

**WISCONSIN DEPARTMENT OF NATURAL RESOURCES**  
**BUREAU OF COMMUNITY ASSISTANCE**  
 101 S. WEBSTER ST., BOX 7921, MADISON, WI 53707-7921

PUBL-CA-010



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# Guidelines for the Development of

## Local Comprehensive Outdoor Recreation Plans

### INTRODUCTION

A prerequisite to participation in outdoor recreation grant programs is the adoption and subsequent Department of Natural Resources acceptance of a local comprehensive outdoor recreation plan. This requirement can be found in Chapter NR 50, Wisconsin administrative code for the following programs; Federal Land and Water Conservation Fund Program (LWCF), Aids for the Acquisition and Development of Local Parks (ADLP), Urban Green Space Program (UGS) and Urban Rivers Grant Program (URGP). (Appendix 5)

This document was prepared to help local units of government develop comprehensive park and recreation plans that will: 1) guide them in acquiring and developing public outdoor parks and recreation facilities, and 2) insure that plans meet the minimum requirements for participation in both state and federal programs.

Planning occurs at several different levels. Comprehensive planning is an overall survey of the existing facilities within a given jurisdiction, and gives recommendations for future improvements. A comprehensive outdoor recreation plan (CORP) is only the first step in the development of a recreational park site or system.

Being aware of other planning efforts from other agencies, municipalities, and non-profit organizations during the comprehensive outdoor recreation planning process enables your communities to consolidate recreational, resource management, and development efforts for an area, region or state. Communities may find it easier and more economical to implement the CORP recommendations when coordinated with other plans.

Master planning, which follows the recommendations of the comprehensive plan, is an overall view and analysis of an existing or proposed park area. The purpose is to guide the orderly development of a park or recreational facility.

Site Planning, is the detailed plan of how an area within a park or recreation area will be developed. Site plans supply the construction details needed to develop a facility recommended in the master plan.

### **LOCAL COMPREHENSIVE OUTDOOR RECREATION PLANS**

#### **What Are Plans?**

Local Comprehensive Outdoor Recreation Plans will vary in complexity depending on the size and population density of the municipality. It is unrealistic to expect that a small township in northern Wisconsin should complete a plan as complex as might be done by a densely populated municipality in the southeast part of the state. However, no matter how complex a plan is, it must contain a few basic elements if it is to be effective as a planning tool. The following outline includes the minimum requirements for all plans to gaining eligibility to participate in funding programs.

Non-profit Conservation Organizations (NCO's) are eligible to participate in the Wisconsin Stewardship Program under the Urban Green Space and Aids for the Acquisition and Development of Local Parks programs. NCO's may adopt or carry out recommendations of a Comprehensive Outdoor Recreation Plan of the local unit of government in which the NCO project is located or use their land management plans that are required for participation in the Stewardship Programs.

## **What Does A Plan Consist Of?**

The following outline lists the required components needed for an approved plan. There is no order or format required for a plan, in fact we encourage communities to improvise and develop their own unique plan.

- I. Copy of the adopted Resolution or Minutes approving the Comprehensive Outdoor Recreation Plan
- II. Table of Contents
- III. Statement of need and parameters that the plan will establish
- IV. Goals and Objectives
- V. Definitions
  - A. Terms
  - B. Classifications
- VI. Planning Process
  - A. Description of Process
  - B. Amending the Plan
- VII. Summary of Past Comprehensive Outdoor Recreation Plans
- VIII. Description of the planning region
  - A. Social Characteristics of municipality/planning region
    1. Size
    2. Population Trends and Projections
    3. Ethnic background
    4. Employment/unemployment
    5. Age
    6. Economy
  - B. Physical Characteristics of the region
    1. Topography
    2. Water Resources
    3. Climate
    4. Soils
    5. Flora and Fauna
- IX. Outdoor Recreation Supply Inventory
  - A. Natural Resources Available for Outdoor Recreation
    1. Developed
    2. Undeveloped
  - B. Outdoor Recreation Facility Inventory
    1. Number of Sites
    2. Types of Park/Recreation Areas
    3. Facilities Available at Sites
    4. Current Condition of Park/Recreation Areas and Facilities on Sites
  - C. Accessibility for Persons with Disabilities

X. Outdoor Recreation Needs Assessment

A. Public Input Assessment

1. Informal
2. Citizen Committees
3. Public Meetings and Workshops
4. Needs Assessment Surveys

B. Need Standards

1. Recreation Open Space
2. Recreation Facilities

C. State Comprehensive Outdoor Recreation Program (SCORP)

XI. Recommendations for Outdoor Recreation Provision

A. Action Program -- Capital Improvement Schedule (CIS)

B. Operation and Maintenance

1. Existing Operation and Maintenance Responsibilities
2. Implications of CIS on Operation and Maintenance Capabilities

C. Funding Programs

1. Local Funds
2. Available Grant Funding Programs

XII. Appendix - Supporting data, tabular data, graphs, maps, tables

**In-depth Look at Plat Components**

I. Formal Plan Approval

Obtain approval for your Local Comprehensive Outdoor Recreation Plan from the local governing body. Each local government must include a copy of the resolution of adoption or minutes from the meeting adopting the plan. Communities included in the county outdoor recreation plan must also submit documentation indicating that they have adopted the county comprehensive outdoor recreation plan.

II. Table of Contents

Include this section to give the reader a sense of how the plan was developed and show where the major points of information are located by chapter and page.

III. Introduction

Provide a general statement that briefly discusses the reason for a comprehensive outdoor recreation plan and what your community will accomplish with the plan. This statement could include the major points of what your plan will accomplish.

#### IV. Goals and Objectives

List the goals and objectives you expect your plan to produce or write a mission statement to cover the goals and objectives of your plan and state the philosophy of your park and recreation program.

#### V. Definitions

##### A. TERMS:

Define the terms used to describe programs, facilities and recommended actions proposed by the plan.

##### B. CLASSIFICATIONS:

Defines the list of standards used to describe facilities recommended by your plan. These classifications usually correspond to the National Recreation and Park Association's recreation, park and open space standards guidelines. Suggested guidelines for categorizing facilities can be found in Appendixes 10 and 11.

#### VI. Planning Process

##### A. DESCRIPTION OF PROCESS:

Give a brief description of the sequence of events that took place during the development of the Comprehensive Outdoor Recreation Plan. Include landmark dates (public meetings, inventory gathering periods, draft plan presentation dates, etc.)

##### B. AMENDING THE PLAN:

Plan amendments are common and should be considered part of the planning process. They frequently represent good implementation or plan usage and should be acceptable for consideration by local decision-makers. Amendments must follow the same process as the original plan and should be outlined in this section. Amendments generally prolong the effectiveness of the parent plan.

#### VII. Summary of Past Comprehensive Outdoor Recreation Plans

Review the history of outdoor recreation planning in your jurisdiction to help the reader comprehend the present outdoor recreation situation, and to support the recommendations action made in the plan.

#### VIII. Description of the Planning Region

##### A. SOCIAL:

Discuss social factors that are important to understanding your community and its recreation needs and potential. These may include but are not limited to: the size of the population; its geographic, age, sex, racial, and ethnic distribution; location of concentrations of minorities or senior citizens; number of disabled residents; socioeconomic levels including employment and unemployment. Discuss population trends and projections over the planning period. Include tables that provide information on population trends and age characteristics.

(See Appendix 6 and 7 as examples).

Note: Population projections for all municipalities are done each year by the following State agencies: Department of Administration, Department of Revenue and Department of Development (see Appendix 2 for addresses). In addition, population projections and other technical services are provided by county or the regional planning commissions serving your area.

##### B. PHYSICAL:

Provide a discussion of the physical factors in the community and region that are important to understanding your community and its recreation needs and potentials. These may include topography, water resources, climate, soils, environmental problems and concerns, and transportation systems. Maps displaying these features should be provided when available. A good inventory

will point out areas that are environmentally sensitive and may be targeted for protection or avoided for construction sites.

sensitive and may be targeted for protection or avoided

By recognizing trends in social and physical characteristics in your planning area, recreation facilities can be designed for maximum use. For example, a playground should be sited in any area with a large concentration of children and appropriate soils for construction. Remember, major features such as rivers or traffic arteries will influence the distances needed to travel in order to use recreational facilities.

#### **IX. Outdoor Recreation Supply Inventory**

- A. **NATURAL RESOURCES AVAILABLE FOR OUTDOOR RECREATION USES:** Include a list of all areas available to the residents of a municipality for recreation purposes. List open space areas that have the potential to provide recreation opportunities whether they are currently available for public use or not. This inventory should include information on the size of the parcel, name of the park if so dedicated, current ownership, public access points, present use and future options.
- B. **OUTDOOR RECREATION FACILITY INVENTORY:** Provide a detailed listing of all the facilities available to the residents of the municipality or planning region, including number of sites, types of park/recreation areas, facilities available at sites, current condition of park/recreation areas and facilities on sites. This inventory can be general in nature concentrating on major facilities such as: softball diamonds, tennis courts, shelter buildings, restrooms, etc., or it can be a detailed listing of general as well as specific facilities such as picnic tables, grills, bike racks, etc. (Appendixes 8 and 9 provide samples of Recreation Supply Inventories.)
- C. **ACCESSIBILITY GUIDELINES:** Assess the existing recreational facilities for accessibility to persons with disabilities. Communities that seek grant funds have an extra incentive to conduct an accessibility evaluation because the priority ranking system provides additional credit to sponsors who include the process in their planning program. Persons with training in accessibility issues (including a good understanding of the Americans with Disabilities Act and Barrier Free Design Standards) should be consulted when conducting an evaluation of a community (an example of a facility accessibility checklist can be found in Appendix 12).

In addition to a survey of what is available, the community should include a program of compliance for facilities that do not comply with accessibility requirements. For example, if five restroom buildings in the community need improvements to make them barrier free, the plan should include a remodeling schedule. A second example would be to make accommodations so that a hearing impaired child could attend a playground storytelling event. (See example, Appendix 13)

Include definitions and guidelines in an appendix to give a better understanding of what is needed to implement the barrier free facility plan.

#### **X. Outdoor Recreation Needs Assessment**

Do a needs assessment to discover your community's most crucial recreational opportunities. Enroute to discovering the exact needs of the community, many other things can be accomplished by conducting a needs assessment, such as:

1. Citizens' opinions of how recreation services are being delivered.
2. What types of programs and facilities are wanted, what programs and facilities are currently being used and what programs are being avoided.
3. The needs assessment will enable you to anticipate support levels for new facility and program proposals as well as for proposals on user fees, operating hours and recreation marketing programs.

Generally, there are two basic methods for conducting a needs assessment: public input and recreation standards. Often both are used in varying degrees to gain the most accurate picture of community needs. Following is a description of each method.

A. PUBLIC INPUT METHODS FOR CONDUCTING NEEDS ASSESSMENTS:

Public participation is an important element when planning your community's park and recreation system. After all, the public will be using the parks. What better way to learn local demands than by involving the general public in the planning process?

How to elicit your community's needs is really up to you. What you are looking for is guidance from the people who will be using your recreational facilities. The following four public input methods are often used to assess needs within a community. Choosing the one, or combination, that best suits your community's needs will be based on available staff, time constraints, and financial resources.

1. **INFORMAL:** Rather than ask for citizen input, this system records questions and suggestions as they arise. As can be expected, the more vocal citizens and special interest groups will dominate in this type of assessment. Still, this approach has merit because it is important to consider the needs and demands of special interest groups
2. **CITIZEN COMMITTEES:** Citizen committees act as liaison between the public and the decision makers. In many communities, prevailing Park and Recreation Boards serve as the citizens committee as well. Boards representing constituents reflect a number of opinions concerning recreation policies and issues. When developing brief surveys, this type of committee helps to gain general impressions of the public's need.

It is important to establish a committee that represents the entire population of the municipality. Such a committee may include senior citizens, minority groups, disabled persons, community leaders, etc. An ideal committee consists of both citizens and elected officials. Citizens can provide needed public input and opinion, while the elected officials can help muster political support in the latter stages of plan adoption and implementation.

3. **PUBLIC MEETINGS AND WORKSHOPS:** Public meetings and workshops are the most common method for measuring citizen needs. They offer the advantages of being relatively inexpensive and they allow for important dialogue between the public and the decision makers of the municipality. A major draw back of this method is that it can be extremely time consuming and therefore not as helpful when working under a strict time deadline.

One very simple, yet productive technique for gathering opinions from public meetings is known as the "modified nominal group process". In this process the public workshop is divided into small discussion groups. Each participant of the group is asked to answer a general question regarding park and recreation issues such as, "In your opinion what problems or issues must be solved to provide adequate recreation for this community in the next five years?" After allowing approximately 15 minutes for thought the participants are asked to list their answers. Each answer is recorded on a large sheet of paper by a designated group leader. Once all the issues have been recorded, they are ranked by the group in order of importance. After all groups have completed their discussions they reconvene and present their findings to each other. The final task is to establish the top ten issues of the whole group.

This process effectively generates many ideas from just one workshop. Also, it has the advantage of representing a cross-section of residents from the municipality or planning region.

4. **NEEDS ASSESSMENT SURVEY:** These can be the most valuable methods for obtaining citizen opinion on recreation needs, problems, and issues within a municipality or planning region. Unfortunately, if not done properly, needs assessment surveys can produce misleading or useless data. If no one on your municipality's needs assessment team has experience writing or analyzing a "random sample survey" we recommend you contact one of the agencies offering technical assistance on planning listed in Appendix 1.

Using any one, or a combination of the methods listed above will help a municipality gain insight to the recreation needs and demands of the general public. Needs are then prioritized, high, medium, or low priority. It becomes important to compare projected needs against existing facilities. It is possible that needs established by the general public may not represent real deficiencies in recreation provisions for a municipality. Often, public issues and concerns stem from nothing more than a lack of information on the subject. For this reason it is important to compare existing open space areas and facility developments against a set of standards set up to help measure a park system's adequacy.

#### B. RECREATION NEEDS STANDARDS:

The standards system is another method of assessing a community's recreation needs. The National Recreation and Park Association (NRPA) developed standards to provide a scale against which the existing recreation system can be measured. Standards can be used to create guidelines for future needs.

Appendixes 10 and 11 provide examples of standards developed for recreation open space and for facility development. Typically, standards link acreage to the community's population or link the number of facilities to the population. In addition, service area standards are also used to determine recreational needs.

1. **STANDARDS FOR RECREATION OPEN SPACE:** A community's open space needs are generally assessed using space standards. Space standards are the most widely used and common measure of a recreation system's adequacy. Total park and recreation space is normally expressed as a ratio of acres per population. Standards based on population can be helpful in assessing current and future open space needs and demand for the community. However, because a community may meet open space standards and still be deficient in park facilities, it is important to look at facility standards as well (see Appendix 10).
2. **STANDARDS FOR RECREATION FACILITIES:** Facility standards are similar to space standards because they are expressed in facility units per population ratio. The purpose of evaluating a recreation system from a facility viewpoint, in addition to an open space viewpoint is to determine the amount of needed facility development in each recreation area (see Appendix 11).

Problems related to using facilities standards can be seen in the assumption of desired opportunities by the resident population. Example: A tennis court is needed based on the municipality's population. In reality, it is possible that very few people in the community enjoy playing tennis, which eliminates the need for this type of facility.

In addition to the population based standards discussed above, it can be useful to analyze a community's recreational needs according to "service areas". This can be done for both open space needs and for facility needs. Each park and facility type will serve a geographical area of a certain radius. A drawback to this type of standard is that it does not take into account citizen preferences and barriers resulting from the natural and man-made physical landscape.

In general, it should be noted that population and service area standards assume that the needs and wants of individuals are similar in all areas to which the standards are applied. Service area standards assume upon reaching some threshold, an increase in the quantity of facilities results. Age, income, and education all contribute to people's recreational preferences, yet standards ignore these variables. Another problem with using standards is that they have been developed primarily for urban communities and have limited application to rural areas.

Despite these problems, standards have a place in recreation planning. Community leaders can use them to approximate the adequacy of their park systems. The best advice is to use them cautiously and they should not be the only criteria for developing a needs assessment. The public input methods described earlier can be used to determine priorities and "perceived" need within the community. Standards can then be applied to the prioritized needs. By combining these two methods, it should be possible for a community to determine their most important recreation needs during the planning period. The next step will be to develop recommendations that highlight the community's plan for meeting the needs.

#### C. STATE COMPREHENSIVE OUTDOOR RECREATION PLAN:

The State Comprehensive Outdoor Recreation (SCORP) has information on recreational supply, demand, needs, priority and issues. Priority needs are listed for the state as a whole and for the six multi-county districts.

The SCORP should be used as a general guide to help in developing a local needs assessment. For the best results, it should be combined with more detailed local data on recreational opportunities, participation and demographics.

### XI. **RECOMMENDATIONS FOR OUTDOOR RECREATION PROVISION**

Base local government recommendations for the implementation of outdoor recreation on the results of the supply inventory, needs assessment and SCORP findings. These recommendations should address two elements: 1) an action plan for future park acquisition and development; 2) a program for future operation and maintenance of the community's park system.

#### A. ACTION PROGRAM:

Provide an action plan that solves or reduces deficiencies in a community's recreation system. A good plan will identify the actions needed to be taken, where, by whom, and in what time frame. These actions can be identified by formulating a capital improvement schedule (CIS).

A CIS details anticipated acquisition and development for at least a five year period based upon the needs assessment. For each item listed in the CIS, indicate which year(s) in which the improvement will take place and its location within the park system. Clearly describe the improvement, estimate its cost, and provide a cost breakdown by anticipated funding source. Appendix 14 suggests one way to present this information.

#### B. OPERATION and MAINTENANCE:

1. Examine the operation and maintenance responsibilities of the existing park system, and review the implications of the capital improvement schedule (CIS) on your community's future operation and maintenance capabilities. Many communities jump head-first into ambitious recreation developments with little, if any, attention to operation and maintenance expenses. Communities often construct excellent facilities, only to have serious problems keeping them open for public use.
2. A municipality's park system operation and maintenance costs should be organized in a schedule or calendar form. List all work required on a property for each year, by season. Break the list down to individual work items and, below each work item, list the tasks required to complete the work item. The next step is to estimate how much time is required between each task. A final step is to indicate cost estimates for each of the tasks, including staffing costs to operate and maintain the park system.

Most successful communities will prioritize major maintenance projects for their facilities and incorporate the projects into a five-year CIS. It would be wise to look beyond a five-year project planning calendar and anticipate major facility needs which usually occur beyond the five year period.

#### C. FUNDING PROGRAMS:

1. Identify existing and potential funding sources for the comprehensive outdoor recreation plan in order to show how implementation of the plan will impact the community, and to show what level of investment is required to satisfy the community's needs.
2. A wide base of financial support can be built into the comprehensive outdoor recreation plan through the identification and pursuit of potential funding sources. Funding sources can come in a variety of forms (local bonds, donations and state and federal grants and loans). Information for finding funding sources can be obtained from the Wisconsin Department of Natural Resources, Community Services Specialist (see Appendix 4 for appropriate region.)

## XII. APPENDIX

Use this section to display your supporting data, tabular data, graphs, maps and tables.

### DNR ACCEPTANCE

After a local government adopts the plan, it is then submitted to the appropriate regional Community Service Specialist (CSS) for acceptance. The Community Service Specialist evaluates the plan and if it meets the specification, a letter granting five years of eligibility is mailed to the local government. Communities are encouraged to send a draft plan to their Regional Community Services Specialist for review before submitting the final plan. If a plan does not meet DNR specifications, the CSS will document the deficiencies in a letter to the local unit of government. A revised plan can then be resubmitted.

- Appendix 1: Wisconsin Department of Natural Resources, Ed; 1994. Who to Contact About Outdoor Recreation Planning. Guidelines for the Development of Local Outdoor Recreation Plans
- Appendix 2: Wisconsin Department of Natural Resources, Ed; 1994. Address for Agencies Providing Information and Technical Assistance to Local governments. Guidelines for the Development of Local Outdoor Recreation Plans.
- Appendix 3: Wisconsin Department of Natural Resources, Ed; 1994. Regional Planning Commissions List. Guidelines for the Development of Local Outdoor Recreation Plans.
- Appendix 4: Wisconsin Department of Natural Resources, Ed; 1994. Regional Community Services Specialist list. Guidelines for the Development of Local Outdoor Recreation Plans.
- Appendix 5: Wisconsin Administrative Code NR 50 and 51, Ed; 1990. Stewardship Program Requirements for Comprehensive Outdoor Recreation Planning.
- Appendix 6: U.S. Census of Population 1960-1980 Census of Populations; and Southwestern Wisconsin Regional Planning Commission, 1986.
- Appendix 7: Idem, 1960-1980 Census of Population; and Southwestern Wisconsin Regional Planning Commission, 1986.
- Appendix 8: Sample Recreation Supply Inventory. Bureau of Community Financial Assistance, Wisconsin Department of Natural Resources, Ed. 1994
- Appendix 9: Adams County Outdoor Recreation Plan, 1987-1992. Page 47, Table II
- Appendix 10: Roger A. Lancaster, Ed; 1983. Recreation and Open Space Standards and Guidelines. Alexandria, Virginia: National Recreation and Park Association. Pages 56-57
- Appendix 11: Roger A. Lancaster, Ed; 1983. Recreation and Open Space Standards and Guidelines. Alexandria, Virginia: National Recreation and Park Association. Pages 60-61
- Appendix 12: Department of Interior Section 504 Guidelines for Federally Assisted Park and Recreation Programs and Activities, March 1984; Section 504 Self Evaluation Guide, Appendix A, Part II No. 9-11, Part III No. 5-7.
- Appendix 13: City of Algoma Comprehensive Outdoor Recreation Plan 1993-1997. Pages 33-34. Prepared by the Bay-Lake Regional Planning Commission.
- Appendix 14: Village of Mount Horeb Comprehensive Outdoor Recreation Plan December 1992. Page 37. Prepared by Foth & Van Dyke (Consultants)

## APPENDIX 1

### WHO TO CONTACT ABOUT OUTDOOR RECREATION PLANNING

If your municipality is interested in preparing an outdoor recreation plan, the following agencies can provide technical assistance. Most of the agencies prepare plans for specific communities and/or regional areas.

Department of Natural Resources: the DNR has Community Service Specialists (CSS) who represent six districts throughout the state to aid municipalities in preparing outdoor recreation plans. Each CSS office provides technical and advisory assistance to all local governments in each region that request it. (See Appendix 4 for addresses and counties served).

Regional Planning Commissions: these agencies prepare outdoor recreation plans for counties, cities, villages, and townships. They also develop regional outdoor recreation plans for the entire area they serve (See Appendix 3 for addresses and participating counties).

County Planning Agencies: not all counties have planning agencies, those that do can offer assistance in developing recreation plans. Some counties prepare county-wide comprehensive outdoor recreation plans and may offer to include a section in the plan for communities within the county that request it.

County Parks Commission: municipalities in counties that do not have a planning agency or are not part of a regional planning commission may contact the county parks commission. The parks commission's role is to address the recreational needs of a county and can do so with planning. They should have a staff which is responsible for developing recreation plans.

University of Wisconsin Extension offices: these offices have access to useful information to help a community develop a recreation plan. If the county parks commission does not have staff for planning purposes, or if there is not a county planning agency or regional planning commission serving your area, Extension Offices may have staff people who are responsible for recreation planning.

Private Planning Agencies: private planning agencies and engineering consulting firms can also assist you in developing an outdoor recreation plan. In many communities private firms have been contracted to develop a recreation plan.

Independent Living Centers or the Easter Seals Society: these offices have technical and practical information regarding the development of designs and accommodations needed to provide barrier free access to public and private facilities.

Student Interns: graduate students studying outdoor recreation, urban and regional planning, or any related field can be a good alternative for smaller municipalities to consider. These students have a good background in the fundamentals of planning and, therefore, can produce a quality outdoor recreation plan. Often smaller communities can hire a graduate student as an intern for the summer or during the school year for relatively low costs.

## APPENDIX 2

### Addresses for Agencies Providing Information and Technical Assistance to Local Governments

#### State Agencies

Wisconsin Department of Administration  
101 E. Wilson Street  
Madison, WI 53702  
(608) 266-1741

Wisconsin Department of Commerce (formerly Dept of Development)  
PO Box 7970  
201 W. Washington Avenue  
Madison, WI 53703-7970  
(608) 266-1018

Wisconsin Department of Natural Resources  
Bureau of Community Financial Assistance  
GEF 2, 8th Floor  
101 S. Webster Street  
Madison, WI 53707  
(608) 266-7555

Wisconsin Department of Revenue  
Bureau of Local Financial Assistance  
2135 Rimrock Road  
PO Box 8971 MS 6-97  
Madison, WI 53708-8971  
(608) 264-6892

### Appendix 3

#### Regional Planning Commissions

Bay-Lake Regional Planning Comm.  
Suite 450 S.E. Building - U.W.-Green Bay  
Green Bay, WI 54301-7001  
E-mail: [www.baylakerpc.org](http://www.baylakerpc.org)  
Telephone: (920) 465-2135 Fax: (920) 465-2823

Brown, Door, Florence, Kewaunee, Manitowoc,  
Marinette, Oconto, Sheboygan

Columbia, Dane, Dodge, Jefferson, Rock, Sauk Counties no longer members of a Regional Planning Commission

East Central Wis. Reg. Planning Comm.  
132 North Main Street  
Menasha, WI 54952  
E-mail: [www.eastcentralrpc.org](http://www.eastcentralrpc.org)  
Telephone: (920) 751-4770 Fax: (920) 751-4771

Calumet, Fond du Lac, Green Lake, Marquette,  
Menominee, Outagamie, Shawano, Waupaca,  
Waushara, Winnebago

Mississippi River Reg. Planning Comm.  
1707 Main Street, Suite 240  
La Crosse, WI 53601  
E-mail: [www.mrrpc.com](http://www.mrrpc.com)  
Telephone: (608) 785-9396 Fax: (608) 785-9394

Buffalo, Crawford, Jackson, La Crosse, Monroe, Pepin,  
Pierce, Trempealeau, Vernon

North Central Wis. Reg. Planning Comm.  
210 McClellan St., Suite 210  
Wausau, WI 54403  
E-mail: [www.ncwrpc.org](http://www.ncwrpc.org)  
Telephone: (715) 849-5510 Fax: (715) 849-5110

Adams, Forest, Juneau, Langlade, Lincoln, Marathon,  
Oneida, Portage, Vilas, Wood

Northwest Regional Planning Comm.  
1400 South River Street  
Spooner, WI 54801  
E-mail: [www.nwrpc.com](http://www.nwrpc.com)  
Telephone: (715) 635-2197 Fax: (715) 635-7262

Ashland, Bayfield, Burnett, Douglas, Iron, Price, Rusk,  
Sawyer, Taylor, Washburn and Tribal nations: Lac cu  
Flambeau, Bad River, St Croix, Red Cliff, Lac Courte  
Oreilles.

Southeastern Wis. Reg. Planning Comm.  
W239 N1812 Rockwood Dr., P.O. Box 1607  
Waukesha, WI 53187-1607  
E-mail: [www.sewrpc.org](http://www.sewrpc.org)  
Telephone: (262) 547-6722 Ex. 240  
Fax: (262) 547-1103

Kenosha, Milwaukee, Ozaukee, Racine, Walworth,  
Washington, Waukesha

Southwestern Wis. Reg. Planning Comm.  
719 Pioneer Tower  
1 University Plaza  
Platteville, WI 53818  
E-mail: [www.swwrpc.org](http://www.swwrpc.org)  
Telephone: (608) 342-1713 Fax: (608) 342-1220

Grant, Green, Iowa, Lafayette, Richland

West Central Wis.Reg. Planning Comm.  
Suite D2-401  
800 Wisconsin Street, Mail Box 9  
Eau Claire, WI 54703-3606  
E-mail: [wcwrpc.org](http://wcwrpc.org)  
Telephone: (715) 836-2918 Fax: (715) 836-2886

Barron, Chippewa, Clark, Dunn, Eau Claire, Polk,  
St. Croix

## Appendix 4

### Region Community Services Specialist

Christine Halbur  
Northeast Region  
2984 Shawano Avenue  
PO Box 10448  
Green Bay, WI 54307-0448  
(920) 662-5121  
Fax: (920) 662-5413

Brown, Calumet, Door, Fond du Lac, Green Lake, Kewaunee,  
Manitowac, Marinette, Marquette, Menominee, Oconto,  
Outagamie, Shawano, Waupaca, Waushara, Winnebago

Lavane Hessler  
West Central Region  
1300 W. Clairemont Avenue  
Call Box 4001  
Eau Claire, WI 54702-4001  
(715) 839-3751  
Fax: (715) 839-6076

Adams, Buffalo, Chippewa, Clark, Crawford, Dunn,  
Eau Claire, Jackson, Juneau, La Crosse, Marathon, Monroe,  
Pepin, Pierce, Portage, St. Croix, Trempealeau, Vernon,  
Wood

Stefanie Brouwer  
South Central Region  
3911 Fish Hatchery Road  
Fitchburg, WI 53711  
(608) 275-3218  
Fax: (608) 275-3338

Columbia, Dane, Dodge, Grant, Green, Iowa, Jefferson,  
Lafayette, Richland, Rock, Sauk,

Tom Blotz  
Southeast Region  
2300 N. Martin Luther King Jr. Dr.  
Milwaukee, WI 53212  
(414) 263-8610  
Fax: (414) 263-8661

Kenosha, Milwaukee, Ozaukee, Racine, Sheboygan,  
Walworth, Washington, Waukesha

Diane Conklin  
Northern Region - Spooner  
810 W. Maple Street  
Spooner, WI 54801  
(715) 635-4130  
Fax: (715) 635-4105

Ashland, Barron, Bayfield, Burnett, Douglas, Polk, Rusk,  
Sawyer, Washburn

Pat Zatopa  
Northern Region – Rhinelander  
107 Sutliff  
Rhinelander, WI 54501  
(715) 365-8928  
Fax: (715) 365-8932

Florence, Forest, Iron, Langlade, Lincoln, Oneida, Price,  
Vilas, Taylor

## Appendix 5

### **NR 50.06(4) Land and Water Conservation Fund Program**

"General Provisions. (a) Applicants are required to submit comprehensive outdoor recreation plans which have been formally approved by resolutions passed by the local governing bodies; or applicants may qualify for eligibility if their proposed projects are identified in approved plans of other units of governments."

### **NR 51.910 Aids for the Acquisition and Development of Local Parks**

An approved local comprehensive outdoor recreation plan is required to be eligible to submit applications to the local park aid program."

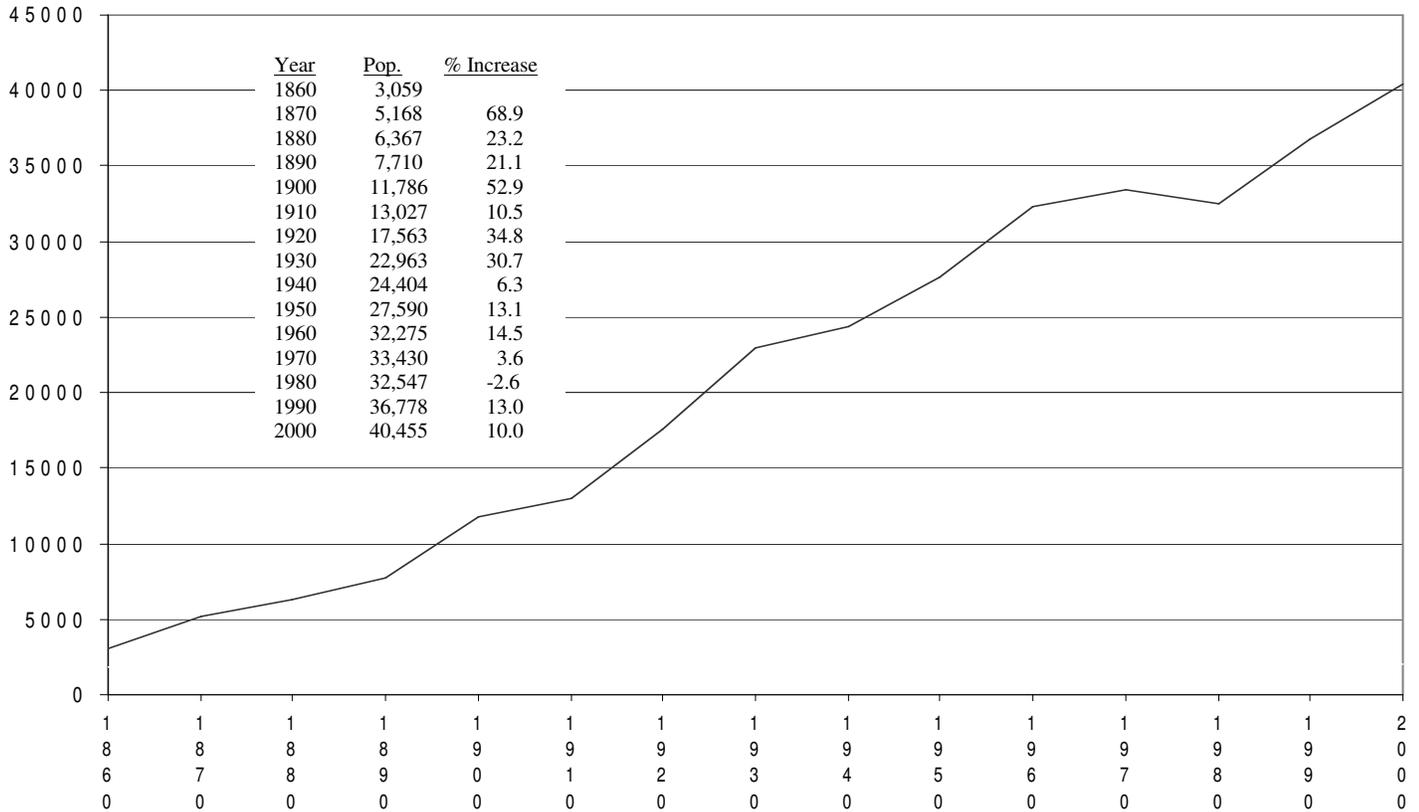
### **NR 51.920 Aid for the Acquisition of Urban Green Space (23.09(19))**

"The application shall include a comprehensive description of the proposal for the urban green space acquisition, plan for the development and management of the land and any other information required by the Department."

### **NR 51.930 Urban Rivers Grant Program**

"Projects must be supported by a town, village city, county or tribal government Comprehensive Outdoor Recreation Plan."

**Appendix 6**  
Sample Population Trends and Projection Table



**APPENDIX 7**

Sample Age and Sex Distribution Table  
Sex and Age Distribution, Cassville: 1960-1980

	Total		Male		Female	
	Number	%	Number	%	Number	%
<b>1960</b>						
Less than 5	150	11.63	70	5.43	80	6.20
5 - 14	264	20.46	136	10.54	128	9.92
15 - 24	134	10.38	62	4.81	72	5.58
25 - 34	156	12/-0	9-	6/2-	89	5.90
35 - 44	118	3.15	56	4.34	62	4.81
45 - 54	136	10.54	63	4.88	73	5.60
55 - 64	118	9.15	62	4.81	56	4.34
65 & older	214	16.59	86	6.66	128	9.93
Total	2,152	100.00	615	47.67	675	52.33
<b>1970</b>						
Less than 5	88	6.55	39	2.90	45	3.65
5 - 14	291	21.67	156	11.62	125	10.05
15 - 24	181	13.48	95	7.07	86	6.40
25 - 34	109	8.12	56	4.17	63	3.95
35 - 44	153	11.39	78	5.81	78	5.58
45 - 54	137	10.20	64	4.77	73	5.44
55 - 64	143	10.55	67	4.99	76	5.66
65 & older	241	17.94	93	6.92	148	11.02
Total	1,343	100.0	648			
<b>1980</b>						
Less than 5	92	7.25	53	4.17	39	3.07
5 - 14	158	12.44	79	6.22	79	6.22
15 - 24	213	16.77	104	8.19	109	8.58
25 - 34	165	12.99	95	7.48	70	5.51
35 - 44	85	6.69	41	3.23	44	3.47
45 - 54	136	10.71	66	5.20	70	5.51
55 - 64	150	11.81	63	4.96	87	6.85
65 & older	271	21.34	114	8.98	157	12.36
Total	1,270	100.0	615	48.43	655	51.57

\*Idem, 1960 - 1980 Census of Population; and Southwestern Wisconsin Regional Planning Commission, 1986.

APPENDIX 8  
Sample Recreation Supply Inventory

Name and Location	Acres	Type	Facilities
Green Park, Dog Road and Cat Drive, Town of Duane	3.0	Privately owned: Public welcome	Beach frontage, picnic tables, barbecues
Ryan Athletic Association Playground, STH3 and CTH 10, Town of Blank	2.0	Privately owned; Public welcome	Lighted ball diamond, bleachers, 4 pieces of playground equipment, concession stand, 1 unit tennis court, basketball court.
Town of Lyma proposed park, STH 3 and Little-Blank Road	11.2	Public	Undeveloped
Kurt Athletic Association Playground, CTH ID and CTH X, Town of Blank	3.2	Privately Owned; Public welcome	Ballpark, playground equipment
Fire Department Park, Indian Mound Road and Evergreen Drive, Town of Little	1.73	Public	Historic tower, ball diamond, undeveloped open space
Paradise Subdivision Park, Paradise Lane, Town of Little	0.56	Public	Undeveloped open space
Kietzien Subdivision Park, Nines Avenue and Riverdale Avenue, Town of Little	1.6	Public	Undeveloped open space
Tom Elementary School, CTH CZ, Town of Blank	5.0	Public	Basketball court, 3 pieces of playground equipment
Jackson School, CTH EK and Morning Road, Town of Little	1.93	Quasi-public (Sheboygan School District)	Playground equipment, ball diamonds, undeveloped open space

APPENDIX 9  
Sample Recreation Supply Inventory

Facility	Arrowhead	Castle Rock	Deep Lake	Easton Pond	Lake Camelot	Lake Mason	Patrick Lake	Petenwell	Shenwood
# of Camping Sites		200						500	
Acres	5	141	2	1.5	40	2.5	15	431	5
Town	Rome	Quincy	Jackson	Easton	Rome	New Haven	New Chester	Monroe	Rome
Restroom (Shower)	X	X(X)				X	X	X(X)	
Picnic Area (grills)	X(X)	X(X)	X(X)	X	X(X)	X(X)	X(X)	X(X)	X
Fishing	X	X	X	X	X	X	X	X	X
Boating	X	X	X	X	X	X	X	X	X
Boating Ramp	X	X		X	X	X	X	X	X
Swimming Beach	X	X			X		X	X	X
Trails		2 miles						2 miles	
Use	Heavy	Heavy	Light	Light	Heavy	Heavy	Moderate	Heavy	Heavy
Playground	X	X					X	X	X
Shelter	X	X					X	X	X
Dump Station		X						X	X

Total Number of County Park Campsites: 700  
Total County Park Acres: 572

APPENDIX 10

Sample Recreation Open Space Standards

Source: Roger A. Lancaster, Ed. 1983 Recreation, Park and Open Space Standards and Guidelines, Alexandria, Virginia; National Recreation and Park Association. Page 56-57.

This classification system is intended to serve as a *guide* to planning—not as an absolute blue-print. Sometimes more than one component may occur within the same site (but not on the same parcel of land), particularly with respect to special uses within a regional park. Planners of park and recreation systems should be careful to provide adequate land for each functional component when this occurs.

NRPA suggests that a park system, at a minimum, be composed of a “core” system of parklands, with a total of 6.25 to 10.5 acres of developed open space per 1,000 population. The size and amount of “adjunct” parklands will vary from community to community, but *must* be taken into account when considering a total, well-rounded system of parks and recreation areas.

COMPONENT	USE	SERVICE AREA	DESIREABLE SIZE	ACRES/1,000 POPULATION	DESIREABLE SITE CHARACTERISTICS
<b>A. LOCAL/CLOSE –TO-HOME SPACE:</b>					
Mini-Park	Specialized facilities that serve a concentrated or limited population or specific group such as tots or senior citizens.	Less than ¼-mile radius	1 acre or less	0.25 to 0.5A	Within neighborhoods and in close proximity to apartment complexes, townhouse development or housing for the elderly.
Neighborhood Park/ Playground	Area for intense recreational activities, such as field games, court games, crafts, play-ground apparatus area, skating, picnicking, wading pools, etc.	¼ to ½ mile radius to serve a population up to 5,000 (a neighborhood).	15+ acres	1.0 to 2.0A	Suited for intense development. Easily accessible to neighborhood population—geographically centered with safe walking and bike access. May be developed as a school-park facility.
Community Park	Area of diverse environmental quality. May include areas suited for intense recreational facilities, such as athletic complexes, large swimming pools. May be an area of natural quality for outdoor recreation, such as walking, viewing, sitting, picnicking. May be any combination of the above, depending upon size suitability and community need.	Several neighborhoods. 1 to 2 mile radius.	25+ acres	5.0 to 8.0A	May include natural features, such as water bodies, and areas suited for intense development. Easily accessible to neighborhood served.
TOTAL CLOSE-TO-HOME SPACE = 6.25 – 10.5 A/1,000					(continued)

Appendix 10 (cont.)

B. REGIONAL SPACE

Regional/Metropolitan Park	Area of natural or ornamental quality for outdoor recreation, such as picnicking, boating, fishing, swimming, camping, and rail uses, may include play areas.	Several communities. 1 hour driving time.	200+ acres	5.0 to 10.0A	Contiguous to or encompassing natural resources.
Regional Park Reserve	Area of natural quality for natural-oriented outdoor recreation, such as viewing, and studying nature, wildlife habitat, conservation, swimming, picnicking, hiking, fishing, boating, camping, and trail uses. May include active play areas. Generally, 80% of the land is reserved for conservation and natural resource management, with less than 20% used for recreation development.	Several communities. 1 hour driving time.	1,000+ acres; sufficient area to encompass the resource to be preserved and managed.	Variable	Diverse or unique natural resources, such as lakes, streams, marshes, flora, fauna, topography.

TOTAL REGIONAL SPACE = 15-20 A/1,000

C. SPACE THAT MAY BE LOCAL OR REGIONAL AND IS UNIQUE TO EACH COMMUNITY:

Linear Park	Area developed for one or more varying modes of recreational travel, such as hiking, biking, snowmobiling, horse-back riding, cross-country skiing, canoeing and pleasure driving. May include active play area. (NOTE: any included for any of above components may occur in the "linear park.")	No applicable standard.	Sufficient width to protect the resource and provide maximum use.	Variable	Built or natural corridors, such as utility rights-of-way, bluff lines, vegetation patterns, and roads, that link other components of the recreation system or community facilities, such as school, libraries, commercial areas, and other park areas.
Special Uses	Areas for specialized or single purposes recreational activities, such as golf courses, arboreta marinas, zoos, nature center, conservatories, display gardens, arenas, outdoor theaters, gun ranges, or downhill ski areas, or areas that preserve, maintain, and interpret buildings, sites, and objects or archeological significance. Also plazas or squares in or near commercial centers, boulevards, parkways.	No applicable standard.	Variable depending on desired size	Variable	Within communities.
Conservancy	Protection and management of the natural/ cultural environment with recreation use as a secondary objective.	No applicable standard	Sufficient to protect the resource	Variable	Variable, depending on the resource being protected.

APPENDIX 11

Sample Recreation Facility Development Standards

Source: Roger A. Lancaster, Ed. 1983. Park & Recreation, Open Space Standards and Guidelines. Alexandria, Virginia: National Recreation and Park Association. Pages 60-61

ACTIVITY FACILITY	RECOMMENDED SPACE REQUIREMENTS	RECOMMENDED SIZE AND DIMENSIONS	RECOMMENDED ORIENTATION	NO. OF UNITS PER POPULATION	SERVICE RADIUS	LOCATION NOTES
Badminton	1620 sq. ft.	Singles—17'x44'  Doubles—20'x44'	Long axis north-south	1 per 5000	¼ - ½ mile	Usually in school, recreation center or church facility. Safe walking or bike access.
Basketball 1. Youth 2. High School 3. Collegiate	2400-3036 sq. ft.  5040-7280 sq. ft.  5600-7980 sq. ft.	46-50'x84'  50'x84'  50'x94'  with 5' unobstructed space on all sides	Long axis north-south	1 per 5000	1/4 - 1/2 mile	Same as badminton. Outdoor courts in neighborhood and community parks, plus active recreation areas in other park settings.
Handball (3-4 wall)	800 sq. ft. for 4-wall - 1000 sq. ft. for 3-wall	20' x 40' – minimum of 10' to rear of 3 – wall court. Minimum 20' overhead clearance.	Long axis north-south. Front wall at north end.	1 per 20,000	15-30 minute travel time	4 – wall usually indoor as part of multi-purpose facility. 3 – wall usually outdoor in park or school setting.
Ice Hockey	22,000 sq. ft. including support area.	Rink 85' x 200' (minimum 85' x 185'). Additional 5,000 sq. ft. support area.	Long axis north-south if outdoor	Indoor – 1 per 100,000 Outdoor – depends upon climate	½ - 1 hour travel time	Climate important consideration affecting no. of units. Best as part of multi-purpose facility.
Tennis	Minimum of 7,200 sq. ft. single court (2 acres for complex)	36' x 78'. - 12' clearance on both sides; 21' clearance on both sides	Long axis north-south	1 court per 2000	¼ - ½ mile	Best in batteries of 2, Located in neighborhood/community park or adjacent to school site.
Volleyball	Minimum of 4,000 sq. ft.	30' x 60'. Minimum 6' clearance on all sides	Long axis north-south	1 court per 5,000	½ - ½ mile	Same as other court activities (e.g. badminton, basketball, etc.).
Baseball 1. Official  2. Little League	3.0-3.85A minimum  1.2A minimum	*Baselines-90' Pitching distance -- 60 1/2' Foul lines – min. 320' Center field – 400'+ *Baselines – 60' Pitching distance – 46' Foul lines – 200' Center field – 200'-250'	Locate home plate so pitcher throwing across sun and batter not facing it. Line from home plate through pitcher's mound run east-north-east.	1 per 5000  Lighted – 1 per 30000	¼ - ½ mile	Part of neighborhood complex. Lighted fields part of community complex.
Field Hockey	Minimum 1.5A	180' x 300' with a minimum of 10' clearance on all sides	Fall Season – long axis northwest to southeast. For longer periods north to south.	1 per 20,000	15-30 minutes travel	Usually part of baseball, football, soccer complex in community park or adjacent to high school.
Football	Minimum 1.5A	16' x 360' with a minimum of 6' clearance on all sides	Same as field hockey	1 per 20,000	15 -30 minutes travel time	Same as field hockey
Soccer	1.7 to 2.1 A	195' to 225' x 330' to 360' with a 10' minimum clearance on all sides	Same as field hockey	1 per 10,000	15-30 minutes travel time	Number of units depends on popularity. Youth soccer on fields adjacent to schools or neighborhood parks.
Golf-Driving Range	13.5A for minimum of 25 tees	900' x 690' wide. Add 12' width for each additional tee	Long axis southeast-northeast with golfer driving toward northeast	1 per 50,000	30 minutes travel time	Part of golf course complex. As a separate unit, may be privately operated.

(continued)

1/4 –mile running track	4.3A	Overall width – 278' length – 600.02' Track with for 8 to 4 lanes is 32'	Long axis in sector from north to south to northwest-southeast with finish line at northerly end.	1 per 20,000	15-30 minutes travel time	Usually part of high school or in community park complex in combination with football, soccer, etc.
Softball	1.5 to 2.0 A	Baselines – 60' Pitching distance – 46' men. 40'-women Fast pitch field radius from plate – 225' between foul – lines Slow pitch – 275' (men) 250' (women)	Same as baseball	1 per 5,000 (if also used for youth baseball)	¼ - ½ mile	Slight difference in dimensions for 188' slow pitch. May also be used for youth baseball.
Multiple Recreation Court (basketball, tennis, volleyball)	9,840 sq. ft.	120' x 80'	Long axis of courts with primary use is north-south	1 per 10,000	1-2 miles	
Trails	N/A	Well defined head maximum 10' width, maximum average grade 5% not to exceed 15%. Capacity rural trails- 40 hikers/day/mile. Urban trails – 90 hikers/day/mile	N/A	1 system per region	N/A	
Archery Range	Minimum 0.65A	300' length x minimum 10' wide between targets. Roped clear space on sides of range minimum of 30' clear space behind targets minimum 90' x 45' with bunker.	Archer facing north + or – 45 degrees	1 per 50,000	30 minute travel time	Part of a regional/metro park complex
Combination Skeet and Trap field (8 stations)	Minimum 30A	All walks and structures occur within an area approximately 130' wide by 116' deep. Minimum cleared area is contained within two superimposed segments with 100-yard radii (4 acres). Short fall danger zone is contained within two superimposed segments with 300-yard radii (35 acres).	Center line of length runs northeast-south west with shooter facing northeast.	1 per 50,000	30 minutes travel time	Part of regional/ metro park complex.
Golf 1. Par 3 (18 hole) 2. 9-hole standard 3. 18-hole standard	*50 – 60A	*Average length vary 600-2700 yards *Average length – 2250 yards * Average length – 6500 yards	Majority of holes on north-south axis	-- *1 per 25,000 *1 per 50,000	15 to 30 minutes travel time	*9 hole course can accommodate 350 people/day *18 hole course can accommodate 500-550 people/day Course may be located in community or district park, but should not be over 20 miles from population center.
Swimming Pools	Varies on size of pool and amenities. Usually ½ to 2A sites	Teaching – minimum of 75' x45' even depth of 3 to 4 feet Competitive – minimum of 25m x 16m. minimum of 27 sq ft of water surface per swimmer. Ratios of 2:1 deck vs. water	None – although care must be taken in sitting of lifeguard stations in relation to afternoon sun.	1 per 20,000 (pools should accommodate 3 to 5% of total population at time)	15 to 30 minute travel time	Pools for general community use should be planned for teaching, competitive, and recreational purposes with enough depth (3.4m) to accommodate 1m and 3 m diving boards. Located in community park or school site.
Beach Area	N/A	Beach areas should have 50 sq ft of land and 50 sq ft of water per user. Turn-over rate is 3. There should be 3-4A supporting land per A of beach.	N/A	N/A	N/A	Should have sand bottom with slope a maximum of 5% (flat preferable). Boating areas completely segregated from swimming area.

**APPENDIX 12**

Part II  
CHECKLIST ON FACILITY ACCESSIBILITY

Requirements	Compliance Status			Description	Modification
	Yes	No	N/A		
6. PICNIC AREAS (Continued)					
Location (adjacent to level paths)					
C. Trash Receptacles					
Location (adjacent to level paths)					
Safety & facility of equipment					
D. Picnic Shelters					
Location (accessible by wide, firm path)					
Located near accessible water fountains, trash receptacles, restrooms, parking, etc.)					
11, Trails					
A. Surface					
B. Dimensions					
C. Rails					
D. Signage					

Part III  
CHECKLIST ON EMPLOYMENT PRACTICES

Requirements	Standards	Compliance Status			Description	Modification
		Yes	No	N/A		
5. TESTING	<p>Tests and other criterion must measure essential job requirements only.</p> <p>Tests must be job related and nondiscriminatory towards persons with impaired communications abilities.</p>					
6. MEDICAL EXAMINATIONS/ QUESTIONAIRES	<p>Pre-employment medical examinations are permissible only after conditional employment offers.</p> <p>Medical history questionnaires must not request information as to the nature or severity of an applicant's handicap.</p>					
7. SOCIAL/ RECREATIONAL PROGRAMS	<p>Social/recreational programs sponsored by the recipient must be accessible to handicapped employees.</p>					

Assessment of Accessibility Needs

The following suggestions are in addition to the general improvements noted above, and are presented as a tool to help plan for making the parks more useable.

1. Peterson Park

Currently, there is no safe way for persons with disabilities to access the lower level of the park. The existing road should be opened to allow access to the lower level and parking stalls for the disabled should be installed. This will open up the picnic area to the disabled population. At least one picnic table and grill designed for the disabled should be in place. A pathway constructed out of a stable material could provide a safe path to the ballfield bleacher area. Since most playground equipment is on the western hillside, it might be more cost effective to move certain pieces of the playground equipment to the lower level area and provide a stable pathway to those pieces of equipment.

Currently, the restroom facility is not accessible to the disabled. The major problem is not being able to get to the facility from the parking area without going through grass and down a hill.

Recommended accessibility improvements:

- Open access road to lower level.
- Designate four disabled parking stalls, including signs and pavement markings (1-lower level, 1-east parking lot, 1-adjacent to restroom, and 1-main parking lot).
- Add or modify one picnic table and one grill on lower level to meet ADA requirements.
- Construct a stable pathway from lower level parking area to picnic/play area and the ballfield bleacher area.
- Purchase any new playground equipment with the disabled population in mind.
- Modify the area of blacktop directly adjacent to the restroom/concession stand facility to accommodate one disabled parking stall, allowing direct access to the facility. A small ramp is also needed to compensate for about a two-inch change in surface height at the facility entrances, and the concession counter should be lowered to no higher than 34 inches in at least a 30 inch section of the opening to accommodate wheelchair customers.
- Modify the interior of the restroom facility to comply with exact specifications of ADA.

APPENDIX 14

Mount Horeb Capital Improvement Plans

PARK	RECOMMENDED		COST	YEAR
Boeck's Park				
	Slide and Access		55,000	1993
	Bathhouse		300,000	1995
	Additional Playground Equipment		5,000	1994
	Site landscaping		5,000	1994
	Install Additional Barrier Free Picnic Tables and Grills		600	1994
	Construct Additional Parking Area		15,000	1996
	Additional Landscaping		5,000	1997
		Total	\$385,600	
Foster Park				
	Upgrade Playground Area		5,500	1993
	Install Path System in Park to Connect Facilities		2,000	1994
		Total	\$7,500	
Garfield Park	No Improvements Planned			
Grundahl Park				
	ADA Compliance		2,000	1993
	Install Additional Barrier Free Tables and Grills		600	1993
	Basketball Court		5,000	1993
	Landscaping		1,000	1994
		Total	\$8,600	
Howard Himsel Park				
	Prepare Park Master Plan		2,200	1994
		Total	\$2,200	
Jaycee Park	No Improvements Planned			
Lions Park				
	Additional Playground Equipment		5,000	1994
	Install Small Shelter		5,000	1995
	Install Sand Volleyball Court		1,200	1996
		Total	\$11,200	
Nesheim Park	No Improvements Planned			
Waltz Park				
	Pathways		5,000	1993
	Additional Playground Equipment		10,000	1994
	Additional Trees		2,000	1994
	Install Additional Trees		2,000	1994
	Install Sand Volleyball Courts/Basketball Court		5,000	1995
	Install Restroom and Water Facilities/Small Shelter		50,000	1996
	Small Shelter		20,000	1997
		Total	\$94,000	
General Park Facility Improvements				
	ADA Compliance (1 <sup>st</sup> year)		2,000	1993
	ADA Compliance (2 <sup>nd</sup> year)		2,000	1994
	Recreation Director Office		10,000	1995
		Total	\$14,000	
New Soccer/Softball Facility		Total	\$100,000	1997
		Grand Total	\$609,100	