

Open Space Advisory Committee's Lands Selection Process

The Open Space Advisory Committee's recommendations on proposed bond expenditures will flow from two documents, the City's *Open Space Ordinance* and the *Missoula Urban Area Open Space Plan*. The Committee will also attend to promises made during the open space bond campaign. A property proposed for bond expenditure must first pass a Rough Cut and then it will be ranked on a 2-part scoring system. Scoring forces the Committee to be very attentive to the fit between the *Open Space Plan* and the property in question. No proposal will be considered unless there is a willing seller and the Committee has adequate financial details on the costs.

Step One: Does a Property Merit Consideration? (Rough Cut Checklist)

We use the Rough Cut Checklist to determine whether the proposal has sufficient open space value to deserve further review and consideration. The Rough Cut Checklist addresses Open Space Ordinance requirements, promises made during the bond election campaign, present opportunity, and potential threat. A proposal must receive at least six yes checks on the Rough Cut.

Step Two: Testimony, Reviews, Etc.

The Committee next hears testimony, requires and considers reports, makes on-site visits, and holds work sessions with or without expert assistance. We expect to always hear testimony from staff involved with the various types of open space.

Step Three: Contributions Matrix Scoring System

After the Committee's review, the property is rated on a two-part matrix scoring system. First, all proposals will be scored on the Contributions Matrix. This matrix assesses a proposal's potential contribution to the open space system and to the built environment. A proposal must receive at least 60% of the total possible points to go forward.

Step Four: Innate Characteristics Scoring System

Part two involves rating on the appropriate Innate Characteristics Matrix, which is specific to the type of land being evaluated (Conservation Lands, Parks, Trails, Views and Vistas, or Agricultural Lands). A score of at least 60% on the Innate Characteristics Matrix is required for advancement. In some cases a property will contain more than one type of open space and the Committee may choose to score it on more than one Innate Characteristics Matrix. In that case percentages will be additive and a score of more than 90% advances it to the next step. For example, a property might receive a 70% on the Trails Matrix and a 65% on Views and Vistas, for a total score of 135.

Step Five: Review of Scores

Staff will collect the score sheets from each member and determine if 2/3s of members present scored the project high enough to recommend the project to City Council. A quorum of 7 members is required. The Committee Chair will prepare and forward to the Council a letter justifying the recommendation, along with a minority report, if any member calls for it.

LANDS SELECTION PROCEDURE OVERVIEW

Step 1: Rough Cut Checklist

Did the proposal receive at least six yes checks and/or is it a cornerstone property?

Yes

No



End of Consideration



Step 2: Committee's Review and Consideration – fieldtrip etc



Step 3: Contributions Matrix

Did the proposal receive at least 60% of the total possible points?

Yes

No



End of Consideration



Step 4: Innate Characteristics Matrix

Did the proposal receive at least 60% of the total possible points?

Yes

No



End of Consideration



Step 5: Committee's Score Tally

Did 2/3s of a quorum score the project high enough to continue?

Yes

No



End of Consideration



Step 6: Proposal Recommended to City Council

ROUGH CUT MATRIX

Property _____

Date _____

Reviewer: _____

Directions: Answer each question yes or no, marking an X in the appropriate box. To proceed to the next level of review, the Committee must award the proposal an average score of at least 5 yeses, including checks on all four ordinance requirements.

ORDINANCE REQUIREMENTS

	Yes	No
Conditions of expenditure are in the public interest?		
Cost is reasonably related to the land's open space value to the community?		
Expenditure accomplishes the open space objective at the least possible cost?		
Expenditure balances open space types in the urban area?		

MAINTENANCE

	Yes	No
Is maintenance feasible?		

OPPORTUNITY VERSUS THREAT

	Yes	No
Is the property under development pressure or other threat?		

PROMISES MADE

	Yes	No
Cornerstone identified by Open Space Plan?		
Type of land or area named in bond language (2006 or 1995)?		

Total Yes: _____

CONTRIBUTIONS MATRIX

Directions: This matrix assesses a proposal's potential contribution to the open space system and to the built environment. Rate the proposal from 0 to 5 on each criterion. A proposal must receive at least 60% of the 25 total possible points (a score of 15) to go forward.

CONTRIBUTION TO THE OPEN SPACE SYSTEM

Distribution: Distributes the open space system throughout the open space planning area as a whole or in some major part of the planning area.	
Balance: Contributes to a comprehensive open space system by adding to the balance and variety of the different types of open space.*	_____
Enhancement of the Built Environment: Contrasts with and enhances existing or future development. **	_____
Leverage: Leverages different parcels, geographic features, or contributions by partners to enhance the system.	_____
Connections: Makes connections within a type of open space, among different types of open space, and between the open space system and adjacent lands with different uses.	_____

Score: _____

*The 2006 Open Space Plan lists 5 types of open space: Agricultural lands, conservation lands, recreational and commuter trails, urban parks, and lands that provide scenic views and vistas.

**Parcels surrounded by the urban built environment will generally score higher than rural parcels surrounded by open lands.

Innate Characteristics Matrix: Community and Neighborhood Parklands

Directions: Rate the proposal from 0 to 3 on each criterion. Enter this number in the first blank (rank) and multiply by the criteria's weight to achieve the score. The proposal must receive at least 60% of the 69 total possible points (a score of 41) to go forward to Committee discussion and a vote.

Criterion	Score (weight x rank)
The land is identified in the Master Parks Plan as a location for a community or neighborhood park or the location can serve a large portion of a population in an area that has a relatively low parkland Level of Service as identified in the Master Parks Plan.	6 x ____ = ____
The land has potential for active or quiet recreation due to its physical attributes, including its size, shape, topography, location, and/or vegetation.	5 x ____ = ____
The land is easily accessible and visible to the public (bordered at least 50% by public streets and/or significant bike/ped trails).	5 x ____ = ____
The land possesses features of aesthetic value.	4 x ____ = ____
The land has historical features that add to its value as a park.	3 x ____ = ____

Score: _____

Innate Characteristics Matrix: Conservation Lands

Directions: Rate the proposal from 0 to 3 on each criterion. Enter this number in the first blank (rank) and multiply by the criteria's weight to achieve the score. The proposal must receive at least 60% of the 108 total possible points (a score of 65) to go forward to Committee discussion and a vote.

Criterion	Score (weight x rank)
<u>Primary Characteristics: Natural Values</u>	
The land includes a stream, watercourse, or wetland.	5 x ____ = ____
The land has significant, rare, or unique natural vegetation.	5 x ____ = ____
The land provides significant, rare, or unique wildlife habitat and/or expands a wildlife movement corridor.	5 x ____ = ____
The land typifies local or regional ecosystems and biodiversity.	4 x ____ = ____
The land possesses a distinctive geological form contributing to the character of the Missoula Valley.	3 x ____ = ____
<u>Secondary Characteristics: Human Use Values</u>	
The land is visually attractive or unique.	4 x ____ = ____
The land is suitable for such non-intrusive, low-intensity recreation such as walking or nature study.	4 x ____ = ____
The land presents opportunities for environmental education.	3 x ____ = ____
The land is accessible for appropriate public uses.	3 x ____ = ____

Score: _____

Innate Characteristics Matrix: Views & Vistas

Directions: Rate the proposal from 0 to 3 on each criterion. Enter this number in the first blank (rank) and multiply by the criteria's weight to achieve the score. The proposal must receive at least 60% of the 45 total possible points (a score of 27) to go forward to Committee discussion and a vote.

Criterion	Score (weight x rank)
The land holds valuable, visual resources that can be seen from many areas of Missoula or complements or buffers land that does.	6 x ____ = ____
The land provides or protects a publicly accessible viewing point.	5 x ____ = ____
The land provides a visual corridor to a valuable visual resource.	4 x ____ = ____

Score: _____

Innate Characteristics Matrix: Agricultural Lands

Directions: Rate the proposal from 0 to 3 on each criterion. Enter this number in the first blank (rank) and multiply by the criteria's weight to achieve the score. The proposal must receive at least 60% of the 69 total possible points (a score of 41) to go forward to Committee discussion and a vote.

Criterion	Score (weight x rank)
The land sustains or is capable of sustaining a working farm or ranch.	6 x ____ = ____
The land has aesthetic value involving a visually attractive landscape or views and vistas.	5 x ____ = ____
The land has ties to historic features, activities or structures.	4 x ____ = ____
The land sustains wildlife, either intentionally or not.	4 x ____ = ____
The land contains high-quality agricultural soils.	4 x ____ = ____

Score: _____

Innate Characteristics Matrix: Trails

Directions: Rate the proposal from 0 to 3 on each criterion. Enter this number in the first blank (rank) and multiply by the criteria's weight to achieve the score. The proposal must receive at least 60% of the 50 total possible points (a score of 30) to go forward to Committee discussion and a vote.

Criterion	Score (weight x rank)
The trail would be consistent with the intent of Missoula's <i>Non-motorized Transportation Plan</i> .	Yes (5) or No (0)
The trail would link important destinations or provide important access (physical, visual, or proximal) to valued community resources.	5 x ____ = ____
The trail would become a recreational complement to the Missoula area open space system.	4 x ____ = ____
The trail would provide the opportunity to more fully experience the aesthetic, cultural, historical and natural resource values of an area.	3 x ____ = ____
A trail would be constructed and maintained with minimal negative impacts to the human and natural environment.	3 x ____ = ____

Score: _____