

Non-Park Use of Parkland Application



Per Columbus Recreation and Parks Department's Policy for Private Use or Other Development of Parks, entities requesting non-park use/development must read the [Non-Park Use Policy](#) and submit the following information to Recreation and Parks at CRPD_NPUP@columbus.gov:

***Required**

Organizational Information

1. Date Submitting Application:*

2. Plan Number (CC-Plan, E-Plan, FSCP):*

3. Organization Name:*

4. Organization Address:

5. Project Manager Name: * Email: * Phone: *

6. Point of Contact Name: Email: Phone:
(If different than PM. Ex: Contractor or Consultant)

7. End Owner Name: Email: Phone:
(If different than PM. Ex: HOA)

Project Proposal

8. Columbus Park Name: * Address: * County Parcel ID#: *

9. Is the proposed project being made to existing infrastructure or creating new infrastructure? *

Adding to or altering existing infrastructure

New infrastructure

10. If adding to or altering existing infrastructure, is there an existing easement?

Yes, and will provide a copy of easement deed.

No

11. Statement of Need:*

Explain the reasons you are requesting non-park use/development of CRPD Park property.

12. Proposed Project Timeline:*

Note: applications may take 8-12 weeks to process.

13. Project Description:*

14. Please list the proposed impacts to park features, such as pavements, recreational facilities, access points, utilities, drainage facilities, or any other physical items.*

15. What are the proposed impacts to the park's natural resources?*

16. Are any trees larger than 2.5" DBH proposed to be impacted?*

Yes, and a summary is provided.

No

17. Are any existing historical or cultural resources proposed to be impacted?*
- Historical or cultural resources are defined by the Advisory Council of Historic Preservation, Section 106 CFR.
- Yes, and a survey is provided.
- No
18. How does this project meet the City Stormwater Manual -- Specifically, are any wetlands (identified and delineated within the Ohio Environmental Protection Agency's ORAM method) proposed to be impacted?*
19. Are any streams proposed to be impacted?*
- Yes, and the Qualitative Habitat Evaluation Index (QHEI), HHEI or an equivalent, along with data sheets, will be completed and shared.
- No
20. Identify and list any existing infrastructure installed prior to this non-park use project that serves a clear public purpose (if applicable).*

Compensation and Mitigation

21. How will impacts to the park from the non-park use/ development be compensated and/ or mitigated? It is strictly the responsibility of the applicant to make the parkland whole.*
- CRPD will require compensation and/or mitigation, which may require an appraisal for loss or damage of public park land, park facility, recreational opportunity, and/or tree canopy as a result of authorization of a non-park use/development. At a minimum, CRPD requires replacement/repair of all lands, facilities, improvements and amenities equivalent to pre-project work.

22. Please describe why there are no other possible alternatives available, and how potential impacts have been minimized.*

23. List any disruptions to normal park operations including, but not limited to, access limitations, trail disruptions, sports programming, and natural resource protection.*

24. How will long term maintenance for the project be defined?*

25. Please provide a location map for proposed project.*
Include parcel boundaries and CRPD parkland boundaries.

26. Please provide a site plan map or a plan sheet for proposed project.*