

CITY OF PORT TOWNSEND  
PARKS, RECREATION & OPEN SPACE FUNCTIONAL PLAN UPDATE  
NOTICE OF JOINT PLANNING COMMISSION MEETING AND PARKS, RECREATION AND  
TREE ADVISORY BOARD SPECIAL MEETING  
YEAR 2011 COMPREHENSIVE PLAN AMENDMENTS

***What is being updated?*** The City of Port Townsend is in the process of updating the 1999 Parks Recreation & Open Space Functional Plan. Specific elements of the plan include:

- An analysis of the city's population and setting.
- An analysis of the inventory of existing parks, open space, recreation and trail facilities.
- An analysis of current Parks and Recreation Division operations
- An assessment of the community's park and recreation program and facility needs.
- Recommendations for the acquisition, development and improvement of parks, open space and trails within the city.
- Recommendations for funding and implementing the plan.

***Where can I view the documents:*** You may view the draft plan and the existing 1999 Parks Plan on the city's website at: <http://cityofpt.us/parks.htm> . Hard copies are available for inspection at no cost at the City of Port Townsend in the Planning Department (Third Floor) at 250 Madison Street, Port Townsend.

***How do I participate in the process?***

**Join us at the February 23, 2012 the Planning Commission regular meeting and Parks, Recreation and Tree Advisory Board special meeting**, at or about 6:30 p.m., in Council Chambers, located at 540 Water Street, Port Townsend. This meeting will include discussion of the draft parks functional plan. Public input is welcome at this meeting.

**Submit written comments:** Address your letter to the Planning Commission/City Council and include as the Subject: Draft Parks Plan Update. Please submit your written comments to the City Clerk via email at [pkolacy@cityofpt.us](mailto:pkolacy@cityofpt.us) or at the address below:

City of Port Townsend City Council/Planning Commission  
250 Madison Street Ste. 2, Port Townsend, WA 98368

***What happens after the workshop?***

After the workshop, staff will prepare Draft #3 of the Parks Plan Functional Plan, taking into consideration public comments received. The Planning Commission may elect to appoint a subcommittee consisting of Planning Commission and Parks Board representatives, to assist staff.

There will be a continued Hearing for the 2011 Comprehensive Plan Amendments (date to be determined) – The Parks Plan update is one of several amendments being considered as part of the 2011 Comprehensive Plan “docket”. Public testimony will be reopened to take comment on Draft #3 of the parks plan update and as necessary how plan updates affect and might require changes to other Comprehensive Plan Amendments. Upon close of public testimony, the Commission will deliberate and make a recommendation on the parks plan and finalize their recommendation on all of the docket items. Planning Commission's recommendation is then forwarded to the City Council.

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**Date:** February 8, 2012