

JEFFERSON COUNTY PARKS & RECREATION MASTER PLAN

appendix a: assessment of existing facilities



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JEFFERSON COUNTY PARKS AND RECREATION MASTER PLAN

appendix a - assessment of existing facilities

Park assessments are based on physical, on the ground observations of the current conditions of JCPRC's parks and facilities as a way to determine the current state of the system and recommendations for the future.

PARK ASSESSMENTS

The Jefferson Parks and Recreation Commission controls 409 acres of dedicated parkland for active and passive recreation. The cities and towns in the County provide, approximately, an additional 162 acres. An assessment of the JCPRC facilities was undertaken to determine the current state of the system, future needs, and if trends are being met.

The factors used in this assessment include:

- + Amount of parkland
- + Location and distribution of facilities
- + Connections between parks
- + Type of recreation facilities provided
- + Condition of parks and facilities

The overall analysis of parks and recreation facilities as presented in this plan was conducted using accepted national standards including, but not limited to, sources such as the Consumer Product Safety Commission and Americans with Disabilities Act (ADA) regulations.

The following is summary of the assessment of each park.

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MORGAN'S GROVE PARK





View of entrance from Kearneysville Pike.

Morgan's Grove Park

(26.7 Acres)

Location: - 4198 Kearneysville Pike, Shepherdstown, WV

Park Planning District: Shepherdstown

Classification: Primarily Passive - Neighborhood-Scale

Features:

- + Softball Field (1)
- + Soccer Field - Larger/non-regulation (2)
- + Soccer Field - Practice/overlapping (4)
- + Volley Ball Court (1)
- + Horseshoe Pits (2)
- + Merry-Go-Round (1)
- + Jungle Gym
- + 2-5 year-old play area
- + Ball Funnel
- + Swing Set - Under 5 (2)
- + Swing Set - 5-12 (4)
- + Slide (1)
- + Exercise Trail/Stations
- + Concession Stand
- + Passive Open Space
- + Picnic Tables (23)



Non-regulation sized soccer field near rail line.



Exercise station.

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+ Appendix A: Assessment of Existing Facilities

- + Pavilion - 1 Lighted
- + Barbecue Pitts/Grills (4)
- + Benches (9)
- + Paths/Walkways
- + Equipment Shed (2)
- + Restrooms (1 building)
- + Spring and Spring House
- + Wooden Bridges
- + Trash Receptacles (5)
- + Parking - gravel not-lined



Spring House.

Issues/Constraints:

- + Ballfield backstop is small, with no infield or bases, sloping and poorly drained.
- + Running/walking trail does not have any distance markings along route.
- + Pavilion is haven for birds - Bird droppings under roof.
- + The old retaining wall that separates the pavilion from the spring house is in disrepair.
- + Fallen limbs of trees in playground area; there is a need for canopy tree management strategy.
- + Informational signage throughout park.
- + Town Run Watershed - spring area was heavily saturated.



5 year-old and under play area.

Opportunities/Recommendations:

- + Prepare a Master Site Development Plan for the park.
- + Remove all soccer fields and replace with a well defined, well-drained, “central green” which can serve as a multi-use field.
- + Develop a canopy/vegetation management strategy that ensures the perpetuation of the tree canopy as selective removal may need to occur.



Pavilions.



Stream crossings.



Picnic area - Note soil erosion and compaction issues.

- + Reconfigure parking area and defined parking edges to eliminate gravel “creep.”
- + Remove vehicular connection between parking lots.
- + Undertake streambank restoration, invasive plant removal, and native planting restoration.
- + Make Spring House a focal point landscape “place” within the park.
- + Remove small soccer field near railroad tracks and replace with a smaller lawn (reduce turf/increase layered native plant buffers).
- + Evaluate pedestrian circulation network including formal paths to stream crossings.
- + Improve surface treatments of picnic areas.
- + Create two distinct play zones - one for 5 and under and one for 6-12 year-olds.
- + Upgrade site fixtures to match system-wide palette.

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+ Appendix A: Assessment of Existing Facilities

LEETOWN PARK





Park entry.



Play area and swings.



Ballfield - Note poor drainage.

Leetown Park

(10.4 Acres)

Location: - 56 Jefferson Orchard Road, Kearneysville, WV

Park Planning District: Leetown

Classification: Primarily Active - Neighborhood-Scale

Features:

- + Softball Fields (2) - Lighted
- + Horseshoe Pits (1)
- + Tennis Courts (2)
- + Play Areas (2)
- + Concession Stand (2)
- + Picnic Tables (7)
- + Pavilion
- + Barbecue Pits/Grills (1)
- + Benches (7)
- + Drinking Water (2)
- + Equipment Shed
- + Restrooms
- + Trash Receptacles (10)
- + Parking (number and spaces not defined)

Issues/Constraints:

- + Erosion along entrance gravel drive.
- + Ballfield infield next to Leetown Pike is eroding through fence and down gravel drive.
- + Fencing of ballfield next to Leetown Pike is in poor condition.
- + Press box area has roof damage.
- + Erosion of slope onto concrete pad for bleachers on Third-base line.

JEFFERSON COUNTY PARKS AND RECREATION MASTER PLAN

+ Appendix A: Assessment of Existing Facilities

- + Concession stand has missing gutters and some graffiti.
- + Underside of pavilion roof needs repairs and paint.
- + Tennis courts are in nice condition. One needs a net replaced.
- + Benches around swings are very close to edge of soft surface and require painting or replacement.
- + Pavilion requires painting.
- + Horseshoe pits are in disrepair.
- + Rock outcroppings throughout park are a limitation and a potential site feature if well integrated into landscape/planting design.
- + Flooding in dugout on north eastern side of park.
- + Missing bleachers - concrete blocks in ground

Opportunities/Recommendations:

- + Prepare a Master Site Development Plan for the park.
- + Upgrade site fixtures to match system-wide palette.
- + Reconstruct ballfields with proper drainage and replace fencing with new vinyl coated fencing.
- + Evaluate circulation and create well defined parking areas and defined parking edges to eliminate gravel "creep."
- + Develop a canopy/vegetation management strategy that ensures the perpetuation of the tree canopy.
- + Develop trail connections to County Fairgrounds Complex and James Hite Park.



Tennis courts.



Pavilion.



Ballfield - Note poor drainage.



Internal vehicular circulation.



Restroom facilities.



Play area.

SAM MICHAEL'S PARK





Gym.



Multi-Purpose Room.



View of ballfields.

Sam Michael's Park

(137.8 Acres)

Location: - 235 Sam Michael's Lane, Shenandoah Junction, WV

Park Planning District: Harpers Ferry/Bolivar & Charles Town/Ranson (this park is at the nexus)

Classification: Primarily Active - Community-Scale

Features:

+ Recreation Facility

- Administration Offices - Limited Space
- Makeshift Conference Room/Employee Break Room
- Basketball Courts - 1 Full Court 2 Overlapping - One Half Court Outside in Parking Lot
- Small Indoor Track
- Bleachers Seat Approx. 600
- Dance Studio
- Multi-Purpose Rooms (2)
- Limited Storage Space
- Restrooms with Showers
- Concession Stand
- Fitness Room

+ Little League Baseball Fields with Bleachers (2) - 1 Lighted

+ Softball Field (1) with Bleachers

+ Soccer Field - Full Size (1)

+ Soccer Practice Field (1)

+ Volleyball Court

+ Outdoor Concession Stand (2)

+ Picnic Tables (100+ Owned by City Council for Events)

+ Pavilions (4)

+ Pavilion with Kitchen (1)

JEFFERSON COUNTY PARKS AND RECREATION MASTER PLAN

+ Appendix A: Assessment of Existing Facilities

- + Barbecue Pits/Grills (2)
- + Benches (14)
- + Paths/Walkways
- + Security Lighting
- + Drinking Water
- + Equipment Shed (2)
- + Restrooms (3)
- + Trash Receptacles (16)
- + Parking
- + The Columns - Wedding Venue
- + Sam Michael's Home
- + Wetlands
- + Camping Area
 - Fire Pit with Benches
 - Picnic Tables (3)
 - Trash Receptacles (3)
- + Passive Open Space
- + Meadows
- + Dog Park - Large
- + Playground Areas
 - Multi-Age Play Equipment
 - Picnic Tables (2)
 - Benches (2)
 - Swings - Under 5 (2)
 - Swings - 5-12 (4)
 - Slide (1)
- + Memorial Pavilion
 - Picnic Tables (9)
 - Benches (1)



Large pavilion/restrooms complex with ballfields area.



Internal trail network.



Internal trail network.



Play area.



The Columns - Wedding Venue.



Pavilion with fireplace in wooded section of park.

Issues/Constraints:

- + Large event space doubles as a dog park when no events are planned. This facility consumes a large amount of space (proportionally) within the park.
- + Full concession stand inside recreation building. Would like to see rented out to a vendor.
- + Staff would like a stove in the concession stand.
- + Staff expressed a need for more administration office space.
- + There is a need for a more permanent conference room within the center. Currently using a storage closet to function as an employee break room and conference room.
- + Multi-purpose room wall can be opened to include the preschool room if space is needed. - Have held conferences in these rooms before.
- + Need additional storage space. Current space runs along the length of the basketball court.
- + No directional signage for paths and trails. Working on draft plan currently. Can be confusing to navigate in current state.
- + Wedding venue difficult to gain access to from park. Behind maintenance building with no paved parking.
- + Dead and broken tree limbs located around The Columns wedding venue.
- + Indoor gym converted into indoor play area from October to April when the parks open.
- + New plantings along Job Corps Road are a mono-culture and not indicative of hedgerows of Jefferson County and lack native species diversity.

Opportunities/Recommendations:

- + Create an updated Master Site Development Plan for the park to address the issue of the preferred mix of facilities within the park, i.e. dog park, amphitheater, etc.
- + Develop a canopy/vegetation management strategy that ensures the perpetuation and expansion of the tree canopy within the park. The master plan should include a strong emphasis on improving the landscape plantings throughout the park. This park is indicative of many of the parks in the system with a clear dichotomy between the active areas which generally lack attractive park-like amenities such as canopy trees, etc. and natural areas which generally have limited or no maintenance. Plantings should emphasize native species.
- + Upgrade site fixtures to match system-wide palette.
- + Evaluate circulation and create well defined parking with defined parking edges as opposed to growing and poorly defined gravel lots.
- + Consider adding an amphitheater to the site.
- + Study increasing the play area to establish a large history/nature-based destination play zone.
- + Consider implementing a spray pad as a part of a destination play area.
- + Promote trail connections in all directions to connect existing and future developments and schools to the park.
- + Opportunities to acquire adjacent lands for park expansion should be considered. This park, especially if expanded, could serve as the County's true "central park."

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BOLIVAR NATURE PARK





Gazebo and picnic tables near Econo-Lodge/cemetery entrance.



Woodland path.



View within park.

Bolivar Nature Park

(6.8 Acres)

Location: - 294 Jefferson St, Harpers Ferry, WV 25425

Park Planning District: Harpers Ferry/Bolivar

Classification: Primarily Passive - Neighborhood-Scale

Features:

- + Picnic Tables (2)
- + Benches (2)
- + Trash Receptacles (1)
- + Gazebo
- + Marked Hiking Trail

Issues/Constraints:

- + No parking other than some limited alley parking and using the Econo-Lodge parking lot.
- + No formal pathway access from Econo-Lodge parking lot.
- + Gravel access drive to Cemetery.
- + Retaining wall and bridge crossing creek is in disrepair.
- + Two benches randomly placed along trail.
- + Trees are marked for trail direction - Appalachian Trail
- + Number posts - most are missing trail marker numbers or are split and broken.
- + Trash from property on hill is falling into park area - plastics, tires, scrap metal, etc.

Opportunities/Recommendations:

- + Prepare a Master Site Development Plan for the park to specifically address access into the park (including from the top and lower elevations), and a circulation route.
- + Develop a canopy/vegetation management strategy that ensures the perpetuation of the tree canopy. Selective removal may need to occur.
- + Determine if there are opportunities to provide camping within the park.

SOUTH JEFFERSON PARK





View of softball fields - Note drainage issues.



View of softball fields.



Baseball field.

South Jefferson Park

(72.6 Acres)

Location: - 4095 Leetown Road, Summit Point, WV

Park Planning District: Summit Point/Kabletown

Classification: Primarily Active - Community-Scale

Features:

- + Little League Baseball Field (1) - Lighted with Bleachers - Missing Score Board
- + Baseball Fields (1) - Bleachers and Score Board - No Lights
- + Softball Fields (4) - Bleachers No Lights
- + Batting Cages (3)
- + Soccer Field Full Size (1)
- + Soccer Practice Field (1)
- + Practice Area (4)
- + Volleyball Court (1)
- + Basketball Court (1.5)
- + Tennis Courts (2)
- + Multi-Age Play Area (1)
- + Concession Stand (1)
- + Passive Open Space
- + Picnic Tables (6)
- + Pavilion (1)
- + Benches (5)
- + Drinking Water (3)
- + Parking - Gravel
- + Mowed Grass Paths

Issues/Constraints:

- + Gravel access drive is very saturated with water.
- + Little league field is missing score board.

JEFFERSON COUNTY PARKS AND RECREATION MASTER PLAN

+ Appendix A: Assessment of Existing Facilities

- + Concession stand with pavilion has some graffiti on the floor and walls.
- + Monitoring well by playground.
- + Saunders field
 - Dugouts paint in poor condition.
 - Infield mix in good condition - need of minor repairs.
 - Missing score board.
 - Erosion on slope behind first base-line dugouts.
- + No paved or gravel pathways throughout park.
- + No designated parking at front entrance of park for soccer and softball fields.
- + Half court basketball court in front of park needs resurfacing and leveling.
- + Dirt and sand on court.
- + No pathway or benches at court.
- + Multi-purpose field - Contains bases, bleachers and smaller backstop. Grass infield with dirt lines to bases.
- + New small tree plantings throughout park. Some have been broken off at end of protection tube.
- + Randomly placed storage building in back of park by baseball field. Gates on garage and entry doors.
- + Junk in adjacent field next or adjacent to open field and kickball area.
- + Gravel turnaround court is overgrown and leads to nowhere.
- + Electrical boxes and meters around gravel turnaround court and throughout park.
- + Benches could require painting.
- + Play areas need soft surfaces.
- + Volleyball court does not have a net.
- + Full court basketball needs resurfacing and line painting.
- + Large open field areas throughout park.



Soccer fields.



Basketball courts.



Swings.



Pavilion with concession stand.



Play equipment.



Play equipment.

- + Plantings at entrance in disrepair.
- + Soccer fields used heavily.
- + Ponding water and drainage issues on all fields.
- + Park needs wayfinding and entry elements.
- + Park is in a remote location. No pedestrian access from areas surrounding the park.
- + Forested area of the park are not treated as a park amenity.

Opportunities/Recommendations:

- + Prepare a Master Site Development Plan for the park to address the issue of the preferred mix of facilities within the park.
- + Develop a canopy/vegetation management strategy that ensures the perpetuation and expansion of the tree canopy within the park. The master plan should include a strong emphasis on improving the landscape plantings throughout the park. This park is indicative of many of the parks in the system with a clear dichotomy between the active areas, which generally lack attractive park-like amenities such as canopy trees, and natural areas, and generally have limited or no maintenance. Plantings should emphasize native species.
- + Upgrade site fixtures to match system-wide palette.
- + Evaluate circulation and create well defined parking areas with defined parking edges as opposed to growing and poorly defined gravel lots.
- + Study increasing the play area to establish a larger multi-age play zone within the park, including integrating creative play through larger-scaled elements such as landforms.
- + Consider implementing a spray pad as a part of the play area.
- + Promote trail connections in all directions to connect existing and future developments and South Jefferson Elementary School to the park.
- + Opportunities to acquire adjacent lands for park expansion should be considered. This park could be expanded to include a lacrosse field, which could also serve as a multi-use soccer field/practice field.

MOULTON PARK





Entrance to parking lot.



Boat ramp.



Camping areas.

Moulton Park

(3.1 Acres)

Location: - 716 Bloomery Road, Charles Town, WV

Park Planning District: Summit Point/Kabletown

Classification: Primarily Passive/Natural Resource Focused

Features:

- + Camping Spots
- + Barbecue Pits/Grills (11)
- + Benches (9)
- + Parking - Gravel with 2 Paved Accessible Spaces
- + Public Boat Ramp
- + Shenandoah River Access

Issues/Constraints:

- + No indication of what is privately owned waterfront. It appears that everything south of the parking lot is private land.
- + Camping is by permit only. 10 night maximum.
- + No boat, canoe, kayak storage shelves.
- + No trash receptacles - carry in, carry out.
- + River's edge is disturbed and subject to erosion and bare soil damage from public use.

Opportunities/Recommendations:

- + Prepare a Mini-Master Site Development Plan for the park to address the layout of facilities, treatments for the edge of the river. The master plan should also consider the park as a trail head for future greenway along the Shenandoah River and explore opportunities to link the park with additional lands on the west side of Bloomery Road and along the river to the north.
- + Develop a canopy/vegetation management strategy that ensures the perpetuation and expansion of the tree canopy within the park. The master plan should include a strong emphasis on improving the landscape plantings along the river's edge. Plantings should emphasize native species.
- + Consider eliminating camping in this location.
- + Upgrade site fixtures to match system-wide palette.

MOUNT MISSION PARK





Developed area of the park including play area and former church building.

Mount Mission Park

(3.5 Acres)

Location: - 716 Bloomery Road, Charles Town, WV

Park Planning District: Mount Mission/Ridge Park

Classification: Primarily Passive - Neighborhood Park

Features:

- + Softball Field (1)
- + Volleyball Court (1)
- + Basketball Court (1) - Half Court
- + Horseshoe Pits (2)
- + Multi-Age Play Equipment
- + Pavilion with Kitchen
- + Restrooms
- + Security Lighting - Limited
- + Parking - Gravel with 2 Accessible Spaces
- + Old Church Building

Issues/Constraints:

- + Ballfield is in poor condition.
- + Missing net on volleyball court.
- + Concrete blocks for spring animals are covered in mounds of bark chips.
- + Gravel access road to pavilion without defined parking spaces.
- + ADA access to pavilion, but no paved ADA compliant spaces.



Play equipment.



Play equipment.

JEFFERSON COUNTY PARKS AND RECREATION MASTER PLAN

+ Appendix A: Assessment of Existing Facilities

- + Pavilion has lights but no bulbs.
- + Old church building has boarded-up windows.
- + Well caps are a tripping hazard in playground area.
- + Limited security lighting on outside of pavilion building.
- + Horseshoe pits are in poor condition.
- + Fallen branches throughout park.
- + Movable basketball hoop is missing center part of backboard.



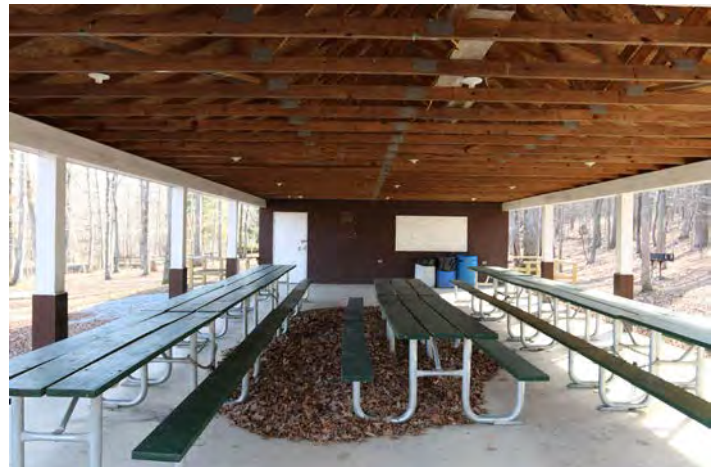
Former church structure.

Opportunities/Recommendations:

- + Prepare a Master Site Development Plan for the park to determine the proper mix of facilities, their layout and circulation.
- + An adaptive reuse study should be performed for the former church property.
- + Develop a canopy/vegetation management strategy that ensures the perpetuation and expansion of the tree canopy within the park.
- + A planting and signing strategy should be developed that presents a strong visual image of the park from Bloomery Road. This should look like a high-quality county park.
- + Upgrade site fixtures to match system-wide palette.
- + Explore opportunities to acquire adjacent properties to expand the mix of uses in this park.



Pavilion.



Pavilion.



Half court basketball - Note condition of court surface.



Volleyball court - Note condition of court surface.



Picnic area.

JAMES HITE PARK (PHASE I COMPLETED IN 2016)





Construction progress - Spring 2015.



Construction progress - Spring 2015.



Phase 1 Soccer Fields - September 2016.

James Hite Park

(117 Acres)

Location: - Hite Road, Kearneysville, WV

Park Planning District: Leetown

Classification: Primarily Active - Community Park

Features:

- + Phase I is under construction, consisting primarily of soccer fields and supporting infrastructure.

Issues/Constraints:

- + Many community members have expressed concern over the location of a facility of this type. There is a perception that it is too remote. If actions are taken to improve access and increase connections to this park, these perceptions may change, especially once the park is open to the public.

Opportunities/Recommendations:

- + Now that Phase I construction is completed the Master Site Development Plan for the park should be re-evaluated in the context of the completed County Parks Master Plan, to determine how this park can best fit into the County's parks system moving into the future.
- + There is a dire need for support amenities at the park include restroom, pavilions and a concession stand. Funding was obtain for two picnic pavilion/shelters in the Fall of 2016.
- + Construct water/wastewater utility improvements to provide base service to the park. The 2010 James Hite Park master plan estimates this will cost \$1M.

HARVEST HILLS (NOT DEVELOPED)



Harvest Hills Park

(21.8-Acres)

Location: 5010 Flowing Springs Road, Shenandoah Junction, WV

Park Planning District: North Port/Shenandoah Junction

Classification: Not Developed Former Farmland

Features:

- + Gently rolling, first succession meadow (on former farmland) with some minimal hedgerows.

Issues/Constraints:

- + N/A

Opportunities/Recommendations:

- + Prepare a Master Site Development Plan for the park.
- + The proximity of this park to the Wildwood Middle and Jefferson High Schools make it very attractive for development as a community park.
- + Once the MARC station is relocated to the Jefferson Orchard's property the existing MARC property and parking should be explored as an extension of the park property.

HEATHER MARRIOTT (NOT DEVELOPED)



Heather Marriott Park

(10.8-Acres)

Location: - 200 Mission Road, Harpers Ferry, WV

Park Planning District: Mount Mission/Ridge

Classification: Not Developed - Mostly Forested

Features:

- + Gently rolling, first succession meadow (on former farmland) with some minimal hedgerows.

Issues/Constraints:

- + The site currently lacks a vehicular access point/drive.
- + The site is entirely wooded, so use would be limited to passive recreational trails, pavilions.
- + Due to its size, the park has limited opportunities to significantly support the vision for the overall parks system.

Opportunities/Recommendations:

- + This park could become a passive/nature-based park for the under-served Mount Mission/Ridge Park Planning District. Its use, however, might only make financial sense if additional adjacent lands could be assembled to create a much larger county-scaled park with greater programming potential.

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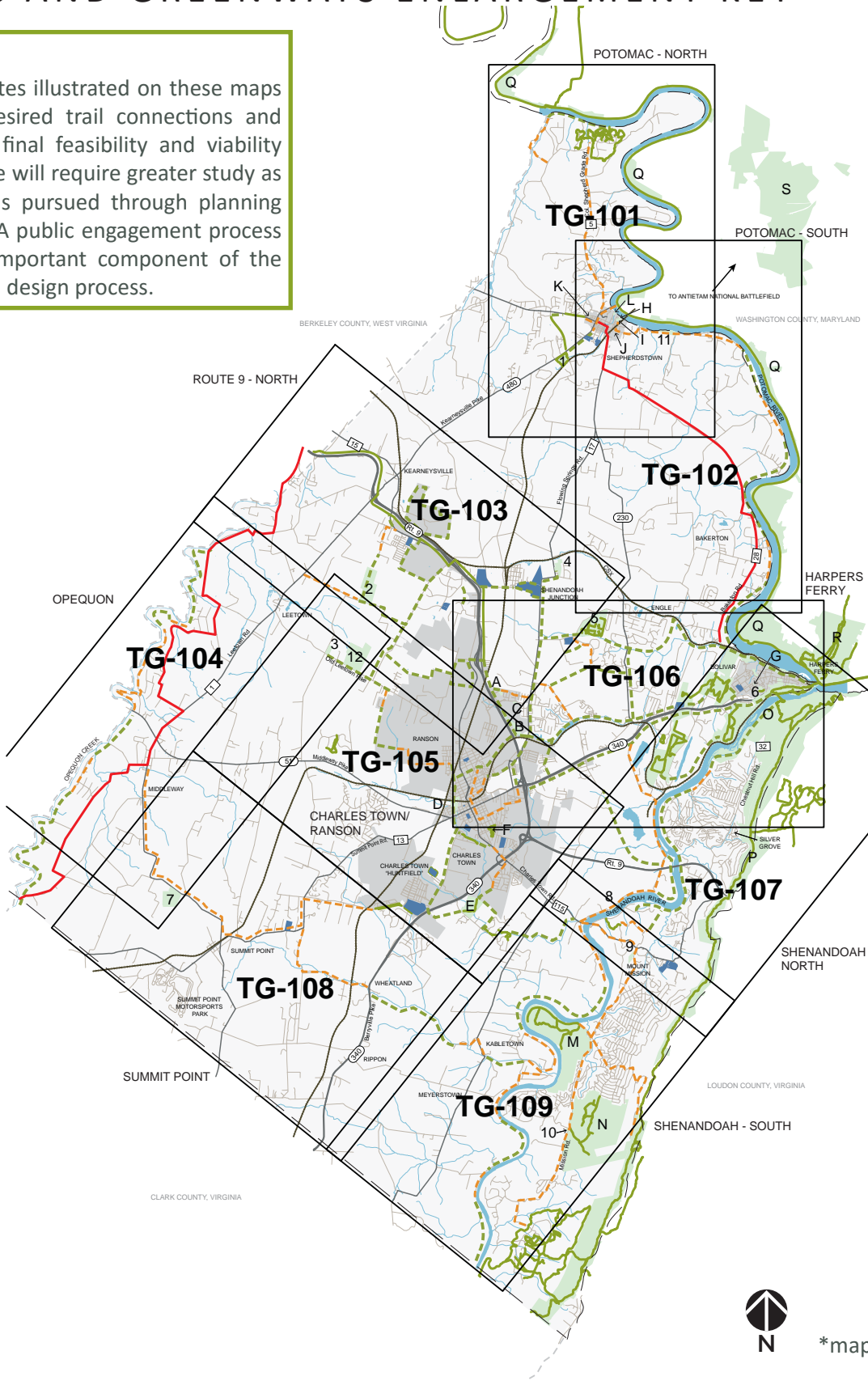
appendix b: comprehensive trail system



B

TRAILS AND GREENWAYS ENLARGEMENT KEY

NOTE:
 The trail routes illustrated on these maps represent desired trail connections and routes. The final feasibility and viability of each route will require greater study as each route is pursued through planning and design. A public engagement process will be an important component of the planning and design process.



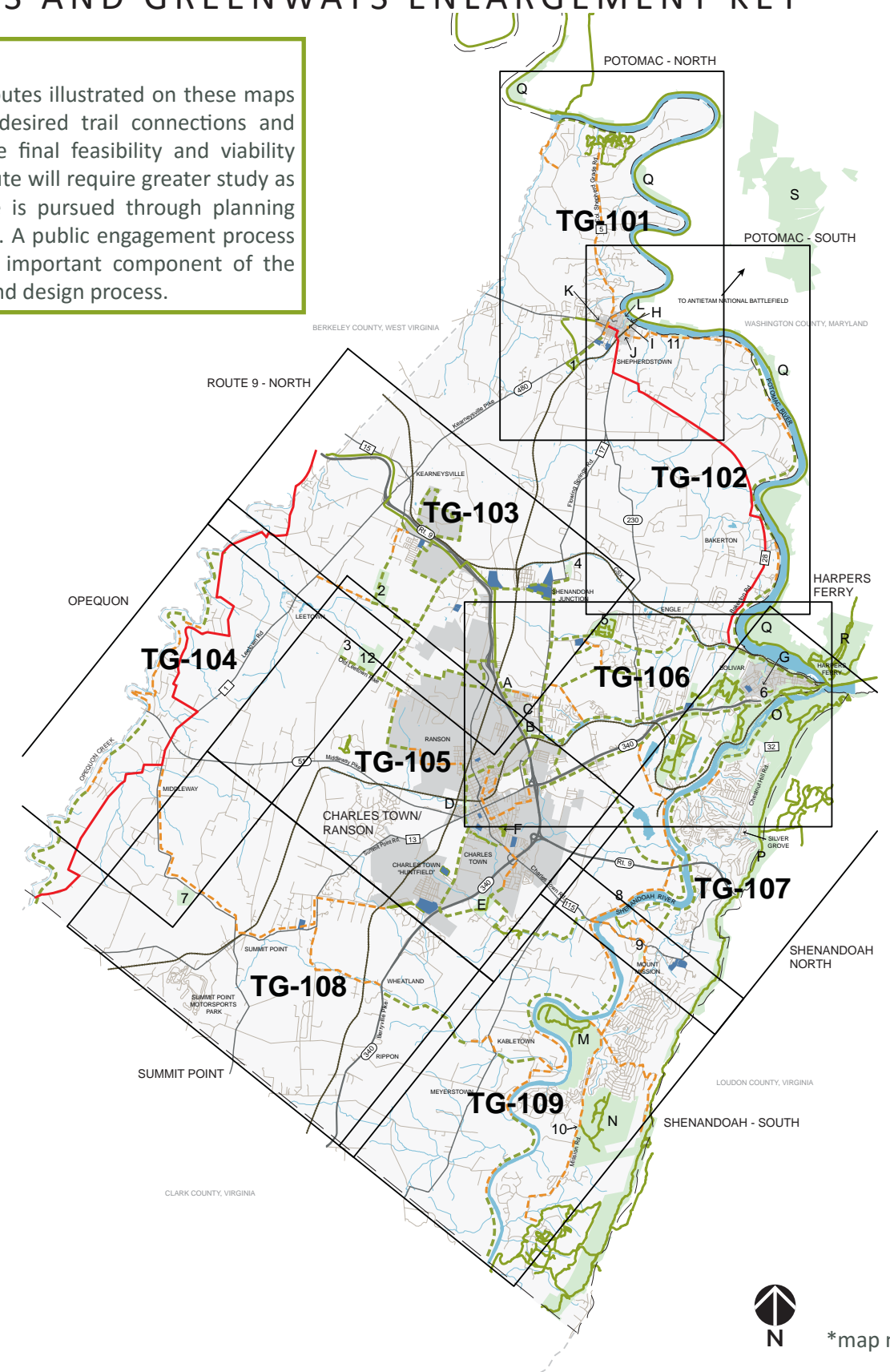
TRAILS & GREENWAYS ENLARGEMENT PLAN | TG-101 - POTOMAC - NORTH



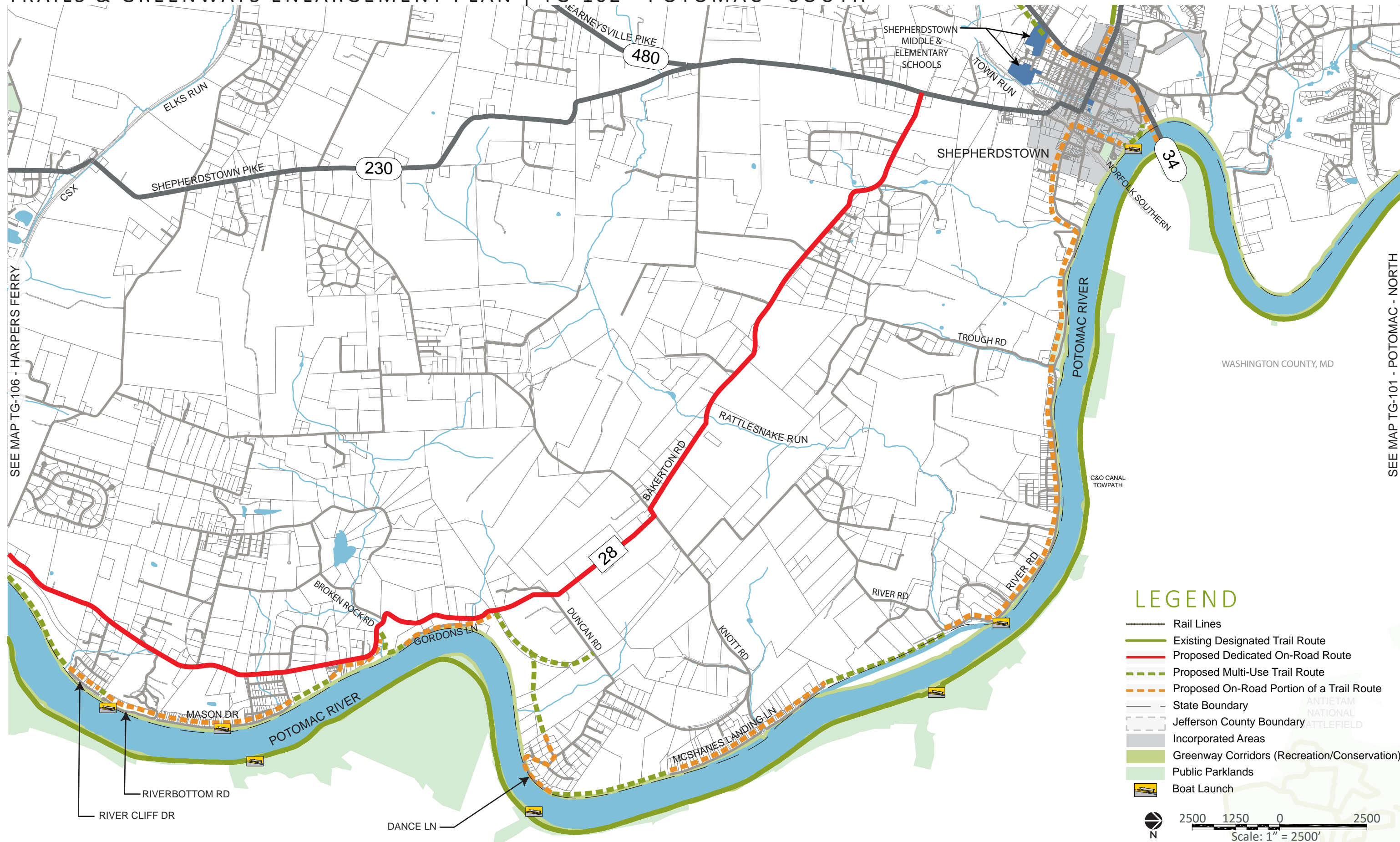
SEE MAP TG-102 - POTOMAC SOUTH

TRAILS AND GREENWAYS ENLARGEMENT KEY

NOTE:
 The trail routes illustrated on these maps represent desired trail connections and routes. The final feasibility and viability of each route will require greater study as each route is pursued through planning and design. A public engagement process will be an important component of the planning and design process.



TRAILS & GREENWAYS ENLARGEMENT PLAN | TG-102 - POTOMAC - SOUTH

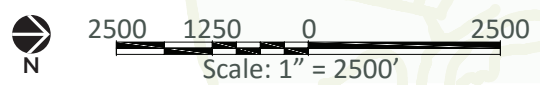


SEE MAP TG-106 - HARPERS FERRY

SEE MAP TG-101 - POTOMAC - NORTH

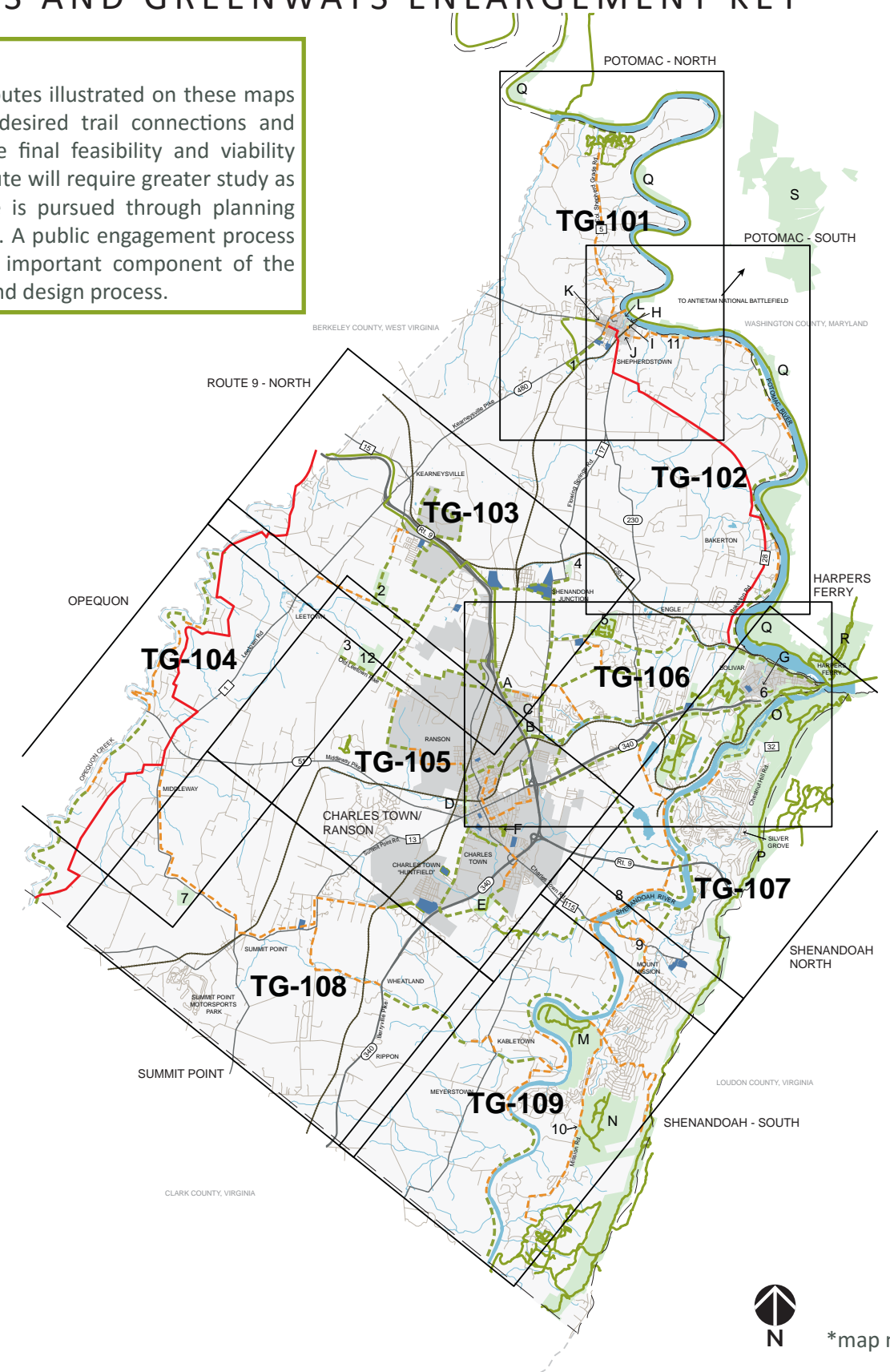
LEGEND

- Rail Lines
- Existing Designated Trail Route
- Proposed Dedicated On-Road Route
- Proposed Multi-Use Trail Route
- Proposed On-Road Portion of a Trail Route
- State Boundary
- Jefferson County Boundary
- Incorporated Areas
- Greenway Corridors (Recreation/Conservation)
- Public Parklands
- Boat Launch














TRAILS AND GREENWAYS ENLARGEMENT KEY

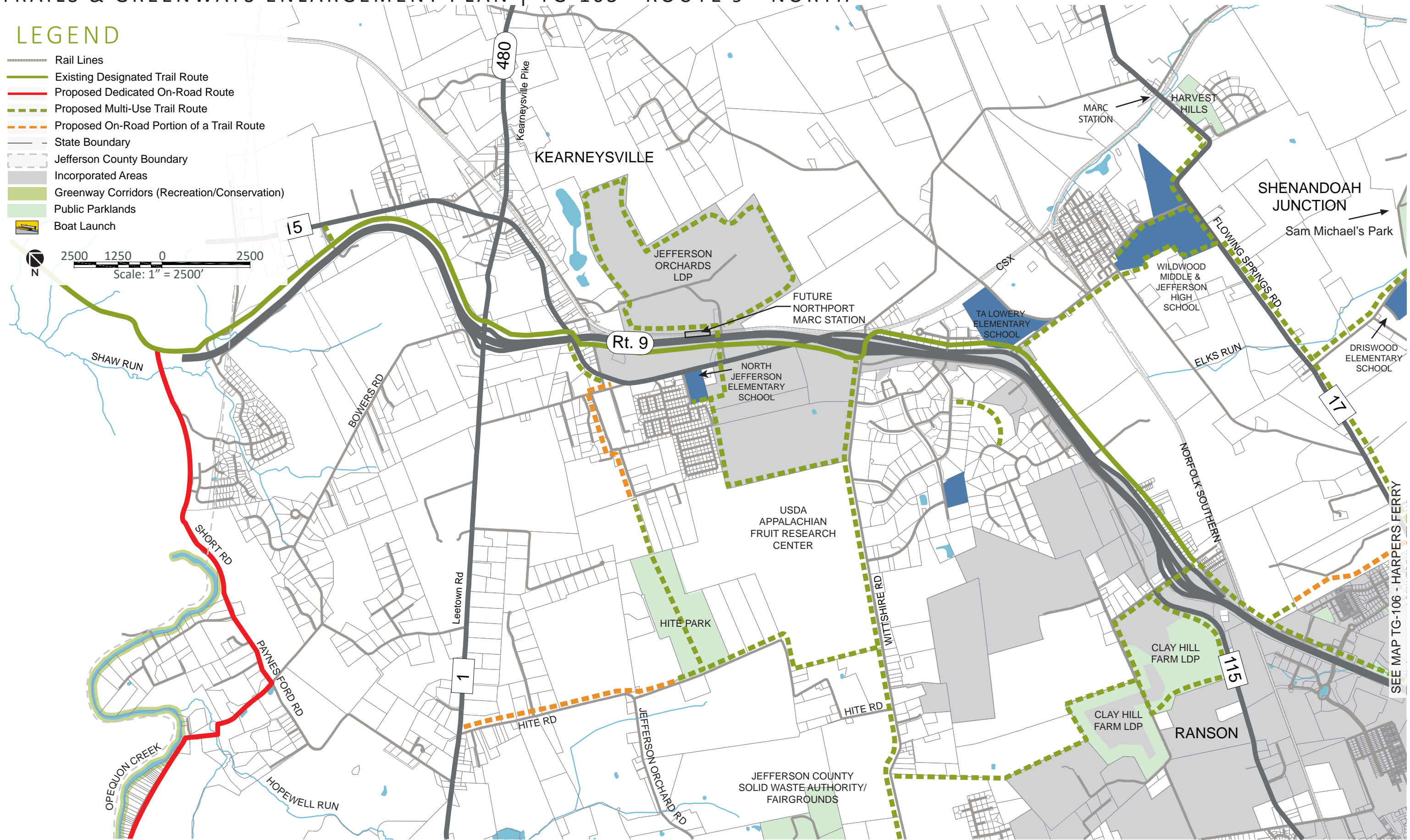
NOTE:
 The trail routes illustrated on these maps represent desired trail connections and routes. The final feasibility and viability of each route will require greater study as each route is pursued through planning and design. A public engagement process will be an important component of the planning and design process.



TRAILS & GREENWAYS ENLARGEMENT PLAN | TG-103 - ROUTE 9 - NORTH

LEGEND

-  Rail Lines
-  Existing Designated Trail Route
-  Proposed Dedicated On-Road Route
-  Proposed Multi-Use Trail Route
-  Proposed On-Road Portion of a Trail Route
-  State Boundary
-  Jefferson County Boundary
-  Incorporated Areas
-  Greenway Corridors (Recreation/Conservation)
-  Public Parklands
-  Boat Launch

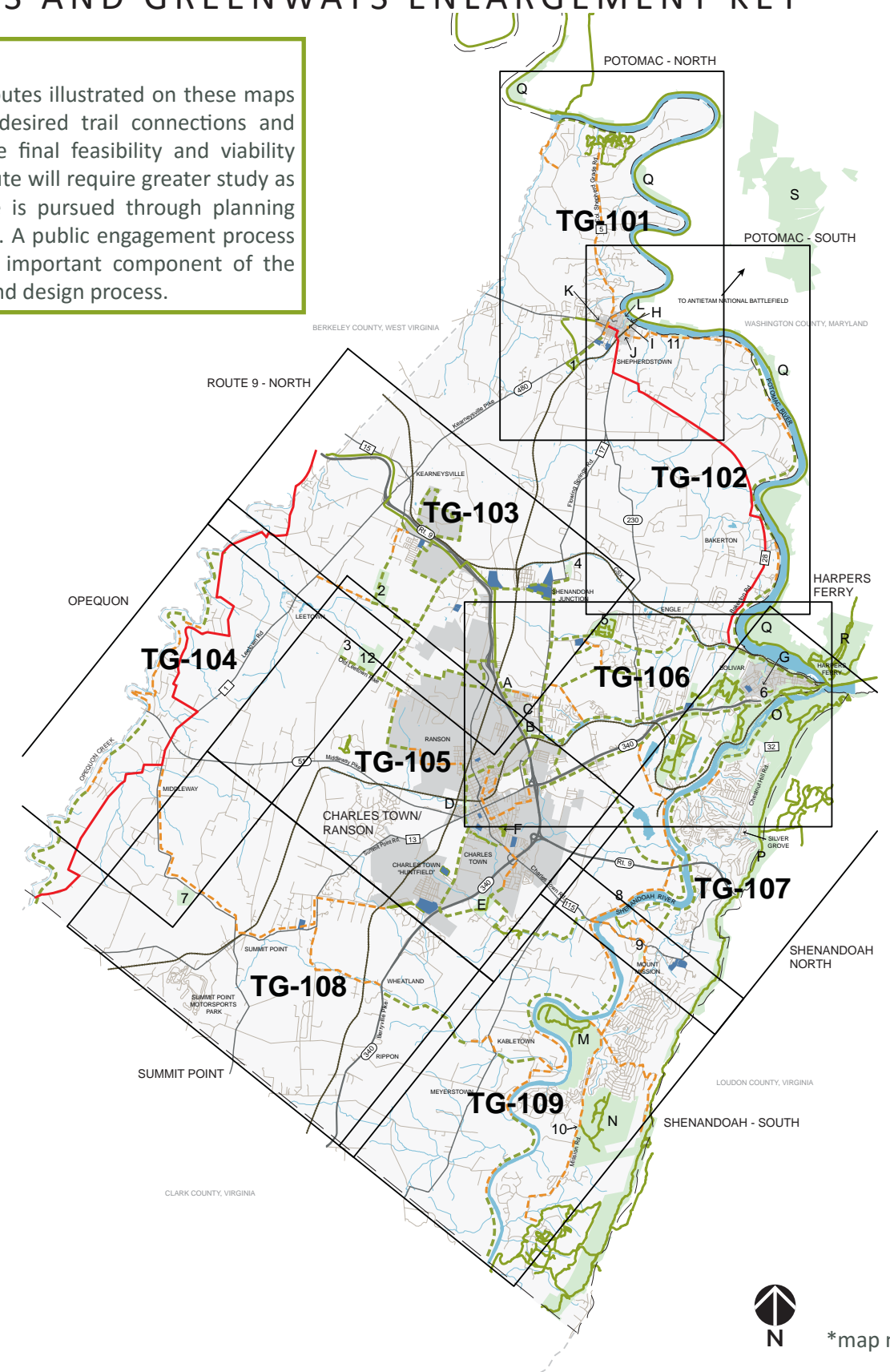


SEE MAP TG-104 - OPEQUON

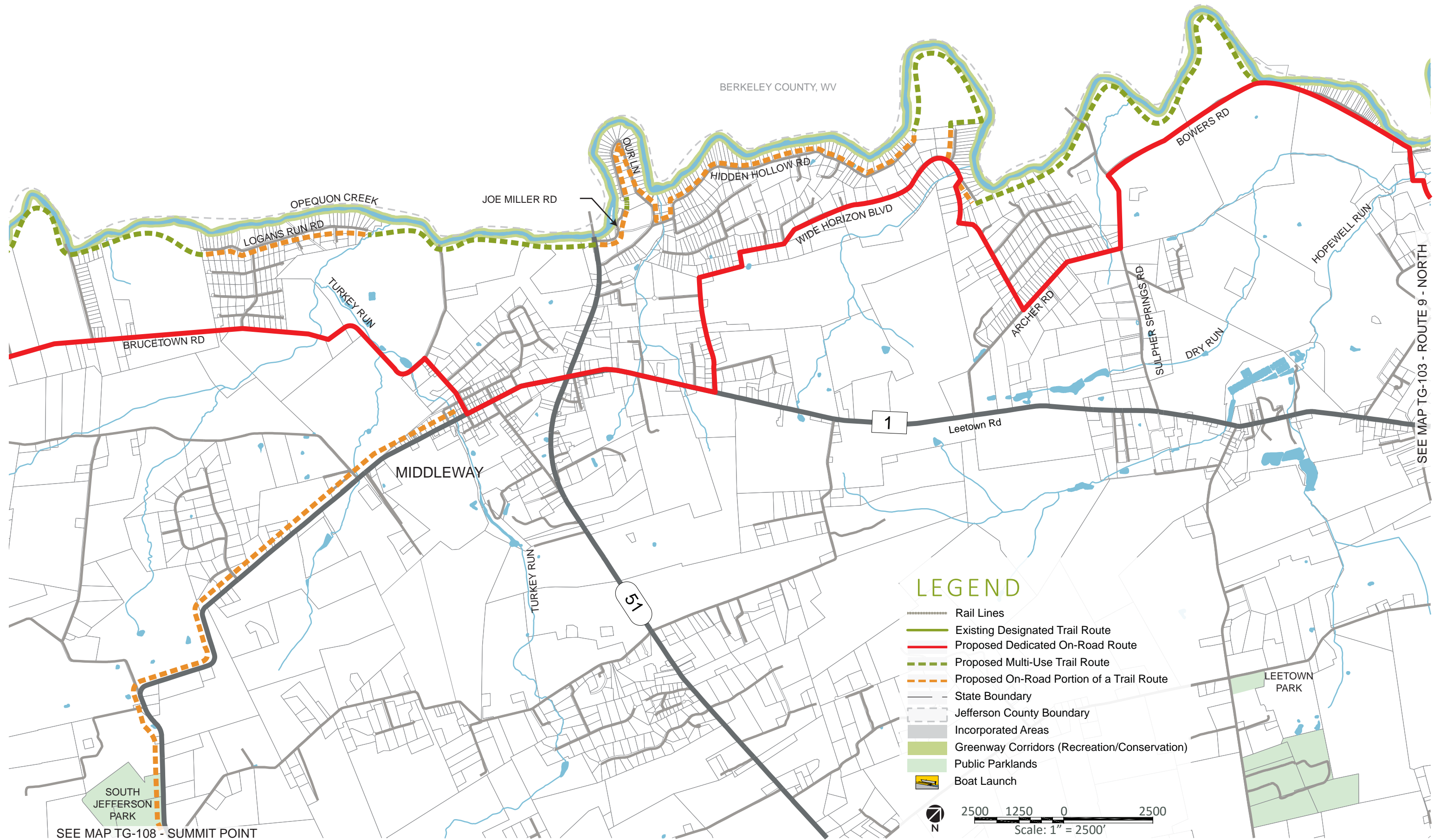
SEE MAP TG-106 - HARPERS FERRY

TRAILS AND GREENWAYS ENLARGEMENT KEY

NOTE:
 The trail routes illustrated on these maps represent desired trail connections and routes. The final feasibility and viability of each route will require greater study as each route is pursued through planning and design. A public engagement process will be an important component of the planning and design process.



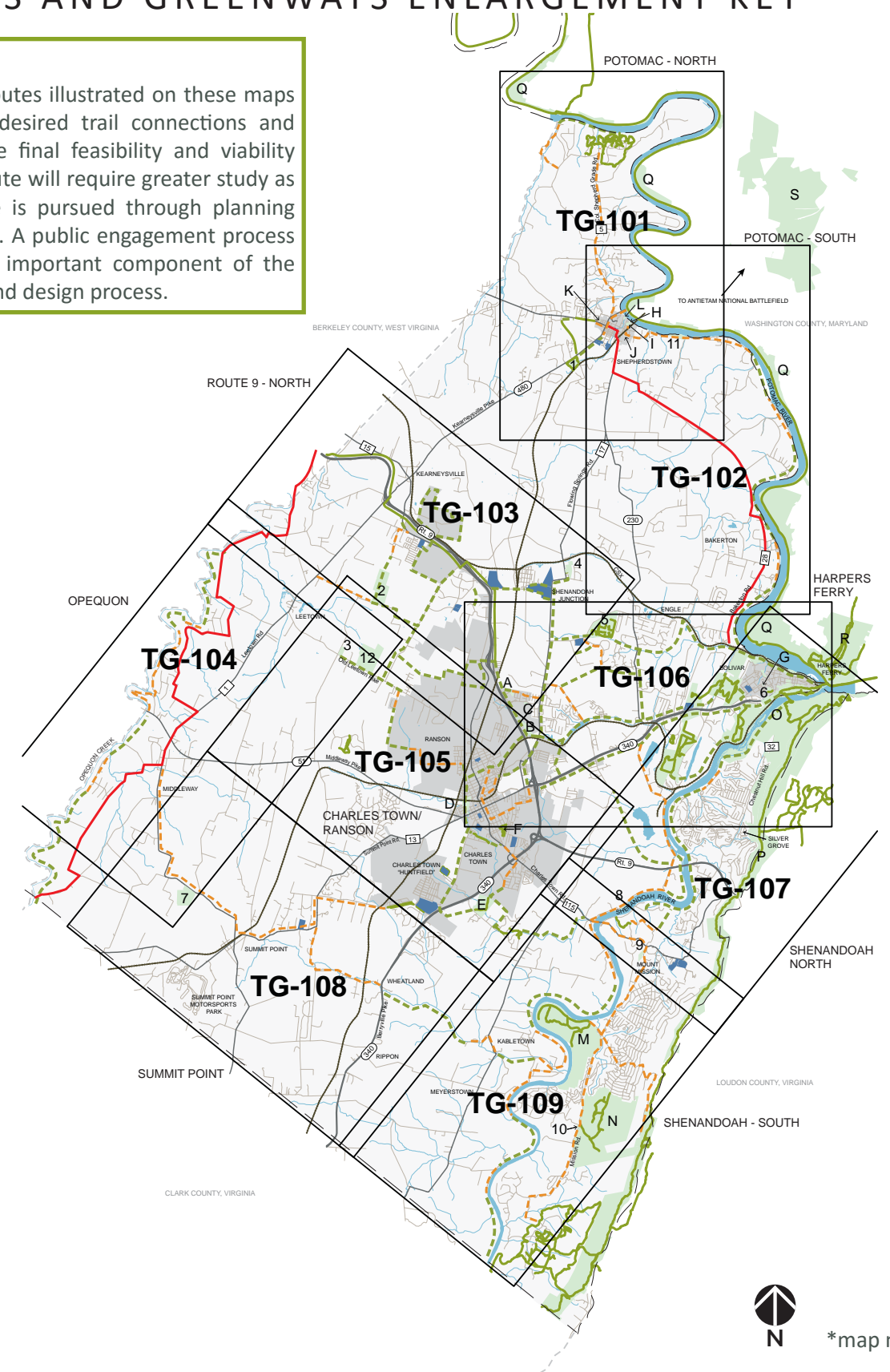
TRAILS & GREENWAYS ENLARGEMENT PLAN | TG-104 - OPEQUON



TRAILS AND GREENWAYS ENLARGEMENT KEY

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








TRAILS & GREENWAYS ENLARGEMENT PLAN | TG-105 - CHARLES TOWN/RANSON

SEE MAP TG-103 - ROUTE 9 - NORTH

SEE MAP TG-106 - HARPERS FERRY



LEGEND

-  Rail Lines
-  Existing Designated Trail Route
-  Proposed Dedicated On-Road Route
-  Proposed Multi-Use Trail Route
-  Proposed On-Road Portion of a Trail Route
-  State Boundary
-  Jefferson County Boundary
-  Incorporated Areas
-  Greenway Corridors (Recreation/Conservation)
-  Public Parklands
-  Boat Launch

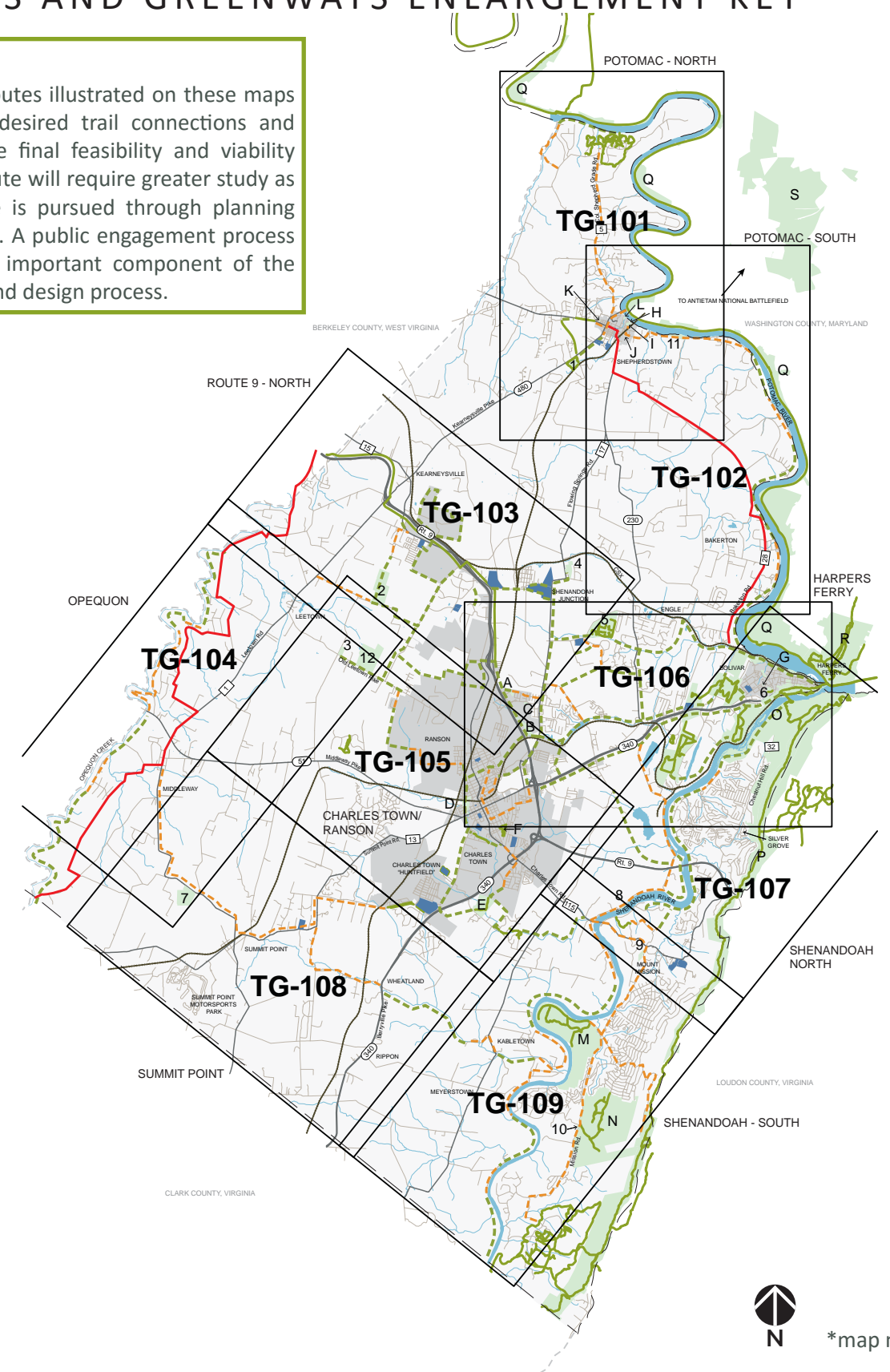


SEE MAP TG-105 - SUMMIT POINT

TRAILS AND GREENWAYS ENLARGEMENT KEY

NOTE:

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TRAILS & GREENWAYS ENLARGEMENT PLAN | TG-106 - HARPERS FERRY

SEE MAP TG-103 - ROUTE 9 - NORTH

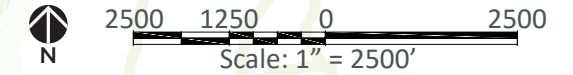
SEE MAP TG-102 - POTOMAC - SOUTH



SEE MAP TG-107 - SHENANDOAH - NORTH

LEGEND

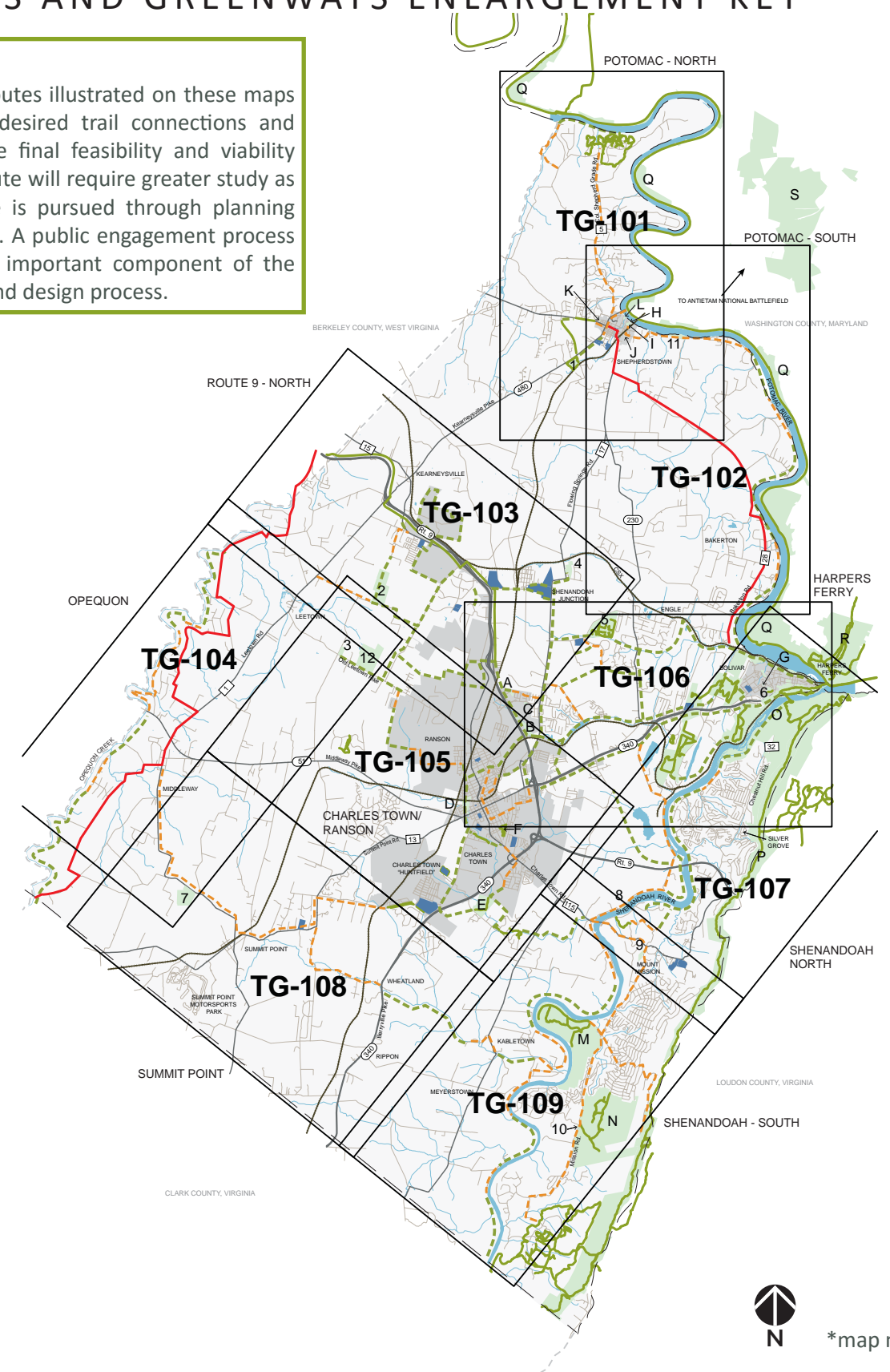
- Rail Lines
- Existing Designated Trail Route
- Proposed Dedicated On-Road Route
- Proposed Multi-Use Trail Route
- Proposed On-Road Portion of a Trail Route
- State Boundary
- Jefferson County Boundary
- Incorporated Areas
- Greenway Corridors (Recreation/Conservation)
- Public Parklands
- Boat Launch



TRAILS AND GREENWAYS ENLARGEMENT KEY

NOTE:

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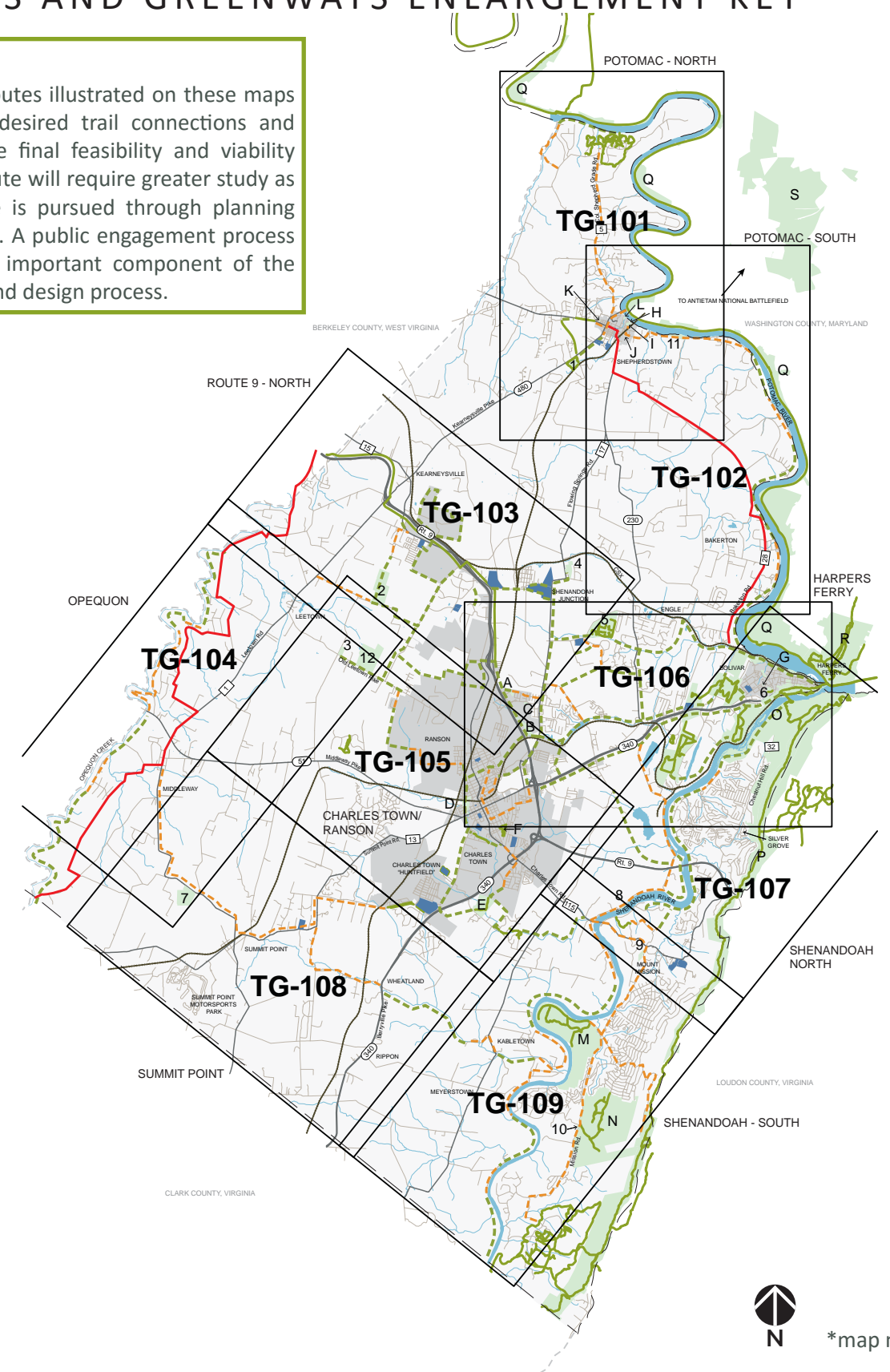
TRAILS & GREENWAYS ENLARGEMENT PLAN | TG-107 - SHENANDOAH - NORTH



TRAILS AND GREENWAYS ENLARGEMENT KEY

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










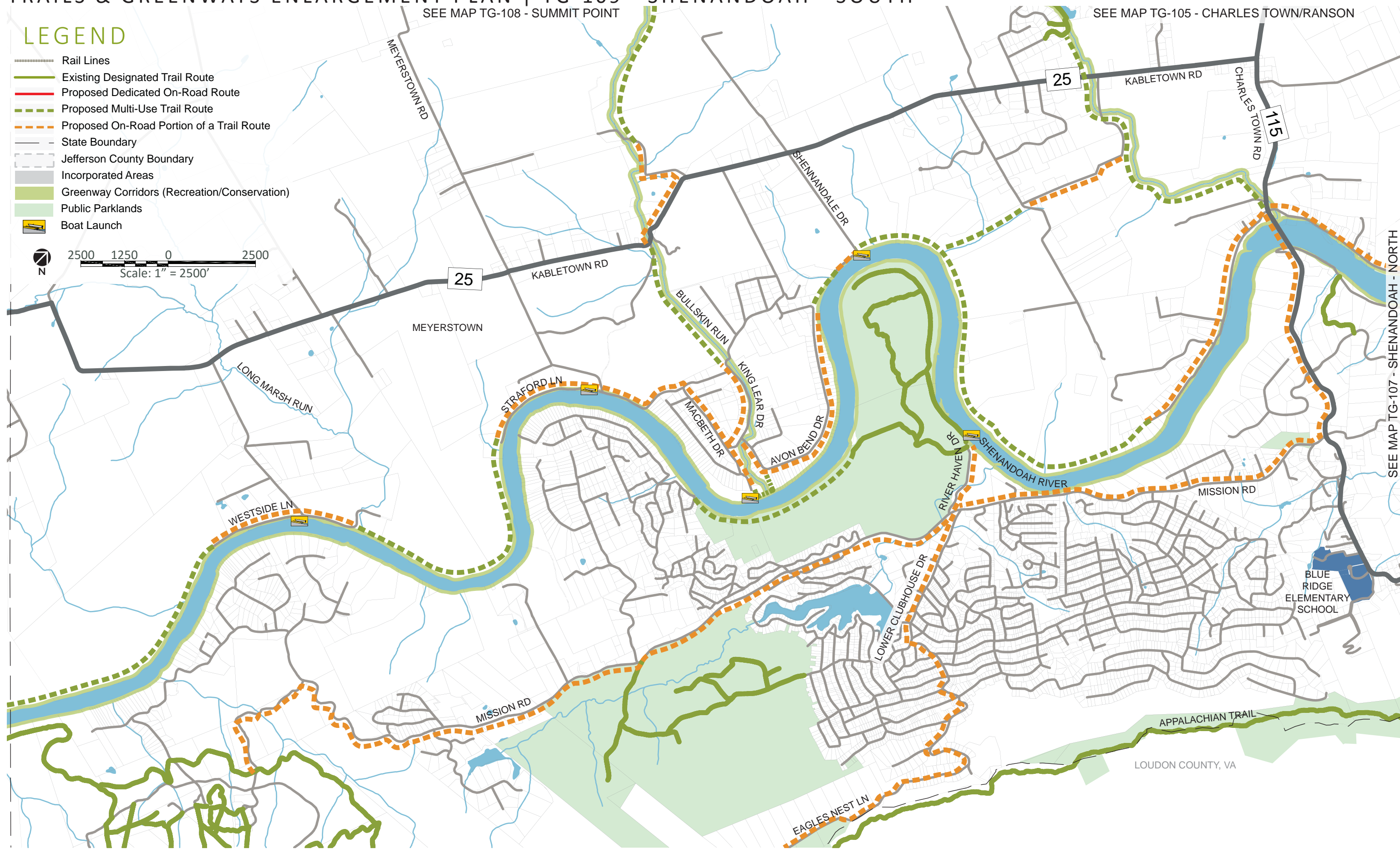
TRAILS & GREENWAYS ENLARGEMENT PLAN | TG-109 - SHENANDOAH - SOUTH

SEE MAP TG-108 - SUMMIT POINT

SEE MAP TG-105 - CHARLES TOWN/RANSON

LEGEND

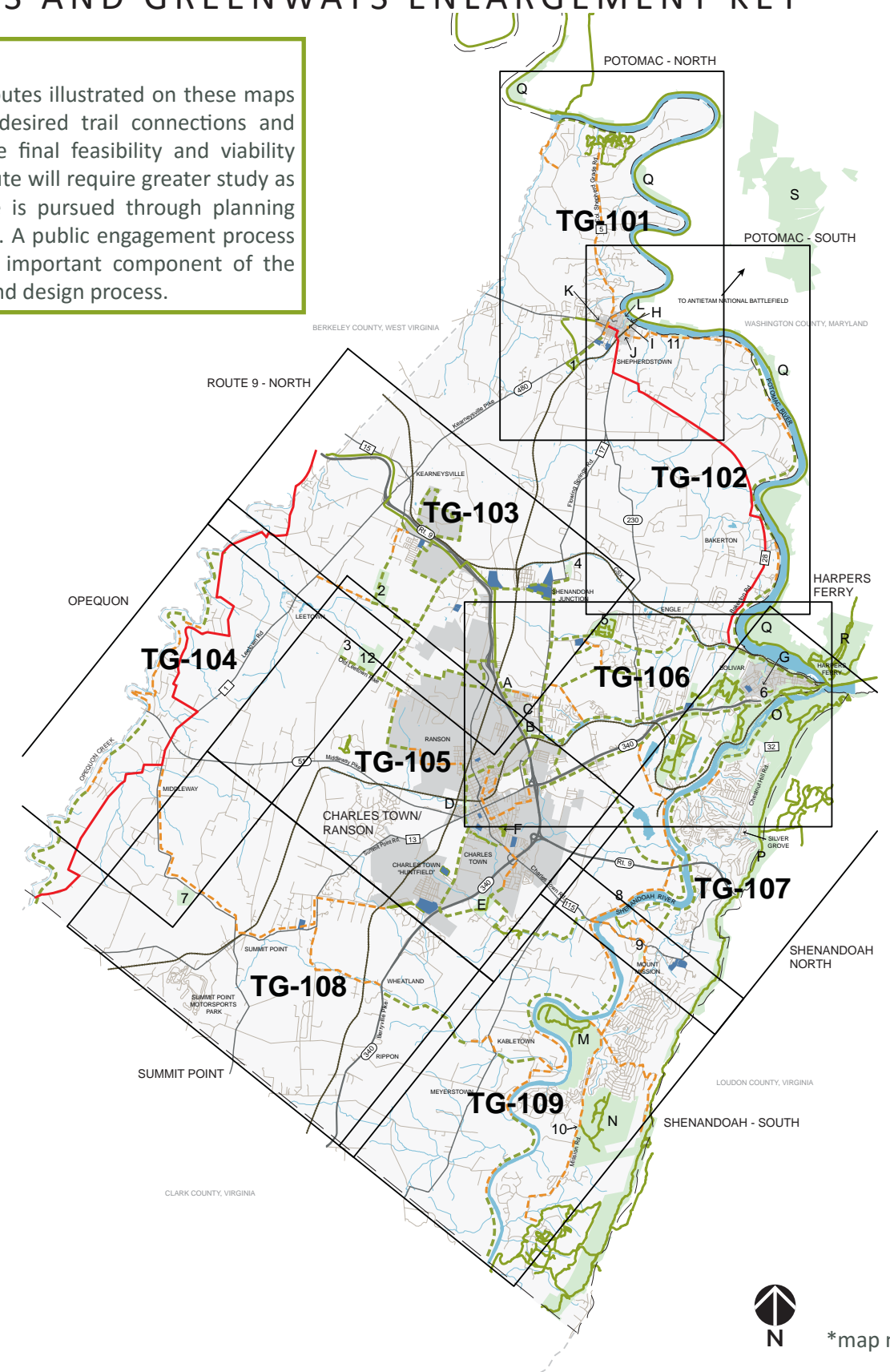
-  Rail Lines
-  Existing Designated Trail Route
-  Proposed Dedicated On-Road Route
-  Proposed Multi-Use Trail Route
-  Proposed On-Road Portion of a Trail Route
-  State Boundary
-  Jefferson County Boundary
-  Incorporated Areas
-  Greenway Corridors (Recreation/Conservation)
-  Public Parklands
-  Boat Launch



SEE MAP TG-107 - SHENANDOAH - NORTH

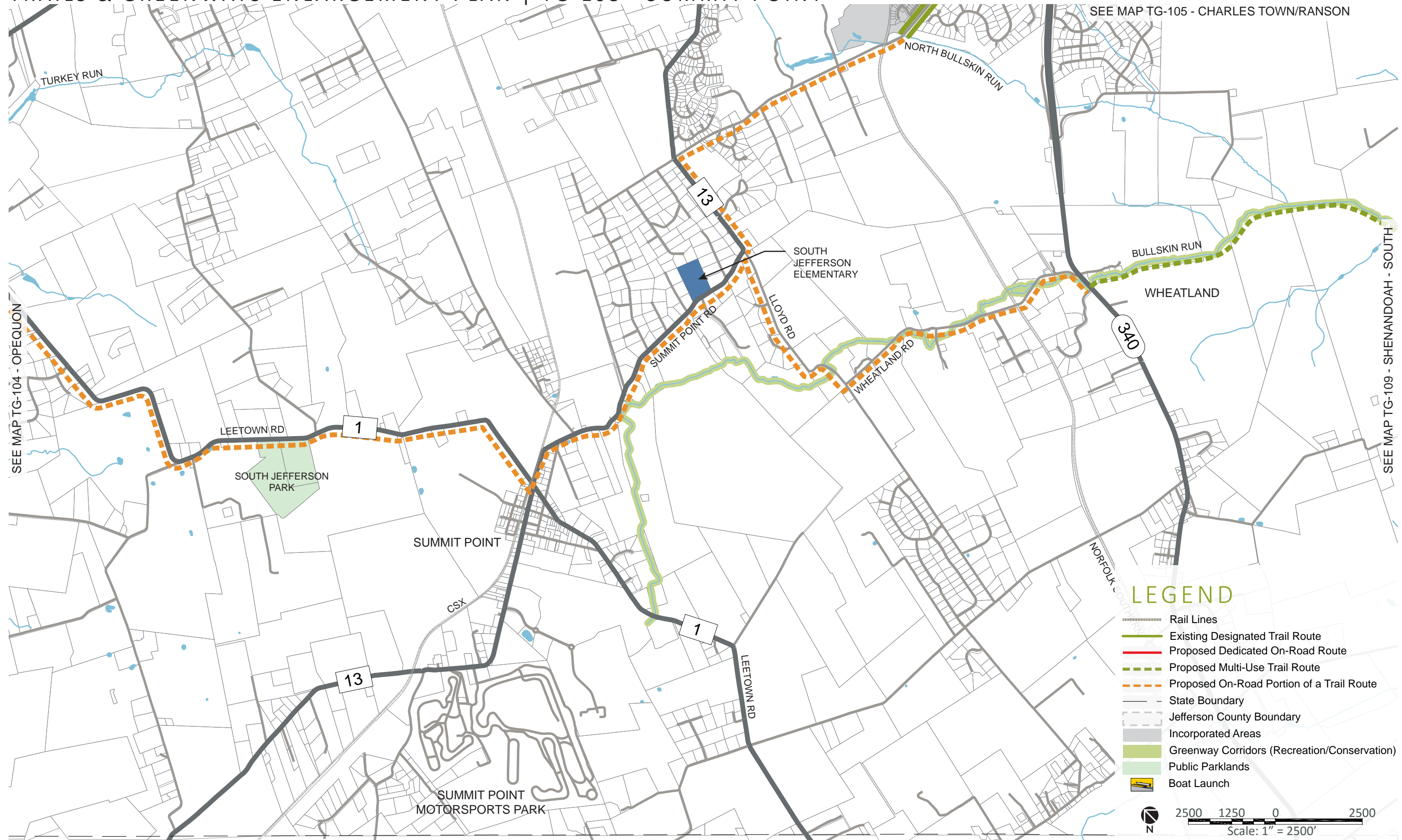
TRAILS AND GREENWAYS ENLARGEMENT KEY

NOTE:
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TRAILS & GREENWAYS ENLARGEMENT PLAN | TG-108 - SUMMIT POINT

SEE MAP TG-105 - CHARLES TOWN/RANSON



SEE MAP TG-104 - OPEQUON

SEE MAP TG-109 - SHENANDOAH - SOUTH

JEFFERSON COUNTY PARKS & RECREATION MASTER PLAN

appendix c: model park
master site development
plan scope of work



C

JEFFERSON COUNTY PARKS AND RECREATION MASTER PLAN

appendix c: model park master site development plan scope of work

BACKGROUND INFORMATION AND DATA

The consultant is responsible for gathering pertinent background information and relative data in order to set a basis for the project. JCPRC will provide the consultant with any reference materials available upon request. It is the consultant's responsibility to collect the necessary information from the JCPRC or other reliable sources. It can be expected that the Master Planning Study Committee will be organized and will also provide additional pertinent information.

This segment of will provide a description of the JCPRC's existing park system and how _____ Park fits into the system and any programmatic recommendations from the JCPRC System-Wide Master Plan that impacts the planning of the park. An evaluation should be provided as to how the park could relate to the JCPRC's future public parks system including how it fulfills the vision, goals, and park-specific recommendation as described in the System-Wide Master Plan. The consultant will reference specific provisions of existing planning documents that are applicable to the _____ Park site and describe the JCPRC's previous planning efforts and community involvement that influences the park's programming and development.

SITE INFORMATION AND ANALYSIS

Specific site information regarding _____ Park and its immediate surroundings must be gathered and reported by the consultant to establish a basis for the planned use of the park. The consultant must analyze the site information to determine the workable parameters for the proposed uses and facilities for the site. The JCPRC will provide access to the site and its dwellings and structures upon reasonable request by the consultant.

If a topographic survey of the site is not available (typically a separate effort that is ideally performed prior to undertaking of the Master Site Development Plan), the consultant should utilize available U.S.G.S. LIDAR data and legal metes and bounds definitions for the subject property.

This section will include a brief introduction to, and general description of, the site which includes all of the items depicted in the attached scope of work. It will also include an analysis and description of how the physical features of

the site impact the potential use and development of the site and a more specific analysis and description of the existing uses (i.e. - dwellings and structures) which impact the potential use and development of the site.

Environmental, Natural Resources, and Infrastructure:

- + Soil Evaluation
- + Hydrology/Hydrogeology and Geologic Analysis
- + Water-Based Resources
- + Vegetation and Habitat
- + Scenic Values/Viewsheds
- + Land Use and Planning Context
- + Plans and Ordinance – Policy Evaluation
- + Relationship to Community Facilities, Transportation, Trails and Infrastructure
- + Inventory and Evaluation of Existing Park Facilities

STRUCTURES (IF APPLICABLE)

If the park or future park site also contains structures the consultant should perform a visual assessments of all the structures. The assessment should include a cursory physical condition description; code implication of (re) use, potential repairs needed to meet applicable codes, and estimated costs for repair and/or stabilization. Those persons performing the inspections/assessments should be a licensed architect in the State of West Virginia. If potential historic resources (both architectural, landscape, and/or archaeological) they should be inventoried and a brief discussion of their conditions and potential influences on park planning should be discussed.

ACTIVITIES AND FACILITIES ANALYSIS

Through consultation and cooperation with the Study Committee, potential users and service areas for each passive and active recreation activity shall be identified, including the potential for regional use. Information gained at the initial public meeting will be useful in this process as will key person interviews and discussions with other potential user groups. The potential to attract and serve a larger segment of the region that exists in close proximity to the park shall also be considered. Based on the above and an analysis of demographics, a profile of potential user groups will be prepared.

Seasonal differences and influences on park utilization should be analyzed, as will the ability of the park to provide valuable connections to other existing community resources, residential neighborhoods, and other existing and proposed trails. The potential for regional connections should also be identified through consultation with officials and community leaders in adjoining municipalities. The role of the park to function as a county-wide facility is important and must be discussed.

Accepted published national, state, or local standards must be used to determine the size, dimensions, orientation, grade, buffer areas and setback requirements, ADA accessibility, open or undisturbed space, etc.

NEEDS ASSESSMENT

The purpose of this tasks is to assist the JCPRC with determining what new, if any, new facilities should be developed, which, if any, facilities should be moved or eliminated, and what activities should be offered at the park based on the overall needs of the community and balanced with protecting the natural resources. The consultant must include a summary of the methodology used to determine the assessments as well as the results of the assessments. Findings from the physical inspections of existing structures, if applicable, are to be included and used to provide recommendations to the JCPRC for future use, again, based on community needs balanced with the natural resources protection.

DESIGN CONSIDERATIONS

In determining the uses and facilities to be planned for the site and the size and location of the facilities, certain standards must be considered and reported on to the extent that they are applicable to the Master Site Development Plan by the consultant, such as, but not limited to, applicable laws and regulations relating to the health and safety including local building regulations and zoning; handicap accessibility standards as prescribed by the Americans with Disabilities Act (ADA); compliance with the American Society for Testing Materials (ASTM) standards and the Consumer Product Safety Commission (CPSC) guidelines pertaining to playground areas and equipment; maintenance and establishment of sustainable riparian native grass and/or forest buffers; and the plan should be in accordance with, and help to achieve, the goals of the Chesapeake Bay Watershed Initiative.

The consultant must also consider green infrastructure and LEED standards into new and existing building design; protection or enhancement of environmental sensitive areas including streams, wetlands, forests and established trees, gardens, and natural areas that provide wildlife habitat and protect water quality; best management practices for storm water; alternate “green” materials and designs to help minimize negative environmental impacts, lower maintenance and operation costs, and conserve energy.

DESIGN PROCESS

Using input from the Study Committee, key person interviews and public workshop(s), the consultant shall develop two (2) alternative schematic designs to present at a Study Committee meeting. The Study Committee will provide comments and the consultant will evaluate the comments and then create the final conceptual design.

Each of the alternative designs should highlight negative and positive points of interest, again, on the premise that _____ park is to be a sustainable community park which provides a balance between the natural resources and recreation activities. The alternatives analysis will consider such factors as cost, impact on natural features and wildlife, the suitability of the alternatives to the overall park system and regional connectivity, and other factors that may influence development of the park.

When considering the final design the consultant must also include existing structure feasibility, park access, and surrounding land uses. The consultant must consider best management practices and “green” approaches, such as natural stormwater management systems, minimizing impermeable surfaces, native planting/ecosystems, and more.

Once the alternatives have been evaluated, the comments included and the draft of the final conceptual plan has been prepared it should be presented at a regularly scheduled JCPRC Board meeting for final comment. The Master Site Development will be a scaled, graphic rendering of the preferred alternative. All proposed areas, facilities, and support facilities, along with the existing areas and facilities identified are to be shown on this final plan in proper orientation, size and shape. The Master Site Development Plan shall be sealed by a licensed landscape architect in the State of West Virginia.

JEFFERSON COUNTY PARKS AND RECREATION MASTER PLAN

+ Appendix C: Model Park Master Site Development Plan Scope of Work

COST ESTIMATES

The consultant shall provide prioritized and phased level-of-magnitude cost estimate using appropriate inflation indexes and highlight how green strategies can be cost effective, when applicable. A phased multi-year capital development plan shall identify which areas and facilities are to be developed and in which years and the costs are associated. Phases should be provided in logical and financial manageable packages. Any required progression of phasing packages shall be noted. A strategy for funding implementation of capital projects are to be included as well, as applicable.

MAINTENANCE, OPERATING COSTS AND REVENUE

The consultant must estimate a net annual cost of operating and maintaining the park and park facilities based on the development of the site as determined by the Master Site Development Plan. An annual budget estimate shall be calculated for each of the cost and revenue items listed in the Master Plan. The consultant must include in the narrative report itemizations of aspects of maintenance, operating costs, and revenue with estimates by description and amount including:

- + Maintenance standards for the park consistent with the design intent;
- + Maintenance tasks for grounds, natural and cultural resource management, and facilities;
- + Administration and reporting requirements;
- + Potential revenues, from fees, charges, rentals, licenses, permits, grants, gifts, bequests;
- + Potential partnerships for operation and maintenance; and
- + Park policies.

SECURITY ANALYSIS

The consultant shall summarize and evaluate the current security practices in place (if applicable) and make recommendations regarding the future safety, security, and risk management of the _____ park

enhancements and provide a cost benefit analysis.

PUBLIC PARTICIPATION

The consultant will also describe the public participation process that fully engages and provides an opportunity to inform elected officials, county level boards and departments, and the community.

FINAL DELIVERABLES

The consultant shall provide a color-rendered Master Site Development Plan showing all program elements and facilities in location and to scale. Five (5) copies of the completed draft report shall be provided for review and comments along one with an electronic copy in pdf format. Five (5) bound copies of the final Master Site Development Plan report including one digital pdf version, and all final digital mapping data will be provided. A final sealed, scaled master site development plan will be provided to the JCPRC. A digital copy of the PowerPoint presentation utilized for the final project presentation which highlights all of the key aspects noted in the Master Plan, shall also be provided.

- + A pdf, print-ready, stand-alone colored brochures that highlights the new design and key features of the park. This document will be used to provide a succinct overview of the master site plan and to market the park for public support and fundraising opportunities.
- + One color 3-D architectural rendering of the proposed final project.
- + One (1) Power Point presentation summarizing the planning process, benefits of the new design, and implementation priorities.