



Built On What Matters

TOWN OF FREDERICK
PARKS, OPEN SPACE, AND TRAILS
COMMISSION
Wednesday, September 16, 2020 Agenda
Special Meeting
7:00 P.M.
Held via Zoom

In order to promote social distancing and to protect the health and safety of our Commission members, staff, and community, this meeting will be conducted via Zoom Video Communications. Interested parties are encouraged to access the meeting via the web or by telephone. The meeting information is as follows:

Join Zoom Meeting
<https://zoom.us/j/92986861242?pwd=NzBQaUlpdVpmbUV6YjllWkIOWNhQT09>

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Call to Order – Roll Call –

Additions to the Agenda

Action Agenda

- a. Discussion of the Draft POST Master Plan Outline – Planning Director Simmons

Other Business

Adjourn



Town of Frederick Parks, Open Space, and Trails Commission



Built On What Matters

Erin Fosdick, Commissioner
Allan Gill, Commissioner
Susan Pilon, Commissioner

Chuck Beehler, Chairman

Kristen Davis, Commissioner
Tim Griffin, Commissioner
Lee Schlais, Commissioner

Adam Mahan, Trustee Liaison to Commission

Discussion of POST Master Plan Draft Plan Outline

Agenda Date: September 16, 2020

Attachments: a. Draft Master Plan Outline

Submitted by: Jennifer Simmons
Planning Director

Summary Statement:

The Commission is in the midst of an update to the POST Master Plan.

Detail of Issue/Request:

We're progressing through the process of updating the Parks, Open Space, and Trails Master Plan. As MIG prepares to move forward with drafting the new plan, we felt it was important to talk with the Commission of how that can come together with the changes the Commission recommended as well as what the community is suggesting in terms of prioritized improvements. The attached draft outline provides a glimpse of what's being contemplated. Below is the overview of the process. We are nearing the end of Phase 5.



Alternatives/Options:

The Commission can provide feedback to MIG and staff on how to proceed in drafting the plan.

Financial Considerations:

This project is budgeted in the 2020 budget.

Staff Recommendation:

Not applicable.

FREDERICK POST MASTER PLAN OUTLINE

Draft: 09/09/2020

Acknowledgements

- Include:
 - a. Town Staff*
 - b. Board of Trustees*
 - c. POST Commission*
 - d. Consultants*

1. Executive Summary

- Eliminate chapter number from title
- Update/reorganize section with new content under the following headings:
 - a. The Future POST System*
 - b. Community Priorities and Vision*
 - Includes content from '2.4 The Comprehensive Plan'
 - c. Master Plan Overview*
 - d. Investing in Our Future*

~~2. 1. Overview – What is a P.O.S.T. Plan?~~

- Rename and renumber chapter to '1. Overview'
- Refresh text with content from the Brief
- Update with new content under the following headings:
 - a. Purpose of the POST Plan*
 - Includes new content, content from '2.1 What's in the Parks, Open Space and Trails Plan?' and content from '2.2 Benefits of a Connected P.O.S.T. System'
 - b. Planning and Community Engagement Process*
 - c. Planning Area*
 - General vicinity overview and vicinity map
 - d. Plan Organization*
 - e. Maintaining and Updating the Plan*
 - Includes content from '2.3 Maintaining and Updating the Plan'

~~3. Existing Conditions – Where Are We Now?~~ 2. Frederick POST System

- Rename and renumber chapter to '2. Frederick POST System'
- Refresh text with content from the Brief
- Update with new content under the following headings:

- a. *Introduction*
 - Includes new content and content from '3.1 How Frederick's Current Parks, Open Space and Trail System Evolved'
- b. *Park Land*
 - Includes new content, content from '3.3 Park Classifications' and content from '3.4 Parks Inventory and Analysis'
- c. *Open Space*
 - Includes new content and content from '3.5 Existing Open Space System', '3.6 Open Space Classifications' and '3.7 Open Space Inventory and Analysis'
- d. *Frederick Trails*
 - Includes new content and content from '3.8 Existing Trail Network'

~~4. Public Input~~ **3. Community Needs and Vision**

- Rename to '3. Community Needs and Vision'
- Update with new content under the following headings:
 - a. *Frederick Community Description*
 - Description, demographics, interests
 - b. *Community Engagement Process*
 - Summarizing outreach process
 - c. *Outreach Themes*
 - Summarizing outreach results for incorporation into the vision framework
 - d. *Community Needs*
 - Includes new content from the outreach results and includes content from '3.9 How Well is the Community Served?'
 - Information is organized into the following topics:
 - Park Land
 - Open Space
 - Frederick Trails
 - e. *Vision Framework*
 - Narrative and 1-page graphic that describes the vision by incorporating outreach themes and community values identified in outreach results
 - Lists goals and objectives defined by POST and Board meetings and outreach results

~~5. Goals & 4. Systemwide Policies –What Will Guide Decisions?~~

- Rename to '4. Systemwide Policies'
- Updated thematic goals derived from outreach and public meetings (see below)
- Revisit policies for relevance and consistency
- Revisit actions for relevance and consistency
- Nest existing policies under new community goals including policies from:
 - 5.2 Consistency With Other Plans
 - 5.3 P.O.S.T. Facility Planning and Design
 - 5.4 Accessibility

- 5.5 Park Planning and Design
- 5.6 Open Space
- 5.7 Trails
- 5.8 Finance and Funding
- 5.9 Maintenance
- Update with new content under the following headings:

Policies and Standards

- Includes content from '5.1 Purpose of Goals and Policies'
- Describes the intent of the section as follows:
'On the next several pages, the Master Plan identifies the policies, standards and strategies that will guide the provision of park, opens space and trail services over the next ten years. These elements are collectively called systemwide policies because of their implications throughout Frederick. They are not presented in priority order since all are integral to a successful POST system. They are organized by the six Master Plan goals identified in Chapter 3.'

GOAL A: Trail-Connected Places

Establish a connected system of well-maintained, high quality trails for all Frederick residents.

- Includes existing policies from 5.2-5.9 and visits the following topics for supplemental policies:
 - Public Access to Special Places
 - Trail Network
 - Trail Development Priorities
 - Accessibility (remove barriers, minimize user conflicts, provide support amenities)
 - Park Access to Pedestrians and Cyclists

GOAL B: Recreation Variety

Provide and update park facilities to meet evolving community recreation needs.

- Includes existing policies from 5.2-5.9 and visits the following topics for supplemental policies:
 - Recreation Facility Variety
 - Recreation Facility Distribution
 - Outdoor Facility Variations
 - Traditional Recreation
 - Evolving Recreation Trends
 - Health, Wellness and Fitness

Goal C: Nature-Based Opportunities

Establish native habitats and encourage nature-based education in parks and open spaces.

- Includes existing policies from 5.2-5.9 and visits the following topics for supplemental policies:
 - Incorporate native and low water plants
 - Demonstration garden/nature sanctuary
 - Urban Greening/Green Infrastructure

GOAL D: Character, Identity and Placemaking

Create a park, open space and trail system that contributes to Frederick's image, beauty, and sense of place.

- Includes existing policies from 5.2-5.9 and visits the following topics for supplemental policies:
 - Park System Branding
 - Park Identity and Visibility (signage, art, unique play features)
 - Art, History and Culture
 - Park Design Standards
 - Economic Vitality

GOAL E: Maintenance and Stewardship

Take care of Town park assets, facilities, and natural resources.

- Includes existing policies from 5.2-5.9 and visits the following topics for supplemental policies:
 - Park Maintenance Tiers
 - Facility Maintenance
 - Asset Management (repair and replacement)
 - Park Safety
 - Natural Resource Protection

GOAL F: Sound Management

Ensure quality parks, open space, and trails through sound management.

- Includes existing policies from 5.2-5.9 and visits the following topics from:
 - Public Information/Communication
 - Citizen Participation
 - Partnerships and Collaboration
 - Wise Use of Resources
 - Staff Support

6. Plan Recommendations

- Update with new content under the following headings:
 - a. *Improvements to existing parks*
 - Includes new content and relevant content from '6.2 Improving Existing Parks'
 - b. *Planning for new parks*
 - Includes new content and relevant content from '6.3 Planning for New Parks'
 - c. *Open space recommendations*
 - Includes new content and relevant content from '6.5 Recommendations for Open Space'
 - d. *Trail recommendations*
 - Includes new content and relevant content from '6.6 Trail Recommendations' and '6.6 Trail Amenities'
 - e. *Supporting systems* –
 - Includes new content and relevant content from 6.2 – 6.6
 - Systemwide recommendations for the following topics:

- Maintenance and Beautification
- Nature Integration
- Walkability, Accessibility and Wayfinding
- Art and Placemaking

7. Maintaining the POST System

- Content will be revisited and updated by Frederick Staff
- The following existing headings will be adapted to fit the new content
 - a. *Current Approach to Maintenance*
 - b. *Path Maintenance*
 - c. *Maintenance and Performance Levels*

8. Implementation Plan

- Revisit and refine priorities
- Add new content under the following headings:
 - a. *Partnership, Prioritization and Phasing*
 - Includes new content and relevant content from ‘6.4 Collaborating with Other Agencies’ and ‘8.1 Community Priorities’
 - b. *Neighborhood Park Standards*
 - Includes content and specific recommendations for suggested LUC changes
 - includes development concepts for new neighborhood parks
 - Provides a new park scoring matrix for developers
 - c. *Trail Standards*
 - Includes updated content from ‘6.8 Trail Construction Standards’, ‘6.9 Multi-Use Pathway / Trail Crossings of Roadways’, ‘6.10 Trail Safety and Security’
 - d. *Implementation Plan w/ Cost Estimates*
 - Narrative and matrix identifying priority projects and providing costs
 - Incorporates priorities projects from recommendations and relevant priorities from ‘8.2 Park Priorities’, ‘8.3 Open Space Priorities’, and ‘8.4 Trail Priorities’
 - e. *Funding and Financing Strategies*
 - Includes new content and relevant content from ‘8.5 Funding Sources For P.O.S.T. Improvements’
 - f. *Moving Forward*
 - Closing statement

POST COMMISSION REVISIONS

Chapter 5 – Goals and policies

5.6 Open Space

Goal 5.6.1: Preserve open space in and around the Frederick planning area to achieve one or more of the following (in no particular order):

- Protect waterways, wetlands, and wildlife habitat
- Connect people to the natural environment
- Provide access to natural areas and create wildlife viewing opportunities
- Preserve agricultural lands
- Preserve views and view corridors
- Provide open space buffers between adjacent communities
- Protect and enhance the character of the Town.
- Preserve cultural and historic land uses.

Policy 5.6.1.1: Consider a variety of methods to acquire open space. This could include

- Donations,
- Intergovernmental agreements,
- Conservation easements,
- Zoning regulations (i.e. density bonuses used in conjunction with cluster regulations to preserve lands),
- Open Space, Development and Maintenance Fund, and
- Other cost effective acquisition tools

Policy 5.6.1.2: Acquire open space based on the priorities established in the adopted P.O.S.T. Master Plan or as approved by the Board of Trustees. Highest priority acquisitions will include areas that:

- Allows public access,
- Preserves natural areas,
- Preserves wildlife habitat and wetlands,
- Protects visual corridors,
- Provides Open Space buffers,
- Develops passive recreational use (trail system), and
- Maintains or enhances the Town's character

Policy 5.6.1.3: Provide public access to open space, or portions of open space, where possible. Limitations on public access to open space should be based on the following and will require approval of the Town Board:

- Land Use Code criteria,
- Restrictions established as a condition of purchase or dedication,
- Safety Concerns,
- Other conditions determined by the Board of Trustees

Policy 5.6.1.4: Open space should be preserved in as natural condition as possible. Consider the following when acquiring and managing open space assets:

- Plantings on open space lands (other than agricultural lands) will consist of species that are native or adapted to the local ecosystem,
- Minimize the scale and impact of structures,
- Prohibit visible utility structures unrelated to the use or management of the open space parcel, unless it can be demonstrated that they have environmental benefits and they are approved by the Town Board, and
- Minimize disturbance and restore the open space parcel to natural condition if maintenance of permissible utility right-of-way (ROW) is necessary.

Policy 5.6.1.5: Plan and construct trails to all open space areas suitable for public access.

Chapter 6 - Recommendations

Section 6.5

- The Commission started review with Section 6.5.1, which should be renumbered to 6.5.4, at the bottom of page 6-24.
- Change this first paragraph to present tense. Reorder the list of responsibilities to better identify a logical sequence of maintenance.
- Add Maintaining water quality to the stewardship section.
- In Section 6.6, update the table to remove trail segments that have been constructed.
- On page 6-32, update terminology to use underpass consistently, eliminating the term undercrossings.
- In Section 6.7, combine subsections 6.7.1 with 6.7.4.
- Create separate sections for the following items: **water fountain, bicycle parking, pedestrian scale lighting, and furniture.**
- Add a section for landscaping to address the need for shade and placemaking.
- Throughout Section 6.8.1, remove rollerbladers and dog walkers and replace with other users.
- List of resources starting at bottom of 6-35 and continuing onto 6-36 is unnecessary. Strike the list and restate to say there are many resources available.
- Strike table 6-13.

Section 6.9

- The Commission started review with Section 6.9, on page 6-38. They recommended removing the engineering detail from the types of trail crossings and putting them into the design specifications maintained by the Engineering department. Once the specifications are in the Engineering document, they could be removed from the master plan.
- Consider adding a section with a sentence or two that addresses a complete trail system including on-and off-street facilities. With this, it would be helpful to add a map that shows the overall trail connectivity including both on-and off-street facilities.
- Move figures 6-17, 18, and 19 to the design standards.
- In Section 6.9.4, strike the second paragraph.
- Section 6.9.5 could go away. Refer readers to the ADA standards and state that our standard trail is 8' wherever possible. Commit to meeting or exceeding ADA standards.
- Table 6-14 regarding ADA trail development guidelines can be removed.
- The information currently Table 6-15 is generally duplicative and the information that isn't duplicative can go into the safety and security information in Sections the 6.7 and 6.8.
- Section 6.16 is recommended to be removed because the maps are difficult to read.

Chapter 7 – Maintenance

In general discussion of Chapter 7, the Commission felt the section seems really outdated. They asked for Planning and Public Works to review the chapter and provide their perspectives. It would be helpful to have updated statistics and provide a state of the existing parks. The Commission would also like to see the spreadsheet that shows park star rating added as an appendix to the master plan.

A discussion of Chapter 7 was held and the Commission made comments to recommend simplifying the language in this chapter and providing broader guidance in terms of recommending a certain amount of acres per staff member for determining appropriate maintenance levels. Section 7.1.2 could be removed.

Chapter 8 – Implementation

- A discussion of Chapter 8 was held.
- The Commission felt the priorities should be updated regularly.
- On page 8-2, delete section 8.1.
- Add a column to the implementation tables to be able to note when projects are completed.
- In table 8-1, the only item left is the item regarding park naming guidelines. Move the other items to a completed table. Include actual cost of projects, too.
- In projects that remain, update the potential cost.
- In Section 8.3.2, amend the 2nd tree bullet to say hire professional appraiser as consultant rather than having one in-house.
- Update the trail priorities and maps to acknowledge what has been built.

Louisville has smaller handout that simplifies the information that Commissioner Gill suggested may be a good format for providing trail information to the public. We may consider updating the

map and providing park information on the rear and hand out to citizens and new citizens. A consideration may be to brand the information so people know it's from POST Commission.

The Commission recommends the following trail segments as priorities:

- (Priority# 1) from Hwy 52 to McClure up Frederick Way/Hawthorn along the east side
- (Priority #2) The lower boulder ditch trail from 52 north to 11/16 intersection
- (Priority #3) The trail west of Colorado along 5th street.