

**Salt Lake City
Open Space Lands Program**

2007/2008 Fund Application Packet

If you have questions or need assistance with this application, please contact Salt Lake City Department of Public Services, 535-7774.

This Application Packet describes the process and procedures for granting funds for the acquisition of land, conservation easements, development rights, and other means of preserving open space lands under the Open Space Lands Program. (The term “acquisition” in the following materials includes purchase of fee title, purchase of easements or development rights, and donations of land, easements or development rights.) Applications for projects are reviewed by the Salt Lake City Open Space Lands Advisory Board. The Board subsequently makes recommendations for project funding to the Salt Lake City Council.

This program is voluntary and works with willing landowners. All land purchases must be at or below fair market value, as determined by an appraisal by a Salt Lake City-approved appraiser. This application process is used for all open space land acquisition projects under this program. Proposals will be considered and funded annually subject to the allocation of funds.

MISSION STATEMENT

Salt Lake City Open Space Lands Program seeks to preserve the quality of life in all areas of Salt Lake City.

The Mission of the Salt Lake City Open Space Advisory Board is to facilitate the City’s acquisition, management, promotion, preservation, protection and enhancement of open space land.

Open Space Land is defined by ordinance as a parcel of land in a predominantly open and undeveloped condition that is suitable for 1) natural areas, 2) wildlife habitat, 3) important wetland or watershed lands, 4) greenway or stream corridors, 5) small neighborhood parks designed primarily for non-organized, non-supervised activities, and 6) trails and paths for non-motorized recreational activities.

Important Dates in the 2007/2008 Application Process

Pre-Application Period Opens – November 5, 2007

Application Period Closes – January 31, 2008

Pre-Application Acceptance Decision and Notification – February 29, 2008

Final Application Period – March 3, 2008 through April 3, 2008

Board Decision and Recommendation to City Council – May 6, 2008

Eligibility

The following four conditions must be met before applications will be accepted:

1. The project provides a public benefit with complies with the definition of Open Space Land as defined in Chapter 2.88 Slat Lake City Code – Open Space Land Program, as follows:

“Open Space Lands” means a parcel of land in a predominantly open and undeveloped condition that is suitable for any of the following; (The term “undeveloped” does not include man-made structures of historical significance.)

- a. natural areas;
- b. wildlife habitat;
- c. important wetlands or watershed lands;
- d. greenway or stream corridors;
- e. small neighborhood parks designed primarily for non-organized, non-supervised activities such as:
 - small single purpose play lot
 - children’s playground
 - seating areas
 - natural vegetation
 - small open grass area
- f. trails and paths for non-motorized recreational activities

Open Space Lands may be preserved, enhanced and restored in order to maintain the natural, scenic, ecological, cultural, hydrological or geological values of the property. Open Space Lands may be located within Salt Lake City or outside Salt Lake City if the Board determines it furthers the objectives of the ordinance.

2. It is feasible and appropriate to its intended use.
3. The landowner or representative is willing to negotiate with Salt Lake City.
4. At least 50% of the project shall be funded from sources other than the Open Space Lands Program. The Open Space Lands Program Manager is available to provide information on how potential matching funds could be secured.

Evaluation

Projects will be considered and evaluated on the basis of their benefit to the citizens of Salt Lake City. Projects will be rated and ranked using the following criteria and weighting:

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| Quality of Life | 30% |
| Ecological Benefits | 20% |
| Community Support and Geographic Connection | 20% |
| Cost and Funding | 30% |

Salt Lake City Open Space Lands Program

Fund Application Process

1. Applicants must complete a pre-application form ([click here](#)). The pre-application requires basic information, including the characteristics, location and ownership of the property. The Board must receive completed pre-application forms by January 31, 2008. Completed pre-application forms may be submitted at any time prior to the deadline.
2. Department of Public Services staff (hereinafter “the Department”) will review and evaluate the completed pre-application form and respond in accordance with the schedule noted on page one of this application. The pre-application must be properly completed and submitted to the Department. The Department will make a recommendation to the Board to either accept or deny the pre-application. Upon notification of Board approval of pre-application, successful applicants will be invited to submit a final application ([click here](#)) to the Board. Applicants shall indicate intent to proceed with final application within 7 days of receiving the notice.
3. Projects recommended by the Department for final application will be reviewed by the Board. This review period will be completed in accordance with the schedule noted on page one of this application. The review process may include the following:

Site visit by staff and Board, and must include applicant and/or landowner.

- The Department may contact applicant for additional clarification and information.
 - The Board will review the final application materials.
 - The Board will make its funding recommendations to the City Council.
4. The Board may recommend full requested funding requests, partial requested funding requests or no funding for the project. The Board reserves the right to place conditions on the project. The City Council is the final decision-making authority.

If funding for the project is recommended by the Board and approved by the City Council, the City is authorized to take steps necessary to complete the project. The applicant is responsible for providing all information requested by the City. Acquisition negotiations will be conducted between the City and the land owner or their agent. Applicants should not negotiate acquisition terms with the property owner; nor represent in any fashion that the applicant is an agent for Salt Lake City.