

4 ATGLEN BOROUGH PARKS MASTER PLAN

DECEMBER 2020

PREPARED FOR THE PENNSYLVANIA DEPARTMENT
OF CONSERVATION AND NATURAL RESOURCES

SALT
DESIGN STUDIO
LANDSCAPE ARCHITECTURE
PLANNING & URBAN DESIGN

BL
Companies
Architecture
Engineering
Environmental
Land Surveying

ACKNOWLEDGEMENTS

Acknowledgements

SALT DESIGN STUDIO would like to thank everyone who participated in the Park Master Planning process for Atglen Borough. The leadership provided by Atglen Borough, The Study Committee, and collective input from the community were integral to the development of the plans.

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Atglen Borough - 4 Parks Master Plan
Master Plan Report
December 7, 2020

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CHAPTER 1

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

Your Vision: Your Story

The chance to plan a new park in a small town is the kind of thing that designers dream about. When the opportunity comes along to simultaneously plan four different parks, to consider how they will work together to offer a diverse suite of recreational amenities, and to collaborate with dedicated municipal staff and local volunteers, then the process unfolds in a magical journey. This Report documents the process of engaging Atglen Borough residents in creating a Master Park Site Development Plan (referred to in this report as the Four Parks Master Plan) that expresses the collective vision for public recreation in their community. The Consultant Team found boundless inspiration combing through historical data, interviewing stakeholders, spending time in the field investigating physical conditions and connecting with residents during Public Meetings. We truly enjoyed getting to know Atglen Borough and the people who call it home. The continuous feedback loop between the Consultant Team, the Study Committee and the Borough was crucial to our findings and conclusions as it informed each subsequent step of the planning process. Multiple methods of engagement were utilized to target a wide range of participants and to keep the project moving during the COVID-19 pandemic and the stay-at-home order that was in place for nearly one month in the state of Pennsylvania.

This master planning process was deeply rooted in Atglen's geographic context in western Chester County, and inspired by the family-friendly community and its "down-to-earth" welcoming residents. The four park sites — Valley Avenue, Church Street Park, Borough Hall, and 206 Main Street — have enormous potential to expand and improve physical, social and ecological amenities for Atglen Borough. Community feedback shared throughout the project consistently expressed support for protecting and preserving the natural environment, while creating a distinctive character for each park with new recreational amenities. The Consultant Team's goal was to create four, interconnected park plans that addressed the residents' priorities within an environmentally sustainable framework. Happily, the end result is a Four Parks Master Plan that demonstrates sensitivity to context, is responsive to local desires, and promotes site improvements in harmony with Atglen Borough's natural resources.

Key recommendations illustrated in the Four Parks Master Plan include:

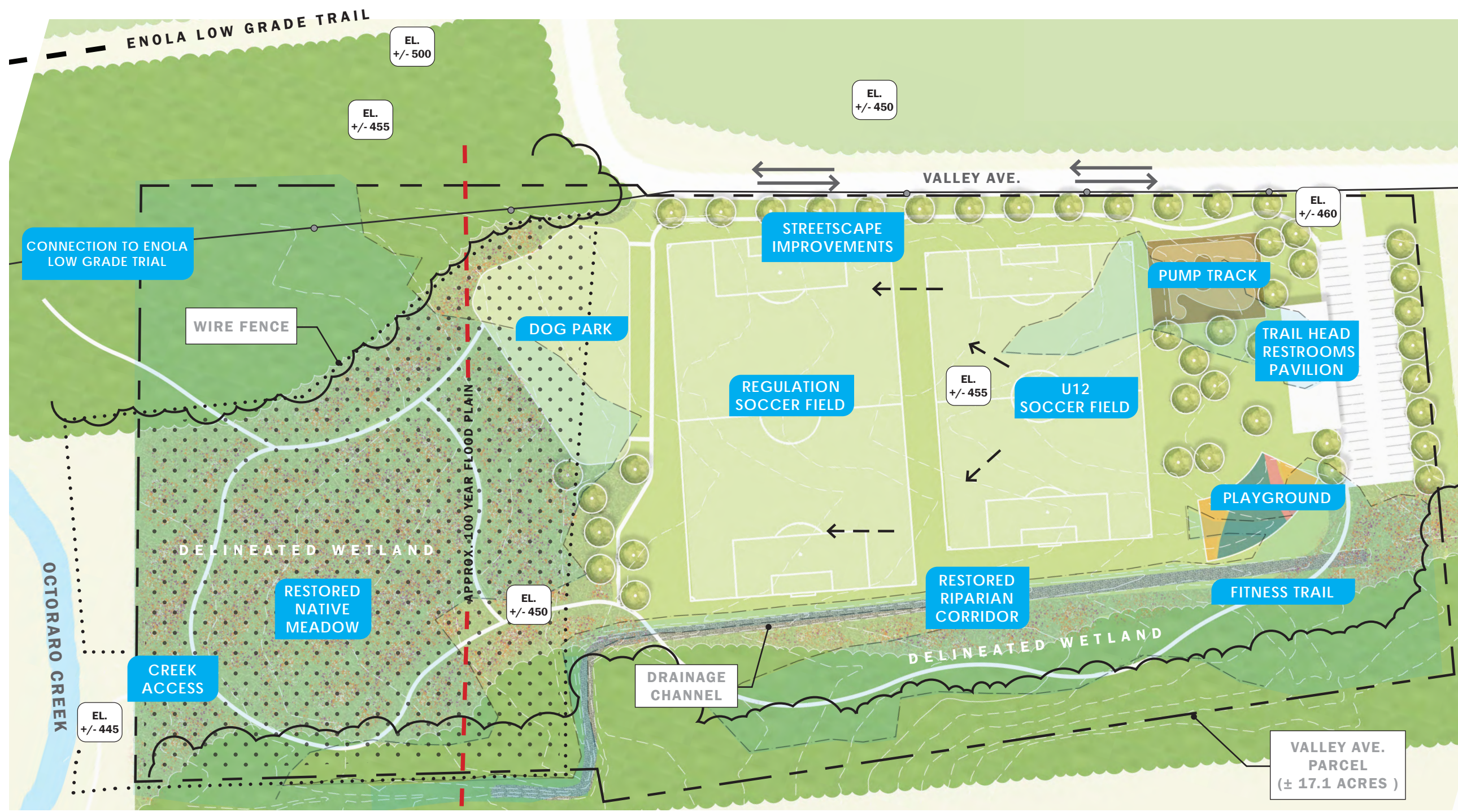
- **Valley Avenue:** Creating a 17-acre destination park within the Borough that includes regulation sports fields, a dog park, fitness trail, trailhead and restroom pavilion, bike pump track, and other active recreational amenities. The Plan also prioritizes restoring the riparian corridor and wet meadow as an environmental, educational, and passive-recreation component.
- **Church Street Park:** Reinvigorating the 5-acre Church Street Park site as a community park and event space that includes a picnic pavilion, multi-purpose recreational lawn with loop walking path, nature-play and traditional playground, entrance plaza, and ecological stormwater management.
- **Borough Hall:** Creating a new gateway to Atglen with a trailhead and pedestrian connection to the planned Chester Valley Trail extension/Enola Low Grade Trail connection along the rail corridor, green stormwater infrastructure, and a new playground.
- **206 W. Main Street:** Infusing new energy and civic activity into Atglen's downtown core through the creation of a lively pocket park, replete with new planting, seating, a spray ground, and concessions space.

Due to broad support among Atglen's elected officials and the community for creating a more robust parks and recreation system, the next critical step in the process is acquisition of funding for design and implementation of the Four Parks Master Plan. Though open space maintenance in the Borough has been limited to date, the eventual construction of these four parks will place increased demands on both Borough staff and on residents. Ongoing education about the ecological value of Atglen's new parks and the environmental services they provide with regard to cleaning the air, managing stormwater runoff, and protecting wildlife habitat will be instrumental to ensuring public support continues, and to promoting community stewardship of these parks.

This Four Parks Master Plan provides a framework to guide development of a park and recreation system for Atglen Borough. Each individual Park Master Plan offers a clear vision of the community's needs and desires, alongside conceptual estimates of probable construction costs. The Consultant Team carefully considered how the four different park sites of varying scales and locations could complement one another with respect to recreational amenities and programs. It's important to note that while the Master Plans provide illustrative design concepts and recommendations for making physical improvements to all four spaces, these Plans are not for construction. The next steps involve site surveying, and further development of the design ideas and details in collaboration with the Borough, the Study Committee, community members and other relevant stakeholders.



Hand painted sign by resident volunteer advertising the 4 Parks Master Plan Open House



LEGEND

- DELINEATED WETLAND
- MEADOW / UNMAINTAINED AREA
- VEHICULAR CIRCULATION
- APPROX. SPOT ELEVATION
- EXISTING TREE CANOPY
- SITE DRAINAGE
- SWALE
- APPROX. 100 YEAR FLOOD PLAIN
- EXISTING OVERHEAD UTILITY
- EXISTING WIRE FENCE
- ENOLA LOW GRADE TRAIL
- DOG PARK PROPOSED SITE ELEMENT
- DRAINAGE CHANNEL EXISTING SITE ELEMENT



Sustainability

- ✓ Restored native meadow
- ✓ Restored riparian buffer
- ✓ Nature play



Amenities

- ✓ Trail head with pavilion and restrooms
- ✓ Play equipment
- ✓ Dog park
- ✓ Soccer fields (regulation and U12)
- ✓ Bike pump track
- ✓ Fitness trail



Access

- ✓ Parking lot
- ✓ Connection to Enola Low Grade Trail
- ✓ Connection to Wolf's Hollow
- ✓ Creek access

SITE SOILS:
Th
Thorndale silt loam

CtA
Conestoga silt loam,
0 to 3 percent slopes

Ho
Holly silt loam



Sustainability

- ✔ Green stormwater management
- ✔ Native buffer plantings
- ✔ Nature play

Amenities

- ✓ **Play equipment**
- ✓ **Nature play area**
- ✓ **Basketball court**
- ✓ **Pavilion**
- ✓ **Loop trail**
- ✓ **Entrance plaza**
- ✓ **Recreational lawn**

Access

- ✓ Walking distance to Atglen's downtown
- ✓ Parking lot
- ✓ Entrance plaza

LEGEND

-
- DELINEATED WETLAND**
- EXISTING WOOD AND WIRE FENCE**
- VEHICULAR CIRCULATION**
- SWALE**
- EL.
+/- 450**
- APPROX. SPOT
ELEVATION**
- PLAZA**
- PROPOSED SITE
ELEMENT**
- EXISTING TREE CANOPY**
- BASKETBALL
COURT TO BE
REMOVED**
- EXISTING SITE
ELEMENT**
- SITE DRAINAGE**





Sustainability

- ✓ Rain garden
- ✓ Canopy tree planting
- ✓ Permeable paving in plazas



Amenities

- ✓ Traditional playground
- ✓ Trail head plaza
- ✓ Community message board
- ✓ Gathering plaza



Access

- ✓ Centrally located in Atglen's downtown
- ✓ Parking lot
- ✓ Connection to Enola Low Grade Trail

LEGEND

- ← SWALE
- EL. +/- 450 APPROX. SPOT ELEVATION
- ... PEDESTRIAN CIRCULATION
- ↔ VEHICULAR CIRCULATION
- //// ON-STREET PARKING
- EXISTING CANOPY TREE
- UTILITY AT SURFACE
- ATGLEN HISTORY SIGN

- PLAZA
- PROPOSED SITE ELEMENT
- MOUND/UNDERGROUND UTILITY VAULT
- EXISTING SITE ELEMENT



SITE SOILS:
UrgB
Urban land-Conestoga
complex, 0 to 8
percent slopes



Sustainability

- ✓ Native buffer plantings
- ✓ Permeable paving



Amenities

- ✓ Sprayground
- ✓ Concessions building
- ✓ Movable furniture
- ✓ Overhead lighting
- ✓ Seat wall



Access

- ✓ Centrally located in Atglen's downtown
- ✓ Entrance on Main St.
- ✓ Entrance on Tee Alley
- ✓ On-street parking nearby

LEGEND

• • • • PEDESTRIAN CIRCULATION

↔ VEHICULAR CIRCULATION

////// ON-STREET PARKING

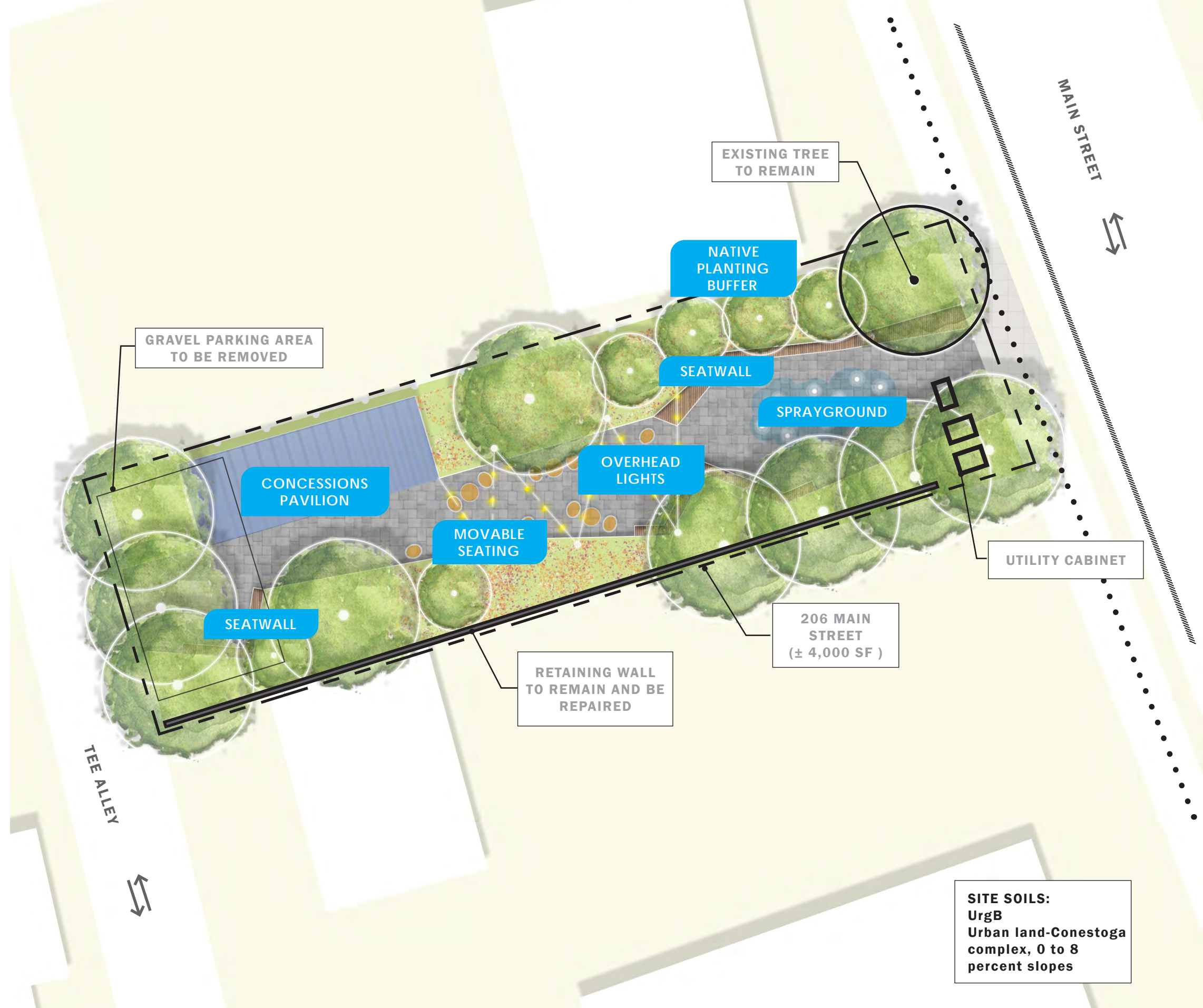
— RETAINING WALL

□ □ UTILITY CABINETS

○ EXISTING TREE

PLAZA PROPOSED SITE ELEMENT

EXISTING TREE TO REMAIN EXISTING SITE ELEMENT



CHAPTER 2

SITE INVENTORY & ANALYSIS

INTRODUCTION

Atglen Borough is a small municipality of .9 square miles located in the semi-rural region of western Chester County, Pennsylvania. It has a rich history, originally as a rolling wilderness home to Native Americans and later, becoming a stop along an important trade route for early settlers of Southeastern Pennsylvania and Delaware. Once known as Penningtonville, the Borough of Atglen was officially incorporated in 1876. The Borough sits along a rail corridor previously utilized by Southeastern Pennsylvania Transportation Authority (SEPTA) and currently used by Amtrak with service to Philadelphia, Lancaster and Harrisburg. Atglen contains a small downtown core south of the rail line with several municipal facilities (Borough Hall, United States Post Office, Atglen Library) and residential homes. More recent residential developments are located south of the downtown core. The population of approximately 1,400 residents has access to many regional open space and recreational assets, including Wolf's Hollow Park, Mercer's Mill Covered Bridge, Hibernia Park, and the Enola Low Grade Trail. Residents live in a healthy, scenic and uncongested community with well-maintained public infrastructure, including public schools. At the same time, within a half hour's drive residents can visit the vast collection of vibrant gardens and greenhouses at Longwood Gardens or shop in Lancaster County's retail outlets. And, when the scale and diversity of an urban center is desired, there are numerous opportunities within a one-hour drive to Philadelphia, Lancaster, and Wilmington, Delaware. Although it is surrounded by significant regional assets, there are very few public spaces within the Borough that provide recreational opportunities for its residents.

In recent years, as the Atglen Borough community has evolved, residents voiced their interest in creating local parks and improved recreational facilities. The Borough completed a Comprehensive Plan in 2018, which laid out a vision for Atglen as a "Trail Town" that offered a variety of recreational options for residents and visitors. In 2019, Atglen Borough applied for and was awarded a Community Conservation Partnership Program Grant from the Pennsylvania Department of Conservation & Natural Resources (DCNR) Bureau of Recreation & Conservation to conduct a planning and design study for four separate open space parcels within the Borough. As required by DCNR,

Atglen released a public Request for Proposal seeking design and planning consultant teams in 2019. After evaluation of proposals and an interview process, Atglen selected SALT DESIGN STUDIO as the Consultant Team to develop a park-specific Master Plan that encompassed all four Borough-owned parcels. Atglen established a Study Committee to work closely with the Consultant Team and provide a critical feedback loop throughout the planning process.

The four parcels that comprised this planning study were:

- **Valley Ave Parcel** – A 17-acre undeveloped property located on the western boundary of the Borough.
- **Church Street Park** – A 5-acre existing park located on the eastern edge of the Borough.
- **Borough Hall** – An unused open space adjacent to the Atglen Borough Hall building.
- **206 Main Street** – A small pocket lot located in the urban core of Atglen Borough.

This planning project was organized in the following three phases. Tasks were completed for each of the four parcels.

Phase 1: Site Inventory & Analysis

- Site inventory and analysis
- Site opportunity and constraints
- Online survey
- Recreational needs summary
- Community engagement

Phase 2: Site Program & Alternate Concept Plans

- Precedent studies
- Site program studies
- Conceptual design alternatives and narratives
- Site program and design summary
- Community engagement

Phase 3: Master Planning

- Cost estimates and capital development plan
- Annual operations and maintenance plan
- Online survey
- Final master site plans and narratives
- Phasing Plan
- Community engagement

VALLEY AVE. PARCEL

Overview

The Valley Avenue parcel is comprised of two parcels (West 14.2 acres and East 2.9 acres) totalling 17.1 acres. Most of the site is currently leased out and used for agriculture with the remainder of the site delineated as a wetland, a portion of which falls within the 100-Year floodplain. The site gently slopes east to west towards Octoraro Creek – the western site boundary. To the east, a row of parked trailers owned by an adjacent textile manufacturer defines the property line. Valley Ave. (RT. 372) creates the northern boundary and a forested buffer the southern boundary.

The only built element existing on the site is a wood post and wire mesh fence that contains a majority of the designated wetlands. There is no pedestrian or vehicular access through the site. Most of the site is agriculture fields or meadow. Trees and understory plants are only present at property boundaries.

Opportunities

- Large, gently sloping site currently utilized as agricultural field.
- Wetland and wooded area provide opportunities for protecting natural resources and passive recreation.
- Minimal grade change at northeast corner provides opportunity for easy pedestrian and vehicular access.

Constraints

- Delineated wetlands and floodplain may limit use due to regulatory constraints.
- Drainage channel with steep side slopes and moving water limits use and accessibility.
- Saturated site soils could limit certain types programming and construction.
- Approx. 45' grade difference between site and Enola Low Grade Trail is a challenge to access and connectivity.
- Truck parking along east property line can be seen as a nuisance.



View looking east towards tractor trailer parking



View looking west towards Octorara Creek



View looking west from eastern property boundary

CHURCH STREET PARK

Overview

Church Street Park is the only Borough operated park in Atglen. The park is approximatively 5 acres and consists of an open field used for soccer, a basketball court and a defunct tennis court. The site gently slopes north to south. A drainage outfall discharges stormwater from an adjacent street and channels it toward the field. A small gravel parking area at the southwest portion of the site provides vehicular access, though no pedestrian circulation paths exist.

The park sits between PA-41 (Gap-Newport Pike) and the rear yards of a row of residential properties. The highway is elevated above the park, buffered with a steep vegetated embankment, though traffic noise is still very prevalent. The residential properties to the west keep the park hidden from public view, making Church Street Park difficult to find.

Opportunities

- Capture runoff and improve natural systems at wooded edge.
- Enhance visibility from Main Street and create a welcoming entry sequence through branding and signage.
- Site provides opportunities for both passive and active recreation (hiking / walking trail coupled with sports field and courts, or other active recreation.)

Constraints

- Park is hidden, can feel unsafe, and has poor connectivity to Borough core.
- Drainage issues exist throughout the park, especially around the stormwater outfall that spills across the soccer field.
- Property lacks identifiable boundary between park and adjacent residential properties.
- Conflicts between park and adjacent uses (sound of Gap Newport Pike, view of construction yard and residential backyards with structures.)



Existing drainage outlet



Existing shed used by Octorara Soccer Club



Existing basketball and tennis courts

BOROUGH HALL PARCEL

Overview

The Borough Hall parcel consists of unused green space adjacent to the Borough Hall Building. The site approximately 1.1 acres and is made up of mostly mown lawn with six canopy trees. The north boundary of the site is a rail corridor currently used by Amtrak. The site slopes north to south from the rail corridor, levelling out at an asphalt parking area. A major water main runs parallel to the rail corridor with a valve pit occupying the north portion of the site creating a large mound in the landscape.

Opportunities

- Future connections to Enola Low Grade Trail and SEPTA Regional Rail Station at northern edge of site.
- Proximity to significant Borough destinations (library, post office, Borough Hall)
- Existing site features are educational opportunities (Borough history, library programming, pollinator gardens)

Constraints

- Grading, drainage, and utility issues (underground utility vault at mounded lawn area, swale along tree line, steep slopes along Main Street.)
- Vast expanse of asphalt creates uncomfortable and pedestrian - vehicular conflict point.
- Trains pass at high speeds and are loud. Tracks are not safely separated from remainder of site. Gravel embankment adjacent to rail line creates a visual and physical barrier.



Open space between Borough parking lot and railroad tracks



View looking south down Main St towards Borough Hall



Borough Hall and parking lot



View looking south from railroad tracks

206 MAIN STREET PARCEL

Overview

206 Main Street is a small (.1 acre/4000 SF) pocket parcel located in the heart of Atglen's downtown. The site is made up of mown lawn with one canopy tree and several shrubs screening three utility boxes. A concrete block retaining wall holds grade along the south property line.

Opportunities

- Significant location along Main Street with proximity to Borough amenities. Site is located in the heart of town with good pedestrian access.
- Site is level with small parking area off Tee Alley.
- Could serve as a centralized gathering space within the Borough core.

Constraints

- Adjacent apartment building's windows and utilities (satellite dish, air conditioner units) face site.
- Utility infrastructure is located in southeast corner of site along Main St.
- Retaining wall along southern boundary is in fair to poor condition.



View looking south



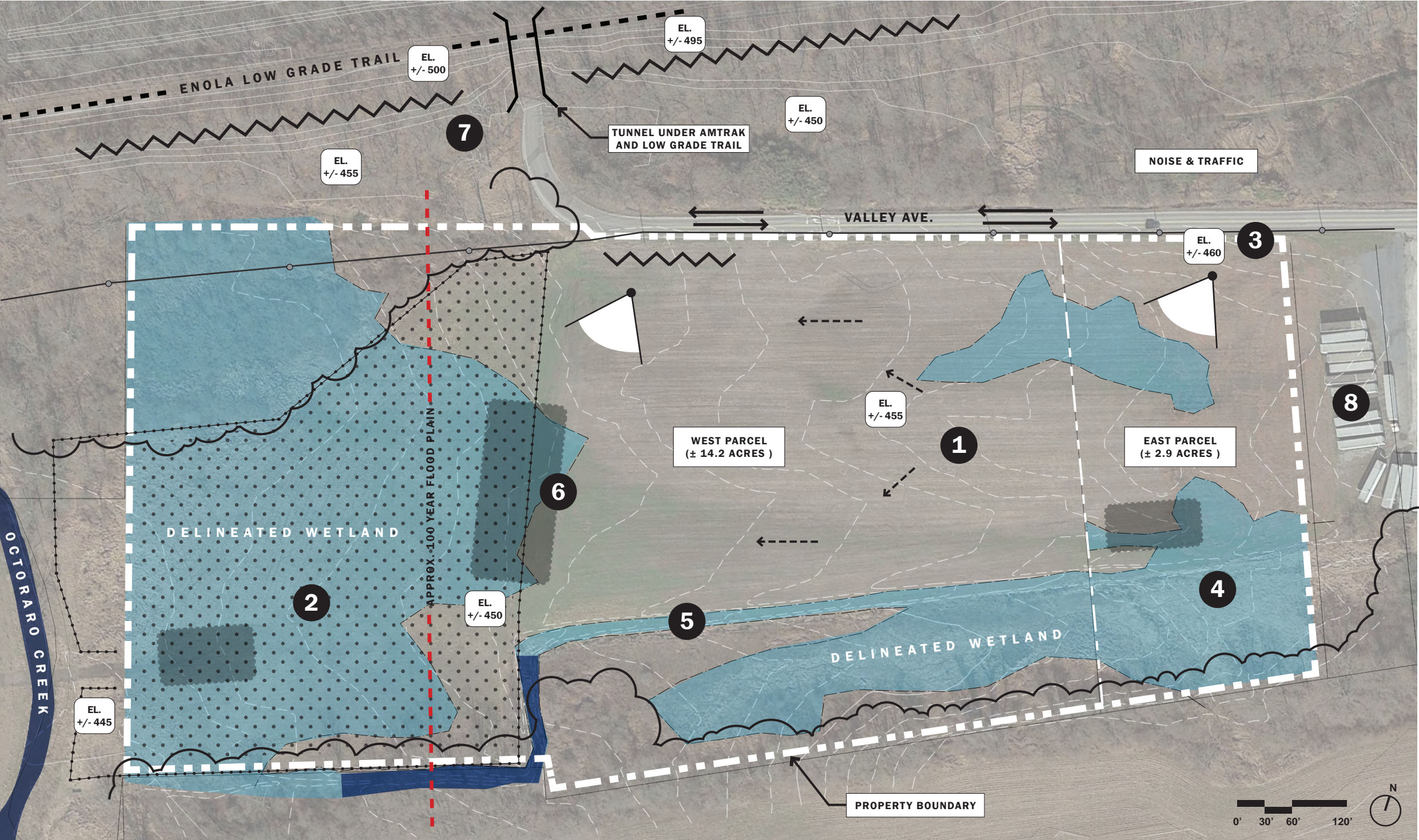
View looking east towards Main St.



Existing canopy tree



Existing utility boxes and screening shrubs



LEGEND

PROMINENT SITE VIEWSHED

DELINEATED WETLAND

CREEK OR FLOWING WATER

MOIST OR SATURATED SOIL

MEADOW / UNMAINTAINED AREA

APPROX. SPOT ELEVATION

STEEP SLOPES

VEHICULAR CIRCULATION

EXISTING TREE CANOPY

SITE DRAINAGE

APPROX. 100 YEAR FLOOD PLAIN

EXISTING OVERHEAD ELECTRIC

EXISTING WIRE FENCE

ENOLA LOW GRADE TRAIL

- OPPORTUNITIES
1. Majority of the site is gently sloping agriculture field with no existing site amenities or utilities.

2. Wetland and unmaintained area provide opportunities for protecting natural resources and passive recreation.

3. Minimal grade change provides opportunity for easy pedestrian and vehicular access.
- CONSTRAINTS
4. Delineated wetlands limit use due to saturated soils and regulatory constraints.

5. Drainage channel with steep side slopes and moving water limits use and accessibility.

6. Saturated soils could prevent certain programming and construction.

7. Elevation difference between site and Enola Low Grade Trail limits access and connectivity.

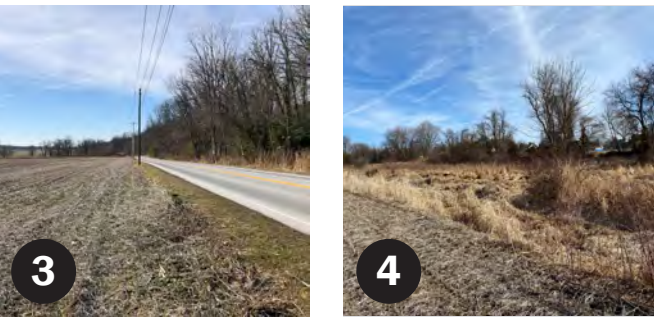
8. Truck parking along east property line can be seen as a nuisance.



Typical condition of agriculture field and general character of site views.



Unmaintained area behind wire fence.



Northern boundary of site and Valley Ave.



Typical condition of unmaintained wetlands.



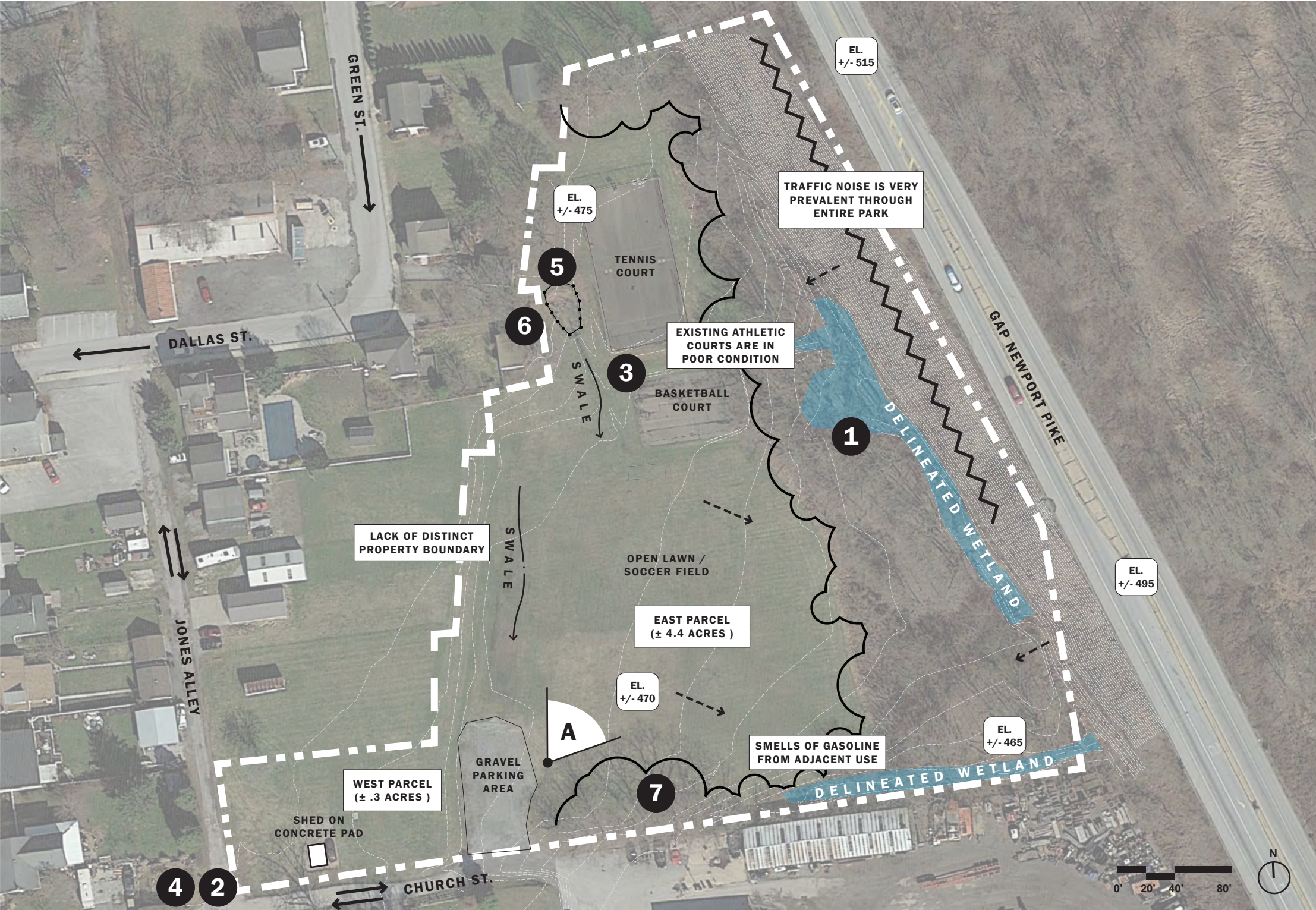
Typical condition of drainage channel.



Evidence of water - seen multiple location.

Enola Low Grade Trail above tunnel.

East property line, truck parking.



LEGEND

PROMINENT SITE VIEWSHED

DELINEATED WETLAND

STEEP SLOPES

VEHICULAR CIRCULATION

APPROX. SPOT ELEVATION

EXISTING TREE CANOPY

SITE DRAINAGE

EXISTING WOOD AND WIRE FENCE

SWALE

OPPORTUNITIES

- 1. Capture runoff and improve natural systems through restored woodland.
- 2. Enhance visibility and create a welcoming entry sequence through branding and signage.
- 3. Opportunities for both passive and active recreation (hiking / walking trails, sports fields / courts etc.)

CONSTRAINTS

- 4. Park is hidden and can feel unsafe.
- 5. Drainage issues are present throughout the park. Specifically the outfall that spills across open field.
- 6. Lack of defined boundary between adjacent properties.
- 7. Conflicts with adjacent uses (Gap Newport Pike, construction yard, residential backyards with structures etc.)



Existing wetland in wooded area



Entry to park from Church St. (looking NE)



Looking towards Gap Newport Pike from basketball court



Looking towards E. Main St. from Church St.



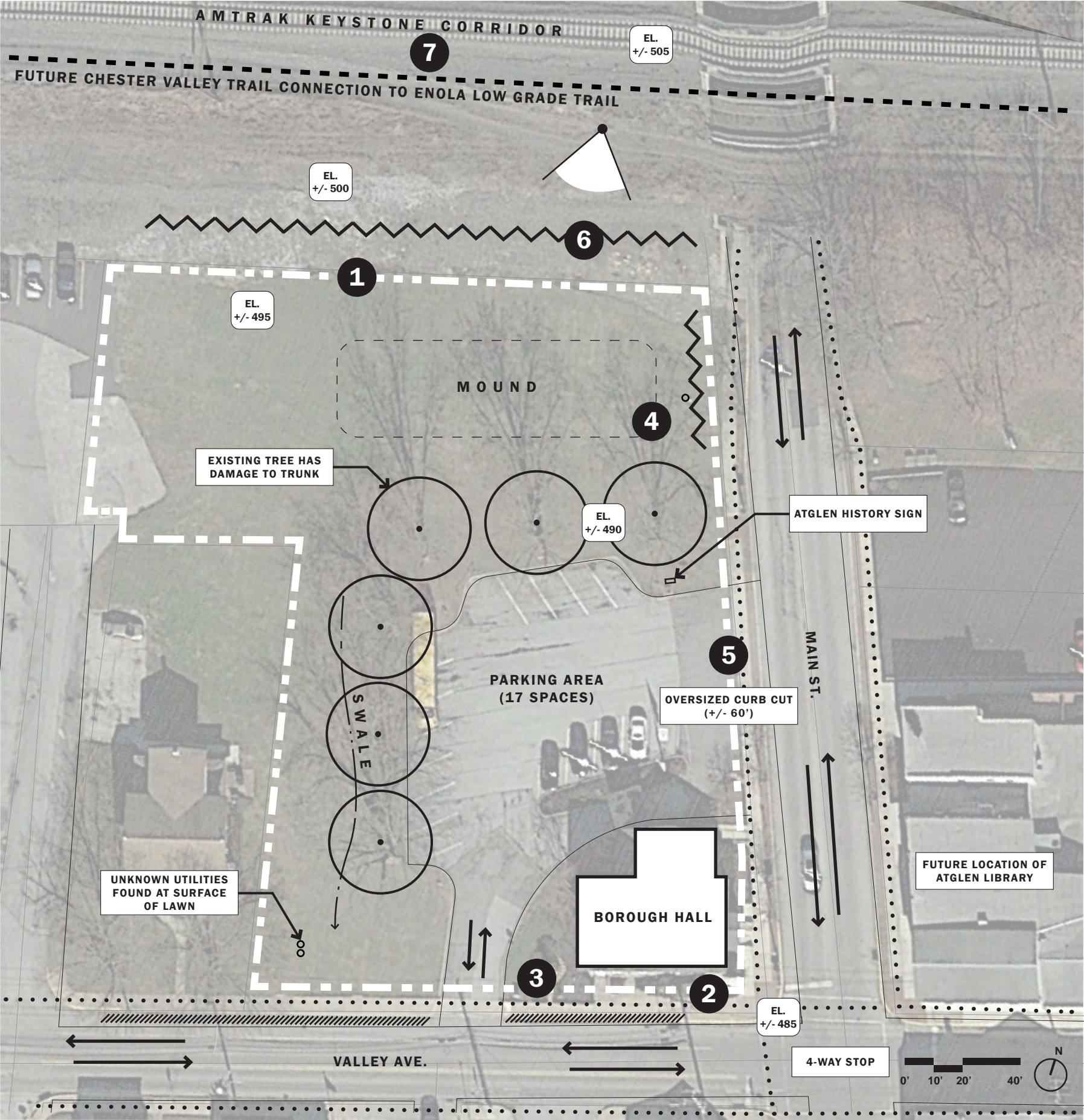
Drainage outfall near basketball courts



Adjacent backyards and structures at NW property line



Adjacent property at southern property line



LEGEND

PROMINENT SITE VIEWSHED

STEEP SLOPES

SWALE

EL.
+/- 450

APPROX. SPOT ELEVATION

PEDESTRIAN CIRCULATION

VEHICULAR CIRCULATION

ON-STREET PARKING

CONNECTION TO ENOLA LOW GRADE TRAIL

EXISTING CANOPY TREE

UNKNOWN SURFACE UTILITY

ATGLEN HISTORY SIGN

- OPPORTUNITIES
1. Future connection to Enola Low Grade Trail and SEPTA Regional Rail Transit Station.

2. Proximity to daily destinations (library, post office, Borough Hall and borough homes).

3. Educational opportunities (Borough history, library programming, pollinator gardens)

- CONSTRAINTS
4. Grading and drainage issues and utilities issues (mounding in lawn, swale along tree line.)

5. Gravel embankment adjacent to rail lines creates a visual and physical barrier.

6. Vast expanse of asphalt creates uncomfortable and dangerous pedestrian experience.

7. Trains pass at high speeds and are loud. Tracks are not protected.



Looking northwest towards future Enola Low Grade Trail connection (raised rail bed)



Looking west on Valley Ave.



Historic Borough Hall bell and garden.



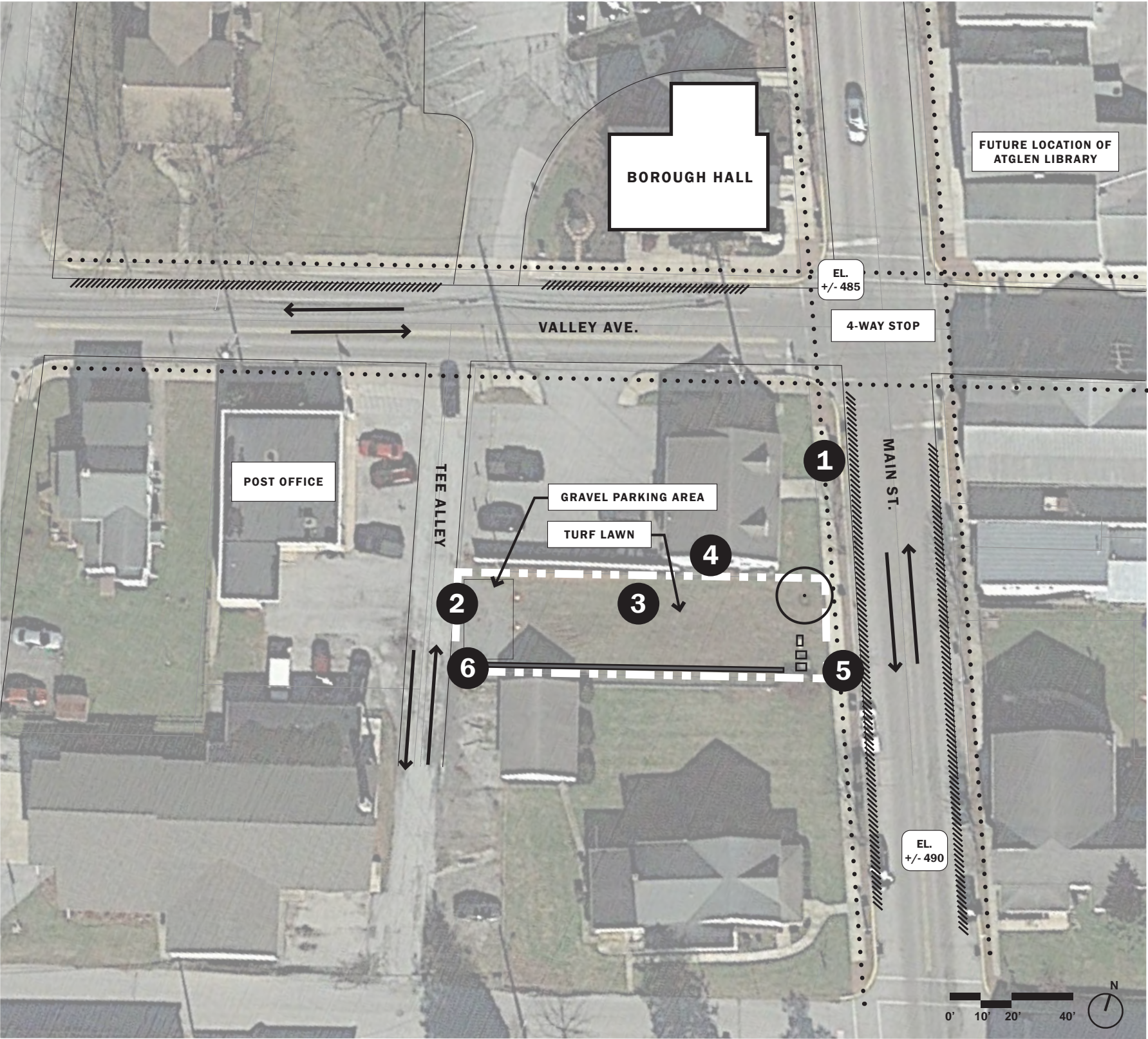
Mound in lawn at north portion of site.



Curb cut at Main St.



Gravel embankment at raised rail bed.



LEGEND

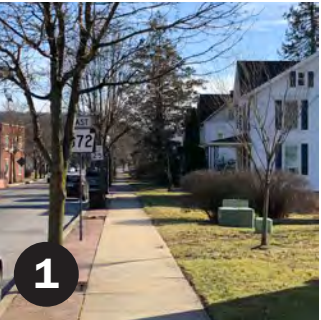
- EL. +/- 450 APPROX. SPOT ELEVATION
- PEDESTRIAN CIRCULATION
- ↔ VEHICULAR CIRCULATION
- //// ON-STREET PARKING
- RETAINING WALL
- □ UTILITY CABINETS
- . EXISTING TREE

OPPORTUNITIES

- 1. Proximity to Borough amenities – Located in the heart of town with good pedestrian access.
- 2. Site is level and easily accessible from Tee Alley.
- 3. Could serve as an urban gathering space.

CONSTRAINTS

- 4. Adjacent building’s windows and utilities (satellite dish, air conditioner etc.) face site.
- 5. Utility cabinets along Main St.
- 6. Retaining wall is in fair to poor condition.



Looking south on Main St.



Site as seen from Tee Alley.



Looking west from inside of site.



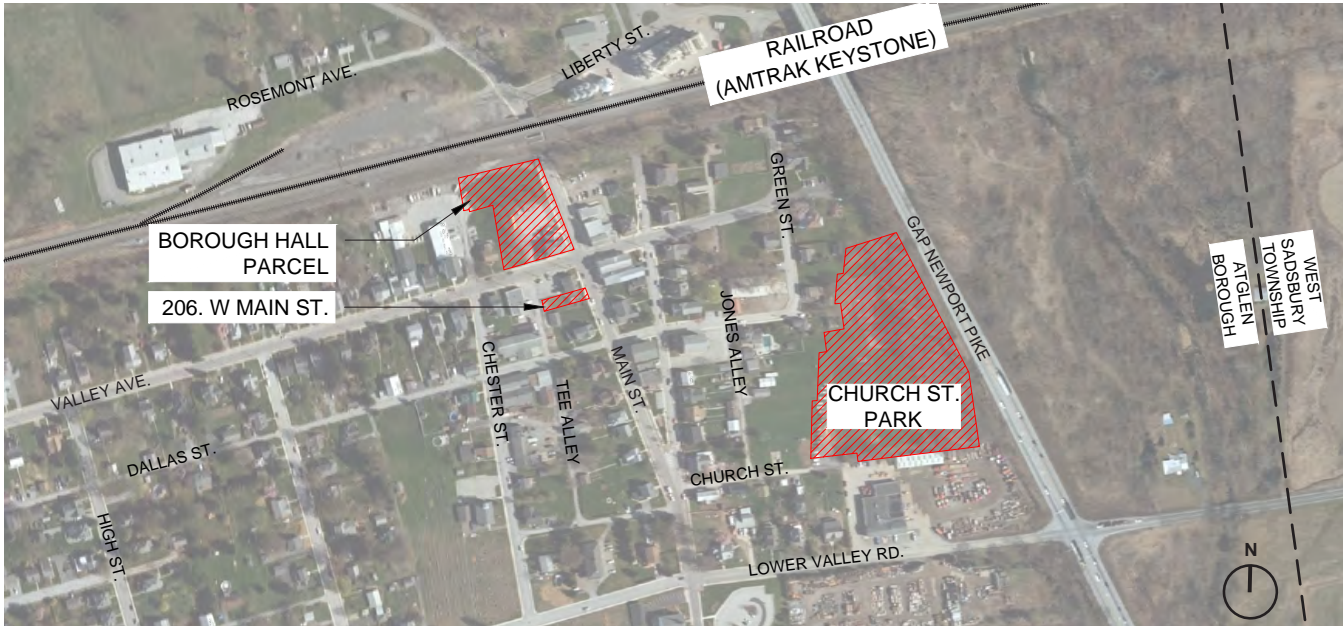
Adjacent apartment building.



Utility cabinets on Main St.



Crumbling wall at Tee Alley



KEY PLAN

CHAPTER 3

COMMUNITY PARTICIPATION & FEEDBACK

COMMUNITY PARTICIPATION & FEEDBACK

Gathering opinions and feedback at all stages of the Master Planning process was an integral part of the Consultant Team's strategy. Multiple methods of engagement were executed to target a wide range of participants and work with the difficulties raised by the COVID-19 pandemic and the stay at home order that was in place for several weeks in the state of Pennsylvania.

Study Committee Meetings (6)

These meetings were held regularly as progress check-ins with the Consultant Team and for the planning and review of community meetings. Study Committee meetings were held in person at Atglen Borough Hall or virtually via video conference software.

Stakeholder Phone Interviews (12)

The Consultant Team conducted in-person and phone interviews with Atglen residents to better understand the recreational needs and desires of the community. Interviewees were selected by the Study Committee to include diverse ages and occupations.

Surveys (Online & Paper)

Prior to community meetings, an online survey was distributed to the Atglen community to gather initial thoughts, opinions, perceptions, and current recreational habits. The information collected established a foundation for planning and design discussion going forward.

Community Open House Meetings (2)

The Consultant Team employed open house-style meetings to gather community feedback, confirm findings and present draft master plans. These meetings did not have a formal presentation, but rather multiple stations with activities facilitated by a member of the Master Plan Consultant Team. This format gave attendees flexibility and an opportunity to have one-on-one conversations with members of the Consultant Team.

Atglen 4Parks Treasure Hunt

To further engage the community, the Consultant Team launched a treasure hunt. Boards displaying draft master plans were installed at each project site. Residents were encouraged to visit the site, review the draft plan and provide feedback via online survey accessed by scanning a QR code displayed on the boards, or by filling out a paper form located at Borough Hall.

2020

01/08 - Study Committee Meeting #1

01 - 02 - Stakeholder Interviews

01/23 - Online Community Survey

02/07 - Study Committee Meeting #2

03/10 - Community Open House #1



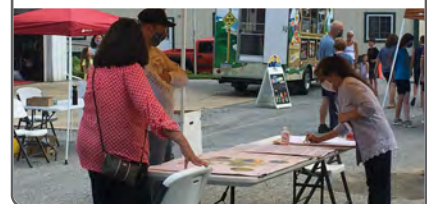
04/14 - Study Committee Meeting #3

05/12 - Study Committee Meeting #4

06/16 - Study Committee Meeting #5

07/23 - 08/05 - Atglen Treasure Hunt

08/05 - Community Open House #2



09 - Design Team synthesizing feedback & finalizing Master Plans

10/14 - Study Committee Meeting #6

12/07 - Final Public Meeting & Presentation to Borough Council

STUDY COMMITTEE MEETINGS

Study Committee Meeting #1 01.08.2020

Project Kick-off, introductions, project schedule.

Study Committee Meeting #2 02.07.2020

Summary of inventory & analysis, group exercise, planning of Community Meeting #1.

Study Committee Meeting #3 04.14.2020

Review Community Meeting #1 findings, present draft park master plans.

Study Committee Meeting #4 05.12.2020

Review revised draft park master plans, discuss community engagement with COVID-19 restrictions.

Study Committee Meeting #5 06.16.2020

Planning of Community Meeting #2, discussion on how to safely hold a Community Meeting with social distancing guidelines in place.



Study Committee participating in a group exercise

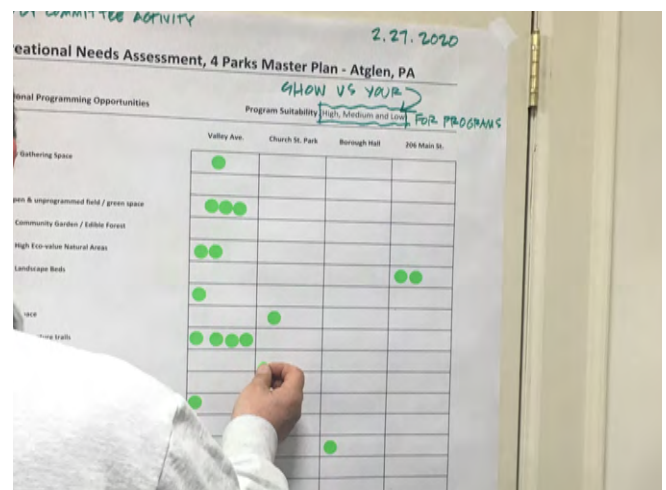


Study Committee meeting at Atglen Borough Hall

STUDY COMMITTEE MEETINGS



Study Committee participating in a group exercise



Study Committee participating in a group exercise

COMMUNITY MEETING #1

Community meeting #1 was an Open House-style meeting held at Atglen Borough Hall. The Consultant Team set up four activity stations inside Borough Hall to solicit feedback from community members. Participants were encouraged to circulate to all the stations and participate in the activities. The Consultant Team facilitated each activity station and answered questions regarding the planning process. A self-advancing slide show set up in the lobby displayed Inventory & Analysis drawings and online survey results.

Twenty-nine (29) people signed in at the sign-in station, and many residents brought their entire families, with children of all ages. Most participants participated in the activities described below.

Activity Stations:

Station 1: Welcome Station – Pin where you live

- Participants were asked to sign-in and mark where they live on a large-scale Borough Map. A Consultant Team representative was there to provide information regarding the 4 Parks Master Plan.

Station 2: Image Preference – 4 Parks 4 Dots

- Participants were given (4) dot stickers and asked to select their (4) top images out of a series of (16). Images provided a range of design options showing: community gathering spaces, playgrounds, trails, and dog parks. The goal was to understand the community's preferences for these elements as they were popular categories from the online survey.

Station 3: WHERE do you want it?

- Participants were given (4) dot stickers and asked to identify what types of recreational activities, programs or amenities were important to them and at which Borough Park parcel they could see them.

Station 4: Park Visioning Madlib

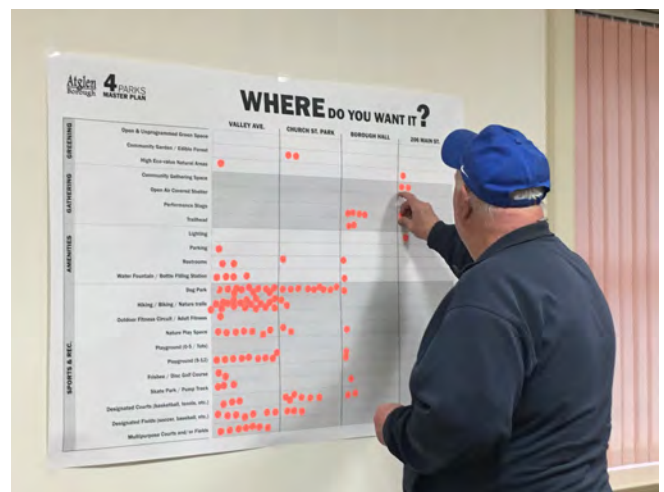
- Participants filled in a madlib-style paragraph prompt about their future vision of each parcel in 2025.

Self-advancing slideshow (projected on wall)

- Inventory and analysis drawings
- Survey Data



Consultant Team facilitating 4 Parks 4 Dots activity




Community member playing WHERE do you want it activity



Community members filling out Park Visioning Madlib prompts

COMMUNITY MEETING #1



4 PARKS
MASTER PLAN

IN THE YEAR 2025...

YOUR VISION & STORY

Fill in the blanks _____

VALLEY AVE.	CHURCH ST. PARK	BOROUGH HALL	206 MAIN ST.
<div style="background-color: #e0ffe0; padding: 5px; transform: rotate(-10deg); margin-bottom: 10px;"> <p>Last week I was <u>riding my bike</u> (VERB - MODE OF TRANSPORTATION) to the post office to mail a package and I saw an <u>awesome</u> (ADJECTIVE) <u>bike trail</u> (NOUN - PARK FEATURE) across the street at Borough Hall. It's exciting that <u>riding on a low grade</u> (VERB - ACTIVITY) can happen right here in Atglen!</p> </div> <div style="background-color: #ffffe0; padding: 5px; transform: rotate(-10deg); margin-bottom: 10px;"> <p>Next Saturday, I am going to the park on Valley Avenue with my <u>family</u> (NOUN - PERSON/GROUP). The park has <u>walking trails</u> (NOUN - PARK FEATURE) and <u>trees</u> (NOUN - PARK FEATURE) and is one of my favorite places in the area to <u>walk/chill</u> (VERB - ACTIVITY).</p> </div> <div style="background-color: #e0ffff; padding: 5px; transform: rotate(-10deg); margin-bottom: 10px;"> <p>Can you believe <u>Atalaya</u> (NOUN - FAMOUS PERSON OR EVENT) is coming to the park on Main Street this weekend? I'll be <u>hanging out</u> (VERB - ACTIVITY) near the <u>beautiful</u> (ADJECTIVE) <u>fountain</u> (NOUN - PARK FEATURE) around 2:00 PM. I'll see you there!</p> </div> <div style="background-color: #ffe0ff; padding: 5px; transform: rotate(-10deg);"> <p>Want to meet at Church Street Park? It's the park in Atglen with the <u>community garden</u> (NOUN - PARK FEATURE). We <u>walk</u> (VERB - MODE OF TRANSPORTATION) there to <u>gather veggie</u> (VERB - ACTIVITY). I'm so glad we have a park in town that has a <u>productive</u> (ADJECTIVE) <u>garden</u> (NOUN - PARK FEATURE)!</p> </div>			

Park Visioning Madlib board and prompts



Consultant Team facilitating Park Visioning Madlib



Community members filling out Park Visioning Madlib prompts

COMMUNITY MEETING #1

4 PARKS
MASTER PLAN

4 PARKS, 4 DOTS

PLACE YOUR DOTS ON THE IMAGES YOU WOULD MOST LIKE TO SEE IN AN ATGLEN PUBLIC PARK



Completed Dot Exercises from Community Meeting #1 showing preferences for types of activities and where residents preferred them.

4 PARKS TREASURE HUNT



Church Street Park treasure hunt board

Four Parks Treasure Hunt

07.28.2020 - 08.04.2020

In preparation for the final community meeting, the Consultant Team launched a 4 Parks Treasure Hunt. Draft concept plans were installed at each of the 4 sites being studied. Advertisements on social media directed the community to visit each site and record their feedback by scanning a QR code and completing a short survey. To encourage participation, participants were automatically entered into a raffle for a gift card to a local restaurant.

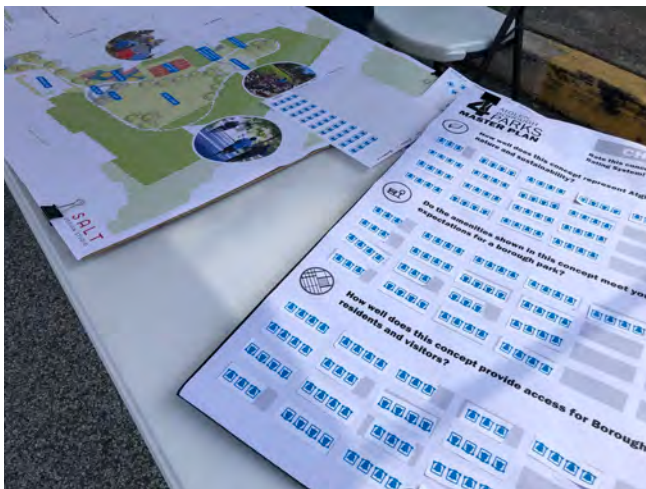


Valley Ave & Borough Hall treasure hunt signs installed on site

COMMUNITY MEETING #2



Community Meeting #2 setup on Chester Street



Atglen 4 Bell rating system – sustainability, amenities and access

Community Meeting 2 was an open-house style meeting, held outdoors at the former Atglen Borough Fire house on Chester Street. Four separate stations were set up, displaying concepts for each of the parks being studied. Prior to the meeting, boards with park concepts were installed at each of the park locations. Residents, and those interested, were encouraged to visit these locations and participate in a “Treasure Hunt” which was advertised on social media.

At each of the stations, participants engaged with a member of the master plan Consultant Team, discussed the concept, and evaluated the design based on (3) criteria – sustainability, amenities, and access. A rating between 1-4 was assigned to each of the criteria.



Consultant Team facilitating master plan station

Forty-four (44) people signed in at the sign-in station, and many parents or residents brought their children or other family members. Most participants participated in the activities described above.

Atglen 4 Bell Rating System!

COMMUNITY MEETING #2



Participants rating draft Master Plan for Valley Ave. parcel

CHAPTER 4

FOUR PARKS MASTER PLAN

FINDINGS & CONCLUSIONS

The Consultant Team's conclusions emerged from a multi-pronged investigative process that involved interviewing numerous stakeholders, evaluating physical conditions, researching site history and connecting with residents during Public Meetings. The continuous feedback loop between the Consultant Team, the Study Committee and the Borough was crucial to our findings and conclusions as it informed each subsequent step of the planning process. Stakeholder interviews were conducted to learn about residents priorities, and to further supplement the discovery efforts, the Consultant Team developed an on-line community survey inquiring about recreational needs, habits, desires and perceptions of current Borough-owned open spaces. The Atglen Borough Manager and the Study Committee distributed the survey digitally to the broader Atglen community to gather information from residents and local property owners. This combination of discovery methods proved incredibly fruitful in understanding residents' wishes and their special connection to the Atglen community. For instance, the Penningtonville Presbyterian Church playground was frequently mentioned by respondents as one of the most important facilities to community residents and about half of the survey respondents indicated they use the facility. This playground is on the Church grounds and is maintained privately, though is used as a public park by residents

Key Findings related to Resident's Values

- People love living in Atglen because it is safe, clean, family-friendly and has a great community feel
- Borough's greatest asset is the People: Public Works, Borough Manager, neighbors
- Residents care deeply about access to open space and high-functioning recreational spaces
- Overall quality of park facilities matters
- Level of park maintenance strongly influenced residents to seek parks outside the Borough

Key findings related to Resident's Recreational Priorities

- Atglen's parks lack amenities and currently don't have much appeal, however they present significant opportunities for the Borough
- Walkability to parks within the Borough is strongly desired
- Creating a pedestrian connection to Enola Low Grade Trail is critical

- Residents seek recreational facilities in other towns due to inadequate offerings within the Borough
- Teens were identified as Atglen's most underserved demographic for parks
- Top Recreational Needs are:
 - Trails (Hiking, walking, biking)
 - Community Events / Public Gathering
 - Playground / Play Equipment & Additional Park
 - Amenities

Utilizing the Key Findings, the Consultant Team developed a Program Suitability matrix analyzing and ranking recreational program opportunities based on their physical suitability for each of the four park parcels (See Program Suitability matrix on next page). Conceptual Plans were developed for each parcel based on suitability and priorities. Multiple iterations were developed for each parcel to provide the Study Committee options and to prompt deeper thinking about how various improvements added value to the Borough, promoted sustainability and fulfilled resident recreational needs. Ultimately, through a collaborative exercise, single plans for each parcel were developed that created a connected and holistic approach to recreational offerings in the Borough.



Recreational Programming Opportunities

Program Suitability (High, Medium and Low)

	Valley Ave.	Church St. Park	Borough Hall	206 Main St.
Off-road walking / hiking / biking / nature trails	High	High	Low	Low
Dog Park	High	High	Medium	Low
Designated Sport Fields (soccer, baseball, softball, lacrosse, etc.)	High	Low	Low	Low
Flexible, open & unprogrammed field / green space	High	High	Low	Low
Designated Sports Courts (basketball, tennis, pickleball)	High	Medium	Low	Low
Multi-purpose Sports Court	High	High	Low	Low
Outdoor Fitness Circuit / Adult Fitness	High	High	Low	Low
Community Garden / Edible Forest	Low	High	High	High
Skate Park / Pump Track	Medium	Low	Low	Low
Site Furnishings (benches, picnic tables, trash and recycling receptacles, bike racks, etc.)	High	High	High	High
Enhanced Landscaping	High	High	High	High
Water Fountain / Bottle Filling Station	Medium	Medium	Low	Low
Lighting	High	High	High	High
Tot Lot / Playground	High	High	Medium	Low
Playground	Medium	High	Medium	Low
Nature Play Space	Medium	High	Low	Low
Performance Stage	Medium	Medium	Medium	Medium
Open Air Covered Shelter	High	High	Medium	Medium
Frisbee / Disc Golf Course	Medium	Low	Low	Low
Trailhead	High	Low	High	Low
Restrooms	Medium	Medium	Low	Low
Parking	High	Medium	Medium	Low
High Eco-value Natural Areas	High	Medium	Low	Low
Miniature Golf	Low	Low	Low	Low
Community Gathering Space	Medium	Medium	High	High

Program suitability matrix

VALLEY AVE PARCEL MASTER PLAN

Approach to Proposed Site Improvements

The park at Valley Ave Parcel includes a blend of active and passive recreational uses. The Plan includes a 50-car parking lot for park and trail users. A large pavilion set within a grove of trees functions as a trail head and includes restroom facilities. The plan includes (2) soccer fields, one regulation size field (120 yards x 75 yards), and another soccer field for U-12 leagues (80 yards x 50 yards). In addition to the fields, the plan includes a large playground area near the pavilion and a mountain bike pump track to provide recreational opportunities for a variety of age groups.

The park takes on a more natural and ecologically sensitive quality on the western end of the site. A series of trails weave through a restored native plant meadow, with the trails intended to provide linkages off-site to the Enola Low Grade Trail and Wolf's Hollow. The plan includes a large, open area for a fenced dog park. A fitness trail loops around the soccer fields and provides a pedestrian connection to the meadow trails.

Overall, the Valley Ave Parcel Master Plan creates a diverse suite of amenities for local residents, greatly improves access for pedestrians as well as those arriving by car, and prioritizes sustainability through major riparian and meadow restoration efforts.

Amenities

- Trail head with pavilion and restrooms
- Play equipment
- Dog park
- Soccer fields (regulation and U 12)
- Bike pump track
- Fitness trail

Access

- Parking lot
- Create opportunities for connections to the Enola Low Grade Trail and Wolf's Hollow (in conjunction with off-property trail linkages)
- Creek access

Sustainability

- Restored native meadow
- Restored riparian buffer
- Nature play

Phasing Plan:

If Atglen Borough wants to target specific site improvements of the Valley Ave. Parcel Master Plan through grants or other funding mechanisms, phasing is recommended as follows:

Phase 1:

- Trails & Parking Lot
- Dog Park
- Select Restoration Efforts

Phase 2:

- Sports Fields
- Playground
- Select Restoration Efforts

Phase 3:

- Trail Head, Restrooms and Pavilion
- Pump Track
- Select Restoration Efforts



Existing wet meadow, Valley Ave. Parcel

ENOLA LOW GRADE TRAIL



EXAMPLE OF
DOG PARK



EXAMPLE OF
NATURE TRAIL

CONNECTION TO ENOLA
LOW GRADE TRIAL

DOG PARK

REGULATION
SOCCER FIELD

U12
SOCCER FIELD

STREETSCAPE
IMPROVEMENTS

PUMP TRACK

TRAIL HEAD
RESTROOMS
PAVILION

EXAMPLE OF
PUMP TRACK

PLAYGROUND

RESTORED
RIPARIAN
CORRIDOR

FITNESS TRAIL

RESTORED
NATIVE
MEADOW

EXAMPLE OF
NATURE PLAY

OCTORARO CREEK

CREEK
ACCESS



Sustainability

- ✓ Restored native meadow
- ✓ Restored riparian buffer
- ✓ Nature play



Amenities

- ✓ Trail head with pavilion and restrooms
- ✓ Play equipment
- ✓ Dog park
- ✓ Soccer fields (regulation and U12)
- ✓ Bike pump track
- ✓ Fitness trail



Access

- ✓ Parking lot
- ✓ Connection to Enola Low Grade Trail
- ✓ Connection to Wolf's Hollow
- ✓ Creek access

CHURCH STREET PARK MASTER PLAN

Approach to Proposed Site Improvements

The Church Street Park improvements create a flexible community park space near the municipal heart of Atglen. The core of the park contains several significant park amenities including a park pavilion and plaza, a generous open lawn surrounded by trees, a basketball court, and a playground.

The north end of the park is more passive and includes a natural play area straddling a dry stream. The dry stream doubles as a natural play element and improves existing stormwater drainage issues. A loop trail weaves through the site and connects the different park amenities. The edges of the park are planted to provide a visual and physical buffer from adjacent residences. The park entrance contains a small plaza with seating and signage welcoming users to Church Street Park. An 18-car parking lot provides off-street parking at the site.

For this established but underutilized Borough facility, the Master Plan substantially increases the amenities for residents, improves pedestrian and vehicular access, and proposes a variety of green stormwater management practices to enhance ecological health.

Amenities

- Play equipment
- Nature play area
- Basketball court
- Pavilion
- Loop trail
- Entrance plaza
- Recreational lawn

Access

- Walking distance to Atglen's downtown
- Parking lot
- Entrance plaza

Sustainability

- Green stormwater management
- Native buffer plantings
- Nature play

Phasing Plan:

If Atglen Borough wants to target specific site improvements of the Church Street Park Master Plan through grants or other funding mechanisms, phasing is recommended as follows:

Phase 1:

- Loop Trail & Parking Lot
- Playground & Nature Play
- Great Lawn
- Select Restoration and Native Planting

Phase 2:

- Basketball Court
- Entrance Plaza
- Select Restoration and Native Planting

Phase 3:

- Pavilion
- Select Restoration and Native Planting



Existing soccer field, Church Street Park



Sustainability

- ✓ Green stormwater management
- ✓ Native buffer plantings
- ✓ Nature play



Amenities

- ✓ Play equipment
- ✓ Nature play area
- ✓ Basketball court
- ✓ Pavilion
- ✓ Loop trail
- ✓ Entrance plaza
- ✓ Recreational lawn



Access

- ✓ Walking distance to Atglen's downtown
- ✓ Parking lot
- ✓ Entrance plaza



BOROUGH HALL PARCEL MASTER PLAN

Approach to Proposed Site Improvements

The Master Plan envisions Borough Hall becoming an important, multi-functional gateway for the community. A new public plaza will serve as a trail head for the future Chester Valley Trail extension, which will connect users to the Enola Low-Grade Trail. The northwestern corner of the site features a small playground with a vegetated buffer. This plan preserves existing mature trees, proposes new native shrubs and ground cover, and replaces a large portion of lawn with rain gardens to manage stormwater. By reorganizing the parking lot and improving the surrounding setting through sustainable landscape improvements, Borough Hall and the surrounding park will become an important community focal point. Visitors to Borough Hall will be introduced to important sustainable design ideas that can be adapted and installed at their own homes. By reducing impervious cover, creating rain gardens and installing porous pavement for the plaza, this public investment reflects the core values many residents shared with the Consultant Team. Numerous times, during project interviews, in surveys, and during public workshops, the Consultant Team heard that Atglen Borough is an open and welcoming community, with a desire to demonstrate sustainable strategies and environmental stewardship.

Amenities

- Playground
- Trail head plaza
- Community message board
- Gathering plaza

Access

- Centrally located in Atglen's downtown
- Parking lot
- Connection to Enola Low Grade Trail

Sustainability

- Rain garden
- Canopy tree planting
- Permeable paving in plazas

Phasing Plan:

If Atglen Borough wants to target specific site improvements of the Borough Hall Parcel Master Plan through grants or other funding mechanisms, phasing is recommended as follows. Each of these phases represent discreet projects and depending on Chester County's trail development progress these phases can be interchangeable.

Phase 1:

- Playground
- Select Restoration and Native Planting

Phase 2:

- Parking Lot & Rain Gardens
- Select Restoration and Native Planting

Phase 3:

- Trailhead Plaza & On-grade Trail Connection
- Select Restoration and Native Planting



View from future Enola Low Grade Rail Trail



Sustainability

- ✓ Rain garden
- ✓ Canopy tree planting
- ✓ Permeable paving in plazas



Amenities

- ✓ Traditional playground
- ✓ Trail head plaza
- ✓ Community message board
- ✓ Gathering plaza



Access

- ✓ Centrally located in Atglen's downtown
- ✓ Parking lot
- ✓ Connection to Enola Low Grade Trail



206 MAIN STREET PARCEL MASTER PLAN

Approach to Proposed Site Improvements

The improvements to the parcel along Main Street provide an exciting addition to the public realm within the Borough core. A hardscaped plaza draws visitors into the park from the Main Street sidewalk, bounded on the northern edge by a seat wall. The geometry of the seat wall creates small nooks for informal seating and socializing. The center of the plaza remains open to provide space for site furnishings and community gathering. A spray-ground with at-grade fountain jets will animate the plaza in summer months, and allow year-round flexibility as an event space.

A small concession / storage facility is located in the rear of the parcel that could be utilized for events and to store moveable site furnishings. Overhead string lights criss-cross the plaza, providing a soft overhead canopy to the space. Native plantings of trees, shrubs and perennials on the north and south sides of the plaza provide an attractive buffer for the park from adjacent buildings.

Amenities

- Sprayground
- Concessions building
- Movable furniture
- Overhead lighting
- Seat wall

Access

- Centrally located in Atglen's downtown
- Entrance on Main St.
- Entrance on Tee Alley
- On-street parking nearby

Sustainability

- Native buffer plantings
- Permeable paving

Phasing Plan:

The Consultant Team strongly recommends implementing this master plan in its entirety in one phase. If Atglen Borough wants to target specific site improvements of the 206 Main Street Parcel Master Plan through grants or other funding mechanisms, phasing is recommended as follows:

Phase 1:

- Plaza & Sprayground
- Overhead Lighting
- Seat Walls
- Native Planting

Phase 2:

- Concessions Building
- Movable Seating & Fixed Site Furnishings
- Native Planting



206 Main Street from Tee Alley



Sustainability

- ✓ Native buffer plantings
- ✓ Permeable paving



Amenities

- ✓ Sprayground
- ✓ Concessions building
- ✓ Movable furniture
- ✓ Overhead lighting
- ✓ Seat wall



Access

- ✓ Centrally located in Atglen's downtown
- ✓ Entrance on Main St.
- ✓ Entrance on Tee Alley
- ✓ On-street parking nearby



CHAPTER 5

OPINION OF PROBABLE CONSTRUCTION COSTS & PHASING

OPINION OF PROBABLE CONSTRUCTION COST: VALLEY AVE PARCEL

DESCRIPTION	QTY	UNIT	UNIT COST	AMOUNT
SITE PREPARATION & DEMOLITION				
General Conditions / Mobilization	1	Allow	\$ 300,000	\$ 300,000
Grading - Allowance	1	LS	\$ 100,000.00	\$ 100,000
Miscellaneous Removals	1	LS	\$ 25,000.00	\$ 25,000
Drainage Channel and associated grading	1	LS	\$ 15,000.00	\$ 15,000
Erosion and sedimentation control	1	Allow	\$ 15,000.00	\$ 15,000
SITE MOBILIZATION, PREPARATION & DEMOLITION SUBTOTAL				\$ 455,000
HARDSCAPE MATERIALS				
Asphalt Activity Trail	11550	SF	\$ 5.00	\$ 57,750
Aggregate Activity Trail	5480	SF	\$ 2.50	\$ 13,700
Gravel Meadow Trail	7020	SF	\$ 2.50	\$ 17,550
Raised Wooden Walkway	1755	SF	\$ 30.00	\$ 52,650
Gravel Parking Lot	16000	SF	\$ 3.00	\$ 48,000
Parking Blocks	50	EA	\$ 150.00	\$ 7,500
Dry Stream Bed - river rock (3-5" size, 1' deep)	475	CY	\$ 100.00	\$ 47,500
Engineered Wood Fiber Surfacing for Playground	6000	SF	\$ 5.00	\$ 30,000
HARDSCAPE MATERIALS SUBTOTAL				\$ 274,650
PLANT MATERIALS				
Canopy Trees	61	EA	\$ 875.00	\$ 53,375
Misc. Planting	1	LS	\$ 75,000.00	\$ 75,000
Low Mow Seed Mix (Area around soccer fields)	132060	SF	\$ 0.50	\$ 66,030
Low Mow Seed Mix (dog park)	28425	SF	\$ 0.50	\$ 14,213
Native meadow Mix	196030	SF	\$ 0.75	\$ 147,023
Mulch (2" Depth)	250	CY	\$ 50.00	\$ 12,500
PLANT MATERIALS SUBTOTAL				\$ 368,140
PLAY + EXERCISE EQUIPMENT				
Exercise Station Equipment (along trail)	1	LS	\$ 30,000.00	\$ 30,000
Play Equipment Allowance	1	Allow	\$ 120,000.00	\$ 120,000
Play equipment Installation Cost			35%	\$ 24,000
PLAY EQUIPMENT SUBTOTAL				\$ 174,000
PUMP TRACK				
Pump Track	1	LS	\$ 85,000.00	\$ 85,000
PUMP TRACK SUBTOTAL				\$ 85,000
SOCCER FIELDS				
Regulation Soccer Field (base, surface striping)	81000	SF	\$ 3.00	\$ 243,000
U12 Soccer Field (base, surface striping)	36000	SF	\$ 3.00	\$ 108,000
Soccer Goals	4	EA	\$ 3,500.00	\$ 14,000
Spectator Seating	1	LS	\$ 20,000.00	\$ 20,000
Field Fencing (10' high)	500	LF	\$ 80.00	\$ 40,000
SOCCER FIELD SUBTOTAL				\$ 425,000
SITE FURNISHINGS AND ACCESSORIES				
Dog Park Fence (5'-6' high)	685	LF	\$ 75.00	\$ 51,375
Dog Park Gate	3	EA	\$ 1,500.00	\$ 4,500
Dog Waste Stations	3	EA	\$ 500.00	\$ 1,500
Trailhead / Restroom + Pavilion Building	1	LS	\$ 150,000.00	\$ 150,000
Bridge over Dry Stream	1	EA	\$ 10,000.00	\$ 10,000
Benches	10	EA	\$ 3,000.00	\$ 30,000
Picnic Tables	6	EA	\$ 3,500.00	\$ 21,000
Trash/Recycling Receptacles	8	EA	\$ 1,500.00	\$ 12,000
Entry Signage	1	Allow	\$ 10,000.00	\$ 10,000
Informational Signage	1	Allow	\$ 15,000.00	\$ 15,000
Water Fountain/Bottle Filling Station	2	EA	\$ 9,000.00	\$ 18,000
Bike Rack	10	EA	\$ 1,000	\$ 10,000
SITE FURNISHINGS AND ACCESSORIES SUBTOTAL				\$ 333,375
SITE UTILITIES				
Field Lighting	1	Allow	\$ 160,000.00	\$ 160,000
Site Utilities (electric)	1	LS	\$ 70,000	\$ 70,000
Water Utilities	1	LS	\$ 50,000	\$ 50,000
Stormwater Management	1	Allow	\$ 50,000	\$ 50,000
SITE UTILITIES SUBTOTAL				\$ 330,000
PROJECT SUBTOTAL				\$ 2,445,165
ADDITIONAL PROJECT COSTS				
Professional Services (Design Fees & Surveying Cost)			15%	\$ 366,775
Contingency			25%	\$ 611,291
PROJECT TOTAL				\$ 3,423,231

OPINION OF PROBABLE CONSTRUCTION COST: CHURCH STREET PARK

DESCRIPTION	QTY	UNIT	UNIT COST	AMOUNT
SITE PREPARATION & DEMOLITION				
General Conditions / Mobilization	1	Allow	\$ 160,000	\$ 160,000
Grading - Allowance	1	Allow	\$ 15,000.00	\$ 15,000
Demolition - Basketball and Tennis Courts	10,650	SF	\$ 3.00	\$ 31,950
Demolition - Gravel Parking Lot	6,000	SF	\$ 1.00	\$ 6,000
Demolition - Concrete Pavement Removal	775	SF	\$ 2.00	\$ 1,550
Demolition - Shed Relocation	1	LS	\$ 2,500.00	\$ 2,500
Demolition - Miscellaneous Minor Removals	1	Allow	\$ 5,000.00	\$ 5,000
Excavation for Dry Stream (Allow 3' Deep)	175	CY	\$ 25.00	\$ 4,375
Erosion and sedimentation control	1	Allow	\$ 5,000.00	\$ 5,000
SITE MOBILIZATION, PREPARATION & DEMOLITION SUBTOTAL				\$ 231,375
HARDSCAPE MATERIALS				
Hardscape Plaza @ Pavilion - Unit Pavers	3955	SF	\$ 25.00	\$ 98,875
Hardscape Plaza @ Entrance - Unit Pavers	1675	SF	\$ 25.00	\$ 41,875
Asphalt Trail connecting parking to pavilion	1450	SF	\$ 5.00	\$ 7,250
Asphalt Parking Lot (18 spaces)	7250	SF	\$ 5.00	\$ 36,250
Parking Space Striping	1	LS	\$ 1,000.00	\$ 1,000
Basketball Court (base, surface striping + equipment)	1	EA	\$ 40,000.00	\$ 40,000
Asphalt Walking Path (inner loop)	5050	SF	\$ 5.00	\$ 25,250
Gravel Walking Path (Northern loop)	2450	SF	\$ 2.50	\$ 6,125
Poured-In-Place Rubber Safety Surfacing	6000	SF	\$ 20.00	\$ 120,000
Dry Stream Bed - river rock (3-5" size, 1' deep)	60	CY	\$ 100.00	\$ 6,000
HARDSCAPE MATERIALS SUBTOTAL				\$ 382,625
PLANT MATERIALS				
Canopy Trees	26	EA	\$ 875.00	\$ 22,750
Understory Trees	8	EA	\$ 650.00	\$ 5,200
Turfgrass	34500	SF	\$ 0.75	\$ 25,875
Low Mow Seed Mix	10500	SF	\$ 0.50	\$ 5,250
Buffer Planting Areas	18000	SF	\$ 8.00	\$ 144,000
Landscape Beds	2200	SF	\$ 15.00	\$ 33,000
Nature Play Plantings	2000	SF	\$ 5.00	\$ 10,000
PLANT MATERIALS SUBTOTAL				\$ 246,075
PLAY EQUIPMENT				
Nature Play Allowance	1	Allow	\$ 30,000.00	\$ 30,000
Play Equipment Allowance	1	Allow	\$ 120,000.00	\$ 120,000
Installation Cost			35%	\$ 24,000
PLAY EQUIPMENT SUBTOTAL				\$ 174,000
SITE FURNISHINGS AND ACCESSORIES				
Pavilion Building	1	LS	\$ 75,000.00	\$ 75,000
Benches	8	EA	\$ 3,000.00	\$ 24,000
Picnic Tables	4	EA	\$ 3,500.00	\$ 14,000
Trash/Recycling Receptacles	6	EA	\$ 1,500.00	\$ 9,000
Entry Signage	1	Allow	\$ 5,000.00	\$ 5,000
Bridge over Dry Stream	2	EA	\$ 10,000.00	\$ 20,000
Bike Rack	4	EA	\$ 1,000.00	\$ 4,000
SITE FURNISHINGS AND ACCESSORIES SUBTOTAL				\$ 151,000
SITE UTILITIES				
Court Lighting	1	Allow	\$ 30,000.00	\$ 30,000
Site Utilities (electric)	1	Allow	\$ 20,000.00	\$ 20,000
Stormwater Management	1	Allow	\$ 20,000.00	\$ 20,000
SITE UTILITIES SUBTOTAL				\$ 70,000
PROJECT SUBTOTAL				\$ 1,255,075
ADDITIONAL PROJECT COSTS				
Professional Services (Design Fees & Surveying Cost)			15%	188,261
Contingency			25%	\$ 313,769
PROJECT TOTAL				\$ 1,917,105

OPINION OF PROBABLE CONSTRUCTION COST: BOROUGH HALL PARCEL

DESCRIPTION	QTY	UNIT	UNIT COST	AMOUNT
SITE PREPARATION & DEMOLITION				
General Conditions / Mobilization	1	Allow	\$ 75,000	\$ 75,000
Grading - Allowance	1	Allow	\$ 10,000.00	\$ 10,000
Miscellaneous Removals	1	Allow	\$ 5,000.00	\$ 5,000
Excavation for Rain Garden (Cut & Haul/Allow 5' Deep)	375	CY	\$ 40.00	\$ 15,000
Erosion and sedimentation control	1	Allow	\$ 5,000.00	\$ 5,000
SITE MOBILIZATION, PREPARATION & DEMOLITION SUBTOTAL				\$ 110,000
HARDSCAPE MATERIALS				
Hardscape Plaza - Unit Pavers	1575	SF	\$ 25.00	\$ 39,375
Asphalt Trail	3260	SF	\$ 5.00	\$ 16,300
Asphalt Parking Lot	8500	SF	\$ 5.00	\$ 42,500
Concrete Sidewalk	2500	SF	\$ 10.00	\$ 25,000
Engineered Wood Fiber Surfacing (for Playground)	6175	SF	\$ 5.00	\$ 30,875
Concrete Curbing	600	LF	\$ 20.00	\$ 12,000
Parking Space Striping	1	LS	\$ 1,000.00	\$ 1,000
HARDSCAPE MATERIALS SUBTOTAL				\$ 167,050
PLANT MATERIALS				
Canopy Trees	11	EA	\$ 875.00	\$ 9,625
Understory Trees	5	EA	\$ 650.00	\$ 3,250
Low Mow Seed Mix	18205	SF	\$ 0.50	\$ 9,103
Raingarden Soil mix (3' depth)	225	CY	\$ 50.00	\$ 11,250
Raingarden Planting	2035	SF	\$ 15.00	\$ 30,525
PLANT MATERIALS SUBTOTAL				\$ 63,753
PLAY EQUIPMENT				
Play Equipment Allowance	1	Allow	\$ 55,000	\$ 55,000
Installation Cost			35%	\$ 19,250
PLAY EQUIPMENT SUBTOTAL				\$ 74,250
SITE FURNISHINGS AND ACCESSORIES				
Split Rail Fence	350	LF	\$ 30.00	\$ 10,500
Trash Receptacles	2	EA	\$ 1,500.00	\$ 3,000
Recycling Receptacles	2	EA	\$ 1,500.00	\$ 3,000
Bike Rack	5	EA	\$ 1,000.00	\$ 5,000
Benches	4	EA	\$ 3,000.00	\$ 12,000
Water Fountain/Bottle Filling Station	1	EA	\$ 9,000.00	\$ 9,000
Informational Signage	1	Allow	\$ 7,500.00	\$ 7,500
SITE FURNISHINGS AND ACCESSORIES SUBTOTAL				\$ 50,000
SITE UTILITIES				
Pedestrian Lights	8	EA	\$ 8,750.00	\$ 70,000
Site Utilities (Electric)	1	LS	\$ 25,000.00	\$ 25,000
Site Utilities (Water)	1	LS	\$ 10,000.00	\$ 10,000
Stormwater Management	1	Allow	\$ 20,000.00	\$ 20,000
SITE UTILITIES SUBTOTAL				\$ 125,000
PROJECT SUBTOTAL				\$ 590,053
ADDITIONAL PROJECT COSTS				
Professional Services (Design Fees & Surveying Cost)			18%	106,209
Contingency			25%	\$ 147,513
PROJECT TOTAL				\$ 843,775

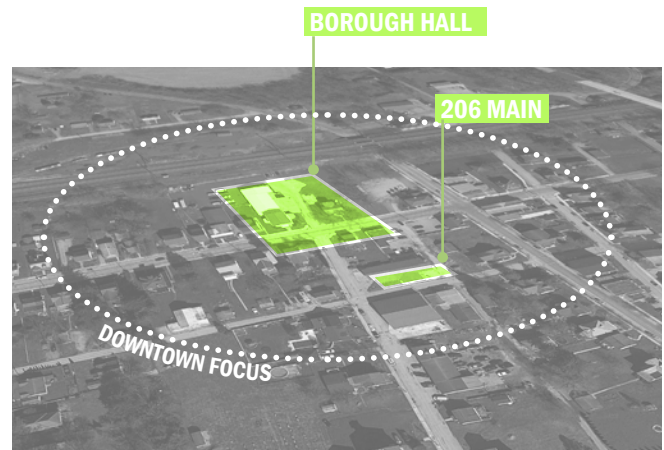
OPINION OF PROBABLE CONSTRUCTION COST: 206 MAIN STREET PARCEL

DESCRIPTION	QTY	UNIT	UNIT COST	AMOUNT
SITE PREPARATION & DEMOLITION				
General Conditions / Mobilization	1	Allow	\$ 38,000	\$ 38,000
Grading - Allowance	1	Allow	\$ 2,300.00	\$ 2,300
Miscellaneous Removals (Assume Minor, clearing)	1	Allow	\$ 1,500.00	\$ 1,500
Excavation for Planting Areas (24" - 36" Depth)	150	CY	\$ 40.00	\$ 6,000
Transplant existing tree	1	LS	\$ 750.00	\$ 750
Erosion and sedimentation control	1	Allow	\$ 2,500.00	\$ 2,500
SITE MOBILIZATION, PREPARATION & DEMOLITION SUBTOTAL				\$ 51,050
HARDSCAPE MATERIALS + SPRAYGROUND				
Unit Pavers	1,700	SF	\$ 25.00	\$ 42,500
Equipment - Spray-ground System Allowance	1	LS	\$ 32,000.00	\$ 32,000
HARDSCAPE MATERIALS SUBTOTAL				\$ 74,500
PLANT MATERIALS				
Canopy Trees	9	EA	\$ 875.00	\$ 7,875
Understory Trees	5	EA	\$ 650.00	\$ 3,250
Shrubs	15	EA	\$ 85.00	\$ 1,275
Perennial Planting	2015	SF	\$ 20.00	\$ 40,300
Planting Soil (24" Depth)	150	CY	\$ 30.00	\$ 4,500
Mulch (2" Depth)	10	CY	\$ 50.00	\$ 500
PLANT MATERIALS SUBTOTAL				\$ 57,700
SITE FURNISHINGS AND ACCESSORIES				
Catenary String Lighting	150	LF	\$ 40.00	\$ 6,000
Raised Seatwall	100	LF	\$ 350.00	\$ 35,000
20ft Modified Shipping Container	1	LS	\$ 40,000.00	\$ 40,000
Trash and Recycling Receptacles	2	EA	\$ 1,500.00	\$ 3,000
Tree Grate	1	EA	\$ 2,500.00	\$ 2,500
SITE FURNISHINGS AND ACCESSORIES SUBTOTAL				\$ 86,500
SITE UTILITIES				
Site Utilities (Electric)	1	Allow	\$ 10,000.00	\$ 10,000
Site Utilities (Water)	1	Allow	\$ 10,000.00	\$ 10,000
Stormwater Management	1	Allow	\$ 7,500.00	\$ 7,500
SITE UTILITIES SUBTOTAL				\$ 27,500
PROJECT SUBTOTAL				\$ 297,250
ADDITIONAL PROJECT COSTS				
Professional Services (Design Fees & Surveying Cost)			18%	\$ 53,505
Contingency			25%	\$ 74,313
PROJECT TOTAL				\$ 463,068

RECOMMENDED PHASING

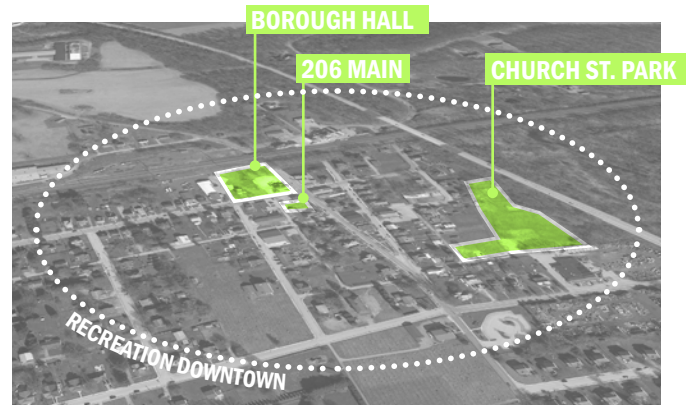
Phase 1: ATGLEN BOROUGH GATEWAY

Establish an immediate local impact by implementing improvements at 206 Main Street and/or at the Borough Hall parcel. Prioritizing one or both of these parcels would signal to residents that the Borough has heard them and is making changes on their behalf. Both create new, easily accessible recreational amenities that will have a dramatic impact for residents. As the costs for these two parks are significantly less than Valley Ave and Church St Park, grants would also be easier to acquire.



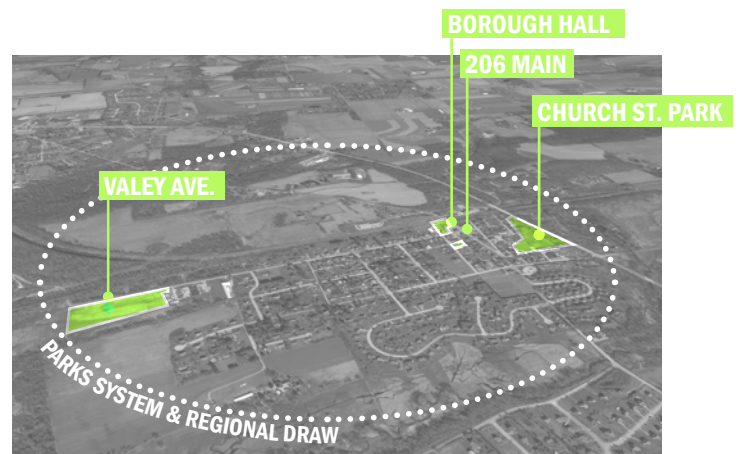
Phase 2: RECREATION DOWNTOWN

Developing Church Street Park in Phase 2 will establish Atglen's recreational core and respond to the community's strong desire for active recreation. The Borough will transition from managing two centrally located, passive recreation spaces to a small parks system with active recreational amenities. Introducing Church Street Park in Phase 2 provides the Borough with time to ramp up funding and staff for the operations and maintenance of the parks system.



Phase 3: PARKS NETWORK

Once Atglen has experience managing their small parks and recreation system, we envision that they will be ready to tackle construction of Valley Ave. Park and fully diversify their recreational offerings. The acquisition of funding to design and implement improvements at this 17-acre site will be the biggest challenge for the municipality. The Borough will need to develop strong partnerships with community organizations and with Chester County to successfully bring Valley Ave Park to fruition.



CHAPTER 6

OPERATION, MAINTENANCE & MANAGEMENT

CREATING A PARKS & RECREATION SYSTEM

This Chapter is intended to guide Atglen Borough in developing capital improvement plans and appropriate budgets to provide residents with outstanding new park and recreation facilities. These plans and budgets should model ecological and financial sustainability and demonstrate sound environmental stewardship. Outlined here are best practices and useful management benchmarks to assist Borough staff in this process. Ultimately, this administrative and operational toolkit will help Atglen decision-makers in prioritizing projects and allocating limited financial and human resources.

The Operations & Maintenance (O&M) Plans in this Report are based on data gathered from the Borough Manager and Public Works staff, and the Consultant Team's review of current Borough operational and management practices, budget costs and revenues. To comply with DCNR Guidelines, individual O&M Plans are presented for each park site (rather than one overall Parks O&M Plan) to guide the Borough with implementing physical improvements and recreational programs. Currently, Atglen Borough has very minimal funding for public spaces (+/- approximately \$8000 annually of total Borough Operating Budget), and there is no dedicated personnel to develop or maintain an expanded and upgraded park and recreational system. Though proposed staffing is shown as individual budget items for each park, we envision that new staff would be a shared resource to assist in managing all new parks and recreational facilities across the Borough.

In the last ten years, the population of Atglen Borough has been relatively stable, around 1400 residents (with roughly 1/3 under age 18). Projections from the Delaware Valley Regional Planning Commission anticipate the Borough's population will increase by more than 50% in the next 20 years, to over 2,200 residents by 2040. Anecdotal data from this project indicates that Atglen remains a popular place for young and growing families. During Community Engagement, the issue of making places where teens can gather and enjoy activities together was mentioned by many. This data reinforces the need for Atglen to continue pushing ahead with development of new, public open space facilities to accommodate the current and future recreational demands.

Key Recommendations

Moving forward, it will be necessary for the Borough to develop a management system and operational policies specific to parks and recreation. When starting from scratch, success is largely dependent on internal organization, realistic budgeting and persistence. To ensure this public investment pays dividends for future generations, the Consultant Team recommends that Atglen Borough develop, establish and implement the following:

- 1. Five-Year Action Plan for Park Design & Construction.** This Plan should identify priority projects and actions required by municipal officials and staff to move the Four Parks Master Plan forward. A timeline should be established for securing funds, identifying grants or other funding sources, specific tasks and responsibilities.
- 2. Borough Park & Recreation Management System** to establish the broader framework for how physical infrastructure is maintained, and how recreational programming and services are delivered. This system would codify O&M Plans and Workload/Cost Tracking for each park/recreation facility as it is built.
- 3. Borough Park Policies** on resident and visitor use, revenue streams, community partnerships, risk management, gifts and donations, and the naming of facilities.
- 4. Park Staff & Employee Training Program** — as Atglen is just embarking on development of a Borough-wide park and recreation system, we recommend that additional staff eventually be hired to accommodate the increase in services and management. We also recommend implementing a Training Program to educate staff in park, recreation, and natural resource management and that funding be devoted annually from the Operating Budget for this effort.
- 5. Revenue Generating Programs & Events** to attract visitors from both inside and outside Atglen Borough.

FIVE-YEAR ACTION PLAN

The Consultant Team recommends that the Borough develop a Five-Year Action Plan identifying their preferred priority projects in the Four Parks Master Plan, along with a timeline and critical path outlined for each year. The proposed Phasing for the Four Parks Master Plan recommends starting small and gradually building up to create the park system across the Borough. This approach is based on estimated construction costs and available grant opportunities, and also takes into account the present workload of Borough staff.

Funding sources and associated requirements or restrictions will play a pivotal role in how quickly these four projects can be implemented. A list of potential funding sources, as well as organizations that assist with park and recreation fundraising, are noted below. As grant requirements and due dates are subject to change, we urge the Borough to investigate these opportunities as soon as possible. In recognition of current Borough staffing, we suggest hiring a local college student during winter or summer break periods to assist with grant research and writing.

Chester County

<https://www.chesco.org/1913/Funding-Opportunities>
<https://www.chesco.org/1924/Apply-for-Grants>

Chester County Planning Commission

<https://chescoplanning.org/MuniCorner/GrantOpportunities.cfm>

Delaware Valley Regional Planning Commission

<https://www.dvrpc.org/Funding/>
<https://www.dvrpc.org/TCDI/>

PA Dept of Conservation & Natural Resources

<https://www.dcnr.pa.gov/Communities/Grants/Pages/default.aspx>

National Recreation & Park Association

<https://www.nrpa.org/publications-research/best-practice-resources/park-and-recreation-professionals-guide-to-fundraising/>

Pennsylvania Park & Recreation Society

- A \$2,500 non-match Recreation and Parks Technical

Assistance Program (RecTAP) grant to help the Borough work on special issues or opportunities related to completing the improvements proposed in the Four Parks Master Plan. The Recreation and Parks Technical Assistance Program (RecTAP) is a statewide technical assistance service designed to help organizations receive expert advice on maintenance, recreation, park and trail issues. RecTAP matches recreation, park and trail professionals with Pennsylvania municipalities and non-profits to provide advice and assistance on specific issues that can be addressed within a limited amount of time.

- The Get Outdoors PA Mini-Grant program provides reimbursement grants of \$1,500-\$3,000 to help fund equipment and training related to outdoor programming.

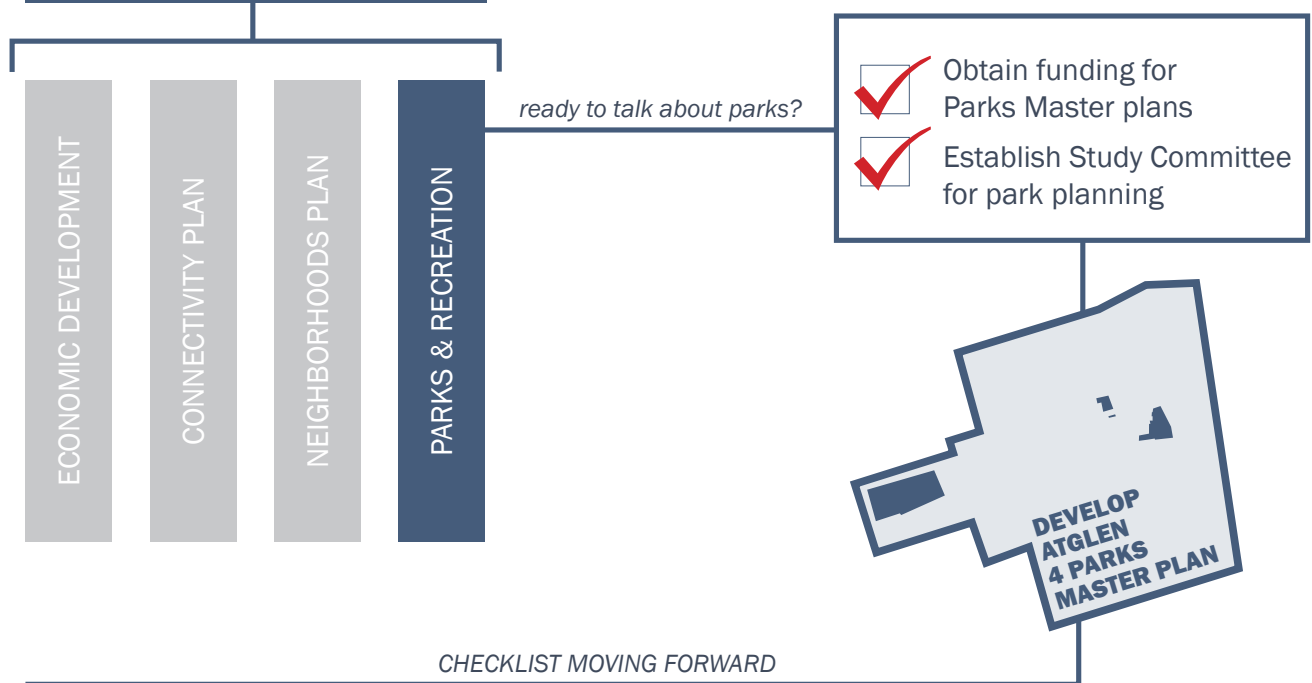
An important aspect of implementing park improvements is the value of volunteer time donated to the Borough. Atglen is fortunate to have many generous volunteers who contribute their time, energy, expertise and financial resources to improve the quality of life for their friends and neighbors. For example, the Penningtonville Presbyterian Church developed and maintains a playground on Ridge Avenue. Residents and the local public library organize, sponsor and staff special events such as the Wizard Faire and Atglen Borough's Community Day. According to statistics published by Independent Sector, the 2019 estimated value of each volunteer hour in the State of Pennsylvania is \$25.41 (<https://independentsector.org/value-of-volunteer-time-2020/>). Since the volunteer hours may often be counted towards in-kind contributions for grant applications, the Borough should develop a time-keeping protocol for volunteers and request that volunteers track their time appropriately.

In addition to funding, the Borough will need to hire professional design services to provide surveying, design, engineering and any required permitting for each park. The timeline for each year in the Action Plan should note approvals or other actions as required by Borough Council for contracting professional services, anticipated milestones for evaluating progress on the Action Plan, and outline the responsibilities for all involved in its execution.

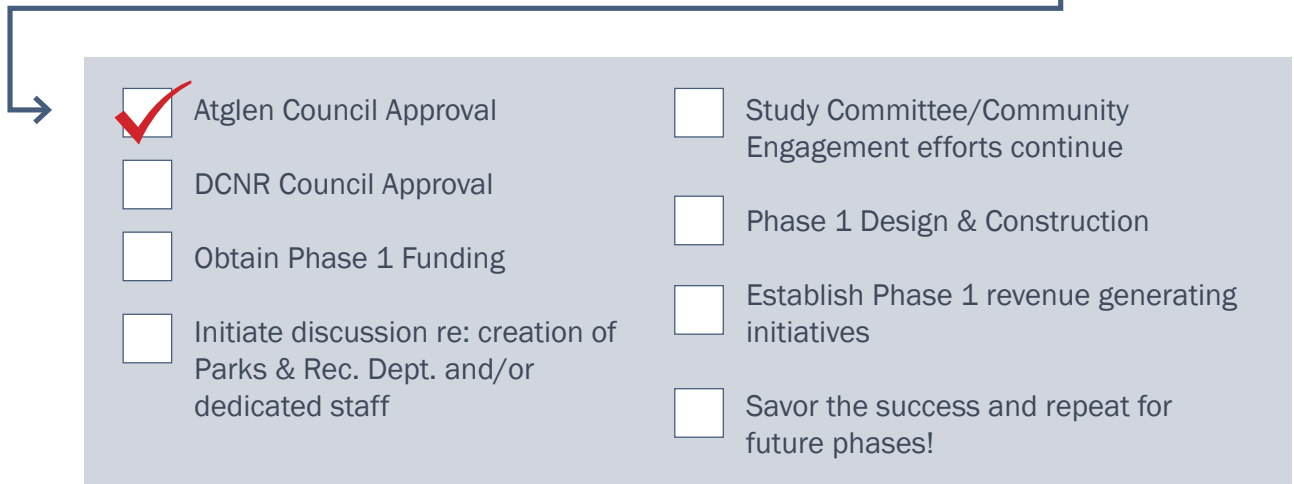
PLANNING ATGLEN'S FUTURE

ATGLEN COMPREHENSIVE PLAN
September, 2018

"Vision: To become a thriving and vibrant town center, relevant for current and future generations, by creating a safe, connected, sustainable, attractive, and diverse community that leverages multiple trail connections to foster community and economic growth" Atglen Comprehensive Plan



CHECKLIST MOVING FORWARD



PARK & RECREATION MANAGEMENT SYSTEM

Establishing a Management System

It is strongly recommended that Atglen Borough have a Park & Recreation Management System in place before park improvements are constructed and programs/services are expanded. It is a critical next step for the Borough, and one that we feel can happen simultaneously with the design process for the first park project. A Park & Recreation Management System creates the broader framework for how physical infrastructure is maintained, and how recreational programming and services are delivered. Working in tandem with O&M Plans for each individual park, the Management System would also:

- Define roles, functions and purpose of each park and recreational facility
- Create a Borough inventory of park and recreational assets
- Establish a method to prioritize assets
- Identify the individual and/or department responsible for management tasks, oversight of maintenance, scheduling of maintenance and setting up operational standards
- Propose Borough Budget allocations or other funding sources to cover operations and maintenance

In communities where there is a dedicated park and recreation budget, a portion of expenditures are used for lawn mowing, tree trimming, litter pick-up and trash removal. These expenditures are presently included in Atglen's budget allocation for public space, though they will need to be increased as each park is constructed. In addition, natural resource management and ecological restoration, sports turf management, urban forestry, and other specialized areas of park care, will be new items for the Budget.

Delegating Operations & Maintenance

Currently, park maintenance activities are limited. Atglen's Public Works Department (PW) is primarily focused on maintaining streets and other public infrastructure, assisting only when needed at special events. At present, the Borough has no playground equipment, dedicated fields for organized sports leagues, pavilions, restrooms, pedestrian trails or paved parking lots. Once facilities are developed, O&M Plans should be formally adopted, especially if park maintenance activities remain under PW. Park and recreation management is a different public service than PW. Dual functions for PW creates

independent demands, which can create competing priorities for PW staff. The skills required to maintain local streets are different than those required to maintain parks and recreational facilities. Balancing the need to maintain quality roads and maintain a quality parks and recreation system will inevitably grow each year for the Borough as the park system expands. For instance, it will be important to carefully structure staffing and workloads at the end of winter to eliminate critical roads repairs competing with preparing parks and recreation facilities for the peak season.

Another operational factor to consider is how to allocate budget and resources for park improvements that involve public water and sewer services, such as the operational costs associated with the park pavilions, splash pad and restrooms. Currently the Borough's annual budget includes separate dedicated funds covering public water and sewer service costs. It is important to review and identify the best method to account for these overlapping operational and maintenance expenses.

In addition to ongoing and annual maintenance, parks require cyclical maintenance, which involves normal replacement of a capital item. Cyclical repairs are dependent on initial quality, use and weather. A budget benchmark to consider from the American Public Works Association recommends an annual allocation equal to 2–4% of development costs as a capital reserve account for cyclical repairs. Cyclical repair items include:

- Infrastructure: Parking lots, roads, sidewalks, trails, splash pads, water and lighting features, utility lines for water, sewer and electric.
- Play Equipment
- Buildings & Site Furnishings: Pavilions, tables & chairs, benches, fencing, bike racks, trash/recycling receptacles.
- Equipment: mowers, trucks, and other large units.

**Developing a Borough-wide Park & Recreation Management System was outside the scope of this master planning project.*

BOROUGH PARK POLICIES

As the Borough moves forward with park development and improvements, policies need to be in place regarding park operations and use. Policies should make operations easier and smoother by facilitating public awareness and support, and developing a common understanding of park operations across Borough staff, community organizations, elected officials, and volunteer committees.

This is not an exhaustive list of what the Borough will likely need, but to start, we recommend developing policies to address the following:

- Resident & Visitor Use: This typically involves park hours, general park rules for what may be brought in or carried out, limitations on certain types of vehicles, pet and pet waste disposal, scheduling (or renting space) for community events, noise and lighting levels.
- Revenue Policy: Develop a formal policy that specifies the Borough's approach to revenue generation and fees for park and recreation services, programs, rentals and general usage.
- Gifts & Donations Policy: Establish a policy to accept and manage public and private gifts, bequests and donations to support the Borough's Parks and recreation programs. Consider benefits and requirements related to donations (installation, maintenance and/or replacement of item), real value of gifts, and provisions for future use of gift or donation.
- Sponsorships & Advertising Policy: Establish a policy regarding revenues generated from paid advertising and sponsorships. If aligned with the Borough's mission and does not detract from the park visitor experience, these revenue streams can help offset costs associated with park literature and brochures, recreational programs and community events not typically funded through the Borough's general budget.
- Naming Rights Policy: Naming Rights are a tool similar to a sponsorship or advertising, though often a naming right may be in perpetuity. A corporation, business, individual or other entity may purchase the right to name a facility, event or program. This type of naming generally allows the "buyer" to promote their family name, a product, or a service. If the Borough wishes to pursue such a policy, we recommend that the public be invited into a dialogue about it, as naming rights can create community conflict regarding the use of public space.
- Risk Management Policy: Maintaining safe parks and recreational facilities is essential, and can be very successful when conceived of as a cooperative effort between a municipality and park users. The Borough will want to minimize risks to the public, and community wants their public spaces to be safe. Effective risk management practices will both protect park visitors and limit the Borough's exposure to liability. Risk management typically involves risk identification and assessment, and subsequent development of a Risk Management Plan. We recommend coordinating with the Borough's insurance carrier on appropriate risk policies and on-site assessments. The Borough's plan should be reviewed by the Borough Solicitor.

PARK STAFF & EMPLOYEE TRAINING

Current Borough Organization and Staffing

Atglen Borough is led by an elected Mayor and 5-member Borough Council. The appointed, professional Borough Manager works with a small staff to provide the Borough's public services. The Mayor and Council establish Borough policies and allocate funding for general and capital improvements. The Borough Manager oversees daily operations, in accordance with the established policies and develops plans to accomplish Borough goals. Borough leadership also works with several appointed advisory boards, including a Park & Recreation Commission. The Commission's role is to provide input and recommendations about the operation and maintenance of parks and recreational services in the Borough. Commission members have also stepped up to provide additional help to the Borough Manager, most recently by helping prepare the grant application that led to this master planning project. Over time, members have also helped organize, publicize and sponsor special events.

The Public Works Department is responsible for maintaining the Borough's streets, public sewer system (which includes a wastewater treatment plant and pump stations), public water systems (which includes wells, filtering systems, and pumps), and public properties (including the four sites studied as part of this Master Plan). Sidewalk maintenance is the responsibility of the individual property owner. Staffing in the department comprises 1 full-time Public Works Manager, 1 full-time laborer, and 1 part-time utilities operator. Community volunteers assist in the maintenance of the area used for soccer and prepare the field for game days. Public Works staff perform limited maintenance, including:

- emptying downtown trash cans, picking up litter, removing graffiti, trimming and mulching trees at Borough Hall and in downtown.

Outsourced tasks include extensive tree work, and grass cutting at 13 Parcels, which include 3 of the 4 parcels being studied.

Adding Park Staff

The time and technical expertise required to maintain and operate current public sites in the Borough is limited. Future maintenance of Borough Parks will require a wider variety of skill sets, including natural resource management, custodial care, sports turf management,

and recreational facility maintenance. The conservation and restoration of natural resources, including trees, wooded slopes, riparian corridors and wetlands will be critical to successful implementation of these four park master plans.

The Consultant Team recommends that when the four master planned parks are fully constructed, the Borough's parks & recreation facilities will require a minimum of 2 full-time equivalent (FTE) staff positions. It is likely that the parks will be developed incrementally, allowing the Borough to gradually add new positions.

Employee Training

Professional development for new and existing Borough employees is an important component of creating a successful park and recreation system. An Employee Training Program for parks and recreation facilities should include workshops and classes, mentorships and site visits to other municipalities to observe their parks and recreation operations. It is recommended that a percentage of Atglen's annual operating budget be devoted towards professional development.

In 2020, the Pennsylvania Recreation & Park Society (PRPS) launched a state-wide professional development initiative for park maintenance professionals called the Pennsylvania Park Maintenance Institute. It offers a host of different types of training and educational programs, field days, hands-on opportunities, and research on practical and implementable services for park maintenance staff. Their intent is to build a network of professionals who bring a deep bench of knowledge in the latest tools, techniques and strategies for efficient park maintenance. For more information:

- <https://prps.org/maintenanceinstitute>

The Consultant Team recommends that the Borough join Pennsylvania Recreation & Park Society (PRPS) to gain access to technical assistance and their vast library of management and maintenance resources. In addition, membership in PRPS would enable the Borough to talk with trained Peer consultants about policy development, and network and learn from other municipalities.

REVENUE GENERATING PROGRAMS & EVENTS

The Borough's total 2020 operating budget was \$847,510 excluding capital improvement funds dedicated to specific public assets. A total of \$18,800 was dedicated for parks and recreation, of which \$10,800 is spent on cutting grass at 13 Borough-owned parcels. Of the four parcels studied for this project, only the Valley Avenue parcel is not being mowed or maintained by the Borough. Based on this budget, the Borough currently allocates around 2.2% of its general fund to costs for park maintenance, operations and special events. Pennsylvania's Department of Conservation & Natural Resources (PA DCNR) recommends that municipalities allocate a minimum of 5% of their operating budget to parks and recreation.

The Borough's Administration and Public Works budgets are primarily funded by local tax dollars. As the Borough expands its recreational offerings, it will need to consider new short and long-term funding mechanisms to sustain the new park facilities. Many communities provide programs and services that generate revenues, (through fees, rentals, leases of park & recreation facilities) which can account for up to 35% of their operating budget.

For suggested park-specific revenue generators, please see section with individual park O&M Plans.

An alternative revenue-generator is to collect fees from applicants who receive subdivision and land development plan approvals. The Municipalities Planning Code enables local municipalities to require developers provide parkland for new developments and/or pay fees, construct facilities or establish private parkland for use by those living in the new development. As an example, Lower Merion Township in Montgomery County has a local Fee-in-Lieu of Dedication ordinance that could be adapted for use by the Borough. For more information:

- <https://www.lowermerion.org/home/showdocument?id=19143>

VALLEY AVENUE PARK OPERATIONS & MAINTENANCE PLAN

The Operations & Maintenance Plan (O&M) is a guide for when the Valley Ave Park is eventually constructed. The Borough, or its authorized management company, will have responsibility to maintain the designed and natural landscape, park amenities, built elements and all recreation facilities, including pedestrian and vehicular circulation, parking lots, site furnishings, play equipment, and water features.

Maintenance Guidelines

The Borough shall ensure that maintenance of materials, plants and furnishings are carried out in a uniform, consistent and environmentally sensitive manner. Routine scheduled maintenance is critical for public parks as it helps ensure a safe environment for park users, extends the lifespan of materials and reduces long-term costs for material replacements. A Maintenance Checklist is provided in this Report to guide park supervisors and crew in performing regular and ongoing maintenance of the park. The Borough is strongly encouraged to implement an Integrated Pest Management (IPM) program for plant care, and to utilize maintenance and management practices that do not cause damage or impair the quality of the environment for the public. The Maintenance Guidelines may need to be updated from periodically to reflect current landscape management practices and advances in technologies.

A first step in implementing the O&M Plan is to create a system that standardizes individual tasks, and quantifies workload and costs for materials, supplies and equipment required to complete the tasks. Often referred to as workload/cost tracking, this information is vital for making decisions on whether to outsource or perform particular tasks in-house, and how to set fees or charges for rental of facilities. Tasks may include:

- Routine park tasks such as mowing, snow-removal, leaf pick-up, litter pick-up, vandalism repair.
- Set up and take down for special events.
- Natural resource management for riparian corridors, meadows, and woodland areas.

Revenue Generators & Sponsorships

Once the Valley Ave. Park is created, it will be the centerpiece of Atglen Borough's new parks and recreation system. As the largest site, it will provide the greatest variety of amenities, with soccer fields, a pump track, restroom pavilion, dog park, multi-use trail, and restored meadows and creek access.. Many of these features can be used as rental venues for a community or commercial events, or even private, special occasions. Rental opportunities could include:

- sponsoring soccer clinics, tournaments and related programming for sports leagues or camps
- sponsoring pump track clinics and competitions
- bike rental services
- establishing a "dog park" membership program
- pavilion for community events, fundraisers, live music performance space, or group picnics
- pavilion for vendors to sell snacks and drinks during special events
- non-profits and service group use for environmental programming and education
- health /fitness classes and programs using the multi-use trail
- birthday parties or social receptions

The Borough can establish a program for the public to purchase memorial plaques or engraved pavers that can be placed on benches, dedicated for new trees, or used as paving for any hardscape areas. The public can honor and remember loved ones or mark milestones through plaques or pavers that provide financial support towards park construction. Organizations or individual citizens may also be interested in sponsoring park improvements through donation of materials, labor or funding to support design and construction.

Park Operating Budget

The Consultant Team has developed a projected Operating Budget for Valley Ave Park. To meet compliance with DCNR guidelines for this master planning project, the park budget is based on Valley Ave Park being constructed and maintained as an individual resource rather than part of a larger park and recreation system in the Borough.

VALLEY AVENUE PARK OPERATIONS & MAINTENANCE PLAN

A. Sidewalks, Hardscape Areas & Site Furnishings

- Sidewalks and hardscape areas shall be continuously maintained in good repair to avoid tripping hazards. Paved surfaces shall be kept clear of trash and debris on a regular basis.
- Any pavers provided shall be flush with adjacent paving surfaces. Loose or uneven pavers shall be reset as needed.
- Weeds shall be removed from pavement joints, cracks, and from between pavers.
- Acids and salt should not be used on paved surfaces for cleaning or de-icing, as they will damage the concrete, pollute waterways, and cause harm to plants and animals. Environmentally-friendly de-icing agents, using sugar beet juice, alfalfa meal, sand or ash are safe and recommended. See links below for suggested products:

1. <http://beetjuicesalt.com/>
2. <https://www.amazon.com/Bare-Ground-BG-55D-Anti-Snow-Professional/product-reviews/B004SZ0H0M>
3. Beet juice is an effective alternative to salt because it lowers the freezing point of water to as low as -20 degrees. Salt only prevents water from freezing at temperatures of 5 degrees or higher. Salt also bounces from the roads; adding beet juice lowers the bounce rate from 30 percent to 5 percent, reducing the amount of salt used on the roads.

- Standard concrete pavement may be occasionally power-washed to remove stains.
- Fencing, lighting, and site furniture should be monitored on a regular basis for damage and deterioration. Repairs should be made immediately.
- Waste / recycling receptacles should be emptied every other day, or every day if needed. Do not allow trash to pile up over receptacle openings.
- Seatwalls should be monitored on a regular basis for damage and deterioration. Repairs should be made immediately.
- Bottle Filling Stations – see Water Features

B. Planted Areas (including meadows, woodlands and riparian corridors): Trees, Shrubs, Perennials & Groundcovers

- Conduct bed clean-up twice annually, in Spring and in Fall. Bed clean-up includes removal of trash, weeds,

or large masses of non-decomposed leaves, trimming of brown or crumbly leaves/fronds/tops, and / or removal of dead plant material.

1. Spring clean-up will involve cutting back grasses and perennials to within 4-6" inches of the ground, and ensuring that excess leaf litter or mulch is not mounded up over emerging plants.
2. Fall clean-up will involve tilling in leaf litter or compost into the soil as needed to add nutrients and inhibit moisture loss, and trimming broken tree branches.

- Conduct inspection of all planted areas after severe weather events (intense storms, high winds, etc.) to check for dead plant matter or hanging limbs, and to ensure planted areas are draining properly.
- Canopy and understory trees should be pruned in late spring or early summer only, after they have bloomed, or if there are dead or broken branches.
- Shrubs should be pruned after flowering only, or as needed after severe weather events. Do not prune shrubs in early spring as they are setting buds.
- Areas of exposed earth around plants shall be mulched with triple shredded, non-dyed hardwood bark or mushroom compost to keep moisture and nutrients in the soil. Mulch should not cover perennials or be placed against the trunk or root flare of any tree or shrub. Apply 2-3" of mulch in late spring after perennials have emerged with at least 4-6" of growth. Fallen leaves can be used as mulch, provided they are shredded to speed decomposition.
- Plant beds should be checked regularly for weeds. Weed seedlings should be removed by pulling out entire root, not cutting back. This is easiest to do after a big storm, when the ground is still wet.
- The lower branches of the street trees should be pruned or removed to maintain a minimum 7-foot clearance above the sidewalk, and to avoid interference with vehicular traffic.
- If any trees require removal, the Owner is to consult with Township Arborist prior to commencement of work. Trees posing a threat to human safety may be removed immediately. The Owner shall alert the Township to the action as soon as possible after the emergency removal.
- Invasive trees and vines may self-seed onto the

VALLEY AVENUE PARK OPERATIONS & MAINTENANCE PLAN

property. This vegetation should not be allowed to become established, and should be controlled according to the plant type and recommended practices. Vines may be cut at ground level and as high up as practical. Seedling plants should be completely removed to include the root or rhizomes. All invasive plant debris should be removed from the property.

C. Playground Equipment

- Conduct annual inspection of all playground equipment to ensure code compliance. Inspections should be performed by a Certified Playground Safety Inspector (CPSI).
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

D. Buildings

- Conduct annual inspection of all buildings and structures, such as pavilions, restrooms, arbors, concession stands or storage sheds.
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

E. Constructed Water Features

- Conduct annual inspection of water features, such as splash pads, fountains, water bottle filling stations.
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

Inspections:

Twice a year, using the checklist below as a guide, a Registered Landscape Architect or other Design Professional with the required expertise shall perform a general inspection of the exterior grounds, including inspection of paving, planting and site furnishings, and submit a summary report of the site conditions to the Owner and the Township.

Annual Maintenance Budget:

The Owner shall establish an annual budget sufficient to cover the maintenance costs and emergency treatment or repairs of the landscape, and for the consultant fees for the annual inspection.

VALLEY AVENUE PARK OPERATIONS & MAINTENANCE PLAN

EXTERIOR GROUNDS: GENERAL INSPECTION CHECKLIST

ITEM	NO	YES	COMMENTS
PAVING, FURNISHINGS & EQUIPMENT			
Concrete Sidewalk – Good Condition, No Cracking, No Stains			
Asphalt Paving – Good Condition? No Cracking, Depressions or Distress			
Loose or Uneven Pavers			
Weeds in Pavement Joints			
Benches in Need of Repair			
Fencing in Need of Repair			
Lighting in Need of Repair			
Tables & Chairs in Need of Repair			
Planters in Need of Repair			
Bicycle Racks in Need of Repair			
Waste / Recycling Receptacles in Need of Repair			
Dog Waste Station in Need of Repair			
Soccer Equipment in Need of Repair (Goals, lines, etc.)			
Play Equipment in Need of Repair			
Play Equipment annual safety inspection up to date			
Poured-In-Place Safety Surface in need of repair			
PLANTED AREAS			
Dead or dying trees			
Are plants receiving regular watering?			
Hazardous trees or limbs			
Disease or pest infestations			
Missing or dead plants			
Mulch needed			

VALLEY AVENUE PARK OPERATIONS & MAINTENANCE PLAN

Invasive vines or plants present			
Turf Lawn in Need of Repair			
OTHER			
Trailhead, Restroom, Pavilion in Need of Repair			
Pump Track in Need of Repair			
Fitness Trail Free of Obstructions			
OTHER			

VALLEY AVENUE PARK OPERATING BUDGET

VALLEY AVE PARK OPERATING BUDGET

This budget presents projected operating costs for a fully implemented master plan but does not assume that other parks will have been constructed yet.

Park Supervisor: One FTE Employee (based on BLS 2019/Chester County 2019 Data)	\$62,000
Park Crew: One 1/2 FTE Employee	\$28,000
Landscape Maintenance	\$8,000
Equipment, Materials & Supplies for Repairs/Routine Maintenance	\$5,000
Utilities (Lighting, Water & Sewer)	\$24,000
Recreation Programs	\$2,500
Advertising & Park Literature (Community Events, Interpretive Brochures)	\$2,500
	SubTotal
	\$132,000
CIP Reserve Budget: 3% of development costs dedicated for cyclical repairs	\$102,700

TOTAL PROJECTED BUDGET	\$234,700
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CHURCH STREET PARK OPERATIONS & MAINTENANCE PLAN

The Operations & Maintenance Plan (O&M) is a guide for when the Church Street Park is eventually constructed. The Borough, or its authorized management company, will have responsibility to maintain the designed and natural landscape, park amenities, built elements and all recreation facilities, including pedestrian and vehicular circulation, parking lots, site furnishings, play equipment, and water features.

Maintenance Guidelines

The Borough shall ensure that maintenance of materials, plants and furnishings are carried out in a uniform, consistent and environmentally sensitive manner. Routine scheduled maintenance is critical for public parks as it helps ensure a safe environment for park users, extends the lifespan of materials and reduces long-term costs for material replacements. A Maintenance Checklist is provided in this Report to guide park supervisors and crew in performing regular and ongoing maintenance of the park. The Borough is strongly encouraged to implement an Integrated Pest Management (IPM) program for plant care, and to utilize maintenance and management practices that do not cause damage or impair the quality of the environment for the public. The Maintenance Guidelines may need to be updated from periodically to reflect current landscape management practices and advances in technologies.

A first step in implementing the O&M Plan is to create a system that standardizes individual tasks, and quantifies workload and costs for materials, supplies and equipment required to complete the tasks. Often referred to as workload/cost tracking, this information is vital for making decisions on whether to outsource or perform particular tasks in-house, and how to set fees or charges for rental of facilities. Tasks may include:

- Routine park tasks such as mowing, snow-removal, leaf pick-up, litter pick-up, vandalism repair.
- Set up and take down for special events.
- Natural resource management for riparian corridors, meadows, and woodland areas.

Revenue Generators & Sponsorships

The park plaza and pavilion, basketball courts, great lawn and multi-use loop trail can all be used as venues for a variety of community or commercial events, or even private, special occasions. Rental opportunities could include:

- pavilion/plaza for community events, fundraisers, live music or theater performance space, craft fairs, or group picnics
- pavilion for vendors to sell snacks and drinks during special events
- courts & pavilion for basketball clinics, day camps or child-care providers
- sponsor ultimate frisbee or frisbee golf leagues and tournaments
- non-profits and service group use for environmental programming and education
- health /fitness classes and programs using the multi-use trail and great lawn
- nature-play area for birthday parties or social receptions
- great lawn for community or informal sports events

The Borough can establish a program for the public to purchase memorial plaques or engraved pavers that can be placed on benches, dedicated for new trees, or used as paving for any hardscape areas. The public can honor and remember loved ones or mark milestones through plaques or pavers that provide financial support towards park construction. Organizations or individual citizens may also be interested in sponsoring park improvements through donation of materials, labor or funding to support design and construction.

Park Operating Budget

The Consultant Team has developed a projected Operating Budget for Church Street Park. To meet compliance with DCNR guidelines for this master planning project, the park budget is based on Church Street Park being constructed and maintained as an individual resource rather than part of a larger park and recreation system in the Borough.

CHURCH STREET PARK OPERATIONS & MAINTENANCE PLAN

A. Sidewalks, Hardscape Areas & Site Furnishings

- Sidewalks and hardscape areas shall be continuously maintained in good repair to avoid tripping hazards. Paved surfaces shall be kept clear of trash and debris on a regular basis.
- Any pavers provided shall be flush with adjacent paving surfaces. Loose or uneven pavers shall be reset as needed.
- Weeds shall be removed from pavement joints, cracks, and from between pavers.
- Acids and salt should not be used on paved surfaces for cleaning or de-icing, as they will damage the concrete, pollute waterways, and cause harm to plants and animals. Environmentally-friendly de-icing agents, using sugar beet juice, alfalfa meal, sand or ash are safe and recommended. See links below for suggested products:

1. <http://beetjuicesalt.com/>
2. <https://www.amazon.com/Bare-Ground-BG-55D-Anti-Snow-Professional/product-reviews/B004SZ0H0M>
3. Beet juice is an effective alternative to salt because it lowers the freezing point of water to as low as -20 degrees. Salt only prevents water from freezing at temperatures of 5 degrees or higher. Salt also bounces from the roads; adding beet juice lowers the bounce rate from 30 percent to 5 percent, reducing the amount of salt used on the roads.

- Standard concrete pavement may be occasionally power-washed to remove stains.
- Fencing, lighting, and site furniture should be monitored on a regular basis for damage and deterioration. Repairs should be made immediately.
- Waste / recycling receptacles should be emptied every other day, or every day if needed. Do not allow trash to pile up over receptacle openings.
- Seatwalls should be monitored on a regular basis for damage and deterioration. Repairs should be made immediately.
- Bottle Filling Stations – see Water Features

B. Planted Areas (including meadows, woodlands and riparian corridors): Trees, Shrubs, Perennials & Groundcovers

- Conduct bed clean-up twice annually, in Spring and in Fall. Bed clean-up includes removal of trash, weeds,

or large masses of non-decomposed leaves, trimming of brown or crumbly leaves/fronds/tops, and / or removal of dead plant material.

1. Spring clean-up will involve cutting back grasses and perennials to within 4-6" inches of the ground, and ensuring that excess leaf litter or mulch is not mounded up over emerging plants.
2. Fall clean-up will involve tilling in leaf litter or compost into the soil as needed to add nutrients and inhibit moisture loss, and trimming broken tree branches.

- Conduct inspection of all planted areas after severe weather events (intense storms, high winds, etc.) to check for dead plant matter or hanging limbs, and to ensure planted areas are draining properly.
- Canopy and understory trees should be pruned in late spring or early summer only, after they have bloomed, or if there are dead or broken branches.
- Shrubs should be pruned after flowering only, or as needed after severe weather events. Do not prune shrubs in early spring as they are setting buds.
- Areas of exposed earth around plants shall be mulched with triple shredded, non-dyed hardwood bark or mushroom compost to keep moisture and nutrients in the soil. Mulch should not cover perennials or be placed against the trunk or root flare of any tree or shrub. Apply 2-3" of mulch in late spring after perennials have emerged with at least 4-6" of growth. Fallen leaves can be used as mulch, provided they are shredded to speed decomposition.
- Plant beds should be checked regularly for weeds. Weed seedlings should be removed by pulling out entire root, not cutting back. This is easiest to do after a big storm, when the ground is still wet.
- The lower branches of the street trees should be pruned or removed to maintain a minimum 7-foot clearance above the sidewalk, and to avoid interference with vehicular traffic.
- If any trees require removal, the Owner is to consult with Township Arborist prior to commencement of work. Trees posing a threat to human safety may be removed immediately. The Owner shall alert the Township to the action as soon as possible after the emergency removal.
- Invasive trees and vines may self-seed onto the

CHURCH STREET PARK OPERATIONS & MAINTENANCE PLAN

property. This vegetation should not be allowed to become established, and should be controlled according to the plant type and recommended practices. Vines may be cut at ground level and as high up as practical. Seedling plants should be completely removed to include the root or rhizomes. All invasive plant debris should be removed from the property.

C. Playground Equipment

- Conduct annual inspection of all playground equipment to ensure code compliance. Inspections should be performed by a Certified Playground Safety Inspector (CPSI).
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

D. Buildings

- Conduct annual inspection of all buildings and structures, such as pavilions, restrooms, arbors, concession stands or storage sheds.
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

E. Constructed Water Features

- Conduct annual inspection of water features, such as splash pads, fountains, water bottle filling stations.
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

Inspections:

Twice a year, using the checklist below as a guide, a Registered Landscape Architect or other Design Professional with the required expertise shall perform a general inspection of the exterior grounds, including inspection of paving, planting and site furnishings, and submit a summary report of the site conditions to the Owner and the Township.

Annual Maintenance Budget:

The Owner shall establish an annual budget sufficient to cover the maintenance costs and emergency treatment or repairs of the landscape, and for the consultant fees for the annual inspection.

CHURCH STREET PARK OPERATIONS & MAINTENANCE PLAN

EXTERIOR GROUNDS: GENERAL INSPECTION CHECKLIST

ITEM	NO	YES	COMMENTS
PAVING, FURNISHINGS & EQUIPMENT			
Concrete Sidewalk – Good Condition, No Cracking, No Stains			
Asphalt Paving – Good Condition? No Cracking, Depressions or Distress			
Loose or Uneven Pavers			
Weeds in Pavement Joints			
Benches in Need of Repair			
Fencing in Need of Repair			
Lighting in Need of Repair			
Tables & Chairs in Need of Repair			
Planters in Need of Repair			
Bicycle Racks in Need of Repair			
Waste / Recycling Receptacles in Need of Repair			
Pavilion in Need of Repair			
Basketball Equipment in Need of Repair			
Play Equipment in Need of Repair			
Play Equipment annual safety inspection up to date			
Poured-In-Place Safety Surface in need of repair			
PLANTED AREAS			
Dead or dying trees			
Are plants receiving regular watering?			
Hazardous trees or limbs			
Disease or pest infestations			
Missing or dead plants			
Mulch needed			

CHURCH STREET PARK OPERATIONS & MAINTENANCE PLAN

Invasive vines or plants present			
Lawn in Need of Repair			
OTHER			
Dry Stream free of sediment & debris			
Natural Play Area free of hazards			
OTHER			

CHURCH STREET PARK OPERATING BUDGET

CHURCH STREET PARK OPERATING BUDGET

This budget presents projected operating costs for a fully implemented master plan but does not assume that other parks will have been constructed yet.

Park Supervisor: One FTE Employee (based on BLS 2019/Chester County 2019 Data)	\$62,000
Landscape Maintenance	\$3,000
Equipment, Materials & Supplies for Repairs/Routine Maintenance	\$3,000
Utilities (Lighting & Water)	\$7,500
Recreation Programs	\$1,000
Advertising & Park Literature (Community Events, Interpretive Brochures)	\$1,000
	SubTotal
	\$77,500
CIP Reserve Budget: 3% of development costs dedicated for cyclical repairs	\$57,513

TOTAL PROJECTED BUDGET	\$135,013
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BOROUGH HALL PARK OPERATIONS & MAINTENANCE PLAN

The Operations & Maintenance Plan (O&M) is a guide for when the Borough Hall Park is eventually constructed. The Borough, or its authorized management company, will have responsibility to maintain the designed and natural landscape, park amenities, built elements and all recreation facilities, including pedestrian and vehicular circulation, parking lots, site furnishings, play equipment, and water features.

Maintenance Guidelines

The Borough shall ensure that maintenance of materials, plants and furnishings are carried out in a uniform, consistent and environmentally sensitive manner. Routine scheduled maintenance is critical for public parks as it helps ensure a safe environment for park users, extends the lifespan of materials and reduces long-term costs for material replacements. A Maintenance Checklist is provided in this Report to guide park supervisors and crew in performing regular and ongoing maintenance of the park. The Borough is strongly encouraged to implement an Integrated Pest Management (IPM) program for plant care, and to utilize maintenance and management practices that do not cause damage or impair the quality of the environment for the public. The Maintenance Guidelines may need to be updated from periodically to reflect current landscape management practices and advances in technologies.

A first step in implementing the O&M Plan is to create a system that standardizes individual tasks, and quantifies workload and costs for materials, supplies and equipment required to complete the tasks. Often referred to as workload/cost tracking, this information is vital for making decisions on whether to outsource or perform particular tasks in-house, and how to set fees or charges for rental of facilities. Tasks may include:

- Routine park tasks such as mowing, snow-removal, leaf pick-up, litter pick-up, vandalism repair.
- Set up and take down for special events.
- Natural resource management for riparian corridors, meadows, and woodland areas.

Revenue Generators & Sponsorships

The Trailhead Plaza and parking lot can both be used as social venues for a variety of community or commercial events, or even private, special occasions. Rental opportunities could include:

- local farmers market, craft or antique fairs
- kid-friendly events, such as a story time or readings by published authors
- environmental education events for use by non-profits or school groups
- birthday parties or social receptions

The Borough can establish a program for the public to purchase memorial plaques or engraved pavers that can be placed on benches, dedicated for new trees, or used as paving for any hardscape areas. The public can honor and remember loved ones or mark milestones through plaques or pavers that provide financial support towards park construction. Organizations or individual citizens may also be interested in sponsoring park improvements through donation of materials, labor or funding to support design and construction.

Park Operating Budget

The Consultant Team has developed a projected Operating Budget for Borough Hall Park. To meet compliance with DCNR guidelines for this master planning project, the park budget is based on Borough Hall Park being constructed and maintained as an individual resource rather than part of a larger park and recreation system in the Borough.

BOROUGH HALL PARK OPERATIONS & MAINTENANCE PLAN

A. Sidewalks, Hardscape Areas & Site Furnishings

- Sidewalks and hardscape areas shall be continuously maintained in good repair to avoid tripping hazards. Paved surfaces shall be kept clear of trash and debris on a regular basis.
- Any pavers provided shall be flush with adjacent paving surfaces. Loose or uneven pavers shall be reset as needed.
- Weeds shall be removed from pavement joints, cracks, and from between pavers.
- Acids and salt should not be used on paved surfaces for cleaning or de-icing, as they will damage the concrete, pollute waterways, and cause harm to plants and animals. Environmentally-friendly de-icing agents, using sugar beet juice, alfalfa meal, sand or ash are safe and recommended. See links below for suggested products:

1. <http://beetjuicesalt.com/>
2. <https://www.amazon.com/Bare-Ground-BG-55D-Anti-Snow-Professional/product-reviews/B004SZOH0M>
3. Beet juice is an effective alternative to salt because it lowers the freezing point of water to as low as -20 degrees. Salt only prevents water from freezing at temperatures of 5 degrees or higher. Salt also bounces from the roads; adding beet juice lowers the bounce rate from 30 percent to 5 percent, reducing the amount of salt used on the roads.

- Standard concrete pavement may be occasionally power-washed to remove stains.
- Fencing, lighting, and site furniture should be monitored on a regular basis for damage and deterioration. Repairs should be made immediately.
- Waste / recycling receptacles should be emptied every other day, or every day if needed. Do not allow trash to pile up over receptacle openings.
- Seatwalls should be monitored on a regular basis for damage and deterioration. Repairs should be made immediately.
- Bottle Filling Stations – see Water Features

B. Planted Areas (including meadows, woodlands and riparian corridors): Trees, Shrubs, Perennials & Groundcovers

- Conduct bed clean-up twice annually, in Spring and in Fall. Bed clean-up includes removal of trash, weeds,

or large masses of non-decomposed leaves, trimming of brown or crumbly leaves/fronds/tops, and / or removal of dead plant material.

1. Spring clean-up will involve cutting back grasses and perennials to within 4-6" inches of the ground, and ensuring that excess leaf litter or mulch is not mounded up over emerging plants.
 2. Fall clean-up will involve tilling in leaf litter or compost into the soil as needed to add nutrients and inhibit moisture loss, and trimming broken tree branches.
- Conduct inspection of all planted areas after severe weather events (intense storms, high winds, etc.) to check for dead plant matter or hanging limbs, and to ensure planted areas are draining properly.
 - Canopy and understory trees should be pruned in late spring or early summer only, after they have bloomed, or if there are dead or broken branches.
 - Shrubs should be pruned after flowering only, or as needed after severe weather events. Do not prune shrubs in early spring as they are setting buds.
 - Areas of exposed earth around plants shall be mulched with triple shredded, non-dyed hardwood bark or mushroom compost to keep moisture and nutrients in the soil. Mulch should not cover perennials or be placed against the trunk or root flare of any tree or shrub. Apply 2-3" of mulch in late spring after perennials have emerged with at least 4-6" of growth. Fallen leaves can be used as mulch, provided they are shredded to speed decomposition.
 - Plant beds should be checked regularly for weeds. Weed seedlings should be removed by pulling out entire root, not cutting back. This is easiest to do after a big storm, when the ground is still wet.
 - The lower branches of the street trees should be pruned or removed to maintain a minimum 7-foot clearance above the sidewalk, and to avoid interference with vehicular traffic.
 - If any trees require removal, the Owner is to consult with Township Arborist prior to commencement of work. Trees posing a threat to human safety may be removed immediately. The Owner shall alert the Township to the action as soon as possible after the emergency removal.
 - Invasive trees and vines may self-seed onto the

BOROUGH HALL PARK OPERATIONS & MAINTENANCE PLAN

property. This vegetation should not be allowed to become established, and should be controlled according to the plant type and recommended practices. Vines may be cut at ground level and as high up as practical. Seedling plants should be completely removed to include the root or rhizomes. All invasive plant debris should be removed from the property.

C. Playground Equipment

- Conduct annual inspection of all playground equipment to ensure code compliance. Inspections should be performed by a Certified Playground Safety Inspector (CPSI).
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

D. Buildings

- Conduct annual inspection of all buildings and structures, such as pavilions, restrooms, arbors, concession stands or storage sheds.
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

E. Constructed Water Features

- Conduct annual inspection of water features, such as splash pads, fountains, water bottle filling stations.
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

Inspections:

Twice a year, using the checklist below as a guide, a Registered Landscape Architect or other Design Professional with the required expertise shall perform a general inspection of the exterior grounds, including inspection of paving, planting and site furnishings, and submit a summary report of the site conditions to the Owner and the Township.

Annual Maintenance Budget:

The Owner shall establish an annual budget sufficient to cover the maintenance costs and emergency treatment or repairs of the landscape, and for the consultant fees for the annual inspection.

BOROUGH HALL PARK OPERATIONS & MAINTENANCE PLAN

GENERAL INSPECTION CHECKLIST

ITEM	NO	YES	COMMENTS
PAVING, FURNISHINGS & EQUIPMENT			
Concrete Sidewalk – Good Condition? No Cracking, No Stains			
Asphalt Paving – Good Condition? No Cracking, Depressions or Distress			
Loose or Uneven Pavers			
Weeds in Pavement Joints			
Benches in Need of Repair			
Fencing in Need of Repair			
Lighting in Need of Repair			
Tables & Chairs in Need of Repair			
Planters in Need of Repair			
Bicycle Racks in Need of Repair			
Waste / Recycling Receptacles in Need of Repair			
Play Equipment in Need of Repair			
Play Equipment annual safety inspection up to date			
Poured-In-Place Safety Surface in need of repair			
PLANTED AREAS			
Dead or dying trees			
Are plants receiving regular watering?			
Hazardous trees or limbs			
Disease or pest infestations			
Missing or dead plants			
Mulch needed			
Invasive vines or plants present			
Rain Garden free of sediment & debris			

BOROUGH HALL PARK OPERATIONS & MAINTENANCE PLAN

Rain Garden infiltrating within 24 hours of a rain event			
Rain Garden outlet structure in need of cleaning or repair			
OTHER			

BOROUGH HALL PARK OPERATING BUDGET

BOROUGH HALL PARK PROJECTED OPERATING BUDGET

This budget presents projected operating costs for a fully implemented master plan but does not assume that other parks will have been constructed yet.

Park Supervisor/Crew Leader: One Part-Time Employee (PTE, based on BLS 2019/Chester County 2019 Data)	\$28,000
Landscape Maintenance	\$5,000
Equipment, Materials & Supplies for Repairs/Routine Maintenance	\$5,000
Utilities (Lighting & Water)	\$6,500
Recreation Programs	\$500
Advertising & Park Literature (Community Events, Interpretive Brochures)	\$500
	SubTotal
	\$45,500
CIP Reserve Budget: 3% of development costs dedicated for cyclical repairs	\$25,290

TOTAL PROJECTED BUDGET	\$70,790
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MAIN STREET PARK OPERATIONS & MAINTENANCE PLAN

The Operations & Maintenance Plan (O&M) is a guide for when the Main Street Park is eventually constructed. The Borough, or its authorized management company, will have responsibility to maintain the designed and natural landscape, park amenities, built elements and all recreation facilities, including pedestrian and vehicular circulation, parking lots, site furnishings, play equipment, and water features.

Maintenance Guidelines

The Borough shall ensure that maintenance of materials, plants and furnishings are carried out in a uniform, consistent and environmentally sensitive manner. Routine scheduled maintenance is critical for public parks as it helps ensure a safe environment for park users, extends the lifespan of materials and reduces long-term costs for material replacements. A Maintenance Checklist is provided in this Report to guide park supervisors and crew in performing regular and ongoing maintenance of the park. The Borough is strongly encouraged to implement an Integrated Pest Management (IPM) program for plant care, and to utilize maintenance and management practices that do not cause damage or impair the quality of the environment for the public. The Maintenance Guidelines may need to be updated from periodically to reflect current landscape management practices and advances in technologies.

A first step in implementing the O&M Plan is to create a system that standardizes individual tasks, and quantifies workload and costs for materials, supplies and equipment required to complete the tasks. Often referred to as workload/cost tracking, this information is vital for making decisions on whether to outsource or perform particular tasks in-house, and how to set fees or charges for rental of facilities. Tasks may include:

- Routine park tasks such as mowing, snow-removal, leaf pick-up, litter pick-up, vandalism repair.
- Set up and take down for special events.
- Natural resource management for riparian corridors, meadows, and woodland areas.

Revenue Generators & Sponsorships

The park plaza and concessions building can both be used as venues for a variety of community or commercial events, or even private, special occasions. Rental opportunities could include:

- selling beverages or snacks as fundraising event
- live performance space for music or theater
- board game tournaments or club meeting space
- kid-friendly events, such as story time or readings by published authors
- birthday parties or social receptions

The Borough can establish a program for the public to purchase memorial plaques or engraved pavers that can be placed on benches, dedicated for new trees, or used as paving for any hardscape areas. The public can honor and remember loved ones or mark milestones through plaques or pavers that provide financial support towards park construction. Organizations or individual citizens may also be interested in sponsoring park improvements through donation of materials, labor or funding to support design and construction.

Park Operating Budget

The Consultant Team has developed a projected Operating Budget for Main Street Park. To meet compliance with DCNR guidelines for this master planning project, the park budget is based on Main Street Park being constructed and maintained as an individual resource rather than part of a larger park and recreation system in the Borough.

MAIN STREET PARK OPERATIONS & MAINTENANCE PLAN

A. Sidewalks, Hardscape Areas & Site Furnishings

- Sidewalks and hardscape areas shall be continuously maintained in good repair to avoid tripping hazards. Paved surfaces shall be kept clear of trash and debris on a regular basis.
- Any pavers provided shall be flush with adjacent paving surfaces. Loose or uneven pavers shall be reset as needed.
- Weeds shall be removed from pavement joints, cracks, and from between pavers.
- Acids and salt should not be used on paved surfaces for cleaning or de-icing, as they will damage the concrete, pollute waterways, and cause harm to plants and animals. Environmentally-friendly de-icing agents, using sugar beet juice, alfalfa meal, sand or ash are safe and recommended. See links below for suggested products:

1. <http://beetjuicesalt.com/>
2. <https://www.amazon.com/Bare-Ground-BG-55D-Anti-Snow-Professional/product-reviews/B004SZ0H0M>
3. Beet juice is an effective alternative to salt because it lowers the freezing point of water to as low as -20 degrees. Salt only prevents water from freezing at temperatures of 5 degrees or higher. Salt also bounces from the roads; adding beet juice lowers the bounce rate from 30 percent to 5 percent, reducing the amount of salt used on the roads.

- Standard concrete pavement may be occasionally power-washed to remove stains.
- Fencing, lighting, and site furniture should be monitored on a regular basis for damage and deterioration. Repairs should be made immediately.
- Waste / recycling receptacles should be emptied every other day, or every day if needed. Do not allow trash to pile up over receptacle openings.
- Seatwalls should be monitored on a regular basis for damage and deterioration. Repairs should be made immediately.
- Bottle Filling Stations – see Water Features

B. Planted Areas (including meadows, woodlands and riparian corridors): Trees, Shrubs, Perennials & Groundcovers

- Conduct bed clean-up twice annually, in Spring and in Fall. Bed clean-up includes removal of trash, weeds,

or large masses of non-decomposed leaves, trimming of brown or crumbly leaves/fronds/tops, and / or removal of dead plant material.

1. Spring clean-up will involve cutting back grasses and perennials to within 4-6" inches of the ground, and ensuring that excess leaf litter or mulch is not mounded up over emerging plants.
2. Fall clean-up will involve tilling in leaf litter or compost into the soil as needed to add nutrients and inhibit moisture loss, and trimming broken tree branches.

- Conduct inspection of all planted areas after severe weather events (intense storms, high winds, etc.) to check for dead plant matter or hanging limbs, and to ensure planted areas are draining properly.
- Canopy and understory trees should be pruned in late spring or early summer only, after they have bloomed, or if there are dead or broken branches.
- Shrubs should be pruned after flowering only, or as needed after severe weather events. Do not prune shrubs in early spring as they are setting buds.
- Areas of exposed earth around plants shall be mulched with triple shredded, non-dyed hardwood bark or mushroom compost to keep moisture and nutrients in the soil. Mulch should not cover perennials or be placed against the trunk or root flare of any tree or shrub. Apply 2-3" of mulch in late spring after perennials have emerged with at least 4-6" of growth. Fallen leaves can be used as mulch, provided they are shredded to speed decomposition.
- Plant beds should be checked regularly for weeds. Weed seedlings should be removed by pulling out entire root, not cutting back. This is easiest to do after a big storm, when the ground is still wet.
- The lower branches of the street trees should be pruned or removed to maintain a minimum 7-foot clearance above the sidewalk, and to avoid interference with vehicular traffic.
- If any trees require removal, the Owner is to consult with Township Arborist prior to commencement of work. Trees posing a threat to human safety may be removed immediately. The Owner shall alert the Township to the action as soon as possible after the emergency removal.
- Invasive trees and vines may self-seed onto the

MAIN STREET PARK OPERATIONS & MAINTENANCE PLAN

property. This vegetation should not be allowed to become established, and should be controlled according to the plant type and recommended practices. Vines may be cut at ground level and as high up as practical. Seedling plants should be completely removed to include the root or rhizomes. All invasive plant debris should be removed from the property.

C. Playground Equipment

- Conduct annual inspection of all playground equipment to ensure code compliance. Inspections should be performed by a Certified Playground Safety Inspector (CPSI).
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

D. Buildings

- Conduct annual inspection of all buildings and structures, such as pavilions, restrooms, arbors, concession stands or storage sheds.
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

E. Constructed Water Features

- Conduct annual inspection of water features, such as splash pads, fountains, water bottle filling stations.
- Conduct seasonal inspections as needed depending on weather events or if alerted to issues by Borough residents.

Inspections:

Twice a year, using the checklist below as a guide, a Registered Landscape Architect or other Design Professional with the required expertise shall perform a general inspection of the exterior grounds, including inspection of paving, planting and site furnishings, and submit a summary report of the site conditions to the Owner and the Township.

Annual Maintenance Budget:

The Owner shall establish an annual budget sufficient to cover the maintenance costs and emergency treatment or repairs of the landscape, and for the consultant fees for the annual inspection.

MAIN STREET PARK OPERATIONS & MAINTENANCE PLAN

EXTERIOR GROUNDS: GENERAL INSPECTION CHECKLIST

ITEM	NO	YES	COMMENTS
PAVING, FURNISHINGS & EQUIPMENT			
Concrete Sidewalk – Good Condition, No Cracking, No Stains			
Loose or Uneven Pavers			
Weeds in Pavement Joints			
Benches in Need of Repair			
Fencing in Need of Repair			
Overhead Lighting in Need of Repair			
Tables & Chairs in Need of Repair			
Planters in Need of Repair			
Seatwalls in Need of Repair			
Bicycle Racks in Need of Repair			
Waste / Recycling Receptacles in Need of Repair			
Movable Furniture in Need of Repair or Replacement			
Play Equipment in Need of Repair			
Play Equipment annual safety inspection up to date			
Poured-In-Place Safety Surface in need of repair			
PLANTED AREAS			
Dead or dying trees			
Are plants receiving regular watering?			
Hazardous trees or limbs			
Disease or pest infestations			
Missing or dead plants			
Mulch needed			
Invasive vines or plants present			

MAIN STREET PARK OPERATIONS & MAINTENANCE PLAN

OTHER			
Concessions Pavilion in Need of Repair			
Sprayground in Need of Repair			
Sprayground Drain Free of Sediment, Debris, and Clogs			
OTHER			

MAIN STREET PARK OPERATING BUDGET

MAIN STREET PARK PROJECTED OPERATING BUDGET

This budget presents projected operating costs for a fully implemented master plan but does not assume that other parks will have been constructed yet.

Park Supervisor/Crew Leader: One Part-Time Employee (PTE, based on BLS 2019/Chester County 2019 Data)

Park Supervisor/Crew Leader: One Part-Time Employee (PTE, based on BLS 2019/Chester County 2019 Data)	\$28,000
Landscape Maintenance	\$5,000
Equipment, Materials & Supplies for Repairs/Routine Maintenance	\$5,000
Utilities (Lighting & Water)	\$20,000
Recreation Programs	\$500
Advertising & Park Literature (Community Events, Interpretive Brochures)	\$1,000
	SubTotal
	\$59,500
CIP Reserve Budget: 3% of development costs dedicated for cyclical repairs	\$13,890

TOTAL PROJECTED BUDGET \$73,390

CHAPTER 8

APPENDICES

APPENDIX A

MEETING MINUTES

ATGLEN BOROUGH PARKS MASTER PLAN | KICK-OFF MEETING (STUDY COMMITTEE MTG. #1)

DATE / LOCATION: January 08, 2020 7:00-8:30pm / Atglen Borough Hall

ATTENDEES:

SALT DESIGN STUDIO (SALT): Sara Pevaroff Schuh, Steve Buck, Jon Matz

BL Companies (BL): Liz Rogan

Study Committee (SC): Cheryl Kuhn, Darren Hodorovich (Mayor), Caren Andrews (Borough Manager), John Mickel, Kevin Myers, Sandy Hodorovich, Denim Kurtzhals

ATTACHED: Meeting Sign-in Sheet, Updated Project Schedule

The meeting began with introductions. The Master Plan team introduced themselves, followed by each member of the SC introducing themselves, stating how long they have lived in Atglen and/or what they love about the Borough.

SC members identified Atglen Borough as a community oriented place to live with a small-town feel. Stories of how the community works together to help their neighbors were shared. Common themes noted by SC members included: family atmosphere, welcoming community, friendly, comfortable, small-town, everyone knows each other.

SCHEDULING: The group discussed the project schedule and SALT gave general overview of intended work products for each Phase. The following meeting dates were agreed to:

Feb 27, 2020 - 7 - 8:00PM	Study Committee Mtg #2 @ Borough Hall: present Site Analysis
Mar 10, 2020 - 5- 7:00PM	Public Mtg #1 @ Borough Hall: Open-House for Community to see Site Inventory, Program Analysis, Survey results and to solicit feedback
Apr 14, 2020 – 7 - 8:00PM	Study Committee Mtg #3 @ Borough Hall: present conceptual plan alternates
May 12, 2020 - 7 - 8:00PM	Study Committee Mtg #4 @ Borough Hall: present draft of 4-Parks Master Plan
May 19, 2020 - 5 - 7:00PM	Public Mtg #2 @ Borough Hall: present draft of 4-Parks Master Plan
June 16, 2020 - 7 - 8:00PM	Study Committee Mtg #5: SCREEN SHARE to review draft Master Plan Report
July Meeting(s)	Review of Master Plan and Report TBD at later date, may be conducted as Screen Share if needed
Aug 3, 2020 7:00PM	SALT to present Final Master Plan at Borough Council Meeting (Public Mtg #3)

IDENTIFYING KEY PERSONNEL FOR STAKE HOLDER INTERVIEWS:

The group reviewed the list of key personnel to be interviewed. The group discussed the importance of a diverse interview group, including diversity of age, socio-economic status, activity interest, and years lived in Atglen. SC agreed to revise list based on conversation and will provide final list to SALT.

SURVEY QUESTIONS/WHAT DO YOU WANT TO KNOW?

The group discussed the methods of distribution and types of questions to be asked in the community survey for feedback on the parks, open space, and recreation needs of the community. SALT Team will develop an initial list of questions and provide to SC for review and comment. In order to reach as many members of the community as possible, the survey will be provided in both digital and paper formats. SALT Team will create an online survey and will provide a link to Borough Manager that can be distributed via email. Hard copies of the survey will be provided to be posted in public facilities (Borough Hall, Library, Post Office) for community members to complete. Types of questions to be asked may include:

- Demographic data, such as age group or geographic location, whether respondents are residents of Borough
- Do you or your family use the trails around the Borough for recreation? Ask about frequency of use.
- Are you aware of Atglen's parks, open space, and recreation assets (i.e. Church Street Park or Enola Low-Grade Trail)?
- Do you go to Wolf's Hollow Park?
- Are you aware of the Atglen Borough Parks Master Plan project?
- What types of recreational activities do you or a member of your family play participate in? Ask about type of sports.

OTHER ITEMS:

- Borough Mgr. provided SALT with documents regarding wetland mapping in Valley Ave and Church Street parcels.
- Borough Mgr. provided SALT with updated Study Committee list on 1/9.
- The SC shall be CC'd on all emails regarding the 4-Parks Master Plan.
- SALT will provide a "Response requested by" date for action items that seek input from SC. No response will be viewed as the acceptance of the conditions as distributed.

NEXT STEPS:

- Borough Mgr. to contact Key Personnel interviewees and provide list/contact information to SALT.
- SALT to send out test link for screen sharing program to SC.
- SALT to provide SC with draft of survey questions.
- After receipt of confirmed Key Stakeholder list, SALT Team to conduct Key personnel interviews within the next month.
- SALT Team to perform site and program analysis of each park site.

ATGLEN BOROUGH PARKS MASTER PLAN (STUDY COMMITTEE MTG. #2)

DATE / LOCATION: February 27, 2020 7:00-8:00pm / Atglen Borough Hall

ATTENDEES:

SALT DESIGN STUDIO (SALT): Sara Pevaroff Schuh, Steve Buck, Jon Matz

Study Committee (SC): Cheryl Kuhn, Darren Hodorovich (Mayor), Caren Andrews (Borough Manager), John Mickel, Kevin Myers, Sandy Hodorovich, Denim Kurtzhals, Brian Norris, George Stewart

ATTACHED: Meeting Sign-in Sheet, Group Exercise Board, Community Meeting Flier

The meeting began with the Study Committee reviewing and signing-off on the press-release prepared by Cheryl Kuhn. No changes were to be made; Cheryl will distribute to the media.

Once all Study committee members arrived, brief introductions were made to welcome new committee members or members who couldn't attend the kick-off meeting. SALT briefly discussed the project schedule to confirm the conclusion of Phase 1 (Site Inventory and Analysis) and provide a high-level overview of the deliverables to date.

SUMMARY OF ANALYSIS AND DELIVERABLES:

The next segment of the meeting SALT presented inventory and analysis drawings for each site, survey results and stakeholder interviews. SALT walked through major findings at each site and the study committee confirmed or added to SALT's findings:

Borough Hall

- Borough manager confirmed a 42" Pennsylvania American Water transmission line with valve pit runs parallel to train tracks at north boundary of borough hall. SALT will investigate exact location, right-of-way, etc.
- Borough manager identified tree shown on drawing as damaged was mislabeled. SALT will correct drawing to identify the proper tree.

Church St.

- Long time residents refer to the park as "The Civic."
- It was stated that the basketball courts do get used frequently, someone has been replacing the nets.
- Brian mentioned a right-of-way- that connects Dallas St. to the park. SALT reviewed survey data dated 2007 to confirm 30' wide right-of-way.
- The developer owned property adjacent to the southeast corner of the site may be donated to the Borough. SALT will confirm with Borough Manager if this should be included in the master planning process.

206 Main

- It was discussed that the owner of the building adjacent to site could pose a problem as plans get developed. The study committee agreed it was important to discuss and understand issues with adjacent neighbors, but SALT should continue moving forward with the project.

Valley Ave.

- The study committee discussed the wetlands and how they could constrain programming. SALT will compile area take-offs for delineated wetlands and non-wetlands.

GROUP EXERCISE:

The study committee participated in an exercise to help identify specific programming and at which of the four sites it could take place. Committee members were given 6 sticky dots to select their top choices for programming. *(See attached exercise board)*

COMMUNITY MEETING #1 – OPEN HOUSE:

The study committee discussed the best format for the first community meeting. It was agreed upon that an open house style meeting would best suit this community. The following date, time and general format was agreed to by all present.

Community Meeting #1 shall be held on 3/10/2020 from 5:00PM – 7:00PM at Borough Hall

Meeting to include:

- Welcome Station - Someone from the design team will explain the project to residents as they arrive
- Self-advancing slideshow – Analysis drawings, survey results, interview results
- 2-3 additional participatory stations – To be coordinated with study committee via email

OTHER ITEMS:

- SALT returned wetland mapping files to Borough manager

NEXT STEPS:

- SALT to send out flier for community meeting #1
- SALT to follow up with the study committee regarding community meeting #1 planning
- SALT will update analysis drawings to make corrections as discussed
- SALT will compile area take-offs for wetland and non-wetlands

ATGLEN BOROUGH PARKS MASTER PLAN (COMMUNITY MTG. #1 – OPEN HOUSE RECAP)

DATE / LOCATION: March 10, 2020 5:00-7:00pm / Atglen Borough Hall

FACILITATORS:

SALT DESIGN STUDIO (SALT): Sara Pevaroff Schuh, Steve Buck, Jon Matz

BL Companies (BL): Liz Rogan

Atglen Borough (AB): Cristi Hahn

Study Committee (SC): Sandy Hodorovich

ATTACHED: Meeting Sign-in Sheet, Activity Responses, Photos

Community meeting 1 was an open house style meeting held at Atglen Borough Hall. SALT & BL set up (4) activity stations within Borough Hall to solicit feedback from community members. Participants were encouraged to circulate around Borough Hall and participate in the activities. The design team facilitated each activity and answered questions regarding the 4 parks Master Plan. A self-advancing slide show displayed inventory & analysis drawings and online survey results.

Twenty-nine (29) people signed in at the sign-in station, and many residents with children brought their entire families. Most participants participated in the activities described below.

ACTIVITY STATIONS

a. Station 1: Welcome Station -- Pin where you live

- i. Participants were asked to sign-in and mark where they live on a large-scale Borough Map. A design team representative was there to provide information regarding the 4 Parks Master Plan.

b. Station 2: Image Preference – 4 Parks 4 Dots

- i. Participants were given (4) dot stickers and asked to select their (4) top images out of a series of (16). Images provided a range of design options showing: community gathering spaces, playgrounds, trails, and dog parks. The goal was to understand the community's preferences for these elements as they were popular categories from the online survey.

c. Station 3: WHERE do you want it?

- i. Participants were given (4) dot stickers and asked to identify what types of recreational activities, programs or amenities were important to them and at which Borough Park Parcel they could see them at.

d. Station 4: Park Visioning Madlib

- i. Participants filled in a madlib-style paragraph prompt about their future vision of each parcel in 2025.

e. Self-advancing slideshow (projected on wall)

- i. Inventory and analysis drawings
- ii. Survey Data

NEXT STEPS:

- SALT is to prepare (2) concepts for each of the parcels in preparation of the next study committee meeting on April 14, 2020.

ATGLEN BOROUGH PARKS MASTER PLAN (STUDY COMMITTEE MTG. #3)

DATE / LOCATION: April 14, 2020 7:00-8:30pm / JoinMe Video Conference

ATTENDEES:

SALT DESIGN STUDIO (SALT): Sara Pevaroff Schuh, Steve Buck, Jon Matz, George Armour
Study Committee (SC): Cheryl Kuhn, Darren Hodorovich (Mayor), Caren Andrews (Borough Manager), John Mickel, Kevin Myers, Sandy Hodorovich, Denim Kurtzhals, George Stewart

The meeting began with welcomes as members from the study committee signed into the video call. Once most of the participants were present, SALT proceeded to go over the meeting agenda. and briefly reviewed the feedback gathered from the community open house before moving into a discussion of the draft park master plan concepts. The format for presenting the master plan concepts went as follows: SALT presented two concepts for each site and opened the meeting to comments after both concepts were presented. See comments below:

Valley Ave

- Questions were asked about the skilled maintenance required of restored ecology. Kevin mentioned organizations within Chester County that could assist (i.e. Chester County Conservation District, Natural Lands) – especially for areas along the creek
- Full-sized soccer field in concept B was positively received
- Include a riparian buffer along drainage ditch
- Support for open-ended natural play
- This parcel could be a good candidate for a phased development approach
- Like how concept B blends nature and ecology and sports/active recreation
- Most people will probably not walk down to this park to play basketball
- Consider more parking given the trailhead could very well-utilized

Overall, both plans were positively received but the Study Committee agreed that a combination of Concept A and B would best suit this parcel – A park that includes natural areas with some active recreational fields.

Church Street

- Support for the dog park in concept A. It works well with walkability of the neighborhood
- Love the dry steam and bridge replacing the current stormwater outfall
- Love the play area tucked back in the park to encourage people walking through the park
- Basketball is a high priority for this park
- Would like to see natural play at this park
- Extend loop trail behind spectator seating along the wooded area
- Think about the location of the basketball court and the neighbors close by
- Think about softening the view of the dog park if it is at the entrance of the park
- Dog park right at the entrance could be fun and energizing

- Concept A seems like it would fit the way it's being used currently – People do use this park often in its current state
- Parking is important at this site

The study committee all agreed that Concept A was the preferred concept.

Borough Hall

- Not worth exploring SEPTA option as it is way out in the future
- Trailhead on Valley Ave is highly visible and well connected to downtown
- Think about site features that could be moved if SEPTA does happen
- Look into water line easement
- This concept needs to stay green – it's the gateway of Atglen

The study committee agreed that concept B is the preferred option. Keep SEPTA on the back burner but not make it a priority.

206 Main St.

- Likes seat wall with landscape planting, or anything that helps hide the adjacent apartment building
- Likes enclosed building, could be a storage facility
- Likes this place as a seating area
- This space should be multi-functional
- Likes the plaza at the sidewalk drawing people in
- Explore the idea of a green wall against building or overhead cover
- This could be an area for a splash pad, or water feature
- Big chalkboards
- No clear vote on which concept was preferred, but elements from each were advantageous.

NEXT STEPS:

- The study committee and SALT discussed the current situation regarding COVID-19 and how public engagement will be affected. Everyone agreed that in-person meetings are essential. Per the DCNR grant, there are mandatory public meetings; the State of Pennsylvania is currently developing standards for public meetings during this time. Atglen Borough will follow up on what DCNR accepts as a "public meeting."
- SALT will be taking comments on the park plans via email through 04/24/2020. Please **reply all** on email threads to keep everyone in the loop.
- SALT will compile a final concept for each parcel for discussion at the next study committee meeting
- The next study committee meeting is 5/12/2020 via JoinMe video call
- As the next meeting date gets closer SALT will coordinate with Atglen and the Study committee to determine the best way to move forward with public engagement given current social distancing requirements.

ATGLEN BOROUGH PARKS MASTER PLAN (STUDY COMMITTEE MTG. #4)

DATE / LOCATION: May 12, 2020 7:00-8:30pm / JoinMe Video Conference

ATTENDEES:

SALT DESIGN STUDIO (SALT): Sara Pevaroff Schuh, Steve Buck, Jon Matz, George Armour

BL COMPANIES (BL): Liz Rogan

Study Committee (SC): Cheryl Kuhn, Darren Hodorovich (Mayor), Caren Andrews (Borough Manager), John Mickel, Kevin Myers, Sandy Hodorovich, Denim Kurtzhals, George Stewart

SALT reviewed each Concept and the group discussed various details of each Concept. The conversation is summarized below.

Church Street

- Revised Concept was well received.
- Consider electricity at the basketball courts.
- Signage – Where is it envisioned? Rt. 372 or near back of JD Eckman Building? Wayfinding sign in parking lot or entry plaza? We need to continue the signage discussion to figure out the best placement (look at DCNR initial study) If on Church Street, needs to utilize existing infrastructure.
- A sign on Main Street would be best for visibility downtown.
- Can Atglen get permission from Eckman to put signage on the building or property?
- Improvements to Jones Alley or Church St, perhaps a nicer pavement treatment to make it feel more pedestrian friendly. Kevin mention the idea of a “living street” as seen in many European cities.

Valley Ave

- Revised Concept was well received.
- Recap of comments from April: Combine major moves from each of the initial concepts by providing a natural, habitat-rich landscape that incorporates space for organized sports, play and gathering – blending active and passive recreation.
- Plan updates consisted of: Addition of fenced in dog park, Increased size of parking to 50 spaces, consolidated Trail Head/Restrooms in a central pavilion, limited stream channel crossings to protect sensitive natural area, addition of two soccer fields (regulation and U12) and removal of basketball and baseball.
- Is Creek Access desired? Need input from community on this issue.
- Request for seating around the Loop Trail, along with Water Bottle Filling Stations and any other typical park amenities, such as trash and recycling receptacles, bike racks, etc.
- Electricity will be provided for lighting fields and parking lot.
- Restrooms: Composting toilets or Plumbed Restrooms? Composting Restrooms could go in first and upgraded Restrooms could be phased in later. Capacity needs to be matched with cost, usage and environmental impact.
- Add netting to prevent balls from winding up in street, stream or other areas.

- What type of trail surface? At Public Meeting, many expressed interest in crushed stone. Elevated boardwalk may be necessary to accommodate different ecological conditions. Multiple surfaces could be used depending on frequency of traffic, location, and phasing.
- Is there room north of the Trailhead for a Pump Track? (*SALT can talk to Kevin for more info*)

206 Main St.

- Concessions Building useful for storage but some concerns about maintenance. Could serve as a community outpost, and be utilized for community events as a flexible controlled space, could be used by sponsors. Is it oversized?
- Concessions building could be an overhead pavilion that provides shelter, maybe stage space, or even an artful signature element of the park.
- More planting would be great.
- Add more seating throughout Park, both permanent and movable
- Revised Concept was well received.

Borough Hall

- Revised Concept was well received.
- Envisioned as Gateway to Atglen.
- Community Message Board would be a welcome feature for residents and visitors.
- Like the added green space, improved functionality and community-friendly approach to site.

NEXT STEPS:

- The study committee and SALT briefly touched on current public health situation regarding COVID-19.
- Everyone agreed that in-person meetings are ideal, but we may need to consider a virtual public meeting.
- Cheryl offered to assist with facilitating a virtual meeting for the community if that becomes necessary and suggests SALT and the Study Committee regroup on Tuesday, June 16th at 7pm to discuss schedule and alternatives to an in-person public meeting.
- SALT will begin to identify proposed materials and develop preliminary Estimates of Construction Costs for each parcel for review on June 16th.
- SALT will begin to compile precedent images for each concept to assist with describing park features.

ATGLEN BOROUGH PARKS MASTER PLAN (STUDY COMMITTEE MTG. #5)

DATE / LOCATION: June 16, 2020 7:00-8:00pm / ZOOM Video Conference

ATTENDEES:

SALT DESIGN STUDIO (SALT): Sara Pevaroff Schuh, Steve Buck, Jon Matz

Study Committee (SC): Cheryl Kuhn, Darren Hodorovich (Mayor), Caren Andrews (Borough Manager), John Mickel, Kevin Myers, Sandy Hodorovich, Denim Kurtzhals, George Stewart

Overview

SALT and the Study Committee discussed how and when to proceed with public engagement given the current COVID-19 situation. SALT and the Study Committee also discussed alternative meeting locations, times, and other ways to get the community to participate.

Following the meeting, SALT and Caren (Borough Manager) finalized the date, time and location of Community Meeting 2 as noted below.

Community Meeting 2

Date: August 5th, 2020

Time: 3:00PM – 6:00PM

Location: Former Atglen Borough Firehouse (Toner Firehouse) at 217 Chester Street

Community Meeting 2 Specifics

- Meeting shall be Open House style and all attendees will be required to wear masks.
- Attendees will be asked to spend 15-30 minutes reviewing the drawings and talking with SALT staff. The time limitation is requested to minimize risk of exposure at this public event.
- The dimensions of the Former Firehouse are 40' X 15' with two garage doors.
- Tents will be setup outside the garage doors to extend the space and create a much bigger, open-air environment.
- Restrooms will not be available for public use.
- Personal Protective Equipment (PPE) will be provided by Southern Chester County Chamber of Commerce.
- Potential for Kona Ice to setup their truck outside of the event to support local business and draw attention from the community.

4 Parks Treasure Hunt

With hopes of maximizing community engagement, SALT will develop a treasure hunt for the community to participate in prior to Community Meeting 2. The goal of this is to build excitement and familiarize the community with these four project sites.

- SALT will develop a plan for how this will work and circle back with the Study Committee to finalize.
- The basic concept of the treasure hunt is to have community members visit each project site (except Valley Ave.) and participate in a simple task that will be recorded via online survey.
- As an incentive, treasure hunt participants will be automatically entered in a raffle for a \$50.00 gift card.

NEXT STEPS:

- SALT will write up short description for Borough newsletter and provide to Caren by June 19th.
- SALT will prepare a flyer for Atglen to distribute, advertising the meeting and treasure hunt.
- SALT will develop treasure hunt and circle back with Study Committee.
- Atglen Borough will purchase \$50.00 Gift Card to a local restaurant.
- Cheryl will coordinate with Kona Ice and Atglen Borough.

ATGLEN BOROUGH PARKS MASTER PLAN (STUDY COMMITTEE MTG. #6)

DATE / LOCATION: October 14, 2020 7:00-8:00pm / ZOOM Video Conference

ATTENDEES:

SALT DESIGN STUDIO (SALT): Sara Pevaroff Schuh, Steve Buck, Jon Matz
Study Committee (SC): Darren Hodorovich (Mayor), Caren Andrews (Borough Manager),
Kevin Myers, Sandy Hodorovich, George Stewart

Overview

This meeting was held to discuss the Draft Master Plan Report and any changes and/or additions to be made before presenting to the Borough Council. The unstructured format allowed the study committee to openly discuss their thoughts and ask the design team questions about the report.

Topics of discussion included but were not limited to:

- Funding
- Maintenance & Operations
- Phasing
- Next Steps & Continuing Excitement
- Adoption
- Planners Forum

Funding

With the 4 Parks Report completed, Atglen could go after CRP funding in February or March.

Maintenance & Operations

The most talked about section of the report was the Maintenance & Operations section. This section made it very apparent that the task of maintaining these parks require thought and planning during the design process moving forward. Currently, Atglen does not have park system and as these parks get constructed the systems grows. Maintenance planning should be woven into the design to construction phase request. Questions were raised regarding the potential need to add additional Borough staff as the park system grows.

Phasing

The study committee was pleased to see the phasing plan was focused on starting small (206 Main and Borough Hall), creating momentum, and showing the Atglen community that work is happening. Although many members of the community would prefer the development of Valley Ave first, a centrally

focused approach was agreed upon. Starting small will also allow for the Borough to gradually take on maintenance and operations and build their department. Phasing within individual parks was also discussed. Specific improvements within each park could be implemented as funds and grants become available. For example, if the Enola Low Grade Trail gets completed before the Borough Hall Parcel, a paired back version of the plan could be implemented to make the trail connection.

Next Steps & Continuing Excitement

Once this report is adopted by the Borough Council the following is a rough outline for moving forward:

- Funding, Funding, Funding
- Establishing an advisory council or building upon the Parks and and Rec Commission. This could include looking to the Atglen community for individuals with different skills and backgrounds.
- Sandy and Caren would like to see the Study Committee push these projects forward as opposed to handing it off the Parks and Rec Commission.

Kevin recommended adding to the report a one page next steps flow chart including funding opportunities, building upon committees and prioritization of the parks and elements within each park.\

Adoption

The Design Team and Study Committee agreed upon presenting the Report at the December Borough Council Meeting. Caren and George will distribute printed reports at the November Council Meeting to give adequate time for Council members to review. A copy of the report will also be posted digitally.

DCNR Planning Forum

Atglen was selected by DCNR to present the planning process of the 4 Parks Plan. The event will be held October 28th at 8AM via Zoom. Recording of the meeting will be made available on the DCNR website.

Other Topics Discussed

Caren discussed the concern some residents had regarding the location of the sprayground. Sara responded that these masterplans are a concept and all these plans will need to be vetted more deeply in the design process. SALT will add to the narrative portion of the 206 Main St. plan discussing the importance of being thoughtful of the community's needs and concerns as these projects get designed for construction.

Darren reinforced the excitement Atglen Borough has for the Enol Low Grade Connection.

Follow Up Feedback

Kevin followed up via email with comments about the report. He requested the design team refer to the Atglen Comprehensive Plan. This plan was the groundwork for the 4 Parks Master Plan and proved action is being taken to implement the Comprehensive Plan. Park sites were selected in this study and was an important first step these park master plans.

Next Steps

SALT will revise the Master Plan Report per Study Committee comments.
SALT will follow up with Caren to discuss the figured needed for the M&O Plan.
SALT to have a completed report ready for November Council Meeting
SALT will coordinate the printing of the Final reports to be distributed to Borough Council members

ATGLEN BOROUGH PARKS MASTER PLAN (COMMUNITY MTG. #2 – OPEN HOUSE RECAP)

DATE / LOCATION: August 05, 2020 3:00-6:00pm / 217 Chester St.

FACILITATORS:

SALT DESIGN STUDIO (SALT): Sara Pevaroff Schuh, Steve Buck, Jon Matz

BL Companies (BL): Liz Rogan

Atglen Borough (AB): Caren Andrews

Study Committee (SC): Sandy Hodorovich, Darren Hodorovich, Cheryl Kuhn, George Stewart, Kevin Meyers
(from Chester County Planning Commission)

ATTACHED: Meeting Sign-in Sheet, Event photos

Community Meeting 2 was an open-house style meeting, held outdoors at the former Atglen Borough Fire house on Chester Street. Four separate stations were set up, displaying concepts for each of the parks being studied. Prior to the meeting, boards with park concepts were installed at each of the park locations. Residents, and those interested, were encouraged to visit these locations and participate in a “Treasure Hunt” which was advertised on social media.

At each of the stations, participants engaged with a member of the master plan design team, discussed the concept, and evaluated the design based on (3) criteria – sustainability, amenities, and access. A rating between 1-4 was assigned to each of the criteria.

Forty-four (44) people signed in at the sign-in station, and many parents or residents brought their children or other family members. Most participants participated in the activities described above.

SUMMARY OF COMMENTS/QUESTIONS PER PARK PARCEL

206 MAIN STREET

- Majority of residents mentioned keeping the park secure in off hours. Lighting, clear sightlines etc.
- Concessions / pavilion could be more of a flexible space. A place for food trucks or vendors to park or set up and hook up to utilities.
- The sprayground had mixed support. Many people loved the idea, while others thought Main St. is not the right place for this type of feature because it’s location is too close to traffic on Main St. and sprayground will attract many people and parking on Main St. will not be able to support the demand.
- Vast majority of residents loved the overhead lighting and general beautification of this park.

BOROUGH HALL

- Add more seating and benches in plaza.
- Make sure playground is secure and safe from traffic and trains.
- Add Signage with playground / park rules.
- Could a larger splash pad be installed here?
- Add a water bottle-filling station.
- Add Air for bike tires.
- Seating area inviting for people to sit, relax and read.

CHURCH STREET

- Multi-sport court for tennis and/or pickleball could be a popular idea.
- Concerns regarding isolated location of park. How to keep safe?
- Lighting is important in this park due to location.
- Include dog waste bag stands.
- Could adult fitness equipment be located here?
- Do bathrooms make sense at this park for kids to use?
- Add benches along walking trail?

VALLEY AVENUE

- Vast majority of residents expressed enthusiastic support for mix of amenities shown on plan.
- Need safe pedestrian connection between downtown Atglen Borough and Valley Avenue as no contiguous sidewalk exists currently.
- Will restrooms be tied to municipal sewer or be composting toilets?
- Add screening between adjacent uses.
- Add trail distance markers along Fitness Trail.
- Could Soccer Fields be revenue stream for Borough?
- Majority of residents requested that Borough prioritize Valley Ave for Design-Construction.

NEXT STEPS:

- SALT is to review feedback gathered at Community Meeting 2 and the online Treasure Hunt survey and adjust the draft master plans accordingly.
- SALT is to put together draft cost estimates for each park for discussion with the Study Committee.
- SALT will coordinate with Atglen Borough and the Study Committee to schedule the next meeting.

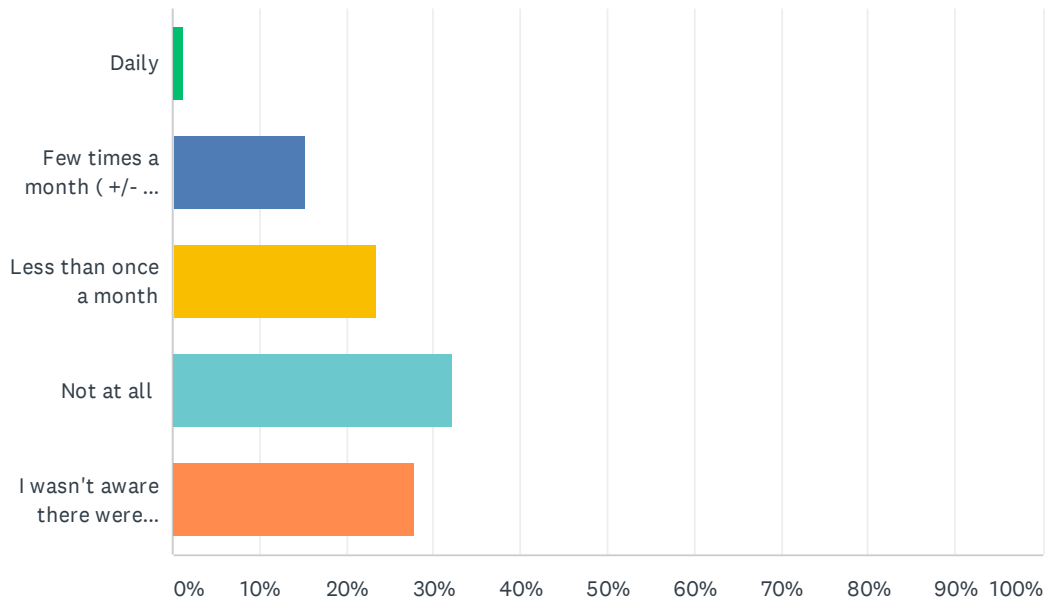
SEE EVENT PHOTOS ON THE FOLLOWING PAGES

APPENDIX B

SURVEY RESPONSES

Q1 Using the map above, how often do you visit one of the parks or open spaces identified in red?

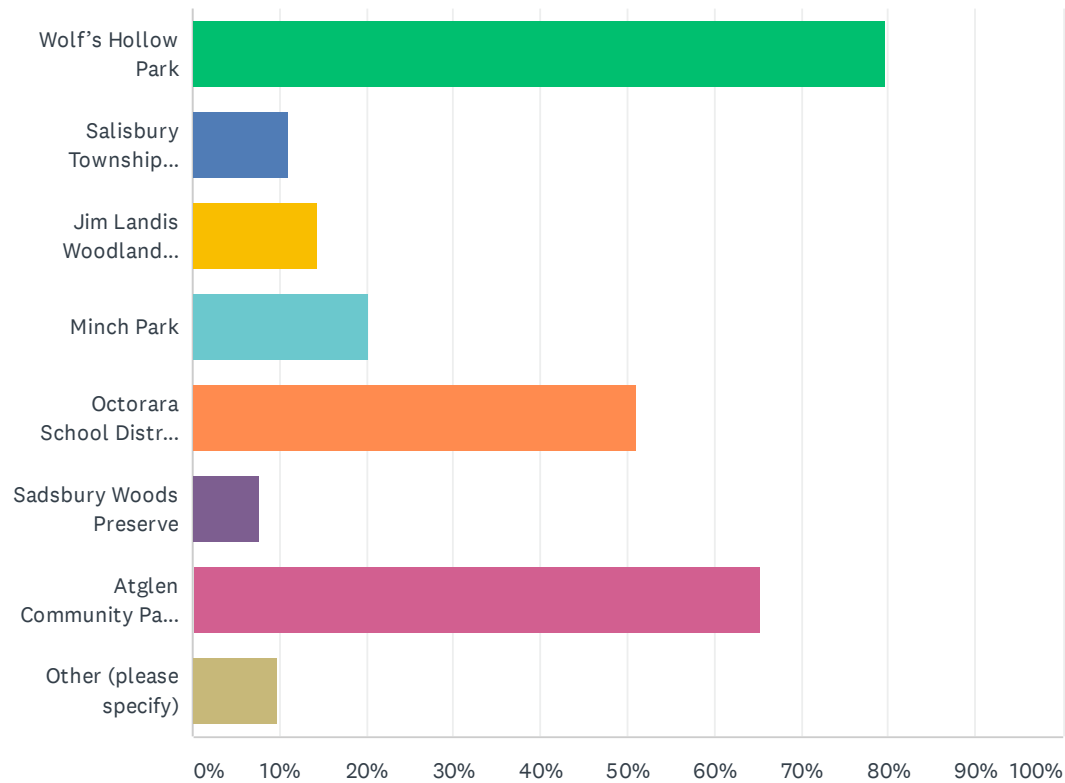
Answered: 158 Skipped: 0



ANSWER CHOICES	RESPONSES	
Daily	1.27%	2
Few times a month (+/- 1 visits per week)	15.19%	24
Less than once a month	23.42%	37
Not at all	32.28%	51
I wasn't aware there were parks or open space in the Borough	27.85%	44
TOTAL		158

Q2 Do you visit any of these non-Borough parks or facilities? (Select all that apply)

Answered: 153 Skipped: 5



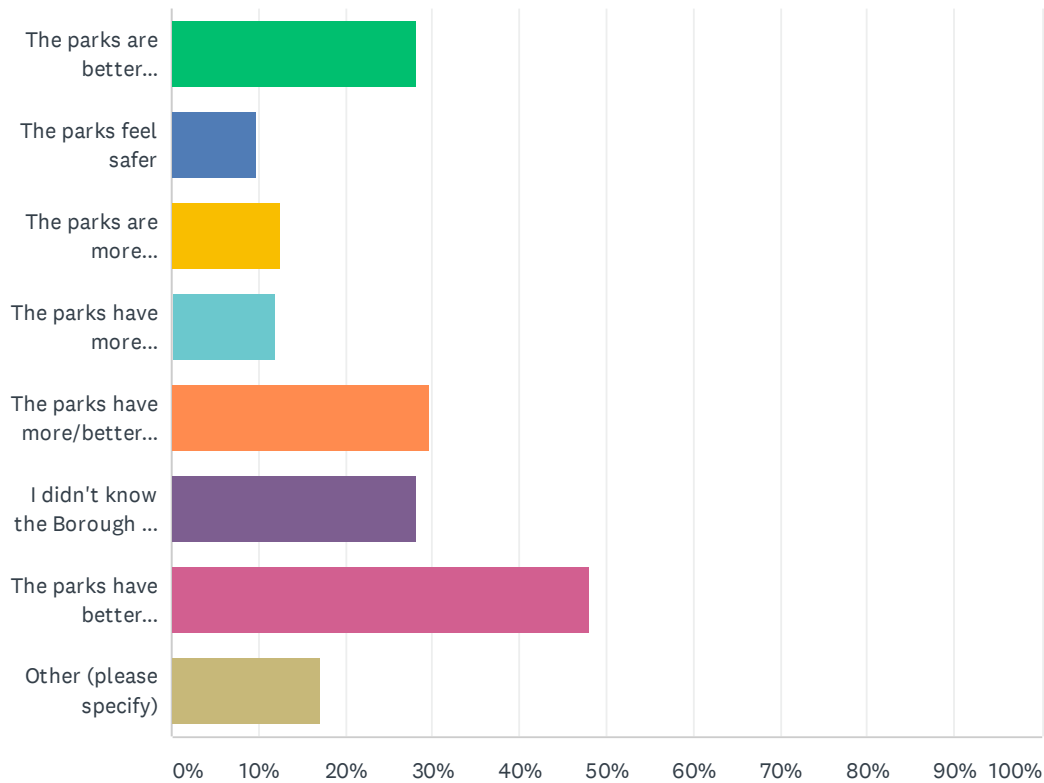
ANSWER CHOICES	RESPONSES	
Wolf's Hollow Park	79.74%	122
Salisbury Township Community Park	11.11%	17
Jim Landis Woodland Preserve	14.38%	22
Minch Park	20.26%	31
Octorara School District Facilities	50.98%	78
Sadsbury Woods Preserve	7.84%	12
Atglen Community Park (at Penningtonville Presbyterian Church, Ridge Ave.)	65.36%	100
Other (please specify)	9.80%	15
Total Respondents: 153		

Atglen Borough Community Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	None	1/31/2020 7:27 AM
2	Hibernia	1/27/2020 5:28 PM
3	Christiana lions club park	1/27/2020 10:42 AM
4	Old park where soccer fields are in Atglen	1/27/2020 9:41 AM
5	None	1/27/2020 8:36 AM
6	Ches-Len Preserve	1/23/2020 7:04 PM
7	Penningtonville Meadows Park (on Glen Run Drive)	1/22/2020 3:54 PM
8	Kerr Park, Downingtown	1/22/2020 9:35 AM
9	Gap Park	1/22/2020 9:02 AM
10	Paradise Park, Leacock Township Park, Rail Trail	1/21/2020 9:36 PM
11	Hibernia	1/21/2020 9:03 PM
12	Christiana lions club park	1/21/2020 8:52 PM
13	The Laurels. Hibernia Park, Money Rocks	1/21/2020 8:46 PM
14	Lions Club Park, Christiana	1/21/2020 6:07 PM
15	Park in Penningtonville Meadows	1/21/2020 5:02 PM

Q3 Considering the above question, why do you visit other parks and facilities outside of the Borough? (Select all that apply)

Answered: 152 Skipped: 6



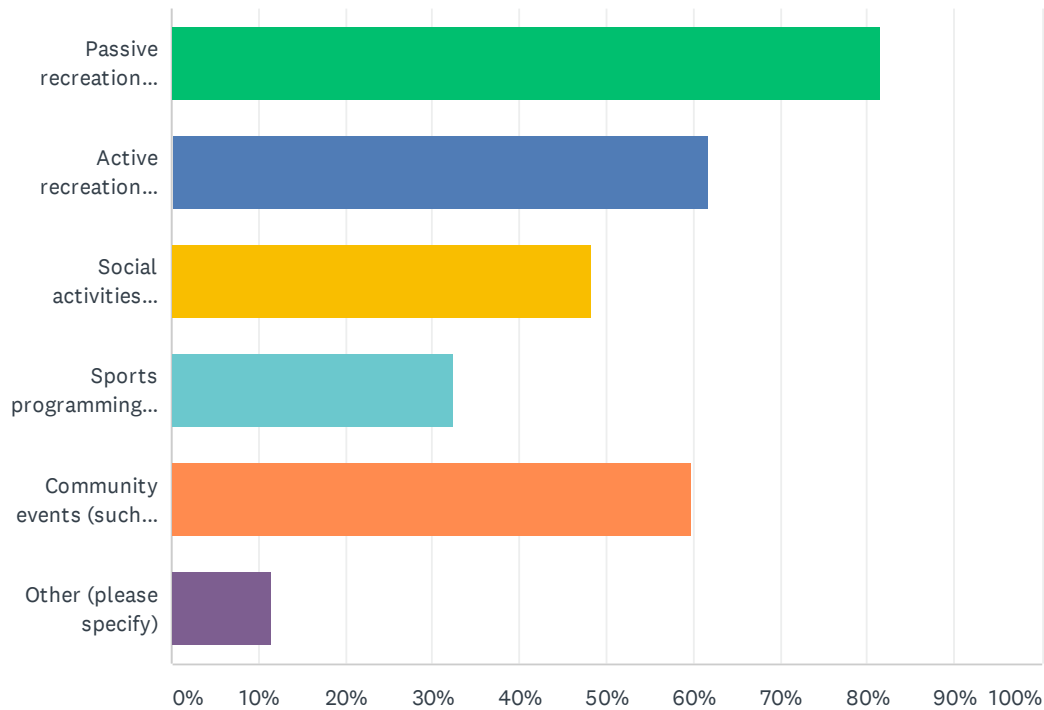
ANSWER CHOICES	RESPONSES	
The parks are better maintained	28.29%	43
The parks feel safer	9.87%	15
The parks are more conveniently located	12.50%	19
The parks have more programming	11.84%	18
The parks have more/better athletic fields	29.61%	45
I didn't know the Borough had any parks	28.29%	43
The parks have better facilities	48.03%	73
Other (please specify)	17.11%	26
Total Respondents: 152		

Atglen Borough Community Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Friendly for dog walking	2/10/2020 4:03 PM
2	Different types of amenities	2/5/2020 9:23 PM
3	Wolf's Hollow for hiking trails & other for kids playing	2/3/2020 5:53 PM
4	I like the paved trails/track at wolf's hollow/octaroro high school. Love the shaded trail at sadsbury woods.	2/2/2020 8:43 AM
5	Not safe to visit parks, you never know who is lurking around .	1/31/2020 7:27 AM
6	Better walking trails, trees, etc.	1/27/2020 5:28 PM
7	Minch park was here when the Penningtonville church park wasnt	1/26/2020 10:45 PM
8	More space, trails	1/23/2020 7:04 PM
9	Close to my home with trails	1/23/2020 7:32 AM
10	Hiking trails	1/22/2020 10:47 PM
11	I want to avoid the boro kids who can be annoying	1/22/2020 5:51 PM
12	I am a walker and like using a variety of spaces.	1/22/2020 5:48 PM
13	Walking/hiking/dog walking	1/22/2020 4:14 PM
14	Other parks have hiking.	1/22/2020 3:12 PM
15	fit my schedule	1/22/2020 12:55 PM
16	Defined walking paths or facilities for biking	1/22/2020 9:59 AM
17	I lived there for 20 years and meet family there	1/22/2020 9:35 AM
18	I go to walk	1/22/2020 9:02 AM
19	Other facilities have dog runs for pets to meet and play with.	1/22/2020 6:51 AM
20	I would love to see exercise classes, like Zumba or yoga class offered during the warmer months. A professional instructor could have you sign up and run the class at the park. Just a suggestion.	1/22/2020 3:49 AM
21	bigger for long walks with the dog	1/21/2020 10:05 PM
22	Hiking or walking trails, biking path	1/21/2020 8:46 PM
23	Walking track, Hiking trails, ball fields, playgrounds....	1/21/2020 6:07 PM
24	Enjoy the hiking trails at Wolf's Hollow	1/21/2020 5:18 PM
25	Wolf's hollow the most because of the trail system	1/21/2020 5:14 PM
26	Walking trails	1/21/2020 5:02 PM

Q4 What types of activities do you or your family prefer? (Select all that apply)

Answered: 157 Skipped: 1



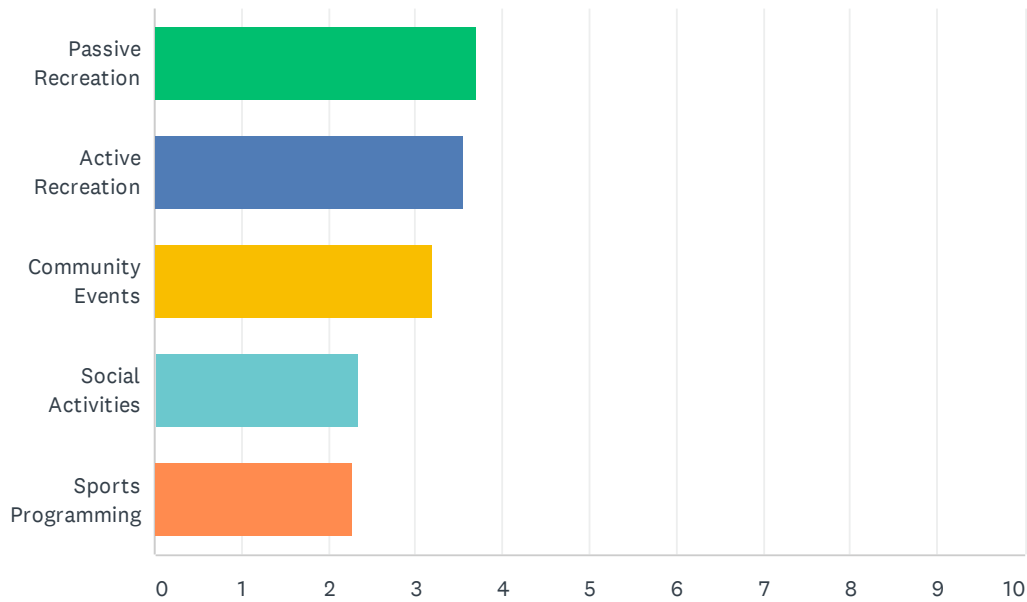
ANSWER CHOICES	RESPONSES	
Passive recreation (such as walking, picnicking etc.)	81.53%	128
Active recreation (such as sports, playgrounds etc.)	61.78%	97
Social activities (such as meeting with friends, neighborhood BBQ etc.)	48.41%	76
Sports programming (such as leagues and tournaments)	32.48%	51
Community events (such as farmers markets, seasonal festivals etc.)	59.87%	94
Other (please specify)	11.46%	18
Total Respondents: 157		

Atglen Borough Community Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Dog walking	2/10/2020 4:03 PM
2	Since I am one senior citizen answering this survey, it does not reflect totally what I feel about having Parks in Atglen	1/30/2020 8:38 PM
3	Hiking with dogs	1/29/2020 10:50 AM
4	Hiking	1/27/2020 5:44 PM
5	Dog walking	1/26/2020 8:44 PM
6	Walking trail or track, tennis court, playground.	1/26/2020 11:47 AM
7	Dog park	1/25/2020 9:28 PM
8	Bike path	1/25/2020 9:06 PM
9	The Atglen Boy Scout Troop 20 camps at Jim Landis park a few times yearly and have gathered for meetings occasionally, especially when focusing on outdoor activities.	1/23/2020 11:45 PM
10	Swimming	1/22/2020 7:30 PM
11	Walking/hiking	1/22/2020 4:14 PM
12	hiking	1/22/2020 3:12 PM
13	Birding	1/22/2020 11:07 AM
14	summer concerts would be really nice and bring more people to Atglen	1/22/2020 7:36 AM
15	A place where my young children can ride bikes without cars or hills	1/21/2020 9:12 PM
16	Do not use parks	1/21/2020 8:51 PM
17	Dog walking!	1/21/2020 5:30 PM
18	Dog park	1/21/2020 5:09 PM

Q5 Please rank the types of uses you would like to see at an Atglen Borough park. (1 most desirable, 5 least desirable)

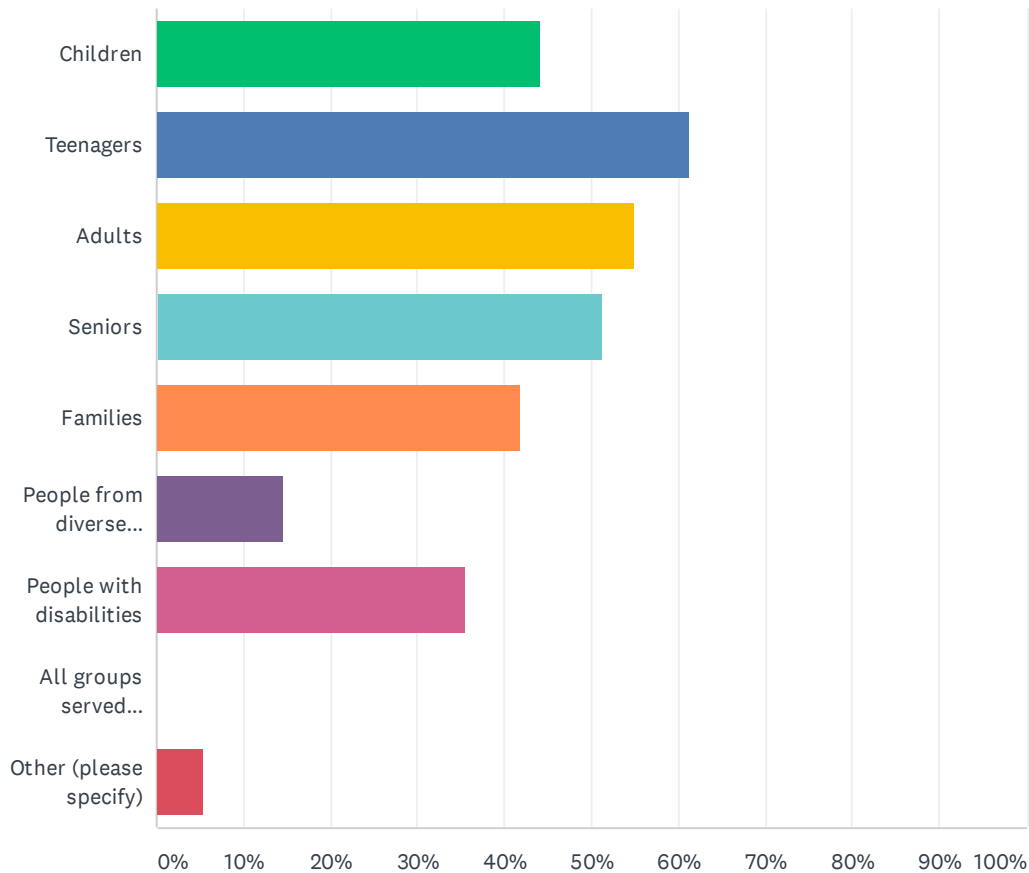
Answered: 153 Skipped: 5



	1	2	3	4	5	TOTAL	SCORE
Passive Recreation	42.07% 61	22.76% 33	13.10% 19	7.59% 11	14.48% 21	145	3.70
Active Recreation	27.40% 40	28.77% 42	22.60% 33	15.07% 22	6.16% 9	146	3.56
Community Events	14.86% 22	25.00% 37	33.78% 50	18.92% 28	7.43% 11	148	3.21
Social Activities	4.67% 7	13.33% 20	16.67% 25	42.67% 64	22.67% 34	150	2.35
Sports Programming	13.91% 21	9.27% 14	14.57% 22	14.57% 22	47.68% 72	151	2.27

Q6 In your opinion, are any of the following groups underserved by the Borough's current parks and open space? (Select all that apply)

Answered: 129 Skipped: 29



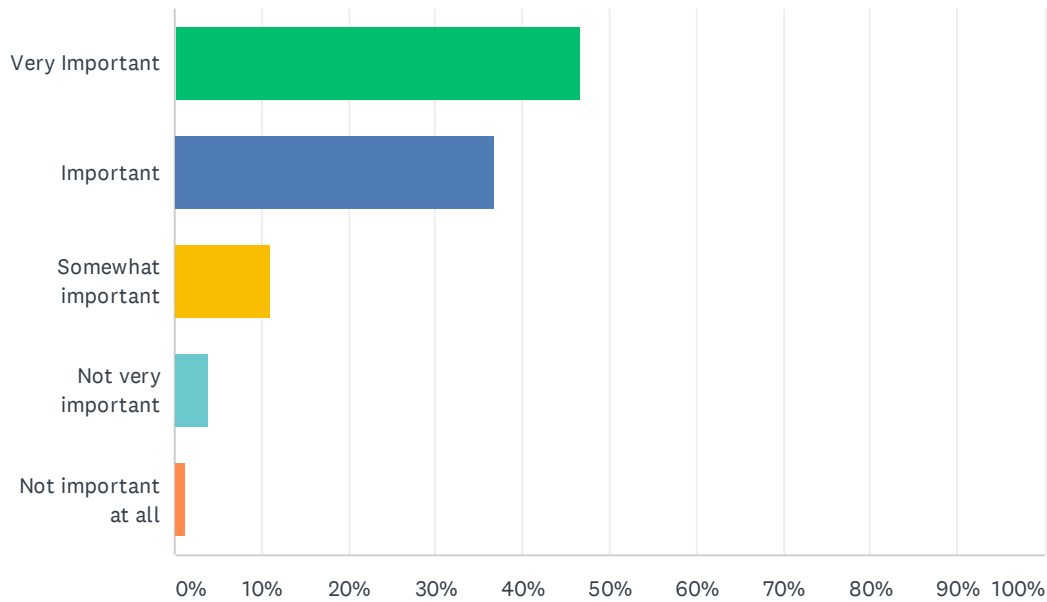
ANSWER CHOICES	RESPONSES	
Children	44.19%	57
Teenagers	61.24%	79
Adults	55.04%	71
Seniors	51.16%	66
Families	41.86%	54
People from diverse cultures/backgrounds	14.73%	19
People with disabilities	35.66%	46
All groups served adequately	0.00%	0
Other (please specify)	5.43%	7
Total Respondents: 129		

Atglen Borough Community Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Skateboarding/bmx	1/31/2020 7:37 PM
2	Dogs	1/29/2020 10:50 AM
3	Dogs	1/27/2020 5:28 PM
4	Not sure don't know what open space offers	1/25/2020 8:18 AM
5	Dogs	1/21/2020 6:25 PM
6	Active adults, singles	1/21/2020 6:07 PM
7	No	1/21/2020 6:05 PM

Q7 How important are parks and recreation programs to the overall quality of life in Atglen?

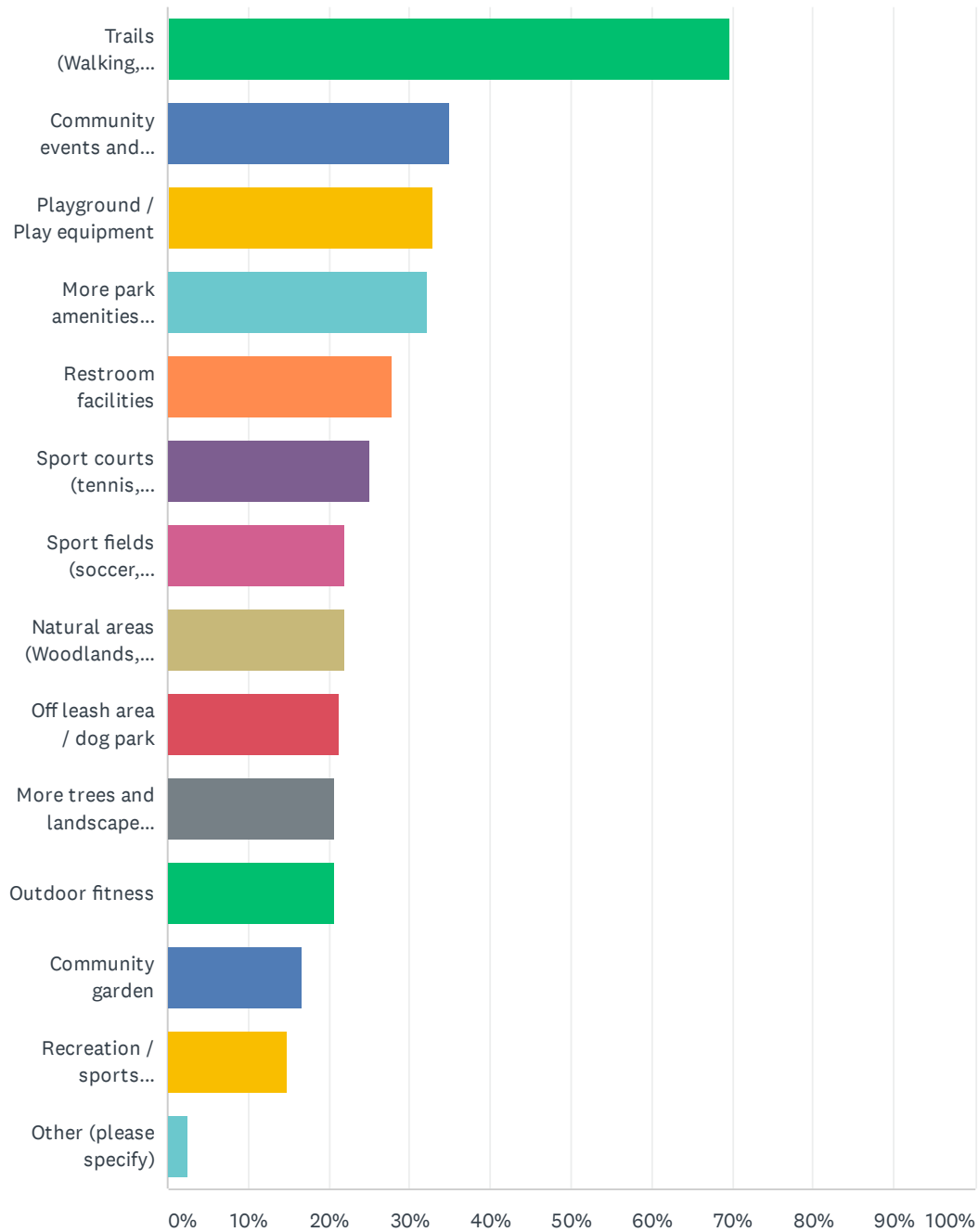
Answered: 152 Skipped: 6



ANSWER CHOICES	RESPONSES	
Very Important	46.71%	71
Important	36.84%	56
Somewhat important	11.18%	17
Not very important	3.95%	6
Not important at all	1.32%	2
TOTAL		152

Q8 In your opinion, what are the top 3 recreational needs in the Borough?

Answered: 155 Skipped: 3



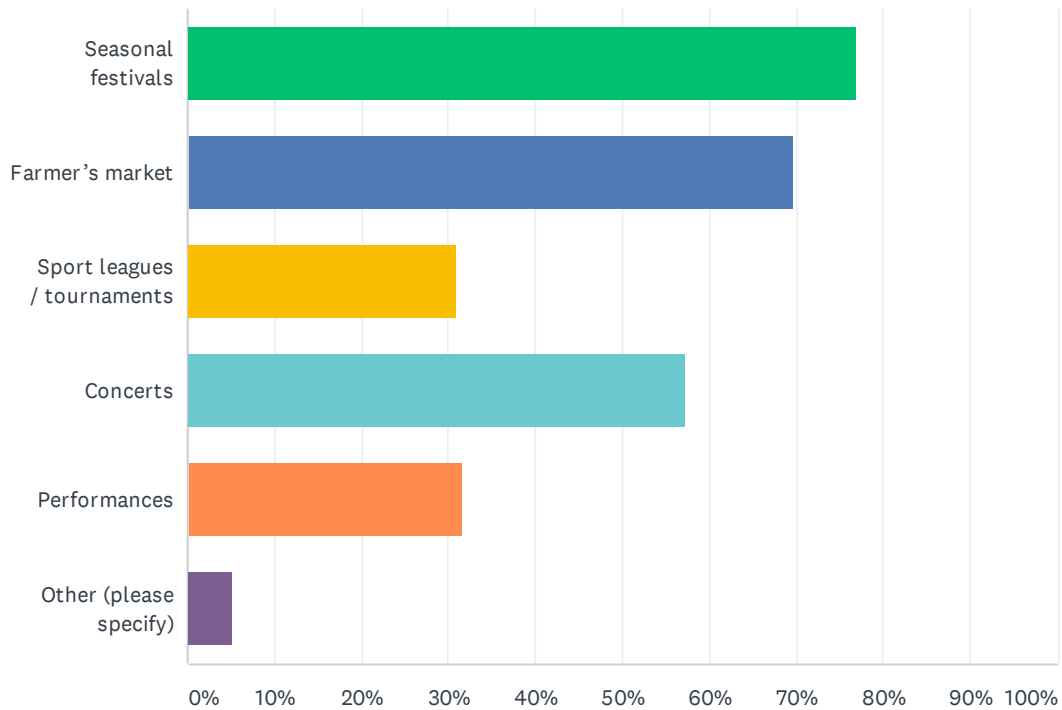
Atglen Borough Community Survey

ANSWER CHOICES	RESPONSES	
Trails (Walking, hiking, biking)	69.68%	108
Community events and public gathering	34.84%	54
Playground / Play equipment	32.90%	51
More park amenities (Drinking fountain, benches, chess/checkers tables, bicycle racks, lighting, shelters, picnic areas etc.)	32.26%	50
Restroom facilities	27.74%	43
Sport courts (tennis, basketball)	25.16%	39
Sport fields (soccer, football, lacrosse, baseball, softball, etc.)	21.94%	34
Natural areas (Woodlands, wetlands etc.)	21.94%	34
Off leash area / dog park	21.29%	33
More trees and landscape enhancements	20.65%	32
Outdoor fitness	20.65%	32
Community garden	16.77%	26
Recreation / sports programming	14.84%	23
Other (please specify)	2.58%	4
Total Respondents: 155		

#	OTHER (PLEASE SPECIFY)	DATE
1	Community pool	1/22/2020 7:31 PM
2	Those posts that hold bags and trash for when you walk your pet.	1/22/2020 5:53 PM
3	Street hockey rink/court	1/21/2020 8:56 PM
4	Volleyball court	1/21/2020 5:41 PM

Q9 What types of programmed events would you like to see in a Borough Park?

Answered: 152 Skipped: 6



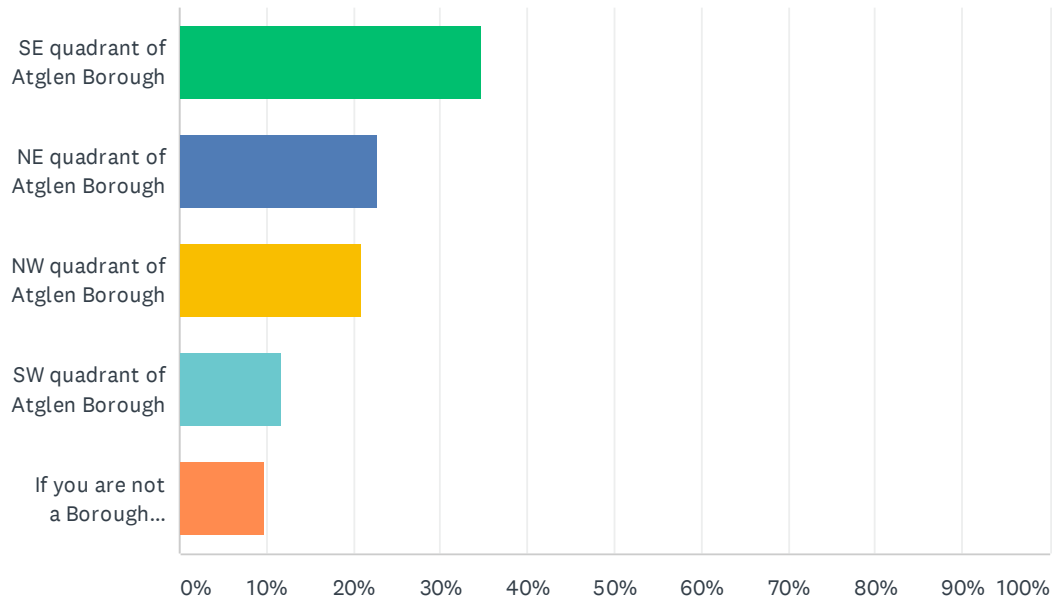
ANSWER CHOICES	RESPONSES	
Seasonal festivals	76.97%	117
Farmer's market	69.74%	106
Sport leagues / tournaments	30.92%	47
Concerts	57.24%	87
Performances	31.58%	48
Other (please specify)	5.26%	8
Total Respondents: 152		

Atglen Borough Community Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Outdoor movie	2/5/2020 9:25 PM
2	5k, running events	1/26/2020 8:45 PM
3	Family movie nights	1/26/2020 11:57 AM
4	Races like 5k, 10k	1/23/2020 7:06 PM
5	As stated exercise classes	1/22/2020 3:50 AM
6	Cafe	1/21/2020 11:34 PM
7	No opinion	1/21/2020 8:52 PM
8	All these are bonuses but not necessarily something that fits in the current demographic	1/21/2020 5:11 PM

Q10 Where do you live? (Using map above)

Answered: 153 Skipped: 5



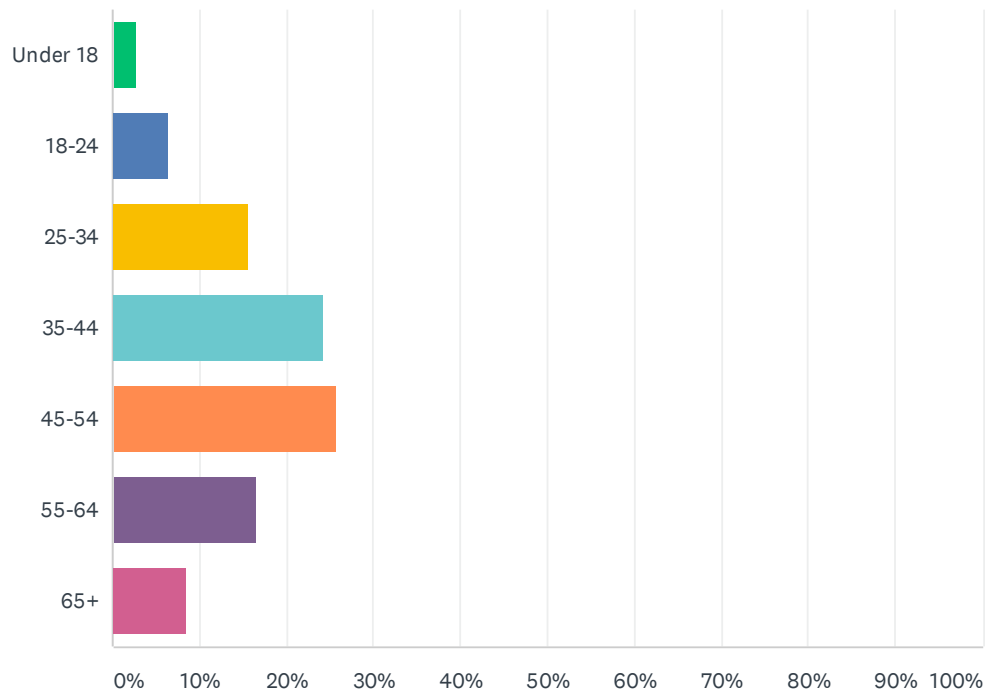
ANSWER CHOICES	RESPONSES	
SE quadrant of Atglen Borough	34.64%	53
NE quadrant of Atglen Borough	22.88%	35
NW quadrant of Atglen Borough	20.92%	32
SW quadrant of Atglen Borough	11.76%	18
If you are not a Borough resident, please specify town where you reside.	9.80%	15
TOTAL		153

Atglen Borough Community Survey

#	IF YOU ARE NOT A BOROUGH RESIDENT, PLEASE SPECIFY TOWN WHERE YOU RESIDE.	DATE
1	West Fallowfield	2/5/2020 9:29 PM
2	Parkensburg	2/3/2020 7:46 AM
3	West Fallowfield	2/2/2020 8:46 AM
4	Sadsbury	1/29/2020 6:22 AM
5	Atglen	1/25/2020 9:08 PM
6	Cochranville	1/23/2020 9:14 PM
7	Parkensburg	1/23/2020 8:18 AM
8	West Fallowfield	1/23/2020 7:33 AM
9	Christiana	1/22/2020 7:10 PM
10	west fallowfield township	1/22/2020 3:13 PM
11	Parkensburg	1/22/2020 12:56 PM
12	Cochranville	1/22/2020 12:56 PM
13	Parkensburg	1/22/2020 12:44 PM
14	Atglen	1/21/2020 6:40 PM
15	Cochranville	1/21/2020 5:36 PM

Q11 What is your age?

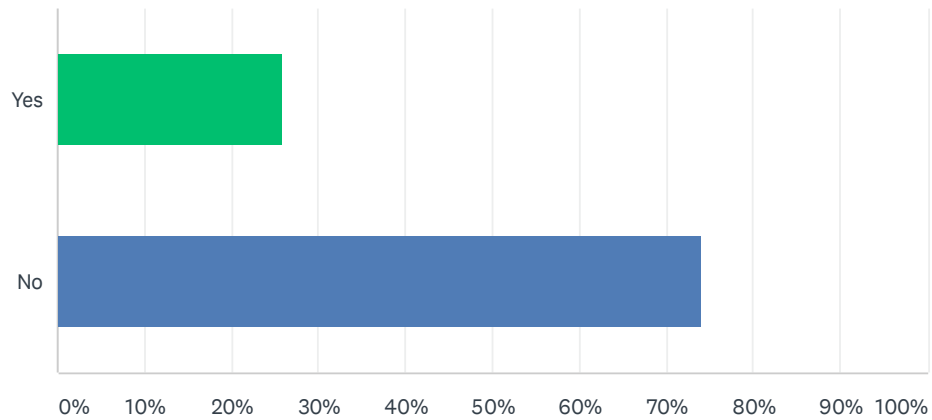
Answered: 152 Skipped: 6



ANSWER CHOICES	RESPONSES	
Under 18	2.63%	4
18-24	6.58%	10
25-34	15.79%	24
35-44	24.34%	37
45-54	25.66%	39
55-64	16.45%	25
65+	8.55%	13
TOTAL		152

Q12 Before taking this survey, were you aware of the Atglen 4-Parks Master Plan project?

Answered: 154 Skipped: 4



ANSWER CHOICES	RESPONSES	
Yes	25.97%	40
No	74.03%	114
TOTAL		154

Q13 Is there anything else you want to share about parks and recreational topics in the Borough?

Answered: 34 Skipped: 124

Atglen Borough Community Survey

#	RESPONSES	DATE
1	I grew up in Atglen and it has always needed a viable, usable park for all the towns residents. I know there was a proposal years ago about developing the park space on valley ave. I would have loved to have a nice park there as a kid. A "dog park" would be greatly used it seems like almost everyone in town has a dog or two and having a place to be able to let them run a little would be awesome.	2/10/2020 4:12 PM
2	Love what you are working to do for the community and appreciate all of the work you have invested!! This is why I love living in this area! Thank you for everything you do!	2/2/2020 8:46 AM
3	More child and teenager activity opportunities.	1/31/2020 7:43 PM
4	Even though I am a senior citizen , I feel that the most important goal of a parks project should be to engage young people, especially those who do not have the wherewithal to do things requiring money and travel.	1/30/2020 8:51 PM
5	Jason schaffer for mayor 2024	1/29/2020 4:22 PM
6	I'm not sure if this falls under parks and recreational but sidewalks and street lights in more areas would make the town much safer. During the cooler months it's dark around 5pm when people are just getting home from work and it'd be nice to be able to run and walk dogs without the fear of getting hit by a car where sidewalks aren't available and there's little to no lighting.	1/29/2020 10:54 AM
7	Have a wall to hit a tennis ball against near the tennis courts!	1/28/2020 10:59 PM
8	We go regularly (a couple times per week) to the Atglen Community Park on Ridge. Would love to see more trees in the parks, more benches, and more walking trails. But there are a lot of dogs in the Borough and even if there was a small dog park area, that would be wonderful. There are not really any close by (Thorndale exit - Downingtown) is the closest one. Wolf's Hollow is BEAUTIFUL but dogs are to be leashed and there are no trash receptacles.	1/27/2020 5:34 PM
9	really would like to see the trails connect with Wolfs Hollow	1/27/2020 11:46 AM
10	I would enjoy walking & or biking trails	1/26/2020 10:48 PM
11	The vibe we've always gotten in this town was that council didn't want to provide any opportunities that would incur a risk to them. I went to a meeting when former pastor of PPC announced the plans his church had for providing a beautiful playground and pavilion that all residents of Atglen were welcome to enjoy and some members of council told him good luck, we want nothing to do with it, hope you have really good insurance. I took my kids there all the time. If there was trash, we picked it up. It's an embarrassment that the big park near Church Street was not kept up. If there is something to do-tennis, basketball, fields- people will use it and do so respectfully. In the event that problems come up a police officer could patrol it but if everyone enjoys it there will be enough community presence to deter destruction.	1/26/2020 10:44 PM
12	Thanks for making Atglen a nice place to live.	1/26/2020 11:59 AM
13	Over the years, Atglen, for a small town, has always had something going on with community events, this is crucial in bringing residents together & fosters good citizenship & Atglen pride. I must mention i was a resident for 25 years & just moved away but i miss Atglen very much.	1/25/2020 4:13 PM
14	Great idea!	1/25/2020 8:25 AM
15	There is a large youth community that enjoys biking, and I think a plan for some sort of action sports area (mountain biking, small jumps) would be well-received and cost effective.	1/24/2020 10:56 AM
16	I did not know the parcel at the western edge of town was part of the park system now. It is a game changer. Lots of space. I want to get involved.	1/23/2020 7:08 PM
17	Work out area and swimming pool would be great!	1/22/2020 7:32 PM
18	Good luck!	1/22/2020 12:56 PM
19	Octorara Soccer Club would love to help the Atglen a pro develop the Valley Road parcel into a soccer field complex/park. This has been mentioned before between the two groups.	1/22/2020 12:56 PM
20	This is great for the borough!!	1/22/2020 12:26 PM
21	A good park systems helps develop a strong sense of Community	1/22/2020 10:01 AM

Atglen Borough Community Survey

22	Farmers Markets, occasional concerts would bring more people to Atglen and make the downtown area more vibrant.	1/22/2020 7:43 AM
23	Would like Valley Ave park to connect to Wolfs Hollow. This could be done via path to Glen run drive, then path through old playground to Steelville Mill rd. Redevelop and extend the existing path on Steelville so that it runs to creek road. Install signage and mile markers along the way. The other parks could also be tied in with signage as well to make one big walking loop trail.	1/22/2020 6:13 AM
24	I would love to see an off road bike trail. Thank you.	1/22/2020 3:53 AM
25	Fix the roads and sidewalks first.	1/21/2020 9:58 PM
26	What is the time line for attaching the Low Grade to Quarryville?	1/21/2020 9:38 PM
27	This project could collaborate so well with school activities, parades back in towns, revenue, and much more!	1/21/2020 9:17 PM
28	Where can I find information on the parks as well?	1/21/2020 9:14 PM
29	Costs to maintain, police servalance, not a hang out	1/21/2020 8:56 PM
30	We love the park by the Presbyterian church, it's close and always feels so safe. Maybe some equipment for the older kids, my kids 9 & 13 need something to do there especially when the little kids are playing, but they want to climb too.	1/21/2020 8:33 PM
31	We have five special needs children and I would absolutely love to take them to a park that is designed for children with disabilities.	1/21/2020 6:40 PM
32	Look a some of the surrounding boroughs for examples of well used, relevant parks, no just empty spaces. Playgrounds are nice but not all users have young children.	1/21/2020 6:12 PM
33	The land at the west end of town isn't usable at this time.	1/21/2020 6:05 PM
34	I would really, really love to see an emphasis on a community garden, or even those 'edible forests' where fruit trees are planted. Also something for dogs, almost every house I pass has a dog.	1/21/2020 5:34 PM

APPENDIX C

STAKEHOLDER INTERVIEWS

Demographics:	Participant 1	Participant 2	Participant 3	Participant 4	Participant 5	Participant 6	Participant 7	Participant 8 and 9	Participant 10	Participant 11
How long have you lived in Atglen	Jennifer: 19 yrs. John: 3yrs.	Since 1973. Raised her family here	couple months as new homeowners. Both grew up in the area - Rick in Atglen, Ally nearby.	17 yrs. originally from Lancaster County	1984 (John) 10 (Lisa)	16yrs... from WestChester	24 years - is Atglen Public Works manager.	both lived in Atglen their entire lives	14 years	14 years - husband got job in Christiana, use to drive through Atglen to commute from Thorndale
What do you like about living in Atglen	family friendly, well maintained, safe	safe. Connection w.community. Healthy to raise kids.	Family friendly, safe location. They live adjacent to the park. Live near family. Easily accessible to everywhere.	small town feel. People. Walk to everything. Love my neighbors.	feels like a community. Know neighbors. There are town events. (Jeff) restaurants w/in 10 minutes, church putting the playground , more events.	less crowded than Delaware County. More land, moderately more privacy. Lives next door someone running	Like the small town feel and the caring community		Octorara School District, small town feel, is a very clean community, meets their needs	small town feel, everyone knows everyone, everyone has each others back, people want businesses but might ruin the quaint feel.
Do you have any children?	7 (28, 27, 25, 22, 21, 20, 13 years old) Move in when eldest was in 4th grade.	yes. Now out of the house.	expecting their first child now.	3 daughters, 14, 11, 7.	4 total - 21 [out of the house], 18, 9 & 6	16, 13 both boys.	2 children	-	2 children (6, 11)	3 children (19, 13, 10)
Do you have any Pets?	2 dogs, 2 cats	used to have dog	None - but Rick LOVES dogs.	dog	2 dogs & fish	leopard gecko.	dogs	JH - dogs	dog	4 pets (1 dog, 3 cats) walk dog 3x/day & goes to Wolfs Hollow w.dog. On the fence re:dog park/aggressive dogs. Trails for walking dogs. People always out walking dogs. Poop bag stations.
Did you participate in the 4 Parks Survey	Jennifer did. John did not	did participate in survey	Rick did. Ally did not	did participate in survey	jeff did/Lisa did not	nope			yes	yes
Where/how do you get info and/or announcements re: Atglen Borough?	Various locations & via email:	various	various	Courier summarizes past happenings	posted info around town.	doesn't get a whole lot....	works for Borough		on Parks and Rec Committee, future Chair	
Borough website	x	occasionally	occasionally							Rarely
Borough Facebook page	x		X	X	X					x
word of mouth	X	neighbor active w.Borough								
library	x	X		X						
other?	mayor's email blast; banners, JD Echtman lawn signs,	Newsletter stuffing in bill.emails from Borough	bill stuffer.	bill stuffer, Church postings, emails	1/4ly news letter in stuffer	1/4 ly news in stuffer. Posted in neighborhoods. Through her boys in scouts.				Borough meetings, talk with Caren, Husband is mayor
Questions for Adults:										
How you do spend your time when you're not working (or taking care of your children, or in school, etc.)	relaxing @ home in yard, bar-b-que, gym, walks in neighborhood, to the beach @ their cabin.	reading, chorus (Lancaster), music, poetry group, library programs & books.	visiting family. Avid runners, hikers, like to go fishing, see movies	watch other kids.	Run or work out in town. Out to dinner, Chesapeake, visit families.	to the gym sometimes, walks in neighborhood. She's a teacher in Garnett Valley School District)	likes walking trails, walking dogs		organizes community events as part of P&R committee	Run in the borough, hike with the family (Wolf's Hollow, ChesLen Preserve)
What type of rec. activities do you do & where do you typically go?	Mid 50's. They're happy hanging at home, taking walks, etc.	walk w.friends out of town along rd. (not ideal w/traffic). See	Running in borough. Hike in Wolf's Hollow. Basketball & soccer pick up games.	walk/hike wolfs hollow. Home in the Poconos.	Wolf Hollow,	LOVE a good, marked walking trails (how far)	trails in Wolf's Hollow	Hiking, running		Run, hike, being outside
active	John: wiffle golf		running, soccer, fishing, hiking	Moccasin Run for golf	softball (GAP) Soccer, running	softball in summer.baseball fields for boys little league. Hiking or tails off road.		sports, trails		
passive	have some wine in back yard					playground.				
spectator or player	Spectator if known about.	Cultural/perfoming arts: plays, orchestra, dance, museums via driving or AMTRAK @ Parksburg & SEPTA @Thorndale.	hockey , phillies		golf @ Moccasin Run.	41/30 intersection near gas station. It has nice bigger equipment.				
What is your perception of Atglen' s Parks and open space?	one real park for young kids, clean, centrally located, not well used	Improvements for kids, beyond young children. More playing fields and courts, with bleachers for spectators. Walking trails.	Enjoy expanded areas. Plenty of opportunity. Picnics in park.	ridge ave. Community day. Don't use other spaces... exercise mind & body.	love the playground. Tennis courts. Unless you know it's there its there. No signs.	not really a whole lot available.	not much happening. Underused		hardly aware they are there. Penningtonville Park is most used, it is the only one people know about	Current spaces are not being utilized which makes it hard to call them parks
Aside from Park and Rec needs, what key issues face the Borough?	A luncheonette, although previous went out of business.	would love small grocery store... like what used to be there.... Small restaurant/luncheonette.	Water drainage is poor under the train tracks in tunnel, basement flooding when it rains.	outlets/engagement for teens. Skate board/bike... Dallas Ave. Kids congregating . Nice to have more trees/shade.	Need businesses, supermarket, lunchette (Wawa alternative)	paying water/sewer bills should be more convenient - take it out of account., rather than penalty for credit card. Cost for picking up trash.	There are financial challenges with a small Borough. Atglen owns municipal services which are costly and require management		Embrace positive change & limit negatives. Don't want the community to stagnate, but don't want overall character to change.	Nothing comes to mind
What are the strengths of the current parks & open spaces in Atglen?	community looking for change, i.e. landscaped public gathering space	Large parcels (Rte. 41 and Christiana) Connection to regional trail system.	The increased number of parks. Facilities are accessible.	we have a playground now. Some seating	Community events at parks - and the Church's playground. But, there aren't really any improved spaces or facilities.	Community Day w.vendors. Public Library Wizard festival.				The only strength is that borough owned spaces exist to be improved
What are the weaknesses of the current parks & open spaces in Atglen?	No place to go to meet and talk w.neighbors.	possible creation of arts /community center.	Soccer field gets muddy, tennis court needs net. Spectator seating for soccer field. Fishing location. Dog park would be great.	Seating: picnic/park benches. Trees. Wildflowers: sustainable community gardening, Dog Park/maybe better further out. Community trail.	No signage saying an area is public. Need teen rec space/area. No sidewalks,biking & running in traffic. Dog Park may be nice/concern re: "not right next to me." Lack community gathering space.	not really a whole lot available.	parks don't offer opportunities for children of all ages, parks had issues in the past with kids hanging out and causing issues	not a lot of trails in the Borough	nothing for older children. Parks don't provide experiences for users of all ages. Need more space for organized sports	Currents parks and open space are not inclusive and doesn't appeal to the greater community. Atglen is not very well lit.
Do you use other parks & open spaces outside of the Borough?	Wolf Hollow for nicer nature walks w.dogs.	Wolf's Hollow ... wooded trials, picnic tables,	Wolf's Hollow. Park in Gap.	Hibernia Park (girl scouts)	Gap, Parksburg's park but its deteriorating. Wolf's Hollow. West Chester sometimes.	behind Hess gas station @ Rte 41/30. other school fields.	Wolf's Hollow	Wolf's Hollow, Gap Community Park	small neighborhood park of Glen Run (Penningtonville Meadows)	ChesLen Preserve, Hibernia Park, Enola low grade, Chester Valley Trail, Wolf's Hollow
Does the Borough hold any events at their parks or open spaces? Do you attend?	NOT all Borough events: church/library/private. Garage days, Harry Potter Day, Childrens' events, Atglen Community Days, Pumpkin carving.	Community Day & Harry Potter Festival (attends both)	Holly Potter Festival. Community day. Yard sales	Community Day w.covered bridge day, Wizard's fair. OABest, color run, scholastics	Community Day, Wizards Fair. Couple of summer's Market was nice. (winery, candle market, candles, First Friday/Last Fridays/	Community Day w.vendors. Public Library Wizard festival.	Community Day, car show, Wizard Festival	Community Day, Wizard Festival	5k run on Community Day, community clean up day, community yard sale (private homes), community light festival (private homes)	Tree Lighting at church, Wizard Day, Community Day
What is the Borough's greatest asset?	People's sense of pride, sense of ownership, stable, middle class	Library. Great director. Desire for more adult programming.	atmosphere, clean, friendly inviting. Welcoming. Eager to help.	people, borough manager!,	Atmosphere as a quite, homey place. People respect privacy. Open, uncongested small town, homey feel.	Mayor is better known & trustworthy. Nice to hear about large parcel that's opportunity.			Octorara School District	Caren, public works, all the behind the scene people that the community takes for granted
What does "community" mean to you?	place where you know your neighbors, safe. "lend a hand, get a hand."	day care center. Loving neighbors who are there if you need them, respect privacy. Good friends met thru a service organization.	working together, to maintain quality/character. Friendship/companionship, working together	togetherness/support.	The sense of people coming together, helping out. Pride in where you live. Knowing your neighbors.	ability to come together and also understand not everyone will agree... Being a part of something, inclusion - be a part of something.				People who come together and enjoy each other's support and company.
Questions for Teens:										
Where do you like to spend time in the Borough?							Would like connected trail system, designated sports fields are important, downtown could use business activity (cafe or pizza shop)	both really enjoy the community events	Dog park good, events can be tough i.e. Farmer's mkt. band events failed). Library programs & director are great. Consider coffee shop w.new library.	90% of the time leaves borough for recreation. Atglen in general is not very well lit and dark at night -- Valley Ave. is very dark.
What do you like about living in Atglen?								at home and friend's houses		
Do your friends live in the Borough?								like the community events, like the outdoors		
Do you and your friends visit any parks or open space in the Borough?								have friends inside and outside of borough		
What do you do there?								Church Street Park for field hockey and soccer, JH to Enola Low Grade trail		
Why don't you visit parks or open space?										
Are you involved with any extracurricular activities at school? (sports, clubs, volunteering etc.)								Went to Penningtonville Church playground when young, not much now bc no amenities for older kids, Church St. Park can feel unsafe.		
How do you get around in the Borough?								both involved in school band, SB plays field hockey, JH plays soccer, run, bike		

APPENDIX D

REFERENCE DOCUMENTS

14801 272

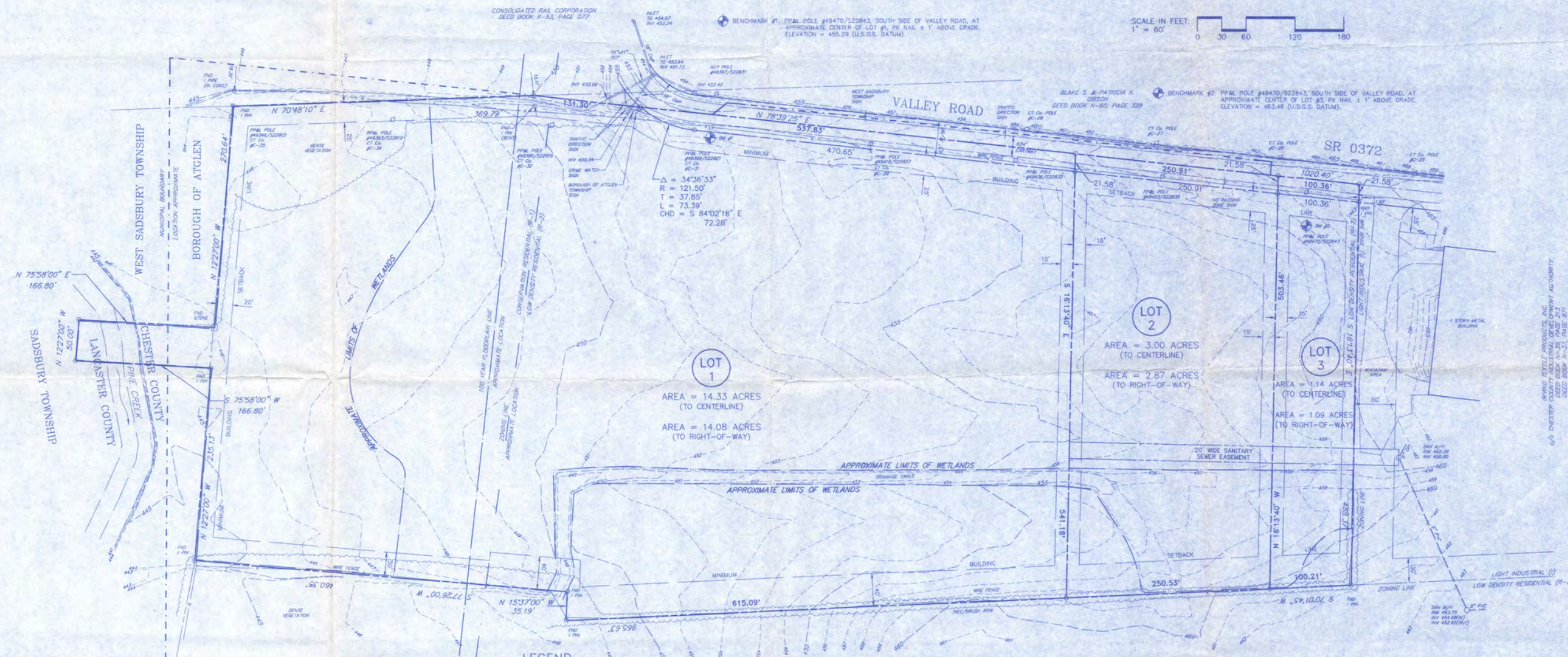
RECORDED OF DEEDS
CHESTER COUNTY, PA.

99 FEB 11 AM 11:16

14801 Og 272



SCALE IN FEET:
1" = 60'



GENERAL NOTES

1. ALL UNDERGROUND UTILITY/SERVICE LINES ARE SHOWN GRAPHICALLY BASED UPON SURFACE FEATURES, PLANS OF RECORD AND VERBAL INFORMATION AND MUST BE FIELD VERIFIED PRIOR TO ANY CONSTRUCTION ACTIVITY.

- LEGEND**
- | | |
|---------------------------|-------------------------------|
| BENCHMARK | TREE LINE |
| UP ST UTILITY POLE | OE OVERHEAD ELECTRIC LINE |
| LS LIGHT STAND | UE UNDERGROUND ELECTRIC LINE |
| TH FIRE HYDRANT | OT OVERHEAD TELEPHONE LINE |
| WV WATER VALVE | UT UNDERGROUND TELEPHONE LINE |
| SI STORM WATER INLET | W UNDERGROUND WATER LINE |
| SM SANITARY SEWER MANHOLE | G UNDERGROUND GAS LINE |
| CO CLEAN OUT | SS STORM SEWER PIPE |
| CT CONIFEROUS TREE | SS SANITARY SEWER PIPE |
| DT DECIDUOUS TREE | X FENCE |
| SB SHRUB/BUSH | |

Rec'd in Chester Co. Pa. in

14801

Map drawn by: H. Rowland & Grubic, Inc. Date: 11/16/98

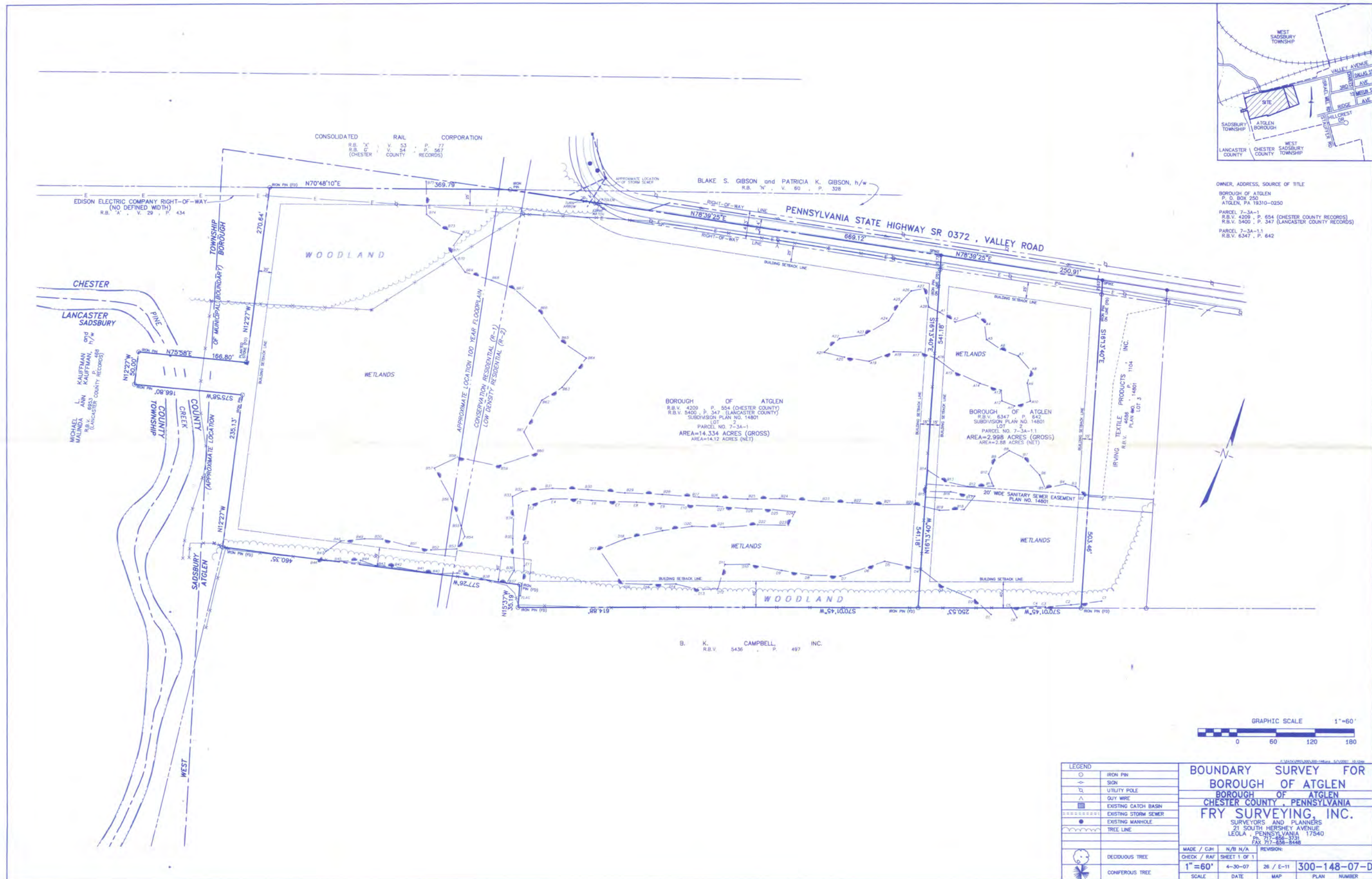
NO.	REVISION	DATE	BY

HRG Engineering & Related Services
Herbert, Rowland & Grubic, Inc.
1846 Charter Lane, Lancaster, PA 17601 (717) 291-1783
Harrisburg • Lancaster • State College • Gettysburg • Pittsburgh

BOROUGH OF ATGLEN
PO BOX 250
ATGLEN, PENNSYLVANIA 19310

SUBDIVISION PLAN
FOR
VALLEY ROAD TRACT
LOCATED IN
BOROUGH OF ATGLEN, CHESTER COUNTY, PENNSYLVANIA

PROJ. MGR. ASK	SHEET NO.
DESIGN	2
DRAFT SGN	DRAWING NO.
CHECKED	2 OF 2
SCALE 1" = 60'	PROJECT 2625.033
DATE 11/16/98	



OWNER, ADDRESS, SOURCE OF TITLE
BOROUGH OF ATGLEN
P. O. BOX 250
ATGLEN, PA 19310-0250
PARCEL 7-3A-1
R.B.V. 4209, P. 654 (CHESTER COUNTY RECORDS)
R.B.V. 5400, P. 347 (LANCASTER COUNTY RECORDS)
PARCEL 7-3A-1.1
R.B.V. 6347, P. 642

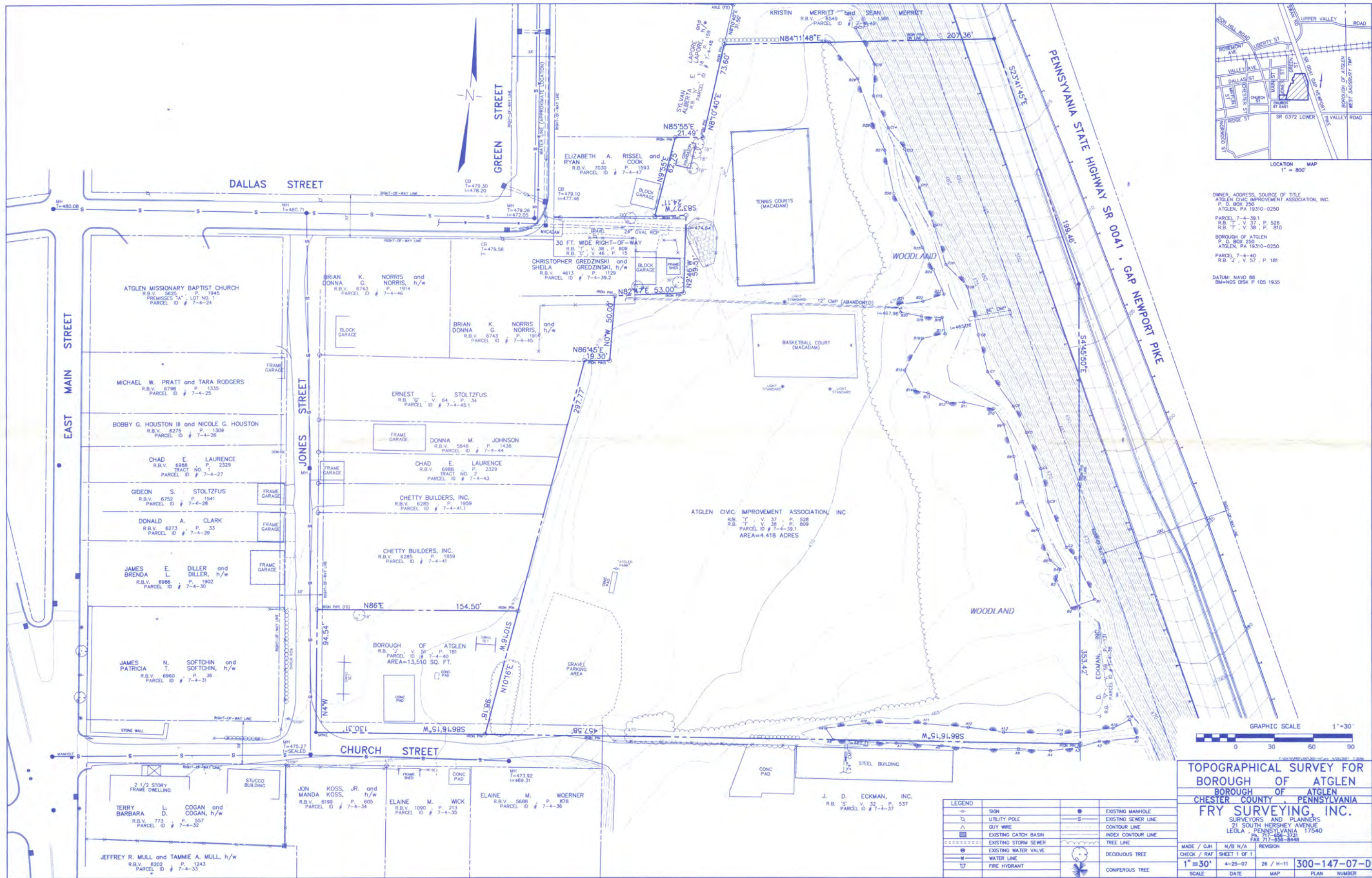
BOROUGH OF ATGLEN
R.B.V. 4209, P. 654 (CHESTER COUNTY RECORDS)
R.B.V. 5400, P. 347 (LANCASTER COUNTY RECORDS)
SUBDIVISION PLAN NO. 14801
LOT 2
PARCEL NO. 7-3A-1
AREA=14.334 ACRES (GROSS)
AREA=14.12 ACRES (NET)

BOROUGH OF ATGLEN
R.B.V. 6347, P. 642
SUBDIVISION PLAN NO. 14801
LOT 2
PARCEL NO. 7-3A-1.1
AREA=2.998 ACRES (GROSS)
AREA=2.58 ACRES (NET)

B. K. CAMPBELL, INC.
R.B.V. 5436, P. 497



BOUNDARY SURVEY FOR			
BOROUGH OF ATGLEN			
CHESTER COUNTY, PENNSYLVANIA			
FRY SURVEYING, INC.			
SURVEYORS AND PLANNERS 21 SOUTH HERSHEY AVENUE LEOLA, PENNSYLVANIA 17540 PH 717-856-3331 FAX 717-856-8448			
MADE / C.H.	N/B N/A	REVISION:	
CHECK / R.A.F.	SHEET 1 OF 1		
1"=60'	4-30-07	26 / E-11	300-148-07-D
SCALE	DATE	MAP	PLAN NUMBER



OWNER, ADDRESS, SOURCE OF TITLE
ATGLEN CIVIC IMPROVEMENT ASSOCIATION, INC.
P.O. BOX 250
ATGLEN, PA 19310-0250
PARCEL 7-4-39.1
R.B. T. V. 37, P. 528
R.B. T. V. 38, P. 810
BOROUGH OF ATGLEN
P.O. BOX 250
ATGLEN, PA 19310-0250
PARCEL 7-4-40
R.B. J. V. 57, P. 181
DATUM: NAVD 88
BM=NGS DISK P 105 1935

TOPOGRAPHICAL SURVEY FOR
BOROUGH OF ATGLEN
CHESTER COUNTY, PENNSYLVANIA
FRY SURVEYING, INC.
SURVEYORS AND PLANNERS
21 SOUTH HERSHEY AVENUE
LEOLA, PENNSYLVANIA 17540
TEL 717-858-3448
FAX 717-858-3448

MADE / C.H. N/B N/A REVISION
CHECK / R.A.F. SHEET 1 OF 1
1"=30' 4-25-07 26 / H-11 300-147-07-D
SCALE DATE MAP PLAN NUMBER

LEGEND	SYMBOL	DESCRIPTION
—	—	EXISTING MANHOLE
—	—	EXISTING SEWER LINE
—	—	CONTOUR LINE
—	—	INDEX CONTOUR LINE
—	—	TREE LINE
—	—	DECIDUOUS TREE
—	—	CONIFEROUS TREE
—	—	EXISTING WATER VALVE
—	—	EXISTING WATER LINE
—	—	EXISTING STORM SEWER
—	—	EXISTING CATCH BASIN
—	—	UTILITY POLE
—	—	QUY WIRE
—	—	FIRE HYDRANT

APPENDIX E

CONCEPT SKETCHES



Concept A is based on the future extension of the SEPTA Regional Rail line to Atglen. The plan incorporates the recommendations from the Atglen Station Concept Plan developed for the Chester County Planning Commission. Due to SEPTA utilizing the existing rail corridor, the Chester Valley / Enola Low Grade Trail connection is proposed as a shared use path along Valley Avenue. A trailhead is located along Valley Avenue. A rain garden provides stormwater management on-site.

Advantages:

- + Concept accommodates future SEPTA Regional Rail service to Atglen
- + Concept provides a parking lot reserved for Borough Hall business
- + Rain garden serves as Green Stormwater Infrastructure to capture water from adjacent paved surfaces

Disadvantages:

- SEPTA infrastructure and related hardscape limit opportunities for remainder of site
- SEPTA infrastructure may restrict use of railbed as future trail corridor
- Concept requires extensive paving and impervious surface on site
- Significant impact to existing site infrastructure and trees
- Significant grading required to achieve concept





Concept B is based on the Chester Valley / Enola Low Grade Trail extension occurring within the existing rail bed. The plan creates a direct link from the trail to the Borough core via an at-grade trail connection. A trailhead along Valley Avenue provides a high-visibility link to the trail, with a small parking area provided for trail users. The northwest corner of the space incorporates an area for a playground.

Advantages:

- + Chester Valley Trail / Enola Low Grade Trail alignment utilizes existing SEPTA rail bed. The plan provides a direct connection between the trail to downtown
- + Plan provides a parking lot reserved for Borough Hall business.
- + Plan provides parking area for trail users
- + Opportunity for an outdoor playspace within the downtown core
- + Reorganized parking area provides opportunities for extension of garden space adjacent to Borough Hall
- + Avoids / limits disturbance of water vault in lawn area.
- + Preserves existing trees

Disadvantages:

- Does not accommodate future SEPTA Regional Rail service to Atglen. Improvements would be removed if future rail service is provided
- Adequate protection must be provided to protect pedestrians from active Amtrak rail line
- Moderate grading required to create trail connection





Concept A is inspired by the existing programming of the park, improving upon the existing assets to enhance its functionality and use. It includes a renovated soccer field, parking lot, small restroom and storage facility to accommodate the local soccer club. The southwestern corner of the parcel provides an opportunity for a fenced dog park. A basketball court and outdoor playspace anchor the northern end of the site.

Advantages:

- + Parking lot provides parking for soccer games
- + Restroom (composting toilet)
- + Storage facility to be utilized by soccer club
- + Improved soccer field
- + Fenced in dog park is separated from remainder of site and close to parking lot
- + Improved dry stream corrects existing drainage problems
- + Basketball court
- + Plantings create buffer from neighboring homes

Disadvantages:

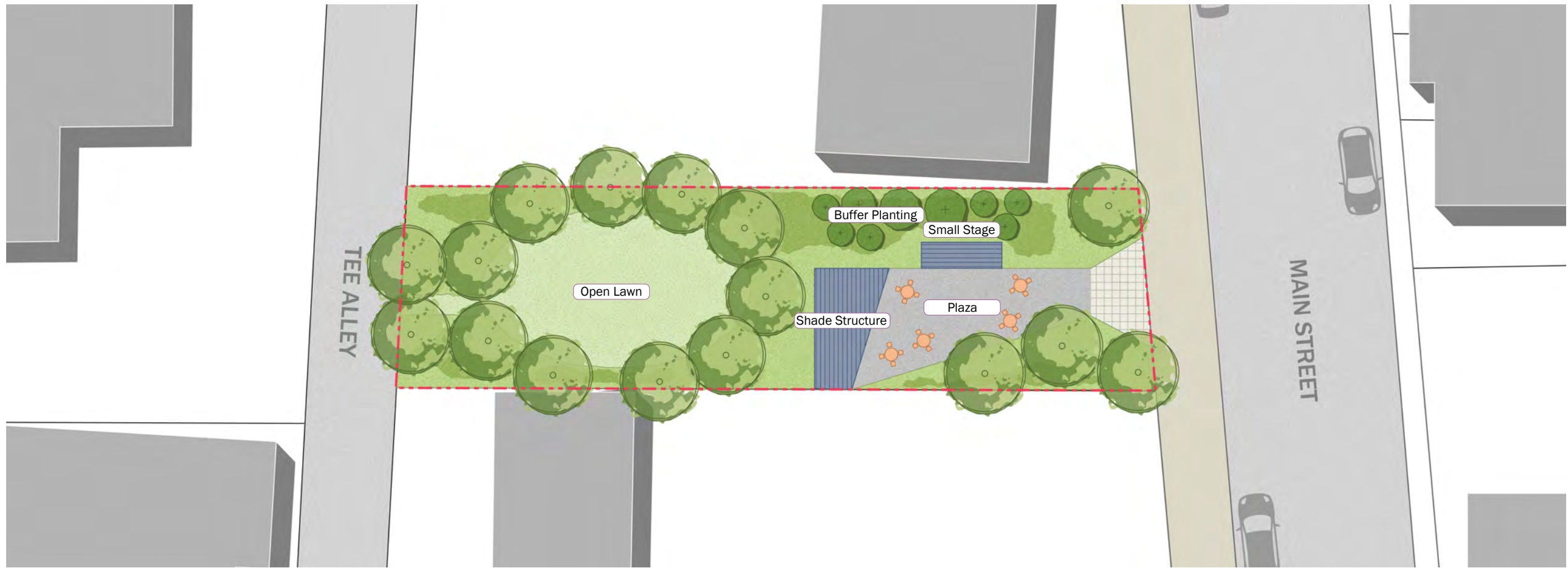
- Dog park is at the “front door” to park
- Trail dead ends and does not provide continuous loop
- Parking lot can accommodate vehicles for events, however may be not well-utilized on non-sporting event days



Concept B provides a flexible community park space near the municipal heart of Atglen. The core of the park includes a plaza space with park pavilion adjacent to an open lawn that that could be used for recreation and social gathering. The plan contains two separated play spaces, a traditional playground space adjacent to the plaza and a natural play area that straddles a dry stream and is set within meadow and woodland environs. The entrance to the park contains a small plaza and adjacent community garden.

- Advantages:**
- + Small parking area off Church Street limits impact of parking on the site
 - + Entrance plaza creates a welcoming front door to park
 - + Pavilion structure, plaza, and great lawn provide significant community gathering space within the Borough core
 - + Looped trail creates a continuous pedestrian route through the park
 - + Playground and natural play area provide different types of play and recreation opportunities for children and teens. Playground can utilize existing slope as play feature
 - + Improved dry stream corrects existing drainage problems and is incorporated as feature in natural play space
 - + Passive meadow space provides opportunity for ecology and habitat
 - + Community garden at park entrance is located next to parking
 - + Plantings create buffer from neighboring homes

- Disadvantages:**
- Insufficient space for traditional organized sports programs
 - Existing soccer shed would need to be relocated



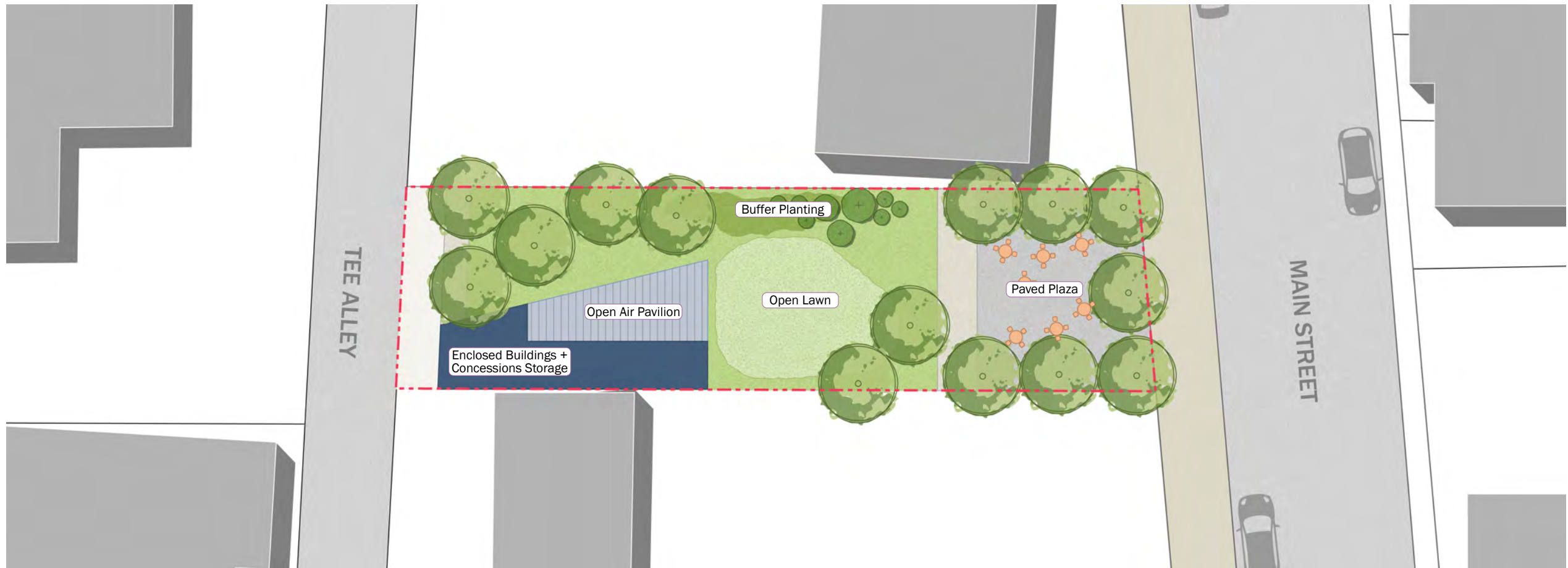
CONCEPT A

Advantages:

- + Small stage adjacent to plaza provides location for events and casual seating
- + Hardscaped plaza includes tables and seating along Main Street
- + Shade structure provides visual interest and protection
- + Plantings provide buffer from adjacent apartment building
- + Landscaped area in southeast corner limits impact of existing site utility area
- + Open flexible lawn space

Disadvantages:

- Stage is close to apartment building. Activities on stage could impact apartment residents.



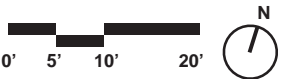
CONCEPT B

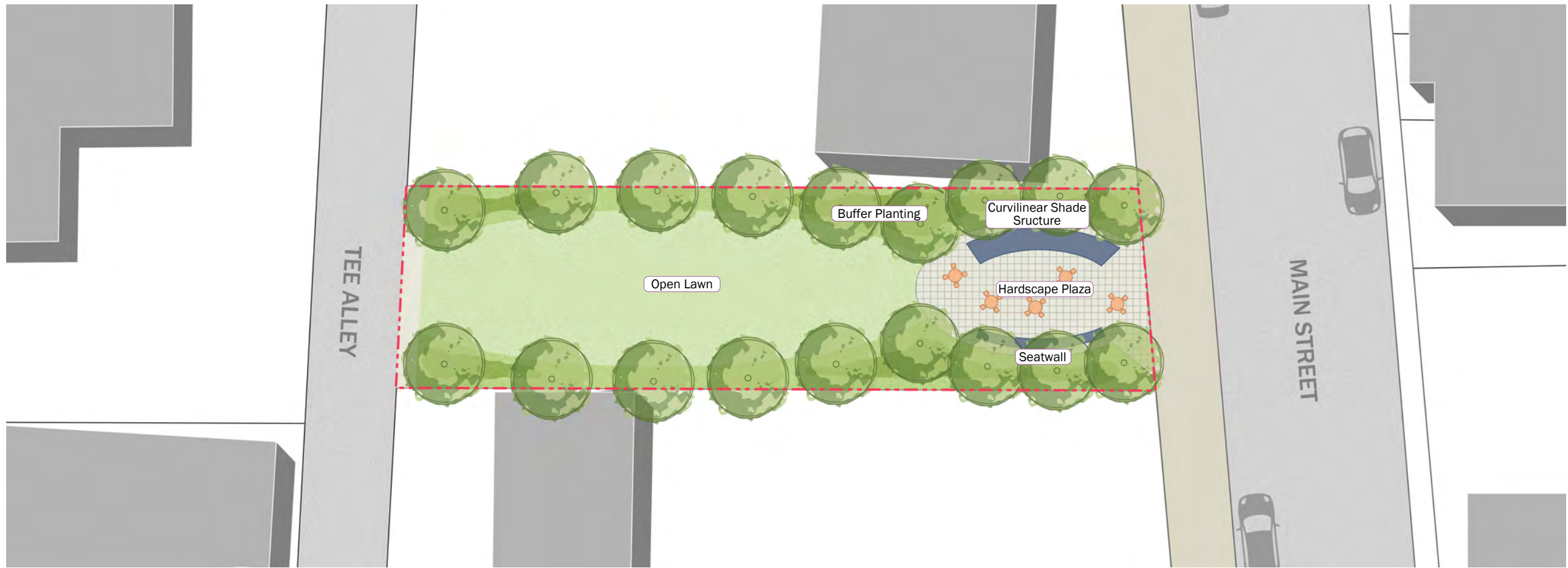
Advantages:

- + Structure provides area for active use and storage
- + Lawn space provides opportunity for flexible use
- + Hardscaped plaza includes tables and seating along Main Street
- + Open air pavilion provides visual interest and protection
- + Plantings provide buffer from adjacent apartment building
- + Open flexible lawn

Disadvantages:

- Existing utility area impacts southeast corner of plaza





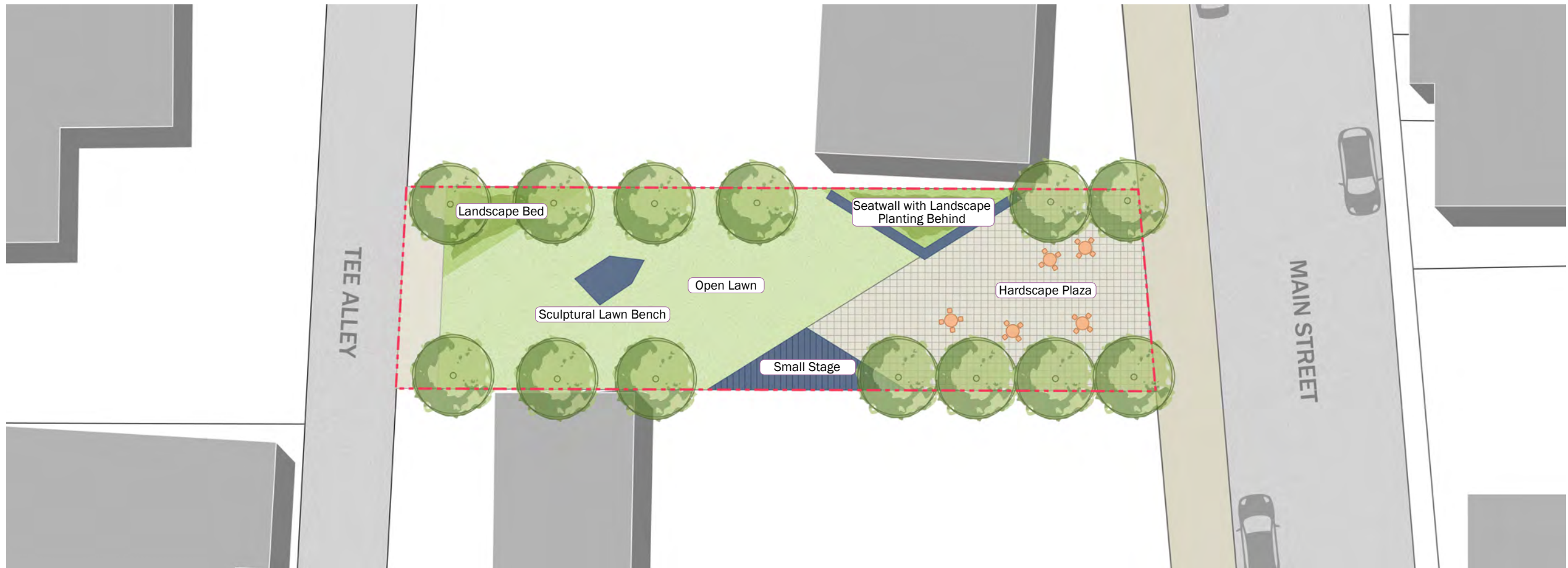
CONCEPT C

Advantages:

- + Large flexible lawn provides opportunities for active use and community events
- + Hardscaped plaza includes tables and seating along Main Street
- + Seatwall provides permanent seating element in plaza
- + Shade structure provides visual interest and protection
- + Plantings provide buffer from adjacent apartment building
- + Landscaped area in southeast corner limits impact of existing site utility area

Disadvantages:

- Lack of storage space and facilities for community events.



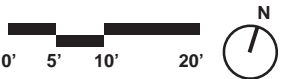
CONCEPT D

Advantages:

- + Lawn provides opportunities for active use
- + Hardscaped plaza includes tables and seating along Main Street
- + Seatwall provides permanent seating element in plaza
- + Seatwall and plantings provide buffer from adjacent apartment building
- + Small stage provides location for events and casual seating. Stage can be viewed from lawn or plaza.
- + Sculptural lawn bench provides interesting visual and functional element

Disadvantages:

- Events on stage could impact residents of adjacent apartment building.
- Existing utility area impacts southeast corner of plaza





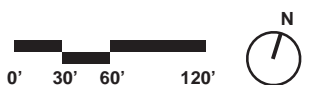
Concept A proposes a passive recreational and naturalized park. It features walking trails that weave through a series of distinct environs, including woodlands, floodplain, and meadows. The concept provides a natural, habitat-rich park that exhibits significant ecologies of the region. A park pavilion and simple restroom facility provide amenities for visitors. Gathering spaces are located throughout the park that include seating and signage. An extensive natural play space takes advantage of existing site features.

Advantages:

- + Significant opportunities for ecologic / habitat restoration and education:
 - + Woodland
 - + Meadow
 - + Wet Meadow / Riparian
- + 20-space parking lot provides adequate level of parking for passive park use
- + Pavilion structure located within lawn may be utilized for gatherings and casual use
- + Nature trail throughout site provides distinct pathways and loops for use
- + Gathering spaces with seating along trail loop provide intermittent locations for rest and provide opportunities for education
- + Standalone restroom (composting toilet)
- + Minimal grading required to achieve site improvements
- + Trailhead is located near parking lot
- + Boardwalks protect sensitive site areas
- + Restricts development in wetlands and floodplain

Disadvantages:

- Natural play area is far from parking lot
- The stream at the natural play area requires improvements to make a safe play space
- No formal athletics facilities
- Natural areas require more skilled maintenance than that of athletics facilities.





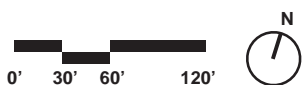
Concept B is based on creating an active recreational park. The concept provides a soccer and baseball field and a basketball court, surrounded by a fitness-circuit trail. The plan includes a pavilion with an integrated restroom for visitors during sporting events. A playground and natural play area are provided near the pavilion. The western side of the park is preserved as a passive recreational space with a walking trail.

Advantages:

- + 44-space parking lot provides ample parking for sporting events and general recreation
- + Pavilion with integrated restroom may be utilized during sporting events and during non-sporting event days
- + Playground and natural play area provide different types of play and recreation opportunities for children and teens
- + Regulation sports fields:
 - + Soccer field
 - + Baseball field
 - + Basketball court
- + Fitness Trail surrounding athletic fields provides recreational opportunities

Disadvantages:

- Regulation athletics facilities may not be the best environmental use for this natural area.
- Cost: There are significant infrastructure costs associated with plumbed restroom facility and athletic facilities (lighting drainage, fencing, equipment, bleachers, etc.) depending upon extent of the improvements
- Maintenance: Regulation athletic facilities require a high-degree of maintenance
- Significant grading required for implementation of sports fields



SALT DESIGN STUDIO

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Philadelphia PA 19127

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www.saltdesignstudio.com

Atglen Borough - 4 Parks Master Plan
Master Plan Report
December 2020