

Cover Page

ATV Park Development Plan (place park name in here)

Prepared by Park Planning Committee:

(names of committee members)

2010 - Year Produced or Updated

Executive Summary (Up to a page in length, introduction paragraph of the park, it's location including a small map of park boundary, and a paragraph of the park history)

Park Mission (2 to 4 sentences that defines the parks reason for existence through its philosophies, goals, ambitions and needs)

What to think about when developing the Park Mission:

Why do we want the park?

What are the park benefits, its strengths & opportunities?

What do we want to accomplish with the park?

Examples:

"The park represents over 500 OHV riders across central Iowa. The park is committed to helping its users provide quality riding experiences for the individuals and families they serve."

"Provide affordable, educational, and outdoor recreational activities in a safe, clean, and inviting environment for people of all ages through sound business and management practices"

"The park is dedicated to promoting recreation for people, protection of the environment, and respect for cultural diversity. Park plans focus funding on committed, volunteer efforts to support and provide trails and training for the sport of off roading."

"The park provides off road riding experiences to inspire personal growth, community integration and enhanced awareness of the natural environment. The park encourages people and families to experience off road riding by providing a quality riding park and trails."

"To provide short and long range planning for club in the areas of trails, resource protection and community participation. To provide short and long -term planning and the supervision of development projects for the park."

"To create, preserve, protect, and manage a system of trails and associated facilities to be available to the public with a focus on fun, education and natural resource protection for the enjoyment of present and future generations"

Body of Plan

Park Plan (4 to 5 paragraphs explaining what is happening at the park and the needs of the park over next 5 years)

What to think about when developing the Park Plan (take notes on all of these items):

- How will we accomplish our mission?
- What information/statistics are available that provides backup documentation for our park needs?
- What partners/organizations support the park?
- What needs to be done or changed to accomplish the mission and goals of the park?
- What opportunities do we need to take advantage of? Donations, grants, matching funds, volunteers, business partnering, park partnering, etc?
- What obstacles do we need to overcome to accomplish the mission?
- What local fund raising or volunteers are needed to accomplish the mission?
- What is the capacity of the park? – riders, parking areas, trails, etc.
- What type of expansion is planned or expected, buffer zones, connectivity to other riding areas or business?
- What is a contingency plan if ATV grant funds are not available?

Example Outline:

- Overview of the Park
- Objective and Services Provided
- ATV Club Members/Park Users/Customers
- Natural Resource Highlights/Stewardship & Surrounding Environment
- Plan Elements
- Goals for this plan/park

Example Plan: (review your notes taken on items above when writing this section, detail is important)

Overview of the Park

The ATV Park is a public park located in on the Western edge of the City of Carn, Platt County, Iowa. The 80 acre park is a former gravel pit that was purchased with ATV registration money through the State ATV program. The park is managed cooperatively with the atv club and the Iowa Department of Natural Resources, with the club having primary physical management responsibilities. The park includes 25 miles of trail which range from amateur to skilled riding ability, a training course for beginner riders, and parking for 100 vehicles with trailers. The park offers day use of trails and picnic areas, restrooms, and snack machines. The parks role in the community is to provide a legal riding area for residents, while providing a safe environment.

Objective and Services Provided

The ATV Park primary objective is to provide a safe riding environment for riders of all ages and skill levels. The park's current services include trails, parking, security lighting, restroom facilities and a beginners riding area. It is envisioned that the park will provide new picnic areas and camping facilities within the next 5 years. In order to accomplish additional development projects the club plans to stage develop by applying for assistance from the State ATV Fund Program and other state/federal grant programs. The club planning committee has been working with park users to define the goals for the park and associated uses/services necessary to meet those goals.

ATV Club Members/Park Users/Customers

The ATV Park has many users from all over Iowa and neighboring states. Annual usage is around 7500 riders, with heavy usage on weekends during the spring, summer and fall months. The need for parking during these times exceeds 200 spaces. The ATV club membership is at 50, and has increase by 10 members/families this past year. The club has a marketing plan in development with the goal of increasing membership to 100 members/families by the 2012 riding season. With this type of local club support, enough volunteers should be available to maintain the trail system.

Volunteers monitor use at the park along with DNR law enforcement staff. Increasing club membership will provide for more management of the trails, users and ensure park rules are followed.

Natural Resource Highlights/Stewardship & Surrounding Environment

Because the park attracts up to 50 riders daily and up to several hundred on the weekends, consideration for the environment and surrounding neighbors is critical. Trees and shrubs have been planted to stop erosion, provide a buffer to future residential areas, and reduce noise to neighbors.

A stable parking lot with adequate parking spaces is a top priority for the park. Current overflow parking needs to be redesigned to stop erosion, and a security light needs to be installed. Existing trails need to be groomed and widened to accommodate new side-by-side atv's, and new trails need to be laid out to accommodate future growth in users.

The club has a working relationship with the department to ensure that the proper permits and clearances have been met for environmental issues such as water use, sovereign land and protection of our natural species.

Park Plan Elements

The following development and/or work are planned for the ATV Park over the next 5 years. Following the elements of this planned work are the goals and timelines associated with the work.

- 1) Expand and improve riding trails
 - a. Erosion control on existing trails is needed
 - b. Widening of existing trails for new larger atv's necessary to accommodate users
- 2) Plant trees/shrubs
 - a. Shrubs used to for erosion control around existing trails
 - b. Trees used to buffer existing neighbors and planned developments around park perimeter
- 3) Construct picnic area/shelter
 - a. Grass area and shelter construction with picnic tables and grills
- 4) Expand and improve parking facility
 - a. Overflow parking redesign needed for heavy use days at park
 - b. Expansion of existing parking to accommodate larger vehicles and trailers
- 5) Tent camp
 - a. Layout and earthwork for primitive camping pads with grill rings
- 6) Construction of restroom/shower house
 - a. Provide restroom/shower for tent camping area
- 7) RV camp
 - a. Layout and construction of RV campsite with electric and water hookups

Start New Page for this Section

Goals for this Plan/Park

The primary objective of the park is to remain open to the public during hours of the day/week which are appropriate and safe for riding. The following goals have been identified to meet that objective.

Goal: Maintain park trails

Action Step	Time Line	Budget \$	Lead Person
Apply for annual operations & maintenance grant from ATV Fund	August 1 st , annually		President
Develop checklist for trail maintenance	Monthly		Vice President
Purchase and plant trees/shrubs	Fall, 2010		Vice President/Volunteers
Line up volunteers for trail work	Monthly		Vice President

Goal: Expand and improve trail network

Action Step	Time Line	Budget \$	Lead Person
Trail layout of existing trails	Fall		President or Committee
Site Plan for new trails	Fall		Same as above
Apply for development grant from ATV Fund or Federal Program	Fall		President
Dirt work on new trails	Spring 2010	\$4,500.00	Volunteers

Goal: Maintain and expand parking for users

Action Step	Time Line	Budget \$	Lead Person
Review user numbers for previous year and determine expansion needs	Summer 2010		President
Bids for expansion	Summer 2010		President
Apply for development grant from ATV Fund or Federal Program	Fall 2010		President
Contract work to be completed	Spring 2011	\$20,000.00	President

Goal: Maintain park restroom facilities

Action Step	Time Line	Budget \$	Lead Person
Apply for annual operations & maintenance grant from ATV Fund	Fall, annually		President
Contract for cleaning	Continuous	\$2,400.00	Contract

Goal: Maintain/purchase park equipment and buildings

Action Step	Time Line	Budget \$	Lead Person
Bids for new trailer	Summer 2010		President
Apply for annual operations & maintenance grant from ATV Fund for new trailer	Fall 2010		President
Apply for equipment grant from ATV Fund or Federal Program for new shed	Fall 2010		President
Purchase new trailer	Fall 2010	\$2,500.00	President
Construct storage shed	Spring 2011	\$4,000.00	Volunteers

Goal: Provide training and course for young riders

Action Step	Time Line	Budget \$	Lead Person
Annual maintenance on training course	Spring, annually		Vice President
Coordinate with Department on training courses	Spring/summer, annually		DNR

Goal: Develop and print 2000 park maps with trail difficulty ratings for users

Action Step	Time Line	Budget \$	Lead Person
Review existing trail map & need for update	Spring 2010		Vice President
Apply for development grant from ATV Fund or Federal program	Fall 2010		President
Update trail map	Winter 2010/2011	\$5,000.00	Vice President

Goal: Construct a day use area for picnics/family gatherings

Action Step	Time Line	Budget \$	Lead Person
Develop plan for picnic/shelter area	Winter 2009		Vice President
Bids for construction	Spring 2010		Vice President
Apply for development grant from ATV Fund or Federal program	Fall 2010		President
Contract for construction	Fall 2010	\$15,000.00	President

Goal: Provide tent camping sites for users

Action Step	Time Line	Budget \$	Lead Person
Tent site plan	Spring 2010		President
Bids for earth work	Spring 2010		Vice President
Apply for development grant from ATV Fund or Federal program	Fall 2010		President
Contact for earth work	Fall 2010	\$8,000.00	President

Goal: Construct restroom/shower house

Action Step	Time Line	Budget \$	Lead Person
Bids for building & utilities	Summer 2011		President
Apply for development grant from ATV Funds or Federal program	Fall 2011		President
Contract for construction	Fall/Winter 2011	\$45,000.00	President

Goal: Provide RV camping sites for users

Action Step	Time Line	Budget \$	Lead Person
Bids for RV Site Plan	Summer 2012		President
Apply for planning grant from ATV Funds	Fall 2012		President
Contract for Camping Site Plan	Fall/Winter 2012	\$15,000.00	President
Contract for RV Camping	Winter/Spring 2013	\$35,000.00	President

Start New Page for this Section

Park Master Plan (Map with Elements Included)

Below is a map with the existing facilities, planned work, and relationship to community/neighbors.

Insert Map...