

RECREATION & COMMUNITY
ENHANCEMENT COMMITTEE
MEETING

A G E N D A

TOWN OF CHINCOTEAGUE

March 12, 2013 - 5:00 P.M. – Council Chambers - Town Hall

CALL TO ORDER

AGENDA ADOPTION:

1. Bicycle Plan
 - Update plan for changes along Maddox Boulevard
2. Park Donation Policy
3. Project Report Updates
4. Committee Member Comments

ADJOURN:

Next Meeting – May 14, 2013



STAFF REPORT

To: Recreation and Community Enhancement Committee
From: William Neville, Director of Planning
Through: Robert Ritter, Town Manager
Date: March 12, 2013
Subject: Town of Chincoteague Bicycle Plan

Chairman Jester has requested that the Committee review our Town of Chincoteague Bicycle Plan. This plan was originally prepared in 2001 in order to apply for VDOT funding of projects that involve bicycle facilities. An extensive review by the Committee occurred in 2009 leading to its adoption by Town Council on September 8, 2009.

One element of the plan is a list of priority improvements for bicycle facilities based on an inventory of locations around Town. The Committee may wish to evaluate and change the priority of certain projects in the Bicycle Plan to align with the Town Council request to VDOT for the next '6-year plan' road improvement project.

PROJECT PROGRAMMING RESOLUTION

WHEREAS, in accordance with Virginia Department of Transportation construction allocation procedures, it is necessary that a request by Council Resolution be made in order that the Department program an urban highway project in the Town of Chincoteague; now

THEREFORE BE IT RESOLVED, that the Council of the Town of Chincoteague, Virginia, request the Virginia Department of Transportation to establish an urban system highway project for the improvement of Maddox boulevard from Deep Hole Road east to the Maddox Boulevard traffic circle, inclusive, a distance of approximately four thousand (4,000) feet. Improvements shall consist of the addition of sidewalks, bicycle paths and drainage improvements.

BE IT FURTHER RESOLVED, that the Council of the Town of Chincoteague hereby agrees to pay its share of the total cost for preliminary engineering, right of way and construction of this project in accordance with Section 33.1-44 of the Code of Virginia, and that, if the town of Chincoteague subsequently elects to cancel this project, the Town of Chincoteague hereby agrees to reimburse the Virginia Department of Transportation for the total amount of the costs expended by the department through the date the Department is notified of such cancellation.

Adopted this 4th day of March, 2013.

Town of Chincoteague, Virginia

TOWN OF CHINCOTEAGUE BICYCLE PLAN

Approved September 8, 2009

A. INTRODUCTION

In November 1994, the Chincoteague Town Council expressed interest in developing a bicycle plan as part of a state road improvement project. The Virginia Department of Transportation (VDOT) informed the Town that in order to be eligible for VDOT Funding for projects that involve bicycle facilities, the local government must have adopted a bicycle facilities plan.

In January 1995, the Town Council requested that the Accomack-Northampton Planning District Commission (A-NPDC) provide technical assistance in developing a bicycle plan. The Commission agreed to provide assistance to the Town under the A-NPDC Transportation Planning Technical Assistance Program. After adopting the plan on October 6, 1997 the Town recognized the need for a continuing planning effort with regards to bicycling needs and formed the Bicycling Advisory Committee in December 1999 to fulfill this function. The Bicycling Advisory Committee which is now called the Recreation and Community Enhancement Committee is responsible for updating the Town's Plan and providing advice on bicycling needs to the Chincoteague Town Council.

Purpose of Plan

The Chincoteague Bicycle Plan is intended to meet VDOT's Virginia Bicycle Facility Resource Guide requirements. In addition to transportation needs, the plan also identifies bicycling recreational needs.

According to The Virginia Bicycle Facility Resource Guide any bicycle plan should include the following:

- goals and objectives
- existing bicycle facilities and roadway network

- planned bicycle and roadway improvements
- significant attractions and destination points
- routes and/or locations of proposed bicycle facilities, including ancillary facilities such as bike storage and rack
- indication of preferred facility type, such as wide outside lane, bike lane, and shared use path
- prioritization of projects (short-term versus long-term)
- strategies for implementation including identifying potential funding sources,
- developing conceptual maintenance plans, and assigning operational tasks to agencies
- documentation of public involvement activities
- definitions and acronyms
- appendices and bibliography

Planning Process

The Town of Chincoteague Bicycle Plan was initially developed by the Bicycle Committee, with technical assistance from A-NPDC staff. The plan shall be reviewed, and if need be, updated every four years by the Town's Recreation and Community Enhancement Committee. The public will continue to be involved by the workshops sponsored by the committee.

B. BACKGROUND

The Town of Chincoteague is located on Chincoteague Island, which is part of the Eastern Shore of Virginia. Chincoteague Island is accessible from the mainland via Route 175, a primary state road. The Town is approximately 7 miles long by 1 ½ miles wide, and is approximately 12 square miles in area. The population of Chincoteague is approximately 4,000. The summer population is estimated to be 15,000.

The Town is well known as the home of the Chincoteague Ponies, which live at the nearby Chincoteague National Wildlife Refuge and Assateague National Seashore. The

refuge and national seashore attract visitors year-round, and along with recreational boating and fishing, are the basis for Chincoteague's large tourism economy.

The U. S. Fish and Wildlife Service (FWS) and the National Park Service (NPS) maintain bicycle trails through the refuge and national seashore, providing access for wildlife observation and swimming at Assateague Beach. The Chincoteague National Wildlife Refuge estimated 66, 924 bicycles entering the refuge during the 2008 calendar year.

Bicycling on Chincoteague has become increasingly popular over the years, with visitors riding from their motels to the refuge, beach, stores, and other destinations on the island. There are bicycle shops that rent bikes, as do several motels and stores. Bicycle clubs from Maryland and Virginia sponsor annual rides to Chincoteague. The development of bicycle paths on Chincoteague is supported by the following transportation goal in the 2002 Town of Chincoteague Comprehensive Plan (page 63):]

GOAL: Promote a transportation system that will provide for the safe, efficient, and convenient movement of people and goods by road, water, and pedestrian means.

The Comprehensive Plan outlines several objectives in order to implement this goal. Including the following:

OBJECTIVE: Create bike paths in areas susceptible to heavy bike traffic.
Through this Bicycle Plan the Town hopes to develop better bicycle access to improve safety and enhance the image of Chincoteague as a great place to live and visit.

C. CYCLE FACILITY PLANNING AND DEVELOPMENT

Because bicycles are considered vehicles in Virginia, they are permitted on all roads except for limited access highways. Unfortunately, most roads were not designed to

safely accommodate motor vehicles and bicycles at the same time. As motor vehicles encounter bicycles on narrow roads, traffic slows down.

Drivers move into the oncoming lane to pass bicycles, posing a threat to themselves and oncoming traffic. Many bicyclists feel unsafe under these conditions and avoid riding. The planning and development of proper bicycle facilities allows for the free flow of motor vehicles and safe bicycling. The design standards for a “proper” bicycle facility depend on the type of bicyclist, width of road, traffic volume, and average vehicle speed. In order to plan proper bicycle facilities, standards have been developed to ensure the needs of the “design bicyclist” are met by the “facility design.” (See Appendix for more information)

D. EDUCATION AND SAFETY

One goal of the Recreational and Community Enhancement Committee and the Town is to promote bicycling safety by educating the bicycling public on rules of the road and hazard awareness. The Committee will regularly prepare, revise and distribute brochures and other literature towards this effort.

In November of 2008 the Town of Chincoteague completed a “School Travel Plan,” which was a requirement in order to be considered for funding through the Safe Routes to School Program. The “School Travel Plan” is aimed at promoting and finding solutions for children to walk or ride their bikes to school. The “School Travel Plan” and the Bicycle Plan have similar goals and objectives, although the Bicycle Plan is general in nature. The Town should continue to request funding for safety programs that will help teach children bicycle and pedestrian safety.

In 2004 the Town also had a professional video completed that highlighted bicycle safety on the Island. The Town should utilize this video to remind citizens about bicycle safety. Try to set a system of playing the video on local access Cable TV, or via the internet through the Town’s website. Show this video at least once a year preferably in the Spring or Summer when bike ridership is high. Make sure the schools have a copy of the video to show children during school time.

E. EXISTING CONDITIONS

Trip Origins and Destinations

Mapping the locations of bicycle trip origins and destinations provides the basis for determining logical bicycle routes on Chincoteague. Trips originate where people live, so the origins are spread throughout the island. Most concentrations of trip origins are the motels, as well as the campgrounds and bicycle rental shops. Destinations can be divided into recreation, businesses, and public services. The following locations of trip origins and destinations are shown on the attached map.

Trip Origins

Town Neighborhoods

Vacation Homes

Rental Homes

Motels/ Hotels

Bed and Breakfast Inns

Campgrounds

Bicycle Rental Shops

Trip Destinations

Assateague National Seashore

Chincoteague National Wildlife Refuge

Oyster Museum

Tourist Information Center (Chamber of Commerce)

Island Businesses

Town Harbor

Town Dock

Memorial Park

Schools

- Elementary
- High School
- Churches
- Stores
- Post Office
- Town Office (Municipal Complex)
- Police (Municipal Complex)
- Robert N. Reed Downtown Park
- Carnival Grounds
- Island Nature Trail (paved portion)
- Donald Leonard Park

Existing Facilities

Most of the streets in town are not up to VDOT bicycling standard due to the narrow width and/or the presence of parking. The attached map delineates the existing facilities, which included extended shoulders which bring relief to both vehicular and bicycle traffic.

Needs Assessment

An analysis of the trip origin and destination and the existing facilities shows that the major need for bicycle facilities is to get tourists from their lodgings to the refuge/beach and to the stores and services on the Island. Based on this analysis, the following bicycle facility needs were identified:

Priority

1. Ocean Boulevard Extended- from Pension Street to Chicken City Road
2. Maddox Boulevard – from Main St. to Deep Hole Road.

Solution: _____

1. Create bike path on public right-of-way.
2. Prohibit on street parking and provide new parking lots. Stripe a

bike lane. Alternative: Stripe Ocean Boulevard, Taylor St., and Hallie Whealton Smith Drive for alternate routes.

3. Hallie Whealton Smith Drive

3. Pave and stripe.

4. Church St. – from Main St. to Chicken City Road / Ridge Road intersection.

4. Prohibit parking on Church Street or limit to 10 minute parking in front of the Opportunity Shop. Also widen and stripe from Fowling Gut to the Chicken City Road / Ridge Road intersection.

5. Main St. – Hallie Whealton Smith Drive to Beebe Road.

5. Acquisition of property and constructing a bicycle path on Main St. along the water's edge and prohibit parking in the downtown area, striping bicycle lanes.

6. Chicken City Road Extension.

6. Widen the road and pave shoulders.

7. Eastside Road.

7. Widen and pave shoulders.

8. North Main Street – from Hallie Whealton Smith Drive to the turn circle.

8. Widen and pave shoulders. Misty Meadows to turn circle.

9. South Main Street – from Bunting Road to Curtis Merritt Harbor.

9. Pave shoulders.

10. Bunting Road.

10. Widen and pave shoulders.

11. Beebe Road.

11. Widen and pave shoulders.

A continued concern is a project or area that because of current conditions is not seen as feasible. However, as conditions change it may be more feasible and should be placed back on the priority list. Another reason why a project or area would be placed on the continued concern list is it is scheduled to be completed.

Future Desires

Possible Solution

1. Chicken City Road- Church Street
To Maddox Boulevard
2. Maddox Boulevard- From the
Chamber of Commerce (traffic circle)
to the Assateague Bridge.
3. Path from Eastside Road to
Maddox Boulevard via. Maddox
Family Campground.

1. Widen existing paving to allow
bicycling shoulders.
2. Provide separate bike path and
improves access at the circle.
3. Acquire easements for the
construction of a separate bicycle
path to connect Eastside Road and
Maddox Boulevard.

F. **GOALS AND OBJECTIVES**

The following Goals and Objectives have been outlined to guide the development of bicycle facilities and programs on Chincoteague:

1. GOAL: Improve bicycling access

OBJECTIVES:

- A. Continue to develop a comprehensive, island-wide system of bicycle routes.
 - B. Improve the marking signage of existing and future bicycle facilities.
 - C. Implement a review of bicycle facility needs with each capital road Project.
2. GOAL: Enhance bicycle safety.

OBJECTIVES:

- A. Decrease hazards confronting bicyclists and increase roadway capacity for motor vehicles.
 - B. Educate the traveling public on bicycling safety.
 - C. Implement a program of bicycle safety and enforcement.
3. GOAL: Encourage bicycle facility development.

OBJECTIVES:

- A. Expand the island bicycle system as state road improvement project budgets allow.
- B. Incorporate the implementation and maintenance of the island's bicycle system into the Chincoteague public works program.
- C. Seek grant funding to provide for bicycling transportation and

recreational needs.

4. GOAL: Improve and diversify the tourism economy by promoting, creating, enhancing, and extending current bicycle and bicycle-related facilities.

OBJECTIVES:

- A. Promote tourism by enhancing the awareness of bicycle accessibility to the island's natural and historic points of interest.
- B. Promote recreational bicycling on Chincoteague.
- C. Conduct one bicycle special event each year.

G. PROPOSED BICYCLE FACILITIES

The Map shows the bicycle facilities proposed for the Town of Chincoteague. The following narrative describes the proposed facilities, including Average Annual Daily Traffic (AADT), Average Speed, and Road Widths. The Average Annual Daily Traffic (AADT) information comes from the "2007 Virginia Department of Transportation Daily Traffic Volume Estimates Including Vehicle Classification Estimates."

Priority

1. Maddox Boulevard – from Main St. to Deep Hole Road.

AADT: 7,000 Average Speed: 30 (25 posted) Road Width: 25'

2. Church St. – from Main St. to Chicken City Road / Ridge Road intersection.

AADT: 4,030 Average Speed: 30 (25 posted) Road Width: 20'

3. Main St. – Bunting Road to Beebe Road.
AADT: 2,800 Average Speed: 30 (25 posted) Road Width: 25'

4. Maddox Boulevard – Main Street to the Assateague Bridge.
AADT: 5,300 Average Speed: 30 (25 posted) Road Width: 25'

5. Chicken City Road Extension – Maddox Boulevard to Deep Hole Road.
AADT: 1,300 Average Speed: 25 Road Width: 20'

6. Main Street – from SR 175 Channel Bridge to Church Street.
AADT: 9,600 Average Speed: 30 (25 posted) Road Width: 20'

7. Main Street – from Bunting Road to Inlet View Campground
AADT: 2,200 Average Speed: 30 (25 posted) Road Width: 24'

8. Intersection of Bunting Road and Ridge Road
AADT: N/A Average Speed: 30 (25 posted) Road Width: 22'

9. Intersection of Beebe Road and Main Street.
AADT: N/A Average Speed: 25 Road Width: 20'

H. RECREATIONAL SECTION

The Map also shows the bicycle facilities proposed for the Town of Chincoteague for recreation.

- A. Hallie Whealton Smith Drive
-A separate recreational loop.

- B. Main Street – from Hallie Whealton Smith Drive to Beebe Road
-A route comprised of a separate facility along the waterfront.

C. Maddox Boulevard

-A separate facility from East Side to Piney Island and connecting to Maddox Boulevard.

I. IMPLEMENTATION SECTION

Policies

The following Policies will guide the implementation of bicycle facility development on Chincoteague:

1. ADMINISTRATION of the Town's bicycle program, including distribution of information and planning of special events, shall be under the direction of the Town Manager.
2. COORDINATION of street/highway improvements and planned bicycle facilities with VDOT and other state and federal agencies shall be the responsibility of the Town Manager.
3. MAINTENANCE of the Town's bicycle system shall be the responsibility of the Public Works Director.
4. FINANCING of bicycle facilities shall be provided through VDOT's statewide transportation improvement program and various grant sources as applicable.
5. SAFETY EDUCATION AND LAW ENFORCEMENT for the Town's bicycling program shall be the responsibility of the Chief of Police.

APPENDIX A

DESIGN BICYCLIST

Engineers use the idea of a design bicyclist to determine the type of bicycle facility design needed. The following are from the Federal Highway Administration. There are three types of bicyclists: advanced, basic, and children, as follows:

Group A – Advanced Bicyclists: These are experienced riders who can operate under most traffic conditions and prefer direct access to destinations via the existing street and highway system. They should have enough road width to reduce the need for motor vehicles or bicycles to change position when passing.

Group B – Basic Bicyclist: These are casual or new adult and teenage riders who are less confident of their ability to operate in traffic without special provisions for bicycles, such as marked lanes. They need either low-speed, low-traffic streets or designated bicycle facilities.

Group C – Children: These are pre-teen riders whose roadway use is initially monitored by parents. Eventually they ride on their own to schools, parks, stores, and other neighborhoods. They need to ride on residential streets with low motor vehicle speeds and volumes: roads with well-defined separation of bicycles and motor vehicles; or on separate bike paths.

Because Group B and Group C have similar needs, engineers combine these in a design bicyclist model with two broad classes of bicyclists: Group A (advanced) and Group B/C (basic/children).

Bicycle facilities should be designed to meet the needs of the least skilled bicyclist expected to use the facility. Since schoolchildren and tourists with children are a major part of Chincoteague's bicycling activity, the Town's bicycle facilities should be designed for the Group B/C bicyclist.

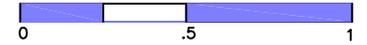
BICYCLING MAP of CHINCOTEAGUE

QUEEN SOUND

CHINCOTEAGUE

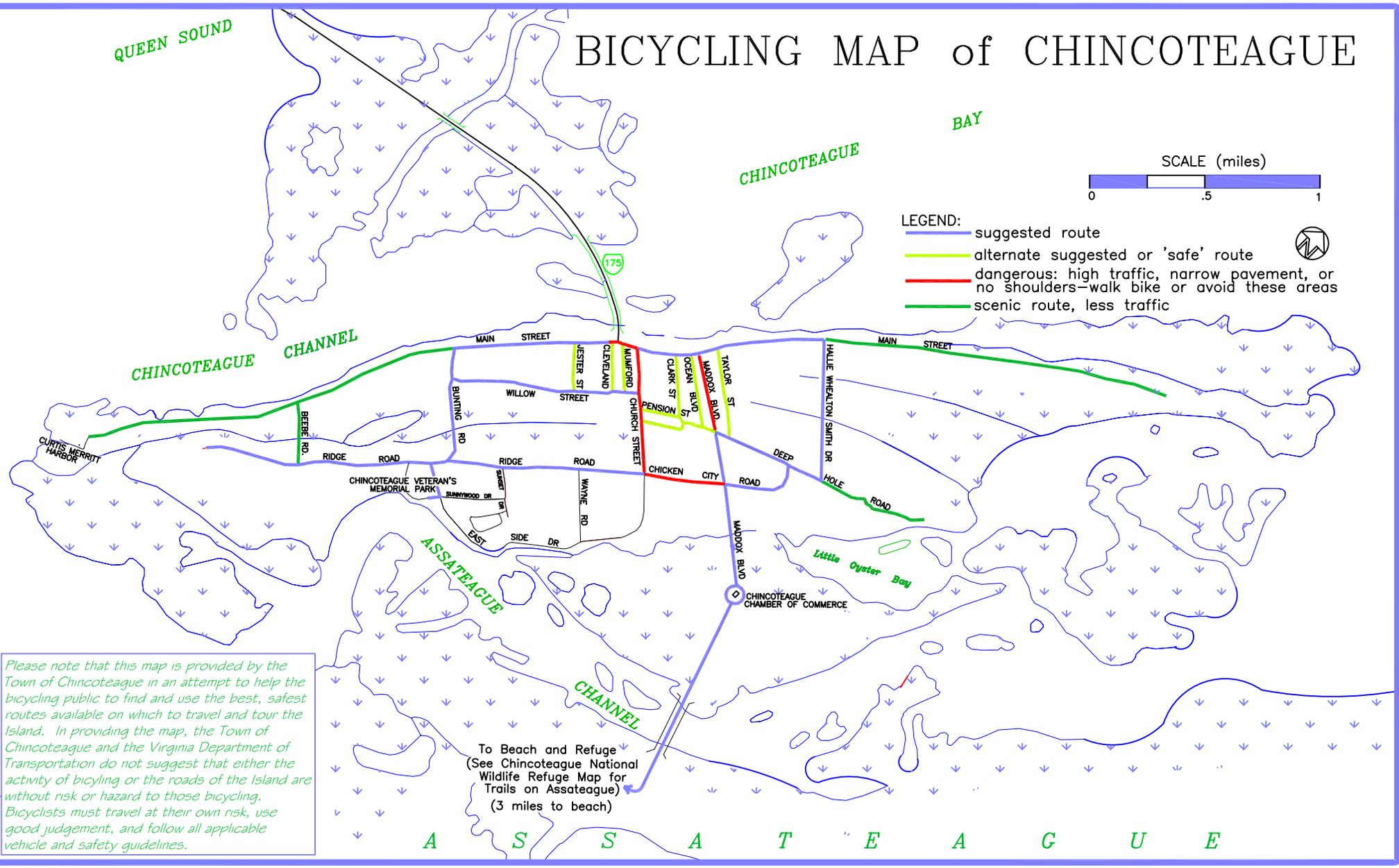
BAY

SCALE (miles)



LEGEND:

- suggested route
- alternate suggested or 'safe' route
- dangerous: high traffic, narrow pavement, or no shoulders—walk bike or avoid these areas
- scenic route, less traffic



Please note that this map is provided by the Town of Chincoteague in an attempt to help the bicycling public to find and use the best, safest routes available on which to travel and tour the Island. In providing the map, the Town of Chincoteague and the Virginia Department of Transportation do not suggest that either the activity of bicycling or the roads of the Island are without risk or hazard to those bicycling. Bicyclists must travel at their own risk, use good judgement, and follow all applicable vehicle and safety guidelines.

To Beach and Refuge
(See Chincoteague National
Wildlife Refuge Map for
Trails on Assateague)
(3 miles to beach)

A S S A T E A G U E



STAFF REPORT

To: Recreation and Community Enhancement Committee
From: William Neville, Director of Planning
Through: Robert Ritter, Town Manager
Date: March 12, 2013
Subject: Park Donation Guidelines

Committee members have suggested that the Town should adopt a donation policy that includes guidelines for standard park equipment that could be purchased and installed with a memorial plaque to enhance our Town parks as well as certain streets or trails. A draft donation guideline, standard form, and information brochure are attached for committee review and discussion.

Topics for the Committee to consider include:

- Council policy limiting additional memorials at Chincoteague Veterans Memorial Park

MINUTES OF THE MAY 18, 2000

CHINCOTEAGUE TOWN COUNCIL RECESSED MEETING

9. Consider Plaque at Memorial Park.

Councilman Jones discussed the history of this issue. The Park is designated as Chincoteague Veterans Memorial Park. The matter has been emotional due to the circumstances surrounding the death of young Mr. Hagler in the Park. The Public Works Committee recommends that Mrs. Mann be allowed to install a 3" x 5" plaque recessed in the piling at the boat ramp in memory of Mr. Hagler. The Committee also recommends that the Town adopt a policy that there will be no further individual memorials allowed within the Chincoteague Veterans Memorial Park.

Councilman Jones moved, seconded by Councilman Jester to allow the plaque as stated above and to adopt the above policy regarding future memorials. Unanimously approved.

- Approval process by Town Staff, RCEC and/or Town Council
- Repair and replacement of donated park equipment
- Authorization of Public Works Director to select style and location of park equipment

Donation Guidelines for Town Parks

June 2012 First Draft
(Revised March 2013)

Donation Guidelines (Policy) for Town of Chincoteague Parks

The Town of Chincoteague currently owns and manages approximately 95 acres of parks, trails, open spaces, boat ramps, marinas, and civic facilities on Chincoteague Island for the benefit of seasonal visitors and the public. Many of these facilities reflect the charity and hard work of individuals and groups that are dedicated to enhancing our quality of community life.

In order to allow contributions that will continue to benefit the Town's parks and open spaces, all donations shall follow guidelines adopted by the Town Council and administered by the Public Works Director.

Note: Memorial donor recognition plaques are not permitted in Chincoteague Veterans Memorial Park

Benches

The cost of a bench and memorial plaque is established by the Town Department of Public Works. Payment is due at the time the order is placed using the attached form. Benches are installed at approved sites in the order requests are received. Installation depends on the time of year orders are received and the number of preceding orders. The Town Department of Public Works usually installs the benches in the fall and late winter so that the benches are available during the spring and summer season. Once the bench and plaque are installed, the contact person will receive a letter of notification.

Other Donation Opportunities

The Town of Chincoteague has additional donation and sponsorship opportunities including:

- Kayak launch facility
- Boardwalk/Observation deck
- Gazebo/Large picnic shelter
- Small picnic shelters
- Playground equipment
- Cemetery Heritage Fund
- Seashore Beach/Tourism Fund
- Park Enhancement Fund

Contact the Department of Public Works @ 757.336.6519 for more information regarding these unique donation opportunities. Undesignated donations will be placed in the Park Enhancement Fund. All donations will be highlighted in the Town Newsletter and presented at the next Town Council meeting.

Draft Form

Town of Chincoteague Donation Form

Contact Name: _____

Contact Phone Number: _____

Contact E-mail Address: _____

Contact Mailing Address: _____

Donation Type and Location (from map): _____

Please write the wording for plaque:

Cost: _____

Make checks payable to: "Town of Chincoteague, Inc."

Please send order form and payment to:

Town of Chincoteague, Inc.
6150 Community Drive
Chincoteague Island, VA 23336

757.336.6519

Note: The Town of Chincoteague shall maintain and repair the donated equipment or park improvement for a period of 5 years from installation. In the event of severe damage or loss due to vandalism, the donor will be notified.

Draft Brochure

Honor Someone Special

Park Tree and Bench Donations

Donating a tree or park bench to a favorite park or golf course is a great way to honor the memory of a relative or friend or as a thoughtful alternative to a traditional gift in celebration of a birthday, wedding, anniversary, retirement or other special event.

Your tax deductible donation will cover the cost of the tree or bench and its installation as well as a contribution to the Town of Chincoteague parks. You or the person you designate will receive a commemorative certificate, and Town staff will install a recognition plaque on a donated bench. (Plaques are not permitted for trees or other living landscape elements.)

Because of the unique character of our parks and open spaces, donations to specific locations are coordinated separately. Please contact the town staff for information and to review a map of donation sites.

Park Trees

You may choose any park or open space with planting availability for your tree donation. The town staff will work with you in selecting a native tree species and location for planting. Your tree will be approximately 1-1/2" -2-1/2" in diameter and 6' -8' tall depending on species.

Donations will be accepted throughout the year. However, to assure successful rooting, trees will be planted only twice per year - spring and fall.

The cost of a tree donation is \$_____. This includes planting by a commercial nursery and regular watering during the first season of growth. If a larger tree is preferred and acceptable to the park manager, the cost may be higher.

You may also choose to adopt an existing tree whose location or appearance is meaningful to the honoree. The donation for a tree adoption is \$_____.

Within a period of three years following the donation, the town staff will replace the tree if staff determines that it has died or been severely damaged.

Park Benches

You may donate a new bench or adopt an existing bench. Whether new or existing, Town of Chincoteague staff will install a donor recognition plaque on the bench (see note below).

You may choose any park or open space for a bench adoption but a new bench may only be installed in a park where the town staff has identified a need. Some parks and open spaces use different bench styles in keeping with their functions and landscaping. The town staff will work with you in selecting an appropriate bench style and location in the park.

Bench recognition plaques will be _____. Wording is subject to approval by the Recreation and Community Enhancement Committee (the Committee).

	Specialty Parks and Open Spaces (wood bench)	Other Parks (steel bench)
New Bench	\$1,200	\$2,000
Adopted Bench	\$600	\$1,000

- Specialty Parks include Robert Reed Waterfront Park and other downtown Main Street locations.
- Other Parks typically include neighborhood, and community parks, except those identified above as Specialty Parks.
- Note: Memorial donor recognition plaques are not permitted in Chincoteague Veterans Memorial Park

If a non-standard bench style is preferred and acceptable to the Committee, the cost may be adjusted.

Within a period of ten years following the donation of a steel bench and five years following the donation of a wood bench, the town staff will repair or replace the bench if it is severely damaged.

General Information

Full funding for the donation must be received in advance.

Donated trees and benches are the property of the Town of Chincoteague and are maintained at the same standard as other park trees and benches.

The Town of Chincoteague retains the right to relocate a donated bench and replant or replace a donated tree in a new location. Staff will attempt to contact the donor to select the new location, but the Committee will make the final decision.

Other Donations

The Town of Chincoteague welcomes donations to purchase other items needed in town parks. Please talk with the Town Planner or call the Public Works Director for more information.

For more information on donating a tree, bench or other item to a favorite park or open space, call the Town of Chincoteague at 757-336-6519.



MEMORANDUM

The Town of Chincoteague, Incorporated

To: Recreation and Community Enhancement Committee
From: William Neville, Director of Planning
Through: Robert Ritter, Town Manager
Date: March 12, 2013
Subject: Project Updates

The status of ongoing projects is updated below for Committee review and discussion.

Ocean Boulevard Extended

Work is scheduled this winter (2013) for final trail improvements from both ends (Chicken City Road and Deep Hole Road) as time and material permits. The remaining trail segment will include a small bridge/boardwalk to be constructed over Fowling Gut. Mr. Spurlock has included this cost in the Public Works budget.

- Next Steps:
- Waiting for Fisher Marine to drive test piles for bridge crossing of Fowling Gut
 - Build Bridge
 - Work with property owners along Coach's Lane to identify options for extension of the bike path to the north of Chicken City Road.

CNWR Bike Trail Extension

FWS is revising the boardwalk bike trail connection to the Chincoteague Museum by extending the trail across the front of the Museum property to a new crosswalk location and connection the Maddox Boulevard shoulder bike lane.

- Next Steps:
- Propose bike lane/sidewalk improvements along Maddox Boulevard from Deep Hole Road to the Traffic Circle as the next Town/VDOT capital project
 - Work with the Museum of Chincoteague to assure safe access to parking areas across bike trail

Jessie R. Watson Sr. Memorial Park

Master Gardeners Lisa Cannon and Heather Jorgenson will maintain the perennial garden project for the 2013 season

- Next Steps:
- Prepare and clean up beds for the spring
 - Phase two improvements are on hold for additional funding or donations

Donald Leonard Park

The Leonard Family has completed Phase One improvements with the assistance of a landscape designer to recommend plantings and improvements to the Park. This location has been discussed as a possible location for installation of improved water access for a kayak launch. Town Council approved the location of a ‘memorial boulder’.

- Next Steps:
- Discuss additional uses and visitor management
 - Refine park master plan (possible soft shoreline demonstration project)
 - Identify incremental improvements to be completed as a part of regular Town maintenance program
 - Full Park Master Plan to be recommended by Committee and approved by Town Council (add kayak launch site to Virginia Water Trail Map)

Mariners Point

Committee members have identified the overlook area at Curtis Merritt Harbor as the number one priority for planning future open space and recreational opportunities in the Town. Public safety, town operations, dredge spoils, additional parking, Mariners Memorial, and special event viewing have all been discussed.

- Next Steps:
- Mariners Memorial has been approved by Town Council. Public Works staff is coordinating with Barry Abel to assist with construction.
 - Present a master plan document showing the proposed improvements and the Mariners Memorial for Town Council approval

Downtown Main Street/Robert Reed Park

The Main Street revitalization project, acquisition of Bridge Street right of way, purchase of additional land, and the construction of a fishing pier are all changes that need to be incorporated into the master plan for Robert Reed Downtown Park.

- Next Steps:
- Begin design, permitting and construction for east side of Main Street streetscape improvements
 - Incorporate suggestions from the Downtown Merchants and the Cultural Alliance regarding opportunities to improve and manage the Downtown Park and nearby parking areas
 - Incorporate proposed use of the Bridge Street right of way and the recent park expansion plan prepared for the DCR grant application.
 - Prepare a Park Master Plan amendment that includes the new properties for Town Council approval.

Town Map – Points of Interest

Town staff has contacted the Chamber of Commerce and their graphics consultant to see if the “Points of Interest Map” from the center of the Visitors Guide could be modified into a poster for display at the downtown kiosk.

- Next Steps:
- Request consultant Shirley Deeds to modify the map for Town use (\$35 per hour fee)

Walking and Biking Tour Brochure

This brochure has been popular for tourists because of its information about community history and maps of the island. All supplies have run out from the original printing paid for by a grant. Printing that would include a revision for the new bridge alignment on the maps would cost approximately \$1,200 for 2,500 copies, or \$1,800 for 5,000 copies.

- Next Steps:
- Order new brochures for the 2012 season
 - Explore grants to assist with printing costs

Interpretive Signs

The Committee considered a proposal last year to include interpretive displays at Chincoteague Veterans Memorial Park.

- Next Steps:
- Consider incorporating the research, design and manufacturing of these signs at the same time as the Robert Reed Downtown Park expansion area/Historic Bridge information kiosk.

Hallie Whealton Smith Drive

The Town has received a Safe Routes to School construction grant to construct a bicycle shelter and a shared use trail between the Elementary and Combined Schools along Hallie Whealton Smith Drive.

- Next Steps:
- Consultant selection from 3 qualified RFQ submission will be completed and a VDOT contract negotiated by the end of March. Preliminary design should be completed and reviewed by VDOT within approximately 90 days.

Chincoteague Veterans Memorial Park

As the most complete Town Park with a range of recreational use facilities, the focus continues to be on maintenance and completing minor improvements

- Next Steps:
- Repair of Hurricane Sandy storm damage is completed and tree stumps have been removed
 - Future improvements are on hold for additional funding or donations

**Recreation and Community Enhancement
Committee Meeting Minutes
January 8, 2013**

Committee Members Present:

John Jester, Chairman
Terry Howard, Councilman
Gene Wayne Taylor, Councilman
Jack Van Dame
Bob Conklin
David Johnson

Staff Present:

Robert G. Ritter, Town Manager
William Neville, Town Planner

Others Present:

Ray Rosenberger
Gladys Baczek

Call to Order

Chairman Jester called the meeting to order at 5:00 PM

Agenda Adoption

Councilman Terry Howard motioned, seconded by Mr. Bob Conklin to adopt the agenda. Unanimously approved.

1. Donald Leonard Park

Ms. Gladys Baczek presented the idea that some friends of the Leonard family would like to place a boulder type bench under the tree in memory of Mrs. Martha Leonard. There was a picture presented to the committee members. There was discussion about other requests for memorials in other parks. It was suggested to bring this to the next Council meeting. Councilman Howard motioned, seconded by Councilman Taylor to bring the matter to Council.

2. Project Report Updates

Ocean Boulevard Extended

Town Planner Neville stated that the Ocean Boulevard Extended project had been put on hold due to storm debris removal. The committee discussed that there was hope in making the bridge across Fowling Gut accessible by the mosquito truck.

CNWR Bike Trail Extension

Chairman Jester stated the most dangerous place for bike riders was at the traffic circle. He would like to see some sort of defined bike path in that area. Mr. Bob Conklin stated he believed the most dangerous part was from the horse corral toward the beach as there is no specified bike path. Chairman Jester also stated the end of the new bike lane near the Chincoteague Museum was a concern.

Jessie R. Watson Sr. Memorial Park

Ms. Nancy Lane would like to get a trellis to put in the park for the flowers.

Mariners Point

The Boy Scouts will be placing the Ship Mast Memorial. Mr. Rosenberger would like to see the area more level.

Island Activity Center

The center is being used every day and Youth Basketball is getting ready to start for the season.

Town Map-Points of Interest

Town Planner Neville stated they were still working on the map.

3. Committee Member Comments

Town Planner Neville wondered if the request honoring Ms. Martha Leonard would bring up past requests for honoring others and agreed that the Committee would work on a proposed memorial donation policy at the next meeting.

Adjourn:

Councilman Howard motioned, seconded by Mr. Bob Conklin to adjourn the meeting.