



Poulsbo Parks and Recreation Commission

****VIRTUAL MEETING****

**Members of the public are welcome to call in:
1-253-215-8782 / Meeting ID: 832 4433 0449**

Subject	Meeting Agenda	Date	July 26, 2021
Recorder	Pat Hightower	Start Time	7:00 pm
Committee Chair	Steve Calhoun	End Time	
Committee Members	Steve Calhoun, Mari Gregg, Justin Johnson, Kelly Michaels, Judy Morgan, Amy Zinkhon, Mary Swoboda-Groh, JoAnn Schlachter, Erik Hovey		
Staff Present	Dan Schoonmaker, Pat Hightower, Nikole Coleman		

Agenda

No.	Topic	Action/Recommendation/Discussion
1.	Administrative:	
A.	Questions & Concerns of the Committee	
B.	Agenda and Extended Agenda Review	
C.	Approval of Minutes	
D.	Comments from Citizens	
2.	Agenda Items:	
A.	PROS Plan Update Chapters 1-4 - Dan Schoonmaker/Nikole Coleman	
B.	Deer Run - Update	
3.	Department Head Reports	
4.	Comments from Citizens	
5.	Commissioner Comments	

Reviewed by Mayor Erickson

The committee may add and discuss other items not listed on the agenda.

IT IS REQUESTED THAT ATTENDEES LIMIT THE USE OF SCENTED PRODUCTS (PERFUME, COLOGNE, HAIR SPRAY, AFTER SHAVE, LOTION, FABRIC SOFTENER, ETC.). FRAGRANCES CAN BE TOXIC SUBSTANCES TO SOME PEOPLE, CAUSING RESPIRATORY OR NEUROLOGICAL DISABLING ALLERGIC REACTIONS. THIS REQUIREMENT IS CONSISTENT WITH THE AMERICAN WITH DISABILITIES ACT FOR A BARRIER-FREE ENVIRONMENT.

Poulsbo Parks Recreation and Open Space Plan 2021-2027

MONTH 2021

*Approved by City Council
Resolution **2021-XX***

DRAFT

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MISSION

The mission of the Poulsbo Parks and Recreation Department is to enrich the quality of life by serving the community's needs for quality and affordable educational and recreational programs, parks and services to all residents and visitors.

VISION

It is the vision of the Poulsbo Parks and Recreation Department to be the heart of a healthy community through sustainable, safe, and diverse programs and open spaces, where all residents and visitors feel inspired to live, play, learn, and thrive.

VALUES

Community Enrichment

We value our community and are committed to providing parks and programs that inspire, educate, and enhance the overall quality of life for our residents and visitors. Through personal interaction and social media, we will engage our community to ensure transparency, accountability, and collaboration.

Inclusiveness & Equity

We value inclusive parks and recreation programs. We respect and honor the diversity of people, ideas, and cultures. We welcome all residents and visitors regardless of age, ability, race, ethnicity, or income level by offering accessible parks and affordable programs.

Health & Wellness

We value the health and well-being of all who visit our parks and participate in our recreation programs. We will strive to maintain the highest quality of standards of safety, function, and beauty, to create a secure environment for all to enjoy.

Stewardship & Sustainability

We value our role as the guardians of the community's open spaces and are dedicated to responsibly manage and care for our natural, cultural, and physical resources for current and future generations.

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Chapter 7: Park Impact Fee Analysis	Error! Bookmark not defined.

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Acknowledgements

Mayor

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Chapter 1: Introduction

The Parks, Recreation and Open Space (PROS) Plan provides comprehensive guidance on the development and management of Poulsbo’s parks, recreation and open space system and the services provided by the City of Poulsbo Parks and Recreation Department. This plan has been regularly updated (2000, 2006, 2009, 2015) to remain relevant to Poulsbo as the city continues to grow.

Plan Purpose

Poulsbo updates its PROS Plan every six years, as required by the Washington State Recreation and Conservation Office (RCO) to maintain eligibility for federal and state grant programs. The PROS Plan is also meeting the Growth Management (GMA) requirements, by identifying parks and open space goals and policies, including a demand and needs analysis based upon the City’s assigned population allocation, and identifying future parkland acquisition and park development improvements which will be included in the City’s Capital Facilities Plan.

Parks, recreation facilities and open spaces serve as vital parts of Poulsbo’s character, providing recreation opportunities, visual relief from urban development and habitat for wildlife. This plan identifies Poulsbo’s existing park and open space resources; outlines the City’s need for additional parks and open space; and incorporates a plan for acquisition and development that reflects the community’s needs and vision.

Poulsbo’s Setting and Planning Area

The City of Poulsbo in Kitsap County, Washington, is known as “Little Norway,” because of its Norwegian heritage. Centrally located in Northern Kitsap County, Poulsbo is served by three state highways: SR 3, SR 307 and SR 305. Poulsbo has a unique and spectacular natural setting. Encompassing 4.5 square miles, the city has numerous hills and valleys, forests, creeks, streams and shoreline along Liberty Bay, an inlet of Puget Sound. Its elevation ranges from sea level to 440 feet, with ridges running along the east and west sides of the bay that gradually rise in height and merge to the north.

Liberty Bay and Liberty Bay Estuary are the two major bodies of water in Poulsbo. Relatively narrow and shallow, the bay serves as the receiving waters for Dogfish Creek, as well as a number of other streams at the edges of the city limits. Dogfish Creek is the largest stream system in Poulsbo and extends extensively outside of the city limits. The south fork of Dogfish Creek is completely within the city limits, on the east side of Poulsbo, generally along the SR 305 corridor.

The planning area in this plan is defined by the City’s Urban Growth Area (UGA), which include the city limits and unincorporated area. The 2021 UGA boundaries are consistent with the Poulsbo UGA adopted by Kitsap County, and provide sufficient land capacity for Poulsbo’s assigned population projections. In addition, this is the planning area that will be used in the City’s 2024 GMA required periodic Comprehensive Plan update.

Planning Context

Natural beauty, combined with its location within commuting distance to Seattle and its proximity to military bases, attract a steady stream of new residents calling Poulsbo home. Since the PROS Plan was last updated in 2015, Poulsbo’s population has increased from 9,950 to 11,550, a growth of 1,600 persons or 13.8 percent. This trend is projected to continue through 2036, when the population is anticipated to reach 14,808.

Table 1-1: Population Projection

2020 OFM Annual Population*	Allocated Projected Population 2036**	Projected Growth 2020-2036
11,550	14,808	3,258

Source: *OFM 2020 Population estimate; **Kitsap Regional Countywide Planning Policy Appendix B

Demographic and contextual factors influence park acquisition and recreation priorities and were evaluated during the PROS planning process. For Poulsbo’s planning purposes, a distinction between the city limits and unincorporated urban growth area is not made and the entire UGA will serve as the PROS Plan planning area.

Chapter 2: Inventory of Existing Parks and Recreation Resources

The first step in the development of a Parks, Recreation and Open Space Plan is the identification of existing parks, open space, and recreation programs, and review of challenges and opportunities presently facing the park system.

Inventory

The City of Poulsbo owns 20 parks ranging in size from .24 acre to over 36 acres. The parks fall into one or more of four categories based upon their size, facilities and intended use. (Two parks come under two categories).

Table 2-1: Park Classification Summary

Park Classification	Number of Sites	Total Acreage
Neighborhood Park	10	21.18
Community Park	2	27.07
Regional Park	4	16.41
Natural/Open Space	6	71.4
Trails	11	4.25 acres
Total Parks	136.06 acres or 140.31 acres including trails	
Total Trails	5.84 miles	

Collectively, these parks contain a variety of outdoor recreation facilities, including playgrounds, picnic areas, various sports courts, a recreation center, shoreline access, boat ramps, restrooms, off-leash dog runs, ball fields and natural open spaces with walking paths and trails.

Neighborhood Parks serve as recreational and social gathering places for individual neighborhoods. They are designed to serve a radius of less than ½ mile, and the parks themselves are small, averaging 2 acres in size. Neighborhood Parks are usually home to a combination of playground equipment, picnicking and outdoor activity areas. Poulsbo has ten neighborhood parks totaling 21.18 acres.

Community Parks serve a broader purpose and population than neighborhood parks. They are developed for both passive and active recreation. These parks may typically include athletic fields, sports courts, trails, playgrounds, open space and picnicking facilities. The service radius is usually ½ to 3 miles. Poulsbo has two community parks totaling 27.07 acres.

Regional Parks attract people to enjoy the park. These parks are often along shoreline and may be in the center of the tourist areas. Poulsbo has four such parks totaling 16.41 acres.

Natural/Open Space Parks are natural lands set aside for preservation of significant natural resources, open space and areas for aesthetics and buffering. These parks are often characterized by sensitive areas, and may include wetlands, slopes, significant natural vegetation or shorelines. Poulsbo has six parks with natural/open space designation totaling 71.4 acres.

Trails are provided in parks, along roads or in old road right-of-way. Most of Poulsbo's trails do not connect, but by adding sidewalks and other rights-of-way, a walker can get from one place to another. Connectivity of Poulsbo parks is a priority and a major goal of the city. Poulsbo has 11 trails totaling 5.84 miles. An inventory of these sites is included in Appendix A, and they are included as existing acres in the Demand and Needs assessment (Chapter 4). The City Parks system is depicted on Map 2-1. Table 2-2 identifies City owned parks and trails, their size, location and the existing amenities they offer.

Table 2-2: Poulso Park, Recreation and Open Space Inventory

Name of Park	Location	Acres	Park Classification	Existing Amenities
Austurbruin Park	1699 NE Curt Rudolph Road	4.51	Neighborhood	Picnic area, playground, trails, wildlife habitat, open space
Betty Iverson Kiwanis Park	20255 1 st Avenue	2.76	Neighborhood	Picnic area, playground, shelter/gazebo, grills
Forest Rock Hills Park	North end of 12 th Avenue	3.11	Neighborhood	Picnic area, playground, trails, grills, plants/wildlife viewing, open space
Lions Park	585 Matson Street	1.2	Neighborhood	Picnic area, playground, restrooms
Poulso Pump Track	20523 Little Valley Road	1.82	Neighborhood	undeveloped
Morrow Manor	19146 Noll Rd NE	1	Neighborhood	undeveloped
Nelson Park	20296 3 rd Avenue	4	Neighborhood	Picnic area, playgrounds, shelter/gazebo, grills, restrooms, trails, plants/wildlife viewing, open space
Net Shed Vista	18500 Fjord Drive	.69	Neighborhood	Picnic area
Oyster Plant Park	17881 Fjord Drive	.24	Neighborhood	Shoreline, small boats launch, picnic area, trails, wildlife viewing
West Poulso Waterfront Park	19683 5 th Ave NW	1.85	Neighborhood	Undeveloped
Total Neighborhood Parks		21.18 acres		
College MarketPlace	Reliance Street	6.07	Community	Undeveloped
Raab Park	18349 Caldart Avenue	21	Community	Picnic area, playgrounds, shelter/gazebo, grills, restrooms, trails, basketball court, off-leash dog run, community gardens/open space
Total Community Parks		27.07 acres		
American Legion Park	19625 Front Street NE	4.19	Regional	Shoreline, picnic area, playgrounds, restrooms, trails, plants/wildlife viewing
Poulso's Fish Park	288 NW Lindvig Way	8.94	Regional	Shoreline, picnic area, amphitheater, trails, plants/wildlife viewing, open space
Muriel Iverson Williams Waterfront Park	18809 Anderson Parkway	1.76	Regional	Shoreline, picnic area, shelter/gazebo, restrooms, boat ramp
Poulso Recreation Center	19545 1 st Avenue	1.52	Regional	Basketball court, fitness center, gymnastics equipment, classrooms, , preschool
Total Regional Parks		16.41 acres		
Centennial Park	19250 7 th Ave NE	2.85	Natural/Open Space	Picnic area, trails, plants/wildlife viewing, open space
Hattaland Park	10 th Avenue NE	2.04	Natural/Open Space	Picnic area, trails, plants/wildlife viewing, open space
Indian Hills Park	Stenbom Lane	20	Natural/Open Space	Undeveloped, open space
Nelson Park	20296 3 rd Avenue NW	6.8	Natural/Open Space	Undeveloped, open Space
Poulso's Fish Park	288 NW Lindvig Way	28.97	Natural/Open Space	Trails, Plants/wildlife viewing, open space
Wilderness Park	1160 NE Hostmark St	10.74	Natural/Open Space	Picnic area, trails, plants/wildlife viewing, open space
Total Natural/Open Space		71.4acres		
Boardwalk-American Legion Park Trail	Front Street	.30 mile	Trail	Boardwalk and paved
County Road 59	Shoreline at 5 th Avenue NW	.10 mile	Trail	Soft surface
Poulso's Fish Park Trails	288 NW Lindvig Way	1.75 miles	Trail	Soft surface, boardwalk, and paved
Fjord Drive Waterfront Trail	Fjord Drive, from 6 th Avenue to city limits	2 miles	Trail	Paved shoulder
Forest Rock Hills	North end of 12 th Avenue	.25 mile	Trail	Soft surface

Lincoln Road Shared Use Path	Lincoln Road from Maranatha Lane to Noll Road roundabout	.36 mile	Trail	Paved (separate from street)
Moe Street Trail	Moe Street to 3 rd Avenue	.10 mile	Trail	Soft surface
Noll Road Shared Use Path	Noll Road south of Hostmark	.20 mile	Trail	Paved (separate from street)
Raab Park Exercise Trail	18349 Caldart Ave.	.33 mile	Trail	Soft surface
Raab Park Nature Trail	18349 Caldart Ave.	.20 mile	Trail	Soft surface
Wilderness Park Trail	Caldart and Hostmark	.25 mile	Trail	Soft surface
Total Trails	5.84 miles			
Source: Park acreage amount derived from 2021 Kitsap County Assessor data as accessed from Kitsapgov.com parcel search online data. American Legion Park and Muriel Iverson Williams Waterfront Park acreage amount was derived from Poulsbo Planning and Economic Development GIS analysis.				

Map 2-1 2021 City Parks and Open Space System

Poulsbo City Parks Map Insert here

Other Properties

In addition to city-owned parks, recreation facilities and open space listed in Tables 2-1 and 2-2, the City has shared use agreements with the North Kitsap School district (NKSD) on fields at four schools. These fields are available for City-sponsored recreation programs and general public use. **NKSD shared-use fields total 43.22 acres.**

Table 2-3: Shared Fields with NKSD

School	Field Size
Vinland Elementary	3.4 acres
Strawberry Fields (Poulsbo Elementary)	8.34 acres
NK Middle School	20.4 acres
NK High School	11.08 acres
Total Shared Fields with NKSD	43.22 acres

Source: Poulsbo Planning and Economic Development Department GIS

Recreation Programs

The Poulsbo Parks and Recreation Department provides a full-service recreation program, including, educational, personal enhancement, exercise, and art classes for youth, adults, seniors. It also offers numerous sports activities and leagues, senior trips, a community garden, and many special events throughout the year. In 2019, the Parks and Recreation Department planned and offered 700 classes, programs and activities, translating to 8,547 persons taking classes, participating in an outing, enrolled in preschool, exercising on a sports league, or running a road race.

The Poulsbo Parks and Recreation Department benefits from a robust volunteer force for its youth basketball, volleyball and lacrosse leagues – approximately 900 youth were involved in these three programs in 2019. Special events, such as the Viking Fest Road Race, use volunteers to manage registration and the finish line for 600 runners. The Easter Candy Hunt is staffed by the Poulsbo Lions Club and teen volunteers every year. And finally, volunteers organize and staff a monthly dance for people with special needs.

Our ability to provide recreational programs and special events dropped significantly in 2020 due to the COVID-19 pandemic. This led to the reduction of staff and recreation programmer hours, as well as a full closure of the Parks and Recreation Center. Despite these impacts and staff reductions, the Parks and Recreation Department continued to provide recreational opportunities where it was permitted under COVID guidelines. This included moving some fitness courses outdoors and online. We also created other outdoor events that provided the community the opportunity to recreate outside, such as scavenger hunts and story walks in the parks. We offered online language, art, and gardening courses. Finally, we moved some outdoor courses to the fall that traditionally were offered in the

spring and summer. This included youth soccer, tennis, and sailing. These changes were well received by the community during a very tough time.

As we begin to “re-open” our plan is to rebuild our recreational course offerings to the level we had achieved in 2019. At the same time, we have realized that on-line course will continue to be a part of recreation programming in the foreseeable future for convenience and comfort for members of the community coming out of the pandemic.

Chapter 3: Public Involvement

Public involvement and input are essential to the park and recreation planning process. The City of Poulsbo must have a clear and accurate understanding of community needs and desires to make informed decisions and appropriately allocate resources. The PROS Plan needs to be re-evaluated periodically to determine if it still reflects the goals and priorities of city residents, and to address changes since the last update.

The 2021 update to the Parks, Recreation and Open Space Plan included major contributions by the Poulsbo Parks and Recreation Commission, a public input survey, a community open house, and public comments submitted in writing or in person.

Parks and Recreation Commission

The Parks and Recreation Commission advises and make recommendations to the Mayor and City Council regarding the development, maintenance, acquisition and renovation of parks, trails and other recreation facilities. The volunteers serving on the Parks and Recreation Commission contribute valuable insight into the parks system from a variety of user perspectives and collectively provide a public forum for discussion of parks, recreation and open space issues affecting the City’s system. The Commission played a major role in development of the 2021 PROS Plan update, reviewing the results of the community input survey, hosting the community open house, reviewing and editing goals and policies, evaluating Level of Service standards, assessing the Demand and Needs Analysis, and establishing the land acquisition and improvement plan.

Poulsbo Parks, Recreation and Open Space Public Survey

The Parks and Recreation Department online survey was available from May through June 2021 and provided helpful and insightful public input on the current park system and desires for new parks or improvements. The PROS Plan Community Survey was advertised through the Parks and Recreation Department email distribution, through our newsletter and brochure, on our social media page and through the City of Poulsbo website. There were 277 responses to the survey. The survey was structured in three different parts: General information, parks, and recreation. The survey results are found in Appendix B, but highlights of the survey are as follows:

General Information about the Respondents:

Of the 277 respondents, roughly 88% lived in the City of Poulsbo. 54.19% answered that at least one parent works and have children in the home. 34.19% responded that their family income was between \$100,000 and \$249,000 annually. 46.21% have lived in the city of Poulsbo more than 10 years.

Parks

Over 84% of the respondents consider the conditions of the park “good” (41.24%) or “very good” (43.8%) condition. There was an overwhelming response from the respondents to improve and better identify walkable trails and urban paths (62.62%). Other improvements that were commented on frequently included inclusive play structures, dog parks, and bathrooms.

It is important to note that there was a consistent theme throughout the parks section of the survey related to disc golf and the development of an improved skate park in the city.

Respondents were asked if the city should focus on improving the existing parks or acquiring more land for future parks. The response slightly favored improving the existing City parks (51.66%)

The parks that were most visited by the survey respondents in the past year were:

1. Muriel Iverson Williams Waterfront Park (266)

2. Poulsbo's Fish Park (239)
3. Raab Park (208)
4. Lion's Park (194)
5. American Legion Park (122)

Recreation

More than 62% of the respondents have participated in recreational programs. 52.63% heard about the programs through the Parks and Recreation newsletter. Of note, 35.92% responded that they had not participated in recreational programs because they did not know about programs we offer, indicating we need to explore enhancements to how we interact with our community.

Survey respondents wanted to see a wide variety of improvements/expansion of our programs in all areas, but the top five areas of desire were:

1. Special Events (concerts in the parks, Spooktacular, etc...) (40.70%)
2. Aquatics Programs (39.53%)
3. Youth Sports Classes and Leagues (39.53%)
4. General Interest (language, gardening, etc...) (37.60%)
5. Youth Programs (arts, music, etc..) 37.21

Online Open House/Pop-ups in the Park

Due to COVID restrictions the Parks and Recreation Department opted for an online open house to provide information and solicit comments from the community on the PROS Plan update for 2021. The online open house was advertised over the Parks and Recreation Department and City of Poulsbo Facebook page and website and was shared to several other community pages including the North Kitsap Community and Suquamish Community pages. It was also mentioned at City Council meetings during the month of May and June. The online open house solicited over thirty comments from the community.

In addition, the Parks and Recreation staff conducted a series of "Pop-ups in the Park" during the month of July. This was also advertised through social media, flyers, and on the City's website. Every Friday in July, Parks and Recreation Staff went to different city parks and engaged community members on the status of our parks and recreation programs. The parks visited were as follows: Waterfront Park, Nelson Park, Poulsbo's Fish Park, Raab Park and Lions Park. In total, staff engaged over a hundred members of the community and gained valuable feedback about their opinion on our parks and recreations program.

Chapter 4: Goals and Policies

Plan Context

The Parks, Recreation and Open Space Plan (PROS) addresses present and future park, recreation and open space issues for Poulsbo. The 2021 Parks, Recreation and Open Space Plan will be included in as Appendix B-5 to the City's Comprehensive Plan. The Urban Paths of Poulsbo Plan (Trails Plan) adopted by the city is included as Appendix B-6 of the City's Comprehensive Plan.

Vision, Goals and Policies

It is the vision of the Poulsbo Parks and Recreation Department to be the heart of a healthy community through sustainable, safe, and diverse programs and open spaces, where all residents and visitors feel inspired to live, play, learn, and thrive.

The richness of Poulsbo's natural setting and environment has long been central to the city's quality of life. Surrounding Liberty Bay, the city enjoys a fjord setting and spectacular views of the Olympic Mountains. Within the city's boundaries are saltwater shorelines, urban forests, wetlands and streams that support a variety of wildlife. The city park system goals recognize the uniqueness of the natural setting and correspond to Poulsbo's active lifestyle.

The vision that guides these goals and policies is to enrich the lives of citizens in the greater Poulsbo area with quality recreation opportunities, facilities, special events, parks, trails and passive open space park areas; and to provide wise stewardship of the natural and cultural resources within Poulsbo's parks and open space.

A strong park system is vital to the Poulsbo community. As the city's population grows, demand and need for park facilities will continue to increase. It is important that the city anticipate and respond to the growing demand on the city's park facilities, recreation programs, and open space resources in order to maintain the quality and service for which it is known.

The key overarching goals reflected in this Plan are to:

- Continue to develop and enhance active and passive parks, recreation programs and facilities that benefit residents of all ages, incomes and physical abilities.
- Create a hybrid system of on-street facilities, off-street links, and shared-use paths to create a continuous and complete network for pedestrians and bicyclists that connects neighborhoods, commercial areas, schools, transit facilities, parks and open spaces, and the waterfront.
- Provide enhanced opportunities for indoor and outdoor recreation activities and team sports in Poulsbo parks and recreational facilities.

To direct us in achieving our listed goals, the following policies are outlined in this chapter:

- Parkland acquisition
- Parkland development
- Park stewardship
- Urban Paths of Poulsbo
- Community recreation and programs
- Implementation and funding of this plan

Parkland Acquisition

Poulsbo is committed to building and improving its park system and utilizing various acquisition strategies to assure that land is available to meet the City's current and future park and open space needs. The city directs its acquisition efforts toward achieving a coordinated and connected system of parks and open space that provide land needed for public park-related facilities and activities and protects significant environmental features. Property acquisition is driven by availability and affordability. Currently, there is an emerging need for parkland on the both the east and west sides of Poulsbo where most of the residential development is occurring. In order to take advantage of opportunities as they arise, strong leadership and a variety of acquisition tools must be available.

The 2021 community survey results identified three parkland acquisition priorities:

- Acquire land along the shoreline of Liberty Bay and in the Dogfish Creek Corridors to provide shoreline access, preserve open space and provide nature trails.
- Acquire land in the geographically underserved areas where population is growing, primarily located on the edges of the city.
- Acquire land or recreational easements that can serve to link sections of a citywide trail system.

GOAL PRO-1

Acquire land for public park use that provides a variety of recreational opportunities, and access to the City's shorelines, preserves natural areas, and meets the city's park needs based on adopted level of service standards.

Policy PRO-1.1

Identify and acquire a wide variety of lands for parks and public open space purposes. These shall be identified in the Parks' Capital Facility Plan section and meet identified needs based on Level of Service standards:

- *Natural areas and features with outstanding scenic or recreational value;*

- *Lands that provide public access to the Liberty Bay shoreline, the Dogfish Creek estuary, and other creeks located within the city;*
- *Lands with value for wildlife or watershed conservation, science, education, or that have other significant natural amenities;*
- *Lands that connect natural areas, or provide important links for trails, plant communities, or wildlife habitat;*
- *Lands valuable for active recreation, including playgrounds, athletic fields and facilities, trails, fishing, swimming or picnicking activities;*
- *Land that provides an appropriate setting and location for community center;*
- *Parkland that enhances the surrounding land uses;*
- *Land that preserves significant historical areas and features.*

Policy PRO- 1.2

Community and neighborhood parks, recreation facilities and playfields should be as centrally located as possible within their service area and within walking distance of the population they serve.

Policy PRO-1.3

Publicly owned lands shall be examined and analyzed for their potential value as parkland, trail access or open space before being declared surplus and disposed of. Underutilized publicly owned properties should be evaluated for partnership or parkland improvement opportunities. Prior to City-owned parkland being disposed of, the City shall establish a public process that includes the Park and Recreation Commission, which will study its park potential and provide recommendations to the City Council.

Policy PRO-1.4

When a private developer is contemplating making a public benefit donation to the city, donations that help implement the Park’s Capital Facility Plan or provide connectivity to other public parkland, open space and/or pedestrian access should be encouraged.

Parkland Development

Poulsbo’s parks are designed to meet active and passive recreation needs of their neighborhoods and communities at large and provide safe and healthy places for children to play and for people of all ages to exercise and enjoy the outdoors. Priorities should be given to completing existing park plans, such as Play for All at Raab Park, Rotary Morrow Community Park, Poulsbo’s Fish Park, and West Poulsbo Waterfront Park. In addition upgrading and renovating older parks should remain a high priority. This includes projects already identified as part of the city’s Capital Improvement Plan, such as the public bathrooms in Lion’s Park, an upgraded skate park, increasing the trails and urban paths, and other general upgrades of park facilities (courts, basketball hoops, and playground equipment). Finally, development of newly acquired parkland should also be a priority as funding becomes available. Much of the development of existing parks can be more successful through current and newly established community partnerships..

In carrying out upgrades and enhancements of existing parks and planning for new parks, particular attention should be given to the following: designing with environmental sustainability in mind (through water and energy conservation measures, for example), connecting paths and trails, seeking out opportunities to enhance wildlife habitat, and through innovation that considers diversity and inclusion for all.

The city has identified a long-range parkland development program that is reflected in its “Park System Acquisition and Improvement Plans,” found in Chapter 6. The development/renovation projects are also mapped in Figure PRO-2. Upon review of the long-range parkland development list, the priorities are:

- Complete master planned phased development of existing parks, such as Nelson Park, Raab Park, Centennial Park, Indian Hills Recreation Area, and Poulsbo’s Fish Park.
- Continue to research and develop the feasibility of the Poulsbo Events and Recreation Center (PERC) to include multi-use sports/recreational fields at College Market Place.
- Develop trails along Liberty Bay shoreline and Dogfish Creek.

- Retrofit parks with barrier-free recreational equipment.
- Enhance playground and recreational facilities.
- Include adult outdoor exercise activities, such as disc golf and fitness/circuit equipment.

GOAL PRO-2

Develop the City’s public parks to their highest potential in order to offer a high quality, inclusive and equitable park system that benefits all ages, incomes and abilities.

Policy PRO-2.1

Continue the City’s practice of preparing master park plans for acquired parkland, in order to guide the development of City parks in phases as funds and resources become available. New park designs shall include appropriate active recreation facilities for a variety of abilities and age groups. Utilize volunteer groups to help with park master planning and development as warranted.

Policy PRO-2.2

Provide barrier-free recreation opportunities throughout the Poulsbo Parks system. Consult social service agencies for technical and financial assistance in order to best provide opportunities where individuals of all abilities can accompany and interact with their families, friends or caregivers in City parks and trails.

Policy PRO-2.3

Evaluate impacts on surrounding land uses when considering sites for acquisition and in developing park sites. Neighbors shall be consulted and considered in the design of new parks.

Policy PRO-2.5

Incorporate public art and cultural resources into park design features that highlight Poulsbo and Tribal history, traditions and natural resources.

Policy PRO-2.6

Continue to incorporate interpretative stations and viewing areas in City parks that educate the community and support the Kitsap Audubon Society’s designation of Liberty Bay, the ancestral history of Poulsbo, and the Dogfish Creek estuary as the “Poulsbo Fjords Audubon Wildlife Viewing Area.”

Park Stewardship

Poulsbo’s parks should balance resource protection with recreational activities and uses. This can be accomplished through careful and thoughtful management of our public lands.

GOAL PRO-3

Provide wise stewardship of the resources within Poulsbo’s parks and recreation system.

Policy PRO-3.1

New park master plan designs should incorporate energy efficient facilities, plan for water conservation, protect wildlife habitat, encourage recycling, and employ low-impact development techniques to handle storm water runoff.

Policy PRO-3.2

Ensure parks are adequately maintained by providing Public Works staff with the resources to operate and maintain the parks and facilities with the most cost-effective methods and policies. Minimize or eliminate the need to use irrigation by incorporating native and/or drought-tolerant vegetation.

Policy PRO-3.3

Minimize or eliminate the use of pesticides, artificial fertilizers or herbicides using integrated pest management techniques in the maintenance of City parks.

Policy PRO-3.4

Seek opportunities to incorporate environmental education in parks and open spaces throughout Poulsbo to encourage stewardship by current and future generations.

Policy PRO-3.5

Continue to develop partnerships with volunteer, business, school and service groups to assist with capital improvements and general park maintenance activities. Through fostering these relationships, we can better maintain a watchful eye on our parks and open spaces, and help generate community stewardship of public spaces.

Urban Paths of Poulsbo

During the 2009 Comprehensive Plan update process, Poulsbo residents identified a citywide trail system as a top priority. Opportunities for walking and hiking continue to be very important to residents; this was reaffirmed in both the City's 2015 and 2021 Parks and Recreation community survey, where developing more trails was identified as a high priority for park acquisition and development.

Updated in 2018, the *Urban Paths of Poulsbo (UPP) Plan* was developed with the goal of improving access to non-motorized facilities for all residents. The UPP updates the comprehensive framework for future investment in facilities that support all forms of non-motorized transportation and recreation in the City. The plan identifies specific projects and programs that can be considered by as opportunities become available

In 2018, a vision was affirmed for the UPP:

The Poulsbo trail system embodies the community spirit that distinguishes our city, linking the places we live, learn, work, play and find inspiration. Trails reconnect us to ourselves, and lead people of all ages and abilities to greater health and self-sufficiency. Our trails, like branches, support Poulsbo and reach out to connect neighbor to neighbor; land to water; people to nature; homes to businesses; city to countryside; and Poulsbo's history to our future.

To realize the vision and goals of the UPP Plan, the trail network in Poulsbo will be a hybrid system of existing trails and infrastructure, and future on- and off-street improvements to link the network. A pedestrian may walk along sidewalks, trails, or a shared-use path along the way. A bicycle route may include streets with bicycle lanes, sharrows, or shared paths. The goal is to create continuous and complete routes.

The UPP is incorporated in the City's Comprehensive Plan as Appendix B-6. It is the primary resource for trail goals, policies, implementation, and strategies for financing improvements. The plan includes implementation strategies and maps. This section is meant to provide a framework for establishing safe routes for walking, cycling and other forms of non-motorized transport. The City is committed to expanding the trail system-through a variety of mechanisms by acquiring land and easements, partnering with private developers or with other organizations like the North Kitsap School District on properties it owns within the city.

The UPP Plan includes a Pedestrian Map and a Bicycle Route Map. Figure PRO-3 identifies the proposed network of pedestrian facilities, corresponding to the Pedestrian Map in the UPP Plan. A policy in the Transportation Element requires the Engineering Department to review the UPP Plan and maps to incorporate pedestrian and bicycle facilities into their Transportation Improvement Program and development standards, as appropriate.

GOAL PRO-4

Create a hybrid system of on-street facilities, off-street links, and shared-use paths to create a continuous and complete network for pedestrians and bicyclists that connects neighborhoods, commercial areas, schools, transit facilities, parks and open spaces, and the waterfront.

Policy PRO- 4.1

Use the Urban Paths of Poulsbo Plan and maps to identify and prioritize implementation strategies and key acquisition and development opportunities for connections supporting non-motorized travel. Prioritize these connections in the City's 6-Year Capital Improvement Program, which is reviewed annually.

Policy PRO 4.2

Use a multi-faceted approach to implement the Urban Paths of Poulsbo Plan. As set forth in the UPP Plan, the implementation strategies should include:

- Using the city's municipal code to incorporate standards for pedestrian and bicycle facilities, bicycle parking, and incentives for developers who provide connections for walking, cycling and other forms of non-motorized travel.
- Coordinating with the Planning Department to look for opportunities for non-motorized linkages during the development review process.
- Work with homeowners' associations to identify prospective paths in their subdivisions to connect the neighborhood to outside routes.
- Seeking partnerships with other jurisdictions, private businesses, non-profit organizations, the development community, and citizens to realize the UPP vision.
- Working with the City Engineering Department to consider and evaluate the UPP plan, maps, and implementation list in the planning, design, construction and maintenance of roadway projects.
- Establishing maintenance standards and ensuring adequate funding is available for maintenance of trails in parks and on-street facilities.
- Reviewing existing policies for non-motorized users and coordinating with the Police Department to ensure adequate enforcement of public safety.

Policy PRO-4.3

A key priority for trails planning in Poulsbo is to link citizens with the shoreline. Therefore, the City should emphasize acquisition of land and/or conservation easements along the shoreline of Liberty Bay to connect, enhance, and lengthen the existing, but limited, shoreline pedestrian trail. All shoreline development is subject to the requirements of the City's Shoreline Master Program.

Policy PRO-4.4

Coordinate with neighboring jurisdictions to connect the city's trail system with theirs and participate in county, regional and statewide efforts to plan and implement a statewide trail, where connection through Poulsbo provides a vital link to the Olympic Peninsula.

Policy PRO-4.5

Use the trail standards identified in the Urban Paths of Poulsbo functional plan as a guide for trail construction unless another standard is required by a funding agency. If modification to a trail standard is necessary due to topography or is not physically or technically feasible, an alternative trail standard shall be used if acceptable to the City Engineer and Parks and Recreation Director.

Policy PRO-4.6

Make trails accessible to people with disabilities as much as possible.

Policy PRO-4.7

Utility easements should be considered for possible trail easements. Working only with willing property owners, the City should work to encourage multi-purpose easements that allow for public access where is identified or supported by the Urban Paths of Poulsbo Plan.

Policy PRO-4.8

The City intends to develop the Urban Paths of Poulsbo Plan primarily through (1) continued construction of sidewalks, bicycle facilities, and shared-use paths in conjunction with new roadway projects; (2) through multi-purpose easements as described in Policy PRO-4.7; and (3) through the development of trails with willing and cooperative property owners going through the development review process, including but not limited to subdivisions, Planned Residential Developments, and commercial site plans. The City will engage only with willing property owners in the implementation of the UPP Plan.

Policy PRO-4.9

When a public trail is designed to be located within a regulated critical area, the City shall engage professional consultants or other experts to ensure appropriate mitigation of any potential conflicts between path construction and wildlife habitat.

Policy PRO-4.10

Install wayfinding and route signs and provide maps of the city's pedestrian and bicycle network. Coordinate with schools and other agencies to promote bicycle and pedestrian safety through educational programs and events. Develop local trail maps and collaborate with neighboring jurisdictions to develop regional trail maps. Expand "adopt-a-park" programs to include an "adopt-a-trail" component.

Policy PRO-4.11

Proposed routes shown in the UPP Plan and Figure PRO-3 are conceptual. Actual alignment may vary based on topography, property ownership and willingness of property owners, and other variables that may be identified at the time of pathway construction. The City will involve only willing property owners. If a connection is not feasible, an alternative alignment and/or connection that meet the intent of the UPP Plan and Figure PRO-3 will, when possible, be identified.

Community Recreation and Programs

Poulsbo offers a wide variety of services and programs intended to provide all people with opportunities for lifelong learning and enjoyment, including access to activities that contribute to a healthy lifestyle.

Developing strong partnerships with other service providers throughout the community is a key factor in meeting the City's services and programming goals. The City's partnership with North Kitsap School District, for instance, is essential to providing active recreation facilities and full utilization of school athletic fields. Other ongoing partnerships that enable the city to expand its offerings include those with Western Washington University Poulsbo, Washington State University Kitsap Extension Office, Olympic College, Port of Poulsbo, the Kitsap Audubon Society, Poulsbo Marine Science Center, Kitsap Public Facilities District, Poulsbo Farmer's Market, Poulsbo Garden Club and others.

The city offers extensive and high-quality recreational opportunities and enrichment programs throughout the year. From pre-school courses to sailing instruction on Liberty Bay, Viking Fest Road Race and Summer Nights on the Bay concerts, to arts and crafts and foreign language classes, the City's varied offerings provide exceptional life-long learning and recreational opportunities for city and county residents.

GOAL PRO-5

Continue to offer high quality recreation, education and enrichment programs for all ages, interests and abilities.

Policy PRO-5.1

Provide a variety of enrichment programs such as arts and crafts, language, music and dance, physical conditioning and special interest classes. Provide adult and youth programs, recreational sports for all ages and skill levels, senior activities and excursions, and other activities for a diversity of cultural, age, physical and mental capability, and income groups in the community.

Policy PRO-5.2

Share resources with Kitsap County, WWU Poulsbo, Olympic College, Kitsap Regional Library and North Kitsap School District, and other parks and recreation agencies throughout the county to encourage cooperative use of facilities and develop a combined program guide and website on recreational, educational and park offerings.

Policy PRO-5.3

Provide areas within the park system for "P-Patches" or community agriculture plots to allow urban residents the opportunity to garden and grow their own vegetables.

Policy PRO-5.4

Continue to seek funding sources for the Poulsbo Events and Recreation Center (PERC). The City has identified several options for the PERC and will continue to explore the feasibility of this project and the various options.

Implementation and Funding

Implementing the PROS Plan relates specifically to capital improvements for acquisition, development and redevelopment projects, and depends on both opportunity and funding availability. As competing demands escalate for City resource dollars, creative solutions are needed to fund park-related projects. It is clear that completion of the city's park system will take time and will need a sound and realistic financial strategy.

Development and redevelopment are equally important to provide citizens a variety of passive and active recreation opportunities. Renovation of facilities plays a role in ensuring a safe, functional and well-maintained park system. There must be a strong commitment to maintain and redevelop, as necessary, existing parks if the city is to maximize its open space and recreation potential.

Partnerships with state and local government agencies, Poulsbo's active civic clubs and community groups, North Kitsap School District, and local land trusts, assist the city in the provision of parkland and the development of those parks. Continuing these relationships is a primary goal of the city.

Funding for park projects must come from a variety of means – City budget, park impact fees, federal and state grants, and in-kind donations, are the most common sources. Park projects that have been placed on the City's 6-year Capital Improvement Program (CIP) have received a funding commitment, usually through a combination of grant funding, city budget, impact fees and in-kind donations.

GOAL PRO-6

Develop a funding strategy and financing plan to meet the City's Parks capital facility needs identified in the Parks Capital Improvement Program.

Policy PRO-6.1

Utilize the City's Park Six-Year Capital Improvement Program (CIP) as the short-term budgetary prioritization of park development. Identify projects on the CIP that are the City's top park development priorities for funding and completion within the six-year timeframe. The CIP shall be reviewed annually and updated on a two-year cycle by the Poulsbo Parks and Recreation Commission.

Policy PRO-6.2

Use any authority granted to the City under state law to require mitigation of new development impacts on the city's park system. The city will impose park impact fees through its adopted impact fee ordinance, as set forth in the Growth Management Act.

Policy PRO-6.3

Maximize every possible funding source for park capital improvements. Funding sources available to the City include City's annual budget – general fund and park reserves; impact fees; state and federal grants; conservation easements; donations; partnerships; in-kind donations of materials and labor; and voter approved bonds. The City shall consider ongoing dedicated funding for park and recreation improvements.

Policy PRO-6.4

Maintain dialog with Kitsap County, North Kitsap School District, the Kitsap Public Facilities District, and other interested parties to study alternative means of financing parks and recreation, including a Metropolitan Park District or regional approach to funding major recreation facilities, such as swimming pools and major event facilities.

Policy PRO-6.5

Ensure that individuals who wish to support Poulsbo Parks and Recreation through financial or property donations, conservation easements, or bequests are able to do so by providing easily accessible information and promote giving opportunities. Encourage donations that help implement the Park's Capital Facility Plan.

Policy PRO-6.6

Identify and develop partnership opportunities with interested individuals, groups, neighborhoods, and clubs to develop Adopt-A-Park and Adopt-A-Trail programs.

Policy PRO-6.7

Foster partnerships with local government agencies, private individuals, service clubs, and community groups, to assist with the provision and development of public parks. Many agencies and groups have and will continue to partner with the City to provide quality parks and recreation facilities, such as:

- *North Kitsap School District*
- *Poulsbo's service and civic clubs*
- *Ports of Poulsbo and Kingston*
- *Suquamish Tribe*
- *Port Gamble/S'Klallam Tribe*
- *Kitsap County*
- *Housing Kitsap*
- *Kitsap Public Facilities District*
- *Kitsap Audubon Society*
- *Greater Peninsula Conservancy*
- *Poulsbo Farmers Market*
- *Poulsbo Marine Science Foundation*
- *Western Washington University – Poulsbo*
- *Olympic College*
- *Washington State University – Kitsap Extension Office*
- *Kitsap Regional Library*

GOAL 7

Comprehensively plan the City Park's capital facility needs, evaluate Level of Service standards, and ensure quality park facilities continue to be available to Poulsbo residents.

Policy PRO-7.1

Provide a Parks and Recreation planning program to identify and manage the acquisition and development of parkland, trails, and open space to satisfy the recreation program needs of the community. The Mayor shall appoint a Parks and Recreation Commission to provide recommendations to the City Council. Conduct regular evaluation of the public's use of City parks, facilities and recreational programming, incorporating citizen input, to ensure that user needs are being met, and to maintain ongoing communication with City residents.

Policy PRO-7.2

The City Parks, Recreation and Open Space Plan and the Urban Paths of Poulsbo Plan shall serve as the City's functional plans for park and trail facilities. To ensure consistency, updates to the Parks functional plans shall be incorporated as appropriate into the Comprehensive Plan through the City's annual review process.

Policy PRO-7.3

Utilize the City's GIS mapping capabilities to meet the requirements of the Growth Management Act and to serve as important long-range planning tools. Open space corridors and lands useful for recreation as defined by RCW 36.70A.160, are depicted on Figure PRO-1 and Figure PRO-3. The City's long-term Park Capital Facility Plan project list that identifies capital improvement projects necessary to provide the adopted level of service are depicted on Figure PRO-2. These maps shall be updated during the six-year review and update of the City's Parks Recreation and Open Space Plan.

Policy PRO-7.4

Figures PRO-1 and PRO-3 map open space corridors required to be identified under RCW 36.70A.160. Lands useful for recreation have been identified by mapping public parks, publicly owned open space, privately owned open space and recreational amenities within subdivisions; wildlife habitat by mapping critical area ordinance designated Fish and Wildlife Habitat Conservation Areas; trails by mapping existing and planned public trails; and connections of critical areas by mapping Fish and Wildlife Habitat Conservation Areas within the city limits,

Poulsbo Urban Growth Area, and extending into unincorporated Kitsap County. Regulation of Fish and Wildlife Habitat Conservation Areas is as provided in the applicable jurisdiction's critical areas ordinance.

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