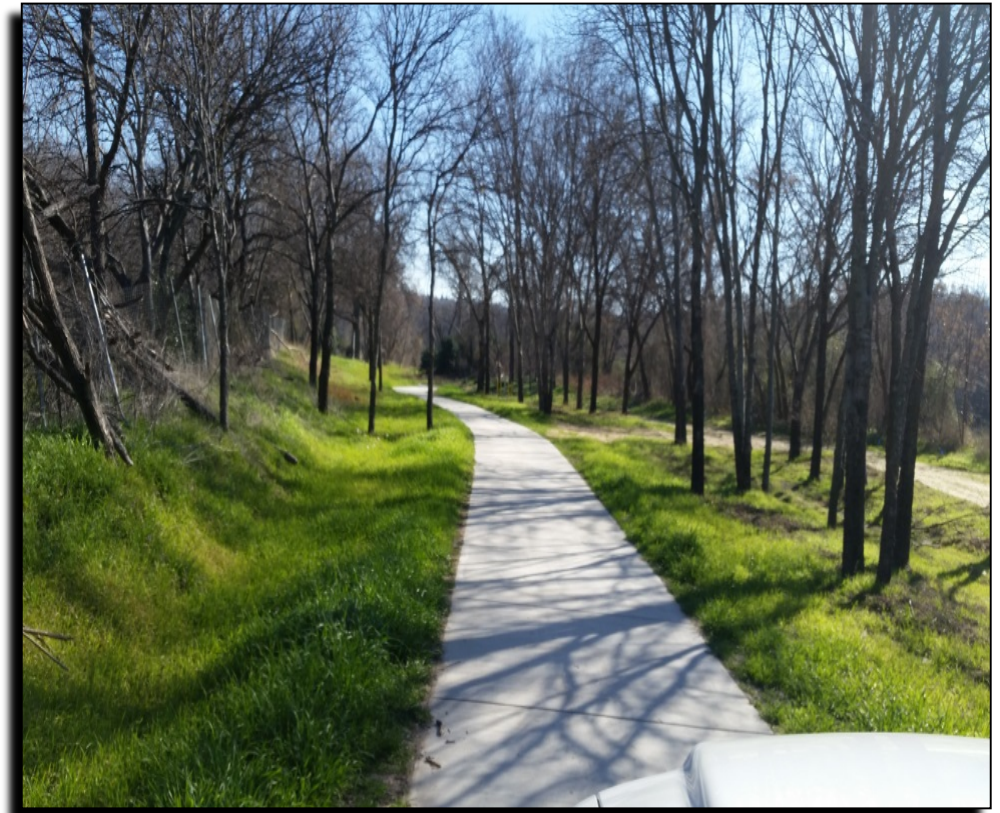
Session 8 Part 2

Parkland Conversation

Presented by
Cornell Gordon, Park Planner

Parkland Conversion

- What is a parkland conversion?
- Requirement of Texas Parks and Wildlife State Code Chapter 26



Parkland Conversion

Chapter 26 Requirements:

- Find that no “feasible or prudent alternative” exists
- Minimal harm to park land
- Requires a public hearing



Parkland Conversion

Examples:

- City Utilities (Sanitary Sewer, Water & Storm drainage Infrastructure)
- Franchise Utilities (Electric, Gas, Cable, & Phone)
- Dedication of Public ROW (corner clips, signals, turning lanes)
- Gas Extraction

Parkland Conversion

- Contact the PARD during the **concept design process** for your project
- Why?
 - We have parkland that has deed reverters/ government restrictions which we may limit the use for parks (no utilities, no storm drainage structures, etc..).
 - The proposed design may be in conflict with park master plans, construction projects or existing park infrastructure.
 - The use may not be supported by the department.



Parkland Conversion

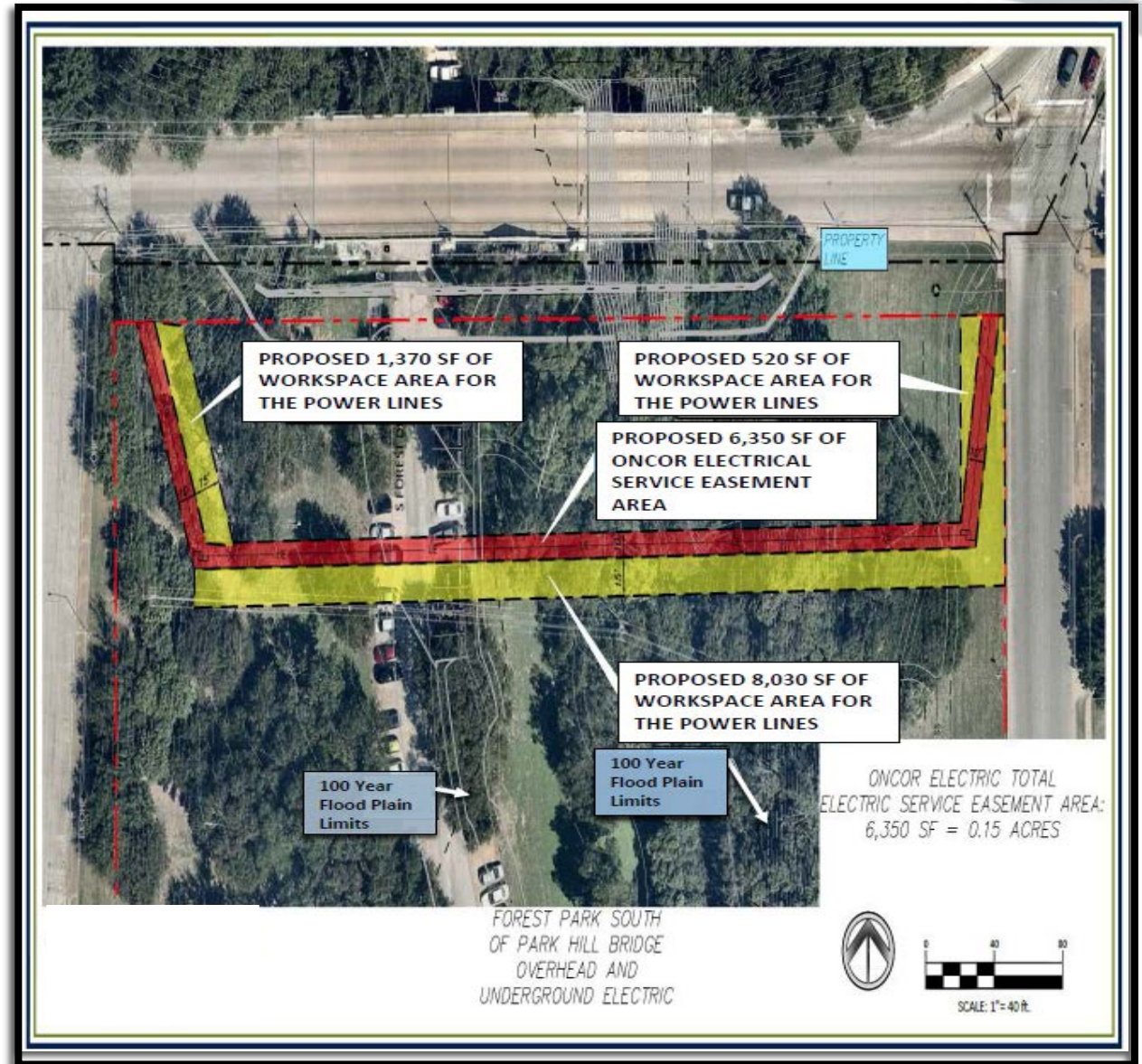
Process:

1. Staff review

- a) Review & approval of alignment, construction methodology, schedule and impact fees
- b) Deed / Past Funding Agreement

2. Park Board

- a) 1st Month – Information Item
- b) 2nd Month – Action Item



Parkland Conversion

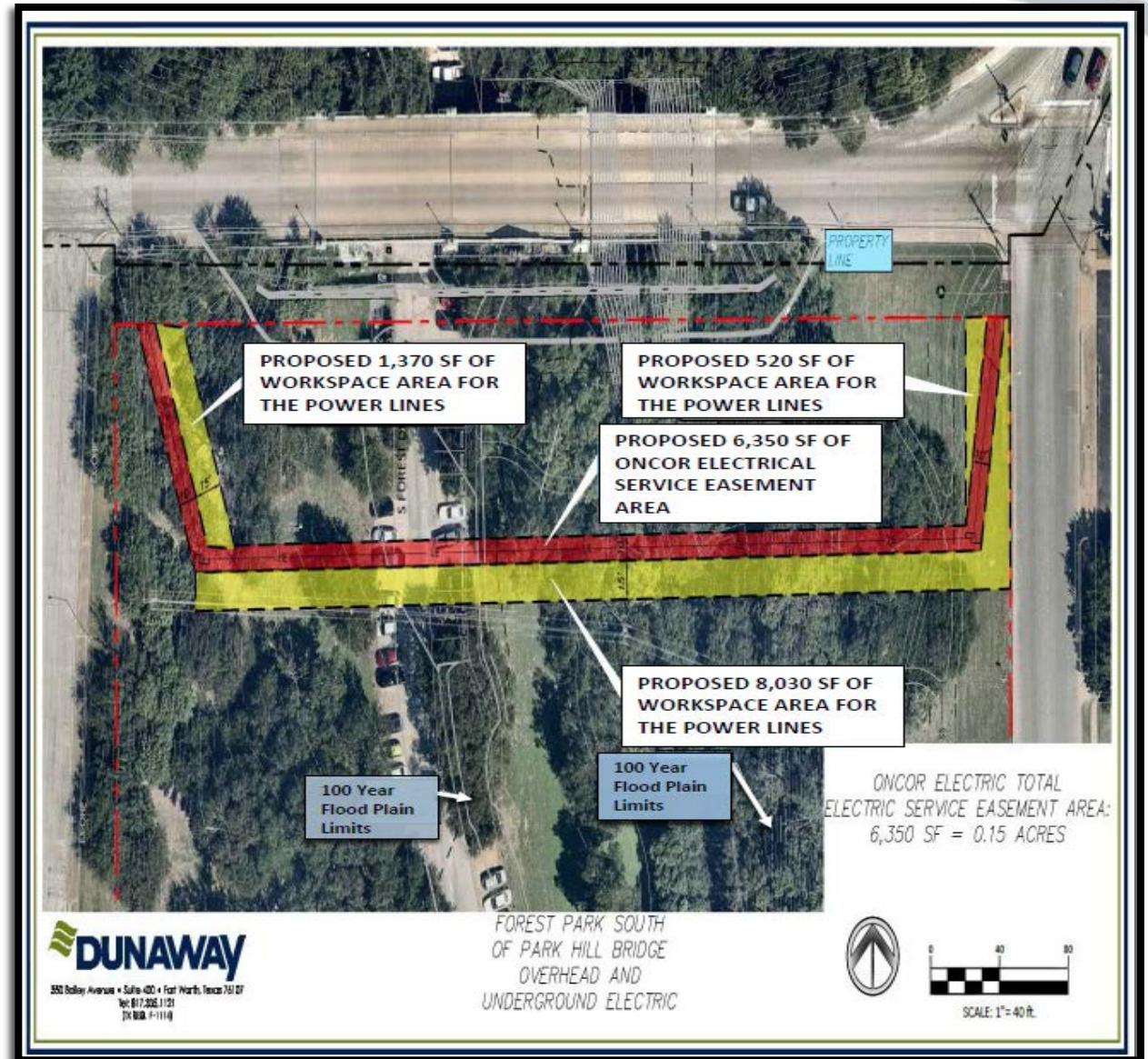
Process:

3. Public Notification

- a) 30 day advertisement period
- b) Notices sent to adjacent NAs
- c) Post notice on City web page
- d) Sign is posted in the park

4. City Council

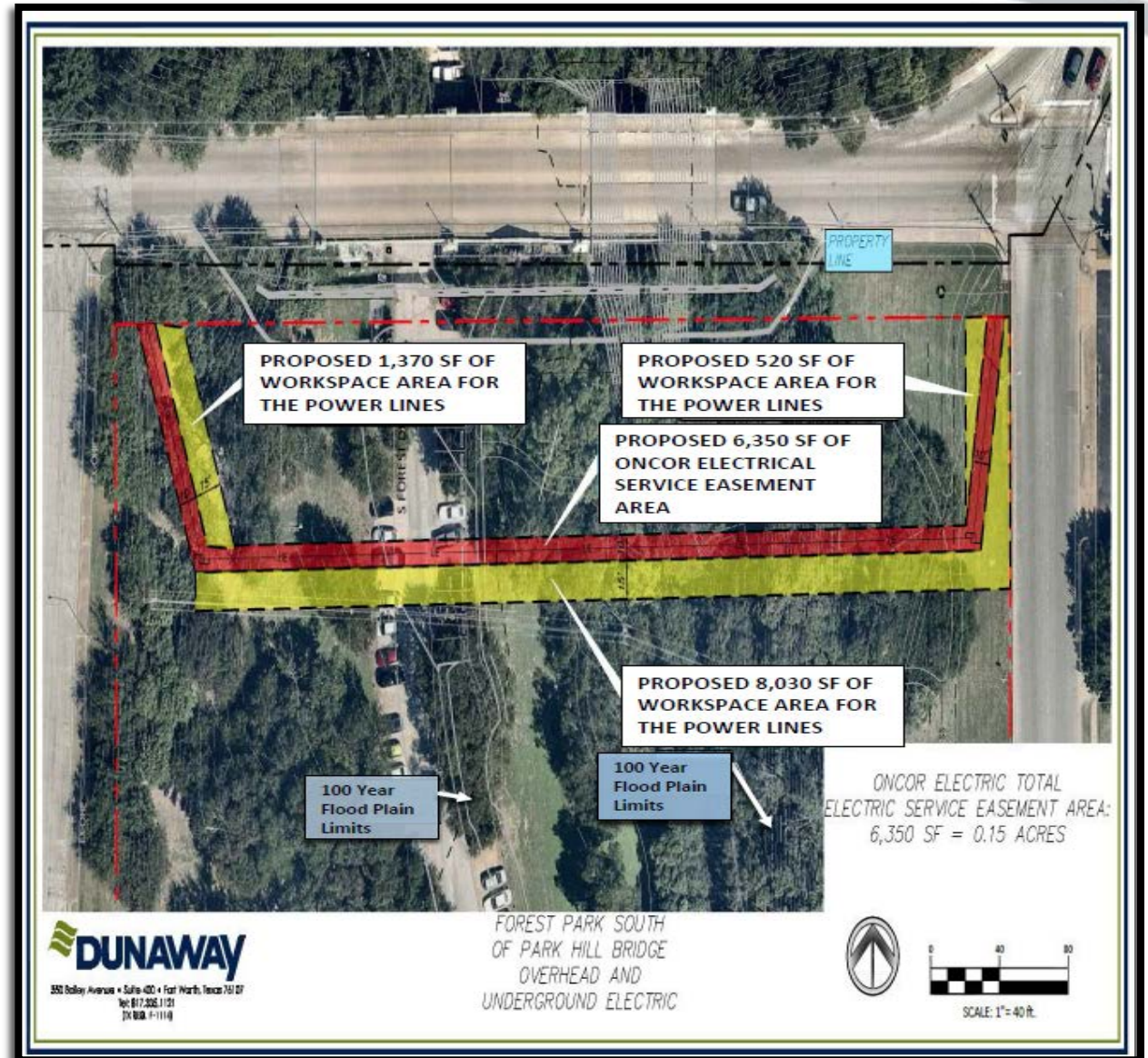
- a) Public Hearing
- b) Motion on the proposal



Parkland Conversion

Process:

- Typical time for a conversion process is a minimum of **90 to 120 days**.
- Factors that affect that time line are State or Federal sponsored grants that require an external review, which can take up to 6 months to a year to complete.
- For private developer, the process and development of a License agreement specific to the project will add time.
(Typically 30 to 60 days)



Park & Recreation Department

Park Conversions

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Session 8 Part 3

Forestry Department

Presented by
Rustin Stephens, City Forester

Forestry

Presented by
Rustin Stephens, City Forester



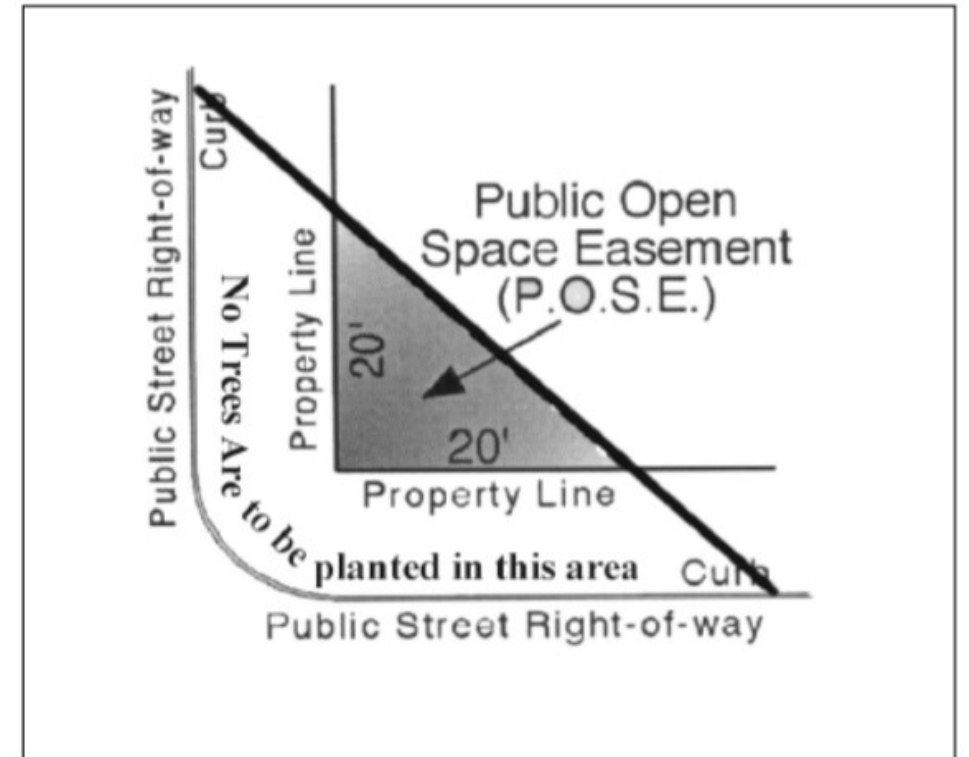
City of Fort Worth Code of Ordinances

CHAPTER 33 - TREES, SHRUBS, ETC.

- Assigns jurisdiction, authority, control and supervision over all trees, plants and shrubs in ROW and City property to Park & Recreation.
- Requires tree protection during construction.
- Requires permit to plant or remove trees on City property including ROW.
- Assigns ownership of trees and plants growing between sidewalk and curb to the City and under control of Park & Recreation.

Permitting Process

- No fee for review
- Application and plans may be submitted via email
- Average of three week turnaround
- Mitigation may be required for removal
- Guidelines for planting in Medians and ROW



Park & Recreation Department

Forestry

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Session 8 Part 4

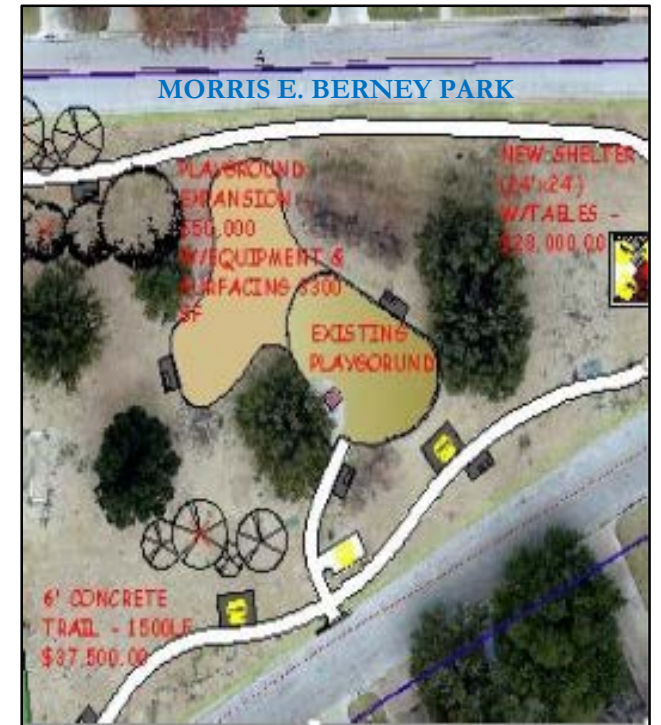
Adopt a Median

Presented by

Nancy Wong, Contract Compliance Specialist

Adopt-A-Median/Park Agreements Process and City Standards

- Application and plans submitted via email or U.S. Mail
- Future improvements paid and maintained by Adopter
- Plans reviewed by various staff for compliance
- Areas must meet City standards
 - Pick up litter and debris
 - Install or maintain existing irrigation system
 - Plant, replace, water and maintain plantings
 - Lawn service, maintenance, or treatments



Criteria for Adoption Agreement

Adopter:

- Terms - Primary 5 years and Renewals 2 five-year
- Provide Certificate of Liability
- Volunteers must sign a liability release form
- Adhere to Water Conservation/Rationing Procedures and Guidelines for Landscaping in Parkway



Criteria for Adoption Agreement

City:

- Make inspections to determine compliance
- The City reserves the right to take back noncompliant areas
- Provide singular signage



Park & Recreation Department

Operations Contract Management

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Questions & Answers