



**UNIFIED GOVERNMENT OF ATHENS-CLARKE COUNTY  
GEORGIA**

**GREENSPACE ACQUISITION PROGRAM  
POLICY AND PROCEDURES**

*SPONSORING AGENCIES*

**ATHENS-CLARKE COUNTY PLANNING DEPARTMENT  
ATHENS-CLARKE COUNTY LEISURE SERVICES DEPARTMENT  
ATHENS-CLARKE COUNTY ENVIRONMENTAL COORDINATOR  
ATHENS LAND TRUST**

**Approved by Mayor and Commission - April 4, 2006**  
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# Athens-Clarke County Greenspace Acquisition Program

## **I. Purpose:**

The citizens of Athens-Clarke County recognize the importance of preserving and protecting the natural environment, which is an irreplaceable resource for the desired quality of life for present and future generations of the community. To meet this need, the citizens of Athens-Clarke County have requested funding from the local governing body, which has agreed to implement the “Greenspace Acquisition Program”.

## **II. Definition**

*“Greenspace” for this program is defined as follows: “Permanently protected land and water, or interest therein, including agricultural and forestry land, that is in its undeveloped, natural state or that has been developed only to the extent consistent with, or is restored to be consistent with, one or more listed goals for natural resource protection or informal recreation.”*

## **III. Background:**

Currently there are two land acquisition programs active within ACC Unified Government Departments – The Georgia Greenspace Initiative and the Athens-Clarke County Greenway Network Plan. The Policies and Procedures for the Greenspace Acquisition Program have combined these two plans. The Greenspace program, as outlined herein, will serve as the governing program. Greenspace is more than property along the rivers (Greenways), it encompasses all types of land in Athens-Clarke County.

“Greenway” properties and facilities are a significant component of the Athens-Clarke County Greenspace Program. The primary distinction between properties designated as Greenspace and those designated as Greenways are: (1) other than those lands dedicated to wildlife habitat, greenway facilities typically possess an informal recreation and education quality and/or programmed facilities (e.g. paved trails, parking areas, interpretive exhibits); and (2) greenway properties generally rely on connectivity to other properties or designations to establish some or all of their value, greenspace properties may stand alone.

The Greenspace Acquisition Program is a critical component in ACC’s ongoing efforts to develop a comprehensive, county-wide “green” infrastructure. The vision and goals of this program also integrate with and enhance elements of all Athens-Clarke County’s Planning Documents including but not limited to the Comprehensive Land Use Plan, Future Land Use Plan, Leisure Services Master Plan, Transportation Corridor Master Plan, Corridor Management Program, Rails-to-Trails Program, and the Madison Athens Clarke Oconee Regional Transportation Study (MACORTS ). MACORTS documents such as the Transportation Improvement Plan (TIP), Long Range Transportation Plan (LRTP), and Bicycle Master Plan are also included.

#### **IV. Land Protection Goals:**

The Greenspace Acquisition Program brings together the goals established for the Greenspace and Greenway programs. Properties considered for acquisition will be evaluated and considered based on the following goals (not in priority order):

1. Connection of existing or planned areas contributing to the following stated goals:
2. Flood protection;
3. Protection of cultural sites, heritage corridors, and archeological and historic resources;
4. Protection of “prime and unique”\* agricultural and forestry lands;
5. Protection of riparian buffers and other areas that serve as natural habitat and corridors for native plant and animal species;
6. Provide opportunities for both self-directed and interpretative programs leading to a greater understanding of the natural environment, cultural heritage, and preservation/conservation efforts;
7. Provision of recreation in the form of boating, hiking, camping, fishing, running, jogging, biking, walking or similar outdoor activities;
8. Reduction of erosion through protection of steep slopes, areas with erodible soils, and stream banks;
9. Scenic protection;
10. Water quality protection for rivers, streams, and lakes;
11. Wetlands protection.

\*It is the intent of this program to define “prime and unique” lands as those that are considered of local importance for a variety of locally developed criteria. This may include tracts of land that have been designated for agriculture by local ordinance. However, when utilizing funding from federal, state, or other organizations, the definition of “prime and unique” of that particular program shall be applied. It is the goals and objectives of the Athens-Clarke County Greenspace Program not to prohibit property from consideration, but to maximize eligibility of projects for federal, state, or other funding sources.

#### **V. Acquisition Priority Standards**

Land Protection Goals are used to determine if property should first, be acquired and second, determine what Level within the Acquisition Priority Standards the parcel is placed. Levels will be determined based on the following criteria:

##### **Level 1:**

A. Stand alone consideration: Acquisition is critical to meeting the goals of a large segment of the program and/or is strategically located for program continuity with respect to adjacent program parcels.

B. Meets 6 or more Land Protection Goals.

##### **Level 2:**

Meets 3 – 5 Land Protection Goals.

##### **Level 3:**

Meets 2 or fewer Land Protection Goals.

**VI. Evaluation Criteria Categories**

The user group (see Section VIII for member listing) will use the following characteristics to evaluate each parcel within a level to determine its relative importance for acquisition. The characteristics are in no priority order:

A. Conservation & Preservation	B. Transportation	C. Education & Recreation	D. Other Considerations
1. Biodiversity 2. Development Buffer 3. Extent of Existing Human Disturbance 4. Greenspace Connectivity 5. Habitat preservation / buffer 6. Pollution abatement 7. Protection of Endangered Species 8. Surface Water Quality Protection 9. Wetland Protection 10. Wildlife Travelway	1. Community Resource Connectivity 2. Population Center Connectivity 3. Trail Connectivity	1. Educational Opportunities/Resources 2. Historical, archaeological, and/or Cultural significance, Scenic & Aesthetic Value 3. Public access on site 4. Public Accessibility through the site 5. Recreational Opportunities/Resources 6. Scientific Interest 7. Traffic, noise, and/or crime reduction	1. Consistency with ACC Comprehensive Land Use Plan 2. Cost of maintaining property once acquired 3. Donation potential 4. Estimated cost of acquisition 5. Funding opportunities 6. Likelihood of loss to private development 7. Sale potential

**VII. Parcel Identification/Nomination/Evaluation/Acquisition Process:**

Parcels for consideration follow the process as outlined below:

1. Parcel Identification

Parcels for consideration may be identified from either:

- a. An approved Athens-Clarke County Plan such as the Greenway Network Plan, Community Greenspace Plan, Athens-Clarke County Land Use Plan, Sandy Creek Greenway Buffer Project, MLK/GEMA Project, etc. The user group can automatically review parcels that meet the Greenway Acquisition Project criteria and are an ACC Commission approved project.
- b. ACC staff or User Group nominations
- c. Public input nominations

2. Nominations

Newly identified parcels will be nominated using the following procedure:

- a. Obtain a Nomination form from one of the publicized locations such as but not limited to ACC Departments, ACC Website, and support organizations.
- b. Complete the Greenspace Acquisition Program Site Nomination form and turn into the ACC Planning Department.
- c. ACC Planning staff reviews the form for completeness and appropriateness. Planning staff will determine preliminary Level placement to help review appropriateness. If Staff determines the parcel appropriate and the form complete, the nomination form will be forwarded to the ACC Manager’s office.
- d. The ACC Manager’s Office will review each nomination submitted from the Planning department, and upon the Manager’s authorization, forward

the nomination form to the user group for formal evaluation and acquisition level placement.

3. Evaluation/Recommendation

- a. The user group evaluates and places the parcel into the proper acquisition priority level in the Parcel Acquisition list.
- b. The Parcel Acquisition List additions are presented to the Manager's Office for feedback.
- c. User group submits additions to the acquisition parcel list to the Mayor and Commission for acquisition approval or in lieu of formal Mayor and Commission action; the Manager's Office will issue a Notice of Proposed Administrative Action notifying the Mayor and Commission of probable acquisition activities.

4. Acquisition Activities

- a. Land negotiations begin.
- b. Property is acquired.
- c. The acquisition parcel list is periodically updated using the process above.
- d. Opportunity Purchases:

The status of a specific parcel (identified on the authorized acquisition parcel list or not) may change, thus making immediate acquisition efforts essential. Examples of changes in status include development pressure, landowner's interest in donating all or part of the parcel, grant or other alternative funding opportunities, or the parcel's significance to other ACC initiatives. Opportunity purchases will be forwarded to the Manager's Office for Administrative Action.

Due to the sensitive nature of land acquisition, Athens-Clarke County reserves the right to conduct negotiations and to obtain necessary Mayor and Commission approvals under the Executive Session procedures as deemed appropriate by the Manager's Office.

**VIII. User Group**

User group members are responsible for maintaining/facilitating communication with and between representative members/staff. The user group shall consist of:

- ACC Planning Department (1 Member)
- ACC Leisure Services Department (1 Member)
- ACC Environmental Coordinator (1 Member)
- Athens Land Trust (1 Member – Primary) with  
Oconee Rivers Land Trust (Alternate)
- Georgia Environmental Policy Institute (1 Member - Primary) with  
Sandy Creek Nature Center, Inc. and  
Oconee Rivers Greenway Commission (Alternates)

A simple majority of three voting members present shall constitute a quorum, which then can conduct the business of the group.

ACC SPLOST Program Management (non-voting member)

## **IX. Funding Sources**

**The current funding sources include allocated SPLOST 2005 Funds as previously approved by Mayor and Commission.**

In addition, the program will actively seek alternative funding sources to expand opportunities to acquire additional properties. Additional funding sources may include but are not limited to:

1. Private Donations
2. Georgia Department of Transportation (GDOT)
3. Georgia Department of Natural Resources (GaDNR)
4. United States Fish and Wildlife Service (USFWS)
5. Georgia Land Conservation Program (GLCP-GEFA)\*
6. National Parks Service Land Water Conservation Fund (LWCF)
7. Georgia Wetlands Trust Fund (GWTF-USACOE)
8. Farm and Ranchland Protection Program (FRPP-USDA)
9. Forest Legacy Program (FLP-GFC)
10. ~~8.~~ ACC General Fund

\*The goals and objectives of the Athens-Clarke County Greenspace Program meet the objectives of the Georgia Land Conservation Program (GLCP) administered by Georgia Environmental Facilities Authority (GEFA)

## **X. Public Information Outreach Plan**

For the Program to obtain maximum exposure, the Program will actively promote and seek opportunities to educate and inform the citizens.

Possible opportunities may include:

1. Athens-Clarke County dedicated cable channel 7 (ACC-TV) – run local advertisement with program description and contact information.
2. Local newspaper support – contact the *Athens Banner-Herald* to run feature story with program description and contact information with periodic follow up stories.
3. Athens-Clarke County official web site – list program description and contact information. Additional web page links to the SPLOST website for project updates and success stories.
4. Search for outside opportunities to outline program to sponsoring agencies and other interested parties.

**Athens-Clarke County**  
**Greenspace Acquisition Program**  
**SITE NOMINATION FORM**

The public is encouraged to nominate sites for permanent protection under the Greenspace Acquisition Program. To nominate a site for consideration, fill out this form completely. Information provided on this form is for Staff use only and will not be released to the public, unless by order of the Athens-Clarke County Superior Court, or upon completion of a real estate transfer.

**Submit completed forms to the Athens-Clarke County Planning Department at 120 West Dougherty Street, Athens, GA 30601 or fax at (706)-613-3844.** For assistance in filling out the form, or for more information about the program, interested parties may contact the Athens-Clarke County Planning Department, at (706) 613-3515.

1. Description of the site (name of site, if any, and address or location):

\_\_\_\_\_

\_\_\_\_\_

2. Property Tax Map Number(s):

\_\_\_\_\_

\_\_\_\_\_

3. Acreage: \_\_\_\_\_

4. Owner of the site, designated agent, or contact person: \_\_\_\_\_

As Owner of this parcel, I agree that this parcel can be considered for possible nomination into the Athens-Clarke County Greenspace Acquisition Program. If accepted, I agree that members of the Greenspace Acquisition User Group may enter this property for purposes of evaluating the property for characteristics desired in the program. I also agree that acceptance into the program does not waive any or all rights as property owner and does not guarantee or imply that Athens-Clarke County will purchase the property.

\_\_\_\_\_  
(Owner's Signature and Date)

5. Assessed or appraised value of nominated site: \_\_\_\_\_  
(Please attach recent appraisals if available)

6. Method of acquisition      Donation \_\_\_\_\_

Sale at reduced price (please indicate asking price) \_\_\_\_\_

Sale (please indicate asking price) \_\_\_\_\_

7. Basis for nomination (characteristics such as habitat, view, historic significance; easement or other deed restriction):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

8. Other benefits to the community:

\_\_\_\_\_

\_\_\_\_\_

PERSON/ORGANIZATION NOMINATING SITE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_



For Staff Use Only

ACC Planning Staff shall initially review the application for completeness and appropriateness.

Land Protection Goals	Does parcel meet stated goal? (Yes/No/Possibly)	
Connection of existing or planned areas contributing to the following stated goals:		
Flood protection;		
Protection of cultural sites, heritage corridors, and archeological and historic resources;		
Protection of prime agricultural and forestry lands;		
Protection of riparian buffers and other areas that serve as natural habitat and corridors for native plant and animal species;		
Provide opportunities for both self-directed and interpretative programs leading to a greater understanding of the natural environment, cultural heritage, and preservation/conservation efforts;		
Provision of recreation in the form of boating, hiking, camping, fishing, running, jogging, biking, walking or similar outdoor activities;		
Reduction of erosion through protection of steep slopes, areas with erodible soils, and stream banks;		
Scenic protection;		
Water quality protection for rivers, streams, and lakes;		
Wetlands protection;		
Number of Goals achieved out of total goals stated		<b>11</b>

Level Placement Guide Preliminary Level Placement by Staff

**Level 1A: Stand Alone Consideration:**

**Level 1B: Meets 6 or more goals**

**Level 2: Meets 3-5 goals**

**Level 3: Meets 2 of fewer goals**

**Reviewer's Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Staff recommendation to forward parcel nomination to Manager's Office for Program Consideration.  
Circle recommendation:                      Yes                      No

**Reviewer's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Athens-Clarke County Manager's Consideration**

After reviewing the parcel nomination form, this parcel should be considered a Nominee for the Greenspace Acquisition Program and forwarded to the User Group for full evaluation.

**Manager's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Athens-Clarke County Greenspace Acquisition Program Site Evaluation Form

**Owner:** \_\_\_\_\_

**Tax Map Number:** \_\_\_\_\_

**Site Description:** \_\_\_\_\_

**For User Group Member Use Only**

**Instructions:** The reviewer shall grade each goal and consideration based on the accompanying definition with a High, Medium, Low grade (H/M/L). Scores are: High=1 point, Medium=0.5 points, Low=0 points to determine the total number of achieved goals and considerations for the property.

**Group A: Conservation and Preservation**

GOALS & CONSIDERATIONS	DEFINITION	SCORE	H/ M/ L
Biodiversity	Area is a highly productive area for flora or fauna (Ex: nesting grounds, large mast crops, etc.).		
Development Buffer	Ability of the site to provide buffer from development.		
Extent of Existing Human Disturbance	Range from a little or no disturbance to a great deal of disturbance.		
Greenspace Connectivity	Connects or helps connect to existing/potential Greenspace or Greenway buffer properties.		
Habitat Preservation/Buffer	Preserves or buffers habitat critical to piedmont flora and fauna.		
Likelihood of loss to private development.	How likely the property is to be developed in the next 5 years?		
Pollution Abatement	Ability to help reduce air, light, noise, etc. pollution.		
Protection of Endangered Species	Preserves habitat or buffers necessary to the survival of endangered species.		
Surface Water Quality Protection	Provides area for natural filtration, sheet flow during storm events and buffer for standing water.		
Wetland Protection	Provides buffer for wetland areas and large flood plain systems.		
Wildlife Travelway	Provides critical natural cover that is used as a wildlife travelway between supporting habitats or destinations.		
<b>Number achieved out of subtotal</b>			<b>11</b>

**Group B: Transportation**

GOALS & CONSIDERATIONS	DEFINITION	SCORE	H/ M/ L
Community Resource Connectivity	Connects or helps connect to community resources.		
Population Center Connectivity	Connects or helps connect to population centers.		
Trail Connectivity	Connects or helps connect to existing/potential trails.		
<b>Number achieved out of subtotal</b>			<b>3</b>

**Group C: Education and Recreation**

GOALS & CONSIDERATIONS	DEFINITION	SCORE	H/ M/ L
Educational Opportunities/Resources	Self-directed and Interpretative Program Potential		
Historical, archaeological, and/or Cultural significance	Range from significant resources to little or no resources.		
Public access on site	Public will have access to a significant portion of the property.		
Public access to the site	Level of public access to the property.		
Public accessibility through the site	The public will be able to pass through the property via a public access corridor.		
Recreational Opportunities/Resources	Self-directed and organized events and activities.		
Scenic & Esthetic Value	Ability of property to provide scenic or esthetic value to the community.		
Scientific Interest	Research Potential		
Traffic, noise, and/or crime reduction	Range of potential for community improvement.		
<b>Number achieved out of subtotal</b>			<b>9</b>

**Group D: Other Considerations**

GOALS & CONSIDERATIONS	DEFINITION	SCORE	H/ M/ L
Consistency with ACC Comprehensive Land Use Plan	Degree of consistency with existing plan.		
Consistency with ACC Leisure Services Comprehensive Plan	Degree of consistency with existing plan.		
Cost of maintaining property once acquired.	Level of ongoing maintenance. Ranked from low maintenance to high maintenance needs.		
Donation potential	Willingness of the owner to donate or provide an easement.		
Estimated cost of acquisition	Range from low cost to high cost.		
Funding opportunities	Possibility of obtaining funding from sources other than ACC.		
Sale potential	Willingness of the owner to sell the property.		
<b>Number achieved out of subtotal</b>			<b>7</b>

Designated Acquisition Level \_\_\_\_\_ Number achieved out possible total \_\_\_\_ / 30

Reviewer's Remarks: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Reviewer's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Athens-Clarke County Greenspace Acquisition Program Site Evaluation Form Summary Sheet

**Owner:** \_\_\_\_\_

**Tax Map Number:** \_\_\_\_\_

**Site Description:** \_\_\_\_\_

Instructions: The user group Chairperson shall record the average of the scores of the user group quorum to determine the number of stated goals and considerations that the nominated parcel meets.

## Group A: Conservation and Preservation

GOALS & CONSIDERATIONS	DEFINITION	SCORE	H/ M/ L
Biodiversity	Area is a highly productive area for flora or fauna (Ex: nesting grounds, large mast crops, etc.).		
Development Buffer	Ability of the site to provide buffer from development.		
Extent of Existing Human Disturbance	Range from a little or no disturbance to a great deal of disturbance.		
Greenspace Connectivity	Connects or helps connect to existing/potential Greenspace or Greenway buffer properties.		
Habitat Preservation/Buffer	Preserves or buffers habitat critical to piedmont flora and fauna.		
Likelihood of loss to private development.	How likely the property is to be developed in the next 5 years?		
Pollution Abatement	Ability to help reduce air, light, noise, etc. pollution.		
Protection of Endangered Species	Preserves habitat or buffers necessary to the survival of endangered species.		
Surface Water Quality Protection	Provides area for natural filtration, sheet flow during storm events and buffer for standing water.		
Wetland Protection	Provides buffer for wetland areas and large flood plain systems.		
Wildlife Travelway	Provides critical natural cover that is used as a wildlife travelway between supporting habitats or destinations.		
<b>Number achieved out of subtotal</b>			<b>11</b>

## Group B: Transportation

GOALS & CONSIDERATIONS	DEFINITION	SCORE	H/ M/ L
Community Resource Connectivity	Connects or helps connect to community resources.		
Population Center Connectivity	Connects or helps connect to population centers.		
Trail Connectivity	Connects or helps connect to existing/potential trails.		
<b>Number achieved out of subtotal</b>			<b>3</b>

**Group C: Education and Recreation**

<b>GOALS &amp; CONSIDERATIONS</b>	<b>DEFINITION</b>	<b>SCORE</b>	<b>H/ M/ L</b>
Educational Opportunities/Resources	Self-directed and Interpretative Program Potential		
Historical, archaeological, and/or Cultural significance	Range from significant resources to little or no resources.		
Public access on site	Public will have access to a significant portion of the property.		
Public access to the site	Level of public access to the property.		
Public accessibility through the site	The public will be able to pass through the property via a public access corridor.		
Recreational Opportunities/Resources	Self-directed and organized events and activities.		
Scenic & Esthetic Value	Ability of property to provide scenic or esthetic value to the community.		
Scientific Interest	Research Potential		
Traffic, noise, and/or crime reduction	Range of potential for community improvement.		
<b>Number achieved out of subtotal</b>			<b>9</b>

**Group D: Other Considerations**

<b>GOALS &amp; CONSIDERATIONS</b>	<b>DEFINITION</b>	<b>SCORE</b>	<b>H/ M/ L</b>
Consistency with ACC Comprehensive Land Use Plan	Degree of consistency with existing plan.		
Consistency with ACC Leisure Services Comprehensive Plan	Degree of consistency with existing plan.		
Cost of maintaining property once acquired.	Level of ongoing maintenance. Ranked from low maintenance to high maintenance needs.		
Donation potential	Willingness of the owner to donate or provide an easement.		
Estimated cost of acquisition	Range from low cost to high cost.		
Funding opportunities	Possibility of obtaining funding from sources other than ACC.		
Sale potential	Willingness of the owner to sell the property.		
<b>Number achieved out of subtotal</b>			<b>7</b>

Designated Acquisition Level \_\_\_\_\_ Number achieved out possible total \_\_\_ / 30

Remarks: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Chairperson's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**GREENSPACE ACQUISITION PROGRAM**

**APPROVED PARCEL ACQUISITION LIST**

Revised: Enter Date

Parcel Information	Property Owner	Tax Map & Parcel Number	Number of Land Protection Goals Achieved	Number of Evaluation Criteria Category Goals Achieved	Remarks
<b>LEVEL 1</b>					
<b>Group A</b>					
Parcel 1					
Parcel 2					
Parcel 3					
Parcel 4					
Parcel 5					
<b>Group B</b>					
Parcel 1					
Parcel 2					
Parcel 3					
Parcel 4					
Parcel 5					
<b>LEVEL 2</b>					
Parcel 1					
Parcel 2					
Parcel 3					
Parcel 4					
Parcel 5					
<b>LEVEL 3</b>					
Parcel 1					
Parcel 2					
Parcel 3					
Parcel 4					
Parcel 5					

Fields will be populated and updated as parcels are nominated and evaluated.

