

The Master Plan, prepared by peter j. smith and company, inc. for the Town of Pendleton, NY addresses the Town's needs and desires for the existing park on Campbell Blvd. and the new park on Fiegle Road.



Master Plan

Pendleton Town Parks



November 2007



Master Plan

Pendleton Town Parks



November 2007

Prepared by *peter j. smith & company, inc.*
Buffalo, NY
for the Town of Pendleton, NY

Acknowledgments

peter j. smith & company, inc. gratefully acknowledges the assistance and input provided by the residents of Pendleton, NY who participated in the Public Visioning Session, Public Design Workshop and Children's Design Workshop or who otherwise participated in the preparation of this Master Plan. We would also like to acknowledge the members of the project Steering Committee, who provided insight, guidance and feedback during the course of work.

Steering Committee

Val Janik, Pendleton Conservation Board
Ed Harman, Pendleton Recreation Committee
Rod Seward, Pendleton Recreation Committee
Len Binns
Annette Fachko
David Labiak
Rod Neubauer
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Town Board

Supervisor James Riester
Councilman Joseph Frawley
Councilman Martin Korkuc
Councilman Gerald Farnham
Councilman David Leible

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a State Agency.





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Master Plan

Pendleton Town Parks

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1.0 Background



Master Plan

Pendleton Town Parks

Project Initiation

In the spring of 2006, the Town of Pendleton requested proposals for the development of an Master Plan for a new Town Park on Fiegle Rd. The Town expressed the desire to maximize social opportunities for the community by designing this park as a public space to experience all-season recreational activity, cultural and artistic events and festivals. Funding for this project was provided by the Town of Pendleton and by a grant from the New York State Council on the Arts' Architecture, Design and Planning Program. After reviewing the proposals, the Town selected peter j. smith & company, inc., a multi-disciplinary landscape architecture and urban planning firm, to lead the master planning process. In winter 2007, the Town decided to add the existing Town Park on Campbell Blvd. to the scope of the Master Plan.

The Sites

The Master Plan encompasses two sites: the existing Pendleton Town Park on Campbell Blvd. (also referred to as Park #1) and the new Community Park on Fiegle Road (also referred to as Park #2). The two parks are within walking distance of each other and are connected by a Rails-to-Trails path which traverses the town.

Town Park is 23.6 acres. The park is accessible from Campbell Blvd. and the Rails-to-Trails path. It is currently home to Town Hall, the water tower and the Pendleton Historical Society. The park is used for sports and also contains picnic shelters and playground equipment.

The site for Community Park is 28.8 acres. It is flat and poorly drained. Roughly half of the site is open agricultural land; the other half is covered by wetlands and a wetland buffer. The site is accessible from Fiegle Rd. and the Rails-to-Trails path.

The Planning Process

Landscape architects from the firm of peter j. smith & company, inc. led the master planning process, working closely with the volunteer Steering Committee. The Steering Committee was made up of representatives from the Pendleton Recreation and Conservation Committees, as well as Town residents.

The planning and design process included numerous Steering Committee meetings and several public meetings. It started with a Vision Session with Steering Committee members and again with the public. From there a series of schematic plans were developed and presented at Steering Committee meetings; site elements were drawn to scale in order to convey simple relationships and spark discussion. Next, the schematic plans were refined into three alternative plans and presented first to the Steering Committee and then to the public. Feedback on the three alternative plans was incorporated into the final Master Plan.

Public Input

From the beginning, the Town had stressed the importance of public participation in the Master Plan process. In the early stages of plan development, a public Vision Session, attended by 24 residents, was held to introduce the project, to inquire how residents envision using the parks, to identify their desires and concerns about the park, and to collect ideas about an identity or theme for Park #2. The feedback from the Vision Session was used to develop the three alternative plans, which were presented at the second public meeting, a Public Design Workshop. The Public Design Workshop and a Children's Design Workshop were held towards the middle of the planning process. The Public Design Workshop, attended by 17 residents, gave attendees the opportunity to see three design alternatives for the parks and to provide their thoughts and comments. During the Children's Design Workshop, children were shown various play equipment/activities and asked about their preferences. They were also given the opportunity to place various design elements (pond, sledding hill, picnic shelters, etc.) on a map of the parks and to explain their reasoning for the placement. Lastly, the final Master Plan was presented to the Town Board at a meeting open to the public.



Dan Sundell, ASLA, a Landscape Architect with peter j. smith & company, inc., led a Public Vision Session at the beginning of the Master Plan process.



At the Children's Design Workshop, attendees had fun placing various design elements (pond, sledding hill, picnic shelters, etc.) onto a map of the parks and connecting the elements with trails.

Implementation

The Master Plan integrates all of the improvements into a long-term vision for the two parks, which can be implemented in phases. It is also a useful tool for securing funding through grant applications. The cost for all design elements shown on the Master Plan is provided in Section 6 of this document. The cost is broken down into related components; since the plan will not be executed all at once, this cost break down allows the Town to prioritize elements of the plan and implement them as funding becomes available.



Funding for this project was provided by the Town and by a grant from the New York State Council on the Arts' Architecture, Design and Planning Program.

From the beginning, the Town has stressed the importance of public participation in the Master Plan process.

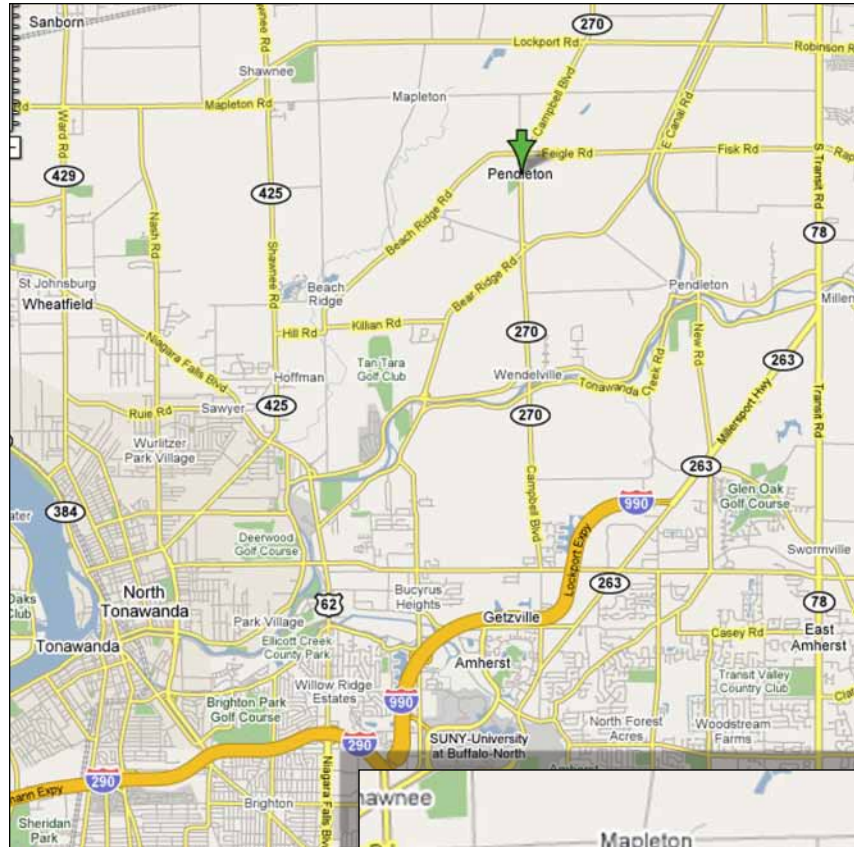
The Master Plan integrates all of the improvements into a long-term vision for the two parks, which can be implemented in phases.

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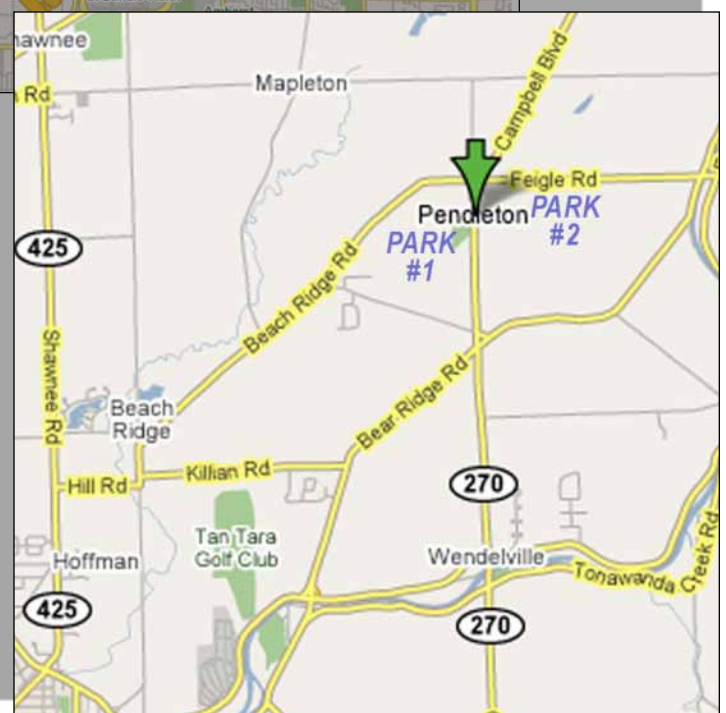
2.0 Site Inventory & Analysis

Location

Pendleton, NY is located in Niagara County, northeast of the Cities of Tonawanda and North Tonawanda and southwest of the City of Lockport.



The two parks addressed in the Master Plan are located within the Town of Pendleton, along Campbell Blvd. and Fiegle Rd.



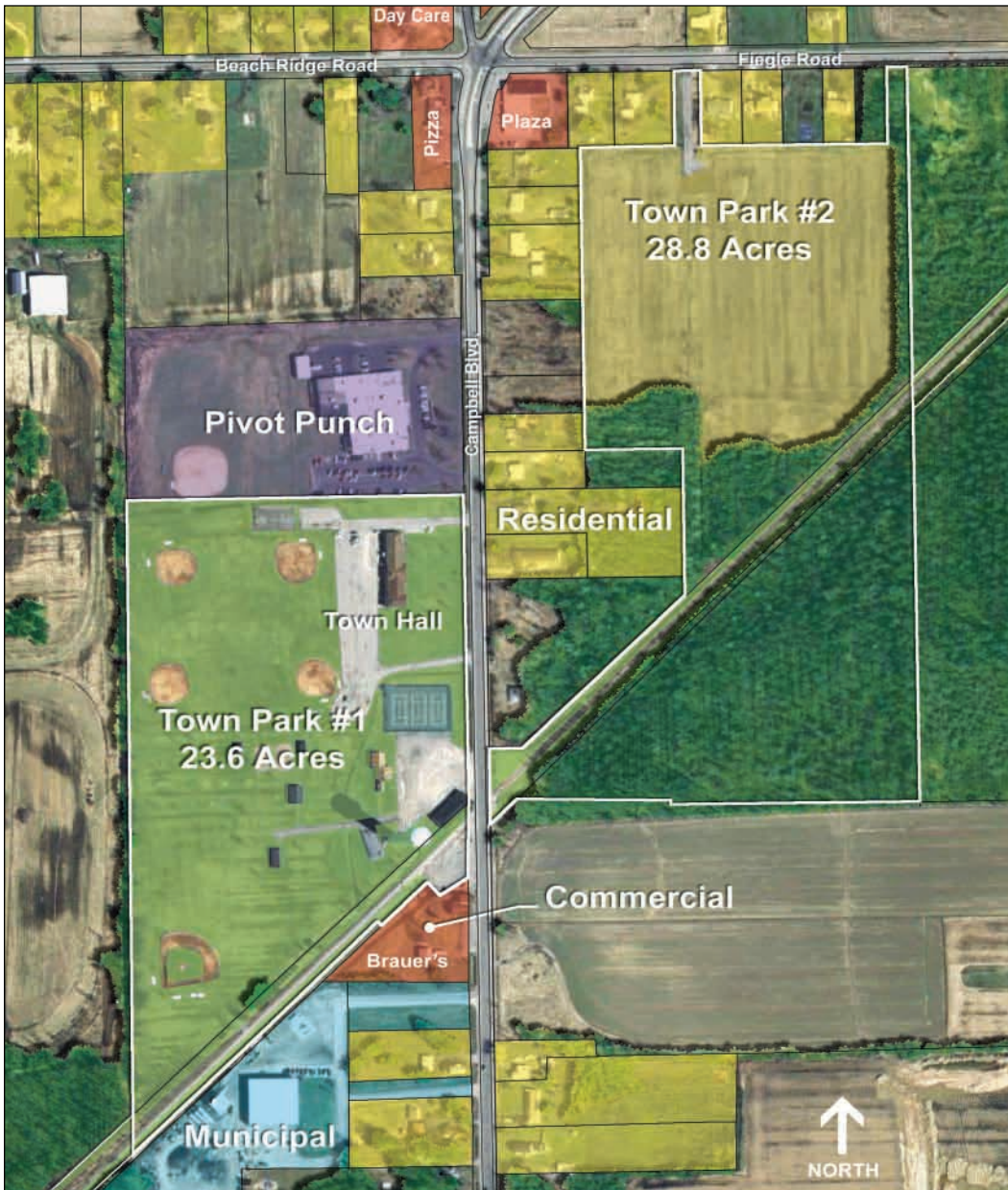
Master Plan

Pendleton Town Parks



Surrounding Land Uses

The figure below illustrates the land uses adjacent to Park #1 and Park #2. Park #1 is surrounded primarily by municipal, commercial and light industrial land uses, which present little conflict with park uses. Park #2 is bordered on two sides by residential development. While existing homeowners often have concerns about new development adjacent to their property, consideration of this in the design of the Master Plan can help to minimize potential conflicts between land uses.



LEGEND:

- Commercial
- Residential
- Light Industrial
- Municipal



Historically, Pendleton was an agricultural community. Currently, there is a growing trend of residential development within the town.

The rail corridor traversing the parks was once utilized by the Erie Railroad and International Railroad Company.

The Erie Canal passes through the eastern part of the town, where it connects to Tonawanda Creek.

General Conditions

Park #1 is located on Campbell Blvd. Park #2 is located along on Fiegle Road, with a portion that extends to Campbell Blvd. The two parks are within walking distance of each other and are connected by a Rails-to-Trails pathway which traverses the town.

Park #1, Town Park, is 23.6 acres. The park is accessible from Campbell Blvd. and the Rails-to-Trails path. It is currently home to Town Hall and the Pendleton Historical Society. The park also accommodates:

- one full-size baseball field
- five softball/little league fields
- two sand-base volleyball courts
- two horseshoe courts
- three tennis courts
- two batting cages with pitching machines
- one outdoor basketball court with tow backboards
- three picnic pavilions
- playground equipment
- shared parking with Town Hall
- one restroom facility with drinking fountain

Currently, the sports facilities are in good condition, but several of the other park components are in need of upgrades. According to the *Parks and Recreation Committee Five Year Plan*: “The open air picnic pavilions are in fair condition,... but the pavilions’ asphalt bases are showing their age. The playground is in need of equipment targeted for the preschool age group. The restrooms, although usable, are in need of repair or replacement.” Additionally, the existing playground equipment is dated and the Town may benefit from its replacement. The amount of parking was recently expanded; it is utilized during sporting events and is adequate. There is no concessions facility within the park.

The site for Park #2, Community Park, is 28.8 acres. It is flat and poorly drained. Roughly half of the site is open land; the other half is covered by Federal and New York State Department of Environmental Conservation (NYSDEC) wetlands and, potentially, a NYSDEC 100’ wetland buffer. The wetland boundaries depicted on the graphic at right are approximate; a wetland delineation should be completed prior to detailed planning and construction. The presence of wetlands on the site does not preclude development; paths and boardwalks can be constructed through the wetlands. However, new wetlands must be created to replace wetland areas that are filled during construction. The site is accessible from two points on Fiegle Rd. and the Rails-to-Trails path. Both road access points are adjacent to existing homes. The western most road access point currently has a gravel road extending into the site.



The Rails-to-Trails pathway runs along the old Erie Railroad/International Railroad corridor through the Town of Pendleton. The pathway system consists of a wide asphalt path with a parallel path for horseback riding.






The Pendleton Town Park, Park #1, is host to a variety of sporting activities and recreational opportunities.



The photo at left shows the open agricultural land of Community Park, Park #2, with the treed wetlands in the distance and an adjacent residence.

Site Analysis Diagram

LEGEND:

-  Parcels
-  Approx. Federal Wetlands
-  Approx. State Wetlands
-  Trail Access
-  Road Access



Currently, Park #1 is heavily used for sports, including baseball, little league, basketball, volleyball, and tennis.

Park #2 is adjacent to several residential properties, which is a concern that is addressed in the Master Plan.

In general, development within a wetland or wetland buffer requires the construction of new wetlands elsewhere on site.

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3.0 New Park Features

Master Plan Pendleton Town Parks



Identifying Desired Features

Both the Steering Committee Vision Session and the Public Vision Session gave participants the opportunity to identify new park features that would be of interest to them and their families. The consensus was for a more naturalistic use for Community Park (Park #2) and a more active/sports theme for Town Park (Park #1). Most people were interested in walking trails and wildlife habitat in Community Park. Some public participants expressed their desire for more sports fields in either park. A new community center and additional restrooms were also widely supported.

Prioritizing the New Features

After collecting input on the desired new features for the parks, the next step was to prioritize the features. The Steering Committee was presented a list of park features that were proposed during the two Vision Sessions. Each committee member was asked to choose and prioritize eight elements that they thought were most important to them and the community at large. Additionally, after selecting their eight most important elements, each committee member was asked to identify whether they thought the element was most appropriate for Park #1 or Park #2. With this information from the Steering Committee, a matrix was created to provide a relative ranking of the design elements, based on the individual prioritizations. The results of the rankings are summarized at right.

Discussions with the Steering Committee members also led to the decision that no new organized sports fields (baseball, soccer, football, etc.) would be added to either park. This was based on the knowledge that the town has access to facilities at Starpoint School, in addition to those at town parks, and that a new 94 acre site, referred to as the Beach Ridge Site, will be developed by the Town in the future with additional sports fields.



A matrix was developed to prioritize the various park features suggested during the two Vision Sessions. The results are shown in the table below.



Design Element	Relative Rank	Suggested Park #
Trails/boardwalk	1	2
Playground equipment	2	1, 2
Community center	3	1*, 2
Bandstand/amphitheater	4	1, 2
Outdoor ice skating rink	5	1, 2*
Exercise stations	6	2
Restrooms	7	1 & 2
Wildlife habitat (bird, butterfly)	8	2
Pond(s)	9	2
Picnic shelters with protection from bad weather	9	1
Children's garden with environment-related statues to climb	10	1, 2*
Kiddy sledding hill	10	2
Parking, including for Rails-to-Trails	11	2
Memorial features for public buy-in (benches, trees, etc.)	12	2
Grills and picnic tables	13	2
Place to host horse shows	13	2
Area for memorializing Veterans	14	2
Warming hut/lodge	15	1, 2*
Self-guided orienteering course	16	2
Lawn area for pickup games of bocce, football, etc.	17	1
Tennis courts with windbreaks	17	
Soccer and football fields	18	1

* Indicates the most preferred park, if both parks (i.e. "1, 2") were suggested. If there is no asterisk, then the votes were split more evenly between #1 and #2.



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4.0 Schematic Design



Master Plan

Pendleton Town Parks

The Process

Once the site analysis was complete and residents' desires and concerns were identified, the design process could begin. A series of schematic plans were developed and presented at Steering Committee meetings; site elements were drawn to scale in order to convey simple relationships and spark discussion. Next, the schematic plans were refined into three alternative plans and presented first to the Steering Committee and then to the public.

Two public meetings were held during the schematic design phase: a Public Design Workshop and a Children's Design Workshop. The Public Design Workshop is described below. During the Children's Design Workshop, children were shown various play equipment/activities and asked about their preferences. They were also given the opportunity to place various design elements (pond, sledding hill, picnic shelters, etc.) on a map of the parks and connect the elements with trails. In general, the children preferred larger play structures with a greater variety of activities built into them. They also liked play elements that they were not exposed to at other local playgrounds, such as a tire swing, log roller, swings with springs built into the support legs, and sand/water play.

Community Center

Through the visioning and prioritization exercises, it was determined that a Community Center is an important feature that should be included in the Master Plan. The Community Center shall be for the use of the town's senior citizens, as well as other community members. Per discussion with the Steering Committee, the building (2600 SF) would ideally include a 100-person meeting room, offices, a kitchen, storage, an indoor fireplace, a gathering area with activities (billiards, ping-pong, etc.), and restrooms that are accessible from the inside and outside of the building. Parking for the Community Center should be able to accommodate bus traffic. The Steering Committee debated whether locating the building in Park #1 or #2 would most optimally benefit the overall community. Therefore, its location was one of the features that was explored during the schematic design process.

Three Alternatives

Landscape architects from the firm of peter j. smith & company, inc. prepared three alternative plans for the design of Parks #1 and #2. The plans are shown on the following pages. These plans were presented to the Steering Committee and to the public during the Public Design Workshop. Workshop participants were given the opportunity to provide verbal and written feedback on the park elements and layout shown in the three alternative plans. They were also asked to describe their ideal park design: did they prefer one of the alternatives shown or would they combine different aspects of each to create an ideal design?

Several design features are common to the three design alternatives and to the final Master Plan. These are:

- Removal of the storage building near the Historical Society in Park #1
- In Park #1, a corridor from the south end of the parking area across the site to the west is kept open to allow access to the property just west of the park, in case the Town acquires this property in the future.
- Definition of the parking lot in front of the Historical Society
- In Park #2, a 70' buffer is provided between residential properties and any park features. The buffer may consist of tree plantings and/or a berm to provide screening.
- A pond and hill in Park #2. The hill can be constructed with fill from excavation of the pond. The hill can be used as an amphitheater for viewing the gazebo/bandstand and/or a sledding hill.



In Alternative #1, new design features include:

Park #1

- Improve/enclose existing picnic shelters
- Playground (2-5 yr and 5-12 yr)
- Community Center
- Ice Rink
- Improved parking
- Paved trail

Park #2

- Gazebo/bandstand
- Hill for sledding and viewing bandstand
- Pond with wildlife/wetland habitat
- Trails and wetland boardwalk
- Parking for 30 cars





In Alternative #2,
new design fea-
tures include:

Park #1

- ✦ Picnic shelter (enclosable, 9 tables)
- ✦ Improve/enclose existing picnic shelters
- ✦ Playground (2-5 yr and 5-12 yr)
- ✦ Community Center
- ✦ Skating rink - ice (winter) and roller hockey (summer)
- ✦ Improved parking
- ✦ Paved trail

Park #2

- ✦ Gazebo/bandstand
- ✦ Hill for sledding and viewing bandstand
- ✦ Pond with wildlife/wetland habitat
- ✦ Trails and wetland boardwalk
- ✦ Playground (2-5 yr and 5-12 yr)
- ✦ Restrooms
- ✦ Two picnic shelters (9 tables each)
- ✦ Picnic area with grills
- ✦ Parking for 50 cars

Some comments received from the Steering Committee and the public are listed below. For a full summary of comments, refer to the meeting notes in the Appendix of this document.

Alternative #1: (previous page)

- ✦ Like location of Community Center near the Historical Museum
- ✦ Concerned about loss of parking by museum
- ✦ Like the location of the ice skating rink near the Community Center
- ✦ Improve the restrooms in Park #1
- ✦ Include a restroom in Park #2
- ✦ Like proximity of new playground to existing ball fields
- ✦ Parking in Park #2 protrudes too far into the park



Alternative #2:

- ✦ Would prefer playground in Park #1 closer to existing ball fields
- ✦ Include a concession stand in the Community Center
- ✦ Like having playgrounds in both parks
- ✦ Like the parking layout in Park #2
- ✦ Do not prefer the location of the Community Center

Alternative #3:

- ✦ Like the extended boardwalk, south of the Rails-to-Trails
- ✦ Like the garden near the parking area in Park #2
- ✦ Playground in Park #1 is too close to Campbell and too far from ball fields
- ✦ Like gazebo/amphitheater layout



In Alternative #3, new design features include:

Park #1

- ✦ Three picnic shelters (enclosable, 9 tables)
- ✦ Improve/enclose existing picnic shelters
- ✦ Playground (2-5 yr and 5-12 yr)
- ✦ Concession stand
- ✦ Improved parking
- ✦ Paved Trail

Park #2

- ✦ Gazebo/bandstand with amphitheater seating
- ✦ Hill for sledding
- ✦ Pond with wildlife/wetland habitat
- ✦ Trails and larger wetland boardwalk
- ✦ Playground (2-5 yr and 5-12 yr)
- ✦ Restrooms
- ✦ Community Center
- ✦ Ice skating rink
- ✦ Children's play garden
- ✦ Picnic area with grills
- ✦ Horse rest area
- ✦ Parking for 100 cars



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5.0 Master Plan

Master Plan Pendleton Town Parks



The Vision for the Future

Comments on the three alternative plans, from the Steering Committee and the public, resulted in revisions and in the development of the final Master Plan. At this point, the Steering Committee recommended referring to Park #1 as Town Park and Park #2 as Community Park. The final Master Plan is shown at right. The elements included in each park are outlined below:

Town Park

New Elements

- ✦ Picnic Shelter (enclosable, 9 tables)
- ✦ Restrooms & concession building
- ✦ Playground (2-5 yr. and 5-12 yr.)
- ✦ Paved trails

Improvements to Existing Elements

- ✦ Renovate and partially enclose the 3 existing picnic shelters
- ✦ Define and pave parking lot at Historical Society

Community Park

New Elements

- ✦ Gazebo/bandstand with amphitheater seating
- ✦ Hill for sledding
- ✦ Pond with wildlife/wetland habitat
- ✦ Picnic area with grills
- ✦ Wetland trails and boardwalk
- ✦ Paved trails
- ✦ Exercise stations along trails
- ✦ Rails-to-Trails gateway & sign

- ✦ Ice Rink (winter) and bocce/shuffle board area (summer)
- ✦ Playground (2-5 yr. and 5-12 yr.)
- ✦ Children's play garden
- ✦ Community Center with restrooms
- ✦ Memorial plaza
- ✦ Horse rest area
- ✦ Parking for 100 cars

The Master Plan provides an exciting vision for the future of two important parks in Pendleton: Town Park and Community Park. These parks, located in the heart of the town, are valuable assets for the community. The public's participation in the master planning process underscores the importance of the parks and the public's anticipation of the new and improved park features. Improvements and additions to Town Park enhance its usefulness for existing sports programs, community groups and families. The new Community Park provides opportunities for all ages: passive recreation and the enjoyment of nature; a much needed Community Center; connection to the Rails-to-Trails system; a horse rest area that allows equestrians to utilize park features; and areas for children to play (playground and children's play garden).



Legend

- existing buildings
- proposed buildings



Details of Master Plan Elements

Town Park

Picnic shelters: A new picnic shelter is proposed, of a size that would accommodate approximately nine picnic tables. The shelter will be enclosable, with garage door-style walls that can be closed in case of wind or inclement weather. Improvements to existing shelters include general renovation (new roof, refinishing, painting or repair as necessary), the enclosure of a portion of the shelter, and provision for storage space.

Restrooms and concession building: The existing restroom building will be removed. A new building will be constructed to accommodate restrooms and a concession facility.

Parking: The existing unpaved parking lot at the Historical Society will be redesigned and paved. An efficient design and striping of parking spaces will enable an equal amount of cars to park in a smaller paved area. The addition of trees and greenspace within the parking area will improve the view of the Historical Society and the aesthetics of this area, as well as provide shade for parked cars and reduce stormwater runoff.

Community Park

Gazebo/bandstand: The gazebo/bandstand should be flexible enough to serve as a bandstand for larger (eg. Buffalo Philharmonic Orchestra) and smaller performances. It should be oriented southward, to project more sound toward the woodland, rather than toward existing residences on Fiegle Rd. It will be surrounded by a semi-circle of bench seating.

Pond and sledding hill: The pond serves several functions: a repository for stormwater from site drainage improvements, a visual and recreational amenity, and an opportunity to create wetland plantings to mitigate potential wetland impacts. Soil from excavation of the pond can be used to create the sledding hill.

Paved trails (both parks): Paved trails in both parks should be wide enough to accommodate maintenance vehicles (approximately 10'). The paved surface allows use by bicyclists, skaters, and those with strollers, walkers or wheel chairs.

Exercise stations: Exercise stations are proposed for intervals along the trails. These are simple, stationary elements with instructions for performing stretches/exercises (i.e. pull-ups, balance beams, etc.).

Children's play Garden: The children's play garden provides a unique opportunity for children to interact with nature in a playful way; it could include plantings with plant name and information, a community garden that children could help plant, sculptures for children to climb on, or a small water feature that would allow children to touch and hear the water.

Community Center: The Community Center includes a 100-person meeting room, offices, a kitchen, storage, an indoor fireplace, a gathering area with activities (billiards, ping-pong, etc.), and restrooms that are accessible from the inside and outside of the building.

Memorial Plaza: A plaza in front of the Community Center could serve as an area for memorializing veterans or others. The Town could sell bricks or other elements to raise funds.

Horse rest area: A rustic structure with wood hitching posts/rails and a roof, will provide a place for equestrians using the Rails-to-Trails path and park to tie up their horses.

Parking: A 100-space parking area with treed parking islands, which provide a visual amenity and shade for parked cars.



6.0 Implementation

Design Development and Construction

The Town anticipates that the park improvements will be implemented in phases, as funding becomes available. With the Master Plan complete, design development and construction are the next steps in the process. Design elements that will be explored during design development include interpretation of the history of the site (its Erie Canal and railroad heritage) through the design of building architecture, signage, playground equipment, features of the Children's Garden, and interpretative panels. Additionally the Steering Committee and public expressed interest in the use of naturalistic building materials (stone, wood), recycled products, or perhaps even solar energy.

Cost Summary

The construction costs below are based on the Master Plan in this report and are estimated budget amounts only. As the design is refined, the costs must be adjusted accordingly. The estimated cost includes a 20% contingency (to cover financing costs, design adjustments, unforeseen construction issues, finishes/painting, etc.).

Town Park	\$ 708,500
Community Park	\$ 1,040,500
Community Center	\$ 567,000
TOTAL	\$ 2,316,000

A breakdown of the construction costs, summarized above, is located in the Appendix VI of this report. Construction costs do not include design development costs or the cost of furnishing the Community Center. Additionally, costs for operating and maintaining the parks will be incurred by the Town. Currently, Pendleton's parks are maintained by the Highway Department; however, with the addition of Community Park and the Community Center, it is likely that the Town will need to hire a Parks Manager and part-time seasonal staff (summer/winter). Potential revenue from park features (picnic shelter rentals, donor bricks for Memorial Plaza, etc.) may partially offset operating and maintenance costs.

Potential Funding Sources

A table outlining potential funding sources for the implementation of this Master Plan is included in Appendix VII. These sources include grants from New York State, corporations and private foundations.





Appendices

I. Master Plan

II. Steering Committee Meetings

Agendas and Meeting Summaries

III. Vision Sessions

Public Vision Session Booklet, Steering Committee Vision Session Summary, Public Vision Session Summary, Photographs

IV. Public Design Workshop

Agenda, Questionnaire, Summary

V. Children's Design Workshop

Agenda, Presentation, Photographs, Summary

VI. Cost Estimate Worksheet

VII. Potential Funding Sources

VIII. Sample Adoption Statement

Appendices



Appendix I

Master Plan

Final Master Plan graphic reduced to 11" x 17"

Master Plan

Pendleton Town Parks



Legend

- existing buildings
- proposed buildings



Master Plan

Pendleton Town Parks - Pendleton, NY

November 2007



Appendix II

Steering Committee Meetings

Agendas and Meeting Summaries

April 26, 2007

May 17, 2007

June 14, 2007

July 19, 2007



Urban Design
Landscape Architecture
Economic Development
Planning

Agenda

Master Plan - Pendleton Town Parks 1 & 2

Steering Committee Meeting #2

April 26, 2007

Vision Session Results

Theme for the Parks

Suggestions Include:

- Center of Outdoor Activities
- Exercise
- Walking Park
- Railroad/Trolley
- Agriculture
- Ice Harvest
- Nature Park
- Green Design
- Erie Canal

Review and Prioritize Suggested Design Elements for each Park

Purpose and Features of the Building(s)

Determine Three Alternative Plans:

1. New Park - Most Active
2. New Park - Moderate Development
3. New Park - Passive

Suggested Design Elements:

Passive Use

- Trails/boardwalk
- Wildlife habitat (bird, butterfly)
- Pond(s)
- Outdoor ice skating rink
- Exercise stations along paths
- More playground equipment and equipment for preschool ages
- Children's Garden with environment-related statues to climb
- Kiddy sledding hill
- Grills and picnic tables
- Dog park
- Memorial features for public buy-in (benches, trees, etc.)
- Area for memorializing Veterans
- Parking, including for Rails-to-Trails

Structures

- Picnic shelters with protection from bad weather (eg. pull down doors)
- Warming hut/Lodge
- Bandstand pavilion/Amphitheater
- Senior and community center (50-100 people)
- Restrooms
- Indoor Sports/Recreation

Sports

- Lawn area for pickup games of bocce, football, etc.
- Additional baseball diamonds
- Soccer and football fields
- Tennis courts with wind breaks
- Bocce and horseshoes courts
- Golf course, driving range
- Outdoor pool for summer use
- Self-guided orienteering courses
- Place to host horse shows



Urban Design
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Master Plan Pendleton Town Park

Steering Committee Meeting Summary

Meeting Date: April 26, 2007

Issue Date: May 1, 2007

Location: Pendleton, NY Town Hall

In Attendance:

Val Janik	Steering Committee, Pendleton Conservation Board
Len Binns	Steering Committee
Annette Fachko	Steering Committee
Ed Harman	Steering Committee
David Labiak	Steering Committee
Rod Seward	Steering Committee
Mike Zimmerman	Steering Committee
Dan Sundell	peter j. smith & company, inc.
Molly Vendura	peter j. smith & company, inc.

Discussion Items:

- 1. Vision Session Results** – Dan Sundell opened the meeting with an overview of the trends discussed/written during the two Vision meetings. He explained that the consensus seems to be a more passive, naturalistic use for Park #2 (the new park) and a more active/sports theme for Park #1 (the existing park). Some desired elements, such as a community center, restrooms, playground, etc. are not as “cut and dry” and, therefore, could be located at either or both parks. Dan and Molly Vendura will work through various options during discussions with the Steering Committee and the development of the three alternative plans.
- 2. Theme for the Parks** - Dan reviewed the various options suggested during the Vision meetings for the theme of Park #2. It was agreed that a railroad/trolley theme was the most appropriate for the park. Other suggested themes could still be used in the park design and in interpretative signage (such as environmental/green design, a central place for outdoor activities, historic ice harvesting, exercise, etc.). The flexibility to host special events will also be built into the design.
- 3. Review and Prioritize Suggested Design Elements for each Park** – Dan Sundell handed out a list of design elements that were suggested during the two Vision meetings. Each Steering Committee member was asked to choose and prioritize

eight elements that they thought were most important to them and the community at large. After the meeting, Molly created a matrix to provide a relative ranking of the design elements, based on the individual prioritizations. The results of the rankings are summarized below. Additionally, after selecting their eight most important elements, each Steering Committee member was asked to identify whether they thought the element was most appropriate for Park #1 or Park #2. This feedback is also listed below.

Design Element	Relative Rank	Suggested Park #
Trails/boardwalk (6 votes)	1	2
Playground equipment (5 votes)	2	1, 2
Community center (4 votes)	3	1*, 2
Bandstand/amphitheater (5 votes)	4	1, 2
Outdoor ice skating rink (3 votes)	5	1, 2*
Exercise stations (3 votes)	6	2
Restrooms (3 votes)	7	1 & 2
Wildlife habitat (bird, butterfly) (3 votes)	8	2
Pond(s) (2 votes)	9	2
Picnic shelters with protection from bad weather (3 votes)	9	1
Children's garden with environment-related statues to climb (3 votes)	10	1, 2*
Kiddy sledding hill (2 votes)	10	2
Parking, including for Rails-to-Trails (2 votes)	11	2
Memorial features for public buy-in (benches, trees, etc.) (2 votes)	12	2
Grills and picnic tables (1 vote)	13	2
Place to host horse shows (1 vote)	13	2
Area for memorializing Veterans (1 vote)	14	2
Warming hut/lodge (3 votes)	15	1, 2*
Self-guided orienteering course (1 vote)	16	2
Lawn area for pickup games of bocce, football, etc. (1 vote)	17	1
Tennis courts with windbreaks (1 vote)	17	
Soccer and football fields (1 vote)	18	1

* Indicates the most preferred park, if both parks (i.e. "1, 2") were suggested. If there is no asterisk, then the votes were split more evenly between #1 and #2.

Each Steering Committee member was also asked to **eliminate** three elements that they thought were the least feasible/appropriate. The following elements were identified (some members identified more than three):

- Golf course/driving range (7 votes)
- Outdoor pool (6 votes)
- Place to host horse shows (4 votes)
- Additional baseball diamonds (3 votes)
- Soccer and football fields (2 votes)
- Exercise stations (1 vote)
- Kiddy sledding hill (1 vote)
- Indoor sports/recreation (1 vote)

Miscellaneous Design Element Discussion

Baseball: Ed Harman said that the Recreation Committee has decided that a 75' (infield) baseball diamond (as requested in the public Vision meeting) is not necessary and that a 90' (infield) diamond could be modified in the future, if necessary. Len Binns said that there is a need for more 60' and 90' (infield) diamonds, but Ed and Rod Seward thought that improved utilization through scheduling could eliminate the need for additional 90' diamonds. Rod agreed that an additional 60' would be useful, but both he and Len agreed that they would hate to see Park #1 consumed by baseball. Ed said the Town also has access to four baseball fields at Starpoint.

Football: PABA uses the high school field. A grass area in Park #1 could be used for pickup games.

Soccer: The Pendleton-Lockport Youth Soccer Association (PLYSA) runs local soccer programs. The Northtowns Soccer Club is planning nine fields at the new 90-acre town parcel. Ed is involved with PLYSA and he said any more soccer fields are not needed.

What do we want ultimately for Park #1? No more baseball. Shade.

4. Purpose and Features of the Building(s)

Dan asked the group to discuss what structures are desired for the parks and what features the structures might include.

Community Center: It was agreed that a Community Center would be utilized by senior citizens as well as other community members. (The Wendleville seniors meet once per month and the Pendleton seniors meet twice per month. Senior meetings are during daylight hours.) In addition to meeting room(s), the Community Center would also ideally include: concession stand, kitchen, storage, indoor fireplace, and restrooms. Regarding indoor sports: it was said that since indoor sports are currently accommodated through the use of Starpoint gyms, the Community Center should not be designed for indoor sports. However, table sports like ping-pong, pool, etc. are desirable.

Park 2: The group said that desirable structures in Park #2 are a warming hut/lodge, restrooms and gazebos. Opinions regarding what constitutes a "warming hut" varied from a three-sided structure to an enclosed building with heat. Restrooms in Park #2 would eliminate the need for users of Park #2 to cross Campbell Blvd. to use the restrooms at Park #1. Park #2 could also include provisions for outdoor fires.

5. Determine Three Alternative Plans

Dan explained that he and Molly would develop three alternative plans, based on the discussions thus far. The plans would most likely be: one plan with a lesser amount of development; another plan with a moderate amount of development; and a third plan with a high amount of development. Elements and their placement will vary between plans to provide points of discussion. The plans will be presented at the next Steering Committee meeting.

6. **Other**

Dan asked Val Janik if there are current plans to improve the safety/visibility of the Rails-to-Trails crossing at Campbell Blvd. She said she would check into the status of that.

Val noted that some overflow parking might be available at the Highway Department garage area.

7. **Next Meeting** – The next Steering Committee meeting is scheduled for Thursday May 17 at 6:30 pm in Town Hall

The above is our understanding of the meeting discussion. If there are any corrections or additions needed please contact me at mvendura@pjscompany.com within two weeks of the issue date of this summary.

Respectfully Submitted,



Molly B. Vendura, RLA
peter j. smith & company, inc.



Urban Design
Landscape Architecture
Economic Development
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Agenda

Master Plan - Pendleton Town Parks 1 & 2

Steering Committee Meeting #3

May 17, 2007

1. Review prioritization of suggested design elements (from last meeting)
2. Review three design alternatives

Alternative 1: New Design Elements Included

Park #1
Improve/enclose existing picnic shelters
Playground (2-5 yr and 5-12 yr)
Community center
Ice rink
Improved parking

Park #2
Gazebo/bandstand
Pond with wildlife/wetland habitat
Hill for sledding and viewing bandstand
Trails and wetland boardwalk
Parking for 30 cars

Alternative 2: New Design Elements Included

Park #1
Picnic shelter (enclosable, 9 tables)
Playground (2-5 yr and 5-12 yr)
Community center
Skating rink - ice (winter) and roller hockey (summer)
Improved parking and Rails-to-Trails crossing

Park #2
Gazebo/bandstand with amphitheater
Pond with wildlife/wetland habitat
Hill for sledding
Trails and wetland boardwalk
Playground (2-5 yr and 5-12 yr)
Restrooms
2 Picnic shelters (nine tables each)
Picnic area with grills
Parking for 50 cars

(continued on reverse)

Agenda (continued)
Steering Committee Meeting #3

Alternative 3: New Design Elements Included

- | | |
|---------|---|
| Park #1 | 3 Picnic shelters (enclosable, 9 tables each)
Playground (2-5 yr and 5-12 yr)
Picnic area with grills
Improved parking and Rails-to-Trails crossing |
| Park #2 | Gazebo/bandstand with amphitheater
Pond with wildlife/wetland habitat
Hill for sledding
Trails and expanded wetland boardwalk
Playground (2-5 yr and 5-12 yr)
Community center
Ice rink
Horse rest area near Rails-to-Trails
Parking for 100 cars |

3. Discuss changes to design alternatives for June 2 public presentations

Master Plan
Pendleton Town Park
Steering Committee Meeting Summary

Meeting Date: May 17, 2007
Issue Date: May 24, 2007
Location: Pendleton, NY Town Hall
In Attendance: Val Janik - Steering Committee, Pendleton Conservation Board
Len Binns - Steering Committee
Ed Harman - Steering Committee
Rod Seward - Steering Committee
Rod Neubauer – Steering Committee
Linda Nappo - Steering Committee
Dave Leible – Town Board
Molly Vendura - peter j. smith & company, inc.
Dan Sundell - peter j. smith & company, inc.

1. Molly began the meeting with a review of the meeting summary from the Steering Committee meeting held on April 26th that included a prioritized list of park improvements. The list was used as the basis for the design alternatives developed for this meeting.
2. There was an item outstanding from that meeting – Val looked into what the plans are for the rails-to-trails crossing on Campbell. NYSDOT is currently planning to provide a striped crosswalk and a pedestrian crossing sign on both sides of the crossing. There are no plans for lighted signs or a lighted crossing.
3. Molly prepared three alternative plans for the two parks. There are some design **features that are common to all the alternatives.** All plans include:
 - a. Removing the storage building near the historical building
 - b. At Park 1 (the existing Town Park) a corridor from the parking area to the west is kept open to allow access to the property just west of the Town Park in case the Town acquires this property.
 - c. A defined parking lot in front of the Historical Building
 - d. In Park #2 (the proposed Park) a 70 foot buffer is provided between residential properties and any park features. The buffer may consist of tree plantings and/or a berm to provide screening.
 - e. A pond and hill at Park #2. The hill can be constructed from fill from excavating the pond. The hill can be used for an amphitheater and/or a sled hill.

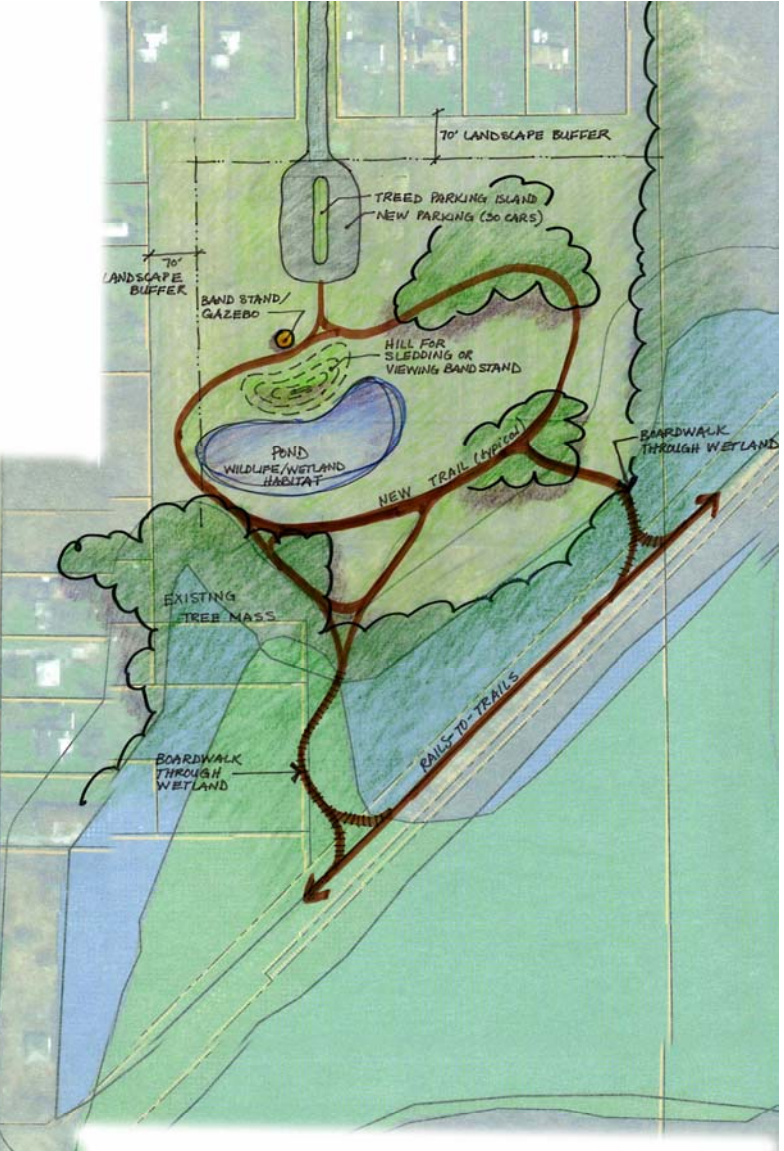
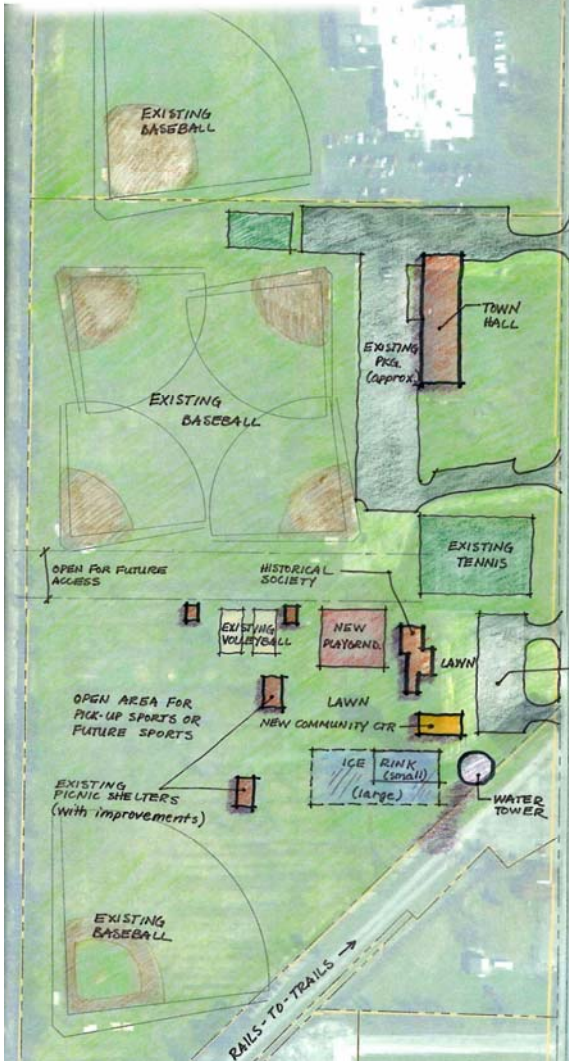
4. Molly presented the three Alternative Plans for the two Pendleton Town Parks. Generally, the plans range from the most passive at Park #2 in Scheme 1 to the most developed at Park #2 in Scheme 3.
5. Following is a description of the three Alternative Plans and comments made by Steering Committee members:

Alternative 1: New Design Elements Included

Park #1	Improve/enclose existing picnic shelters Playground (2-5 yr and 5-12 yr) Community center Ice rink Improved parking
Park #2	Gazebo/bandstand Pond with wildlife/wetland habitat Hill for sledding and viewing bandstand Trails and wetland boardwalk Parking for 30 cars

Comments on Alternative 1 included:

- Would require batting cages be relocated
- Liked the location of the Community Center near the Historical Museum
- Liked the location of the ice skating rink near the Community Center
- Can the ice rink be used for anything else during the rest of the year?
- Liked proximity of new playground with existing ball fields
- Parking in Park #2 protrudes too far into the park



Pendleton Town Park Alternative #1



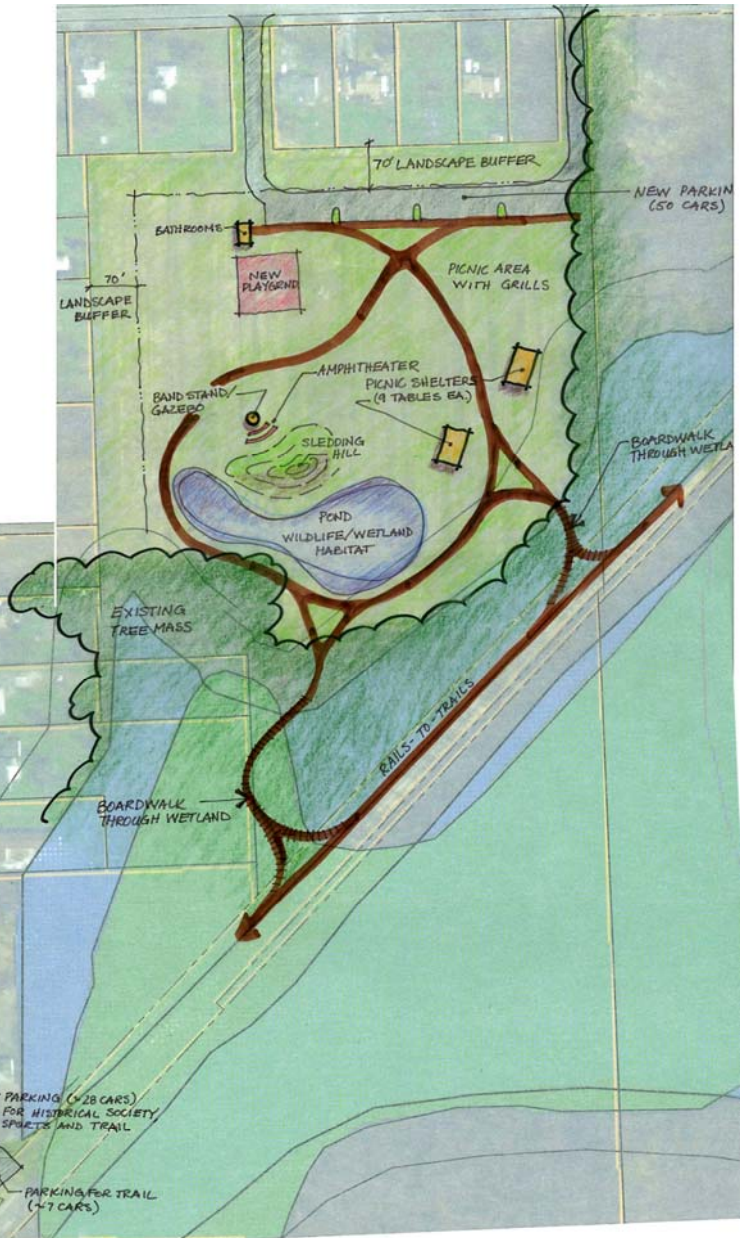
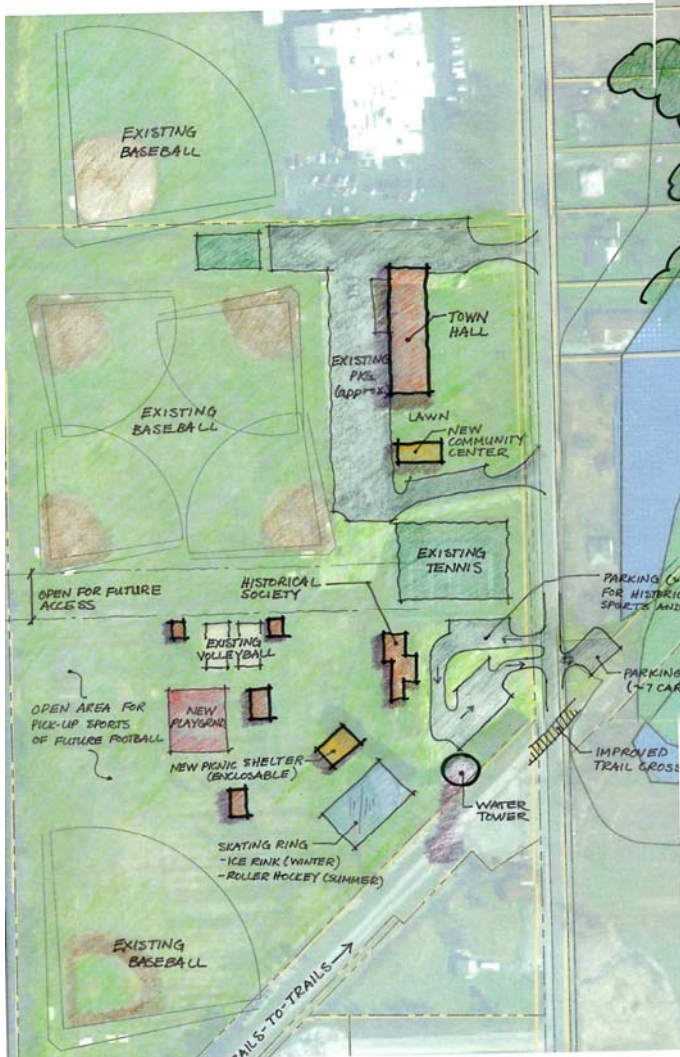
Alternative 2: New Design Elements Included

Park #1 Picnic shelter (enclosable, 9 tables)
Playground (2-5 yr and 5-12 yr)
Community center
Skating rink - ice (winter) and roller hockey (summer)
Improved parking and Rails-to –Trails crossing

Park #2 Gazebo/bandstand with amphitheater
Pond with wildlife/wetland habitat
Hill for sledding
Trails and wetland boardwalk
Playground (2-5 yr and 5-12 yr)
Restrooms
2 Picnic shelters (nine tables each)
Picnic area with grills
Parking for 50 cars

Comments on Alternative 2 included:

- Liked the layout in Park #2 (more design elements)
- Liked having a restroom in Park #2
- Liked the parking layout in Park #2 better than the Alternative #1 layout
- Did not like the location of the Community Center due to the fact that existing parking fills up during ball games



Pendleton Town Park Alternative #2



Alternative 3: New Design Elements Included

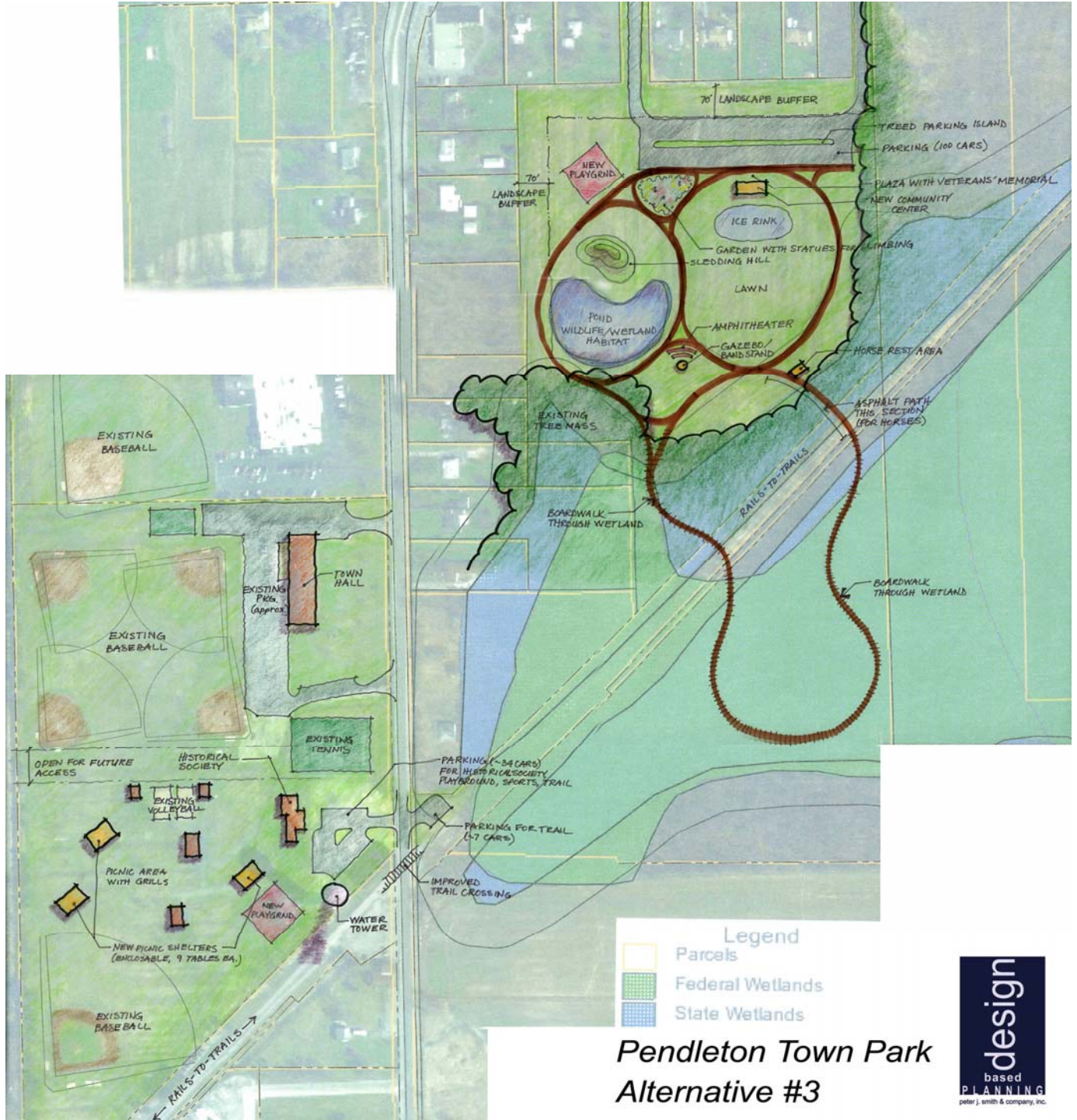
Park #1	3 Picnic shelters (enclosable, 9 tables each) Playground (2-5 yr and 5-12 yr) Picnic area with grills Improved parking and Rails-to-Trails crossing
Park #2	Gazebo/bandstand with amphitheater Pond with wildlife/wetland habitat Hill for sledding Trails and expanded wetland boardwalk Playground (2-5 yr and 5-12 yr) Community center Ice rink Horse rest area near Rails-to-Trails Parking for 100 cars

Comments on Alternative 3 included:

- The playground in Park #1 is too distant from the ballfields
- Liked amphitheater layout in Park #2
- Preferred not having parking along Campbell at trail crossing
- Liked the garden near the parking area
- Liked having the boardwalk south of the rails-to-trails – this is a very wet area

General Comments – All Alternatives

- In Park #1, include a trail to the picnic shelters, play area and ballfields
- Consider a stone (or similar) monument along the trail identifying the Town of Pendleton
- In Park 1, consider adding a concession stand perhaps near the restroom
- The existing restroom in Park #1 needs to be expanded or another restroom should be added
- Include a restroom in Park #2 in all Alternatives
- The Community Center will need bus access



6. The Alternative Plans will be altered based on comments and drawn up in the computer for projection at the upcoming public meeting and for inclusion in the final report.
7. **Next Meeting s**– The next meeting is the Public Meeting scheduled for Saturday, June 2 at 10:00 am in Town Hall. This will be followed by a children’s meeting at 11:30 am the same morning.

The next Steering Committee meeting will be Thursday June 14th at 6:30 in Town Hall.

The above is our understanding of the meeting discussion. If there are any corrections or additions needed please contact me at dsundell@pjscompany.com within two weeks of the issue date of this summary.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'D. Sundell', with a stylized flourish at the end.

Danny Sundell ASLA
peter j. smith & company, inc.



Urban Design
Landscape Architecture
Economic Development
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Agenda

Master Plan - Pendleton Town Parks 1 & 2

Steering Committee Meeting #4

June 14, 2007

1. Results of June 2nd Public Workshop
2. Results of June 2nd Children's Workshop
3. Review Draft Master Plan
4. Phasing
5. Agenda for Public Presentation on August 7th
 - a. Summary of Process, Site and Master Plan
 - b. Discuss Implementation Approach
6. Final Products
 - a. Master Plan
 - i. Mounted Plan
 - ii. Digital File
 - b. Design Report – Chapter Include:
 - i. Executive Summary
 - ii. Site Analysis – plans & text
 - iii. Public Input
 - iv. Design Alternatives - plans & text
 - v. Master Plan - plan & text
 - vi. Costs broken down by phase and/or components
 - vii. Possible Funding Sources
 - viii. Appendix – Meeting Summaries (committee & public), cost estimate details
7. Next Meeting?



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Master Plan Pendleton Town Park

Steering Committee Meeting Summary

Meeting Date: June 14, 2007

Issue Date: June 19, 2007

Revision Date: August 14, 2007

Location: Pendleton, NY Town Hall

In Attendance:

Val Janik	Steering Committee, Pendleton Conservation Board
Len Binns	Steering Committee
Annette Fachko	Steering Committee
Ed Harman	Steering Committee
Rod Seward	Steering Committee
Danny Sundell	peter j. smith & company, inc.
Molly Vendura	peter j. smith & company, inc.

Discussion Items:

- 1. Results of June 2nd Public Workshop** – Danny Sundell opened the meeting with a review of the June 2nd Public Workshop and the three Master Plan alternatives.
 - **Storage Garage:** During the public meeting there was a discussion about the proposed removal of the storage garage at Park #1. Several participants were outspoken and opposed to its removal, citing storage needs and historical value. Danny said, that in the written comments from the workshop, there were as many people who supported its removal, although they did not speak up at the workshop. Ed Harman suggested removing it from the Master Plan. Ed and Rod Seward said the building presents a hazard because it reduces visibility when exiting the park.
 - **Location of Community Center:** The pros and cons of the Community Center location were discussed. Locating the building in Park #1 maximizes its visibility and makes it accessible to the activities that occur in Park #1. Park #2 would provide an isolated location for the Community Center, which is both a plus and a minus. The location in Park #2 would be less visible (from Fiegel Road). However, locating the building in Park #2 helps to create a destination and a purpose for that park. The consensus was that the Master Plan should show the Community Center in Park #2; the location would result in less conflict with sporting events and creates a nice environment for activities

that may occur in Park #2. As an aside, it was mentioned that the Community Center may be utilized for the summer recreation program in the future.

2. **Review of Draft Master Plan** – Danny and Molly Vendura presented a new draft Master Plan, which they had prepared for today’s meeting. After comparing this plan with the three previous design alternatives, the Steering Committee made the following comments/decisions:
 - The Master Plan should show a new restroom and concessions facility in Park #1. However, the existing restrooms should be removed, rather than remodeled and expanded.
 - Danny explained that the size of the Community Center shown on the plans is 2000 SF (a 1500 SF meeting room to accommodate 100 people and 500 SF of additional space).
 - The design of Park #2 in Alternative 3 is the preferred design. Regarding the band stand, the consensus was that the location farther from the houses may be better considering the adjacent residences; facing the bandstand into the woods, rather than towards the park entrance/Fiegel Road, may also help to reduce noise.
 - The design of Park #1 in Alternative 2 (minus the Community Center) is the preferred design.
 - Danny suggested that the Steering Committee begin thinking about a name for Park #2. The Committee agreed that Park #1 is a sports park whereas Park #2 is the community park. Some ideas suggested were Liberty Park, Station Square, a name having to do with the railroad, or a name having to do with nature. Val Janik said the Committee was thinking about holding a contest to name the park. The Committee agreed that the name of Park #1 is Pendleton Park.
 - Ice rink: It should be rectangular, not oval, and located in Park #2. Preferred summer uses for this space are bocce or other uses that are more inclusive than roller hockey. The Town already has roller hockey at Depeau Park.
 - The restroom in Park #2 will be part of the Community Center, not a stand-alone building. Val and Danny commented that they like the design of the restrooms at the community center at Westwood Park (Pavement Rd, south of Walden Ave.), which are accessible from both the inside of the building and the outside.
3. **Results of June 2nd Children’s Workshop** – Molly discussed the Children’s Workshop and explained how the three groups of children had arranged their park elements in the group exercise. Since Val had asked that we show the children images of splash pads/water features at the Children’s Design Workshop (they all liked the splash pads), Molly asked the Committee if they wanted the Master Plan to show a splash pad or interactive water feature. Ed asked if information about this could be provided in the Master Plan document, but requested that it is not shown on the Master Plan.

4. **Phasing**

Danny asked the Committee how they would like the cost information organized in the report: in phases or grouped into related components. The group agreed that phases would not be as useful because the order of construction is not yet determined and will depend on available funding.

5. **Agenda for Public Presentation on August 7th**

Danny explained that he and Molly will revise the Master Plan, given the results of the public workshops and today's discussion, for the August 7 public presentation. Ed suggested that we stress to the Town Board that the park designs will not be implemented in their entirety next year, but will be constructed in phases based on available funding. He also suggested that we keep the discussion more general and avoid design specifics in our presentation.

6. **Final Product**

Danny explained the elements of the final Master Plan product. Lenn Binns asked Danny and Molly to e-mail drafts of the Master Plan and report to the Steering Committee prior to the next meeting.

7. **Next Meeting** – The next Steering Committee meeting is scheduled for Thursday July 19 at 6:30 pm in Town Hall.

The above is our understanding of the meeting discussion. If there are any corrections or additions needed please contact me at mvendura@pjscompany.com within two weeks of the issue date of this summary.

Respectfully Submitted,



Molly B. Vendura, RLA
peter j. smith & company, inc.



Urban Design
Landscape Architecture
Economic Development
Planning

Agenda

Master Plan - Pendleton Town Parks 1 & 2

Steering Committee Meeting #5

July 19, 2007

1. Review Meeting Summary from June 14th
2. Review Draft Final Master Plan
3. Review Costs
4. Review Draft Report
5. Agenda for Public Presentation on August 7th
 - a. Summary of Process, Site and Master Plan
 - b. Discuss Implementation Approach



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Master Plan Pendleton Town Park

Steering Committee Meeting Summary

Meeting Date: July 19, 2007

Issue Date: August 7, 2007

Location: Pendleton, NY Town Hall

In Attendance:

Val Janik	Steering Committee, Pendleton Conservation Board
Len Binns	Steering Committee
Annette Fachko	Steering Committee
Ed Harman	Steering Committee
Rod Seward	Steering Committee
Danny Sundell	peter j. smith & company, inc.
Molly Vendura	peter j. smith & company, inc.

Discussion Items:

1. **Review Meeting Summary from June 14th**– Danny Sundell opened the meeting with a review of the June 14th Steering Committee Meeting.
2. **Review of Draft Final Master Plan** –Molly Vendura presented the finalized draft Master Plan, which was prepared for today’s meeting, based on the Steering Committee’s feedback at the June 14th meeting.
 - Eliminate the word Veterans’ from Veterans’ Memorial Plaza in Park #2.
 - Bring 11” x 17” take-home plans to the August 7 Public Presentation.
3. **Review Costs** – Danny presented a preliminary summary of costs for implementing the Master Plan. The total preliminary costs are: \$1M for Park #2, \$567K for the Community Center and related items, and \$654K for Park #1. See attached spreadsheet. He noted that there are still a few items that he would like to add.
 - Explain costs by components to maximize usefulness when applying for funding.

4. **Review of Draft Report** - Molly presented a draft of the Master Plan report.
 - Removal of storage Building in Park #1: discuss removal of the building in the Master Plan report, emphasizing that it is the long term plan and that provisions for storage and other uses that this building serves will be made before the building is removed.
 - Provide sample adoption statement in report.
 - Include funding strategies in report.
5. **Agenda for Public Presentation on August 7th**
 - a. Summary of Process, Site, and Master Plan – do discuss process, but keep the discussion brief.
 - b. Discuss Implementation Approach – When discussing implementation and cost at the Public Presentation: explain that this is a vision, part of the Town’s recreation plan as a whole. It is a vision of where we want to be in about ten years. Emphasize that before anything is done, it will be budgeted and presented; no money is allocated at this time.
6. **Next Meeting** – The next meeting is a public presentation before the August Town Board Meeting. It is scheduled for Tuesday August 7 at 7:30 pm in Town Hall.

The above is our understanding of the meeting discussion. If there are any corrections or additions needed please contact me at mvendura@pjscompany.com within two weeks of the issue date of this summary.

Respectfully Submitted,



Molly B. Vendura, RLA
peter j. smith & company, inc.



Appendix III

Vision Sessions

Public Vision Session Booklet

Steering Committee Vision Session Summary

Public Vision Session Summary

Photographs

Vision Session Booklet

April 16, 2007

Project Design Team

peter j. smith & company, inc.

1896 Niagara Street

Buffalo, NY 14207

(716) 447-0505

dsundell@pjscompany.com

Peter Smith – Principal

Danny Sundell – Project Manager

Molly Vendura – Landscape Architect

Name (optional)

(please return this booklet)



Vision Question #1

Barring all constraints; for the supply of culture and recreation services, someday I would like to see the following in our area:

Vision Question #2

How would you envision you and your family members using the parks?

PENDLETON TOWN PARK MASTER PLAN





Urban Design
Landscape Architecture
Economic Development
Planning

Master Plan Pendleton Town Park

Steering Committee Vision Session Summary

Meeting Date: April 12, 2007

Issue Date: April 17, 2007

Location: Pendleton, NY Town Hall

In Attendance:

Val Janik	Steering Committee, Pendleton Conservation Board
Len Binns	Steering Committee
Martin Gilbert	Pendleton Historical Society
Ed Harman	Steering Committee
David Labiak	Steering Committee
Rod Neubauer	Steering Committee
Rod Seward	Steering Committee
Karen Smith	Steering Committee
Dan Sundell	peter j. smith & company, inc.
Molly Vendura	peter j. smith & company, inc.

Discussion Items:

1. **Opening Discussion** - Val Janik opened the meeting with an overview of the project history. She also described other town projects that are related to this park Master Plan, such as the Rails-to-Trails construction and the 94-acre town-owned site that may be available for future park and recreation uses.
2. **Project Scope** - Dan Sundell presented a brief overview of the scope of work to be performed for this project, which includes the existing Town Park (also referred to as Town Park #1) and the new Town Park (Town Park #2). The project is anticipated to take five months:
 - a. **Site Analysis** – peter j. smith & company, inc. has completed the site inventory and analysis for the project area. The site analysis plans were presented to the attendees in a PowerPoint presentation. Today's Vision Session with the Steering Committee and the April 16 Public Vision Session will complete the Site Analysis phase of the project.
 - b. **Design Alternatives** – There will be two design phase Steering Committee meetings: the first to develop a design program and the second to present and

discuss three design alternatives. The first design phase meeting is scheduled for April 26. After the second meeting in May and refinements to the design alternatives, two public meetings will be held on Saturday June 2nd. The first of these meetings is a public meeting to present and discuss the design alternatives and the second is a children's design workshop.

- c. **Master Plan** – After the public workshops are complete, a preferred design alternative will be selected and the Master Plan and report will be completed. There will be two Steering Committee meetings in the master plan phase, which will be held during June and July: the first to select a preferred design alternative for the two parks and the second to review the draft Master Plan and report. After the Master Plan and report are finalized, there will be a public presentation at the Town Board Meeting on Tuesday August 7.
3. **Vision Session** – Dan Sundell handed out Visioning Booklets to all attendees. The booklets contained a series of questions to guide the discussion about the parks' design potentials and possible concerns. Following are the questions asked and a summary of the discussion:
- a. **Barring all constraints; for the supply of culture and recreation services, someday I would like to see the following in our area:**
 - Trails for walking, mountain biking & cross-country skiing
 - Wetland boardwalk
 - Wildlife habitat (bird, butterfly)
 - Outdoor ice skating rink
 - Bocce court
 - Kiddy sledding hill
 - Self-guided orienteering courses
 - Grills and picnic tables
 - Dog park
 - Flowers and plantings along trails
 - Naturalistic water feature(s), pond
 - Historic interpretation
 - Environmental education
 - Peaceful naturalistic setting
 - A place for older people, young couples, those without children
 - Encourage exercise
 - Limit/prohibit motorized vehicles
 - Community flower garden, rock garden, native plants
 - Memorial opportunities for public buy-in (benches, trees, etc.)
 - Area for memorializing Veterans
 - Warming hut
 - Bandstand pavilion
 - Senior and community center (50-100 people)
 - Building with public restrooms
 - Incorporate recycled materials, renewable resources and solar lighting
 - Like Ithaca Children's Garden with environment-related statues to climb
 - Place to host horse shows
 - Lawn area for pickup games of bocce, football, etc.
 - Surveillance cameras for safety
 - b. **The project needs an identity upon which the design language could be based. What could that identity be?**
 - Erie Canal and/or railroad
 - Transportation theme
 - Rail station/depot, possibly at site of old Pendleton Station near tracks
 - Farm community
 - "Our Community, Our Park", a place to come together
 - Countrysides: equestrian, farming
 - Woodlands & nature

c. **List any concerns you may have or issues that may arise during the design process or during the development of the project:**

- Cost: will it reduce quality of and elements in design
- Funding
- Park will be designed with too many restrictions: no pets, no feet in water features
- Park will be vanilla/commonplace
- ATVs can cause problems and impact nature/wildlife
- Identify allowable and restricted areas for ATV use
- Maintenance and longterm upkeep
- Keep as low maintenance as possible
- Park needs broad appeal
- New park is secluded
- Mosquito problems
- Policing, security, safety, vandalism, respect for others, enforcement
- Crossing Campbell Blvd. between parks
- Parking: where?
- Traffic, ingress, egress and effect on neighboring residents
- Provide buffers for neighboring properties
- Drainage problems; design of existing ditch may be causing problems
- Identify/consider features Starpoint may be planning for its new parks
- Consider making park for residents only

d. **In addition to the Program Items already discussed, what features/ programs should be considered at Pendleton Town Park? Do you have any final thoughts?**

- How do we tie the park into Pendleton and Starpoint events?
- Fencing should be visually open, not a barrier
- Retaining walls should also serve as seating
- Access for disabled
- Gazebos/pavilions should be open & flexible
- Music/band areas should be raised for visibility
- Include groves of flowering trees like cherry and dogwood

4. **Next Meeting** – The next Steering Committee meeting is scheduled for Thursday May 26 at 6:30 pm in Town Hall

The above is our understanding of the meeting discussion. If there are any corrections or additions needed please contact me at mvendura@pjscompany.com within two weeks of the issue date of this summary.

Respectfully Submitted,



Molly B. Vendura, RLA
peter j. smith & company, inc.



Urban Design
Landscape Architecture
Economic Development
Planning

**Master Plan
Pendleton Town Park**

Public Vision Session Summary

Meeting Date: April 16, 2007
Issue Date: April 26, 2007
Location: Pendleton, NY Town Hall

In Attendance: Jim Reister Supervisor, Town of Pendleton
Bruce Barber Chairman Conservation Board, Town of Pendleton
Val Janik Conservation Board, Town of Pendleton
Jeff Stowell Highway Superintendent, Town of Pendleton
Terry Pienta Town Clerk, Town of Pendleton
Ed Harman Master Plan Steering Committee member
Rod Neubauer Master Plan Steering Committee member
Rod Seward Master Plan Steering Committee member
Charles Schott Tonawanda Sportsmens Club
Dan Sundell peter j. smith & company, inc.
Molly Vendura peter j. smith & company, inc.

Residents:

Duane Albert	Sandra Miller	Linda Nappo
Lorraine Gately	Allene Miller	Clyde Rankie
Liz Harman	Carol Moeller	Elmer Walter
Bob Kramer	Randy Moje	Jane Walter
James Loyd	Frank Nappo	Patrick Wentz

Discussion Items:

1. **Project Scope** - Dan Sundell presented a brief overview of the scope of work to be performed for this project, which includes the existing Town Park (also referred to as Town Park #1) and the new Town Park (Town Park #2). The project is anticipated to take five months:
 - a. **Site Analysis** – peter j. smith & company, inc. has completed the site inventory and analysis for the project area. The site analysis plans were presented to the attendees in a PowerPoint presentation. A Vision Session, similar to this public meeting, was held with the Master Plan Steering Committee on April 12. Today’s public Vision Session will complete the Site Analysis phase of the project.

- b. **Design Alternatives** – There will be two design phase Steering Committee meetings: the first to develop a design program and the second to present and discuss three design alternatives. The first design phase meeting is scheduled for April 26. After the second meeting in May and refinements to the design alternatives, two public meetings will be held on Saturday June 2nd. The first of these meetings is a public meeting to present and discuss the design alternatives and the second is a children’s design workshop.
- c. **Master Plan** – After the public workshops are complete, a preferred design alternative will be selected and the Master Plan and report will be completed. There will be two Steering Committee meetings in the master plan phase, which will be held during June and July: the first to select a preferred design alternative for the two parks and the second to review the draft Master Plan and report. After the Master Plan and report are finalized, there will be a public presentation at the Town Board Meeting on Tuesday August 7.
2. **Vision Session** – Dan Sundell and Molly Vendura handed out Visioning Booklets to all attendees. The booklets contained a series of questions to guide the discussion about the parks’ design potentials and possible concerns. Following are the questions asked and a summary of the discussion:
- a. **Barring all constraints; for the supply of culture and recreation services, someday I would like to see the following in our area:**
- Additional baseball diamonds, especially a 75’ (infield) diamond for the 13-14 year olds
 - Soccer and football fields
 - Better parking, including for Rails-to-Trails
 - More playground equipment and equipment for preschool ages, too
 - Paths for walking, jogging, biking, skateboarding & cross-country skiing
 - Exercise stations along paths
 - Nature trails
 - Wildlife habitat (bird, butterfly)
 - Dedicated conservation/wild area
 - Simple outdoor ice skating rink with lights and benches, hockey and free skate areas
 - Better enclosed tennis courts with wind breaks
 - Bocce and horseshoes courts
 - Golf course, driving range
 - Outdoor pool for summer use
 - Area for sledding and tubing
 - Picnic shelters with protection from bad weather (eg. pull down doors)
 - Flowers and plantings
 - Pond for picnicking or fishing; ponds in the woods
 - Plant identification along trails
 - Quiet activities
 - A place for older people, young couples, those without children
 - Lodge with fireplace (Chestnut Ridge)
 - Bandstand/theater pavilion
 - Senior center with lawn and parking
 - Multi-function recreation building with facilities and cafeteria (meetings, exercise equipment, indoor sports, foosball/ping pong, parties, storage for sports equipment, concessions)
 - More public restrooms
 - Incorporate solar lighting
 - Recycling bins (eg. Fibrex Inc.)
 - Nice fencing at access road for adjacent residents’ safety
 - Buffer between park and existing homes
 - Rest stop for Roswell’s Ride for a Cure
 - One person suggested this priority: (1) kids, (2) seniors, (3) everyone else

- b. **How would you envision you and your family members using the parks?**
- See above comments
- c. **The project needs an identity upon which the design language could be based. What could that identity be?**
- Incorporate historic ice house
 - Reflect railroad/trolley lines in building architecture
 - Erie Canal, colonial theme
 - Rural, farm community
 - Sanctuary
 - Quiet senior or family theme
 - Rustic structure design
 - Historic displays
 - Nature park
 - Multi-purpose park
 - Leisure and exercise
 - Active (Park #1), Serene/Relaxing (Park #2)
 - Pendleton's Growing, Come Grow with Us
- d. **List any concerns you may have about the development of the parks. Do you have any final thoughts?**
- Cost
 - Funding
 - Maintenance issues & costs
 - Park needs broad appeal, something for everyone, draw people to center of town
 - Access for disabled/elderly
 - Park patrol (dawn to dusk)
 - Need adequate lighting
 - Personal safety
 - Emergency vehicle access
 - Crossing Campbell Blvd. between parks
 - Parking
 - Traffic, ingress, egress and effect on neighboring residents
 - Need multiple access points for Park #2, from Fiegle *and* Campbell
 - Increased traffic on Fiegel Road
 - Provide barrier/buffers for neighboring properties
 - Drainage problems; do not flood backyards of adjacent homes
 - Rails-to-Trails through Sportsmens Club land not necessarily safe (secluded, shooting)
 - Baseball fields could be built at Beach Ridge Road facility
 - Do we need another park?
 - How about a questionnaire for residents regarding what they would like to see?

3. **Next Meeting** – The next public meetings are scheduled for Saturday June 2 in Town Hall. The Public Design Workshop will be at 10 am and the Children's Design Workshop will be at 11:30 am.

The above is our understanding of the meeting discussion. If there are any corrections or additions needed please contact me at mvendura@pjscompany.com within two weeks of the issue date of this summary.

Respectfully Submitted,



Molly B. Vendura, RLA
 peter j. smith & company, inc.

Master Plan for Pendleton Town Parks

Photographs from Public Vision Session: April 16, 2007





Appendix IV

Public Design Workshop

Agenda

Questionnaire

Summary



Urban Design
Landscape Architecture
Economic Development
Planning

Agenda

Master Plan - Pendleton Town Parks 1 & 2 Public Design Workshop

June 2, 2007

1. Review purpose and goals of the Park Master Plan project
2. Review site analysis
3. Review suggested design elements and priorities (from previous meetings)
4. Review three design alternatives

Alternative 1: New Design Elements Included

Park #1
(at Town Hall)
Improve/enclose existing picnic shelters
Playground (2-5 yr and 5-12 yr)
Community center
Ice rink
Improved parking

Park #2
(new park)
Gazebo/bandstand
Pond with wildlife/wetland habitat
Hill for sledding and viewing bandstand
Trails and wetland boardwalk
Parking for 30 cars

Alternative 2: New Design Elements Included

Park #1
(at Town Hall)
Picnic shelter (enclosable, 9 tables)
Playground (2-5 yr and 5-12 yr)
Community center
Skating rink - ice (winter) and roller hockey (summer)
Improved parking and Rails-to-Trails crossing

Park #2
(new park)
Gazebo/bandstand with amphitheater
Pond with wildlife/wetland habitat
Hill for sledding
Trails and wetland boardwalk
Playground (2-5 yr and 5-12 yr)
Restrooms
2 Picnic shelters (nine tables each)
Picnic area with grills
Parking for 50 cars

(continued on reverse)

Agenda (continued)
Steering Committee Meeting #3

Alternative 3: New Design Elements Included

Park #1 <i>(at Town Hall)</i>	3 Picnic shelters (enclosable, 9 tables each) Playground (2-5 yr and 5-12 yr) Picnic area with grills Improved parking and Rails-to-Trails crossing
Park #2 <i>(new park)</i>	Gazebo/bandstand with amphitheater Pond with wildlife/wetland habitat Hill for sledding Trails and expanded wetland boardwalk Playground (2-5 yr and 5-12 yr) Community center Ice rink Horse rest area near Rails-to-Trails Parking for 100 cars

5. Discuss the next steps in the project. The Final Presentation to the Town Board is scheduled for Tuesday August 7 at 7:30 pm in Town Hall.



Urban Design
Landscape Architecture
Economic Development
Planning

Master Plan - Pendleton Town Parks 1 & 2
Public Design Workshop
June 2, 2007

Please provide us with feedback regarding the three design alternatives we have shown today. Please comment on the park elements and layout shown in Alternatives 1 - 3. For example, your comments may address amount or design of parking, location of building(s), the location of elements in Park #1 vs. Park #2, etc. Use the back of the sheet for additional space, if necessary.

1. Alternative 1

2. Alternative 2

3. Alternative 3

What do you think is the ideal design for the parks? Do you prefer one of the three alternatives shown, or would you combine different aspects of each to create the ideal design? Please explain.



Urban Design
Landscape Architecture
Economic Development
Planning

**Master Plan
Pendleton Town Park**

Public Design Workshop Summary

Meeting Date: June 2, 2007
Issue Date: June 14, 2007
Location: Pendleton, NY Town Hall

In Attendance: Jim Reister Supervisor, Town of Pendleton
Val Janik Conservation Board, Town of Pendleton
Edward Harman Master Plan Steering Committee member
Rod Seward Master Plan Steering Committee member
Dan Sundell peter j. smith & company, inc.
Molly Vendura peter j. smith & company, inc.

Residents:

Annette Fachko Duane Albert Jane Walter
Vernon Hamner Linda Nowak Phil Basinski
Liz Harman James Loyd Dave Liepold
Sandra Miller Randy Moje
Audrey Albert Kristina Loyd

Discussion Items:

- 1. Project Purpose and Goals** - Dan Sundell presented a brief overview of the scope of work to be performed for this project, which includes the existing Town Park (also referred to as Town Park #1) and the new Town Park (Town Park #2). He reminded the group that this was the second public meeting on this project and that the first was a visioning meeting. He also pointed out that there is a Steering Committee made up of Town representatives guiding the project. Dan pointed out that the goal of this project is to create a Master Plan for phased implementation.
- 2. Site Analysis** – Dan briefly presented slides of the two parks and pointed out major features of the sites such as the wetlands, access points and adjacent residential properties.

3. **Design Elements** – Dan presented a list of design elements (items included in the park plans) that was derived from the Steering Committee and public visioning meetings. The list was reviewed by the Steering Committee and ranked by priority:

Top 10 Design Elements (in relative order):

- Trails
- Playground Equipment
- Community Center
- Bandstand/Amphitheater
- Outdoor Ice Skating
- Exercise Stations
- Restrooms
- Wildlife Habitat
- Ponds
- Picnic Shelters

Beyond the list above there were additional design elements that should be considered for inclusion:

- Children’s Garden with play sculptures
- Small Sled Hill
- Parking
- Memorial Features (for public buy-in)
- Grills and Picnic Tables
- Place for Horse Shows
- Area for Memorializing Veterans
- Warming Hut/ Lodge
- Orienteering Course
- Open Lawn for Informal Sports (pickup games)
- Tennis Courts with Windbreaks

4. **Design Alternative Overview** – The design elements were laid onto the two sites on three separate Design Alternative Plans. There were several items that were included in all three of the alternatives:

- At Park 1, a corridor from the existing parking area to the west to allow access to the adjacent property in case the Town acquires it.
- A defined parking lot in front of the Historical Building
- In Park #2, a 70 foot buffer separating the residential properties from the park improvements. This could be a berm and/or plantings.
- A pond and hill at Park #2 were included
- The storage garage by the Historic Museum was removed

5. **Design Alternative #1** – This alternative shows the most passive development of Park #2 and includes:

Park #1 Improve/enclose existing picnic shelters
 Playground (2-5 yr and 5-12 yr)
 Community center
 Ice rink
 Improved parking

Park #2 Gazebo/bandstand
 Pond with wildlife/wetland habitat
 Hill for sledding and viewing bandstand
 Trails and wetland boardwalk
 Parking for 30 cars

Comments included:

- Why remove tee ball diamond #5?
- At Park #2, include boardwalks on the south side of the rails-to-trails
- At Park #2, consider moving the north park entrance to the eastern edge of the property to lessen impacts to neighbors
- Provide a bigger buffer
- Move the Community Center to Park #2
- Concerned about loss of parking by the museum
- Entrance to Park #2 is too close to Campbell/Fiegle intersection
- Include a restroom in Park #2
- Like the Community Center Location
- Liked the limited development for Park #2 in this alternative
- Improve the existing restrooms in Park #1
- Don't like the parking layout near the museum – preferred the layout in Alternative #2 instead
- Move the Community Center near Town Hall and build a service building near ice skating



Alternative 2: New Design Elements Included

Park #1 Picnic shelter (enclosable, 9 tables)
Playground (2-5 yr and 5-12 yr)
Community center
Skating rink - ice (winter) and roller hockey (summer)
Improved parking and Rails-to –Trails crossing

Park #2 Gazebo/bandstand with amphitheater
Pond with wildlife/wetland habitat
Hill for sledding
Trails and wetland boardwalk
Playground (2-5 yr and 5-12 yr)
Restrooms
2 Picnic shelters (nine tables each)
Picnic area with grills
Parking for 50 cars

Comments Included:

- Playground is too close to Campbell Road
- Why have a pond at all – concerned about safety & mosquito
- Include a concession stand with the Community Center
- Like having playgrounds at both parks
- Liked this scheme the best only with no pond or a smaller pond
- Prefer this alternative but would like additional trails in Park #2
- Don't like the location of the Community Center
- In Park #2 – liked the parking, restroom, playground layout



Alternative 3: New Design Elements Included

Park #1	3 Picnic shelters (enclosable, 9 tables each) Playground (2-5 yr and 5-12 yr) Picnic area with grills Improved parking and Rails-to-Trails crossing
Park #2	Gazebo/bandstand with amphitheater Pond with wildlife/wetland habitat Hill for sledding Trails and expanded wetland boardwalk Playground (2-5 yr and 5-12 yr) Community center Ice rink Horse rest area near Rails-to-Trails Parking for 100 cars

Comments Included:

- Don't like Community Center in Park #2
- The bandstand is too close to the pond
- Include more garden areas
- Bathrooms should be closer to the horse rest area
- Move playground in Park #1 closer to ball diamonds 1-4



General Comments on All Alternatives:

- We need a Community Center since every other town has one
- Consider not removing the storage garage since it is a historic structure and is used for storage of sports equipment
- In favor of removing storage garage
- Concerned about security on the trails
- Consider phones along the trails
- Move some sports fields to other sites within the Town – keep the park for all and not just sports groups
- Access for the disabled is very important
- Would prefer no development in Park #2
- Ice skating should not be a design priority since it is useable for such a short time
- Liked the idea of roller hockey in the summer at the ice skating area
- Consider including an “extreme sports” area with zip-lines, cargo net ladders etc.

6. **Next Steps** – Comments received will be summarized and a Draft Master Plan will be prepared for review by the Steering Committee. Following the next Steering Committee meeting, the Draft Master Plan will be finalized and presented to the public in a Town Board meeting. A Design Report will also be prepared that summarizes the design process and includes a list of costs and recommendations for phased implementation.

7. **Next Meetings**

- a. The next **Steering Committee meeting** will be Thursday June 14th at 6:30 pm at Town Hall.
- b. The next **public meeting** will be the presentation of the Draft Final Master Plan to the Town Board on Tuesday August 7th at 7:30 pm at Town Hall.

The above is our understanding of the meeting discussion. If there are any corrections or additions needed please contact me at mvendura@pjscompany.com within two weeks of the issue date of this summary.

Respectfully Submitted,



Dan Sundell ASLA
peter j. smith & company, inc.

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Respectfully Submitted,



Dan Sundell ASLA
peter j. smith & company, inc.



Appendix V

Children's Design Workshop

Agenda

Presentation

Photographs

Summary



Urban Design
Landscape Architecture
Economic Development
Planning

Agenda

Master Plan - Pendleton Town Parks 1 & 2

Children's Design Workshop

June 2, 2007

1. PowerPoint presentation of different types of playground equipment. Ask children which one looks the most fun and why. Ask if there is anything shown that they do not like.
 - a. Big kid (school age: 5 – 12) play structures
 - b. Younger kids' (preschool age: 2 – 5) play structures
 - c. Big kid climbers
 - d. Younger kids' climbers
 - e. Swings
 - f. Other play elements
 - g. Other play elements for younger kids
 - h. Ride-on play elements
2. Group exercise. Divide children into groups and appoint an older child to be the leader. Allow each group to place the various design elements (picnic shelters, community center, ice rink, etc.) on a plan of the two parks. Gather all children back together and walk around to each set-up and discuss the differences.
3. Explain what will happen next with the Park Master Plan project





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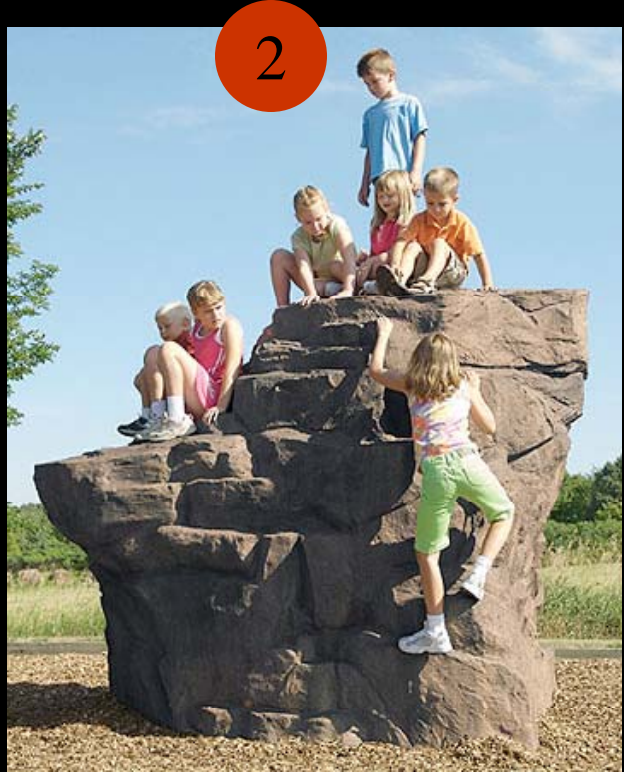


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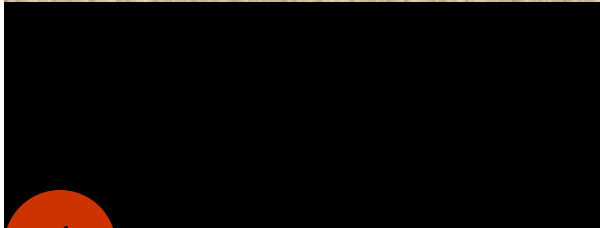
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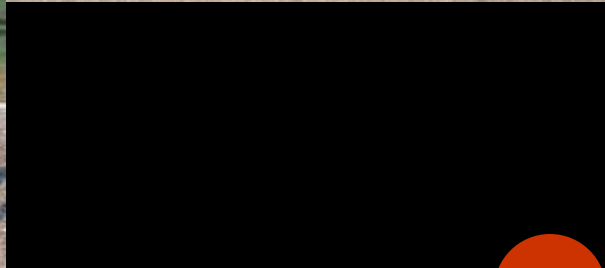
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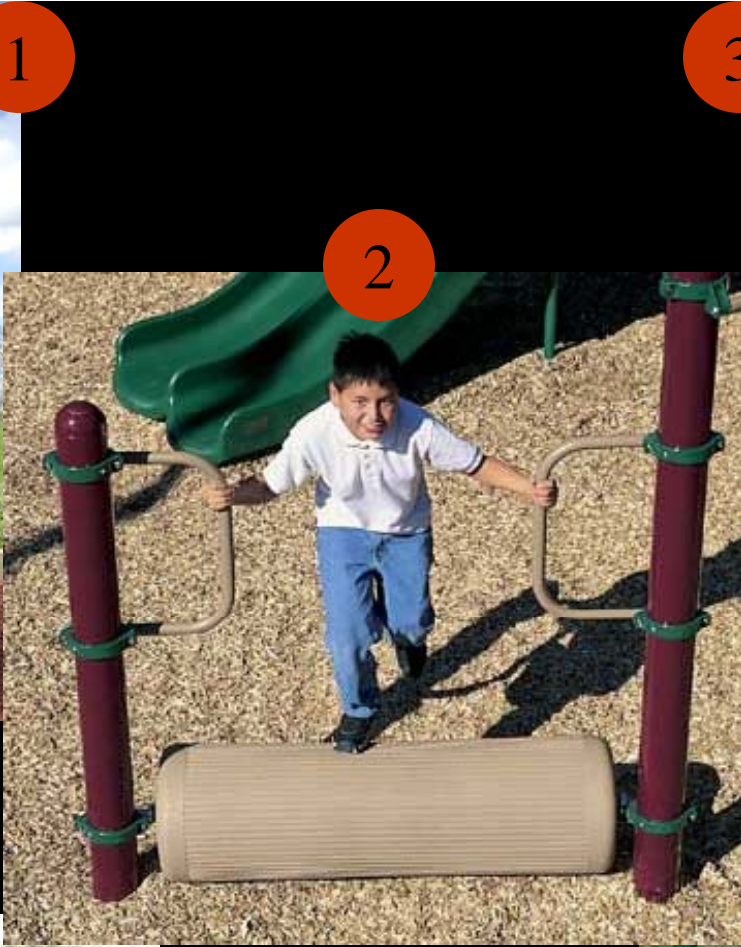
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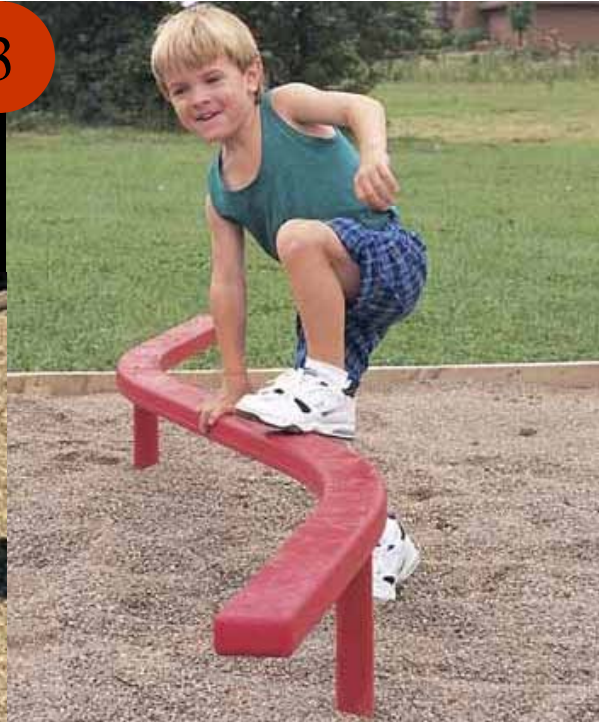


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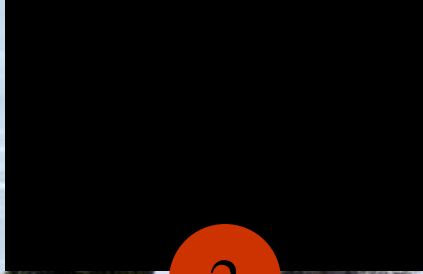
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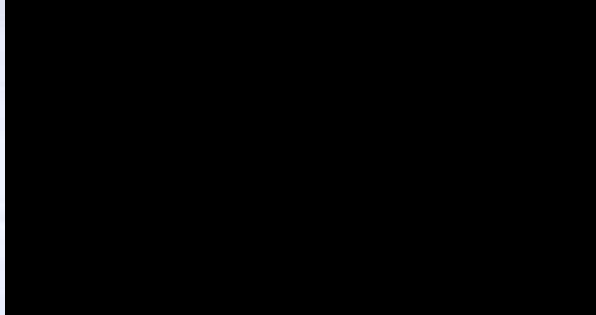
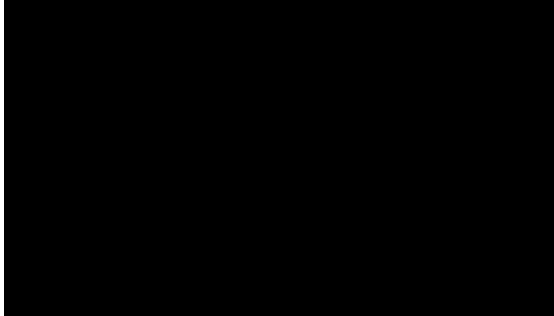
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4



5

Master Plan for Pendleton Town Parks

Photographs from Children's Design Workshop: June 2, 2007



Master Plan for Pendleton Town Parks

Photographs from Children's Design Workshop: June 2, 2007



Master Plan for Pendleton Town Parks

Photographs from Children's Design Workshop: June 2, 2007





Urban Design
Landscape Architecture
Economic Development
Planning

Master Plan Pendleton Town Park

Children's Design Workshop Summary

Meeting Date: June 2, 2007

Issue Date: June 14, 2007

Location: Pendleton, NY Town Hall

In Attendance:

Val Janik	Steering Committee
Len Binns	Steering Committee
Ed Harman	Steering Committee
Dan Sundell	peter j. smith & company, inc.
Molly Vendura	peter j. smith & company, inc.

Residents:

Carolina Binns (age 8)	Sarah Morse (age 11)
Carol Binns	Andrea Sacco (age 15)
Jolanta Coles (age 11)	James Sacco (age 7)
Liga Coles (age 10)	Jessica Sacco (age 8)
Jamie Galloway (age 8)	James Sacco
KC Galloway (age 12)	Mary Anne Sacco
Marcia M. Galloway	

Discussion Items:

1. Molly led a PowerPoint presentation of different types of playground equipment. The children were asked which one looks the most fun and why. They were also asked if there was anything shown that they did not like. The followings lists the topic of each slide shown:
 - a. Big kid (school age: 5 – 12) play structures
 - b. Younger kids' (preschool age: 2 – 5) play structures
 - c. Big kid climbers
 - d. Younger kids' climbers
 - e. Swings
 - f. Other play elements
 - g. Other play elements for younger kids
 - h. Ride-on play elements
 - i. Splash pads / fountains
 - j. Sledding hill and ice rink

In general the children preferred larger play structures with a greater variety of activities built into them. They also liked the play elements that they are not exposed to at other local playgrounds, such as the tire swing, log roller, swings with springs built into the support legs, and sand/water play. They were very receptive to the idea of a splash pad/interactive fountain; they preferred fountains they could actually play in, instead of one where they could just touch the water with their hands. They liked the sledding hill and ice rink because these provide fun activities during the winter.

2. Group exercise. The children were divided into three groups. Each group was asked to place nine design elements (two picnic shelters, a community center, ice rink, sledding hill, pond, gazebo, and two benches) on a plan of the two parks. After placing the elements, the children used a marker to add paths/trails in the parks. When all groups were finished, the children were gathered back together. We walked around to each set-up and the children explained why they placed the various elements where they did. The three designs were photographed and are included below.





The above is our understanding of the meeting discussion. If there are any corrections or additions needed please contact me at mvendura@pjscompany.com within two weeks of the issue date of this summary.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Molly Vendura". The signature is written in a cursive, flowing style.

Molly B. Vendura, RLA
peter j. smith & company, inc.



Appendix VI

Cost Estimate Worksheet

Master Plan for Pendleton Town Parks
Estimate of Construction Costs

Pendleton Park #2 - New Park - October, 2007				
Items	Unit	Quant.	Unit Price	Amount
CLEARING AND GRUBBING	LUMPSUM	1	\$ 3,500.00	\$ 3,500.00
EROSION CONTROL	LUMP SUM	1	\$ 1,000.00	\$ 1,000.00
STRIP & STOCKPILE TOPSOIL	CY	3,600	\$ 5.00	\$ 18,000.00
POND (DIG, TRUCK & PILE ON SITE TO FORM SLED HILL & AMPHITHEATER)	CY	5120	\$ 13.00	\$ 66,560.00
STORM PIPE 8" AVERAGE	LF	200	\$ 26.00	\$ 5,200.00
CATCH BASINS MEDIUM	EA	6	\$ 3,500.00	\$ 21,000.00
ELECTRIC TO AMPHITHEATER	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00
GRADE LAWN AREA	ACRE	10	\$ 2,500.00	\$ 25,000.00
ASPHALT PAVING - 19380SF				
BOX OUT BASE 12" DEEP	CY	717	\$ 8.00	\$ 5,740.00
10" SUBBASE STONE	CY	595	\$ 40.00	\$ 23,800.00
6" ASPHALT TOTAL DEPTH	TON	697	\$ 85.00	\$ 59,250.00
MISC GRADING/SEEDING	LUMP SUM	1	\$ 3,000.00	\$ 3,000.00
TRAIL - 10' ASPHALT	LF	3234	\$ 22.00	\$ 71,150.00
TRAIL - BOARDWALK	LF	1530	\$ 150.00	\$ 229,500.00
GROUP PAVILION/BANDSTAND	EA	1	\$ 85,000.00	\$ 85,000.00
HORSE REST SHELTER	EA	1	\$ 25,000.00	\$ 25,000.00
SPREAD TOPSOIL	CY	3600	\$ 5.00	\$ 18,000.00
LAWN SEED WITH FINE GRADE	ACRE	10	\$ 5,000.00	\$ 50,000.00
SITE FURNISHINGS	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00
GENERAL SITE PLANTINGS	LUMP SUM	1	\$ 25,000.00	\$ 25,000.00
ICE SKATING ARENA	LUMP SUM	1	\$ 15,000.00	\$ 15,000.00
PLAY GARDEN FEATURES & PATHS	LUMP SUM	1	\$ 20,000.00	\$ 20,000.00
BUFFER PLANTINGS	LUMP SUM	1	\$ 15,000.00	\$ 15,000.00
PLAY GARDEN PLANTINGS	LUMP SUM	1	\$ 7,000.00	\$ 7,000.00
PLAY EQUIPMENT	LUMP SUM	1	\$ 50,000.00	\$ 50,000.00
FITNESS TRAIL COMPONENTS	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00
RAILS TO TRAILS GATE	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00
TRAFFIC SIGNAGE	EA	4	\$ 200.00	\$ 800.00
ENTRY SIGNAGE	EA	1	\$ 3,500.00	\$ 3,500.00

SUBTOTAL	\$ 867,000.00
20% CONTINGENCY	\$ 173,500.00
SITWORK TOTAL	\$ 1,040,500.00

Master Plan for Pendleton Town Parks
Estimate of Construction Costs

Community Center in Park #2 - October 2007				
Items	Unit	Quant.	Unit Price	Amount
COMMUNITY CENTER BUILDING	SF	2,600	\$ 125.00	\$ 325,000.00
ACCENT PAVING (MEMORIAL PLAZA)	SF	500	\$ 11.00	\$ 5,500.00
ELECTRICAL DISTRIBUTION- ON-SITE	LUMP SUM	1	\$ 15,000.00	\$ 15,000.00
SANITARY LINE 6"	LF	400	\$ 20.00	\$ 8,000.00
SANITARY MANHOLES	EA	1	\$ 3,500.00	\$ 3,500.00
WATER METER PIT	EA	1	\$ 3,500.00	\$ 3,500.00
WATER LINE 1"	LF	400	\$ 15.00	\$ 6,000.00
BACKFLOW PREVENTER W/ENCLOSURE	LF	1	\$ 5,000.00	\$ 5,000.00
GAS SERVICE CONNECTION	LF	1	\$ 5,500.00	\$ 5,500.00
GAS SERVICE 1"	LF	400	\$ 15.00	\$ 6,000.00
ASPHALT PAVING - 14850SF				
BOX OUT BASE 12" DEEP	CY	550	\$ 8.00	\$ 4,400.00
10" SUBBASE STONE	CY	456	\$ 40.00	\$ 18,240.00
6" ASPHALT TOTAL DEPTH	TON	534	\$ 85.00	\$ 45,390.00
PARKING LIGHTS	EA	4	\$ 5,000.00	\$ 20,000.00
MISC GRADING/SEEDING	LUMP SUM	1	\$ 1,500.00	\$ 1,500.00
SUBTOTAL				\$ 472,500.00
20% CONTINGENCY				\$ 94,500.00
SITWORK TOTAL				\$ 567,000.00

Pendleton Park #1 - Existing Park - October 2007				
Items	Unit	Quant.	Unit Price	Amount
CLEARING AND GRUBBING	LUMPSUM	1	\$ 1,500.00	\$ 1,500.00
EROSION CONTROL	LUMP SUM	1	\$ 1,000.00	\$ 1,000.00
GRADE LAWN AREA	ACRE	0.5	\$ 2,500.00	\$ 1,250.00
ASPHALT PAVING AT MUSEUM- 18200SF				
BOX OUT BASE 12" DEEP	CY	675	\$ 8.00	\$ 5,400.00
10" SUBBASE STONE	CY	559	\$ 40.00	\$ 22,360.00
6" ASPHALT TOTAL DEPTH	TON	655	\$ 85.00	\$ 55,680.00
MISC GRADING/SEEDING	LUMP SUM	1	\$ 1,500.00	\$ 1,500.00
TRAIL - 10' ASPHALT	LF	3573	\$ 22.00	\$ 78,610.00
PICNIC SHELTER	EA	1	\$ 45,000.00	\$ 45,000.00
EXISTING SHELTER UPGRADES	EA	3	\$ 25,000.00	\$ 75,000.00
RESTROOM CONCESSION	EA	1	\$ 220,000.00	\$ 220,000.00
LAWN SEED WITH FINE GRADE	ACRE	0.5	\$ 5,000.00	\$ 2,500.00
SITE FURNISHINGS	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00
GENERAL SITE PLANTINGS	LUMP SUM	1	\$ 15,000.00	\$ 15,000.00
PLAY EQUIPMENT	LUMP SUM	1	\$ 60,000.00	\$ 60,000.00
TRAFFIC SIGNAGE	EA	3	\$ 200.00	\$ 600.00
SUBTOTAL				\$ 590,400.00
20% CONTINGENCY				\$ 118,100.00
SITWORK TOTAL				\$ 708,500.00



Appendix VII

Potential Funding Sources

Master Plan for Pendleton Town Parks
Potential Funding Sources

Program	Sponsor	Funded Activities	Funding amounts (if known)	Match required?	Site	Source	Notes
Community Development Block Grants	NYS Governor's Office of Small Cities	Open Round for Economic revitalization	Maximum grant in 2004 is \$750,000; minimum is \$100,000; maximum grant amount per FTE job created is \$7,500		nysmallcities.com	US Housing and Urban Development	Cities, towns and villages with a population of under 50,000 eligible as are counties with unincorporated population under 200,000
Community Development Block Grants	NYS Governor's Office of Small Cities	Competitive round for housing, public facilities and micrienterprise	\$400,000; for towns, villages and cities; \$600,000 for counties and joint applications		nysmallcities.com	US Housing and Urban Development	Cities, towns and villages with a population of under 50,000 eligible as are counties with an unincorporated population under 200,000
Architecture Planning and Design Grants	NYS Council on the Arts	Planning and community design	UNK		nysca.org		Funds a wide variety of programs in urban design, community development and preservation
Transportation Enhancement for the 21st Century	NYS Department of Transportation	Various transportation related enhancements		Yes	nys.dot.state.ny.us	Federal Transportation Appropriation	Various planning efforts
Banrock Station Wines Wetland Conservation Fund	Banrock Station Wines	Educate, inspire action, create partnerships for wetlands conservation and restoration	\$1,000-\$5,000	No	conservationfund.org	Conservation Fund with corporate sponsor	Program inaugurated in 2003; past winners include Appalachian Trail Conservancy
Green Building Initiative	Kresge Foundation	Planning for construction of environmentally sustainable new facilities, including development and evaluation of building plan, site evaluation, material analysis, etc.	\$50,000-\$100,000	Cash, staff and board time, institutional resources as required	kresge.org	Endowed family foundation	Workshops on green building concepts and methods offered by the Nonprofit Finance Fund
Kodak American Greenways Awards	Eastman Kodak Co.	Provides grants for planning and design of greenways	Up to \$2,500; most grants are \$500 to \$1,500		conservationfund.org	Conservation Fund and Corporate Endowment	Finger Lakes Trail Conference was a grant recipient in 1999
NYS Department of State	New York State	Clean Water/Clean Air Bond Act, EPF Title 11 Grants, Local Waterfront Revitlization Programs (LWRP), Urban Waterfront elopment Intermunicipal Cooperation Programs, Coastal Nonpoint Pollution Control Program, Waterfront Rediscovery, Code Enforcement, Community Services Block Grants, Shared Municipal Services Incentive Grants, Quality COmmunities Grants	Varies	Generally	qualitycommunities.org	Varies	DOS funds a wide variety of programs through its various grants. Communities completing plans under DOS grants can then apply for implementation programs funds. DOS staff provide professional and technical assistance and act as liaison. See Community Development and Technical Assistance section, above.
Bricks and Mortar Challenge Grants	Kresge Foundation	Construction or renovation of facilities, major equipment including computers of at least \$300,000, real estate purchase	Varies, \$150,000 to \$600,000 depending on the campaign	Yes, Kresge is usually a fifth to a third of campaing total	kresge.org	Endowed family foundation	Program is designed to build facilities and encourage private giving. Also, see Green Building Initiative, above



Appendix VIII

Sample Adoption Statement

**Master Plan for Pendleton Town Parks
(Town Park and Community Park)**

Sample Adoption Statement

The following is an example of the text that could be used in an Adoption statement by the Town of Pendleton.

Town of Pendleton

**Resolution of the Town Board
Pendleton Town Parks Master Plan**

WHEREAS, the Town of Pendleton with funding from the New York State Council of the Arts, initiated preparation of the Master Plan for Pendleton Town Parks, which is a master plan for the existing park called Town Park adjacent to Town Hall and a new park called Community Park which is south of Fiegle Road and east of Campbell Boulevard; and

WHEREAS, the Master Plan for Pendleton Town Parks contains a plan for improvements to Town Park such as new picnic shelters, upgraded picnic shelters, a paved trail, a restroom/concession building and new parking, etc. and a plan for the Community Park that includes a community center, path system, playgrounds, pond, amphitheater, picnic areas; etc., and

WHEREAS, the process of preparing the Master Plan for Pendleton Town Parks involved a steering committee made up of Town residents and included three public input meetings, including a children's design workshop; and

NOW, THEREFORE, BE IT RESOLVED, that the Master Plan for Pendleton Town Parks is hereby adopted and that it is the policy of the Town of Pendleton to seek funding for, and implement the general recommendations in the Plan.