

# **Parks Master Plan Report Format**

## **Introduction**

Overview regarding intent of the report and information about the park as it relates to the Park and Open Space Plan and the city park system overall. Includes:

- Park Classification
- Service Area
- Spatial and aesthetic relationship to other area parks
- Location
- Size: location on area map
- Context within park system

## **History**

Provide context of the park within City of Madison system

- History of the park / name
- Administrative History
- Trust info / deed restrictions / dedications
- Old photo or map

## **Existing Conditions**

Describe current facilities through inventory and analysis

- Important cultural significance
- Habitat types: vegetation/land cover, topo, soils, hydrology/drainage
- Trails/bikepath(s)
- Recreational amenities (fields, playgrounds, courts, etc.)
- Shelters
- Utilities (R.O.W.s and easements)

## **Current Uses and Maintenance Practices**

Describe use, operations and maintenance of park facilities

- Programming: events & reservations
- Operations and Maintenance

## **Master Plan**

11x17 plan document overlaid on aerial photo to include:

- Existing uses
- Area(s) available for new uses
- Location(s) for additional facilities
- Recommendation(s) for change(s) in maintenance practices

## **Appendix**

Items to add to report to support the master plan

- Current Dane County Park and Open Space Plan – synopsis/link
- Current City of Madison Comprehensive Plan – synopsis / link
- Current City of Madison Park and Open Space Plan – synopsis/link
- Neighborhood Plan (esp. if adopted) – synopsis/link
- Community survey results from Survey Monkey
- Summary of input from meetings

Approved by Parks Commission

On February 10, 2016