

RRS Conceptual Plan Information

Minimal Items Needed for Creating Conceptual Plans for Park Sites:

- Map of Site - Surveyed site plan is preferable. This should list the measurements of each boundary line and provide directional coordinates. A regional or city map showing proximity of the site is also helpful.
- Soils and Topo Map - This is beneficial for making decisions as to where to place structures, drainage fields, ballfields, etc. The soil type and slope of certain areas will assist in making cost-effective decisions for the layout of the site as well as ensure that an area is suitable for the desired facilities.

NOTE: If the items above are available in digital format from the County or City GIS or Tax department, please submit information on a CD.

- Facilities to be Built - Include all desired facilities, ranked in order of preference; some may not be included due to site limitations.
- Size of Facilities - Dimensions of buildings; if ballfields are requested, please note the regulation size for intended use; also include size of any picnic shelters and note if restrooms, power or storage areas are wanted.
- Primary Use of the Park - Active (ballfields, bike trails); passive (playground, hiking, fishing, picnic shelters); multiuse.
- Future Needs - Note any plans for future development or expansion if known.
- Deadline - Include a date for the conceptual plan to be delivered.

Site Notes: Helpful if information about the following is available and/or known (not required)

- Information about neighboring lots: residential, commercial, school, church...
- Intended park user: neighbors, greater community, regional visitors and the age of user groups: primary or school-age children, adults, family.
- Note any special attributes that the site should be planned around or that will be a focal point.
- Water features: Will be visible on the topo map; additional information, such as water depth, quality, potential hazards, can be helpful. Variation in water levels due to seasonal flooding, for example, should be noted with a high-water mark.
- Historical significance of the site if applicable.
- Photographs of the site if available: aerial and/or front elevation.
- Flora and fauna - Include vegetation map noting ground cover, tree types, any exotic or endangered species (plant or animal).

Other Information:

In addition to delivering to RRS the necessary information for creation of the conceptual plan, the client/agency must send a letter (contract) to RRS requesting our services. Our GIS consultant designs the conceptual maps.

The time required to complete a conceptual plan differs with each request. Much depends on the information provided by the client/agency as well as the level of detail requested for the report. Information given in digital format typically takes less turn-around time.

At the end of the project, the GIS consultant will return all maps and other information belonging to the client/agency. The client/agency will receive:

- (1) large, 24" x 36" color map
- (1) small, 8.5" x 11" color map, (1) small black & white map
- (1) written description of the plan, including justification for facility placement on the site.

The number of plans produced and the report detail may vary with each project. The final product is determined by each community and is outlined in the request for service. RRS will provide a cost estimate based on the request. The minimum cost to complete a planning project is \$100.00. Costs may range between \$100.00 to \$1000.00 or more.