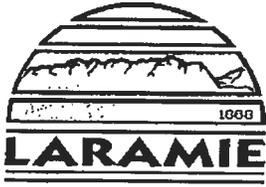


NOTICE OF REGULAR MEETING
OF THE LARAMIE CITY PARKS, TRAILS AND RECREATION MASTER PLAN
AD HOC ADVISORY COMMITTEE

Please take notice that the Laramie City Parks, Trails and Recreation Master Plan Ad Hoc Advisory Committee will hold a regular meeting on Wednesday, March 28, 2012, at 11:30 a.m. in the large conference room of the Laramie Community Recreation Center, located at 920 Boulder Drive, Laramie, Wyoming. The subjects to be discussed are listed on the agenda, which is attached to and made a part of this Notice. (If applicable)

SPECIAL ACCOMMODATIONS: This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 24 hours prior to this meeting. Please contact Mel Owen at 721-3572 for further information.



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CITY OF LARAMIE
PARKS, TRAILS & RECREATION MASTER PLAN AD HOC ADVISORY COMMITTEE
AGENDA

MEETING DATE: March 28, 2012

TIME: 11:30 AM

LOCATION: Recreation Center large conference room – 920 Boulder Drive

Consent Agenda

1. Approval of the minutes from the March 14, 2012 meetings.

Motion by _____, seconded by _____, that the consent agenda be approved and that each specific action on the consent agenda be approved as indicated. (Items listed on the consent agenda are considered to be routine and will be enacted by one motion in the form listed above. There will be no separate discussion of these items unless a Committee Member or citizen so requests, in which case the item will be removed from the consent agenda and will be considered on the regular agenda.)

Regular Agenda:

1. Continued presentation of Natural Resource Area standards, Greenways standards and sports complex standard.
2. Community stakeholder group meeting background letter and questions.
3. Future meeting schedule
 - March 28th
 - April 11th
 - April 16th through April 20th – community stakeholder group meetings
 - April 25th
 - April 28th (possible Saturday am meeting)**
 - May 9th
 - May 23rd
 - June 13th
 - June 27th

4. Other business

New business:

Public Comments

Next Meeting Date: Wednesday April 11, 2012 @ 11:30am

CITY OF LARAMIE
PARKS, TRAILS & RECREATION MASTER PLAN AD HOC ADVISORY COMMITTEE
March 14, 2012
Minutes of Meeting

MEMBERS PRESENT: Amber Travsky, Amy Williamson, Dave Hammond, Joe Lord, Mike Moeller, Peggy McCrackin, Scott Mullner

MEMBERS NOT PRESENT: Evan O'Toole, Dan McCoy, Bill Gribb

GUESTS: None

CITY OF LARAMIE STAFF PRESENT: Paul Harrison, Parks & Recreation Director; Michael Peters, Recreation Manager; Mel Owen, Administrative Assistant; Derek Teini, Senior Planner; Dave Derragon, Assistant City Manager; Mike Zook, Parks Manager.

The regular meeting was called to order by chair Dave Hammond at 11:35 a.m.

Consent Agenda:

- 1) **To approve the minutes from the February 22 and 25, 2012 regular meeting of the Parks, Trails and Recreation Master Plan Ad Hoc Advisory Committee.**

Motion by Williamson, second by Moeller, that the consent agenda be approved. Motion carried 7-0.

Regular Agenda:

- 1) **Presentation of park classification standards for discussion, revision and approval.**

Harrison continued the recommended park classification standards for discussion and revision.

Natural Resource Areas

The Committee asked Joe Lord to check with the Monolith Ranch Committee and explore any potential recreation opportunities on the north and west sides of the Ranch. The Monolith Ranch Committee was also encouraged to explore the possibility of entering into future negotiations with the leaseholders in order to utilize some unused agriculture areas of the Ranch for recreation purposes.

The Committee noted the following items for inclusion within the Natural Resource Areas:

The following areas should be included and guaranteed access further explored: Monolith Ranch, BP Amoco Site, Wyoming Territorial Prison, Ft. Sanders site, the two City owned parcels east of Highway 287 known as the Simpson Springs Area, the Baxter Tie Plant, areas north of town by the Barnstormers Club, and the Spring Creek Corthell open space area. The Committee noted a desire to potentially designate some of these areas, in particular the Simpson Springs parcels, as passive recreation areas.

The Committee was cognizant of the fact that access to some of the above areas may currently be limited or denied completely but felt it was an important part of any long-term master plan to work on planning for future public access to natural resource areas surrounding the community. The BP Amoco Site was discussed as an example of this and the Committee expressed a desire to explore a restricted lease of the property, after certain precautions were taken, in order to utilize the land for future recreation purposes.

The Committee also discussed a parcel of land in the greenbelt area owned by Mountain Cement. They expressed interest in staff entering negotiations with Mountain Cement to acquire the land and also making contact with the Union Pacific Railroad, the owner of a neighboring parcel, to inquire about a potential lease or access to the property. The area could be designated as natural resource open space or a passive recreation area around the river and surrounding wetlands.

Other Business:

The Committee was encouraged to look at their personal schedules for Saturday availability as there will be a need to schedule another Saturday work session.

New Business

None

Public Comments:

None

Motion to adjourn at 1 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Mel Owen". The signature is written in a cursive style with a large, looping "M" and "O".

Mel Owen
Administrative Assistant
Parks and Recreation
City of Laramie

Laramie Parks & Recreation

Classifications and Standards

The Ad Hoc Advisory Committee has reviewed and analyzed all of the current Laramie Parks, Trails, Recreation, and Open Space areas along with reviewing the current park classifications base upon the 2007 Laramie Comprehensive Plan and the 1982 Parks and Recreation Master Plan.

The National Recreation and Park Association (NRPA) published the Recreation, Park, and Open Space Standards and Guidelines to establish nationally applicable criteria for the provision of parks and recreation facilities and open space. These standards serve as a guide for parks and recreation planning, but do not replace reasonable judgment or specific local needs. The current standards method is based upon providing a set number of acres or facilities per 1,000 population. This methodology was developed in the 1970s and 80s and remains the basis for most of the Parks and Recreation Master Plans throughout the country.

The National Recreation and Park Association has recently stated that communities should be very cautious in using the national standards, noting that all communities are unique, dynamic and ever changing. They have very different climactic conditions, different geographies, different fiscal capabilities and very different people demographics. Recognizing these inherent weaknesses with applying a national standard, the NRPAs current methodology strongly suggest that each community only use the national standards as a benchmark to develop their own standards or levels of service through research based upon citizen input and community trends in parks and recreation services.

While national standards are useful, it is important to ensure they are reasonable for the community given considerations such as participation trends, user characteristics, demographics, socioeconomics, climate, natural environment, and other considerations. Leisure and recreation values are unique to each municipality; therefore, it is important that the standards represent the interests and desires of the community. With this being the case when we analyze the current comments from the Laramie community and the Ad Hoc advisory committee to the national standards the following trends have been identified for consideration:

- That neighborhood parks distributed by geographic region or park service areas are more desirable that larger community based parks. With this being the case, the standard for neighborhood parks should be 3 acres per 1,000 population.
- That the primary need for additional community parks is based upon the need for large open turf areas for areas for soccer, lacrosse and all types of youth and adult sports practices. With this being the case, additional sports complex areas should be a priority for acquisition and development.
- That the current parks are utilized in a tiered approach in that the community parks also service as recreation spaces, and as neighborhood parks for the geographical neighborhoods base upon the park service areas. They also as pocket parks for the residents in the immediate proximity of the park. With this being the case, the standard for community parks should be 2 acres per 1,000 population.

- That un-developed open space surrounding Laramie for nature walking, animal exercise and passive recreation is desirable. With this being the case, the need for additional open space and natural resource areas should be a high priority.
- That the further development of a trail system surrounding Laramie along with a commuting bike lane system to permit safe bicycle and pedestrian transportation is desirable. With this being the case, the need for additional trails and greenways should be a priority.

The classifications of parks needed to meet the diverse needs of the Laramie community are as follows:

Community Parks

Community parks are intended to function on a large scale, serving the parks and recreation needs of an entire community, not just a specific area or neighborhood. They are typically larger in size and include facilities and improvements for area-wide activities and assembly events, such as picnic areas, walking/jogging trails, athletic fields, and other larger scale activities. It is important that adequate off-street parking is provided. Community parks also provide quiet spaces for enjoyment, and may include local environmental features such as rivers, ridgelines, drainages, or other topographical features.

Community Park Role

In similar-sized cities as Laramie, a community park often serves as the principal focal point for civic gatherings and organized recreational programs, special events, and sports league play. Further, a community park can often become a major landmark and the flagship park in a community, a symbol that enhances community identity and is beloved by residents. This example of a community parks role fits how Washington Park is currently utilized within Laramie.

Community Park Standards

The size of community parks should be large enough to accommodate a variety of activities typically associated with a neighborhood park, but also adequate space for major activities. The NRPA standards a community park typically serves two or more neighborhoods and community members will travel on half of a mile to three miles in distance to reach a community park. The size of a community park is a minimum of ten acres but generally contain between twenty and fifty acres. The standard for acreage is between five and eight acres per 1,000 in population.

Recommended community park facilities and improvements include:

- Picnic shelters with barbecue pits or grills
- Sidewalks and/or a natural walking trail with exercise stations
- Off leash dog run area (fenced)
- Shade trees and native landscaping
- Security lighting
- Multi-purpose open play areas
- Multi-purpose courts
- Playground equipment and playscape (up to 50 children, ages 5 to 12 with a separate area for 3 to 5 year olds)

- Perimeter landscaping
- Trash receptacles and enclosures
- Curb cuts and crosswalks
- Restrooms
- Off-street parking

An good example of a community park in Laramie is LaBonte Park or Washington Park.

School-Parks

Combining parks with school sites can meet the needs of both the school systems and the community, particularly when located in areas that are not adequately served by a neighborhood park. The location of school-parks is solely depending upon the location of elementary, middle school, or high school locations. This classification could also be applied to facilities and grounds owned by the University of Wyoming.

School-Parks Role

The landscaping, playgrounds, and open athletic fields of the Albany County School District and the University of Wyoming function as both community parks for athletic facilities and as neighborhood parks in areas that are underserved in Laramie.

School-Parks Standards

With School-Parks being primary facilities of the School District and the University the establishment of development standards is not applicable. It should also be noted that school-parks will not be applicable to the levels of service in each park service area.

A good example of the school-park in Laramie is Indian Paintbrush Elementary School and Prexys Pasture on the UW campus.

Neighborhood Parks

Neighborhood parks should provide facilities and improvements that conveniently accommodate use by surrounding neighborhoods. Ease and safe access from surrounding neighborhoods, central location, and pedestrian/bicycle linkages are key considerations when developing neighborhood parks. They should be designed to accommodate the needs of all ages and, therefore, should have a blend of passive and active facilities.

Neighborhood Park Role

Neighborhood parks are intended to provide residents with ample opportunity for both passive and semi-active recreation activity. Most neighborhood parks are the foundation of a community park system and function as the center of activities within a neighborhood or subdivision area. Neighborhood parks are intended to meet the daily recreation needs of nearby residents. The level of activity is limited within a neighborhood park by the space available and the needs of the neighborhood. The size of neighborhood parks varies according to the availability of property, method and timing of acquisition, and intended use. The NRPA standards recommend a minimum neighborhood park size of five acres assuming an adequate and even distribution. Although a 10-acre park may accommodate athletic fields and larger recreation and open space areas, two parks that are five acres in size will typically better serve the needs, while providing a broader distribution of neighborhood parks.

Neighborhood Park Standards

The ideal neighborhood park should be between five and ten acres, with the provision of one to two acres per 1,000 residents. Recommended facilities and improvements include:

- ♦ Picnic shelters with barbecue pits or grills
- ♦ Sidewalks and/or a natural walking trail
- ♦ Shade trees and native landscaping
- ♦ Security lighting
- ♦ Multi-purpose open play areas
- ♦ Multi-purpose courts
- ♦ Playground equipment and playscape (up to 25 children ages 5 to 12)
- ♦ Perimeter landscaping
- ♦ Trash receptacles and enclosures
- ♦ Curb cuts and crosswalks
- ♦ Restrooms
- ♦ Curb cuts and crosswalks
- ♦ On or off street parking

A good example of a neighborhood park in Laramie is Kiwanis Park or Undine Park.

Playlots

Playlots are intended for active recreational use of nearby residents typically within a quarter mile radius. There are no specific criteria to guide development of playlots, although they should have facilities and improvements available to meet the identified needs of population living in the immediate area. The notable features that distinguish a playlot from a neighborhood park are its considerably smaller size that typically can only accommodate active recreation and the lack of restrooms.

Playlots Role

Playlots serve the immediate need of providing a minimum play area within minutes' walking distance of residents in the very immediate area. Unfortunately, playlots in many communities are established as to mitigate the need for a nearby neighborhood park. When this circumstance arises, the playlot often sustains heavy use and requires considerable maintenance. Facilities that are less than one-half acre in area are usually considered inefficient, as they require nearly as much time for mowing and other routine maintenance tasks as a neighborhood park. For this reason, many communities discourage the acquisition and development of truly small playlots. Playlots within the City of Laramie can still be useful and beneficial to the community.

Playlot Standards

As mentioned before, there are no specific size or facility standards for playlots, but guidelines suggest that there should be one to three tenths acre per 1,000 residents. Recommended facilities and improvements might include:

- ♦ Picnic shelters with barbecue pits or grills
- ♦ Perimeter Sidewalks
- ♦ Shade trees and native landscaping
- ♦ Security lighting
- ♦ Multi-purpose open play areas
- ♦ Playground equipment and playscape (up to 15 children ages 5 to 12)

- Perimeter landscaping
- Trash receptacles and enclosures
- Curb cuts and crosswalks
- On-street parking

A good example of a playlot in Laramie is O'Dell Mini Park or the First Street Plaza.

Natural Resource Areas

These are typically lands set aside for preservation of significant natural resources, open space, preservation of unique topography, visual aesthetics or some other resource that has been determined of value to the community. There are not any specific national standards for size or number of acres per 1,000 population, rather the standards note that natural resource areas should be unique and variable to each community.

Natural Resource Areas Role

Natural resource areas serve an important role in preserving the natural ecosystem, preserving wetlands, water bodies, forest or woodlands, geologic features, protection or rare, threatened or endangered species or endangered natural resources. They also serve as wildlife habitat, interpretive exhibits and education opportunities, nature trails, along with preserving historic and cultural sites and resources.

Natural Resource Area Standard

As noted above, there are not any specific national standards for size or number of acres per 1,000 population; rather the standards note that natural resource areas should be unique and variable to each community with sufficient size to protect the resources.

A good example of a natural resource area in Laramie is the Baxter Tie Plant greenbelt trail loop.

Continued presentation of park classification standards on March 28, 2012

Greenways

Greenways serve a number of important functions; primarily they tie park components and neighborhoods together to form a cohesive park, recreation and open space system. Greenways emphasize harmony with the natural environment, they allow for uninterrupted and safe pedestrian and bicycle pathways between parks and throughout the community. They provide a community with a resource based outdoor recreational opportunity and experience. In many communities they enhance property values.

Greenways Role

In many ways greenways and natural resource areas have much in common and are typically located together. Both preserve natural resources and mediate between larger habitat areas, open space, and corridors for wildlife. The primary distinction between the two is that greenways emphasize trails and other uses while natural resource areas typically do not.

Greenways Standard

The national standard for greenway width varies from a minimum of 25 foot width in a subdivision, to a maximum of 200 feet, with 50 feet the optimal and most desired width for a

greenway trail corridor. In Laramie we have applied a minimum width of 30 feet for most greenway trails, with 25 feet as the minimum allowable under normal circumstances.

The Laramie River Greenbelt Park trail is a good example of a greenway.

Sports Complex

The sports complex classification typically consolidates heavily programmed athletic fields and associated facilities at larger and fewer sites. These sports complex sites allow for economies of scale and higher quality facilities, along with efficient management and scheduling and better control of facility uses. Sports complexes also permit greater control of the potential negative impacts to neighborhoods such as overuse, noise, traffic congestion, parking, and domination of the use of facilities from those outside of the adjacent neighborhood.

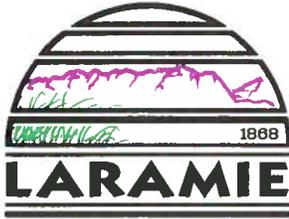
Sports Complex Role

Sports complexes should be viewed as strategically located community wide facilities rather than serving a specific neighborhood or area. Sports complexes should be located adjacent to non-residential land use areas, as there are typically negative comments from area residents. Sports complex sites should be accessible from major thoroughfares or arterial streets, with direct access through neighborhood developments avoided. Sports complexes are intended for specific programmed youth and adult athletic uses such as softball, baseball, soccer, football, lacrosse, tennis, volleyball. Indoor athletic uses for sports complexes also include ice skating, swimming pools, recreation centers, and basketball courts. The sports complex should include adequate off street lighted parking to accommodate evening uses as well as a connection to the greenways or pedestrian bicycle trail system.

Sports Complex Standard

The national standards for sports complexes are typically determined by projected demand, with a minimum of 25 acres per complex with 40 to up to 80 acres being the optimal size.

The Aragon Softball Complex and LaRamie Park Soccer Fields are a good example of a sports complex in Laramie.



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March 23, 2012

Laramie Community Groups and Organizations,

The Laramie City Council adopted a goal in 2011/12 to have city staff and community volunteers complete a Parks and Recreation Master Plan for the city and surrounding areas city owned properties; along with completing a detailed location plan for the Greenbelt Trail system based upon the Laramie Comprehensive Plan.

In June of 2011, the Council appointed eleven members to the Parks, Trails and Recreation Master Plan Ad Hoc Advisory Committee with the goal to research and prepare for Council consideration of a new Parks and Recreation Master Plan. As part of the committee's work they have requested that the staff solicit and collect public comments with stakeholder meetings from individual community groups and organizations that may have an interest in the Parks and Recreation Master Plan. Stakeholder meetings are typically a vehicle for groups and organizations who may have an interest in the future parks, trails, recreation or open space to provide individual comments and ideas for further consideration within the master plan process.

With this being the case, we would like to take this opportunity to invite your organization to participate in individual stakeholder meetings that are scheduled for the week of April 16th through April 20th. We will be scheduling twenty minute time slots for community groups and organizations to attend and give their input and comments concerning the Parks and Recreation Master Plan. The meetings will be held between the hours of 7:00am and 5:00pm. Evening times will be available to 7:00pm that Monday and Wednesday. All of the meetings will be held at the Laramie Recreation Center small conference room.

Attached to this letter are six questions that we would ask all groups and organizations to consider when responding to the stakeholder meetings. Please note that if you or your organization would prefer to provide a written response to the questions rather than attending a meeting with staff, your written comments will be welcomed and considered by the Ad Hoc Advisory Committee.

If you have any questions or concerns, or would like to schedule a time for a stakeholder meeting, please contact Mel Owen, Administrative Assistant for the Parks and Recreation Department at 721-3572 or email mowen@cityoflaramie.org. Please note that meeting times are first come, first served. Additional information on the Ad Hoc committee including agendas and minutes can be found on the city's web site at <http://cityoflaramie.org/index.aspx?NID=456>.

On behalf of the City Council and the Ad Hoc Advisory Committee, we would strongly encourage your participation in the master plan process as this critical planning document will guide the future of the parks, recreation, trails and open space in Laramie for the next twenty five to thirty years.

Sincerely,

Paul Harrison
Parks and Recreation Director

Dave Hammond
Ad Hoc Advisory Chair



Parks, Trails, and Recreation Master Plan Ad Hoc Advisory Committee

Stakeholder Meeting Questions

April 16th through April 20th 2012

7:00am to 5:00pm (evening times available to 7:00pm on Monday and Wednesday)

Contact Information

Organization Name:

Chair of organization:

Physical or mailing address:

Phone number:

Email Address:

Web site address:

Active members within your organization:

1. How does your organization's goals and vision fit with the development of a new Parks and Recreation Master Plan?
2. What amenities or improvements, directly related to your organization, would your organization want to see within the Parks and Recreation Master Plan within the following time frame?
Short Term: 1-10 years? Mid Term 10 to 20 years? Long Term 20+ years?
3. Does your organization have a long term plan for growth and sustainability that you could share with the Ad Hoc Advisory Committee?
4. Does your organization or group have any projects or plans in the future that you would like to share with the Ad Hoc Advisory Committee?
5. What are the national and local trends within your organization's goals and mission?
6. Other comments or concerns you would like to add?