

APPENDIX B

PARK LAND DONATION REQUIREMENTS AND STANDARDS

Based on a review of information prepared by the Hampshire Township Park District, the following guidelines, requirements and standards for park land donations are suggested.

Donated Park Land Guidelines

Where new developments are being considered in areas of the Park District that are not adequately serviced by a neighborhood and community parks, the Park District should negotiate a land or land/cash combination considering the following guidelines:

1. It is the ultimate goal of the Park District to acquire land and the necessary funds to develop a park site in new developments.

2. The land donation will be based on the Park District's Comprehensive Park Master Plan and further analysis of park district staff in accordance with the Village of Hampshire's land/cash donation ordinance. The Park District prefers to accept land donations of a minimum of three acres in size. Credit is not given for retention or detention ponds, floodplain, creeks, or wetlands. Retention or detention ponds, floodplain, creeks, and wetlands classified as Open Space may be considered for acceptance.
3. The site shall be regular in shape and usable for recreational opportunities per Park District's staff analysis and recommendations.
4. The proposed park land site shall service an area that is approximately 1/2 mile radius for neighborhood parks and 1 mile radius for community parks. It is desirable that barrier-free pedestrian walking distances within the service area be provided. A pedestrian barrier is defined as:
 - An arterial street
 - A street with speed limits over 30 miles per hour
 - A rural collector street
 - Railroad tracks
 - Natural barriers
 - Land use barriers
5. The site shall have soil and topographic conditions suitable to accommodate the recreation facilities anticipated for the proposed park site
6. For security reasons, the site shall be highly visible and accessible, not tucked remotely behind dwelling units. Roadway frontage should be at least 150 foot wide at all access points, which will enhance on-street parking availability and encourage the neighborhood to take ownership and responsibility for their park.
7. The location of the site will factor in all variables of the surrounding developments. Park District staff shall negotiate with the developer for the most optimal site. Whenever possible the dedicated parcel shall be combined with dedications from adjoining developments.
8. Any land donation less than the required acreage, and by Village ordinance, shall be supplemented in cash and/or improvements equal to the difference.
9. The Park District recommends working with the developer on a "turn key project" in which recreation amenities are already developed per Park District standards prior to final acceptance of the park site.
10. The park site donation shall not consist of several small parcels of space whose combined quantity is used as value against the required land/cash donation.

Park Land Donation Requirements

Prior to the Park District accepting park land donated by developers, the developer shall should provide the following:

1. **Environmental Assessment Report** showing no hazardous, toxic or environmentally unacceptable materials (hazardous materials) are present on the site. Hazardous Materials shall include any materials as defined under the Comprehensive Environmental Response,

Compensation and Liability Act of 1980, as amended (42 USC Section 9601) as Hazardous Materials.

2. **Owner's Policy of Insurance** showing the Hampshire Township Park District as the insured title holder clear of all title exceptions other than covenants, easements and restrictions of record not materially affecting the Park District's use thereof.
3. **A Plat of Survey of the Parcel(s):** The developer shall provide a Plat of Survey, as prepared by a registered Surveyor, for the parcel. The Plat of Survey shall indicate the boundaries of the parcel and any easements. The developer will be responsible for the placement of permanent concrete boundary markers at each corner of the proposed park site.
4. **A Topographic Survey of the Parcel(s):** The developer shall have prepared, by a registered Surveyor, a topographic survey of the parcel. The topographic survey shall include contours at one foot elevations, adjacent road rights-of-way, adjacent properties within 100 feet, easements, existing vegetation, adjacent utilities, existing structures, and any other existing facilities.
5. **Real Estate Taxes:** All real estate taxes shall be paid current at the time of the conveyance of the land and a tax proration agreement for taxes not yet payable shall be executed.
6. **Site Grading:** The developer shall have the proposed park site graded to Park District specifications, which are specified in the following section.

7. **Site preparation:** All property must be free of trash, debris and environmental hazards prior to title transfer.
8. **Existing Vegetation:** Existing trees, shrubs, grasses, and wildflowers shall be protected during the construction process. Vegetation to be removed by developer shall be at the Park's District review and approval.
9. **Utilities:** Unless otherwise authorized by the Park District, each park site shall be fully improved with water, sanitary sewer, storm sewer, and electric service. At the time of installation of public improvements in the development, the developer shall install the above-mentioned utilities for the park site in accordance with the Village approved engineering plans. If the park site also functions as a storm water control facility, then the drainage structures and erosion protection shall be installed during rough grading.

Park Land Donation Specifications

Developers should conform to the following specifications for park land donation:

1. **Site Grading:** The site should be graded to Park District specifications which are as follows:
 - a. Lawn areas shall maintain a minimum slope of 2.0%, or 2 feet in 100 feet.
 - b. The maximum slope shall be 20% or 20 feet in 100 feet, or 5:1.

The final grading plan shall be reviewed and approved by Park District staff and Vil-

lage Engineer. An as-built engineer's certification of the grading plan contours and improvements in the form of a topographic and boundary survey shall be provided to insure compliance with the approved grading plan. These surveys shall be provided to the Park District in the form of reproducible mylar drawings as well as in digital Auto CAD format. The Park District encourages that at the time rough grading and placement of topsoil is completed on the first residential structure of a particular unit development, the rough grading and placement of the topsoil at the park site shall also be completed. Prior to turf being placed, the Park District will verify that all requirements have been met. Final acceptance of the site is dependent on the condition of the turf as stated below.

2. **Topsoil:** Topsoil shall be spread in all lawn areas to a minimum compacted depth of six (6) inches. Topsoil must be friable, loamy mixture surface soil. It shall not be extremely acid or alkaline nor shall it contain toxic substances. It shall be of uniform color and texture. Topsoil shall be free from roots, rocks (larger than one inch in diameter), sticks, weeds, brush, subsoil, clay clumps, and other litter and extraneous matter undesirable to plant growth. The developer shall not stockpile any topsoil or other soil materials on the park site without written authorization from the Park District.

4. **Lawn areas:** The developer shall install turf-grass in compliance with Park District standards. This work shall occur after the placement of all topsoil, fine grading, and installation of sidewalks, pathways, and plant material. All seed shall be certified 98% purity and 80% germination. Prior to seeding, all lawn areas shall be fertilized with an approved starter fertilizer at an ap-

proved rate. The fertilizer shall be cultivated into the top three inches of the topsoil. All park areas shall be graded and seeded or sodded with a bluegrass mixture to establish a quality stand of turfgrass. Seed mixes and rates of application should be reviewed and approved by the Park District.

Maintenance, including fertilizing, mowing and watering necessary to keep the grass in a live, healthy condition, shall continue until all seeding/sodding has been completed and accepted by the Park District.

The seeded/ sodded areas to be accepted shall be in a live, green and healthy condition, void of bare spots and weeds. Seeded areas shall achieve satisfactory establishment and produce lawn areas of uniform density and free of water retaining depressions.

Lawn areas not draining properly or not producing the required uniform dense stand of turf-grass, for any reason, shall be repaired or replaced until all areas are covered with a satisfactory growth of turf-grass.

The developer shall repair eroded areas, re-seed, re-fertilize, and re-mulch, all unacceptable areas until 90% germination has taken place.

The seeding season in the spring shall be April 1 to May 15. The fall season shall be August 20 to October 1.

5. **Landscaping:** The developer shall provide adequate landscaping as approved by the Park District. In order to create a property line demarcation, one 2 1/2" caliper street tree per residential lot that backs up to the park site shall be planted to delineate between park land and all lots that

back up to or set alongside park land. Wherever possible, these trees may be planted on private lots.

6. **Pathway Construction:** Where pathways are required, they shall be constructed of concrete, bituminous concrete, or compacted limestone screenings to the satisfaction of the Park District.

Concrete pathways shall be 5" depth of concrete with a 4" thick stone aggregate base course. Bituminous concrete pathways shall consist of 2" bituminous surface course, 2" of bituminous binder course with 4" of compacted CA6 aggregate base course on non-woven geo-fabric. Limestone screening pathways shall consist of 6" thick stone aggregate base course and a 2" thick limestone screenings surface course.

Pathways must have a minimum of 1% to 2% cross slope to enhance drainage. The pathways shall not have longitudinal slopes greater than 5% or cross slopes greater than 2% unless there is a secondary access route to the area or facility. Other design standards shall conform to the most current edition of the AASHTO "Guide for the Development of Bicycle Facilities". The minimum widths of pathways shall be as follows:

- Pedestrian: 5' for concrete and 6' for bituminous concrete or limestone screenings.
- Light duty Pedestrian and Bicycle: 10' for bituminous concrete or limestone screenings.
- Heavy Duty Pedestrian and Bicycle: 12' for bituminous concrete.

The 10' and 12' pathways shall have minimum radii on turns and curves that will support a pickup truck without leaving the

pavement. They must also have 12" wide aggregate shoulders.

7. **Signage:** One standard Hampshire Township Park District sign shall be erected per parcel at the cost of the developer. The sign shall conform to the Park District's specifications.
8. **Ingress/Egress:** Ingress and egress to the park site must meet the State of Illinois Accessibility Code.
9. **Security Lighting:** If considered by the Park District, parking areas shall be appropriately lighted, with required electricity provided to the site.
10. **Parking:** In community and special use parks, appropriate parking shall be provided as determined by the Park District.
11. **Playgrounds/Park Improvements:** Should the developer desire to install a playground or other park improvements on behalf of the Park District, the District shall approve all plans and construction methods used, including, but not limited to, equipment, materials, grading, and drainage.

Playgrounds shall be designed with accessible concrete curbing and acceptable safety surfacing. Park sites must meet all ASTM and CPSC guidelines and installed by a certified playground installer. There must be IPEMA certification of the equipment.

Additional amenities may include benches, trash receptacles, bicycle racks, bathroom facilities, water fountains, and shelter as determined by the Park District to be appropriate. The Park District must approve each item as outlined above, prior to acceptance of the donation.

12. **Maintenance Standards:** The developer shall maintain the park site until all improvements and requirements specified in this document are completed, turf is fully established, and the Hampshire Township Park District formally accepts the site. Maintenance of the park site shall include the following until conveyance process is fully complete:

- a. Turf shall be mowed at regular intervals and shall not exceed 4.5 inches in height.
- b. Areas of erosion, including but not limited to swales, slopes, and areas around storm sewers, shall be repaired/restored in accordance with grading and seeding requirements. All areas within 10 feet of on-site structures shall be sodded rather than seeded for erosion control purposes. Full establishment of turf is required before acceptance.
- c. The site shall be free of all private gardens, woodpiles, private swing sets, sump pumps discharge pipes, and other items that give the impression that a portion of the site is part of the adjacent property. No sump pumps shall discharge directly into the site. They may be connected to a catch basin on the site if approved by local authorities and the Hampshire Township Park District.

Timing and Dedication of Park Land Acceptance

The Park District encourages, whenever possible, that at the time rough grading and placement of topsoil is completed on the first residential structure of a particular unit development, the park site(s) shall also be completed, ready for grading and/or sodding. All requirements stated above for acceptance of the site shall be completed to the satisfaction of the Park District. In cases of more than one park site, or Greenways, the developer shall determine a schedule of completion with the approval of the Park District. The Park District will verify that all requirements have been met and the site is ready for turf. Final acceptance of the site is determinate on the condition of the turf as stated in the standards..

The Park District has the option to request conveyance of areas designated to be maintained in a natural state prior to commencement of any site work. A separate site-specific plat of conveyance shall be prepared and submitted prior to issuance of any permits. The developer is responsible for securing all areas to be conveyed in a natural state with temporary fencing from the time the areas are platted to conveyance of the remainder of the site.