



# Ash Park Master Plan

*prepared for*

THE CITY OF COATESVILLE  
CHESTER COUNTY, PENNSYLVANIA

**January 10, 2022**



*with assistance from*

Toole Recreation Planning | Atlantic Aquatic Engineering, Inc. | Meliora Design | Becker and Frondorf



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THE CITY OF COATESVILLE  
CHESTER COUNTY, PENNSYLVANIA

**January 10, 2022**



Hildacy Preserve  
1031 Palmers Mill Road  
Media, PA 19063  
610-353-5587  
natlands.org

*with assistance from*

Toole Recreation Planning | Atlantic Aquatic Engineering, Inc. | Meliora Design | Becker and Frondorf

## acknowledgements

A project of this scope and magnitude could not be realized without the support and commitment of many individuals. It is important to acknowledge the vision and leadership of those that assisted in the preparation of this plan and all of the supporting technical work required. All of the participants that played a role in the project, including City of Coatesville officials, local non-profit organizations and community leaders, are too numerous to list. Special thanks to the City of Coatesville Council, staff and advisory group members and the residents of Coatesville who gave their time to participating at in person and virtual meetings.

This project was financed in part by a grant from the Community Conservation Partnerships Program, Keystone Recreation, Park and Conservation Fund, under the administration of the Pennsylvania Department of Conservation and Natural Resources, Bureau of Recreation and Conservation.

Matching funds were provided from Natural Lands.

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A handwritten signature in black ink that reads "Karen Glancy".

**RESOLUTION NO. 2022-03**

**A RESOLUTION CLOSING OUT COMMUNITY CONSERVATION PARTNERSHIPS  
GRANT PROJECT (BRC-TAG-24-255)**

**WHEREAS**, the City of Coatesville has prepared a Master Plan and Pool Feasibility Study for Chester Ash Park and Pool; and,

**WHEREAS**, the purpose of the Plan is to guide the development of the City's nine-acre Chester Ash Park (Ash Park) and to determine the feasibility of restoring the closed swimming pool within the park; and,

**WHEREAS**, the Plan was financed in part by a Community Conservation Partnerships Program grant under the administration of the Pennsylvania Department of Conservation and Natural Resources, Bureau of Recreation and Conservation, under contract number BRC-TAG-24-255.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Council of the City of Coatesville that:

- a. The project was completed in accordance with the Grant Agreement.
- b. All project expenditures have been made and were in accordance with the Grant Agreement.
- c. The Plan and related materials are acceptable to the City of Coatesville.
- d. The Plan and related materials will be used to guide future recreation and conservation decisions.

ADOPTED THIS 10<sup>th</sup> day of January, 2022, by the Coatesville City Council.



---

Linda Lavender Norris  
Coatesville City Council President

ATTEST:



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James Logan  
City Manager

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# executive summary

The purpose of this report, the result of a three-year master planning study funded by DCNR and Natural Lands, is to provide the City of Coatesville with a guide for the development of the city's nine acre Chester Ash Park. Located in the center of Coatesville close to the commercial corridor and City Hall, Ash Park, represents an opportunity to create a gathering place that acts as the City's "heart and soul,"—a destination for active and passive recreation as well as events and programming that can be enjoyed by all ages, backgrounds, and skill levels, at all times of year, from day through evening. While already heavily used, the park is in poor condition, with existing uses and amenities in need of repair and/or updates, and an ongoing issue with flooding and poor drainage that prevents certain areas of the park from being used after storm events.

This report documents the public process that led to recommendations to develop the park as both a social and recreational hub in the City, as well as an area that seamlessly incorporates stormwater management in a way that is functional, beautiful, and educational, while also helping to fulfill the City's MS4 requirements.

The final design recommendations include elements that contribute to an enhanced quality of life in Coatesville,

with opportunities for passive and active recreation for all ages, including basketball, horseshoes, a playground and splashpad, sledding, picnic and grilling areas, a variety of seating types and locations, event spaces, public art opportunities, naturalized areas, and a 1/5 mile paved walking trail along with ADA parking and access throughout the park.

The design recommendations also acknowledge the important role of urban parks in improving climate change adaptability, urban sustainability, and environmental equity. Key to the design are elements that will help alleviate the urban heat island effect and provide a respite from the summer heat for residents and other park visitors, including increased tree canopy, expanded landscape areas to replace mown turfgrass, and cooling elements including a misting station and a splashpad.

Development recommendations are divided into stand-alone phases with associated cost estimates; the intention is to develop individual phases as funding becomes available. Capital costs for the overall project total to roughly \$4.5 million.



**Stormwater runoff from adjoining streets often floods the multipurpose playing field. This master park plan suggests how to make the field usable again.**

## CHAPTER 1

# Ash Park

## *Coatesville's heart and soul*

### purpose, goals, & objectives

The purpose of the Master Site Development Plan and Pool Feasibility Study is twofold: first, to implement another of the short-term recommendations of the 2016 *City of Coatesville Parks 2021: An Action Plan for Lively Parks and Healthy People (Action Plan)*, specifically “Select one park per year for master planning and revitalization” and second, to position the city for continued funding to implement improvements to Ash Park.

#### goal 1

To present the City of Coatesville with an Ash Park Master Plan that meets the needs and desires of residents as a community park.

#### objectives

- Work with an advisory group, appointed by City Council to understand highest priority physical improvements and programs for Ash Park.
- Engage with the public, as outlined in the scope of work, to understand residents' needs and desires for facilities and programs in Ash Park.
- To incorporate elements of a great park into the master plan, to include accessibility, encouragement of diverse park uses, diverse activity choices for a balancer of user groups and to provide a place for sociability.
- Translate advisory group and public input into alternatives that respond to local needs and desires.

#### goal 2

To present genuine alternatives with strong, fundable park elements.

### objectives

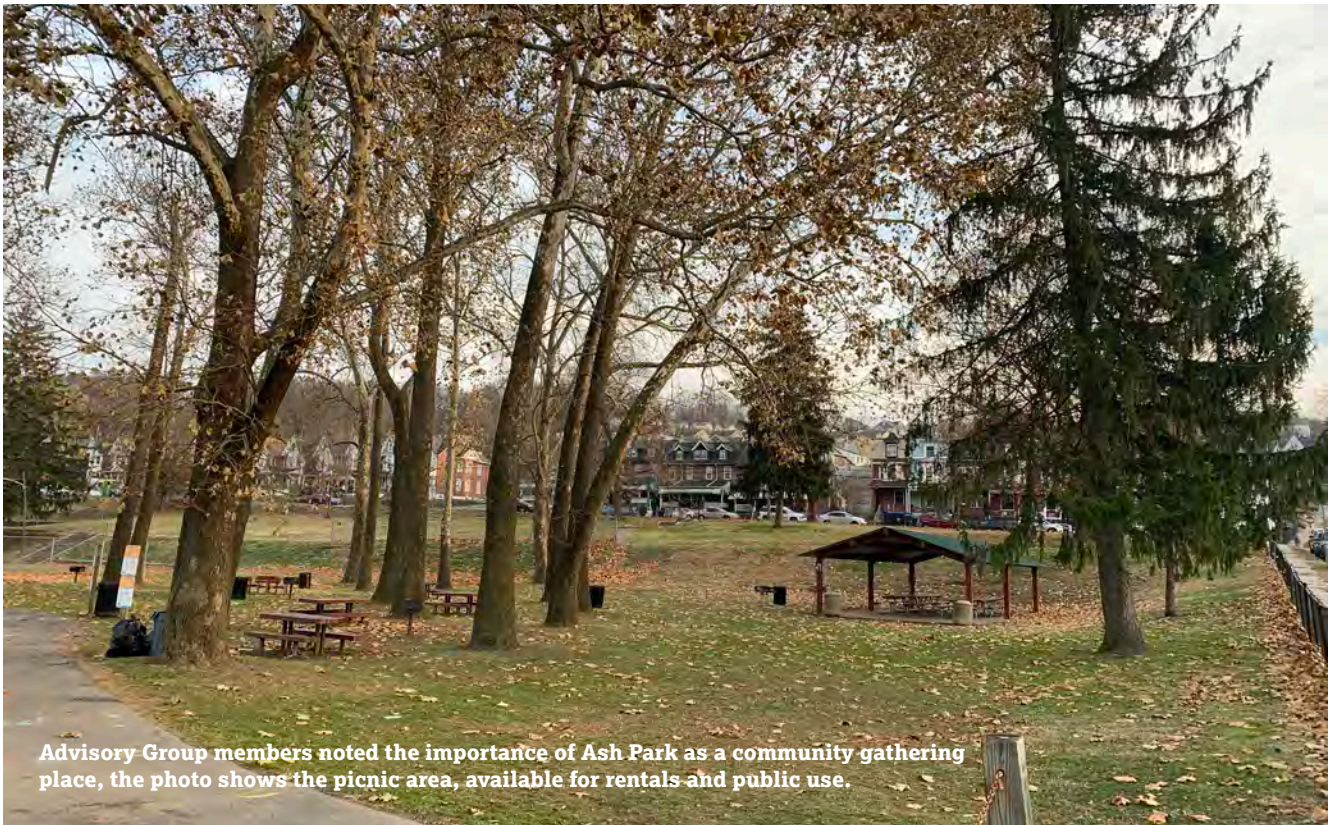
- Prepare an Ash Park Master Plan that responds to community needs and desires while reflecting funding realities.
- Work with the advisory group, City Council and City staff to determine potential sources of funding for park improvements and ongoing operation and maintenance of Ash Park.
- Produce a final Ash Park Master Plan that provides City Council with clear direction for revitalizing the facilities and programs at Ash Park.

### public participation, outreach, & findings

Public participation serves as the cornerstone of master planning. The City of Coatesville has a long history of engaged citizens who participate at public meetings. The consultant team worked with a city-appointed advisory group represented by residents and supported by non-profit organizations who work within the city.

#### advisory group

The Advisory Group met four times in 2019, hosting the first public forum in December 2019, described in more detail below. They met in January of 2020 after which regular in person meetings were delayed due to COVID. Bi-weekly team meetings, email communication with the Advisory Group and virtual City Council reporting at public meetings, allowed the project to advance. The Advisory Group hosted a virtual meeting in June 2020, endorsing two concepts, presented at an in person “reveal” in April 2021 and described in detail in Chapter 4 of this Plan. Advisory Group members consistently noted the importance of Ash Park as



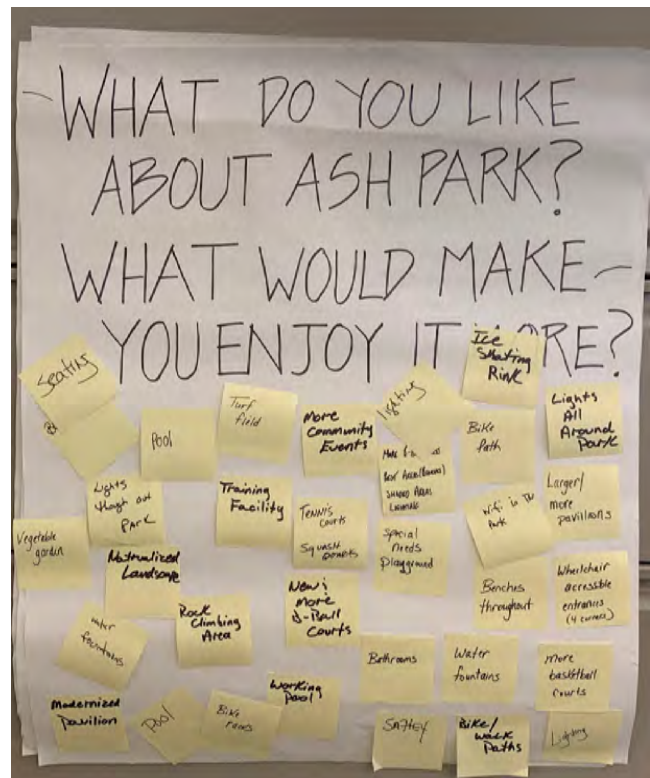
Advisory Group members noted the importance of Ash Park as a community gathering place, the photo shows the picnic area, available for rentals and public use.

a community gathering place, recalling family picnics and celebrations at Ash Park. Said one member, “this used to be a place for good times, let’s bring it back.”

**public meetings**

The City of Coatesville makes advisory committee meetings open to the public and it was typical to have a half dozen or so community members in the audience during Advisory Group meetings. Two public meetings occurred, targeting the public at large. First, the Advisory Group hosted a December 17, 2019 meeting that included a hands-on design exercise where participants placed dots under the types of activities they wished to see in the park. A second station gave people an opportunity to discuss what they liked and what they wished to see in the park, and what “big idea” they would like to see implemented as part of the master plan.

After considering public, Advisory Group and Council input, a second April 17, 2021 Public Forum was hosted by



Example of responses at December 2019 Public Forum.



**State Representative Williams welcoming residents to the Ash Park Master Plan forum.**

City Council and the Advisory Group, at Ash Park. Over the afternoon, approximately 50 residents participated, including State Representative Dan Williams, and Ward Council member Donald Folks. Natural Lands staff member and project manager Karen Clancy presented the two concepts during the most heavily attended portion of the afternoon. Participants were then invited to “vote” and comment on the two concepts. In addition, a URL code allowed both the April 17<sup>th</sup> participants, plus those who could not attend, to state their preferences regarding features on the two conceptual plans. Most participants preferred Concept B stating the additional facilities and amphitheater, although at least one participant questioned how the city would maintain the more intensive park in Concept B.

**key person interviews**

Understanding usage and perspective from the Coatesville community and both existing and potential park users was important, and informal interviews were completed with multiple user groups, including local school programs and community centers, sports and recreation programs, youth attending public meetings or encountered on-site, and the City’s Public Works Department.

The discussions generally focused around three key questions:

- Do you utilize Ash Park and how?
- What do you value about Ash Park?

- How could Ash Park and its current activities and facilities be improved or adapted in order to increase and enhance your usage and comfort, or that of others?

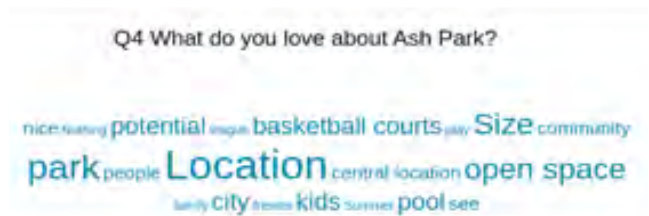
**graduate student observational study**

The project benefitted from a West Chester University study by graduate student Sarah Sharp whose observational findings gave insight into who uses the park and how (see Appendix 1 – SOPARC STUDY). The main findings:

- The primary users of Ash Park are male children between the ages of 0–12 and adult males.
- A majority of users were observed participating in sedentary activities.
- Park users were predominantly Black.
- The basketball court was the most used area of the park, followed by the picnic area and playground. The remaining areas of the park were used far less frequently.

**citizen survey**

An on-line questionnaire was publicized in 2019 regarding perception and usage of Ash Park and the pool. The online questionnaire drew responses from 112 people, of which 65% were residents and 25% non-residents. Favorite activities included socializing, watching sports, and special events. Regarding facility preferences, the playground came in first at 98%, followed by restrooms and picnicking. The word cloud below expresses what residents love about Ash Park:



Regarding programs the summer playground for kids emerged at the top (80%) followed by youth programs (70%) and sports leagues (57%). Regarding the pool, 60% wanted to see it repaired with city funds and grants, even if the cost exceeded \$1 million dollars; 32% preferred to work with the school district on an indoor pool; and, 32% preferred a splash pad instead. However, regarding paying

for the pool, only 37% stated they would be willing to pay and then only if less than \$200 per season for families; with 38% willing to pay a \$100 individual membership and only 15% willing to pay a \$75 membership fee. However, 75% were willing to pay for the pool as a special rental. Write in comments commented on the importance of Ash Park and the programs offered there for kids.

### additional public outreach

In addition to the structured public outreach noted above, Project Manager Clancy presented City Council with monthly updates on the plan progress. Critical milestones and the December 2019 and April 2021 public forums were advertised on the City website, through Facebook, paper flyers and through Advisory Group members getting the word out on their own social media platforms and to their own email contacts. Posted on site the day of, and on the City's webpage following the April 17<sup>th</sup> public forum, a QR code drew 140 additional responses to the Concept Plans A and B. The survey reflected the in-person forum with about 68% of respondents preferring Concept B, the recreational one with more features. 19% preferring a hybrid of the two concepts and 13% preferring Concept A, the social plan. However, it is also important to investigate the specific features of the two Concepts that people most valued. When asked to rate the top three features in Concept A – Social, respondents chose:

1. Lighting for Security and Evening Activities (54%)
2. Public Restrooms (51%)
3. Improved Picnic Area/Pavilion Space (40%)

Other priorities that rose to the top were cooling/misting stations (35%), an expanded basketball area (34%), an entry plaza/festival space (32%), and a paved loop trail (26%). When asked to rate the top three features in Concept B – Recreational, respondents chose:

1. New Playground (59%)
2. Splashpad (56%)
3. Outdoor Amphitheater (65%)

## background information

The background information is updated and adapted from the 2016 *City of Coatesville Parks 2021: An Action Plan for Lively Parks and Healthy People* ("Action Plan"), prepared by the same consultant team. Located forty-five miles west of Philadelphia, the City of Coatesville is Chester County's only city. Once considered the "Pittsburgh of the East" due to its steel industry, the decline of that industry led to a long period of struggle with quality of life, economic, and fiscal concerns. Dramatic growth in Chester County has made it the wealthiest county in Pennsylvania, yet Coatesville has not shared in this prosperity.

### demographics

The People of Coatesville. A small city of 1.8 square miles and a population of 13,069, the City of Coatesville is diverse by race, income, educational attainment, and interests. Coatesville's population has steadily increased in recent years, growing from 10,838 in the 2000 Census to 13,069 in the 2019 American Community Survey. About 4,400 households yield an average household size of 2.95 persons<sup>1</sup>. The most significant attributes of Coatesville's population are its youth, its rich racial and cultural diversity, and the challenges of lower income and educational attainment levels. The American Community Survey's annual report from 2010 through 2019 is the primary source of information on the City of Coatesville's demographics.

The city's residents are young compared with those of Chester County and Pennsylvania. Whereas the greatest proportion of persons in the county and state are 45 to 54 years old, the largest age group in Coatesville is 25 to 34 years old. Coatesville has comparatively higher proportions of residents below the age of 35, and comparatively lower proportions of residents above the age of 35. In the 2010 U.S. Census, the median age in Coatesville was 29.8 compared with 39.3 in Chester County and 40.1 in Pennsylvania.

In 2010, about 46 percent of the population was African American, 38 percent White, and 23 percent Hispanic. In about 16 percent of households, Spanish is the language

<sup>1</sup> American Community Survey (2019). U.S. Bureau of the Census. <https://www.census.gov/search-results.html?q=Coatesville+city,+PA&page=1&stateGeo=none&searchtype=web&cssp=Typeahead>

spoken at home, a decrease of about five percent between 2010 and 2014. Twelve (12%) percent of Coatesville's population has a disability. About 41% of citizens older than 65 has a disability.

## **housing, employment, & transportation**

Coatesville's unemployment rate is 10.7%. About 30.8% of those over the age of 16 are not in the work force (i.e., those who have no job and are not looking for one). Coatesville residents are about two and half times more likely to work in service occupations than other Chester County residents and twice as likely to work in production, transportation, and moving occupations.

While most commute to work via car, truck, or van, about 9% take public transit, 5% walk, and 4% use other means. Residents commuting to the region's major employment centers could reduce their automobile dependence if the revitalized Amtrak station offers increased service via Amtrak and SEPTA regional rail. Ongoing trail expansion in the area may lead to new opportunities to cycle to work.

There are about 613 housing units in Coatesville. Renters occupy 63% of housing units while owners occupy 37%. About 77% of householders have moved into their housing unit since 2000. About 52% of the renter population spends more than 35% of their gross income on rent, up from 45% in 2010. The city is home to more than 40% of Chester County's Federal housing choice program formerly known as Section 8 recipients<sup>2</sup>. In 2019, the median house value of \$123,500 in Coatesville was about 35% of the median house value in Chester County. More than one out of four households do not have a vehicle.

The City is implementing a revitalization plan surrounding the historic train station, located at North 3<sup>rd</sup> Avenue and Fleetwood Street. Shuttered for over 25 years, Amtrak owns the building and leases it to the City to manage and maintain. A new adjacent station is being developed to provide ADA accessibility and improve station function while supporting downtown revitalization efforts. The new station construction project is scheduled to go to bid by late June, and the two- to three-year construction

project could commence by calendar year end 2021. The new station will feature Amtrak Keystone Service trains, bus service and a new 38 space parking lot. It is also anticipated that SEPTA will restore service to Coatesville, once the station is fully operational. Located only 0.3 miles, or six city blocks from the Ash Park entrance, the combined park and station revitalization are two examples of positive change in Coatesville.

## **income**

By far, poverty remains the most pressing problem in Coatesville. The 2019 American Community Survey estimates median household income of \$45,265 for the City of Coatesville versus \$100,214 for the County as a whole, 45% lower. The percentage of persons in poverty is 25.5% in the City of Coatesville, versus 5.9% for the county, more than 4.3 times the county average. However, in 2014, this figure was higher at 30%.

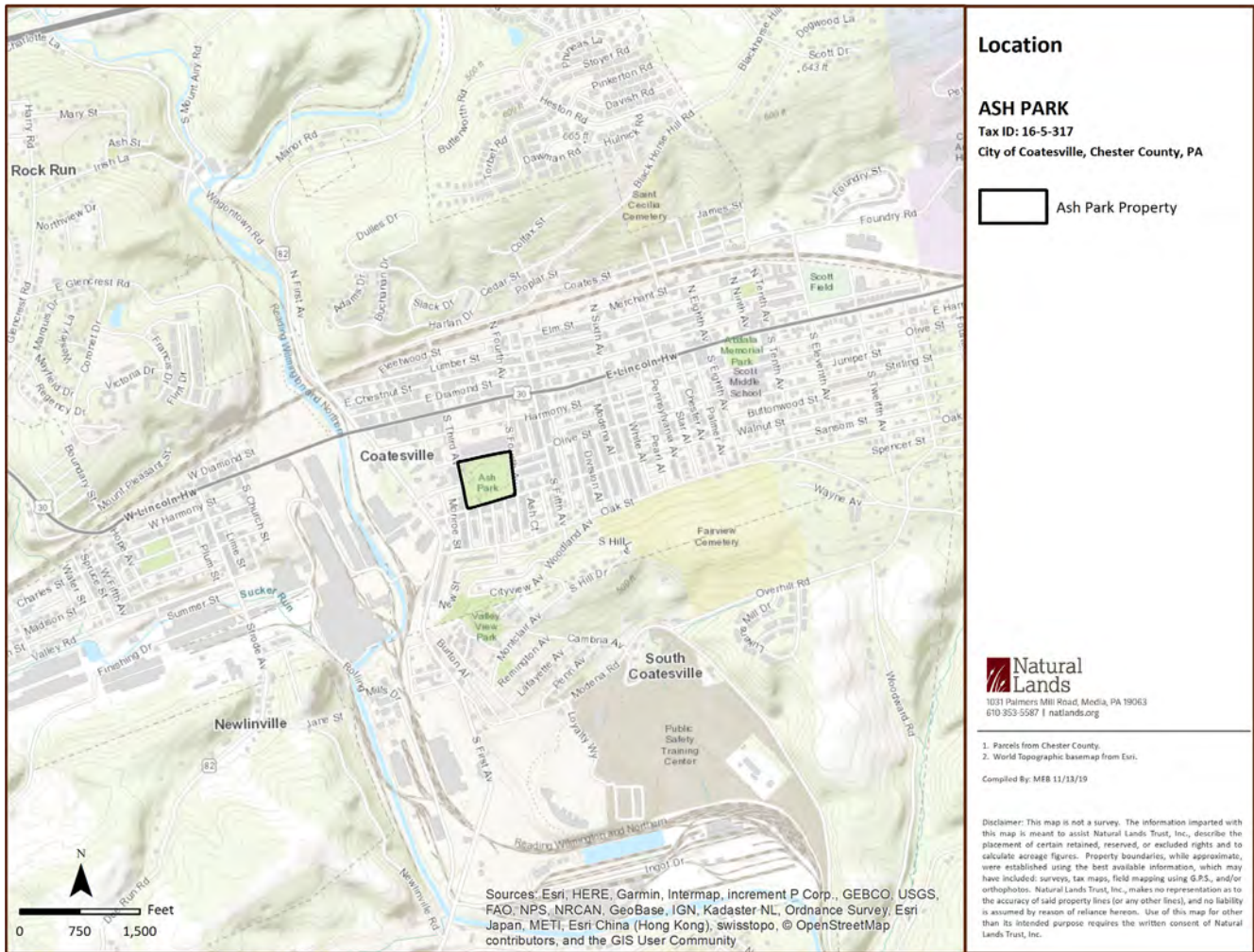
## **Ash Park context**

The City of Coatesville is located on a narrow valley floor that runs east and west between the steep North and South Valley Hills. The 9.3-acre park is bounded by 3<sup>rd</sup> and 4<sup>th</sup> Avenues, Kersey and Walnut Streets. To the west of Ash Park, along First Avenue one finds the west branch of the Brandywine Creek. Two blocks north, East Lincoln Highway, serves as a main thoroughfare, with First to Sixth Avenues constituting the "main street." Ash Park is located within the Coatesville Historic District, an area listed on the National Register of Historic Places in 1987. The historic district significance centers on commerce resulting from the adjacent iron and steel industry, making it one of the largest commercial centers in the county, also distinguished by a locally noteworthy collection of architecture. *See Location Map.*

## **City of Coatesville parks**

The City of Coatesville maintains ten parks totaling 34.05 acres. An assessment of all parks, programs and maintenance issues can be found in the 2016 *Action Plan*,

<sup>2</sup> Beshoff, Laura. *Newsworks. Aiming to help Chester, Philly Residents Move to Better Opportunity, Housing Problem Starts off Slowly. WHY? Philadelphia, PA. January 20, 2016*



including the analysis that determined a community-wide park deficit of 68 to 92 acres. That study highlighted residents’ concern for safety, aging and deteriorated facilities, challenges presented by the lack of a Parks and Recreation Department and inadequate funding to maintain a parks system and programs. In spite of these challenges, the City of Coatesville has made great progress in implementing the 2016 *Action Plan*. In less than five years, the City has enlisted community volunteers to install and maintain the KaBoom playground at Patton/West End

Park; completed a master plan and the award-winning (PRPS Green and Sustainable Parks Award, 2020) Phase 1 installation of a splash park and nature playground at Palmer Park; is in construction of Phases 2 and 3 at Palmer Park; hired an Assistant City Manager who, along with the Manager, has supported parks and recreation initiatives; and has also created a volunteer community role of a parks and recreation coordinator. Ash Park represents the City of Coatesville’s only community park and clearly the community supports its revitalization!

## site inventory & analysis

See 2010 Aerial Photography and Existing Conditions Plan

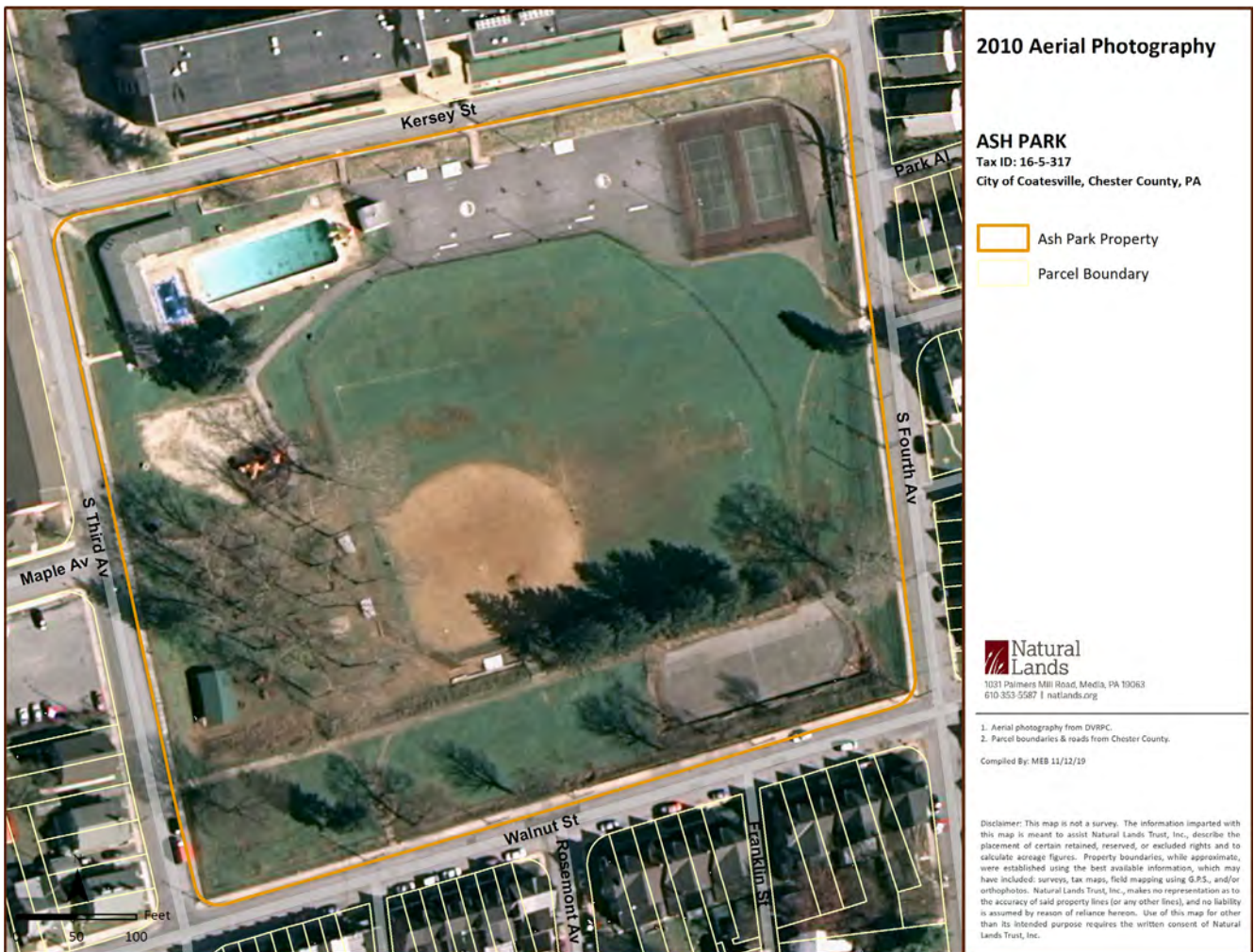
### Ash Park overview

Officially named Chester Ash Memorial Park, the City's only community park is the flagship of the park system, serving a three-mile radius. Adjoining uses include residential rowhomes and twins along Walnut Street and 4<sup>th</sup> Avenues. Apartment buildings, parking lots and a pre-school border the park along Kersey Street and 3<sup>rd</sup> Avenue. The City Hall and Police complex touch the park at the corner of 3<sup>rd</sup> Avenue and Kersey Streets. Active and passive facilities include two closed pools and restroom/locker room building, basketball courts, tennis courts repurposed for horseshoes, a baseball and soccer field, a playground, pavilion, picnic tables and grills. With the exception of

the playground equipment and pavilion, the facilities are in general disrepair. The swimming pool has been closed and inoperable for six years. Chapter 2 of this master plan includes the Pool Feasibility Study.

Natural features include a grove of 20 mature deciduous trees that shade the picnic and pavilion area; a grove of evergreen trees adjacent to the play area, three other evergreens scattered throughout the park as well as a row of six planted along the top of the slope near a multi-purpose paved area at the southeast corner of the park, and 18 deciduous trees of varying stages of maturity planted along the south, east and west perimeters of the park. The remainder of the park, where not paved, is mown turf. Many of the trees are in poor health or near the end of their life cycles. The park lacks perimeter street trees.

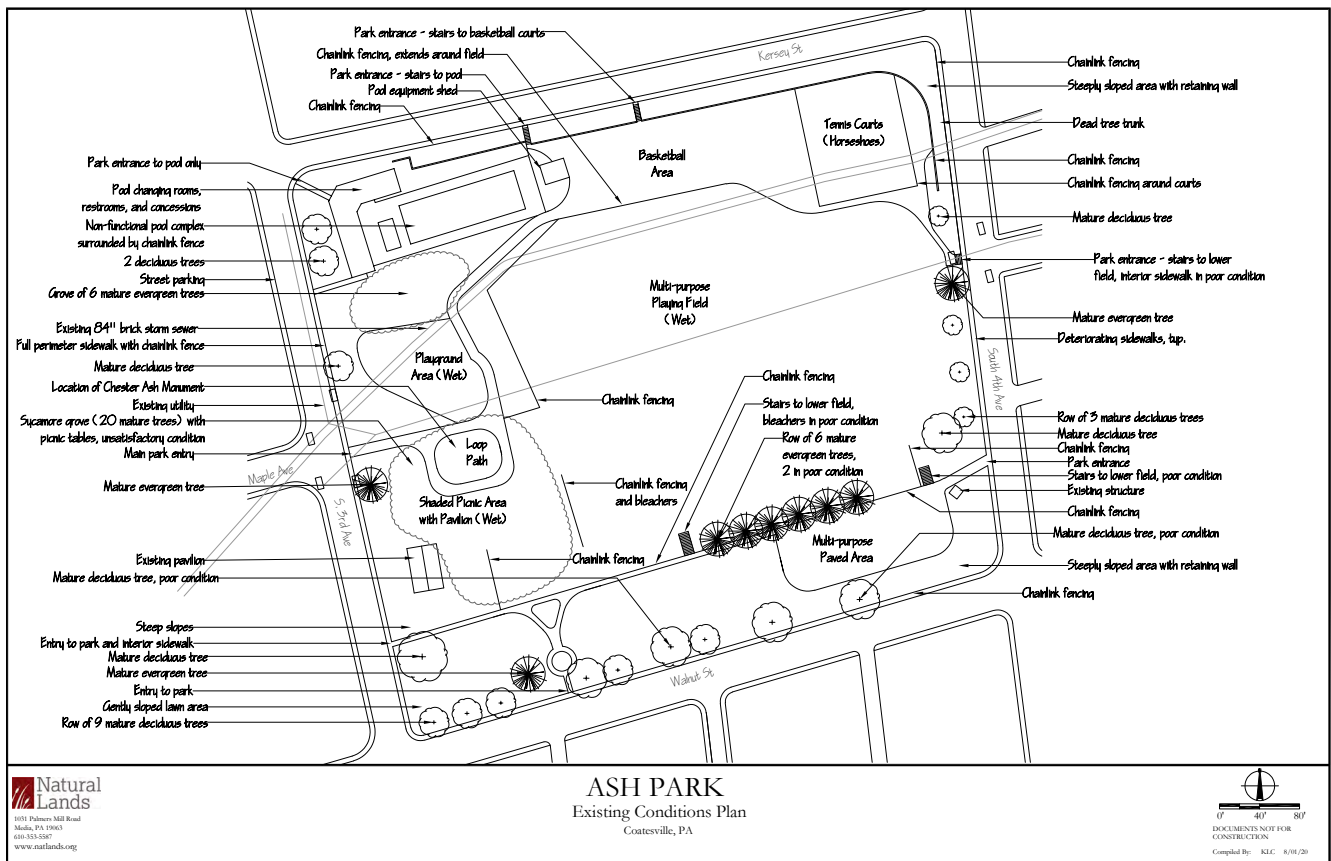
Water, specifically lack of stormwater management, represents the greatest environmental impact to the





site. The City of Coatesville and Ash Park lie within the Brandywine Creek, West Branch sub-watershed, which flows into the Delaware Bay. The site suffers from poorly drained soils, a high water table, and runoff from adjoining streets that render the playing fields unusable, even during some of the peak recreational season. The runoff from steep roadways above Walnut Street jump the curb, erode the hillside and pond in the playing fields, picnic grove, and playground area. The water has even undermined the adjoining Walnut Street sidewalk.

The site is comprised of Type C Soils characterized by slow infiltration rates, leading to ponded water. An underground stream, Gibbons Run, named for a former landowner and member of the Lukens-Huston family, previously flowed overland through the site. It still exists, but in a vaulted brick culvert well below the surface although sometimes rising during severe storms. The underground, vaulted stream somewhat restricts redevelopment of the site.



## security analysis

Public outreach revealed two pressing security concerns: first, loitering in the park after dusk, with respondents commenting that the park lacked sufficient lighting. Second, the lack of adequate basketball courts at Ash Park, and throughout the City, resulting in conflicts between youth of various ages and from an assortment of neighborhoods, vying for scarce court time.

The 2016 *Action Plan* consistently identified safety and security as a primary concern among residents and one of the primary obstacles to parents sending their children to city parks. The *Action Plan* resulted in Toole Recreation, Natural Lands and Brandywine Health Foundation introducing the City to StreetReach, a youth mentoring program used in the Minneapolis parks system. Due to other priorities the City has not been able to pursue a formal youth mentoring program for Coatesville, an approach that could increase security and youth engagement. Security at Ash Park is bolstered by the adjacency of the police headquarters as well as by adjoining residential uses that provide “eyes on the park.” The design employs Crime Prevention Through Environmental Design (CPTED) approaches, discussed in Chapter 3 of this plan.

As part of the Palmer Park improvements, security cameras were installed and digitally monitored by the police department. It was recommended by the City of Coatesville Police Department that cameras be installed in Ash Park as well.

## issues

- Wet soils, due to the buried stream, and stormwater runoff from adjoining elevated streets, limit use of the playing fields.
- Flooding and ponding occur after storm events in the playing field, the playground area, and the picnic/pavilion area.
- The pool complex facilities including the restrooms, concession area, locker rooms, and both wading pool and swimming pool are in disrepair to the point of being non-functional for their intended uses.
- Lighting in the park is lacking and in many cases non-functional. During the 2016 *Action Plan* interviews, neighbors expressed concern over inadequate park visibility, loitering at night and confrontations amongst youth over basketball court use.
- The path system does not adequately connect different sections of the park, making some areas not easily accessible.
- Paved areas within and along the perimeter of the park are in disrepair.
- The perimeter fencing clutters views into the park and detracts from the character.
- The site lacks adequate shade trees and other vegetation in most areas except for the picnic grove. Many of the site’s trees are in poor health or are approaching the end of their life span.
- Most of the site which is not paved is mown turf, even on steep slopes or hard-to access areas, requiring significant maintenance effort and time.
- The site lacks certain amenities such as adequate seating, water fountains, trash receptacles, and signage.

## CHAPTER 2

# pool feasibility study

## public swimming pool trends

The decision on whether to maintain or close pools is not unique to Coatesville. Nationwide, there is a trend towards replacing swimming pools with splash playgrounds, as pools built in the early to mid-20<sup>th</sup> century reach the end of their life spans. While not maintenance free, splash playgrounds are lower cost to maintain, do not require lifeguards and, unlike swimming pools, can be designed so that the area is available for play year-round. Nationwide, the 100 largest cities average about 2.5 pools/100,000 residents or one pool per 40,000 residents. Cities with high levels of pool facilities, such as Philadelphia, have one pool per 20K-25K residents. By any measure, a market analysis would likely find that the Coatesville population (less than 14,000 residents) is not large enough to support a traditional public swimming pool. The National Recreation and Parks Association (NRPA) reports:

*“Spray parks have made a big splash as a common replacement for aging swimming pools, particularly because they still provide the community with aquatic experiences without the high operating costs of traditional pools.”*

— Aquatics Trends, Parks & Recreation Magazine, December 2016

Further evidence of the trend of converting outdated pools to splash playgrounds:

*“Enter the splash pad—or its cousins, the immersive fountain, water playground, and “wet plaza.” These urban oases offer residents a refuge from the summer singe, provide accessible recreational opportunities, and create a heat-friendly public space. The splash pad is the future. Splash Pads are the New Public Pools.”*

— Urban Planning, August 25, 2016

## public pool examples in the area

Municipalities in this region have about 25,000 residents in a regional services area per pool; Coatesville has a population of less than 14,000 residents.

In Chester County, only one community operates a pool that functions as a regional facility—Spring City serving northern Chester County. Other public swimming opportunities in Chester County are limited to Marsh Creek State Park and French Creek State Park, as well as the YMCA. Several swim clubs exist, but are private and require membership and are trending toward closure. Adjoining counties, Lancaster and Montgomery particularly, have more public pools. However, the trend is more toward closure such as Whitpain Township’s recent acquisition of a private swim club for its parkland opportunities (the pool from the 1950’s will not be operated in the future). Other communities in the region that operate pools include:

- City of Allentown (pop. 120,000) – currently operates four pools and two spray parks.
- City of Camden, NJ (74,000) – two pools, seven spray parks supported by the City.
- City of Chester (pop. 34,000) – one pool supported by fees and city support.
- City of Lancaster (pop. 59,000) – operates one pool and Lancaster County operates two pools nearby.
- City of Philadelphia (pop. 1,560,000) – 73 pools, 80 spray parks. Philadelphia ranks fifth in the U.S. in terms of number of pools per capita.
- City of Reading (pop. 87,500) – operates one pool, with two others in adjoining boroughs. Swim lessons offered.
- Abington Township (Montgomery County, pop. 55,000) – two pools.

- Ephrata Borough (Lancaster Co., pop. 14,000) – one pool.
- Hatfield Township (Montgomery Co., pop. 17,000) – one pool.
- Lilitz Borough (Lancaster Co., pop. 9,000) – one pool.
- Manheim Township (Lancaster Co., 38,000) – two pools with support from the Township.
- Quakertown Borough (Bucks Co., pop. 9,000) – one pool.
- Souderton Borough (Montgomery Co., pop. 7,000) – one pool.
- Upper Dublin Township (Montgomery Co., pop. 25,500) – one pool.
- Wilkes – Barre once had five public pools and now has none.

With the exception of Philadelphia and Camden, all public pools charge fees. Daily rates are generally \$7–\$15 for adults and less for children.

As an example of a similar city facing major decisions about aging pools and limited budget, the City of Allentown (pop. 120,000) is typical of national trends towards replacing at least some swimming pools with splash or spray parks. The city commissioned a study of its pools and spray parks, which recommended removal of one defunct swimming pool and conversion of another pool into a spray park. The plan recommended converting five pools and two spray parks to three pools and three spray parks. In 2021, the City of Allentown is currently operating only two pools and two spray parks.

## Ash Park pool analysis

*Refer to Appendix 2 – Facilities Inspection and Appendix 3 – Atlantic Aquatic Engineering Pool Report*

## maintenance and operations costs, revenue, & operational considerations

Part of the park master planning process was to evaluate the potential revitalization and operation of the Ash Park Swimming Pool. Atlantic Aquatic Engineering conducted the assessment of the physical condition of the pool which

is presented in Appendix 3. The result of this assessment was that the cost of rehabilitating this pool at a very basic level would range from \$750,000 to \$1.3 million. Atlantic Aquatic Engineering recommended that planning for the restoration of the pool as it existed upon closure would be inadequate, as swimming pool trends have rendered this type of design obsolete as pool designs have evolved from a traditional rectangular type of pool into aquatics centers that feature beach access; interactive water play features; expansive deck and grass areas for socializing and relaxation; areas for aquatic fitness programs and swim lessons; and rental facilities for private parties and gatherings. These types of facilities attract visitors including visitors who are willing to pay admission fees including memberships, punch passes and daily fees. Since this caliber facility is what people in general have come to expect, basic facilities are less attractive to patrons especially when a fee is required.

As stated in Chapter 1, community outreach via the 2019 online public survey found little willingness among the residents to pay admission fees, and demographics within the City of Coatesville demonstrate a low median household income for Coatesville residents when compared to the rest of Chester County.

While information about pool operations in the past was not available, interviews found that the pool operations were largely subsidized by the City. Citizens reported anecdotally that residents were not willing, with many unable, to pay \$5 for admission to the pool and that the community expected the pool to be free.

## operational research regarding five municipal swimming pools

The planning team conducted research into the operations of municipal pool operations in five other communities across the Commonwealth. The municipalities with pools included Hatfield in Montgomery County, Lower Makefield in Bucks County, Mechanicsburg in Cumberland County, Centre Region in Centre County, and Hampton Township in Allegheny County. Table 1 presents comparisons of the municipalities by population, median income, pool fees, pool revenues and pool expenditures. Common findings of our research including the information shown in Table 1 as well as in formation garnered from interviews include:

- All five public outdoor pools studied required municipal support to offset operating costs.
- Securing trained staff for lifeguard positions is difficult:
  - ~ The availability of trained lifeguards is extremely limited. Some municipalities are paying potential lifeguards for their training as well as paying the training and certification fees.
  - ~ Competition with the private sector is fierce.
  - ~ Wage rates in municipalities is low compared with hourly rates in the service and retail sectors.
  - ~ Changing attitudes toward part time work trending away from work among younger age groups.
- Municipalities that had state-of-the-art aquatics facilities were more successful in pool operations and cost recovery than traditional type pools built many decades ago.
- Municipalities in relatively affluent communities with optimal aquatics facilities could charge more, tended to attract staff more easily and were the ones that could recover operating costs and perhaps a little more.
- Public pools generally require municipal support. Pool operating costs are in the hundreds of thousands of dollars. Municipal support is an essential factor.
- A skilled park operator with certification as a Certified Pool Operator or an Aquatic Facility Operator is required.
- Public pools must conform to the Pennsylvania Bathing Codes and adjust in accordance with public health situations such as the recent pandemic.

**table 1** | comparisons of municipalities by population, median income, pool fees, pool revenues, & expenditures

jurisdiction	population	median income	pool admission rates		pool revenues	pool expenditures
			daily	season/family		
Hampton Township	18,891	\$91,651	\$5–10	\$70–450	\$263,569	\$377,790
Centre Region	106,703	\$54,407	\$8–12	\$300–625	\$523,929	\$529,296
Hatfield Township	17,249	\$84,781	\$300–625	\$227–1,300	\$3,703,848	\$3,540,546
Lower Makefield	32,761	\$150,572	no daily fees – membership only	\$240–295 individual \$475–570 family	\$992,759 includes township subsidy of \$180,283	\$992,759
Mechanicsburg	App. 26,000	Upper Allen: \$80,587 Shiremanstown and Mechanicsburg: \$35,000	\$7–14	\$96–115 individual \$136–235 family	\$166,075 plus \$50,000 contribution from Upper Allen Township	\$171,547

## recommendations

Given the City's current financial situation, and lack of a Parks and Recreation Department staff to oversee pools, it is not feasible to repair, operate and maintain the Ash Park pool. Outreach found that there is little public appetite for paying to use a public pool and that the rates they are willing to pay will not generate the income sufficient to recover operating costs much less the capital cost of basic pool improvements. The cost projections for the pool rehabilitation are expensive, even when only producing basic safety and health code repairs that fall short of the public expectations for modern aquatics facilities that feature pool amenities such as fountains, pool play structures, and great public spaces for relaxing, socializing, and celebrating special occasions and community gatherings. Without such features, the public will be far less inclined to use a traditional rectangular tank pool with limited deck space much less pay a fee to use such as space. Knowing this, after a potential extensive effort by the City to fix up the pool as it is, the public may be disappointed at the result.

However, the economic revitalization as evidenced by the Coatesville Train Station, 3<sup>rd</sup> Avenue Streetscape Revitalization, and the Coatesville Gateway Project at First Avenue and Lincoln Highway hold potential to place the

City on sounder financial footing. If City Council wishes to maintain the option of re-opening the Ash Park pool in the future, we advise the following:

- Remove the pool and convert the area into the uses specified by the park master plan, including the entry plaza, combined splashpad and new playground area, and rehabilitated public restroom facilities.
- As the City completes economic projections from redevelopment, City Council should consider re-establishing a budget for parks and recreation, as feasible. Such funds could leverage grants and increase the City's ability to restore parks in general and add facilities for cooling and recreation such as spray parks.
- The City should explore potential partnerships for consideration of an indoor aquatics center. The residents need year-round facilities for health, fitness and safety that would be centered on an aquatic facility. As a riverfront community, all residents should be able to learn to swim and enjoy water-based recreation for lifelong fitness and wellness. Partnerships with other community-based organizations, quasi-public, non-profit and commercial providers would be necessary to undertake such a facility in this area. Such a facility would likely be regional in nature, be part of another facility such as a community center or school, and not solely a city pool.

## CHAPTER 3

# Park Master Plan

## *good times return to Ash Park*

### activity & facility analysis

In order to help determine existing facilities to remain, as well as proposed new facilities and activities on site, the planning team engaged with the public both in person and

through online surveys, as well as relying on knowledge gained from previous planning work including the needs assessment. Refer to Table 2 – Activities and Facilities Analysis, following, for specific information.



On April 2021, Coatesville residents and officials gathered at Ash Park for the premier of two master plans for the park. Public comment at the premier and earlier public meetings and via an on-line questionnaire; coupled with facility analyses by professionals in landscape design, recreation planning, water resource engineering and swimming pool construction, informed the final master plan for Ash Park.

**table 2** | activities and facilities analysis – prioritized community needs & uses

category	findings (existing)	degree and skill level	spectator use	proposed use	master plan solutions/ recommendations
ACTIVE RECREATION PRIORITIES	basketball (two full size courts, east-west orientation)	Facilities are targeted at basic skill levels	The entire park is a community hub for spectating	Expanded; upgraded	Replace existing with three full courts (north - south orientation), with associated bleacher and bench seating, lighting, storage shed, and misting station
	horseshoes (tennis courts)			Upgraded	Remove tennis courts and replace temporary horseshoe facilities with permanent, with associated seating and gathering areas
	playground			Relocated; upgraded	Install new, larger playground in general area of former pool complex, combine with new splashpad
	multi-purpose playing field			To remain; upgraded	Improve turf area with stormwater management bmp's
	sledding hill			Upgraded	Remove hazards (concrete steps and seating, fencing) on sloped area intended for potential winter sledding
	walking			Expanded; upgraded	Connected path system throughout park, including a measured paved 1/5 mile loop trail around the playing field as well as a boardwalk, and improved entrances to the park
PASSIVE RECREATION PRIORITIES	gathering areas	N/A	N/A	To remain; upgraded to promote socializing, destressing, and relaxation	Additional seating throughout park, improved and expanded picnic area with additional pavilion, new pavilion in recreational area, and entry/festival gathering space at main park entrance, including public restrooms and lighting; new outdoor amphitheatre space for public events
	natural areas	N/A	N/A	Connection with nature close to home	Additional landscaping, including vegetated swales, additional trees, and meadow areas for stormwater management, and boardwalk crossing a wet meadow area
CONSERVATION PUBLIC USE PRIORITIES	Ash Park overall	N/A	N/A	Revitalization of the park to reestablish historic importance as community hub	Overall revitalization of park through phased implementation plan
	Chester Ash Memorial area	N/A	N/A		Improvement of area adjacent and around memorial with landscaping, signage, and access



basic requirements for associated facilities	proposed participation rates	schedule of use	support facilities
<p>All structures, play areas and trails must comply with various local, State, and Federal codes and guidelines, including the 2010 ADA Standards for Accessible Design, Uniform Construction Code, American Society for Testing Materials (ASTM) Standards, and the Consumer Product Safety Commission (CPSC) Guidelines for Playground Safety. Multi-purpose playing field should conform with FIFA (International Federation of Association Football) minimum standards or those of local sports program requirements, to be determined. Boardwalk designed to be 8' minimum width for ADA compliance.</p>	<p>All facilities will be used on a self-directed basis</p>	<p>All facilities to be used during established park use hours, as determined by the City of Coatesville</p>	<p>new bleacher seating and benches, trash receptacles, lighting, storage shed, cooling station, drinking fountains</p>
			<p>seating, protective fencing around area, trash receptacles</p>
			<p>splashpad, nearby public restrooms, storage shed, seating</p>
			<p>storage shed, seating</p>
			<p>N/A</p>
			<p>N/A</p>
<p>All structures and trails/ walkways must comply with various local, State, and Federal codes and guidelines, including the 2010 ADA Standards for Accessible Design</p>	<p>All facilities will be used on a self-directed basis although festival area and pavilions may be rented at City of Coatesville's determination</p>	<p>All facilities to be used during established park use hours, as determined by the City of Coatesville</p>	<p>public restrooms, seating, shade, picnic tables, grills, trash cans, drinking fountains, lighting</p>
<p>equipment storage</p>			
<p>All structures and trails/ walkways must comply with various local, State, and Federal codes and guidelines, including the 2010 ADA Standards for Accessible Design</p>	<p>All facilities will be used on a self-directed basis although festival area and pavilions may be rented at City of Coatesville's determination</p>	<p>All facilities to be used during established park use hours, as determined by the City of Coatesville</p>	<p>signage, support facilities listed above</p>
			<p>fencing, lighting, signage</p>

## CHAPTER 4

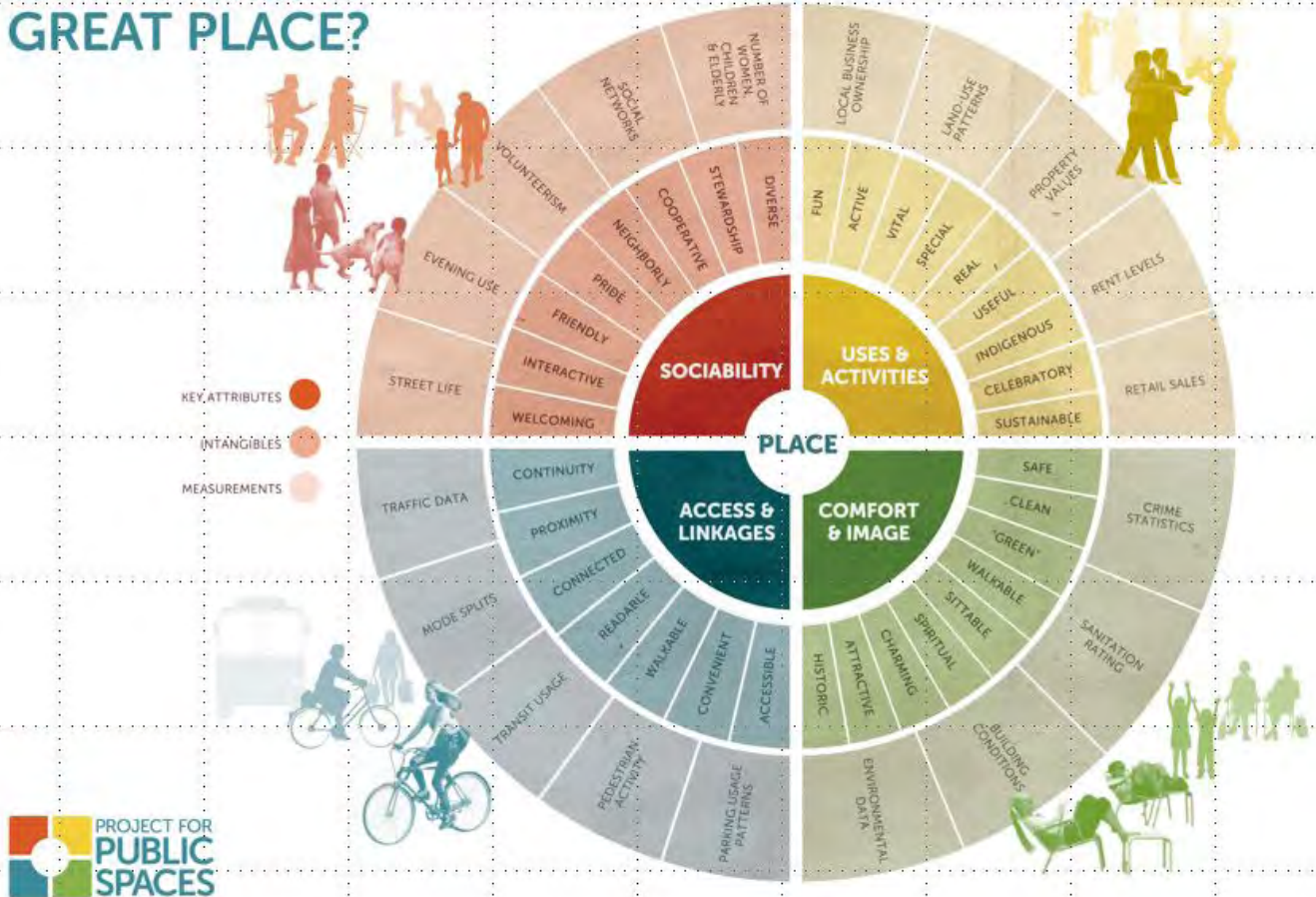
# design considerations

## master plan design considerations: *the site*

The Ash Park Master Site Development Plan considered the public outreach described in Chapter 1, as well as the professional recommendations of the team comprised of a registered landscape architect, parks and recreation professional, swimming pool expert, land use planner, engineer, cost estimator, and social worker. Considerations included:

- 1. The site opportunities, constraints, and accepted design standards.** The site inventory in Chapter 1 identified the wet soils and underground stream as the greatest site constraint. The designs address that constraint by incorporating stormwater infrastructure, native vegetation suited to such soils, and rain gardens as part of the design (see 4, below). In spite of the wet nature of the site, opportunities to connect it to the community far outweigh any constraints. The design adds entry points to all park frontages and a clearer internal pathway system to connect park visitors to the various site amenities.
- 2. Physical, natural, and cultural aspects of the site.** Ash Park lies only two blocks from the main commercial core along Lincoln Highway. Four blocks to the north, along 4th Avenue, pedestrians will soon have access to the new Amtrak/SEPTA train station. The Iron and Steel Heritage Museum is within a quarter mile walk of the park, along first Avenue. The City Hall complex connects along the western corner of the park, at 3rd Avenue and Kersey Street. The nearby Senior Center and an adjoining pre-school mean that people of all ages are within a short walk of Ash Park, making it an ideal gathering spot for the entire community. The long history of using the park as a gathering place, reflected in public comment as a continued desire, forms the basis for a design that provides places for people of
- all ages to gather for social needs such as the event/gathering areas, picnic pavilions, horseshoe courts, cooling stations, amphitheater and for more active uses such as the basketball courts, multi-purpose playing field, splash pad and playgrounds.
- 3. Compliance with laws including 2010 ADA Standards for Accessible Design, Uniform Construction Code, American Society for Testing Materials (ASTM) Standards and the Consumer Product Safety Commission (CPSC) guidelines pertaining to playground areas and equipment.** Both the design of new facilities and evaluation of existing ones incorporates these safety standards.
- 4. Establishment of native vegetation, mitigation and enhancement of wet soils on the site, incorporation of sustainable site design and green stormwater infrastructure.** As noted in the site analysis, wet soils, lack of vegetation and vegetation near the end of its life span, led the designer to propose plantings that serve multiple purposes. Those purposes include: providing shade, thereby ameliorating heat island effects; slowing the rate of and absorbing stormwater runoff which also helps to meet MS4 obligations; reducing carbon dioxide emissions into the air; mitigating the impacts of stormwater runoff so that the playing field and other park areas are usable more days of the year; providing food and habitat for birds and bees; providing a more aesthetically pleasing park for people; providing passive recreational opportunities to connect with nature, and providing educational benefits that park visitors with their own yards can replicate at home.
- 5. The ability of City staff and volunteers to maintain and steward Ash Park.** Maintenance presents the greatest challenge in any park design. In Coatesville, where the City has no parks department and all maintenance must be provided by only one full-time

# WHAT MAKES A GREAT PLACE?



equivalent person, maintenance remains our greatest challenge. The design team worked with the City's public works employee, consulting him on the designs. The Team has a history of establishing volunteer organizations, as has been done for West End Park, to assist with park maintenance and a similar approach is recommended at Ash Park.

A plan also needs to create a great place, unique to Coatesville. The designs incorporate four elements from the Project for Public Spaces "What Makes a Great Place?" guidelines:

1. **Access and Linkages.** Considerations include visibility, connections to adjacent uses, use by occupants of adjacent buildings, access for people with special needs, paths that lead to places people want to go, and availability of transportation options to reach the place.
2. **Comfort and Image.** This element includes making a good first impression, the ratio of men to women, places to sit including choice and shade, a sense of security and photo opportunities.
3. **Sociability.** This design element considers whether people seem to know each other, are they bringing friends and relatives to see the place and is there a mix of ages and ethnic groups that reflect the community at large.
4. **Uses and Activities.** Designs that address this aspect of place consider choices of things to do, activities for different age people, things to do whether alone or in a group, spaces that can be used from dawn to dusk and year-round and a presence that the park is well managed.

Not all of those elements are under the designer’s control. For example, transportation options are out of the control of the designer. However, to the extent possible, Concept Plans A and B addressed the above design elements. The concepts also take direction from the Advisory Group and public questionnaire preferences. The amenities most desired included lighting, restrooms (currently closed) and picnicking. Basketball and sports also rated highly. In addition, respondents wanted programs for children and youth. The consultant team also considered costs and how a phased approach could be implemented so residents could see progress, even if the renovation had to be accomplished over many years.

## recommendations

The Advisory Council endorsed, and City Council then authorized the preparation of two concept plans, revealed at an April 17<sup>th</sup> socially distanced event held at Ash Park.

### Concept Plan A: Social

See Maps section, page 37

This concept strives to meet the community’s goal of renovating the park as a great place to gather with friends and family, addressing stormwater management and water ponding issues, and providing enhanced facilities. Major elements include:

- **Entry/events space.** Enlarging the current entrance at Kelsey Street and 3<sup>rd</sup> Avenue provides space for events and public art. A new pavilion and reuse of the existing pool bath house, for public restrooms, completes this corner.
- **Three basketball courts and adjacent horseshow pit area.** Addressing Advisory Group and public desire for improved basketball courts, three full courts are featured in the current location, along Kelsey Street. An active horseshoe group has repurposed dilapidated tennis courts. Concept A would devote this area entirely to horseshoes.
- **Central, multi-purpose playing field and trails.** The central lawn area would continue to function as a multi-purpose playing field. A revised trail system would provide access to five park entrances, the park overlook and the playing field perimeter.



Concept Plan A features areas for socialization, as shown in this recently renovated picnic area at Macrone Park, Radnor Township, Delaware County.

- **Open lawn and overlooks.** The Walnut Street side of the park provides sweeping views over the playing fields. A path and open lawn would make this area more inviting for park users. Establishing a meadow on the hillside makes maintenance easier for City staff.
- **Expanded picnic area.** Known as a locale for family reunions and other events, the picnic area remains in its current location, renovated with two pavilions, picnic tables and grills. The current access, where Maple Avenue meets 3<sup>rd</sup> Avenue, would permit vehicle access and turnaround so that people needing assistance, and picnic supplies, could enter the park at a convenient location.
- **Expanded playground.** The existing playground equipment in good condition would be reused and amended, moving it slightly closer to the restrooms. An adjacent natural area, a wet meadow, is discussed below.
- **Stormwater mitigation.** Where possible, unused pavement will be removed, allowing more naturalized

surfaces to absorb water. Along Walnut Avenue, street tree trenches would alleviate the high volume of water flowing into the park from the streets above. This solution can also help the City meet MS4 Pollution Reduction obligations. Converting a significant portion of the park's mown areas to unmown meadow alleviates stormwater runoff and lowers maintenance costs. Adding trees and shrubs throughout the park not only has aesthetic benefits, it also helps to absorb excess water. A wet meadow for stormwater management, located near the playground, can also incorporate a boardwalk and learning opportunity for residents of all ages.

- **Heat mitigation.** Rising average summer temperatures pose health risks, especially for the elderly and those with underlying medical conditions. Providing cooling opportunities in public parks can help address this critical public health issue. A cooling station, with water that could be activated on demand, is proposed between the basketball courts and horseshoe pit. Focusing on preserving existing shade trees and planting the next generation, will ensure cooler places to gather, both in terms of providing shade as well as increased evapotranspiration. Water fountains would also be located in the park.
- **Security.** The best security is to have a well-used park, with many people keeping eyes on the park. In response to resident requests, lighting would be added to the park. Removing the wire fencing gives a safer and more welcoming impression of the park. The pathway system has been redirected so that easy access is now available at five park entrances. The vehicular access points at the picnic area and main entrance also ensure that emergency vehicles can access the park. The programs section discusses friends' groups, youth mentoring programs and other programmatic approaches to security.

## Concept Plan B: Recreational

*See Maps section, page 37*

This concept addressed the Advisory Group and residents' request for more active recreation, such as playgrounds, playing fields and basketball. Proceeding clockwise, in the same order as Concept A, the major elements include:

- **Entry/events space and playgrounds.** This concept includes a more elaborate redesign than shown in

Concept A, of the current entrance at Kelsey Street and 3<sup>rd</sup> Avenue. Sunshades, seating, and swings would be added at the diagonal entrance. A new playground would be situated at this entrance. As in Concept A, the reuse of the existing pool bath house for public restrooms, completes this corner.

- **Splashpad and older kids' play area.** A small splashpad, plus a Ninja course and bouldering wall designed for older kids, adds a new element along Kersey Street.
- **Two basketball courts and cooling station.** Addressing Advisory Group and public desire for improved basketball courts, two full courts are featured in the current location, along Kelsey Street. A cooling station, located between the older kids' playground and basketball courts, completes the redesign.
- **Central, multi-purpose playing, trails and amphitheater.** The central lawn area would continue to function as a multi-purpose playing field. A revised trail system would provide access to five park entrances, the park overlook and the playing field perimeter. This concept also includes an open air amphitheater, built into the natural slope. The amphitheater could serve spectators to the multi-purpose field or be used for special performances.
- **Open lawn and overlooks.** The Walnut Street side of the park provides sweeping views over the playing fields. A path and open lawn would make this area more inviting for park users. Establishing a meadow on the hillside makes maintenance easier for City staff. Concept B also includes a dry streambed for stormwater management.
- **Expanded picnic area and horseshoes.** Known as a locale for family reunions and other events, the picnic area remains in its current location, renovated with two pavilions, picnic tables and grills. In this concept, the horseshoe pits would be relocated from the current tennis courts, providing a complement to the picnic area. A kids' cooling station has also been added to the picnic area. The current access, where Maple Avenue meets 3<sup>rd</sup> Avenue, would permit vehicle access and turnaround so that people needing assistance, and picnic supplies, could enter the park at a convenient location.
- **Stormwater Mitigation.** All design elements discussed in Concept A would be incorporated in Concept B. In

addition, vegetated swales surrounding the central green area would be graded to gradually lead to a wet meadow with a boardwalk to be installed near the main entrance, absorbing additional stormwater and offering a new experience, as people could walk across the boardwalk to access the picnic area.

- **Heat Mitigation.** Design elements to address heat include the splashpad, cooling station near the basketball courts, kids' cooling station at the picnic area and several water fountains. As with Concept A, planting additional shade trees will contribute to the long-term resilience and cooling effects of the park.
- **Security.** See Concept A discussion.

## Master Site Development Plan

*See Maps section, page 37*

The Master Site Development Plan takes into consideration public comment from the Ash Park plan "reveal" as well as the earlier questionnaire results and discussions with the Advisory Group. Residents who responded to the QR code survey preferred Concept B over Concept A. However, the three features most highly rated in Concept B were the new playground, splashpad *and* amphitheater. In discussions with City Council and staff, consideration of the cost of construction and maintenance weigh heavily in the decision regarding a preferred master site plan. The consultant team believes it was a "natural" for most people to select the plan with more elements as their preferred version. In balancing public desire with the realities of City funding, we created a Master Site Development Plan that is a hybrid of Concepts A and B, incorporating public needs, desires, and financial considerations. The final design also had to address the reality of the City's financial struggles to provide matching funds and maintenance staff by streamlining the design to the extent possible.

The resulting Master Site Development Plan responds to public comment and practical considerations of maintenance and financing with the following design elements:

- The main entrance, at Kersey Street and South 3<sup>rd</sup> Avenue, provides space for events as well as public art opportunities.
- The existing pool bathrooms would be reused/adapted as public bathrooms.

- To the east of the main entrance, a playground with splash pad has been included in the design, with adjoining shade trees and seating. The splash pad responds to comments from City Council that the splash pad on Front Street at Brandywine Park is not an ideal location, and they prefer to have that facility here instead.
- Along Kersey Street, a pavilion with water fountain and cooling station serves as a secondary gathering place to the existing picnic area. Three full size basketball courts with different orientation and associated amenities such as spectator and participant seating, and an upgraded horseshoe area would be located where the existing basketball and tennis courts exist.
- South 4<sup>th</sup> Avenue features a new park entrance and landscaped area to better manage stormwater. A community amphitheater would be built into the slope, towards Walnut Street. This feature is desired as the amphitheater envisioned at Memorial Park does not appear feasible in that location.
- The center of the park would continue to serve as a multipurpose playing field, with subsurface drainage so residents can use the field more of the year. An 8-foot wide paved multi-purpose trail, measuring 1/5 of a mile, encircles the field and also serves to connect activity areas in the park.
- To the north and south of the playing field, vegetated swales serve to collect stormwater and direct it to the community wet meadow area.
- Along Walnut Street, an open lawn area provides a secondary overlook, and the area is surrounded by meadow, to reduce maintenance time and to absorb stormwater. In the winter, when the meadow grass would die back, the hillside can be used for sledding.
- Walnut Street would include street trees in trenches designed to manage stormwater. Intercepting stormwater before it runs downhill into the park will help make the playing fields usable more of the season, and also help the City meet its MS4 obligations to reduce pollutants going into streams.
- The current picnic area, along South 3<sup>rd</sup> Avenue, would be replaced with two pavilions, picnic tables and grills. The entrance, at Maple Avenue and South 3<sup>rd</sup> Avenue, includes signage as well as a vehicle entry

and turnaround area for easy drop off for people with disabilities or supplies when larger events occur, as well as adjacent ADA parking spots.

- At the north end of South 3<sup>rd</sup> Avenue, stormwater would be contained within a wet meadow with a boardwalk leading to the main corner entrance and public restrooms.
- Throughout the park, additional shade trees and other landscaping, lighting, water fountains and trash receptacles; as well as benches and bench swings, make the park more inviting.

## phased capital development program & cost estimates

Achieving the vision of the Master Plan for Ash Park will not be immediate. It is anticipated that implementation will need to occur in phases over years and will require significant capital expenditures and dedication of City staff, partners, and community leaders and volunteers. To guide the park's rehabilitation efforts, cost estimates have been prepared to correspond with various zones of the park as depicted in the phasing plan (see Maps section, page 37). The zones are selected through a combination of activity type and general location. The recommended phases are not prioritized in any specific order, as implementation will depend on City capacity and fundraising opportunities. They are as follows (all include demolition of existing structures in the area unless recommended for reuse):

**Area A** – Establishes a main park entrance, open paved event space, renovated public bathrooms using the existing structure, a relocated playground area including a new splashpad, a pavilion structure with cooling station, various seating types and new landscaping including trees and meadow grasses for stormwater management and reduced maintenance of sloped areas.

**Area B** – Includes three new basketball courts and horseshoe area, including associated amenities such as bleacher seating, benches, and lighting.

**Area C** – Includes establishment of loop trail and associated connector trails throughout park, new entry from South 4<sup>th</sup> Avenue, various stormwater BMPs including

subdrainage under field, community wet meadow with boardwalk, drainage swales, trees and meadow areas, and bench seating.

**Area D** – Includes an expanded and renovated picnic grove including two pavilions, picnic tables, grills, waste receptacles and landscaping, and renovated entrance from South 3<sup>rd</sup>, including striping for ADA parking spots and enhancement of Ash Memorial.

**Area E** – Includes rehabilitation of the upper zone of the park, including meadow and mown grass areas, new sidewalk, and tree trenches along Walnut Street.

**Area F** – Includes a new outdoor public amphitheater and new landscaping.

All cost estimates provided in this plan are based on the findings of the master plan and knowledge of current park development. Probable construction costs are based on 2021 prices and do not include escalation. Each phase can be compared and evaluated separately. Professional fees are presented as a percentage of construction costs and will vary based on scope of work, permits, material availability, and other factors. A 15% contingency has been included in all phases.

Please refer to Appendix 4 – Cost Estimates

## implementation tasks

The development of Ash Park will require additional planning, design, and approvals. The following list outlines the implementation tasks that may be required for development of the park. This list is not all inclusive but is included for reference.

- Apply for funding grants, using the master plan as a basis.
- Hire a professional design consultant to develop construction documents for selected phase(s) and prepare a project manual including technical and bidding specifications.
- Obtain approvals (if necessary), based on recommendations from the professional design consultant. Plan for adequate preparation and review time as permitting can take significant time.
- Publicly bid for construction.

## funding

In order to be successful, funding for public parks often involves the strategy of pursuing multiple sources in combination, in order to use certain funds to provide the match for other entities. There are multiple potential funding sources which can be found in Appendix 5 – Potential Funding Sources.



**These images represent a few examples of residents' preferences for improving and renovated Ash Park as a community gathering place.**



**CHAPTER 5**

# maintenance, operations, & revenue

## introduction

Ash Park is a community treasure. Centrally located in the City, Ash Park is the public space of choice for most residents. As a community hub, the revitalization of Ash Park will enhance the quality of life, conserve natural resources with an emphasis on water quality, and provide much needed recreational opportunities for citizens of all ages and interests close-to-home.

The purpose of this park master plan is to establish a course of action to complete the revitalization of Ash Park. As part of the master planning process, the City of Coatesville identified the importance of planning for the future operations, management, and support of the park. About 75 percent of the cost of a park over its lifetime goes to operations and maintenance. By addressing operations and maintenance while creating the park master plan, the City of Coatesville will be able to make informed decisions about improving the park, allocating resources, budgeting, staffing, and partnerships. The Operations, Management and Financing Plan recommendations will be implemented over time as the park rehabilitation is phased in. Since not all park improvements can be made at once, park maintenance and financing additions will also be incremental over time.

In establishing this Operations, Management, and Financing Plan, the consulting team conducted interviews with key stakeholders in the community, the Ash Park Master Plan Advisory Committee, Parks & Recreation Board members, the City Manager and the Public Works Crew Chief, soccer league official, MCDC (Movement Community Development Corporation), and elected and appointed officials; researched benchmarks and best practices; and reviewed municipal information on management and budget.

## city parks

Coatesville has ten parks totaling 34.05 acres, including the 8.4 acre Ash Park. The parks cover about two percent of the City's land in contrast to the national median of 15 percent. Therefore, the optimization of each and every park is very important to the quality of life in Coatesville.

- Victor Abdala, Sr. Park
- Chester Ash Memorial Park
- Friendship Garden Park
- Gateway Park
- Jeanne Treadwell James Memorial Park
- Paul Palmer Park
- Earl Q. Patton Park/West End Park
- Valley View Park
- Swing Park
- Unnamed – Smithbridge Drive (Regency Park Apartments)

## city organization & staffing

The City of Coatesville operates with a seven-member City Council, an elected body. The Council is responsible for all legislative and policy making functions of the City's government. The City Manager is directly responsible for the administration, carrying out policies, and operations of municipal departments. Simply put, the City Council sets policy and the City Manager implements it through the operation of all city functions. City Council views the City's parks as a great asset and a hub for multiple generations to come together building a strong sense of community.

## **parks & recreation operations**

The City does not have a Parks and Recreation Department. Public Works is in charge of park maintenance. There is a Parks and Recreation Board that is advisory in providing recommendations to city management and the City Council regarding public parks and recreation.

## **maintenance**

### **city maintenance organization**

The Public Works Department manages the maintenance of all city property, including stormwater management, re-cycling, streets, street sweeping, snow and ice removal parking lots, parks, and other publicly owned land. The Department is also responsible for the Riverwalk, stormwater, a half-mile trail and two gazebos.

Four employees staff the Public Works Department including the Crew Leader and three Laborer/Operators. The Public Works Director deploys a Laborer/Operator on the east side of town, one on the west side of town and one central crew Monday through Friday. Staffing park maintenance on weekends and holidays requires time and a half to double time pay in accordance with the union agreement. Public Works is in every park two times per week. A challenge is that there are no employees working on weekends so there is no clean up after activities held in the parks by community groups or citizens. Emergency management from incidents such as flooding mandate all Public Works employees' involvement in the repair and restoration of public spaces.

Since the four workers in Public Works are responsible for a host of tasks other than park maintenance and there is no workload cost tracking, it is assumed that the City has the equivalent of about two full-time workers for parks. This assumption is important when comparing the demands of the parks for maintenance services compared with benchmark standards elsewhere.

### **City of Coatesville park maintenance goal & tasks**

The City of Coatesville's goal in park maintenance is to keep all facilities safe and clean.

- Mowing weekly
- Trash removal

- Graffiti removal
- Splash pad cleaning, operation, and repair
- Sports field maintenance which is primarily mowing and fence repair
- Play equipment maintenance
- Tasks such as attending to the abandoned pool and its structures that attract squatters and damage due to their vacancy.

### **natural resource management**

At present, there is no natural resource management program in place.

### **swimming pool operation & maintenance**

The Ash Park pool has been closed for many years. Previous research found that the City subsidized the cost of pool operation.

### **park maintenance equipment**

Coatesville has current, functional, and appropriate equipment to maintain parks. The City keeps up to date in purchasing equipment to maintain the parks.

### **issues related to park maintenance**

- Enforcement of policies, rules and regulation is a challenge.
- Staffing – An estimated two FTE's for 34.05 acres of parkland is shy of about two workers. The FTE's are derived from assumptions about Public Works staffing from park maintenance.
- Revenues to support park operations are low. While the City has a Fee Schedule, there is no revenue policy or pricing structure in place related to actual costs and value.
- Abandoned facilities attract inappropriate use and damage to the facilities.
- Due to limited staffing and budget, maintenance tasks are focused on traditional tasks of mowing, litter and trash removal and limited ballfield maintenance.
- Natural resource management is not in place and will be required with the implementation of the Ash Park Master Plan.

## recreation opportunities

The revitalization of Ash Park will occur over many years. The City will phase in improvements as funding becomes available. As the park is revitalized, recreation opportunities will expand, and maintenance responsibilities should be commensurate with park use.

Ash Park will offer expanded opportunities for fun, health, fitness, and building strong family and community bonds through socialization. The park's main purpose is to provide facilities for the residents to use as they wish for gathering, playing outdoors, recreation, fitness, fun, and enjoying nature in the great outdoors.

- **Socialization, Family Play, Inclusive Play, and Building a Sense of Community** – The residents of Coatesville indicated that their most preferred recreation opportunities in the park involve socializing. Even before COVID, trends show that Americans have a strong desire to spend more time with the people they love, a trend born out in Coatesville in which residents described their desire to use Ash Park to spend time with family and friends.
- **Watching Sports** – The community enjoys anything sports related whether that be playing or spectating. Watching sports emerged as a top desire in the public opinion survey. Observations found that sports attract the regular gathering of residents who come out to have fun with friends and family enjoying the games.
- **Special Events** – The Coatesville Community loves special events. The more special events that can happen in Ash Park, the better. These can include concerts, festivals, movie nights, etc.
- **Playground** – The playground is very important to the community. It brings out not only children and families but also community-based organizations such as day care and shelters as a safe, healthy, and fun destination.

## maintenance management

Maintenance management is the process by which Coatesville can plan, direct, control, and evaluate the care of Ash Park. Ash Park should reflect an inviting, clean, and attractive appearance; an effective level of service; and the reality of fiscal and human resource limitations of

Coatesville. Routine scheduled maintenance provides the foundation for effective park maintenance, security, safety, and risk management. A park that is well-designed and maintained attracts visitors. The more use a park gets, the less vandalism occurs and the safer it is. When park visitors see that a park is well cared for, the risk of vandalism and other undesirable anti-social behaviors tends to diminish. Parks that are not well tended get fewer visitors and more vandalism. A specific goal of this master plan is to establish Ash Park as a public destination that is perceived as safe and enjoyable by people of all ages, all genders, and of all physical abilities from the young to the young at heart.

If a formal written maintenance plan is in place, there is a clearly defined direction for the maintenance goals and operations. If 80 to 90 percent of work is scheduled more will be accomplished at less cost than on an emergency basis. This is evident in the need for staff on the weekends that are scheduled as regular work hours and not in addition to the regular Monday through Friday work week which escalates wages on weekends. *Making a repair on an emergency unscheduled basis costs seven times as much as it does to perform the task on a routine basis.*

The foundation for maintenance at Ash Park: sustainability, goals, and standards require a variety of skill sets to attend to a variety of tasks such as mowing, trimming, litter pickup/trash removal, playground safety, natural resource management, custodial care, customer service, citizen outreach and response, budgeting, procurement, personnel management, policy development, limited programming, and promotion.

Protection of the environment and natural resources in Ash Park is a primary goal of the park design and its future maintenance. Too often park design and maintenance focus on active recreation to the detriment of a park's natural features and scenic beauty. The focus of this plan is on establishing and managing the park in a way that facilitates responsible public use in harmony with the natural features. While the public may have come to expect a more manicured appearance in community-type parks near homes, it is important to educate them on why it is important for parks to set the bar in practices that promote the healthy natural elements of public lands such as water, wildlife, and vegetation. Adopting maintenance practices that conserve natural resources require planning, training,

expertise, and public education is important and should be considered in the maintenance of all municipal parks.

## funding challenges

A major challenge for Ash Park is sufficient capital and operating funding. Obtaining funding to develop or improve facilities is relatively easier than securing the resources required to maintain it. Getting the funds to maintain the park over its lifetime is the most difficult task. Trends statewide show reluctance in municipal government to hire staff that requires salary and benefits even as park and recreation facilities increase and are improved.

Typically, revenues in parks and recreation are derived from special use facilities such as campgrounds, pools, skating rinks, sports facilities as well as from programs and activities. This park design does not have revenue generating facilities except for pavilion rentals and programs. The establishment of a park friends' group with status as a private, non-profit under the Internal Revenue Service's code of 501-C-3 would enable donors to have a tax deduction. But the establishment of a park friends' group would be a major commitment and effort by individuals or organizations with expertise in establishing park support groups.

## maintenance goals & standards

***The goal of park maintenance in Coatesville is to provide clean, safe, attractive, and sustainable facilities for the healthful and enjoyable recreational and environmental educational use by people of all ages and abilities who live, work, and visit here through implementation of an efficient and effective management program.***

The following guidelines can formalize Coatesville's approach to park maintenance operations. The guidelines would apply to municipal employees, contractors and volunteers who assume responsibility for park maintenance tasks.

1. All maintenance will be accomplished in a manner displaying respect and concern for the environment as well as public and private property. Maintenance practices that are rooted in a strong conservation ethic are to be instituted.

2. Maintenance tasks will be accomplished in a way that does not endanger the health or safety of the employees nor the public.
3. All maintenance tasks will be performed as quickly and economically as possible without any loss in efficiency.
4. All equipment and materials will be operated and maintained in such a way as to insure safe, effective use and long life.
5. Work will be scheduled in such a manner as to make the most use of the resources of other community organizations who are involved or who may become involved.
6. Preventive maintenance will be used in a continuing effort to avoid major problems and correct minor ones.
7. All maintenance work will be performed with a sense of pride.
8. Capital replacement planning and budget depreciation to a park capital maintenance fund will be undertaken.

Maintenance standards set forth the level of care that parks and recreation facilities receive.

## importance of assigning maintenance standards

Assigning maintenance standards will enable Coatesville to maintain Ash Park with respect to community needs and city resources. Targeting the appropriate level of care will enable the City especially the Public Works Department to direct resources to keep the park operating optimally and perceived by the public as safe and clean. The maintenance standards provide a common frame of reference for the community including elected and appointed officials, any City employees that would be hired in the future, administration, contractors, partners, sponsors, park visitors, and the citizens. The common agreement will facilitate discussions and communications about Ash Park. This will enable elected and appointed officials to establish and implement policies on use, fees and charges, volunteer requirements, staffing levels, contractual service requirements, and other issues that may emerge. It will also enable officials and staff to communicate with the

public about the capacity of the City to undertake actions in response to citizen demands on the public park(s), park maintenance tasks, natural resource protection actions, and requests for additional facilities and/or services.

### **National Recreation & Park Association Standards: *an approach***

The National Recreation and Park Association advocates a system of maintenance modes for parks. Modes refer to the “way of maintenance” ranging from most intensive to least intensive. The modes range as follows:

- Mode I - State of the Art Maintenance
- Mode II - High Level Maintenance
- Mode III - Moderate Level Maintenance due to moderate levels of development
- Mode IV - Moderately Low-Level Maintenance
- Mode V - High Visitation Natural Areas
- Mode VI - Minimum Level Maintenance

To protect Coatesville’s investment in Ash Park; facilitate safe and enjoyable use by park visitors; provide efficient and effective public service; and ensure park security, the following standards are proposed:

- **Inspections** – Mode I - Park inspection of Ash Park core visitation areas should be done daily during peak season. The playground should follow CPSC (Consumer Product Safety Commission) guidelines as well as those of the City’s insurance carrier, DVIT. Recommendations for playground inspections are daily during peak season with a full annual audit to set the benchmark for the year in taking care of the equipment.
- **Turf Care** – Turf care for the Park would include general park areas. Mode II turf care would include the four-acre park hub. The intent would be, however, that any landscape design minimizes mowing and turf management. Meadow areas would be maintained at Mode IV.
- **Disease and Insect Control** – Modes would vary by facilities. *Natural Areas* – Mode III - Disease and insect control is done only to ensure public safety or when a serious problem discourages public use. It is crucial for Coatesville to develop a natural resources management plan for Ash Park as well as all other parks. Generally, municipalities have taken the approach of removing trees

affected by common problems in Pennsylvania such as Spotted Lantern Flies and replacing them through a forestry management program to ensure that the park will have a tree canopy long-term.

- **Ornamental Planting** – Mode V - Floral planting should only be introduced where there is a community group to maintain them in accordance with a written agreement.
- **Tree Care** – Mode IV requires no pruning and care only to remove safety hazards.
- **Natural Resource Areas Care** – Mode IV once established, however, require Mode V when first planted to control for weeds and invasives.
- **Litter Control** – Litter pick-up and trash removal could be the largest expense in this park. Educational efforts and strict litter control practices could help to lower trash costs over time. How the litter is managed from the get-go is crucially important.
- **Surfaces and Paths** – Mode III so that surfaces are cleaned and repaired when appearance has notably been affected.
- **Repairs** – Mode III when safety, appearance or function is in question, repairs are made.

## projecting the cost basis for maintenance

The maintenance budget must reflect the desired condition of park facilities in accordance with the financial resources available through City funds and other sources. The maintenance budget to a large extent determines the quality of the park in terms of its safety, beauty, usability, and desirability as a place in which to spend one’s time. Estimating what a park will cost to maintain helps in decision-making, staffing, the setting of fees, policy formulation, the allocation of resources, and securing non-traditional methods of support such as sponsorships and partnerships.

### **cost basis**

Wages comprise most of the cost of park maintenance. Using the average hourly rate for maintenance salaries in Coatesville plus benefits is estimated at \$40 per hour. The

plan assumes an equipment rate of \$50 per hour for heavy equipment and \$20 an hour for small equipment. Table 3 – Ash Park Estimated Maintenance presents the estimated hour and equipment costs for the maintenance of Ash

Park overall improvements, so please note that these costs will be phased in over time as stages of the park are constructed.

**table 3 |** Ash Park estimated maintenance task budget: labor & equipment

maintenance task	units	units/hour	total hours/ task	frequency x hours	hourly rate	total cost
<b>general park inspection</b>						
labor	park	1 hour	1 x 1 = 1	52 x 1 = 52	\$40	\$2,080
total park inspection						\$2,080
<b>grass cutting</b>						
meadow area – labor	3 acres	one day = 8 hours		3 x 8 = 24	\$40	\$960
grass cutting & trimming	4 acres	1 acre/1 hour		32 x 4 = 128	\$40	\$5,120
equipment	1 truck	1 acre/1 hour		32 x 4 = 128	\$50 + 20 = \$70	\$8,960
total						\$15,040
<b>litter control</b>						
pick-up and remove	focus points	2 hours	2	50 x 2 = 100	\$40	\$4,000
equipment	1 truck	2 hours	1	50 x 2 = 100	\$70	\$7,000
total litter control						\$11,000
<b>restrooms – assuming adaptive re-use of existing</b>						
routine	three (male, female and family)	2 hours	2 x 3 = 6	100 x 6 = 600	\$40	\$24,000
total restrooms	explore contracting out					\$24,000

maintenance task	units	units/hour	total hours/ task	frequency x hours	hourly rate	total cost
<b>pathways</b>						
annual prep – labor	.85-mile length	1 mile/ 36 hours	1 x 31 = 31	1 x 36 = 36	\$40	\$1,240
equipment	.85-mile length	1 mile/ 36 hours	1 x 31 = 31	1 x 36 = 36	\$70	\$2,170
routine labor	.85-mile length	1 mile/ 4 hours	2 x 3.5 = 7	2 x 7 = 14	\$40	\$560
routine equipment	.85-mile length	1 mile/ 4 hours	2 x 3.5 = 7	2 x 7 = 14	\$70	\$980
total pathways						\$4,950
<b>game courts</b>						
annual prep – labor	3	1/4 hours	3 x 4 = 12	1 x 12 = 12	\$40	\$480
routine labor	3	1/hour	3 x 1 = 3	6 x 3 = 18	\$40	\$720
total game courts						\$1,200
<b>splash pad</b>						
	1	3 hours	3 x 1 = 3	120 x 3 = 360	\$40	\$14,400
<b>site furnishings</b>						
pavilion	3	1/hour	3 x 1 = 3	36 x 3 = 108	\$40	\$4,320
playground	area of playground	2 hours	1 x 2 = 2	36 x 2 = 72	\$40	\$2,880
picnic tables – preparation	15	1 table/ 4 hours	4 x 15 = 60	1 x 60 = 60	\$40	\$2,400
picnic tables – routine	15	1 table/ 1 hour	1 x 15 = 15	4 x 15 = 60	\$40	\$2,400
seating preparation	36	1 unit/ 3 hours	3 x 36 = 108	1 x 108 = 108	\$40	\$4,320
benches – routine	36	1 unit/ 1 hours	1 x 36 = 36	2 x 36 = 72	\$40	\$2,880

maintenance task	units	units/hour	total hours/ task	frequency x hours	hourly rate	total cost
<b>site furnishings , continued</b>						
bicycle racks – preparation	2	1 rack/ 5 hours	2 x 5 = 10	1 x 10 = 10	\$40	\$400
bicycle racks – routine	2	1 rack/ .5 hrs.	2 x .5 = 1	3 x 1 = 3	\$40	\$120
park signage	system	4 hours	1 x 4 = 4	1 x 4 = 4	\$40	\$160
trash cans preparation	8	1 can/ 2 hours	2 x 8 = 16	1 x 16 = 16	\$40	\$640
trash cans – routine	8	1 can/ .5 hours	8 x .5 = 4	4 x 4 = 16	\$40	\$640
total						\$21,160
<b>natural resource areas</b>						
labor hours	3 acres	3 acres/ 8 hours	3 x 8 = 24	24 x 4 = 96	\$40	\$3,840
<b>TOTAL</b>						<b>\$97,670</b>

## budget projection

This budget shown on Table 2 is estimated at \$97,670, or \$83,270 without the splash pad. It includes the traditional tasks carried out by Coatesville as well as funds for natural resource management. This budget comes out to \$9,250 per acre cost overall. This is above but within the range of typical park maintenance costs elsewhere of about \$6,150 per acre according to the National Recreation and Park Associations 2019 Agency Performance Review. In these economic times, the topic of financing is challenging. At the same time public recreation close to home is very important for citizens especially for families looking for ways to spend time together that do not cost too much money. Public parks and recreation offer many opportunities for that. If high quality facilities are available, that is a tremendous public service.

## labor projection

The projected labor for traditional park maintenance is about 2,177 hours or about 1.15 of an FTE. If natural resources management is added, that equivalent is about 96 hours or approximately .05 of an FTE. Taking into consideration other parks with the City’s system, further development of Ash Park will require at least one additional FTE. The City is already short on maintenance workers by two to three positions. Another maintenance worker is needed as soon as possible. Consideration should be given to contracting out restroom maintenance. It is recommended that the City of Coatesville strongly consider contracting for natural resources area maintenance, particularly for the first three years after installation, until plants and natural features are established. Consideration should also be given to incorporating volunteer landscape maintenance and regular park clean-ups to involve the community and reduce the burden on public works employees.



**table 4 | Coatesville fee schedule 2020**

item		fee
non-refundable application fee		\$30.00
park/picnic pavilion/courts/ballfield (unlighted)		\$15/hr
Ash Park/picnic pavilion/courts/ballfield (lighted)		\$120 (6 hours minimum)
league use (baseball)		\$800 per season
fees per size of crowd	1 to 50	\$25
	51 to 100	\$50
	101 to 200	\$100
electrical use		\$30
street/alley closing		\$250
tent inspection by fire department		\$75/hr
refundable key deposit (restrooms, storage)		\$50
police presence		\$155.48/hr

**fee schedule**

Coatesville City Council adopts a new fee schedule (see Table 4) every January. Workload cost tracking information should be used to update these fees to recover costs.

Additional revenues from programming could be generated if the City hires a program coordinator or contracts with another organization to provide this function. The development of a Revenue Policy and revised fee structure could also generate additional revenues such as fees for the commercial use of the park. A sample permitting and fee structure for events in parks is included in Appendix 6. Fees for commercial use of parks such as for festivals have daily rates in the thousands of dollars. Using this

**table 5 | Ash Park projected operating budget**

expenditures	
labor and equipment	\$96,470
labor contingency – 10%	\$9,647
materials and supplies	\$10,892
utilities	\$0
natural resource management/contracting forestry	\$8,000
<b>TOTAL</b>	<b>\$125,009</b>
CIP Reserve Budget – 2% of development costs <i>annually</i> in fund dedicated to cyclic repairs and park improvements with phasing.	Dependent on provide cost estimates, based on extend of park development/phasing
revenues	
pavilion rental six months with 4 rentals per week times 3 pavilions = 312 rentals x \$50 =	\$1,560
annual programs	\$5,000
<b>TOTAL</b>	<b>\$6,560</b>

example for consideration in adjusting the fee structure in Coatesville could help to generate much needed revenues.

Budget information for Coatesville’s parks and recreation system was limited to the lump sum of \$53,900. Maintenance costs are folded into the Public Works, Highways, and Street’s budget. Since there is no workload cost tracking and information about wages is retained within city government purview, the budget presented above for Ash Park is estimated and should be used as a decision-making and planning tool with that in mind.

## risk management

The best way to avoid risk and expose the City of Coatesville to liability and litigation is to have a formal maintenance management plan and a risk management plan. Having safe facilities for visitors as well as protecting the public investment is essential to Coatesville. Public perception that the parks are safe is important to their success. As part of establishing safe parks that limit the City's exposure to liability, effective risk management can help to protect both park visitors and the municipality. Coordination with DVIT throughout the development and operation of the park would be helpful in reducing risk. Their advice will be helpful in identifying and adopting practices to insure visitor and park safety.

Risk Management is a standard operating practice of parks and recreation agencies. Risk includes the possibility that harm could result from a hazard that would cause personal injury, death, property damage, economic loss, or damage to the environment. To manage risk in all City parks including Ash Park, three steps are needed:

1. **Risk Identification and Assessment** – It is necessary to identify all the sources of potential hazards in the parks. The City must have knowledge at all times of any risk related to the park. This includes park conditions as well as the employees or volunteers that might make the City subject to liability as the result of how they complete their duties, and any other liability.
2. **Risk Assessment** – The City should inspect and evaluate the parks and each facility in it as part of its ongoing park and recreation system operating practices. This would also include tracking of the incidents of injury reported in the parks.
3. **Risk Management Plan** – The Risk Management Plan is important for both safe operations as well as in establishing credibility in case of litigation. The plan should include the following documents all of which should be reviewed by the City solicitor:
  - Statement that the City is committed to safety for citizens, municipal employees and City facilities
  - Program registration information
  - Accident forms

- Health forms if appropriate
- Participation forms and waivers
- Rental agreements and leases
- Program dates and documents
- Operations information and policies
- Reports for maintenance and procedures.
- Inspection program and reports
- Policy on background checks for City employees, volunteers working with children and for permittees of municipal facilities who are providing community recreation services.

## emergency response

Consultation with emergency responders about the parks' operations and design features would be important. The proposed park design include access for emergency response vehicles. Many emergency response teams are using GIS to establish methods for identifying locations where people are in need of assistance.

## recommendations

1. Develop a formal written maintenance management plan. It will ensure consistency through administrative and staffing changes.
2. Establish a workload cost tracking system. A workload cost tracking system will enable the City to determine how much time and cost is needed by park, by facility, and by task. The information can be used in developing a fees and charges schedule that reflects actual costs. Use this cost information for related policies such as a gifts policy. By folding in maintenance costs to donations, the City will be able to keep donations in a condition that reflects the wishes of the donor and the good will of the City.
3. Protect the City's investment in the revitalization of Ash Park with sufficient maintenance to ensure that the park is always safe, clean, functional, and attractive. As the jewel of Coatesville, Ash Park will have a halo effect on all other City operations if it is perceived as safe, beautiful, and well cared for. One of the ways to do this

is to add at least one to two additional maintenance workers. Hire these workers as Thursday through Monday and/or Friday through Tuesday staff. This is a very important recommendation. It will yield several benefits:

- a. **Increasing city presence by placing staff in the park(s) during peak hours.**
- b. **Having staff ready for emergency repairs, customer service, or facility needs on weekends will save the City money.** This will enable the City to avoid paying time and a half and double time for weekend work if the Monday through Friday staff must be called in to respond to a facility emergency.
- c. **Improving public perception of park safety that will increase visitation, decrease vandalism and littering,** and deter anti-social behavior in and near the park(s).
- d. **Developing a revenue policy** with a revised pricing policy based on actual city costs that will generate another source of revenue to offset operating costs.
- e. **Hiring a part-time recreation coordinator** to provide more programs in the parks will help improve actual and perceived safety, increase park visitation especially among children, females and families, and raise revenue.

- f. **Developing and implementing a risk management plan** will be an investment rather than a cost. Request assistance from DVIT to develop this program.
- g. **Allocating one-to-two percent of the operating budget for training** of maintenance staff in skills specific to parks including natural resource management, sports turf management, use of technology for workload cost tracking, Certified Playground Safety Inspector, licensing of application of materials in parks for weed control, and other topics will build capacity and enable the staff to do more. Consider sending two workers to the National Recreation and Park Association's Maintenance Management School to obtain a certificate in park maintenance management from North Carolina State University. Join the Pennsylvania Park Maintenance Institute to obtain state of the art information about park maintenance, funding, and training opportunities as well as to establish networking opportunities that will help in advancing maintenance in Coatesville.
- h. **Establishing a Park Ambassador program** to place staff in the parks at peak times as well as to do outreach in the neighborhoods to convey a message that the city is serious about the parks as community hubs.

**table 6** | Ash Park annual park maintenance calendar

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
<b>ADMINISTRATION</b>	Financial management and budget tracking. Work Scheduling. Time Sheets. Safety monitoring. Documenting and reporting.												
customer service	High priority for all staff.												
personnel	Daily staff supervision. Ongoing performance feedback for team building. Annual performance evaluation.												
budget & finance	Monthly tracking, monitoring and reporting						Budget preparation			Budget presentation			
<b>MANAGEMENT</b>	Planning, Directing, and Evaluating Park Maintenance												
inspections	Weekly		Daily during peak season. On-going documentation and storage of inspections and repairs.							Weekly			
litter pick up & trash removal	Weekly		Daily during peak season.							Weekly			
mowing & trimming	Weekly		Daily							Weekly			
paved surfaces			Inspect for cracks and repair.			Clean, remove debris, replace nets as necessary.							
park equipment & furnishings	Repair and paint equipment		Put out benches and tables.		Inspect weekly for safety during season. Inspect monthly during off-season.								
restrooms	Closed		Porta-Potty rentals										
landscaping	Plan beds		Tree and shrub trimming. Weed and mulch beds as needed.							Leaf removal			
equipment management	Tune up engines. Sharpen blades. Sand and paint mowers. Drain fluids.		Inspect and fill in checklist for inspection before each use. Record hours of use in equipment log. Grease and clean before and after each use. Check fluids and safety equipment daily.							Evaluate equipment, hours of use and develop budget. Schedule major repairs off-season. Order equipment and supplies.			

# maps

Concept Plan A: Social

Concept Plan B: Recreational

Master Site Development Plan

Master Plan - Phasing





New landscaping throughout park



Park entry with opportunities for events and public art



Reuse existing building for public restrooms



Expanded playground area



Wet meadow for stormwater management



Park entrance with signage, vehicle access and turnaround



Expanded picnic area with pavilions, grills, tables



Meadow areas for stormwater management



New lighting, fencing, water fountains and trash receptacles throughout park



New pavilion



Cooling station



Improved horseshoe pit area



Expanded basketball area with three courts, bleacher seating and benches



8' wide paved multi-purpose trail, 1/5 mile loop with benches and landscaping



Open lawn space with multi-purpose playing field



ADA ramp to park's upper level



Open lawn area and park overlook



Street tree trenches for stormwater management, sidewalk repair & improvements

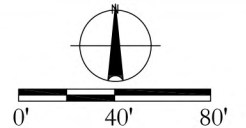


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www.natlands.org

# ASH PARK MASTER PLAN

Concept A

Social  
Coatesville PA



DOCUMENTS NOT FOR CONSTRUCTION

Compiled By: KLC April 2021

Variety of seating throughout park including benches and swings



New splashpad



New playground



Park entry with sunshade pavilion, opportunity for events and public art



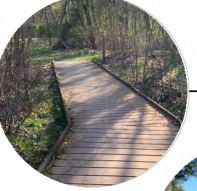
Reuse existing building for public restrooms



New landscaping throughout park



Community wet meadow with boardwalk



Park entrance with signage, vehicle access and turnaround



Kids' cooling station



Expanded picnic area with pavilions, grills, tables



Dry streambed for stormwater management



Relocated horseshoes



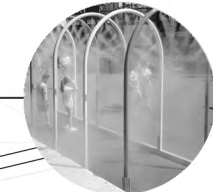
New lighting, fencing, water fountains and trash receptacles throughout park



Basketball courts with bleacher and bench seating, storage shed



Cooling station



Play area for older kids with ninja course and bouldering wall



8' wide paved multi-purpose trail, 1/4 mile loop with benches and landscaping



Open lawn space with multi-purpose playing field and subsurface drainage



Community amphitheatre built into natural slope



Sledding hill/meadow slope



Meadow areas throughout park for stormwater management, reduced mowing



Open lawn area and park overlook



Street tree trenches for stormwater management, sidewalk repair & improvements



# ASH PARK MASTER PLAN

Concept B  
Recreational  
Coatesville, PA





New play-ground and splash pad

Park entry with opportunity for events and public art

Reuse existing building for public restrooms

New landscaping throughout park

Community wet meadow with boardwalk

Park entrance with signage, vehicle access and turnaround, and adjacent ADA on-street parking spots

Expanded picnic area with pavilions, grills, tables

New lighting, fencing, water fountains and trash receptacles throughout park

Variety of seating throughout park including benches and bench swings

New pavilion with cooling station and water fountain

Kersey St

Landscaped areas for stormwater management

Upgraded horseshoe area

Basketball courts with bleacher and bench seating

8' wide paved multi-purpose trail, 1/5 mile loop with benches and landscaping

Open lawn space with multi-purpose playing field and subsurface drainage

Enhanced Chester Ash monument area

Community amphitheatre built into natural slope

Sledding hill/meadow slope

Meadow areas throughout park for stormwater management, reduced mowing

Open lawn area and park overlook

Street tree trenches for stormwater management, sidewalk repair & improvements



# ASH PARK MASTER PLAN - PHASING

Coatesville, PA

May 2021

# appendices

- 1** Ash Park SOPARC Survey
- 2** Aquatic Facility Inspection Report
- 3** Atlantic Aquatic Engineering Ash Park Pool Study
- 4** Ash Park Cost Estimates
- 5** Potential Funding Sources
- 6** Sample Permitting and Fee Structure



# Ash Park

## SOPARC Survey

DRAFT REPORT

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NOVEMBER 2019

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West Chester University  
Authored by: Sarah Sharp  
Advised by: Megan Heckert



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# Preface

This study was developed in partnership with the Greening Coatesville Initiative a partnership between Brandywine Health Foundation, the City of Coatesville and Natural Lands. West Chester University was asked to conduct the park survey, analyze the collected data and develop this report of the findings.



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# Executive Summary

## Study Overview

In 2016 the Greening Coatesville Initiative, a partnership between the City of Coatesville, Brandywine Health Foundation and Natural Lands, was launched as a result of a five-year action plan for the city's parks, called "Coatesville Park 2021, An Action Plan for Lively Parks and Healthy People." This Initiative seeks to invest in parks and recreation, by transforming Coatesville's parks into vibrant, safe places for people of all incomes, abilities and circumstances to "experience nature, build strong family and community bonds, get fit, play, de-stress and enjoy life."

As part of this initiative, the City of Coatesville, Natural Lands and the Brandywine Health Foundation will begin the master planning process for Ash Park, determining park needs and improvements. In addition, funding has already been secured for renovations and the reopening of the Ash Park pool.

Using a systematic park survey, called SOPARC, use of Ash Park was observed and recorded. This survey will be used to assess the impacts of park revitalization on park use and can be used to inform subsequent park renovations.

## Main Findings

- The primary users of Ash Park are male children between the ages of 0-12 and adult males.
- A majority of users were observed participating in sedentary activities.
- Park users were predominantly black.
- The basketball court was the most used area of the park, followed by the Picnic area and playground. The remaining areas of the park were used far less frequently.

## Introduction

Realizing the connection between physical activity and healthy communities, the former Surgeon General called for a redesign of American communities that create healthier environments and improve access to outdoor recreational facilities<sup>1</sup>. Parks have been shown to improve mental health, reduce stress, encourage vigorous activity and provide spaces for social interaction.<sup>2</sup> Not only do parks provide on-site recreational opportunities, neighborhood parks also provide a destination for walkers

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<sup>1</sup> Office of the Surgeon General (US. (2010). The surgeon general's vision for a healthy and fit nation.

<sup>2</sup> Bedimo-Rung, A. L., Mowen, A. J., & Cohen, D. A. (2005). The significance of parks to physical activity and public health: a conceptual model. *American journal of preventive medicine*, 28(2), 159-168.



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and bikers, even if they remain sedentary once arriving at the park.<sup>3</sup> Many of these park benefits can be enhanced through park improvements and updates, increasing park use, physical activity and perceptions of park safety.<sup>4</sup>

Recognizing the many health benefits public parks can provide, Brandywine Health Foundation, the City of Coatesville and Natural Lands launched the Greening Coatesville Initiative. This initiative aims to:

1. **Build capacity.** Build the City’s capacity to provide the safe and well-maintained park system that its citizens desire.
2. **Build community.** Channel the incredible volunteer interest into addressing the City’s highest priority programs and park improvements. Enlist non-profit partners to carry out programs and physical improvements that meet City needs and desires.
3. **Build facilities (and maintain them).** In accordance with the Needs Assessment and future priorities, seek funding for highest priority physical improvements to City parks and facilities.

Since 2016, the initiative has been planning and implementing improvements in many of the city’s parks, with the first being the installation of a KaBOOM! playground in Patton Park. Since then the Initiative has completed a park master plan and unveiled new Nature and Water Playground at Palmer Park.

To determine the impacts of these improvements on park use and activity level, a systematic observational survey was conducted at Ash Park to reveal the following information:

#### Research Questions

1. Proportion of park users by gender and age group
2. Proportion of males and females in three activity level categories
3. Proportion of observations during which activity areas were occupied
4. Proportion of each ethnicity group in three activity level categories

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<sup>3</sup> Cohen, D. A., McKenzie, T. L., Sehgal, A., Williamson, S., Golinelli, D., & Lurie, N. (2007). Contribution of public parks to physical activity. *American journal of public health, 97*(3), 509-514.

<sup>4</sup> Cohen, D. A., Han, B., Isacoff, J., Shulaker, B., Williamson, S., Marsh, T., ... & Bhatia, R. (2015). Impact of park renovations on park use and park-based physical activity. *Journal of physical activity and health, 12*(2), 289-295.

# Park Characteristics

Located near the center of Coatesville, next to the Coatesville Police Department at the intersection of South 3<sup>rd</sup> Avenue and Kersey Street, Chester Ash Memorial Park is a 9.3-acre city park. Ash Park is surrounded by residential streets to the south and east, a nursing home along S 3<sup>rd</sup> Ave and the Gordon Early Literacy Center along Kersey St. to the north (see Map 1). Ash Park is the flagship park in Coatesville City's park system, with passive and active uses. The park features two basketball courts, a soccer field, playground, picnic pavilions, tennis courts converted to horseshoe pits and a closed pool.



Map 1: Palmer Park before Phase 1 renovation

There are also areas of open lawn and a sidewalk that provides a short cut through the park.

## Characteristics Identified in the City of Coatesville Parks 2021 Plan

In the *Coatesville Park 2021, An Action Plan for Lively Parks and Healthy People* several short-term improvement strategies were identified. Some of these strategies include creating an interior loop trail for walking and running. This loop trail would also improve connections between different areas of the park. Other strategies include removing remaining sections of the perimeter fence that no longer serves a purpose, planting wet tolerant trees to improve wet areas of the park and perimeter trees to slow traffic and provide shade and create rain gardens to improve stormwater management.

Through community surveys, the *Coatesville Park 2021 Plan* summarized key issues identified by the community. The community expressed concerns about lack of visibility in certain areas of the park, which has led to unwanted loitering at night. Those surveyed also shared concerns about potential conflicts over the two basketball courts. Since they are very popular, tension can arise between different groups who wish to use the two basketball courts.

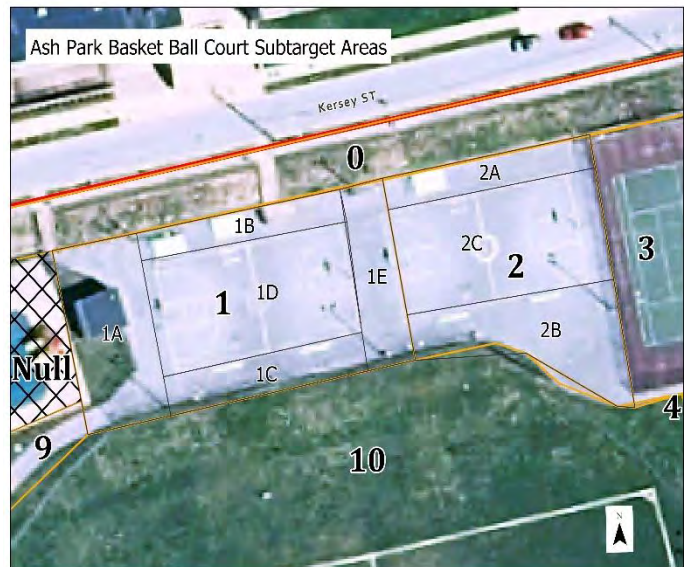
# Methodology

## Overview

To ensure a systematic approach, observations of Ash Park were conducted using the SOPARC (System for Observing Physical Activity and Recreation in Communities) method. The SOPARC observation tool was created as an objective method for recording observational data on the number of users and physical activity levels in public parks.<sup>5</sup> Not only can this tool be used to identify changes in park use, before and after renovations, it can also be used to understand underutilized parks or portions of parks, identify park improvements, inform park master planning and develop park programming for diverse users.<sup>6</sup>

## Target Area

Following the SOPARC procedures, Ash Park was divided into smaller areas, referred to as target areas, making it easier for surveyors to visually scan an area. These target areas were determined through site visits and based on existing park areas (i.e. Playground, basketball court, picnic area) and view of areas. For target areas that saw times of increased use, like the basketball courts, areas were subdivided so surveyors could more easily scan a crowded area.



Map 2: Ash Park with designated Target Areas and subtarget areas.

<sup>5</sup> McKenzie, T. L., Cohen, D. A., Sehgal, A., Williamson, S., & Golinelli, D. (2006). System for Observing Play and Recreation in Communities (SOPARC): reliability and feasibility measures. *Journal of Physical Activity and Health*, 3(s1), S208-S222.

<sup>6</sup> Evenson, K. R., Jones, S. A., Holliday, K. M., Cohen, D. A., & McKenzie, T. L. (2016). Park characteristics, use, and physical activity: A review of studies using SOPARC (System for Observing Play and Recreation in Communities). *Preventive medicine*, 86, 153-166.

Once these target areas were determined, they were delineated on a map and shared with each surveyor (see Map 2 & Table 1).

## Observation Procedures

Starting with the first target area, each area was visually scanned, and several observations were recorded. During each scan, the physical activity of each individual in the area was coded as sedentary, walking or vigorous. Additional scans were made to estimate gender, age and ethnicities of users in the target area. When there was more than one activity in a target area, primary and secondary activities were recorded. In addition, spectators were recorded when applicable.

Target Area	Description
P00	Grass slope and stairs by Basketball Courts
P01	Basketball Court next to closed pool
P01a	
P01b	
P01c	
P01d	
P01e	
P02	Basketball court near old tennis court
P02a	
P02b	
P02c	
P03	Tennis courts converted to horseshoes
P04	Grass area by soccer field
P05	Paved area
P06	Grass lawn
P07	Grass lawn
P08	Picnic area and Pavilion
P09	Playground
P10	Soccer Field

Table 1: Target area descriptions

Below is a detailed list of the information recorded during each survey taken from the SOPARC Protocols.

- Date** Enter the date (mm/dd/yyyy) of the observation.
- Park ID#** Enter the designated Park ID. This is generally a two-letter abbreviation of the park name (e.g., Pecan Park is represented by “PP”).
- Observer ID** Observer initials
- Period** Check the appropriate box to indicate whether observations were made in the morning, lunch, afternoon, or evening.
- Target Area** Refers to the number of a previously designated Target Area (see the park map). If necessary, assign Sub-target Area numbers when you divide the area into multiple scan spaces. Start Time Enter the start time of the scan for that designated area.
- Start Time** Enter the start time of the scan for that designated area.
- Area Condition**
  - Accessible** = Code “YES” if area is accessible to the public (e.g., area is not locked or rented to a private party).
  - Usable** = Code “YES” if area is usable for physical activity (e.g., is not excessively wet or roped off for repair). For example, code “YES” when the space is usable, even though it may be locked. Code “NO” when there is insufficient lighting to use the space (e.g., no outdoor lights permitting play after sunset).
  - Equipped** = Code “YES” if equipment (e.g., balls, jump ropes) provided by the park is present during the scan. Code “NO” if the only equipment available is permanent (e.g., basketball hoops and climbing apparatus) or owned by park users themselves (e.g., frisbee, ball, or bicycle brought by a family).
  - Supervised** = Code “YES” if area is supervised by designated park or adjunct personnel (e.g., park rangers, playground supervisors, volunteers, sport officials, teachers). The supervisor must be in or adjacent to that specific area (e.g., available to direct park users and respond to emergencies), but does not have to be instructing, officiating, or organizing activities.

	<p><b>Activity Organized</b> = Code “YES” if an organized physical activity is occurring in the scan area (e.g., a scheduled sporting event or exercise class is being led by park staff or adjunct personnel).</p> <p><b>Dark</b> = Code “YES” to indicate the area has insufficient lighting to permit active play. Observers should not enter a target area unless there is sufficient lighting.</p> <p><b>Empty</b> = Code “YES” when there are no individuals present during the scan. Also, code “YES” when the area is dark.</p>
<b>Age Group</b>	<p>Determine age according to the following criteria:</p> <p><b>Child</b> = Children from infancy to 12 years of age as children.</p> <p><b>Teen</b> = Code adolescents from 13 to 20 years of age as teenagers.</p> <p><b>Adult</b> = Code people from 21 to 59 years of age as adults.</p> <p><b>Senior</b> = Code people 60 years of age and older as seniors.</p>
<b>Ethnicity</b>	<p>Code whether the primary ethnicity for each individual is Latino (L), Black (B), White (W), or Other (O).</p>
<b>Activity</b>	<p>Scanning left to right, determine the activity level based on the following criteria:</p> <p><b>Sedentary (S)</b> = Individuals are lying down, sitting, or standing in place.</p> <p><b>Walking (W)</b> = Individuals are walking at a casual pace.</p> <p><b>Vigorous (V)</b> = Individuals are currently engaged in an activity more vigorous than an ordinary walk (e.g., increasing heart rate causing them to sweat, such as jogging, swinging, doing cartwheels).</p>
<b>Participants</b>	<p>Include all individuals who are participating in the primary activity in the target area (e.g., baseball). If more than one significant activity is going on, record the information for the group in the “secondary” activity.</p>
<b>Spectators</b>	<p>When spectators are at an organized event, write in the name of the activity they are watching and describe their characteristics. Spectators can be watching from the sidelines or bleachers.</p>

## Observation Times

Observations were made during July and August 2019, during four time periods; morning (7:30-8:30 am), lunchtime (12:30-1:30 pm), afternoon (3:30-4:30 pm), and evening (6:30-7:30 pm). Each observation period began in Target Area 1 and observers moved sequentially, to each Target Area. When time allowed, a second rotation was started at the second 30-minute period. For instance, if observing from 3:30-4:30, when time allowed, the second circulation would begin at 4:00.

Two weekday and two weekend observations were made for each time period. Weekdays were considered Monday morning (7:30-8:30 am) to Friday afternoon (3:30-4:30). Friday evening (6:30-7:30 pm) to Sunday evening (6:30-7:30) were considered weekend.

## Key Findings/ Results

Once observations were made the results were summarized in a spreadsheet to reveal the following information.

1. Proportion of park users by gender and age group

2. Proportion of males and females in three activity level categories
3. Proportion of observations during which activity areas were occupied
4. Proportion of each ethnicity group in three activity level categories

A total of 553 people were observed at Ash Park over the course of this survey.

## Proportion of park users by gender and age group

Based on the observations of Ash park, in general males were the most frequent park users (see figure 1). Male children were the most frequent park users (28%), contrasted by female children making up only 7%. Adults were the most observed age group, with male adults making up 24% of observation and female adults comprising 16% of observations. With less users, teen males made up 10% of users and teen females 14%. Lastly, seniors made up only 2% of the total park users, evenly divided between males and females.

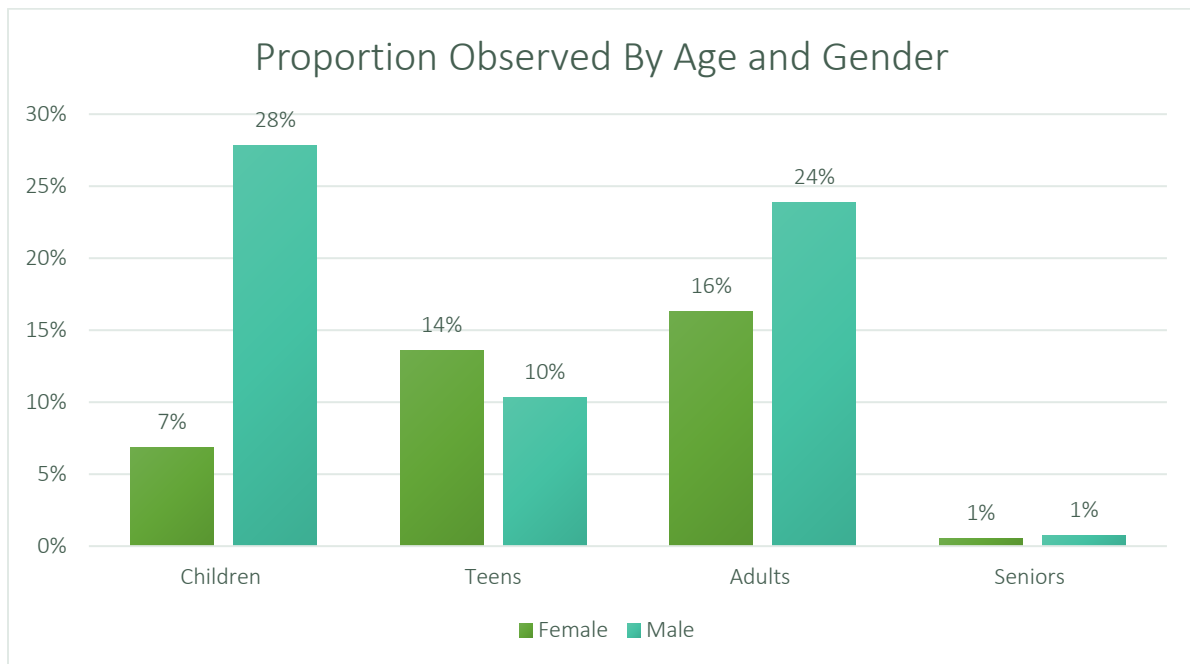


Figure 1: This figure shows the proportion of park users by age.

## Proportion of males and females in three activity level categories

Overall, sedentary activities were the most observed activity level of park users when combining male and female users (63%), of which 33% were male and 30% were female (see figure 2). Walking was the second most frequent activity level of park users, with a total of 20%.

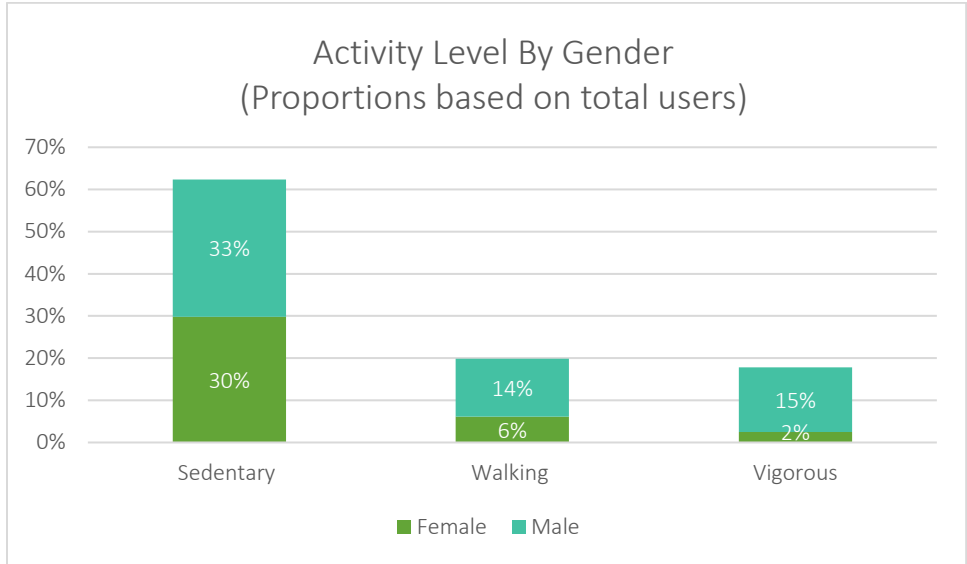


Figure 2: This figure shows activity levels by gender. Determined from total park users combined.

When comparing activity levels based on gender, females were overwhelmingly more likely to be observed sitting or participating in sedentary activity (see figure 3). 53% of males were also observed participating in sedentary activities. Walking or moderate activity was the second most observed activity level for females (16%), while vigorous activity was the second most observed for males (25%).

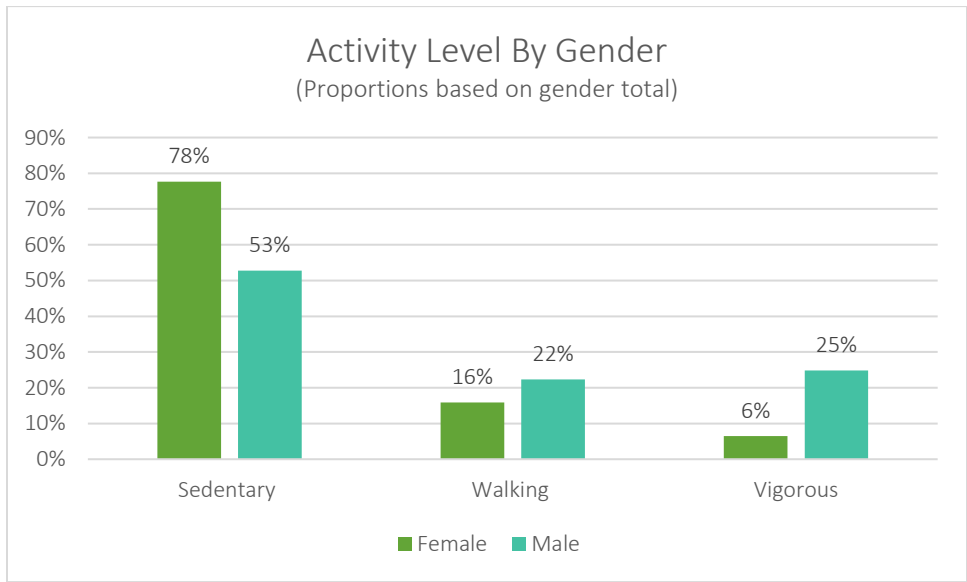


Figure 3: This figure shows activity levels by gender. Determined from total users for male and female.

It should be noted that these activity levels do not reflect those who walked or used other forms of active transportation to travel to and from the park.

## Proportion of observations during which activity areas were occupied

The most used area of Ash Park, during the times observed, were the two basketball courts (49% combined) (see figure 4). After the basketball courts, the picnic area and pavilion were the second most used area (19%), followed by the playground (14%). The remaining sections of the park saw significantly less use (Grassy area and stairs by Basketball Courts 6%, soccer field and lawn around field, both 4%, horseshoe/ former tennis courts 3%, Paved are and grass lawn on southern side, both 1%).

Target Area	Description
P00	Grass slope and stairs by Basketball Courts
P01	Basketball Court next to closed pool
P02	Basketball court near old tennis court
P03	Tennis courts converted to horseshoes
P04	Grass area by soccer field
P05	Paved area
P06	Grass lawn
P07	Grass lawn
P08	Picnic area and Pavilion
P09	Playground
P10	Soccer Field

Table 1: Target area descriptions

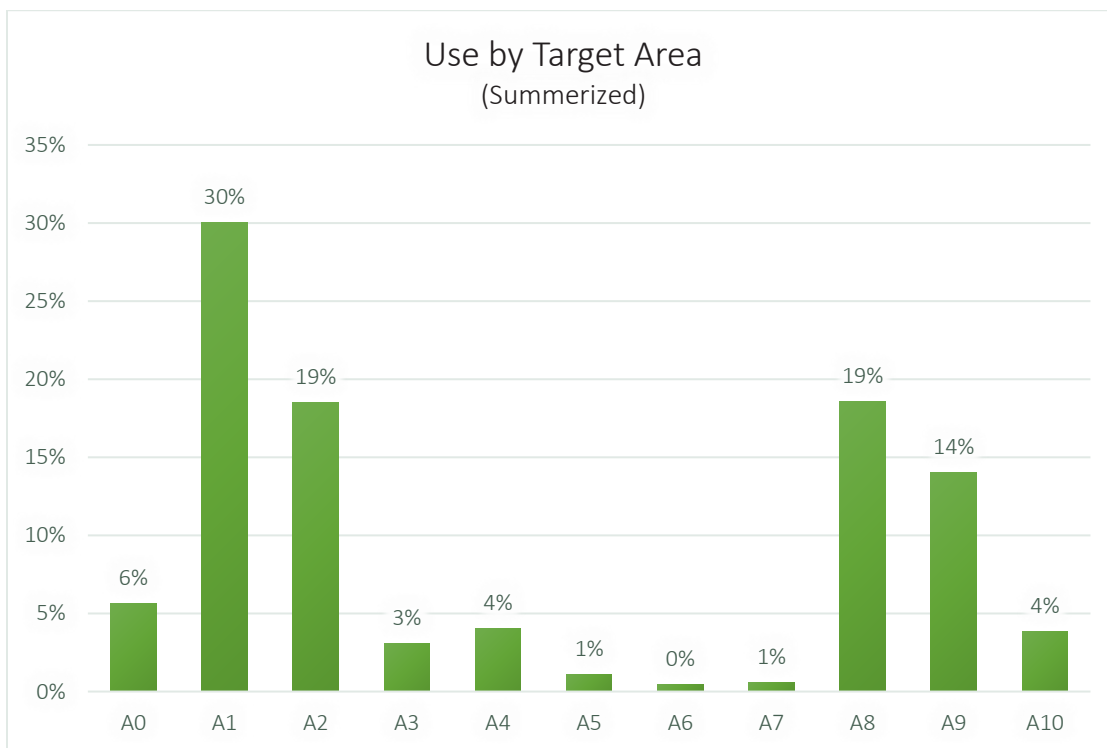


Figure 4: This figure shows use for each target area

## Proportion of each ethnicity group in three activity level categories

Although the survey did not collect specific data on activity level by ethnicity, data was extrapolated from the information collected. Based on the available data, black males were the most active group observed in Ash Park (15% vigorous and 9% walking) (see figure 5). This data also shows that about 88% of users were black, 8% were Hispanic/ Latino and less than 1% were white.



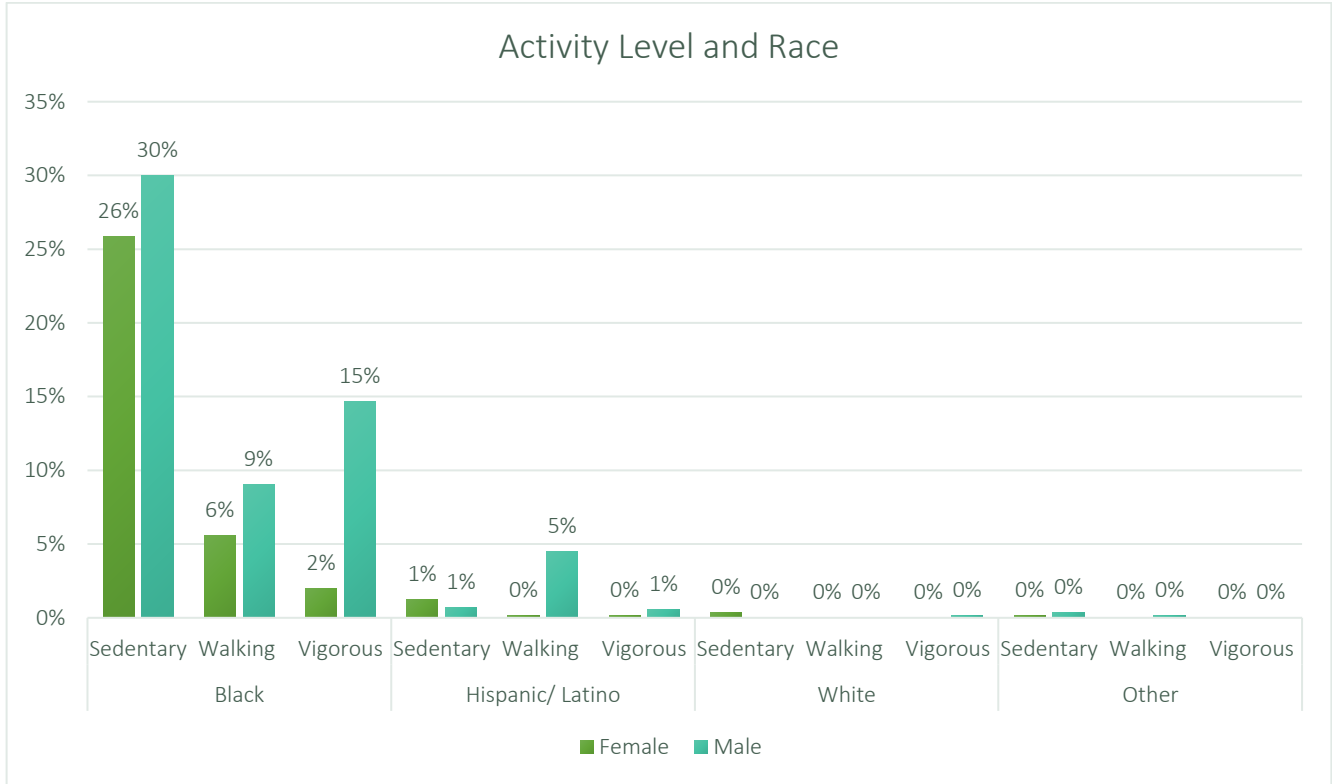


Figure 5: This figure depicts activity level by ethnicity.

## Conclusions

The connection between health and physical activities has been well-documented and further studies have revealed the significant role public parks and outdoor recreations play in promoting physical activity and providing health benefits to users and the surrounding community. To provide the benefits parks and outdoor recreation can provide, the Greening Coatesville Initiative have initiated park renovations and improvements in several city parks. With future plans for the development of a park master plan, this observational survey seeks to document current park use, which will provide a baseline for park use and help inform the master planning process.

Based on the park observations, several conclusions can be drawn. First, Ash Park is primarily used by male children (0-12 years) and adult males. The basketball courts were the most used areas, followed by the picnic area and the playground. Males adults and boys were observed using the park more frequently, however similar uses between teen females and males were observed. The majority of park users were black and black users were also the most active park users.

These observations can be used to provide a baseline for park use to track the potential impacts of park improvements. This report can also be used to inform the future park master plan and additional park improvements.

## Aquatic Facility Inspection Report

Date of Inspection: 9 August 2019

Location: Ash Park Pool Complex, Coatesville, PA

The purpose of this inspection is to assess the condition of the facility and to determine how it might be renovated or modified to best serve the community.

### General

The pools are said to have been constructed in the 1920s and renovated in the 1970s. The overall appearance and condition of the pools is very poor, with deteriorated perimeter coping, waterline tile, interior finish and surrounding decking (hardscape). It was obvious that the facility has not been used for some time.



### Main Pool Shell Observations:

1. The pool was nearly full and covered at the time of our inspection.
2. Aquatic plantlife was observed growing through the pool cover.
3. We performed no invasive testing of the pool structure but based on the fact that it was holding water, we would surmise that the pool shell is likely to be structurally sound.
4. We performed no invasive of the pool's buried recirculation system piping infrastructure however based upon the pool's overall condition and the fact that the last major renovation occurred approximately forty years ago, we would assume that it should be replaced. Additionally, staff reported that the plumbing leaks.
5. We were able to observe the pool coping, waterline tile and interior finish at various holes in the cover finding them to be badly deteriorated.

### Wading Pool Shell Observations:

1. The wading pool was nearly full with accumulated rainwater at the time of our inspection.
2. As with the main pool, the coping, waterline tile, interior finish and perimeter hardscape was badly deteriorated.



3. Likewise, the buried recirculation system piping is presumed to be compromised.
4. Current ADA regulations stipulate that wading pools must have beach entries. Since the wading pool currently does not have a beach entry, it is not code-compliant and would have to be replaced or modified substantially.

***Overall site observations and recommendations***

1. Wading pools should be used strictly by toddlers in swim diapers. Ideally, once toddlers “graduate” from a wading pool, there will be more interesting and age-appropriate aquatic recreation opportunities in other parts of the facility. The location and size of the wading pool should be reconsidered as part of any upgrades.
2. There is a limited food service component at the pool and no designated dining area. A shaded dining patio should be considered to accommodate food brought by patrons and to encourage proper control of food-related refuse. New gating or fencing might be employed to facilitate use of occasional food trucks without requiring patrons to exit the secure pool area.
3. The main pool apparently was once served by diving stands which were presumably removed because the diving hopper was no longer code-compliant. As a consequence, the deep end of the pool is deeper than it needs to be, thereby limiting its utility.
4. To make some use of the deep water, two drop slides have been installed. We think this was a good way to utilize the space however the use of drop slides is necessarily limited to bathers who can swim as opposed to speed slides which typically land in 3½’ of water. Speed slides can be used by anyone tall enough to stand up and walk out at the end of the ride thereby making such an amenity available to a larger bather population.
5. The overall architecture of the pool is antiquated. Municipal pool patrons today enjoy beach entries, water features, underwater seating and a variety of primarily shallow water activities. We believe that revising the architecture of the pool to include multiple program areas would make the pool more enjoyable, more versatile, more accessible and useful to more bathers without a significant expansion of the water surface area.

***Main Pool Mechanical System Observations;***

1. The pool is serviced by a vacuum diatomaceous (DE) filter system, with calcium hypochlorite (chlorine tablet) feed equipment, muriatic acid feed equipment for pH control and automatic water chemistry controller. While vacuum DE filters provide excellent water quality, they are cumbersome to operate. The condition of the current equipment is questionable and we would replace it with a simpler high-rate sand system.
2. The water chemistry equipment appeared to be relatively new and could likely be reused.



***Wading Pool Mechanical System Observations;***

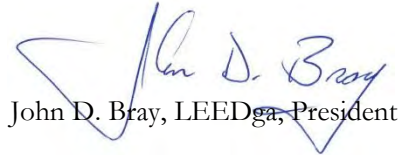
3. The pool is serviced by a light commercial/residential high rate sand filter system, with sodium hypochlorite (liquid chlorine) feed equipment, muriatic acid feed equipment for pH control and automatic water chemistry controller. The installation appears to be the result of an evolution of unplanned repairs rather than a thoughtful, well planned-installation and the condition of the current equipment is questionable. We would therefore replace it with a new high-rate sand system in a new configuration.
4. The water chemistry equipment appeared to be relatively new and could likely be reused.



***Renovation Recommendations:***

1. The main pool structure may be salvageable, albeit with significant modifications to correct existing deficiencies and to offer improved utility. The viability of the existing pool shell would have to be investigated further once the pool is emptied for inspection. The nature of such modifications would depend largely on community input and preferences.
2. We would totally replace the wading pool and consider a different location that would retain a close proximity to the rest rooms while opening the hardscape between the bathhouse and main pool.
3. The filtration systems should be replaced as noted above.
4. The existing hardscapes should be removed and replaced, perhaps in a slightly different configuration.
5. An inviting and shaded outdoor dining area greatly enhances the patron experience and keeps unwanted food waste and refuse away from other deck or leisure areas. We believe that the existing campus has sufficient space to accommodate this amenity.
6. Food and beverage concessions at municipal pool facilities have often been sub-standard in terms of the variety and quality of their offerings. The advent of food trucks and delivery services such as Uber Eats have added a new dimension to the foods that are potentially available to bathers. In our view, driveway access or food truck parking space that could accommodate these new food service opportunities should be considered so that patrons can acquire their food without leaving the controlled pool enclosure or its immediate vicinity.
7. The existing bathhouse and other site fixtures and amenities are clearly in need of a thorough upgrade which we know is being considered by other members of the design team.

**Respectfully submitted 9 September, 2019 by;**

  
John D. Bray, LEEDga, President



# Ash Park Pool Study

- Built Almost 100 Years Ago
- Last Renovated Almost 50 Years Ago

COATESVILLE, PA.



ATLANTIC AQUATIC ENGINEERING, INC.

Here's where we are now....

Existing Water Surface Area = 3,840 SF



Existing Water Surface Area = 512 SF



ATLANTIC AQUATIC ENGINEERING, INC.

So what's wrong physically?

- Good news – it seems to still hold water
- Bad news --
  - Coping & tile are badly deteriorated
  - The decks are heaved, uneven and deteriorated
  - Perimeter buried piping is broken and leaking
  - Wading pool isn't code-compliant and is dilapidated



ATLANTIC AQUATIC ENGINEERING, INC.

## So what's wrong physically?

And the part that nobody sees but keeps the water safe...

- Filter system is cumbersome to operate and is now inoperable



ATLANTIC AQUATIC ENGINEERING, INC.

## So what's wrong functionally?



- The pool is much too deep, only a small portion of the pool is comfortable for shallow water activities
- The drop slides require a 9'-0" water depth – use must be restricted to competent swimmers
- The wading pool must have a walk-in (beach) entry



ATLANTIC AQUATIC ENGINEERING, INC.

## So can it be fixed?

Probably, but.....

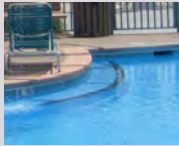
- The deck would have to come up around the pool for new buried piping.
- The walls would have to be partially demolished for new skimmers and inlets
- The waterline tile and coping have to be replaced
- The filtration system should be replaced
- The wading pool must be replaced

**The cost would be almost as much as a new pool without any of the benefits of community input or contemporary design elements.**

What's the best investment?

ATLANTIC AQUATIC ENGINEERING, INC.

## So what do newer municipal pools include? No Boring Rectangles, Separate Program Areas, Shallow Water!



### Usually....

- Beach entries
- Water features
- Underwater seating & conversation nooks
- Lap lanes & space for wellness activities
- Separate wading pool

### Sometimes....

- Water volleyball
- Speed slides

### Less often....

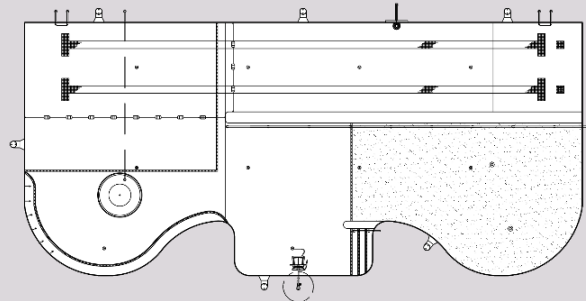
- Diving boards
- Drop slides
- Climbing walls
- Floating "Lilly Pad" pathways



ATLANTIC AQUATIC ENGINEERING, INC.

## Let's discuss a replacement

Here's a similar project in size and shape...



Water Surface Area = 2,366 SF

ATLANTIC AQUATIC ENGINEERING, INC.

## Let's discuss a replacement

Here's a similar project in size and shape...



Before

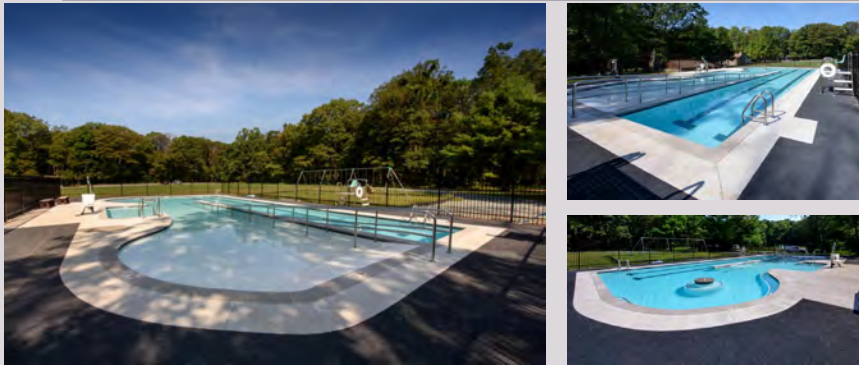
After



ATLANTIC AQUATIC ENGINEERING, INC.

## Let's discuss a replacement

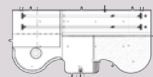
Here's a similar project in size and shape...



ATLANTIC AQUATIC ENGINEERING, INC.

## Let's discuss a replacement

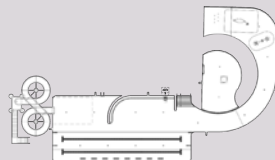
(very rough budget numbers – for the pool only, no design fees, demolition, new decks, bathhouse upgrades, wading pool or other general construction costs)



2,366 SF - \$265,000



3,925 SF - \$520,000



4,660 SF - \$723,000



4,450 SF - \$854,000

ATLANTIC AQUATIC ENGINEERING, INC.

## Q & A



ATLANTIC AQUATIC ENGINEERING, INC.



**Project:** Ash Park Coatesville  
**Number:** 21055E1R1  
**Client:** Natural Lands  
**Date:** June 04, 2021; Rev. June 16, 2021  
**Phase:** Masterplan/Concept

**BECKER & FRONDORF**  
 Construction Cost Consulting • Project Management

**ESTIMATE SUMMARY**

CODE	DESCRIPTION	362,070	SF		COST
	Area A	40,250	SF	\$30	\$1,204,000
	Area B	35,130	SF	\$14	\$497,000
	Area C	180,000	SF	\$8	\$1,447,000
	Area D	30,400	SF	\$12	\$375,000
	Area E	69,160	SF	\$10	\$681,000
	Area F	7,130	SF	\$37	\$267,000
<b>Total - Project</b>					<b>\$4,471,000</b>

**Notes:**

Costs at unit prices are current, for Spring 2021. Escalation is not included  
 Hazmat removal and/or remediation is not included.

**Project:** Ash Park Coatesville  
**Number:** 21055E1R1  
**Client:** Natural Lands  
**Date:** June 04, 2021; Rev. June 16, 2021  
**Phase:** Masterplan/Concept

**Area A**  
**ESTIMATE SUMMARY**

CODE	DESCRIPTION	40,250	SF	COST
A	Demolition & Earthwork			\$128,800
B	Hardscape			\$632,900
C	Landscape			\$68,000
D	Storm Management Features			NIC
E	Site Lighting & Utilities			\$40,000
	<b>Subtotal</b>			<b>\$869,700</b>
	General Conditions / O.H & P	14.0%		\$121,300
	Bond	2.0%		\$20,000
	Contingency	15.0%		\$152,000
	Phasing Allowance	3.5%		\$41,000
	Escalation	0.0%		\$0
	<b>Total - Area A</b>			<b>\$1,204,000</b>

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
A	Demolition & Earthwork	40,250	SF		
A1	<u>Demolition &amp; Site Clearing</u>				
A2	Building - 1 Story Masonry Structure	4,000	SF	5.00	20,000
A3	Pool - Remove Concrete Slab/Walls/Etc/7' Deep Avg	4,500	SF	4.50	20,250
A4	- Wading Pool/2' H	700	SF	3.50	2,450
A5	- Fill @ Removed Pool/Assume Clean Fill	1,220	CY	40.00	48,800
A6	- Concrete Pool Deck	6,400	SF	2.00	12,800
A7	Stairs - 5' W	20	Tread	100.00	2,000
A8	- 8' W	12	Tread	120.00	1,440
A9	Fencing - Chain-link/4' H	500	LF	5.00	2,500
A10	- Chain-link/8' H	450	LF	7.50	3,380
A11	Misc Removals - Allowance per Acre	0.9	AC	2,500.00	2,250
A12	<u>Earthwork</u>				
A13	Erosion & Sediment Control - Allowance per Acre	0.9	AC	3,500.00	3,150
A14	Grading - Rough/General Allowance	40,250	SF	0.10	4,030
A15	- Fine @ Paving Areas	23,000	SF	0.25	5,750
A16					0
A17					0
A18					0
A19					0
A20					0
A21					0
A22					0
A23					0
A24					0
A25					0
A26					0
A27					0
A28					0
A29					0
A30					0
A31					0
A32					0
A33					0
A34					0
A35					0
A36					0
A37					0
A38					0
A39					0
A40					0
A41					0
A42					0
A43					0
A44					0
A45					0
A46					0
	<b>Subtotal</b>				128,800

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
B	Hardscape				
B1	<u>Paving</u>				
B2	Asphalt - Typ	19,400	SF	3.50	67,900
B3	Concrete - Sidewalks/6' W	3,600	SF	8.00	28,800
B4	Curb - Concrete/Serving Concrete Sidewalks	600	LF	25.00	15,000
B5	ADA Corner Cutout	1	EA	2,500.00	2,500
B6	Pavement Marking - Crosswalks	2	EA	750.00	1,500
B7	<u>Recreation Areas/Fencing &amp; Signage</u>				
B8	Playground - Play Surface/Eng. Wood Fiber/5,000 CF	190	CF	80.00	15,200
B9	- Play Features	6	EA	15,000.00	90,000
B10	Splash Pad - Allowance/per Arch.	1	LS	170,000.00	170,000
B11	Water Fountain	1	EA	5,000.00	5,000
B12	Signage - Welcome/Gateway/Wood Sign	1	EA	400.00	400
B13	- Municipal Rules & Regulations	1	EA	600.00	600
B14	<u>Site Furniture</u>				
B15	Benches & Tables - 8' L/with Backs/Recycled Plastic	4	EA	2,250.00	9,000
B16	- 6' L Porch Swing	2	EA	3,000.00	6,000
B17	- 8' L/Picnic Tables	4	EA	2,000.00	8,000
B18	Misc - Trash & Recyclable Receptacles	4	EA	750.00	3,000
B19	- Cooling Station Pavilion/30' Sq.	3,000	SF	10.00	30,000
B20	<u>Public Restroom Building</u>				
B21	Renovation Allowance to an Existing Building	1,200	SF	150.00	180,000
B22					
B23					
B24					
B25					
B26					
B27					
B28					
B29					
B30					0
B31					0
B32					0
B33					0
B34					0
B35					0
B36					0
B37					0
B38					0
B39					0
B40					0
B41					0
B42					0
B43					0
B44					0
B45					0
B46					0
	<b>Subtotal</b>				632,900

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
<b>C</b>	Landscape				
C1	Earthwork - Tree Pits/Planting Soil @ Trees	21	EA	750.00	15,750
C2	- Restore Topsoil @ Planting & Seeding Areas	200	CY	50.00	10,000
C3	Trees - 2.5" Cal/Native Understory	21	EA	1,250.00	26,250
C4	Lawn Restoration - Meadow Grass Seed Mix	16,000	SF	1.00	16,000
C5					0
C6					0
C7					0
C8					0
C9					0
C10					0
	<b>Subtotal</b>				68,000
<b>D</b>	Storm Management Features				
D1					0
D2					0
D3					0
D4					0
D5					0
D6					0
D7					0
D8					0
D9					0
D10					0
D11					0
D12					0
	<b>Subtotal</b>				NIC
<b>E</b>	Site Lighting & Utilities				
E1	Site Lighting - Light Pole Fixtures	1	EA	5,000.00	5,000
E2	- Connections/Controls/Etc	1	Allow	7,500.00	7,500
E3	Utilities/Structures - Water Lines & Controls to Splash Pad	1	Allow	10,000.00	10,000
E4	- Water Lines & Controls to Cooling Pavilion	1	Allow	10,000.00	10,000
E5	- Water Lines & Controls to Water Fountain	1	Allow	7,500.00	7,500
E6	- Renovated Public Restroom Building	1	LS	-	Assume not Needed
E7					0
E8					0
E9					0
E10					0
E11					0
E12					0
E13					0
	<b>Subtotal</b>				40,000

**Project:** Ash Park Coatesville  
**Number:** 21055E1R1  
**Client:** Natural Lands  
**Date:** June 04, 2021; Rev. June 16, 2021  
**Phase:** Masterplan/Concept

**Area B**  
**ESTIMATE SUMMARY**

CODE	DESCRIPTION	35,130	SF		COST
A	Demolition & Earthwork			\$2	\$82,960
B	Hardscape			\$7	\$247,900
C	Landscape			\$0	\$7,500
D	Storm Management Features				NIC
E	Site Lighting & Utilities			\$1	\$20,000
	<b>Subtotal</b>				<b>\$358,360</b>
	General Conditions / O.H & P		14.0%		\$50,640
	Bond		2.0%		\$8,000
	Contingency		15.0%		\$63,000
	Phasing Allowance		3.5%		\$17,000
	Escalation		0.0%		\$0
	<b>Total - Area B</b>				<b>\$497,000</b>

\$497,000

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
A	Demolition & Earthwork	35,130	SF		
A1	<u>Demolition &amp; Site Clearing</u>				
A2	Asphalt Paving	23,000	SF	2.00	46,000
A3	Tennis Courts	2	EA	7,500.00	15,000
A4	Fencing - Chain-link/5' H	300	LF	5.00	1,500
A5	- Chain-link/8' H	620	LF	7.50	4,650
A6	Misc Removals - Allowance per Acre	0.8	AC	2,500.00	2,000
A7	<u>Earthwork</u>				
A8	Erosion & Sediment Control - Allowance per Acre	0.8	AC	3,500.00	2,800
A9	Grading - Rough/General Allowance	35,130	SF	0.10	3,510
A10	- Fine @ Paving Areas	30,000	SF	0.25	7,500
A11					0
A12					0
A13					0
A14					0
A15					0
A16					0
A17					0
A18					0
A19					0
A20					0
A21					0
A22					0
A23					0
A24					0
A25					0
A26					0
A27					0
A28					0
A29					0
A30					0
A31					0
A32					0
A33					0
A34					0
A35					0
A36					0
A37					0
A38					0
A39					0
A40					0
A41					0
A42					0
A43					0
A44					0
A45					0
A46					0
	<b>Subtotal</b>				<b>82,960</b>

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
B	Hardscape				
B1	<u>Paving</u>				
B2	Paving - Asphalt/Typ	30,000	SF	3.50	105,000
B3	<u>Recreation Areas/Fencing &amp; Signage</u>				
B4	Basketball Courts - Assume Asphalt Paving	1	LS	-	sume w/ Paving Section
B5	- Backboards/Hoops	3	Sets	5,000.00	15,000
B6	Horseshoe Area - Sand Screen	6,400	SF	2.00	12,800
B7	- Sand Pits/Timber Edging/Etc/Allow	12	EA	750.00	9,000
B8	Water Fountain	1	EA	5,000.00	5,000
B9	Fencing - Chain-link/5' H	660	LF	40.00	26,400
B10	Signage - Municipal Rules & Regulations	2	EA	600.00	1,200
B11	<u>Site Furniture</u>				
B12	Benches - 12' L/Active Recreation Benches/Aluminum	12	EA	3,500.00	42,000
B13	- 15' L/Bleachers/3-rows/Aluminum	6	EA	5,000.00	30,000
B14	Misc - Trash & Recyclable Receptacles	2	EA	750.00	1,500
B15					0
B16					0
B17					0
B18					0
B19					0
B20					0
B21					0
B22					0
B23					0
B24					0
B25					0
B26					0
B27					0
B28					0
B29					0
B30					0
B31					0
B32					0
B33					0
B34					0
B35					0
B36					0
B37					0
B38					0
B39					0
B40					0
B41					0
B42					0
B43					0
B44					0
B45					0
B46					0
	<b>Subtotal</b>				247,900



ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
C	Landscape				
C1	Misc Restoration Allowance - Assume Minor	1	Allow	7,500.00	7,500
C2					0
C3					0
C4					0
C5					0
C6					0
C7					0
C8					0
C9					0
C10					0
	<b>Subtotal</b>				7,500
D	Storm Management Features				
D1					0
D2					0
D3					0
D4					0
D5					0
D6					0
D7					0
D8					0
D9					0
D10					0
D11					0
D12					0
	<b>Subtotal</b>				NIC
E	Site Lighting & Utilities				
E1	Site Lighting - Light Pole Fixtures	1	EA	5,000.00	5,000
E2	- Connections/Controls/Etc	1	Allow	7,500.00	7,500
E3	Utilities - Water Lines & Controls to Water Fountain	1	Allow	7,500.00	7,500
E4					0
E5					0
E6					0
E7					0
E8					0
E9					0
E10					0
E11					0
E12					0
E13					0
	<b>Subtotal</b>				20,000

**Project:** Ash Park Coatesville  
**Number:** 21055E1R1  
**Client:** Natural Lands  
**Date:** June 04, 2021; Rev. June 16, 2021  
**Phase:** Masterplan/Concept

**Area C**  
**ESTIMATE SUMMARY**

CODE	DESCRIPTION	180,000	SF	COST
A	Demolition & Earthwork			\$130,030
B	Hardscape			\$323,050
C	Landscape			\$130,130
D	Storm Management Features			\$450,340
E	Site Lighting & Utilities			\$12,500
	<b>Subtotal</b>			<b>\$1,046,050</b>
	General Conditions / O.H & P	14.0%		\$145,950
	Bond	2.0%		\$24,000
	Contingency	15.0%		\$182,000
	Phasing Allowance	3.5%		\$49,000
	Escalation	0.0%		\$0
	<b>Total - Area C</b>			<b>\$0</b>

\$1

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
A	Demolition & Earthwork	180,000	SF		
A1	<u>Demolition &amp; Site Clearing</u>				
A2	Existing Playground Area - Sand Base	12,000	SF	0.50	6,000
A3	Stairs - 6' W	6	Tread	125.00	750
A4	- 10' W	12	Tread	175.00	2,100
A5	Fencing - Chain-link/4' H to 5' H	650	LF	5.00	3,250
A6	Misc Removals - Allowance per Acre	4.1	AC	2,500.00	10,250
A7	<u>Earthwork</u>				
A8	Erosion & Sediment Control - Allowance per Acre	4.1	AC	3,500.00	14,350
A9	Grading - Rough/General Allowance	180,000	SF	0.10	18,000
A10	- Fine @ Paving Areas	14,900	SF	0.25	3,730
A11	Drainage to Meadow Areas - Cut to Fill/Allow 50%	1,790	CY	10.00	17,900
A12	- Haul Excess Material/Allow 50%	1,790	CY	30.00	53,700
A13					0
A14					0
A15					0
A16					0
A17					0
A18					0
A19					0
A20					0
A21					0
A22					0
A23					0
A24					0
A25					0
A26					0
A27					0
A28					0
A29					0
A30					0
A31					0
A32					0
A33					0
A34					0
A35					0
A36					0
A37					0
A38					0
A39					0
A40					0
A41					0
A42					0
A43					0
A44					0
A45					0
A46					0
	<b>Subtotal</b>				130,030

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
B	Hardscape				
B1	<u>Paving</u>				
B2	Asphalt - Loop Trail/8' W/2" Wearing Course	11,000	SF	3.50	38,500
B3	Concrete - Sidewalks/6' W	3,900	SF	8.00	31,200
B4	Curb - Concrete/Serving Concrete Sidewalks	650	LF	25.00	16,250
B5	Stairs & Railings - Concrete	48	LFR	550.00	26,400
B6	ADA Corner Cutout	1	EA	2,500.00	2,500
B7	Crosswalk Paint	1	EA	750.00	750
B8	<u>Recreation Areas/Fencing &amp; Signage</u>				
B9	Fencing - Rustic Post & Rail/Wood	250	LF	30.00	7,500
B10	Signage - Interpretive	6	EA	750.00	4,500
B11	- Municipal Rules & Regulations	2	EA	600.00	1,200
B12	<u>Site Furniture</u>				
B13	Benches - 8' L/with Backs/Recycled Plastic	4	EA	2,250.00	9,000
B14	Misc - Trash & Recyclable Receptacles	2	EA	750.00	1,500
B15	<u>Structures</u>				
B16	Boardwalk - Assume Elevated/6' W	1,050	SF	75.00	78,750
B17	- Railing Allowance	1,050	LF	100.00	105,000
B18					0
B19					0
B20					0
B21					0
B22					0
B23					0
B24					0
B25					0
B26					0
B27					0
B28					0
B29					0
B30					0
B31					0
B32					0
B33					0
B34					0
B35					0
B36					0
B37					0
B38					0
B39					0
B40					0
B41					0
B42					0
B43					0
B44					0
B45					0
B46					0
	<b>Subtotal</b>				<b>323,050</b>

## ESTIMATE

Proj: Ash Park Coatesville

Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
<b>C</b>	Landscape				
<b>C1</b>	Earthwork - Tree Pits/Planting Soil @ Trees	36	EA	500.00	18,000
<b>C2</b>	- Restore Topsoil @ Planting & Seeding Areas	1,080	CY	50.00	54,000
<b>C3</b>	Trees - 2.5" Cal/Native Species	36	EA	1,000.00	36,000
<b>C4</b>	Seeding @ Multi-purpose Field - Seed Mix/Assume Hydroseed	88,500	SF	0.25	22,130
<b>C5</b>					0
<b>C6</b>					0
<b>C7</b>					0
<b>C8</b>					0
<b>C9</b>					0
<b>C10</b>					0
	<b>Subtotal</b>				130,130
<b>D</b>	Storm Management Features				
<b>D1</b>	Turf to Meadow Transformation - Grading Allowance/Addn'l	48,400	SF	0.35	16,940
<b>D2</b>	- Plantings w/ Seed Mix Allowance	48,400	SF	1.00	48,400
<b>D3</b>	Wet Meadow Plantings - Grading Allowance/Additional	32,000	SF	1.00	32,000
<b>D4</b>	- Plantings/Allow 1 per 2 SF	16,000	EA	10.00	160,000
<b>D5</b>	Underdrainage @ Mixed Used Field - Assume Geotextile	45,000	SF	0.60	27,000
<b>D6</b>	- Drainage Medium/Stone/Pea Grave/Etc/Allow 1' Deep	1,670	CY	50.00	83,500
<b>D7</b>	- Drainage Tiles	45,000	SF	1.50	67,500
<b>D8</b>	- Connection to Storm or Drainage to Detention Basin	1	LS	15,000.00	15,000
<b>D9</b>					0
<b>D10</b>					0
<b>D11</b>					0
<b>D12</b>					0
	<b>Subtotal</b>				450,340
<b>E</b>	Site Lighting & Utilities				
<b>E1</b>	Site Lighting - Light Pole Fixtures	1	EA	5,000.00	5,000
<b>E2</b>	- Connections/Controls/Etc	1	Allow	7,500.00	7,500
<b>E3</b>					0
<b>E4</b>					0
<b>E5</b>					0
<b>E6</b>					0
<b>E7</b>					0
<b>E8</b>					0
<b>E9</b>					0
<b>E10</b>					0
<b>E11</b>					0
<b>E12</b>					0
<b>E13</b>					0
	<b>Subtotal</b>				12,500

**Project:** Ash Park Coatesville  
**Number:** 21055E1R1  
**Client:** Natural Lands  
**Date:** June 04, 2021; Rev. June 16, 2021  
**Phase:** Masterplan/Concept

**BECKER & FRONDORF**  
 Construction Cost Consulting • Project Management

**Area D**  
**ESTIMATE SUMMARY**

CODE	DESCRIPTION	30,400	SF	COST
A	Demolition & Earthwork			\$19,240
B	Hardscape			\$193,200
C	Landscape			\$46,300
D	Storm Management Features			NIC
E	Site Lighting & Utilities			\$12,500
	<b>Subtotal</b>			<b>\$271,240</b>
	General Conditions / O.H & P	14.0%		\$37,760
	Bond	2.0%		\$6,000
	Contingency	15.0%		\$47,000
	Phasing Allowance	3.5%		\$13,000
	Escalation	0.0%		\$0
	<b>Total - Area D</b>			<b>\$0</b>

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
A	Demolition & Earthwork	30,400	SF		
A1	<u>Demolition &amp; Site Clearing</u>				
A2	Existing Structure - Wood Canopy/S.O.G w/ Metal Roof	1,350	SF	5.00	6,750
A3	Picnic Tables	5	EA	350.00	1,750
A4	Existing Grills	3	EA	150.00	450
A5	Fencing - Chain-link/4' H	400	LF	5.00	2,000
A6	Misc Removals - Allowance per Acre	0.7	AC	2,500.00	1,750
A7	<u>Earthwork</u>				
A8	Erosion & Sediment Control - Allowance per Acre	0.7	AC	3,500.00	2,450
A9	Grading - Rough/General Allowance	30,400	SF	0.10	3,040
A10	- Fine @ Paving Areas	4,200	SF	0.25	1,050
A11					0
A12					0
A13					0
A14					0
A15					0
A16					0
A17					0
A18					0
A19					0
A20					0
A21					0
A22					0
A23					0
A24					0
A25					0
A26					0
A27					0
A28					0
A29					0
A30					0
A31					0
A32					0
A33					0
A34					0
A35					0
A36					0
A37					0
A38					0
A39					0
A40					0
A41					0
A42					0
A43					0
A44					0
A45					0
A46					0
	<b>Subtotal</b>				19,240

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
B	Hardscape				
B1	<u>Paving</u>				
B2	<u>Paving</u>				
B3	Asphalt - Typ	1,500	SF	3.50	5,250
B4	Concrete - Sidewalks/6' W	1,500	SF	8.00	12,000
B5	Curb - Concrete/Serving Concrete Sidewalks	250	LF	25.00	6,250
B6	Crosswalk Paint	1	EA	750.00	750
B7	<u>Recreation Areas/Fencing &amp; Signage</u>				
B8	Picnic Pavilion - Structure w/ Concrete Pad (2) 35 x 40 Each	2,700	SF	50.00	135,000
B9	Signage - Welcome/Gateway/Wood Sign	1	EA	1,250.00	1,250
B10	- Municipal Rules & Regulations	2	EA	600.00	1,200
B11	<u>Site Furniture</u>				
B12	Benches - 8' L/Picnic Tables	12	EA	2,000.00	24,000
B13	Misc. - Charcoal Grills/Single Mounted	2	EA	750.00	1,500
B14	- Trash & Recyclable Receptacles	8	EA	750.00	6,000
B15					0
B16					0
B17					0
B18					0
B19					0
B20					0
B21					0
B22					0
B23					0
B24					0
B25					0
B26					0
B27					0
B28					0
B29					0
B30					0
B31					0
B32					0
B33					0
B34					0
B35					0
B36					0
B37					0
B38					0
B39					0
B40					0
B41					0
B42					0
B43					0
B44					0
B45					0
B46					0
	<b>Subtotal</b>				193,200



ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
C	Landscape				
C1	Earthwork - Restore Topsoil @ Planting & Seeding Areas	190	CY	50.00	9,500
C2	Woodland Plantings - Spruce/Allow 1 per 4 SF	2,630	EA	10.00	26,300
C3	- Mulch/Assume 3" Thick	10,500	SF	1.00	10,500
C4					0
C5					0
C6					0
C7					0
C8					0
C9					0
C10					0
	<b>Subtotal</b>				46,300
D	Storm Management Features				
D1					0
D2					0
D3					0
D4					0
D5					0
D6					0
D7					0
D8					0
D9					0
D10					0
D11					0
D12					0
	<b>Subtotal</b>				NIC
E	Site Lighting & Utilities				
E1	Site Lighting - Light Pole Fixtures	1	EA	5,000.00	5,000
E2	- Connections/Controls/Etc	1	Allow	7,500.00	7,500
E3					0
E4					0
E5					0
E6					0
E7					0
E8					0
E9					0
E10					0
E11					0
E12					0
E13					0
	<b>Subtotal</b>				12,500

**Project:** Ash Park Coatesville  
**Number:** 21055E1R1  
**Client:** Natural Lands  
**Date:** June 04, 2021; Rev. June 16, 2021  
**Phase:** Masterplan/Concept

**Area E**  
**ESTIMATE SUMMARY**

CODE	DESCRIPTION	69,160	SF		COST
A	Demolition & Earthwork			\$2	\$122,870
B	Hardscape			\$2	\$140,450
C	Landscape			\$2	\$144,000
D	Storm Management Features			\$1	\$72,000
E	Site Lighting & Utilities			\$0	\$12,500
	<b>Subtotal</b>				<b>\$491,820</b>
	General Conditions / O.H & P		14.0%		\$69,180
	Bond		2.0%		\$11,000
	Contingency		15.0%		\$86,000
	Phasing Allowance		3.5%		\$23,000
	Escalation		0.0%		\$0
	<b>Total - Area E</b>			<b>\$0</b>	<b>\$681,000</b>

\$681,000

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
A	Demolition & Earthwork	69,160	SF		
A1	<u>Demolition &amp; Site Clearing</u>				
A2	Paving - Asphalt Pad	13,000	SF	2.00	26,000
A3	- Concrete Sidewalk	2,500	SF	3.50	8,750
A4	Stairs - 5' W	4	Tread	100.00	400
A5	Existing Stone Wall - Assume 150' L	150	LF	50.00	7,500
A6	Fencing - Chain-link/6' H	1,150	LF	6.00	6,900
A7	Misc Removals - Allowance per Acre	1.6	AC	2,500.00	4,000
A8	<u>Earthwork</u>				
A9	Erosion & Sediment Control - Allowance per Acre	1.6	AC	3,500.00	5,600
A10	Grading - Rough/General Allowance	6,400	SF	0.10	640
A11	- Fine @ Paving Areas	15,500	SF	0.25	3,880
A12	Drainage to Meadow Areas - Cut to Fill/Allow 50%	1,480	CY	10.00	14,800
A13	- Haul Excess Material/Allow 50%	1,480	CY	30.00	44,400
A14					0
A15					0
A16					0
A17					0
A18					0
A19					0
A20					0
A21					0
A22					0
A23					0
A24					0
A25					0
A26					0
A27					0
A28					0
A29					0
A30					0
A31					0
A32					0
A33					0
A34					0
A35					0
A36					0
A37					0
A38					0
A39					0
A40					0
A41					0
A42					0
A43					0
A44					0
A45					0
A46					0
	<b>Subtotal</b>				122,870

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
B	Hardscape				
B1	<u>Paving</u>				
B2	Asphalt - Typ	4,000	SF	3.50	14,000
B3	Concrete - Sidewalks/6' W	4,800	SF	8.00	38,400
B4	Curb - Concrete/Serving Concrete Sidewalks	800	LF	25.00	20,000
B5	Stairs & Railings - Concrete/6 Treads/6' W	36	LF	550.00	19,800
B6	ADA Corner Cutout	1	EA	2,500.00	2,500
B7	Crosswalk Paint	1	EA	750.00	750
B8	<u>Recreation Areas/Fencing &amp; Signage</u>				
B9	Fencing - Rustic Post & Rail/Wood	940	LF	30.00	28,200
B10	Signage - Municipal Rules & Regulations	3	EA	600.00	1,800
B11	<u>Site Furniture</u>				
B12	Benches - 8' L/with Backs/Recycled Plastic	6	EA	2,250.00	13,500
B13	Misc - Trash & Recyclable Receptacles	2	EA	750.00	1,500
B14					0
B15					0
B16					0
B17					0
B18					0
B19					0
B20					0
B21					0
B22					0
B23					0
B24					0
B25					0
B26					0
B27					0
B28					0
B29					0
B30					0
B31					0
B32					0
B33					0
B34					0
B35					0
B36					0
B37					0
B38					0
B39					0
B40					0
B41					0
B42					0
B43					0
B44					0
B45					0
B46					0
	<b>Subtotal</b>				140,450

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
<b>C</b>	Landscape				
<b>C1</b>	Earthwork - Tree Pits/Planting Soil @ Trees	21	EA	500.00	10,500
<b>C2</b>	- Planting Soil @ Tree Trenches/30' L per Tree	630	LF	150.00	94,500
<b>C3</b>	- Restore Topsoil @ Planting & Seeding Areas	180	CY	50.00	9,000
<b>C4</b>	Trees - 2.5" Cal/Native Understory	21	EA	1,250.00	26,250
<b>C5</b>	Seeding - Seed Mix/Assume Hydroseeding	15,000	SF	0.25	3,750
<b>C6</b>					0
<b>C7</b>					0
<b>C8</b>					0
<b>C9</b>					0
<b>C10</b>					0
	<b>Subtotal</b>				144,000
<b>D</b>	Storm Management Features				
<b>D1</b>	Turf to Meadow Transformation - Grading Allowance/Addn'l	40,000	SF	0.35	14,000
<b>D2</b>	- Plantings w/ Seed Mix Allowance	40,000	SF	1.00	40,000
<b>D3</b>	Tree Trenches - Earthwork/Trees	1	LS	-	w/ Landscape
<b>D4</b>	- Underdrain/4" Perforated PVC Pipe	525	LF	20.00	10,500
<b>D5</b>	- Connection to Storm System	1	Allow	7,500.00	7,500
<b>D6</b>					0
<b>D7</b>					0
<b>D8</b>					0
<b>D9</b>					0
<b>D10</b>					0
<b>D11</b>					0
<b>D12</b>					0
	<b>Subtotal</b>				72,000
<b>E</b>	Site Lighting & Utilities				
<b>E1</b>	Site Lighting - Light Pole Fixtures	1	EA	5,000.00	5,000
<b>E2</b>	- Connections/Controls/Etc	1	Allow	7,500.00	7,500
<b>E3</b>					0
<b>E4</b>					0
<b>E5</b>					0
<b>E6</b>					0
<b>E7</b>					0
<b>E8</b>					0
<b>E9</b>					0
<b>E10</b>					0
<b>E11</b>					0
<b>E12</b>					0
<b>E13</b>					0
	<b>Subtotal</b>				12,500

**Project:** Ash Park Coatesville  
**Number:** 21055E1R1  
**Client:** Natural Lands  
**Date:** June 04, 2021; Rev. June 16, 2021  
**Phase:** Masterplan/Concept

**Area F**  
**ESTIMATE SUMMARY**

CODE	DESCRIPTION	7,130	SF	COST
A	Demolition & Earthwork			\$45,750
B	Hardscape			\$122,900
C	Landscape			\$12,000
D	Storm Management Features			NIC
E	Site Lighting & Utilities			\$12,500
	<b>Subtotal</b>			<b>\$193,150</b>
	General Conditions / O.H & P	14.0%		\$26,850
	Bond	2.0%		\$4,000
	Contingency	15.0%		\$34,000
	Phasing Allowance	3.5%		\$9,000
	Escalation	0.0%		\$0
	<b>Total - Area F</b>			<b>\$267,000</b>

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
A	Demolition & Earthwork	7,130	SF		
A1	<u>Demolition &amp; Site Clearing</u>				
A2	Removals - Mature Trees	6	EA	1,500.00	9,000
A3	- Stairs/8' W	12	Tread	120.00	1,440
A4	- Misc Removals/Allowance	1	LS	1,500.00	1,500
A5	<u>Earthwork</u>				
A6	Erosion & Sediment Control - Allowance	1	LS	1,500.00	1,500
A7	Excavation - Cut to Fill/Assume Balanced Site/6' H Avg.	1,580	CY	20.00	31,600
A8	Grading - Rough/General Allowance	7,130	SF	0.10	710
A9					0
A10					0
A11					0
A12					0
A13					0
A14					0
A15					0
A16					0
A17					0
A18					0
A19					0
A20					0
A21					0
A22					0
A23					0
A24					0
A25					0
A26					0
A27					0
A28					0
A29					0
A30					0
A31					0
A32					0
A33					0
A34					0
A35					0
A36					0
A37					0
A38					0
A39					0
A40					0
A41					0
A42					0
A43					0
A44					0
A45					0
A46					0
	<b>Subtotal</b>				<b>45,750</b>

ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
B	Hardscape				
B1	<u>Recreation Areas/Fencing &amp; Signage</u>				
B2	Natural Amphitheatre - Earth Terraces/2' H	400	LF	125.00	50,000
B3	- Stone Cap & Riser	400	LF	175.00	70,000
B4	- Stone Screening	400	SF	3.50	1,400
B5	<u>Site Furniture</u>				
B6	Misc - Trash & Recyclable Receptacles	2	EA	750.00	1,500
B7					0
B8					0
B9					0
B10					0
B11					0
B12					0
B13					0
B14					0
B15					0
B16					0
B17					0
B18					0
B19					0
B20					0
B21					0
B22					0
B23					0
B24					0
B25					0
B26					0
B27					0
B28					0
B29					0
B30					0
B31					0
B32					0
B33					0
B34					0
B35					0
B36					0
B37					0
B38					0
B39					0
B40					0
B41					0
B42					0
B43					0
B44					0
B45					0
B46					0
	<b>Subtotal</b>				122,900



ESTIMATE

Proj: Ash Park Coatesville  
 Date: June 04, 2021; Rev. June 16, 2021

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
<b>C</b>	Landscape				
C1	Earthwork - Tree Pits/Planting Soil @ Trees	3	EA	500.00	1,500
C2	- Restore Topsoil @ Planting & Seeding Areas	50	CY	50.00	2,500
C3	Trees - 2.5" Cal/Native Species	3	EA	1,000.00	3,000
C4	Seeding - Seed Mix/Assume Sod	4,000	SF	1.25	5,000
C5					0
C6					0
C7					0
C8					0
C9					0
C10					0
	<b>Subtotal</b>				12,000
<b>D</b>	Storm Management Features				
D1					0
D2					0
D3					0
D4					0
D5					0
D6					0
D7					0
D8					0
D9					0
D10					0
D11					0
D12					0
	<b>Subtotal</b>				NIC
<b>E</b>	Site Lighting & Utilities				
E1	Site Lighting - Light Pole Fixtures	1	EA	5,000.00	5,000
E2	- Connections/Controls/Etc	1	Allow	7,500.00	7,500
E3					0
E4					0
E5					0
E6					0
E7					0
E8					0
E9					0
E10					0
E11					0
E12					0
E13					0
	<b>Subtotal</b>				12,500

## ASH PARK MASTER PLAN

### APPENDIX 5 – POTENTIAL FUNDING SOURCES

- **American Recovery Act Funds**
  - *Staff person* to maintain the park system during heavy use days (weekends, holidays – Thursday – Monday work week)
  - *Park Ambassador position* - to raise the profile and importance of parks to residents, increasing advocacy and overall park safety
  - *Leverage DCNR funds* so that the Master Plan can be implemented over time
- **DCNR (Department of Conservation and Natural Resources)**
  - *Circuit Rider Program* to hire a full-time park and recreation professional (in progress)
  - *Community Recreation and Conservation Program* – funding for park rehabilitation and development projects
  - *TreeVitalize Program* – tree planting funding
- **DCED (Department of Community and Economic Development)**
  - *Greenways, Trails and Recreation Program* - funding for park rehabilitation and development projects
- **DEP (Department of Environmental Protection)**
  - *Non-point Source Implementation Program* - funding for urban run-off mitigation
- **NFWF (National Fish and Wildlife Foundation)**
  - *Five Star and Urban Waters Restoration Grant Program* – funding to address water quality issues
- **Chester County**
  - *Municipal Park and Trail Improvement Grant Program* – funding for improvements



**PHILADELPHIA  
PARKS &  
RECREATION**

**James F. Kenney**  
Mayor  
City of Philadelphia

**Kathryn Ott Lovell**  
Commissioner  
Parks & Recreation

**Philadelphia Parks & Recreation**

# **Special Events Permit Application**

## **Events and Festivals**



**Philadelphia Parks & Recreation  
Special Events Office  
Case Building  
4300 S. Concourse Drive  
Philadelphia, PA 19131  
215-685-0060**

**[www.phila.gov/parksandrecreation](http://www.phila.gov/parksandrecreation)**

**This application is intended for the use of organizers of public and private events, festivals, athletic events and those gatherings not directly benefitting the Philadelphia Parks & Recreation department (PPR) through its Friends and community group support network.**

Follow the steps in this package to get your permit:

PPR has designated areas for events. Any gathering of 50 people or more in one location, or any gathering requiring tents, sound systems, staging and/or any type of equipment is considered to be a special event.

**Arrangements for your event should not be made until you have received permit approval from PPR.** Return the completed application to the Special Events Office along with payment and all other required documentation. All five steps in the Special Events Permit Application process must be completed.

## Submitting Your Application

Event applicants will be responsible to provide the application fee, site fee, security deposit, staff costs, and insurance indemnification required to receive a permit to hold an event.

- All event applications must be submitted through the PPR Special Events Office. **Applications must be submitted at least ninety (90) days prior to the event.** The application fee of \$25.00 and all other required documentation must accompany the application. Applications submitted less than ninety (90) days prior to the event will be subject to an additional \$30.00 late fee, which must accompany the application. Only completed applications submitted to the Special Events Office will be reviewed. Applications must be mailed or hand-delivered. **Faxed or emailed applications will NOT be accepted.**
- **Submitting an application does not grant the applicant a permit or permission to hold the event.** Once a completed application and the \$25.00 application fee is received, the Special Events Office will contact the applicant to acknowledge receipt of the application, request more information for an extended review, issue a permit, or deny the application. **The application fee and late fee are non-refundable.**
- Within 30 days of submitting the completed application and the non-refundable \$25.00 application fee, the applicant should receive a pre-permit (conditional) or a denial letter with the application returned.
- For Events & Festivals, Non-Affiliated Group Events, and Athletic Events, as described below, the pre-permit must be signed and returned to the Special Events Office with full payment of the site fee, security deposit, and staff costs, no later than forty-five (45) days prior to the event.
- Once the signed pre-permit and all required payments, certificate of insurance and additional documentation are received, the Special Events Office will execute and issue the authorized permit.
- **The only acceptable form of payment for all application fees, site fees, security deposits, and staff costs is a check, cashier's check, or money order, made payable to Fairmount Park. Credit card payments or cash cannot be accepted under any circumstances. All checks returned for insufficient funds will incur additional charges.**

The attached fee schedule does not apply to sites covered by agreements with third parties, indoor City facilities such as recreation centers, libraries, etc., or events with 5,000 or more attendees. In determining the site fee for events with over 5,000 attendees, the following factors shall be considered:

- The length of time of the event;
- The nature of use, including but not limited to, the location of the event and the type of equipment to be brought into the site, and the displacement of any other uses caused by the event and its set-up and/or disassembly;
- The number of people expected to attend;
- Whether the applicant will charge admission to attendees;
- The size and type of the event, including the size of any staging and other event support structures;
- The type and extent of City services required to support the event.

## Special Event Category Definitions

**Events & Festivals** (attendance of no more than 5,000 spectators/participants. Restrictions may apply.)

These are large events held by non-profit and for-profit organizations which are open to public participation and may include, but are not limited to, promotional or commercial events, concerts, or other artistic or cultural performances, and do not otherwise constitute athletic events as defined below. Most of these events

will require that the applicant enter into a license agreement with PPR and reimburse the cost of all City services. **Themed events that include, but are not limited to, artificial coloring, obstacles, costumes and character representation, lighting, water features, landscape or property alterations, or any other feature of the event deemed to be unsafe, inappropriate, or an inconvenience to other park users, stakeholders, or the surrounding community cannot be considered.**

Special regulations and application procedures for Park “A” Sites listed below:

East Terrace of the Philadelphia Museum of Art\*  
Fairmount Water Works  
Rittenhouse Square

\* Event organizers interested in using the East Terrace should contact the Philadelphia Museum of Art before completing this application

Once the completed application and \$25.00 application fee are received, the Special Events Office will approve the proposed event date and times. 50 percent of the site fee must be paid immediately to secure the date. Ten (10) business days prior to any setup for the event, the remainder of the site fee, including the security deposit and any overtime reimbursement must be paid in full.

At least one PPR staff person will be required at all Park “A” sites during setup, the event, and break down of the event. The applicant will be responsible for all costs associated with staff time and will be required to reimburse any additional costs to PPR, either directly or as a deduction from the refundable security deposit.

- Cancellations must be made in writing and addressed to the PPR 1<sup>st</sup> Deputy Commissioner for Parks & Facilities.
- Cancellations made more than 60 days prior to the event date will receive 75% refund of the security deposit.
- Cancellations made 30-60 days prior to the event date will receive a 50% refund of the security deposit.
- Cancellations made less than 30 days prior to the event date will forfeit the entire security deposit.

**Non-Affiliated Group Events** (attendance of no more than 1,000 spectators/participants. Restrictions may apply.) These are events which are hosted by non-profit organizations whose primary mission is not related to any PPR initiative, asset, or program. The size or scope of these events does not rise to the level of an Event and Festival but will require a certificate of insurance and may require City support. Level 4 events in this category may have up to two (2) vending locations limited to a 10 foot by 20 foot space each, but no promotional tents or vehicles, or any kind of corporate signs or banners will be permitted.

**Athletic Events** (attendance of no more than 5,000 spectators/participants. Restrictions may apply.)

Athletic events are any recreational or sporting events designed for public participation including, but not limited to, regattas, road races, cycling races, walks, etc., and have an athletic activity as the primary focus of the event. Sales of any kind, promotional tents or vehicles, corporate signs or banners, amplified sound (except for public address announcements), and music are prohibited in Level 1, 2, or 3. **Athletic Levels 1V, 2V, and 3V will permit up to two (2) vending locations limited to a 10 foot by 20 foot space each, but no promotional tents or vehicles, or any kind of corporate signs or banners will be permitted.** Athletic permits at Level 4 are permitted to have amplified sound, including music and corporate sponsorship signage and banners, but no vending. **All athletic events that require road closures must begin the active portion of the event** (the race, the walk, etc.; not the set-up, registration or administrative portion of the event) **no**

later than 8:30am so as to ensure the timely re-opening of traffic lanes and roadways. If the event course distance is greater than a 5K, the active portion of the event must begin no later than 7:30am so as to ensure the timely re-opening of traffic lanes and roadways.

**Individuals** (attendance of no more than 100 participants.)

These are private events hosted by an individual that is not affiliated with, or representing, a for-profit or non-profit group or organization. No City services will be provided, and the applicant will be required to indemnify and hold PPR and the City of Philadelphia harmless.

## **Rules and Regulations for a Permitted Event**

- A copy of the permit must remain on site for review at all times.
- No rain dates will be issued.
- Permits are non-transferable.
- The official PPR department logo must be used in all printed and electronic materials (brochures, flyers, banners, t-shirts, websites, advertisements, or giveaways) produced in association with the event at a size equivalent to no less than one-half of the presenting sponsor's logo.
- Parking or driving on grass, service roads or athletic fields is strictly prohibited. Applicants shall ensure that their guests, vendors, concessionaries and exhibitors shall not park or drive vehicles on grass, service roads, or athletic fields. Failure to comply may result in the issuance of citations by the PPR Rangers or the Philadelphia Police Department.
- Fastening or attaching any rope, sign, banner, flyer or other object to any tree, shrub, or natural amenity in any park area is strictly prohibited and automatically forfeits all or part of the security deposit. Any ground markings on paved or turf areas must be done with non-permanent materials.
- The use of aerial or above ground photography equipment may require additional approvals and/or incur additional charges.
- No corporate advertisements or logos promoting alcohol products, tobacco products, or adult entertainment will be permitted.
- Staking of any kind which includes, but is not limited to, tenting, guide wires, grounding rods, tethering lines and/or signs post is strictly prohibited and automatically forfeits all or part of the security deposit.
- Fastening or attaching any rope, sign, banner, flyer or other object to any tree, shrub, or natural amenities is strictly prohibited and automatically forfeits all or part of the security deposit.
- Parking or driving on grass, sidewalks, or grass panels is strictly prohibited. Applicants shall ensure that their guests, vendors, concessionaries and exhibitors shall not park or drive vehicles on grass, sidewalks, or grass panels.

## **Site Fees, Security Deposits, and Insurance**

- All applications must be completed and submitted to the Special Events Office as specified in the Submitting Your Application section on page 2.
- Applicant will be charged 50 percent of the quoted daily site fee for each set up and break down day associated with production of the event.
- No refunds will be granted for **any** cancelled events or inclement weather conditions. All checks returned for insufficient funds will incur additional charges.
- Security deposits will be refunded approximately 60 days following the event date if all requirements are met and the site is left clean and without damage.

- The certificate of insurance must evidence, at a minimum, general liability with a \$1,000,000 per occurrence limit of liability, specifically naming **the City of Philadelphia, its officers, employees and agents** as an additional insured. The City reserves the right to require higher limits if the event so warrants. Applicants who do not possess general liability insurance may be eligible to acquire the appropriate insurance through the City’s Office of Risk Management.
- Failure to obey the above rules and regulations will result in the forfeiture of all or part of the event security deposit. Listed below are penalties for permit violations. Refer to the table below for a listing of common violations and their respective penalties. All penalties will be deducted from the event security deposit, unless otherwise agreed to in writing. Penalties that exceed the security deposit paid in advance and being held by PPR will result in an outstanding balance that must be paid upon receipt of notice and prior to consideration of future Special Event permit requests. PPR may deny future Special Event permit requests from any applicant if an outstanding balance exists.

Unauthorized vehicles on grass, athletic fields, pathways or service roads	Cost of repair, as determined by PPR staff
Portable Toilets and hand washing stations on grass	\$25 per unit
Portable Toilets and hand washing stations left after 48hours	\$25 per unit
Damage to Park property	Cost of repair, as determined by PPR staff
Misrepresentation of any factual information required throughout the application process or event implementation	Denial of future requests and/or forfeiture of security deposit
Fastening or attaching any object to any tree, shrub, or natural amenity	Forfeiture of all or part of the security deposit

## Amenities

- PPR does not provide amenities such as sound systems, tables, chairs or other support materials and services.
- Provisions for parking are not included in the issuance of any event permit.
- PPR does not provide portable restrooms or disposable trash containers for Events. These amenities must be procured by the applicant. The appropriate number of these amenities will be determined by the PPR Special Events Manager.
- Tents or canopies measuring over 100 square feet may require additional permits from the City of Philadelphia Department of Licenses & Inspection. Any tent or canopy measuring over 400 square feet will require a separate permit from the Department of Licenses & Inspection. Check the City’s website for additional information at [www.phila.gov](http://www.phila.gov).

## Other City Departments and Permits

Any event may require additional permits, approvals, or services from other departments in City government. Below are contact numbers for various services that may be required.

**Police - Sgt. M. Bergiven 215-685-1563 [michael.bergiven@phila.gov](mailto:michael.bergiven@phila.gov).** Police are required for any road closures, crowd control, gated or admission charged events, or events with alcohol being served.

**Fire – Capt. A. Adams 215-873-9600 e-mail – [anthonyv.adams@phila.gov](mailto:anthonyv.adams@phila.gov).** The Fire Department must be contacted for all events. The Fire Department will determine the appropriate levels of emergency medical coverage required.

**Health Department – Dawn Kieswetter 215-685-7490 [dawn.kieswetter@phila.gov](mailto:dawn.kieswetter@phila.gov)** Any event planning to distribute, sell or sample food must contact the Health Department for approval and permit.

**Licenses and Inspection – M. Blaney 215-686-2522 e-mail - [maureen.blaney@phila.gov](mailto:maureen.blaney@phila.gov).** Any event having tents, sales, structures, or electrical generators of any kind must have a permit or license from the Department of Licenses and Inspections.

**Managing Director’s Office - M. Sabb 215-686-3488 e-mail - [mechelle.sabb@phila.gov](mailto:mechelle.sabb@phila.gov).** Requests for all other City services must be submitted to the Managing Director’s Office. These services include street cleaning, sound, and general permission from the city.

**PPR Approved Food Vendors – M. Lepchuk 215-683-0218 email – [w.matthew.lepchuk@phila.gov](mailto:w.matthew.lepchuk@phila.gov).**

Any event that desires to include Food Trucks at their events can contact the PPR Concessions Administrator for a current list of licensed food vendors approved by Philadelphia Parks & Recreation.

The use of drones or similar aerial photography equipment requires additional approvals. The application is available at <https://veoci.com/veoci/p/form/2ftf44vkr7b3#tab=entryForm> and must be approved prior to the use of such equipment.

The City of Philadelphia is working toward becoming a Zero Waste and Litter Free city. **The applicant is responsible for all required and optional City–related costs associated with supporting the City’s Zero Waste Management program.** All events are **required** to have a comprehensive waste management plan for trash and recycling. Please complete the Zero Waste Management addendum on page 10 of this application and return it with the event application and application fee.



# Fee Schedule

	Attendance	Daily Site Fee	Security Deposit	Insurance Required	Amplified Sound	Stages	Tents	Corporate Sponsorship and Signage	Sampling * Giveaways * Vendors
<b>Events &amp; Festivals</b> (as defined on page 3)	Level 1	Up to 1,000	\$3,000	\$2500	Yes	Yes	Yes	No	Giveaways Only
	Level 1 <b>Park "A"</b>	Up to 1,000	\$5,000	\$2500	Yes	Yes	Yes	No	Giveaways Only
	Level 2	1,001 – 3,000	\$4,000	Site impact	Yes	Yes	Yes	Yes	Giveaways Only
	Level 2 <b>Park "A"</b>	1,001 – 3,000	\$7,500	Site impact	Yes	Yes	Yes	Yes	Giveaways Only
All payments must be submitted 45 days prior to event.	Level 3	3,001 – 5,000	*\$6,000	Site impact	Yes	Yes	Yes	Yes	Yes
	Level 3 <b>Park "A"</b>	3,001 – 5,000	*\$10,000	Site impact	Yes	Yes	Yes	Yes	Yes
	Level 4	N/A	*\$20,000	Site impact	Yes	Yes	Yes	Yes	Yes
	Level 1	0 – 150	\$150	\$250	Yes	No	No	No	No
<b>Non-Affiliated Group Events</b> (as defined on page 3)	Level 2	151-250	\$250	\$500	Yes	No	No	No	No
	Level 3	251-500	\$500	\$1500	Yes	Yes	No	No	No
	Level 4	Up to 1,000	*\$1500	\$2500	Yes	Yes	Yes	No	Vending, 2 locations only
<b>Athletic Events</b> (as defined on page 3)	Level 1	Less than 1,000	\$1000	\$1500	Yes	P.A.Only	Yes	No	Giveaways Only
	Level 1V	Less than 1,000	*\$1500	\$2500	Yes	P.A.Only	Yes	No	2 Locations
	Level 2	1,000 to 1,500	\$2000	\$1500	Yes	P.A.Only	Yes	No	Giveaways Only
	Level 2V	1,000 to 1,500	*\$2500	\$2500	Yes	P.A.Only	Yes	No	2 Locations
All payments must be submitted 45 days prior to event.	Level 3	1,501 to 3,000	\$3000	\$2500	Yes	P.A.Only	Yes	No	Giveaways Only
	Level 3V	1,501 to 3,000	*\$3500	\$5000	Yes	P.A.Only	Yes	No	2 Locations
	Level 4	3,001 to 5,000	\$5000	Site impact	Yes	Yes	Yes	Yes	Giveaways Only
	Level 4 <b>Individuals</b> (as defined on page 3)	1-100	\$500	Site impact	No	No	No	No	No

\* Any event having the sale of alcohol will incur an additional \$1,000 Daily Site Fee surcharge, and comply with the PPR Special Events Alcohol Policy.

The Daily Site Fee for non-Philadelphia based applicants will be double the stated rate.

Applicants will be charged half of the Daily Site Fee for each set-up and breakdown day associated with the production of the event. Daily Site Fees are non-refundable.

# Philadelphia Parks & Recreation

## Special Events Permit Application (revised 1/13/21)

Complete the following five steps and return this portion of the application along with a non-refundable application fee of \$25.00, made payable to Fairmount Park. Applications submitted less than 90 days prior to the event must include an additional \$30 late fee.

**Faxed or emailed copies of this application will not be accepted.**

### Step 1. Provide Event Information

Name of the event \_\_\_\_\_

Park and specific location requested \_\_\_\_\_

Day(s) and Date(s) of event (no rain dates) \_\_\_\_\_

Setup and breakdown dates, if applicable \_\_\_\_\_

Hours of event. Setup time \_\_\_\_\_ start time \_\_\_\_\_ finish time \_\_\_\_\_ breakdown time \_\_\_\_\_ Attendance \_\_\_\_\_

Description of Event \_\_\_\_\_

PPR services requested (electrician, plumber, clean-up, other) \_\_\_\_\_

Name of individual or organization \_\_\_\_\_

Street address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Non-profit organization? If yes, please attach current verification of 501 (c)(3) status. Yes No

Event Coordinator \_\_\_\_\_

Daytime phone number \_\_\_\_\_ Cellphone number \_\_\_\_\_

E-mail address \_\_\_\_\_

On site contact on event day \_\_\_\_\_

### Step 2. Select Type of Permit

Consult the table on the previous page in order to determine which type and which level or category of permit is suitable for the event you are planning. Check the corresponding box below. Final determination will be made upon PPR review.

#### Non-Affiliated Group Events

- Level 1
- Level 2
- Level 3
- Level 4

#### Events & Festivals

##### Other Sites

- Level 1
- Level 2
- Level 3
- Level 4

##### Park "A"

- Level 1
- Level 2
- Level 3
- Level 4

#### Athletic Events

- Level 1
- Level 2
- Level 3
- Level 4
- Level 1V
- Level 2V
- Level 3V

**Individuals**

### 3. Additional Information

Amplified sound? (PPR does not provide sound systems) Amplified sound is subject to the City of Philadelphia Noise Ordinance. Describe the type of amplified sound (music and/or PA system) and list hours (no sound system may be used before 7 AM).

Vendor or Contractor providing the service \_\_\_\_\_

Tents? (Tent company must contact Special Events Office before any installation)

If tents or canopies are planning to be erected, please describe .

Quantity \_\_\_\_\_ Sizes \_\_\_\_\_ Total Square feet \_\_\_\_\_

Vendor or Contractor providing the service \_\_\_\_\_

**Alcohol at events is subject to restrictions and requirements.** Any event having the sale of alcohol will incur an additional \$1,000 Daily Site Fee surcharge. All events with the sale or distribution of alcohol must comply with the PPR Special Events Alcohol Policy.

Are you requesting permission to vend beer or wine? Yes No

Are you requesting permission to give away beer or wine? Yes No

**Vendors, corporate sampling, or product giveaways.**

Will you be requesting permission to display corporate banners, flyers or logos? Yes No

Will you be requesting permission to vend food and/or merchandise? Yes No

Will you be distributing any sample products or merchandise? Yes No

Are you requesting permission to give participants food or merchandise? Yes No

**Step 4. Read and initial at each blank space**

- All permits are subject to the following provisions: \_\_\_\_\_
- The official PPR logo will be used in all printed and electronic materials (brochures, banners, t-shirts, websites, advertisements, or giveaways) produced in association with the permitted event at a size equivalent to no less than ½ the presenting organization or sponsor’s logo. \_\_\_\_\_
- The staff costs for all City of Philadelphia employees must be paid in advance if charges are to be incurred. \_\_\_\_\_
- All athletic events that require road closures must begin the active portion of the event (the race, the walk, etc.; not the set-up, registration or administrative portion of the event) no later than 8:30am so as to ensure the timely re-opening of traffic lanes and roadways. If the event course distance is greater than a 5K, the active portion of the event must begin no later than 7:30am so as to ensure the timely re-opening of traffic lanes and roadways.
- Applications must be made to the City of Philadelphia and/or the Commonwealth of Pennsylvania for alcohol, food and other licenses, which are required to hold your event. \_\_\_\_\_
- PPR is not able to provide amenities such as portable restrooms, sound systems, tables, chairs or other support materials and services. \_\_\_\_\_
- The permit holder is required to secure portable restrooms, washing stations, disposable trash containers, and all other amenities required to support the event. \_\_\_\_\_
- No tobacco product may be used on any land or facility under the jurisdiction of PPR and the permit holder is responsible to ensure that all event participants and spectators are notified of such, throughout the time of the permit, and in compliance. \_\_\_\_\_
- Any single tent or canopy measuring over 100 square feet requires a permit from the City of Philadelphia’s Department of Licenses and Inspections. \_\_\_\_\_
- Applicant/organization must submit a certificate of insurance to the Special Events Office no later than 30 days prior to the event. A permit will not be issued if an acceptable Certificate of Insurance is not received. \_\_\_\_\_
- Applicant/organization’s address, checks for all payments, and Certificate of Insurance must be the same on all documents. \_\_\_\_\_
- I have carefully read all of the above instructions, rules, regulations on all the pages in this application and agreed to abide by the requirements contained therein. \_\_\_\_\_

**Step 5. Sign and return with all payments and required documentation**

Organizer (Legal Name of Organization) \_\_\_\_\_

\_\_\_\_\_  
Name of Authorized Signing Party:

\_\_\_\_\_  
Title/Position

**Signature:** \_\_\_\_\_

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







Hildacy Preserve  
1031 Palmers Mill Road  
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