



## PUBLIC BUDGET REQUEST FORM

[Unless requested, the information on this document will be included on a public agenda]

### A. CONTACT INFORMATION

Name (or Organization):

Mailing Address: [REDACTED]

City:

Postal Code:

Primary Contact & Title:

Email: [REDACTED]

Phone:

### B. ORGANIZATION INFORMATION

(If you are not an organization making a request, proceed to section "C")

1. Is the organization a charitable or non-profit organization?

- Yes
- No

2. Is the organization in compliance with all municipal policies, plans, bylaws and other applicable regulations (i.e. business licensing, permits and zoning)?

- Yes
- No - If No, please explain:

3. Describe the goal(s) or purpose(s) of the organization:

4. Does the organization have a current contractual relationship with the City of Salmon Arm? i.e. Lease of City lands, Contract for service etc.
- No
  - Yes - If Yes, please identify the agreement(s):

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5. Has the organization received grants from the City of Salmon Arm in the last 3 years? i.e. Grant-in-Lieu, Tax Exemption, Annual Grant
- No
  - Yes - If Yes, please indicate the following:

YEAR	TYPE OF GRANT	AMOUNT

6. Has additional funding for the request been secured?
- No
  - Yes - If Yes, please indicate the following:

NAME OF INDIVIDUAL OR ORGANIZATION	AMOUNT

7. List all Agencies to whom funding has been requested and note amount of request and status (approved, denied or pending) of application:

AGENCY	AMOUNT REQUESTED	DECISION

This information is being collected for the purpose of consideration for financial support. The City of Salmon Arm is collecting this information under s.26 (c) of the *Freedom of Information and Protection of Privacy Act*. For questions regarding the collection and use of personal information, please contact the Corporate Officer (250-803-4036).

8. Please demonstrate the organization's financial need by submitting a budget for your request, if applicable.
- Financial Budget

**C. BUDGET REQUEST**  
(For individual and organizational requests)

9. Describe your budget request: Value (if known): \$ \_\_\_\_\_

10. Is your request operational or capital in nature?
- Operational (i.e. covers day-to-day activities required to deliver services)
  - Capital (i.e. long-term investments in infrastructure and facilitates)

11. Have you submitted this request before?
- No
  - Yes - If Yes, please indicate when:

**D. AUTHORIZATION**

Signature: 

Date:

Printed Name:

Position (if applicable):

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ACCESSIBLE PLACE DIVERSITY QUALITY  
RECREATION HEALTH VIABILITY  
WATER JOURNEY WALK PLAY PARK  
DOGS PUBLIC SOCIAL JOG LAYER  
NEIGHBOURHOOD MOVEMENT  
PLACE URBAN PROGRAM FUN  
MAINTENANCE RUN PERMEABIL  
LINK SOCIAL ECOLOGY LIVE LAYER  
RUN NATURE SENSORY SURREY  
INPUT AGILITY DOGS ACCESS  
EXPERIENTIAL CURIOSITY SAFETY  
FETCH PUPPY EXERCISE PLAY  
PARK UNLEASHED FAMILY ACTIVITY  
CONNECTIVITY PLAY RUN CHAS

City of Surrey 2012 - 2021  
**Dog Off Leash Area Strategy**





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**ABOUT ONE-THIRD OF ALL SURREY  
DOG OWNERS VISIT A DESIGNATED OFF  
LEASH AREA IN SURREY EACH WEEK.  
10% VISIT THESE AREAS EVERY DAY.**

SOURCE: MUSTEL GROUP PHONE SURVEY, 2011



# 1.0 INTRODUCTION

## 1.1 EXECUTIVE SUMMARY

## 1.2 SURREY SUSTAINABILITY CHARTER



27% OF SURREY  
RESIDENTS  
CURRENTLY OWN  
A DOG

SOURCE: MUSTEL GROUP PHONE SURVEY, 2011

Photo source: flickr CC user Trey Guinn

## 1.1 EXECUTIVE SUMMARY

### BACKGROUND

The City of Surrey currently has seven dog off leash areas at the following parks: Blackie Spit Park, Clayton Park, Dogwood Park, Freedom Park, Kennedy Park, Serpentine Park and Tannery Road Park (see map on page 17). Several of these parks were developed based on the recommendations of the 2001 Dog Off Leash Master Plan, which was developed under the direction of the Parks, Recreation and Culture Department.

Many of the challenges addressed in the 2001 Master Plan remain relevant today: integrating off leash sites with existing parks, minimizing environmental impact, designing parks to be durable and usable year-round, identifying opportunities to make use of under-used park space, providing effective maintenance and management, and balancing the roles and responsibilities of dog owners with municipal resources.

The Parks, Recreation and Culture Department engaged space2place design inc. to develop a new Off Leash Dog Area Strategy to guide the development of new parks over 2011 to 2021. This will ensure the city off leash areas are planned, designed and operated in a strategic and sustainable manner.

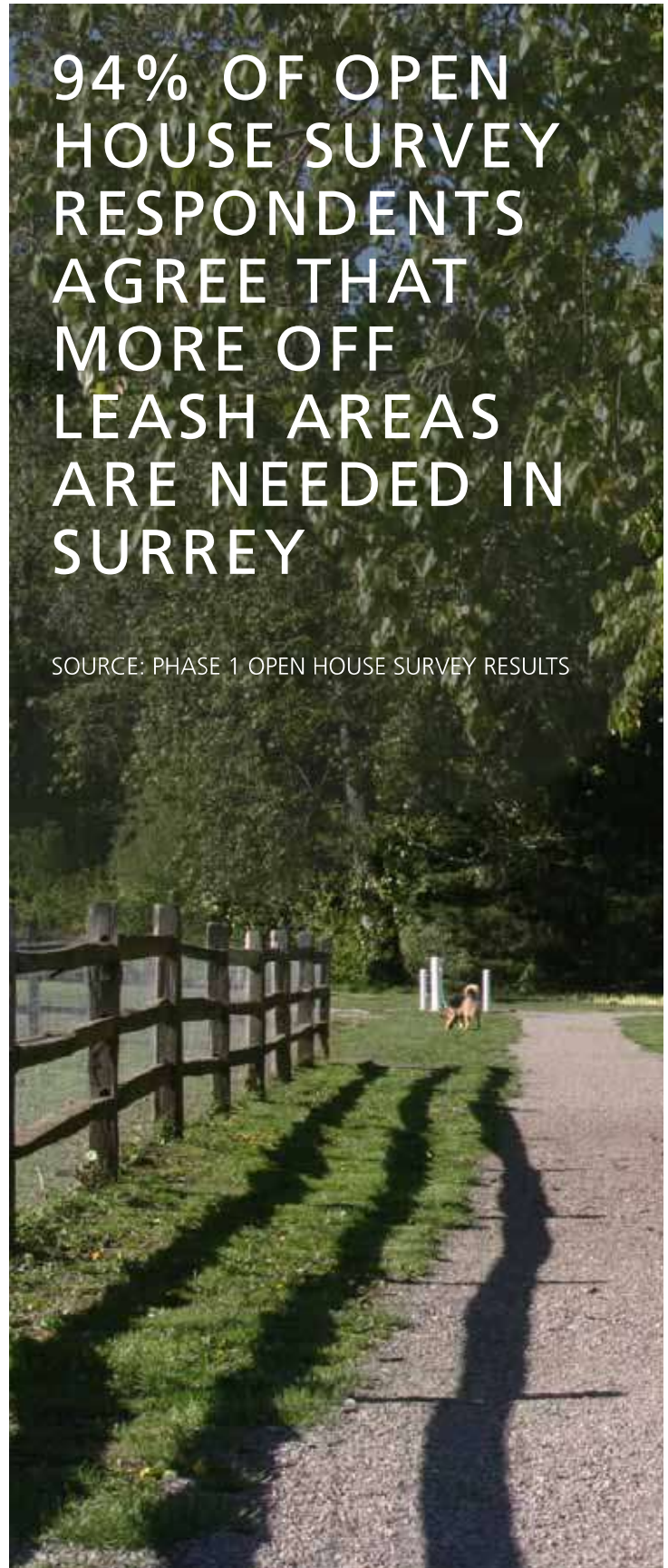
### PURPOSE OF THIS STRATEGY

The 2011 Dog Off Leash Area Strategy will serve as a decision-making tool to guide the planning, design, and operations of off leash areas in the City of Surrey. The Strategy is intended to accomplish the following:

- Documents precedents for successful dog off leash areas
- Documents public input on potential future locations for dog off leash areas
- Documents public input on issues related to the planning, design and operations of dog off leash areas
- Identifies opportunities to reflect the aims of Surrey's Sustainability Charter (Section 1.2)
- Identifies strategies to minimize the environmental impact of dog off leash areas (Section 2.4)
- Recommends provision and location guidelines to inform selection of new off leash areas (Section 2.7)
- Recommends off leash area amenities, including opportunities to create parks that are fun for dogs and people (Section 3.1)
- Recommends design guidelines for new dog off leash areas (Section 3.5)
- Recommends seven sites for new dog off leash areas in Surrey (Section 3.6)
- Identifies opportunities for park stewardship by dog owners (Section 4.3)
- Identifies operational challenges and subsequent best management practices (Section 4.7)

# 94% OF OPEN HOUSE SURVEY RESPONDENTS AGREE THAT MORE OFF LEASH AREAS ARE NEEDED IN SURREY

SOURCE: PHASE 1 OPEN HOUSE SURVEY RESULTS



## PROCESS

During the production of this strategy the consultant team undertook a detailed literature review, international precedent research, and numerous public consultation events. This combination of research methods has resulted in valuable information about the planning, design and operations of dog off leash areas.

## OPEN HOUSES + WORKSHOPS

Public input was key to the development of this Dog Off Leash Area Strategy. The consultant team, together with City staff, facilitated the following events and surveys to provide members of the community with opportunities to share their insights and opinions:

- April 2011: Staff Workshop with parks planning and operations staff. 7 Staff members attended.
- May 2011: Six Open House events, conducted in each Town Centre. 101 community members attended and 104 survey responses were returned.
- May – June 2011: Phone Survey.\* 1200 respondents.
- May – June 2011: Online Survey available to the public. 147 respondents.
- July 2011: Stakeholder Workshop. 11 community members attended.
- September 2011: Three Open House events. 83 community members attended and an equal number of survey responses were returned.

\*Results from the public phone survey are considered to be a statistically significant representation of Surrey residents as a whole (statistically significant +/-2.8% at the 95% level of confidence), and thus provide a legitimate representation of public opinion.

## HIGHLIGHTS OF PUBLIC INPUT

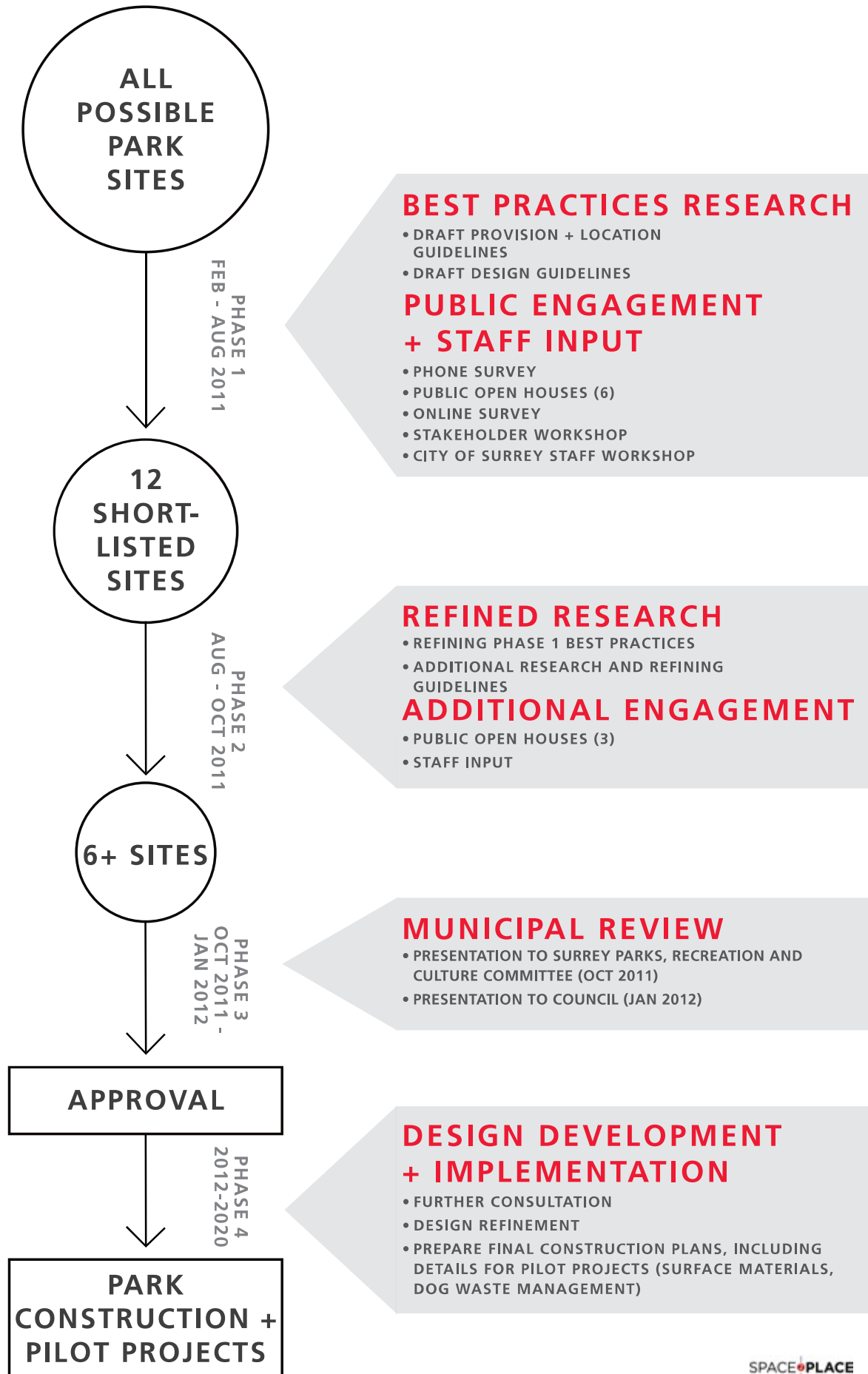
Phone survey\* results revealed that 27% of Surrey residents own dogs, and city staff estimate there to be approximately 110,000 dogs in Surrey. Forty-one percent of respondents believe there is a need for additional dog off leash areas; a good proportion of these respondents were non dog owners, indicating there is general support for off leash areas among the general population. At the same time an equal number (41% of respondents) feel there is no need for additional off leash areas.

Nearly all participants who completed surveys online or at the open houses were dog owners, and thus these surveys are useful for understanding the preferences of dog owners in Surrey. Results from these surveys indicate clear support for additional dog off leash areas: 86% of online survey respondents and 92% of open house survey respondents desire additional dog off leash areas. Thirty percent of dog owners currently use Surrey's off leash areas on a weekly basis.

People are generally satisfied with the current level of enforcement of off leash dogs in Surrey, and few people experience conflicts with unofficial off-leash activity in Surrey parks. Few people believe that off leash areas have negative impacts on the environment or otherwise. Of the off leash dog conflicts reported, the most common complaints relate to dog waste management and safety concerns (i.e. afraid of dogs off leash in public parks).

Appendices 1.0 through 4.0 provide detailed summaries of the Open House events, Workshops, and Surveys.

FUTURE OFF LEASH AREAS: SITE SELECTION AND DEVELOPMENT PROCESS



## SUMMARY OF FINDINGS: PLANNING

From a planning perspective, dog off leash areas need to be thoughtfully located, sized, and serviced to reduce potential impacts on existing or adjacent land uses. In particular, careful siting and design should be used to reduce potential conflicts with residential neighbourhoods, schools, playgrounds, sports fields, and environmentally-sensitive areas.

Off leash areas should ideally be 0.5 hectares or larger in area (1 or more acres) and should be located away from sensitive adjacencies, while still meeting good access and safety needs. Siting off leash areas in under-utilized areas can help activate those sites and discourage potential criminal activity.

Locating dog off leash areas should reflect the aims of Surrey's Sustainability Charter, ensuring good park distribution, accessible design, protection of natural areas and water resources, and promotion of social connections in neighbourhoods. Most of the public and environmental health concerns associated with off leash areas can be addressed by ensuring proper waste management and adherence to off leash area rules. The City of Surrey's Ecosystem Management Study (2011) should be used to help inform site selection so as to minimize ecological impacts.

The City may consider working with private groups to facilitate privately-run dog parks, provided that such areas do not undermine the delivery of publicly-accessible dog parks as proposed in this strategy.

## PROVISION + LOCATION GUIDELINES

### DISTRIBUTION

- The intent for dog off leash areas is to distribute facilities across Surrey's six town centres.
- The long-term goal is that dog off leash areas will be accessible to the majority of the population via safe walking routes.

### LOCATION

- The site selection process for new dog off leash areas will be informed by public consultation.
- Demonstration of local community involvement and/or support will help inform the site selection process for new dog off leash areas.
- Demographics (including population density and dog licensing statistics) will help inform the site selection process for new dog off leash areas.
- Dog off leash areas will be located so as to minimize potential environmental impact. Environmentally sensitive areas including wetlands, riparian areas and old field habitat will be avoided. Surrey's Ecosystem Management Study (2011) will help inform the valuation of environmentally sensitive lands.
- Dog off leash areas will be sited to minimize potential impacts to aquatic ecosystems. Best management practices will be implemented to minimize the risk of surface water and groundwater contamination.
- Existing soil conditions will help inform the site selection process for new dog off leash areas. Soils that are poorly-drained or potentially toxic will be avoided.
- The anticipated expense of park development will help inform the site selection process for new off leash areas. Sites where dog off leash areas can be developed at a lower cost are preferable.
- Dog off leash areas will connect with existing pedestrian routes where feasible.

- Dog off leash areas will be accessible by vehicles, and will provide access for regular maintenance.
- Existing land uses will help inform the site selection process for new off leash areas. The design intent is to provide off leash facilities that are compatible with existing adjacent park uses
- Crime Prevention Through Environmental Design (CPTED) principals will be implemented in the design of new off leash areas, to promote safety and positive site activity.
- The following adjacent site uses may be compatible with off leash areas provided adequate measures are implemented to minimize potential conflict:
  - » Dog off leash areas located adjacent to sites commonly occupied by children will be fully enclosed with min. 1.2 m (4') high fencing and double-entry gates to minimize conflict among park users. Entry and exit locations and pathways will be positioned away from children's areas. Solid fencing / screening may also be recommended.
  - » Dog off leash areas located adjacent to sites commonly occupied by people engaged in sports and active recreational uses will be fully enclosed with min. 1.2 m (4') high fencing and double-entry gates to minimize conflict among park users. Fence height may vary according to adjacent sport activity.
  - » Dog off leash areas located adjacent to busy vehicle traffic areas will be fully enclosed with min. 1.2 m (4') high fencing and double-entry gates to promote safety for dogs and people.
  - » Dog off leash areas located adjacent to residential areas will incorporate a minimum setback distance and a buffer to mitigate noise where feasible. Visual screening may also be recommended.

## SIZE

- The intent for off leash dogs parks is to provide spaces of adequate size to avoid site degradation caused by overuse.
- The recommended minimum size for dog off leash areas is about 1 hectare (2.5 acres), though sites between 0.5 ha and 1 ha may be considered.
- Dog off leash areas will be classified into three different types based on site size, amenities, and service radius:
  - » Neighbourhood: to serve the neighbourhood
  - » Community: to serve town centre community
  - » Destination: to serve the City of Surrey
- Off-street parking will be provided for dog off leash areas where feasible. Neighbourhood parks may not require off-street parking if they are well connected to walking paths.

## VISIBILITY

- Clear sightlines into the park from adjacent sites will be provided where feasible, except where visual screening is desired.
- Site lighting at dawn and dusk could be explored as part of the public consultation process for each park. Lighting would extend park use and promote security.

## DESIGN

Dog off leash area design should be informed by adjacent land uses, expected demand, site conditions, and desired amenities for dogs and owners. Basic amenities should include fencing (or other effective edges), gated entries, durable surfacing, all-weather shelter, and waste management facilities. Additional amenities can include drinking water, dog rinse stations, seating, shade, lighting, washrooms, agility features, and/or water play features.

The design concept plans for recommended new parks (Section 3.6) show the overall spatial organization of each site and the proposed layout of site elements, including fencing, circulation networks, social spaces and small-dog areas.

Surfacing material choice should be informed by affordability, ease of maintenance, dog owner satisfaction, drainage, aesthetics, universal accessibility, and cleanliness. Based on these criteria the ideal surfacing option for high traffic areas is crusher dust. Natural turf, while not a durable surface, is highly desired by dog park users. Repurposed artificial turf should be explored as part of a pilot project on one of the new off leash area sites. A mix of surface materials promotes aesthetic and experiential interest.

## DESIGN GUIDELINES

### PARK ENTRIES

- Park entry pathways should be universally accessible.
- Consider multiple entry points to reduce congestion and potential conflict around entries.
- Park entries should not be located in corners of the off leash area, so as to reduce the chance of dogs and owners becoming “cornered” upon entry.
- Provide durable surface materials with suitable drainage at park entries, as these are areas of concentrated use.

### PARK AMENITIES

- The number and type of amenities offered at off leash areas should be weighed against the following considerations:
  - » Classification of off leash area and corresponding service radius, size and provision of amenities. Off leash areas are classified as either ‘neighbourhood,’ ‘community’ or ‘destination.’
  - » Capital and maintenance costs of amenities.
  - » Availability of existing utilities connections at park sites.

### HIGHER PRIORITY AMENITIES

- Provide a variety of amenities to provide visual interest and engage dogs and their owners in social and recreational opportunities.
- Provide drinking water for dogs from spring to fall. Drinking water stations may consist of simple hose bibs and a bowl, or specially-designed two-level water fountains to accommodate humans and dogs.
- Provide seating, potentially as movable chairs or fixed benches. Sightlines and size of clustered seating should balance promoting social conversation among dog owners with encouraging owners to supervise their dogs without social distractions.

- Provide waste bins of a sufficient size and number to accommodate the expected demand and available resources for waste collection. Distribute bins across the site, where feasible. Volunteer associations may take on the role of stocking bag dispensers, possibly making use of sponsorship opportunities through local businesses.
- Provide a shelter for shade and protection during inclement weather. Also make use of existing and new trees for shading the site.
- Provide looped walking trails for site circulation. Consider connecting to existing pedestrian routes where possible, while maintaining a separation between routes used by cyclist and joggers and those used by dogs to promote site safety.
- Provide open areas for running and play activities.
- Provide signage (see below), as well as areas for park users to post community notices.

### LOWER PRIORITY AMENITIES

- Consider providing water features with opportunities for swimming and water play. Consider maintenance and the resources required to maintain water features to ensure animal and human health and safety.
- Consider providing site lighting to extend hours of park use, particularly during the winter months. Park lighting should be compatible with adjacent site uses, such as residential areas.
- Consider providing washroom facilities, and consider locating washrooms centrally to service the park as a whole.
- Consider providing cleaning stations, particularly in sites with water features and/or muddy conditions. Cleaning stations typically include a hose bib and a paved surface such as concrete, and are located close to the site entry.
- Consider providing agility training features such as bridges, tunnels, bars, and other elements to enhance the enjoyment and experience of the off leash area.

Agility equipment may be particularly useful at parks where formal dog training services are offered.

- Consider providing dual-bin waste receptacles that separately accommodate garbage and dog waste.
- Consider providing separated areas, contained by fencing or low walls. These areas may be used to provide separate areas for small dogs, or to help socialize dogs and regulate dog behaviour.
- Consider proximity of high-density apartment buildings when designing amenities for small dogs.

### SURFACE MATERIALS

- Provide a combination of surface materials relative to intensity of use, site drainage, aesthetics and sensory interest.
- Provide well-draining, durable materials in high-traffic areas. Crusher dust is well-suited for high-traffic areas and walking paths. Concrete can be used for surfacing at entry areas.
- Consider providing grass turf in areas of lower intensity of use. Natural grass turf is the preferred surface material identified by dog owners surveyed for this report. Turf is best suited to areas of lower intensity of use, and requires proper drainage and regular maintenance to be successful.
- Crusher dust (9 mm minus) and sand have been identified through public input as good surfacing options relative to cost, ease of upkeep, effective drainage, and dog owner satisfaction.
- Repurposed artificial turf could be explored for a pilot project.

### GATES + FENCING

- Double-gated entries of generous size should be provided to allow for safer leashing and unleashing of dogs. Gates should be self-closing, lockable (e.g. for maintenance needs), and wheelchair accessible.

CONTINUED ON NEXT PAGE

**DESIGN GUIDELINES CONTINUED**

- Provide perimeter fencing with a minimum height of 1.2 m (4'), but not more than 1.8 m (6'). Consider providing visual screening to help buffer the off leash area from adjacent land uses, or to help reduce aggression between dogs by blocking low sightlines.
- Economical fencing options include:
  - » Chain link with black vinyl coating and black posts for reducing its visual prominence
  - » Rail fence with wire mesh across openings
  - » Wooden post and top rails with page wire mesh
  - » Consider providing low walls to define the boundaries of separate use areas within the off leash area.
- Consider providing moveable fencing to close certain areas for maintenance and/or for turf regeneration.
- Consider fencing alternatives where appropriate to adjacent land uses and supported by the community and the municipality. "Ha-ha" walls could be investigated as fencing alternatives.

**ENVIRONMENTAL DESIGN**

- Consider surface and subsurface drainage patterns and implement design features to minimize the risk of surface water and groundwater contamination. In particular, the location and design of dog waste collection areas requires the application of best management practices.
- Provide varied terrain and topography. Consider integrating mounds, stumps and boulders to provide visual interest, varied play opportunities, and to potentially mitigate aggression between dogs by blocking low sightlines.

- Retain and protect existing trees where appropriate, as establishing new trees in off leash areas can be challenging.
- Consider providing vegetated areas for shade, screening and seasonal interest.
- Maintain clear sightlines to promote site safety.
- Consider providing buffers to mitigate noise from barking dogs in consideration of adjacent land use, such as residential areas.

**SIGNAGE + PARK ETIQUETTE**

- Provide site signage in areas of high visibility, to identify designated off-leash areas and park etiquette.
- Consider providing notice boards for public use.
- Consider using signage to promote communication and education among dog owners, and the broader community. For example, key health and safety issues may be addressed such as vaccinations, and managing aggressive dogs.
- Ideally, an off leash area etiquette statement would be developed by the City of Surrey, and publicly posted in all off leash area sites.



Photo source: flickr CC user pat00139

**27% OF SURREY  
RESIDENTS`  
CURRENTLY OWN  
A DOG**

SOURCE: MUSTEL GROUP PHONE SURVEY, 2011