ELK GROVE
PARKS RECREATION FIRE
CSD
Enriching Community
Saving Lives

Park Planning Process

Parks & Recreation Department

Time Varies

Step One: Parkland Acquisition and Initial Environmental Review

- Acquire park land through Quimby dedication or purchase
- Park land must comply with CSD standards
- Review previous environmental information
- Process any Federal environmental permits
- CSD Board accepts deed

3 Months

Step Two: Public Involvement

- Includes public workshops, user group meetings, website interaction, ongoing public feedback
- Staff develops a master plan based on stakeholder consensus

2-5 Months

Step Three: Environmental Documentation (CEQA)

- Potential impacts identified and mitigated
- Environmental document and permitting (if required)

2 Months

Step Four: Master Plan and Environmental Document Approval

- CSD Board reviews and approves environmental document and Master Plan

6 Months

Step Five: Design Development & Construction Documents

- Design development to refine master plan
- Preparation of construction documents: plans, specifications, and estimates

3 Months

Step Six: Plan Review and Permits

- Construction documents submitted to outside agencies for approval

2 Months

Step Seven: Bid and Award of Contract

- Advertisement of bid and bid opening
- Staff reviews bids for compliance
- CSD Board awards contract to lowest responsible bidder

6-18 Months

Step Eight: Construction

- Sign agreements, analyze insurances, and arrange pre-construction meeting
- Contractor on site building the park

3 Months

Step Nine: Establishment Period

- Plant establishment/grow-in period

Step Ten: Park Dedication

- Grand opening

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