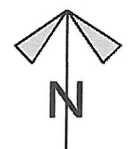




Willow Creek Community Association

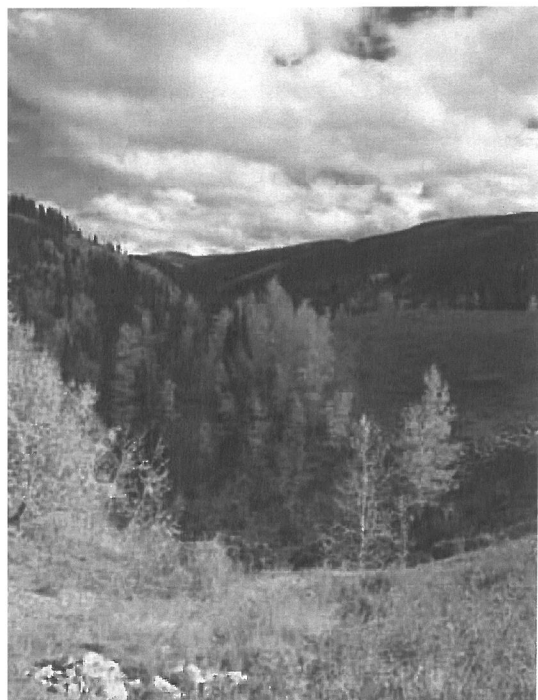
- B** Parks and Open Space MSL
- 2** Pathway and Trails MSL
- Licensed Land



Information as depicted is subject to change, therefore Rocky View County assumes no responsibility for discrepancies after date of creation.



1:4,757 Created: Apr 08, 2016



PARKS AND OPEN SPACE



The County possesses a strong commitment to conserve and preserve our natural spaces to ensure that a legacy of sustainability is realized for generations to come.

Parks and Open Space in our Communities

In the County; parks and open space are typically acquired through development activities; including residential, commercial and industrial development. Secured as Municipal Reserve land, these lands may be developed into amenity rich Regional Parks, or kept in a quasi-natural state with minimal recreational amenities present. These classifications serve to accommodate both rural and urban style development and their respective parks and open space needs.

Recognizing the importance of our natural environment, and the critical need to protect and secure these lands from future development; the use of Environmental Reserve dedication is a powerful tool which allows the County to protect sensitive lands in perpetuity. The County possesses a strong commitment to conserve and preserve our natural spaces while also offering educational and recreation opportunities where appropriate to the public to ensure that a legacy of sustainability is realized for generations to come.

PARK AND OPEN SPACE CLASSIFICATIONS

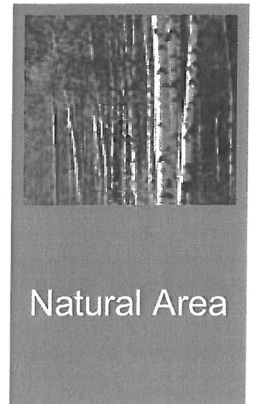
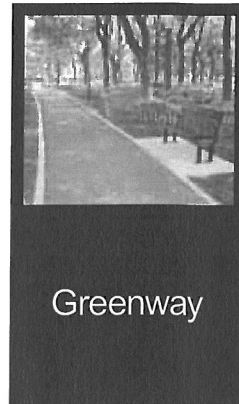
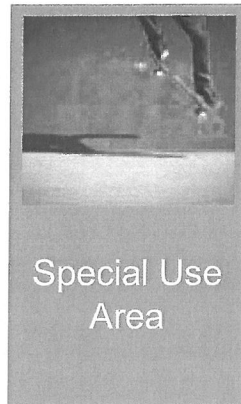
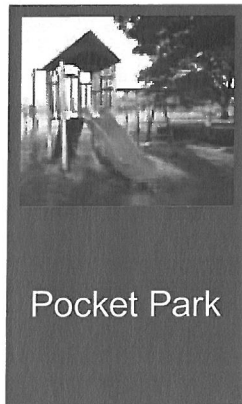
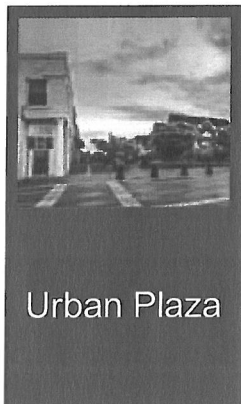
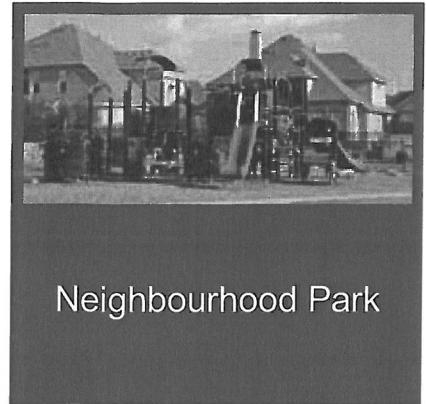
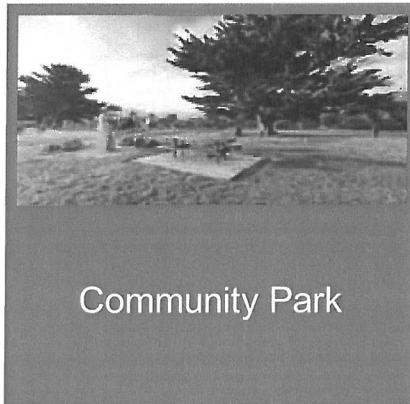
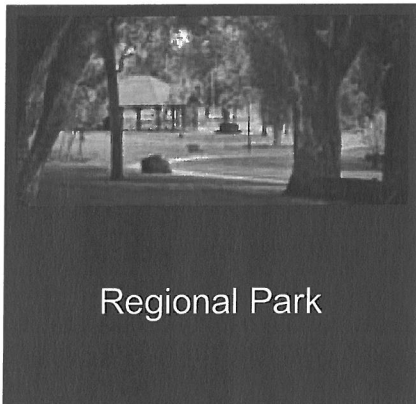
Rocky View County Parks have been classified based upon area and regional context and are scaled to accommodate rural and urban neighbourhoods alike.

Rocky View County Administration recognizes that our communities and neighbourhoods are diverse and therefore have different needs and expectations.

Recognizing our urban communities, the inclusion of the Urban Plaza classification provides residents with an exciting opportunity for congregation within centralized urban commercial locations.

In addition to developed and planned parks, the County also has a large inventory of natural open spaces which are recognized as Greenways and Natural Areas.

In order to facilitate connecting our communities and neighbourhoods, linear Greenways are utilized to accommodate pathway and trail linkages. Purposeful landscaping provides a naturalized aesthetic within these greenways which further enhances our communities and ultimately provides a positive user experience. Natural Areas serve a vital role by preserving environmentally sensitive land, historical and cultural locations and also protect valuable wildlife habitat.



Rocky View County's Parks and Open Space Master Plan

Throughout the years, County land has evolved into a diversified mosaic of public parks, informal open spaces and recreation facilities; ranging from smaller local parks to extensive, regionally and nationally significant land holdings.

Recognizing the crucial value that public parks and open space play in the creation of vibrant and attractive communities; it was decided that a plan was required to provide direction to ensure sustainable growth of the County's natural capital and the evolution of an integrated pathways and trail system.

In 2011, after two years of research, public consultation and visioning strategies; Rocky View County adopted its first Parks and Open Space Master Plan.

The strategy for the Master Plan is to provide direction for the acquisition and development of parks and open spaces; and the continued development and evolution of a regional and local pathway and trail system outward beyond our municipal borders and blend seamlessly with our neighbours.

The County's integrated park and open space system serves a valuable mechanism for accomplishing two distinct, yet equally important purposes:

1. Provide opportunities for residents, employees and visitors to pursue leisure activities in safe, accessible, and enjoyable parks and community recreational facilities; and
2. Protect and preserve environmentally sensitive land, habitat connectivity, and water resources, and areas of archaeological, historical and/or cultural significance.

Purpose of this Document

In order to ensure that our parks, open spaces, pathways and trails provide a positive legacy for years to come; this document serves as a comprehensive guide for the development community and county residents to use when contemplating this valuable legacy.



Community Park

These centrally and strategically located parks serve to provide active and passive recreational needs of several neighbourhoods. Considerably smaller than a Regional Park; Community Parks are intended for community gatherings and small events. In some cases, these parks can be located adjacent to schools and may provide an expanded play area or sports fields.

COMMUNITY PARK DESIGN GUIDELINES

The following categories explain in detail specific design attributes associated with this classification. The development, operation and maintenance of this classification are subject to the following guidelines, recognized standards and best practices observed and practiced by Rocky View County.

Access

- Parks should have adequate street frontage to provide sightlines for safety and access
- Centrally located in each community to maximize neighbourhood catchment area
- Should provide accessible opportunities to participants of all abilities and mobility
- Accessible by walking and cycling
- Linked to neighbourhood sidewalks, pathways, trails, adjacent parks, school yards
- Located near safe street crossings
- Provide parking – dedicated street parking or a parking lot

Amenities

Examples include but are not limited to:

Benches	Pathways and trails
Bicycle racks	Picnic tables
Community gardens	Playgrounds
Cultural installations	Public art
Farmers markets	Restrooms
Fencing	Shade structures
Garbage receptacles	Signage
Gazebos	Sports fields
Lighting	Spray parks
Off-leash area	Toboggan hills
Onsite parking	Trees and shrubs
Outdoor rinks	Viewpoints

Drainage

- Site should be relatively flat with overall gradient of two to five per cent.
- Low Impact Development principles should be incorporated to ensure functional storm water management

Functional Design

- Utility right-of-ways should be located along the periphery so as not to interfere with recreational and functional use of park
- Designed for multi-use that has flexibility to change over time
- Ensure mix of shade and non-shade areas to accommodate year round usage and weather conditions
- Provide adequate access for fire, emergency, and maintenance equipment
- Square or rectangular in shape to accommodate sports fields
- Marker posts, fencing, or other methods should be included to delineate site from private space
- Community Parks should be linked with schools where feasible

Location

- On collector or arterial roads to facilitate vehicular access
- Provide sufficient street frontage to recognize and access park
- Centrally located between neighbourhoods or developments

Functional Size

- Between eight and 30 acres.

Catchment Area

- Immediate residential neighbourhood, industrial, or commercial area
- Draw participants from a three kilometre radius

Park Area Requirement Standards

- Four acres per 1000 population

Parks and Open Space: Maintenance Service Levels

Overview

Rocky View County’s parks and open space system features a broad array of lands from natural grass lands and ravines to urban style parks. Due to the diversity of our lands, a systematic maintenance approach has been identified. This approach allows the County to categorize maintenance activities based on certain location characteristics and amenity types. Based on these, a general list of maintenance tasks have been defined for each Maintenance Service Level.

Please note that the Maintenance Service Levels do not necessarily imply quality; rather, they are developed in response to meeting maintenance service objectives and the level of effort required. The primary basis for establishing maintenance levels is the frequency at which maintenance is required. These frequencies are based on peak seasonal use from April through October, inclusive.

Maintenance Service Objectives

Maintenance and Service Levels identify minimum acceptable levels of maintenance to be provided. Park and open space maintenance is the key to protection of the public’s health, safety and welfare, as well as the basis of the public’s image of the quality of community facilities and services.

The following objectives are recognized to assist in establishing a comprehensive maintenance program:

1. **Safety:** Maintain parks and open spaces in a condition which protects the health, safety and welfare of the public.
2. **Cleanliness:** Maintain facilities in a clean and sanitary condition.

3. **Amenity Performance:** Maintain amenities in a condition which allows for the intended recreational use.
4. **Resource Protection:** Protect natural resources, developed improvements, and infrastructure from deterioration, vandalism and natural processes such as erosion.
5. **Responsiveness:** Respond to public needs, requests and unsolicited concerns in a timely manner.

The following table illustrates parks and open spaces which are subject to these maintenance service levels:

Classification	Maintenance Service	
Regional Park	Level A	Reduced Maintenance Needs
Community Parks	Level A, B, C	
Neighbourhood Park	Level B	
Urban Plaza	Level A	
Special Use Area	Level A	
Pocket Park	Level A, B	
Greenway	Level C,D	
Natural Area	Level C,D	

MAINTENANCE SERVICE LEVEL B

Examples: Undeveloped Municipal School reserves, Neighbourhood Parks, Greenways

Description: These parks and open spaces are typically located in populated areas and experience moderate seasonal use by a variety of user groups including: families, school groups, formal and informal sports assemblies and any other recreational user group.

1. Turf Management

- Turf is maintained between four and eight inches, roughly cut every two to three weeks
- Trim park perimeter and around features before every cut
- Service level frequency is subject to current weather conditions, accumulated precipitation and subsequent growth.

2. Garbage and Litter Management

- Site inspected on monthly basis
- Fence lines cleared of visible accumulated litter
- Removal of unapproved structures (tree forts, building materials etc.)
- Pick up litter and trash monthly
- Empty trash if more than half full or sooner if strong odour is present or attracting insects, clean up area around garbage receptacle

3. Weed Control-Under the direction/control of County Agricultural Services group

- Any weeds identified as noxious under the Alberta Weed Act shall be addressed immediately by an applicator with a valid herbicide application license
- Provide public notice prior to application

4. Tree Maintenance

- Inspect on monthly basis
- Maintain Tree Wells – if cultivated, well should be free of weeds, intact and able to hold water, if mulched, mulch should be spread evenly to a depth of four inches and not piled against trunk of tree
- Remove dead, diseased or broken branches
- Remove low hanging branches and branches interfering with clearance zone of signs, benches, pathways etc.

5. Fence Maintenance

- Inspect on monthly basis
- Ensure no broken or bent posts are present
- Cable and/or fabric must be tightened as required
- Must be straight and at same consistent height
- All gates must be installed according to standard procedures and fully operational

Pathways and Trails: Maintenance Service Levels

Overview

Rocky View County’s pathway and trail network is an ever expanding system of interconnected routes allowing active families and individuals the opportunity to experience a broad array of lands from natural grasslands and ravines to urban style neighbourhood parks. Due to the diversity of our lands, a systematic maintenance approach has been identified. This approach allows the County to categorize maintenance activities based on the specific pathway or trail classification.

Please note that the Maintenance Service Levels do not necessarily imply quality; rather, they are developed in response to meeting maintenance service objectives and the level of effort required. The primary basis for establishing maintenance levels is the frequency at which maintenance is required. These frequencies are based on peak seasonal use from May 1 through October 31, inclusive.

Pathway and trail maintenance during the winter months (November 1 through April 30) may be affected due to the unpredictability of Rocky View County’s winter months. As a result, seasonal pathway or trail closures or no winter maintenance may be enacted. Any pathways or trails which are intended to be closed or not maintained during the winter months may be signed and advertised accordingly.

Maintenance Service Level Objectives

Maintenance Service Levels identify minimum acceptable levels of maintenance to be provided. Pathway and Trail maintenance is the key to protection of the public’s health, safety and welfare, as well as the basis of the public’s image of the quality of community facilities and services. The following objectives are recognized to assist in establishing a comprehensive maintenance program:

1. **Safety:** Maintain pathways and trails in a condition which protects the health, safety and welfare of the public.
2. **Cleanliness:** Maintain trailheads in a clean and sanitary condition.
3. **Amenity Performance:** Maintain amenities in a condition which allows for the intended recreational use.
4. **Resource Protection:** Protect natural resources, developed improvements, and infrastructure from deterioration, vandalism and natural processes such as erosion.
5. **Responsiveness:** Respond to public needs, requests and unsolicited concerns in a timely manner.

The following pathway and trail classifications are subject to these Maintenance Service Levels:

Classification	Maintenance Service	
Regional Pathway	Level 1	Reduced Maintenance Needs
Local Pathway or Trail	Level 1 or 2	
Bike Lane	Level 1 or 2	
Blue Way	Level 2	
Wetland Boardwalk	Level 2 or 3	
Bike Route	Level 3	
Equestrian Trail	Level 3	
Natural Trail	Level 3	

MAINTENANCE SERVICE LEVEL 2

Pathway and Trail Classifications

Local Pathway or Trails, Bike Lane, Wetland Boardwalk

Description

These fully accessible pathways and trails are typically located in populated areas and experience moderate seasonal use by a variety of user groups including: cyclists, walkers, joggers, hikers, and inline skaters. Specialty structures such as boardwalks are included.

1. Tread Surface Management

- Pathway inspected on a monthly basis- Seasonal restrictions may apply
- Ensure pathway tread, is free from hazards and obstructions
- Tread surface swept and free of debris- gravel, sand, grass clippings
- Painted line work to be legible and not fading
- Cracks and surface crumbling sealed and repaired

2. Fringe Vegetation Management

- Fringe turf grass is to be regularly maintained; Typically cut every 21 days- weather depending

3. Signs and wayside amenities

- Ensure that all signs and wayside amenities are free and clear of any hazards
- Information kiosks or interpretive signage to be free from graffiti and content to be kept current and relative to the location.

4. Adjacent Tree and Shrubbery Maintenance

- Removal of any low hanging branches interfering within the specific vertical clearance zone
- Removal of any standing dead vegetation that may pose a threat (deadfall) to the pathway or trail
- Removal of any vegetation obstructing signs adjacent to pathway or trail

5. Litter Management

- Pick up litter monthly from tread and immediately adjacent to pathway or trail

6. Winter Maintenance

- Maintenance during the winter months is subject to Administration's discretion.

PARKS AND OPEN SPACES; PATHWAYS AND TRAILS

PARKS AND OPEN SPACE; PATHWAYS & TRAILS INSPECTION AND MAINTENANCE

You are receiving this notice as you hold occupancy to County Lands, and in accordance to the terms of your occupancy agreement; an organized level of inspection and maintenance is required.

As per policy; Rocky View County requires that all County lands are subject to an inspection and maintenance operational program to ensure that maintenance standards are met and that all County parks, open spaces; pathways and trails are free from hazards or defects. From an insurance coverage perspective- inclusion of a responsible operational program will provide security in the event that an incident involving your occupied land occurs. The inclusion of a diligent inspection and maintenance operational program aims to complement the terms of your occupancy agreement.

The County has developed the enclosed Maintenance Service Levels that are applicable to your occupied lands and any pathway or trails located there within. Please review these items for direction on what has been considered to be the suitable level of maintenance based upon an inventory of the land and any amenities located there within. We are confident that upon review, your group will find that you are probably already meeting or even exceeding the stated requirements- which indicate that you are operating well within the terms of your occupancy agreement.

Further information regarding maintenance service levels can be found on the following FAQ.

The County recognizes that the costs associated with inspections and maintenance may present an unanticipated operational cost to occupants. Occupants are therefore encouraged to contact the County Community and Recreation Services group to discuss possible grant and/or funding opportunities available through various bodies- such as the applicable Recreation Board.

We appreciate your attention to this matter and thank you for helping Rocky View County maintain its commitment to providing **safe** and **healthy** parks and open spaces.

If you have any questions regarding this notice, please contact:

Rocky View County

Municipal Lands Office

911 – 32 Ave NE, Calgary, AB T2E 6X6 | 403-230-1401 | municipallands@rockyview.ca

For more information regarding recreational funding, please contact:

Rocky View County

Community & Recreation Services Office

911 – 32 Ave NE, Calgary, AB T2E 6X6 | 403-230-1401 | recreation@rockyview.ca

PARKS AND OPEN SPACES; PATHWAYS AND TRAILS

PARKS; PATHWAYS AND TRAILS: INSPECTION AND MAINTENANCE FAQ

Why does our group need to inspect the lands- doesn't the County do that?

In accordance to the terms of your formal occupancy agreement such as a lease or a license that you have with the County, as an occupant, you are responsible for maintenance and operation of the lands and amenities there within identified within your agreement. This includes any site furnishings such as benches, waste bins, bike racks; or improvements such as pathways or trails located within the lands. The County does indeed conduct annual inspections of our lands, and we will contact our occupant in the event that a deficiency is observed.

Why is the County doing this? Why now?

The County has policy direction; specifically Policy 320: Inspection and Maintenance of County Lands and Policy 319: Inspection and Maintenance of Pathways and Trails Within County Lands. These policies provide direction to ensure that public parks and open spaces are maintained to an acceptable standard. Ensuring public safety is of the utmost importance and is a responsibility shared by both the County as the landowner and an occupant as operator of the lands.

If there are repairs required- who is going to pay for it? It's on County land after all....

As per your occupancy agreement, the occupant is responsible for maintenance and operation of the lands and any amenities there within. The County recognizes that maintenance and operation of County lands can be an expensive endeavor. As a result, occupants are encouraged to contact the County Community and Recreation Services group to discuss possible grant and/or funding opportunities available through various bodies- such as the applicable recreation Board.

What is a Classification?

All County lands, pathways and/or trails have been granted a specific *Classification* based upon the area and overall regional context and are scaled to accommodate rural and urban neighbourhoods alike.

What is a Maintenance Service Level?

The applicable *Maintenance Service Level* is determined by the *Classification* of the lands. The *Maintenance Service Levels* range from intensive weekly requirements to monthly requirements based largely on setting. For example- rural County lands with no site improvements require less maintenance than urban County lands with pathways, landscaping and playground equipment present.

Why did a specific Maintenance Service Level get applied to our land?

County staff has taken considerable time assessing the land that you occupy. This assessment included site visits and a review of all amenities and facilities located within the lands. Lands that have more amenities such as pathways, sports fields or have extensive landscaping require more diligent and frequent service. In addition, lands that are located within a more populated area such as a Hamlet, or are adjacent to a Community hall experience high levels of use, resulting in more "wear and tear" and ultimately require more attention.