



# FAIRFAX COUNTY PARK AUTHORITY



## M E M O R A N D U M

**TO:** Chairman and Members  
Park Authority Board

**VIA:** Kirk W. Kincannon, Executive Director

**FROM:** Sara Baldwin, Deputy Director/COO

**DATE:** March 16, 2017

### *Agenda*

**Administration and Board Management Committee**  
**Wednesday, March 22, 2017 – 6:15 p.m.**

**Boardroom – Herrity Building**

**Chairman: Faisal Khan**

**Vice Chair: Maggie Godbold**

**Members: Cynthia Jacobs Carter, Ken Quincy, Ron Kendall**

1. Policy Review – Objective 200; Policies 201-205 – Information\*

\*Enclosures



If accommodations and/or alternative formats are needed, please call (703) 324-8563. TTY (703) 803-3354

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Committee Agenda Item  
March 22, 2017

## **INFORMATION**

### Park Authority Policy Review (Work Session)

The Fairfax County Park Authority Policy Manual is reviewed and updated as necessary every five years to ensure that the policies reflect the changing county need. Policies may be revised, added, or deleted upon action of the Park Authority Board. By practice, the Park Authority adopts new policies and updates existing policies as the need arises over time.

The Commission for the Accreditation of Park and Recreation Agencies (CAPRA) process that the agency is currently undergoing for reaccreditation requires that the Policy Manual for the agency be kept-up-to-date and reviewed systematically, at least every five years. As part of the reaccreditation effort, monthly review sessions are scheduled with the Administration, Management and Budget committee from February 2017 through June 2017. Policies 201, 202, 203, 204, and 205 are scheduled for review during this March 22, 2017 work session.

### ENCLOSED DOCUMENTS:

Attachment 1: Policies 201, 202, 203, 204, 205

### STAFF:

Kirk Kincannon, Director  
Sara Baldwin, Deputy Director  
Aimee Vosper, Deputy Director  
David Bowden, Director, Planning and Development Division  
Todd Brown, Director, Park Operations Division  
Barbara Nugent, Director, Park Services Division  
Cindy Walsh, Director, Resource Management Division  
Judy Pedersen, Public Information Office

	<h2 style="text-align: center;">FAIRFAX COUNTY PARK AUTHORITY POLICY MANUAL</h2>
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<b>Policy 201</b>	<b>Title:</b> Natural Resources	
<b>Date Approved:</b> 6/26/2013	<b>Last reviewed:</b> <del>1/26/2017 (no change from prior review cycle)</del>	
<b>Objective:</b> Ensure the long-term protection, preservation, and sustainability of natural, cultural and park resources in accordance with adopted park standards and adherence with natural and heritage resource management guidelines and Countywide Policy Plan obligations.		

**Purpose:** The Natural Resources policy provides the foundation to achieve the natural resource preservation mission of the Fairfax County Park Authority and requires the incorporation of resources management and protection measures into all Park Authority functions.

**Policy Statement:** In accordance with its mission and values, the Fairfax County Park Authority works to ensure protection and stewardship of natural resources. Natural resources can also be addressed as natural capital: living organisms, non-living components to include air, water and soil, the ecosystems they make up and the services they provide. The framework for park natural resource protection and management is found in the Parks and Recreation section of the Fairfax County Comprehensive Plan.

- In its role as a primary steward of Fairfax County's natural resources, it shall be the policy of the Fairfax County Park Authority to manage natural resources on parklands and easements in order to provide an integrated network of natural resources, retain representative native species and communities, maintain ecological processes, and protect rare or unusual resources for the greater public good.
- Natural capital in Fairfax County provides ecosystem services which include cleaning ~~our~~ air and water, supporting wildlife, and contributing to the quality of life ~~of our citizens~~. Natural capital requires regular investment, care, and is not self-sustaining and funding ~~is~~ necessary for its restoration and management.
- Natural resource management on parkland shall be guided by an agencywide natural resource management plan and coordination with other federal, state and county guiding documents to implement this policy.
- Natural resource management strategies may range along a continuum from protection, in which natural processes are allowed to predominate with little or no human intervention, to intensive management, where overt actions are taken to



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manipulate populations of animals or plants, or their habitats, toward a desired level. Management, when practical, shall include restoration and enhancement of degraded natural resources.

- This Natural Resources Policy and the agency Natural Resource Management Plan must be considered in all agency projects and processes ~~to include~~ land acquisition, park planning, development, management, maintenance, programming, and interpretation.
- The Park Authority mission and stewardship values emphasize the importance of engaging stakeholders and educating citizens/residents and staff. To this end the Park Authority shall partner with other agencies and organizations, enlist volunteers, reinforce stewardship values of citizens/residents and staff and emphasize education in order to fulfill its natural resource protection and management mission.

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### References:

1. Park Authority Natural Resource Management Plan  
<http://www.fairfaxcounty.gov/parks/nrmp.htm>
2. Park Authority Great Parks Great Communities Comprehensive Park System Plan  
<http://www.fairfaxcounty.gov/parks/plandev/greatparks/>
3. Board of Supervisors Environmental Agenda  
[http://www.fairfaxcounty.gov/living/environment/eip/bos\\_environmental\\_agenda.pdf](http://www.fairfaxcounty.gov/living/environment/eip/bos_environmental_agenda.pdf)
4. Fairfax County Comprehensive Plan  
<http://www.fairfaxcounty.gov/dpz/comprehensiveplan/>
5. Fairfax County Tree Action Plan  
<http://www.fairfaxcounty.gov/dpwes/environmental/tap.htm>
6. Fairfax County Deer Management Plan
7. Fairfax County Watershed Management Plans  
<http://www.fairfaxcounty.gov/dpwes/watersheds/>



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<b>Policy 202</b>	<b>Title:</b> Wildlife Conflict Resolution	
<b>Date Approved:</b> <del>6/26/2013</del> <u>6/26/2013</u>	<b>Last reviewed:</b> <del>1/26/2017</del> (no change from prior review cycle)	
<b>Objective:</b> Ensure the long-term protection, preservation, and sustainability of natural, cultural and park resources in accordance with adopted park standards and adherence with natural and heritage resource management guidelines and Countywide Policy Plan obligations.		

**Purpose:** ~~Wildlife Conflict Resolution~~ To promotes a balanced approach ~~peaceful coexistence~~ between humans and wildlife species, ~~but~~ establishing a the structured framework for resolving conflicts as they arise.

**Policy Statement:** In its role as the primary steward of Fairfax County's natural resources, it shall be the policy of the Fairfax County Park Authority to effectively resolve conflicts between wildlife and people, so as to promote peaceful coexistence between citizens and these resources.

1. For management purposes, wildlife activity that results in conflicts will be evaluated by the Park Authority for the existence of, or potential for:
  - impact on public health and safety;
  - ~~impact to private property~~;
  - impact to public infrastructure including park resources, facilities and services; or
  - impact to private property; ~~impact on public health and safety~~.

The significance of these impacts will determine the type of management action taken, but all actions will follow established impact mitigation procedures.

2. The Park Authority will base wildlife management actions on:
  - applicable laws and regulations,
  - adopted natural resource conservation objectives,
  - approved park plans,
  - accepted ecological principles,
  - proven wildlife management techniques, and
  - appropriate animal welfare concerns.



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3. The Park Authority will practice an attitude of acceptance of, and tolerance for, wildlife activity as a part of the county's natural environment, and will foster this attitude among the public through education.
4. If necessary, the Park Authority will take reasonable measures on parkland, following established procedures, to mitigate impacts to private property of wildlife activity originating on parkland, but will assume no legal liability for these impacts.
5. When warranted, the Authority will take reasonable measures on parkland, following established procedures, to mitigate impacts to public infrastructure.
6. For each specific type of wildlife activity, the Authority will develop impact mitigation procedures that utilize progressive, stepwise intervention, typically advancing from:
  - Exclusion, including, but not limited to, fences, screens, caps, baffles, and repellents; to
  - Harassment, including, but not limited to, destruction of nests, and homes, and visual and auditory hazing; to
  - Population management, including, but not limited to, birth control, relocation, and humane destruction.

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### References:

1. [Park Authority Natural Resource Management Plan](http://www.fairfaxcounty.gov/parks/nrmp.htm)  
<http://www.fairfaxcounty.gov/parks/nrmp.htm>



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<b>Policy 203</b>	<b>Title:</b> Cultural Resources
<b>Date Approved:</b> 6/26/2013	<b>Last reviewed:</b> <a href="#">Click here to enter a date.</a>
<b>Natural and Cultural Resources Objective:</b> Ensure the long-term protection, preservation, and sustainability of natural, cultural and park resources in accordance with adopted park standards and adherence with natural and heritage resource management guidelines and Countywide Policy Plan obligations.	

**Purpose:** Consistent with the Fairfax County Park Authority's cultural resource stewardship mission, the Park Authority shall preserve and protect cultural resources on parkland in accordance with guidelines outlined in the Park Comprehensive Plan (2011), Objective 3.

**Policy Statement:** In order to carry out its role as the primary steward of Fairfax County's cultural resources, it shall be the policy of the Park Authority to identify, evaluate, preserve, and interpret cultural resources located on parkland, as well as on countywide ~~archaeology~~ archaeological sites (as discussed in Policy 204), according to federal, state, and local laws and regulations, Park Authority policy and regulations, the Cultural Resource Management Plan, and approved park plans. Cultural resource management will be conducted using current professional standards and guidelines and best practices.

When undertaking any project that results in ground-disturbing activity, the Park Authority shall consider the effects on potentially significant archaeological resources. Such resources shall be documented and, if feasible, protected. If there is no prudent and feasible alternative to disturbing these resources, mitigation measures shall be developed and implemented. Storage of the resulting archaeological artifacts, associated documentation and reports must comply with federal, state, and American Alliance of Museums (AAM) standards for collections facilities (as discussed in Policy 206). These collections include materials generated by county staff, university programs, and other professional archaeologists, including those from federal and state agencies and archaeological consultants. As well, staff should develop and implement a range of public outreach activities and electronic and printed media to educate county citizens and visitors about the history and archaeology of the county as part of the larger stewardship education initiative.

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### References:

1. Secretary of the Interior's Standards for the Treatment of Historic Properties <http://www.nps.gov/hps/tps/standguide/>



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2. Secretary of the Interior's Standards for the Treatment of Historic Properties and Guidelines for the Treatment of Cultural Landscapes

<https://www.nps.gov/tPS/standards/four-treatments/landscape-guidelines/index.htm>

2.3. Virginia Department of Historic Resources Guidelines for Conducting Historic Resources Survey in Virginia

[http://www.dhr.virginia.gov/pdf\\_files/Survey%20Manual-RevOct.2011Final.pdf](http://www.dhr.virginia.gov/pdf_files/Survey%20Manual-RevOct.2011Final.pdf)

3.4. Park Comprehensive Plan

<http://www.fairfaxcounty.gov/dpz/comprehensiveplan/policyplan/>

4.5. Cultural Resource Management Plan

<http://www.fairfaxcounty.gov/parks/GMP/CRMPFinal.pdf>



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<b>Policy 204</b>	<b>Title:</b> Countywide Archaeology
<b>Date Approved:</b> 6/26/2013	<b>Last reviewed:</b>
<b>Natural and Cultural Resources Objective:</b> Ensure the long-term protection, preservation, and sustainability of natural, cultural and park resources in accordance with adopted park standards and adherence with natural and heritage resource management guidelines and Countywide Policy Plan obligations.	

**Purpose:** Consistent with the Park Authority's long standing cultural resource stewardship mission, in accordance with guidelines outlined in the Fairfax County Heritage Resource Management Plan (~~Fairfax County Board of Supervisors, 1988~~), the Park Authority's Cultural Resource Management Plan, state and local regulations and following best practices, and in recognition of the need to provide a broader cultural context for cultural resources, it is Park Authority policy to:

**Policy Statement:** The Archaeology and Collections Branch is responsible for archaeology both on parkland and countywide. The Park Authority took over this countywide responsibility in 1996, when this function was transferred from the Office of Comprehensive Planning to the Park Authority. In this role, it is our policy to:

1. Serve as the countywide representative to ensure compliance with all federal, state and local laws and ordinances and best practices, which are meant to identify, evaluate, document and/or preserve cultural archaeological resources as part of the development review process both on parkland and countywide.
2. Protect, conserve, and where feasible, recover threatened archaeological resources not otherwise protected by federal, state, regional or county laws, guidelines or ordinances through an active partnership with volunteers, friends' groups, students, and avocational and professional archaeologists.
3. ~~Serve as the central repository for all archaeological collections recovered for Fairfax County, including the artifacts themselves, supporting documentation, and all reports. These collections include materials generated by county staff, university programs, and other professional archaeologists, including those from federal and state agencies and archaeological consultants. Serve as the central repository for all archaeological collections recovered for Fairfax County, including artifacts, supporting documentation, and reports. Storage of these materials must comply with federal, state and American Alliance of Museums (AAM) standards for collections facilities (as discussed in Policy 206). These collections include materials generated by county staff, university~~



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programs, and other professional archaeologists, including those from federal and state agencies and archaeological consultants.

4. Develop and implement a range of public outreach activities and electronic and printed media to educate county citizens and visitors about the history and archaeology of the county as part of the larger stewardship education initiative.

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### References:

1. Virginia Department of Historic Resources Guidelines for Conducting Historic Resources Survey in Virginia  
[http://www.dhr.virginia.gov/pdf\\_files/Survey%20Manual-RevOct.2011Final.pdf](http://www.dhr.virginia.gov/pdf_files/Survey%20Manual-RevOct.2011Final.pdf)
2. VDHR Collections Management Standards  
[http://www.dhr.virginia.gov/pdf\\_files/Survey%20Manual-RevOct.2011Final.pdf](http://www.dhr.virginia.gov/pdf_files/Survey%20Manual-RevOct.2011Final.pdf), page 162
3. Fairfax County  
Fairfax County Heritage Resource Management Plan (Fairfax County Board of Supervisors, 1988). On file with the Fairfax County Department of Planning and Zoning.



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<b>Policy 205</b>	<b>Title:</b> Historic Preservation
<b>Date Approved:</b> 6/26/2013	<b>Last reviewed:</b>
<b>Objective:</b> Ensure the long-term protection, preservation, and sustainability of natural, cultural and park resources in accordance with adopted park standards and adherence with natural and heritage resource management guidelines and Countywide Policy Plan obligations.	

### **Purpose:**

The Park Authority's Historic Preservation ~~Branch~~ Policy is to ensure its mission of appropriate stewardship for Fairfax County's historic resources on parkland.

### **Policy Statement:** ~~As such, I~~the Park Authority shall:

1. ~~Shall~~ conduct historic preservation studies in accordance with federal, state and local standards, guidelines and policies and the Cultural Resource Management Plan.
2. ~~Shall~~ perform treatment of historic properties following the Secretary of the Interior's Standards for the Treatment of Historic Properties.
3. ~~Shall~~ establish and administer a resident curator program whereby the Board of Supervisors may enter into long-term lease agreements with private entities. The objective is to continue the preservation and maintenance of historic properties on Fairfax County Park Authority parkland in accordance with established treatment standards.

These principles apply to all historic landscapes, buildings, sites, structures, objects and districts.

The Secretary of the Interior's Standards for the Treatment of Historic Properties states:

There are Standards for four distinct, but interrelated, approaches to the treatment of historic properties--preservation, rehabilitation, restoration, and reconstruction.

- a) Preservation focuses on the maintenance and repair of existing historic materials and retention of the property's form as it has evolved over time. (Protection and stabilization are included in this treatment.)
- b) Rehabilitation acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character.
- c) Restoration depicts a property at a particular time in its history, while removing evidence of other periods.



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- d) Reconstruction recreates vanished or non-surviving portions of a property for interpretive purposes.

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### References:

1. Secretary of the Interior's Standards for the Treatment of Historic Properties <https://www.nps.gov/tps/standards/four-treatments/treatment-guidelines.pdf>
2. Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for the Treatment of Historic Properties, Cultural Landscapes, and Sustainability: <https://www.nps.gov/tps/standards/four-treatments/landscape-guidelines/index.htm> <https://www.nps.gov/tps/standards.htm>
3. VDHR Guidelines for Conducting Historic Resources Survey in Virginia [http://www.dhr.virginia.gov/pdf\\_files/Survey%20Manual-RevOct.2011Final.pdf](http://www.dhr.virginia.gov/pdf_files/Survey%20Manual-RevOct.2011Final.pdf)
4. Cultural Resource Management Plan <http://www.fairfaxcounty.gov/parks/GMP/CRMPFinal.pdf>
5. Virginia Code Ann. § 15.2-2306(A)(4) (2012) and as amended. (37-14-125.): <http://law.lis.virginia.gov/vacode/title15.2/chapter22/section15.2-2306/>
6. Fairfax County Resident Curator Ordinance: [https://www.municode.com/library/va/fairfax\\_county/codes/code\\_of\\_ordinances?nodeId=THCOCOFVI1976\\_CH125RECUPROR\\_ART1GEPR\\_S125-1-6PROR](https://www.municode.com/library/va/fairfax_county/codes/code_of_ordinances?nodeId=THCOCOFVI1976_CH125RECUPROR_ART1GEPR_S125-1-6PROR)

# FCPA Policy 201-205 Review

Administration & Board Management Committee

March 22, 2017



# Policy Review Process

- ▶ Park Board reviewed policies through an online survey (complete)
- ▶ Policy assigned to lead staff reviewer (complete)
- ▶ The lead staff reviewer coordinates meetings with appropriate staff to review and recommend changes to the policy (on-going)
- ▶ The revised Policy is reviewed by FCPA Leadership Team (on-going)
- ▶ Policy is reviewed by the Administration and Board Management Committee (on-going)
- ▶ Policy Manual reviewed by Committee of the Whole (NEW)
- ▶ Policy Manual is reviewed by the County Attorney
- ▶ Policy Manual is approved by the Park Authority Board



# Agenda

- ▶ Review changes to Objective 200
- ▶ Review Policies:
  - ▶ 201 - Natural Resources
  - ▶ 202 - Wildlife Conflict Resolution
  - ▶ 203 - Cultural Resources
  - ▶ 204 - Countywide Archaeology
  - ▶ 205 - Historic Preservation

# Objective 200

## Old:

Ensure the long-term protection, preservation and sustainability of natural, cultural and park resources in accordance with adopted park standards and adherence with natural and heritage resource management guidelines and Countywide Policy Plan obligations.

## New:

### ► Natural and Cultural Resources

Ensure the long-term protection, preservation and sustainability of natural, cultural park resources in accordance with adopted park standards and adherence to natural and cultural resource management guidelines, policies, and related plans.

# 201 Policy Changes - Natural Resources

- ▶ Reference to “greater public good” added in first bullet.
- ▶ Clarified “native” representative species and communities.
- ▶ Clarified language for natural capital in second bullet, and non-agency natural resource policy and regulation in third bullet.
- ▶ Added reference to “programming” in fifth bullet.
- ▶ Added six additional references to “References” section.
- ▶ Anticipate a thorough review after final Board of Supervisors Environmental Vision is adopted.

## 202 Policy Changes - Wildlife Conflict Resolution

- ▶ Changed Purpose from “peaceful coexistence” to “balanced approach.”
- ▶ Reorganized bullets for number one with public safety first, followed by public facilities and private property.
- ▶ Added Natural Resource Management Plan as a Reference.

## 203 Policy Changes - Cultural Resources

- ▶ In the Policy Statement, changed “ ”on parkland, as well as countywide archaeology” to “on parkland as well as countywide archaeological sites” .
- ▶ In Policy Statement added: “Storage of the resulting archaeological artifacts, associated documentation and reports must comply with federal, state and American Alliance of Museums (AAM) standards for collections facilities (as discussed in Policy 206). These collections include materials generated by county staff, university programs, and other professional archaeologists, including those from federal and state agencies and archaeological consultants. As well, staff should develop and implement a range of public outreach activities and electronic and printed media to educate county citizens and visitors about the history and archaeology of the county as part of the larger stewardship education initiative.”
- ▶ Reference Item #2 Web Link Updated

## 204 Policy Changes - Countywide Archaeology

- ▶ Purpose: Added “state and local regulations and following best practices”
- ▶ Purpose: Deleted “(Fairfax County Board of Supervisors, 1988)”
- ▶ Added Introduction to Policy Statement: “The Archaeology and Collections Branch is responsible for archaeology both on parkland and countywide. The Park Authority took over this countywide responsibility in 1996, when this function was transferred from the Office of Comprehensive Planning to the Park Authority. In this role, it is our policy to:”
- ▶ Policy Statement Bullet 1: Added “and best practices”; changed “cultural resources” to “archaeological resources”
- ▶ Policy Statement Bullet 2: Added “students”

# 204 Policy Changes - Countywide Archaeology

- ▶ Policy Statement Bullet 3 Reworded to read: “Serve as the central repository for all archaeological collections recovered for Fairfax County, including artifacts, supporting documentation, and reports. Storage of these materials must comply with federal, state and American Alliance of Museums (AAM) standards for collections facilities (See Policy 206). These collections include materials generated by county staff, university programs, and other professional archaeologists, including those from federal and state agencies and archaeological consultants.
- ▶ Policy Statement 4: Added “and electronic and printed media” Added to Policy 203.
- ▶ Reference Item #1 Web Link Updated
- ▶ Reference Item #2 Web Link Updated
- ▶ Reference Item #3 “Fairfax County Heritage Resource Management Plan (Fairfax County Board of Supervisors, 1988). On file with the Fairfax County Department of Planning and Zoning.” [Not available electronically]

# 205 Policy Changes - Historic Preservation

- ▶ Purpose section updated in response to Board recommendations
- ▶ Added Resident Curator summary
- ▶ Reference Item #2 Web Link Updated

# Next Meetings

- ▶ Administration and Board Management Policy Review -April 26, 2017
  - ▶ 206 - Museum and Archaeological Collections
  - ▶ 208 - Sustainable Management
  - ▶ 209 - Protection of Lands and Facilities
  - ▶ 210 - Disposal of Land and Facilities
  - ▶ 211 - Easements
  - ▶ 212 - Stormwater Management