

Livingston Parks & Trails Committee

Application for Dedicated Use of City of Livingston Park Lands

Thank you for your interest in developing a new park project within the City of Livingston, using city public lands. Any person or entity interested in applying to the city for a change of use for any city park lands must first submit a proposal addressing the information requested in this application. All proposals will first be evaluated by the Parks and Trails Committee to determine whether to recommend the change of use to the City Commission.

Applicants might find it helpful to review the list of existing city parks, the Livingston Parks and Trails Master Plan and map, and the Livingston/Park County Trails Plan, available on the city's website or at Livingston city offices (414 East Callender). Livingston's Capital Improvement Plan may also provide useful information about current and planned projects affecting city park lands.

1. Provide name and address of person or entity making request.
2. Describe and include a map of the area being proposed for a change of use. The map must show the city streets, surrounding land/land uses and boundaries of the area proposed for a change of use.
3. Describe the park land's current use and who uses the park land.
4. Describe the park land's proposed use, who will use the park land under its new use, how park users will access the park land and what parking is available for park users. Are there any safety issues? What is the timeline for the change in use and any associated construction or maintenance activities?
5. Describe whether the new activities proposed for the park land, or similar activities, are available or have been previously available on any other public or private lands in the city or the surrounding area.
6. Describe whether surrounding landowners or existing users have been advised of this proposed change of use and if so, what their responses have been. If they have not been approached, describe any plans to communicate with these residents.
7. Please discuss how the new park land use, and the loss of the existing park land use, is expected to affect park users, nearby landowners or users of adjacent facilities or lands.
8. Please explain the benefits of the new park use to the city and its residents.
9. Describe any new construction and the maintenance that will be required for the new park land use, and whether you expect a private party, or are asking the city, to do the construction or maintenance. Provide budgets for any construction and ongoing or long-term required maintenance costs, along with your plans for securing funding to pay those costs. Complete the city's *Application for Donation of Livingston In-Kind Services* to estimate the costs to the city for providing administrative or public works resources for park construction and maintenance. Provide a timeline for the construction and maintenance activities.