



December 12, 2013

MEMORANDUM

TO: Carlton Gilbert Area 2,
Department of Planning

VIA: Dr. John E. Hench, Chief, Park Planning and Stewardship (PPS) Division *J. Hench*

FROM: Brooke Farquhar, Supervisor, Park and Trail Planning, PPS Division *Brooke Farquhar*
Mark S. Wallis, Planner Coordinator, PPS Division *(MSW)*

SUBJECT: Arcola Elementary School - Park/School Mandatory Referral – MR # 2014023

INTRODUCTION

The Arcola Local Park/School, located at 11501 Channing Drive, Wheaton, Maryland is scheduled to have a classroom addition constructed to the existing elementary school. Construction is scheduled to begin January of 2014 and be completed in August of 2015. The school will remain open during construction. As is typical in a park/school site, certain facilities such as parking, basketball, ballfields, and playgrounds are currently shared between the two sites. The school's expansion allows the Department of Parks an opportunity to re-examine the park site and facilities provided to make changes that better meet community needs.

Arcola Local Park is 5.81 acres and current facilities include two softball fields and a soccer overlay field. **(See Attachment A).**

During the construction period, the Department of Parks proposes to give permission to Montgomery County Public Schools (MCPS), to close and fence Ballfield Number 1 to use as a secure construction staging area. MCPS will demolish the existing backstop, benches, and player protection fencing. Ballfield Number 2 will also be closed and demolished to allow a partially fenced, temporary recess area to include two pieces of playground equipment. The temporary recess area will be open to the public during non-school hours. Upon completion of school construction, all playground equipment will be removed and the site restored to a grass condition.

Community Use of Public Facilities (CUPF) will close the ballfields for public use permitting starting with the Spring 2014 season and will re-open for the Spring 2016 season. The closure duration period is due to a combination of construction and field restoration activities. Non-permitted community use will be allowed during construction outside the fenced staging area. **(See Attachment B).**

When the school project is completed, Ballfield Number 1 will be completely rebuilt and made ADA-compliant and Ballfield Number 2 will be eliminated to create more green space for a variety of activities. This will allow Parks to restripe the rectangular field in a variety of configurations to meet field demands in the area. In addition, all the temporary recess-related playground equipment removed. **(See Attachment C).**

Conditions of Approval

The following items should be listed as Conditions of Approval for the Park Construction Permit. These conditions will be restated and enforced during the Park Construction Permit approval process under the auspices of the Park Development Division of the Department of Parks .

General Conditions

Montgomery County Public Schools (MCPS) must obtain a Park Construction Permit from M-NCPPC Department of Parks for all construction activity on parkland. Submittals to parks will include all existing recreational facilities on parkland. The Park Construction Permit can be found at <http://www.montgomeryparks.org/pdd/documents>.

Fenced Staging Area

Montgomery County Public Schools (MCPS) will establish a temporary construction staging area on the site of Ballfield Number 1. The staging area includes a temporary construction and maintenance access for stockpiling, construction trailer and construction worker parking. The backstop, player benches and player protection fencing will be removed. The staging area will be fenced without a windscreen to ensure site visibility and security. The staging area will commence January of 2014 and end August of 2015. MCPS is responsible for all maintenance such that a construction staging area requires.

Sodding and field restoration will begin November of 2015.

Ballfield Number 1 will be rebuilt as a skinned infield to Park standards and made ADA-compliant. The ground area containing the player's bench and batter box entrance shall be made of concrete. The player's bench and the batter's box entrance will be inter-connected via concrete pad behind the backstop. In addition, backstop replacement, player benches, player protection fencing will be replaced, and infield mix specification will be determined during the Park Construction Permit review. The balance of restored staging area/Ballfield Number 1 will be sodded.

Fenced Recess Area

Due to construction activity and student safety, MCPS will establish a temporary fenced recess area on Ballfield Number 2. MCPS will demolish the existing backstop, benches, and player protection fencing to include complete removal of all related footings in their entirety. MCPS will then sod all disturbed areas per Park's standard sod/landscape specifications. MCPS will install two pieces of temporary playground equipment inside a mulch bed within the fenced area. Shop drawings of all temporary play equipment, including footing design will be supplied for review and approval. The temporary playground equipment will be used from Spring of 2014 through August of 2015. The temporary playground equipment will be removed and include complete removal of all related footings. The playground footprint will be re-sodded November of 2015 concurrent with staging area sodding and Ballfield Number 1 restoration. The playground will be fenced without a windscreen to ensure visibility. MCPS is responsible for all maintenance such that a fenced temporary recess area requires. The Department of Parks reserves the right to inspect the playground at the usual interval as if the playground was permanently installed in the park. MCPS shall address M-NCPPC Playground Safety Inspectors' comments in a timely manner. Upon removal of playground equipment and footprint, the footprint will be sodded and fence removed.

ADA Access

MCPS to provide ADA access as part of Ballfield Number 1 restoration. ADA improvements will start at the sidewalk on Channing Drive to the renovated Ballfield Number 1 and then tie into the existing handicap ramp at the back of the school. The exact ADA design and specifications will be approved by the Park Development Division's ADA coordinator.

Ballfield Access

The proposed scheme allows for a small community use rectangular field during construction. Permitted use through the Community Use of Public Facilities (CUPF) will be closed starting Spring of 2014 and resume Spring of 2016. There will be some green space nearest the forest that is rectangular in shape that can be used for community use only during construction. The Department of Parks will be responsible for all routine maintenance activities for this community use field and all areas outside the temporary recess and staging areas.

Park Maintenance and Park Police access

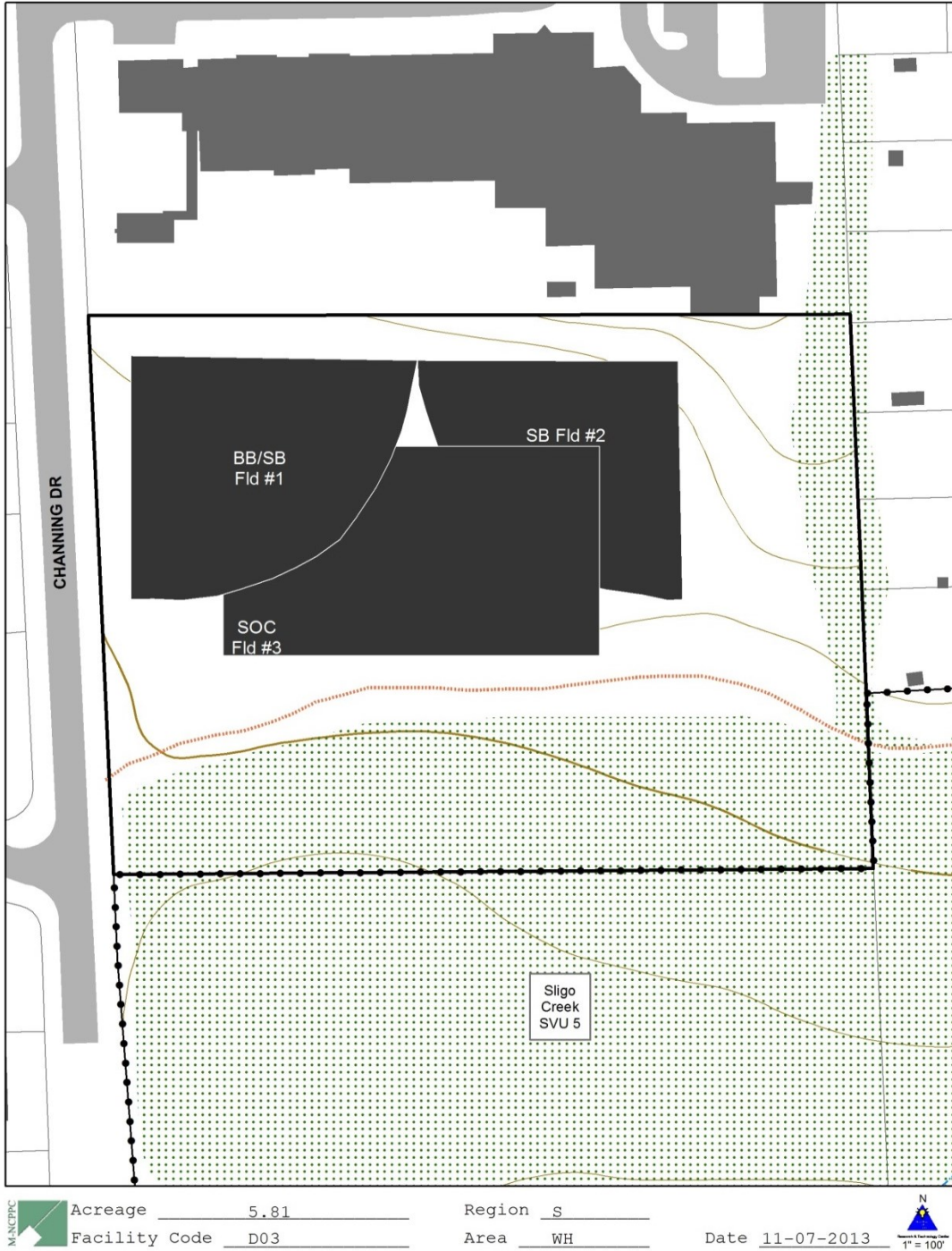
The maintenance and Park Police access will be open during the construction and restoration period. This concludes the Mandatory Referral review comments for this project.

cc: Mary Bradford, Director, Montgomery Parks
Mike Riley, Deputy Director of Administration, Montgomery Parks
John Nissel Deputy Director of Operations, Montgomery Parks
Bill Tyler Chief, Southern Region Operations
Steve Chandlee, Southern Region Operations Manager
Mitra Pedeem, Chief, Park Development Division
Michael Ma, Supervisor Construction Section, Park Development Division
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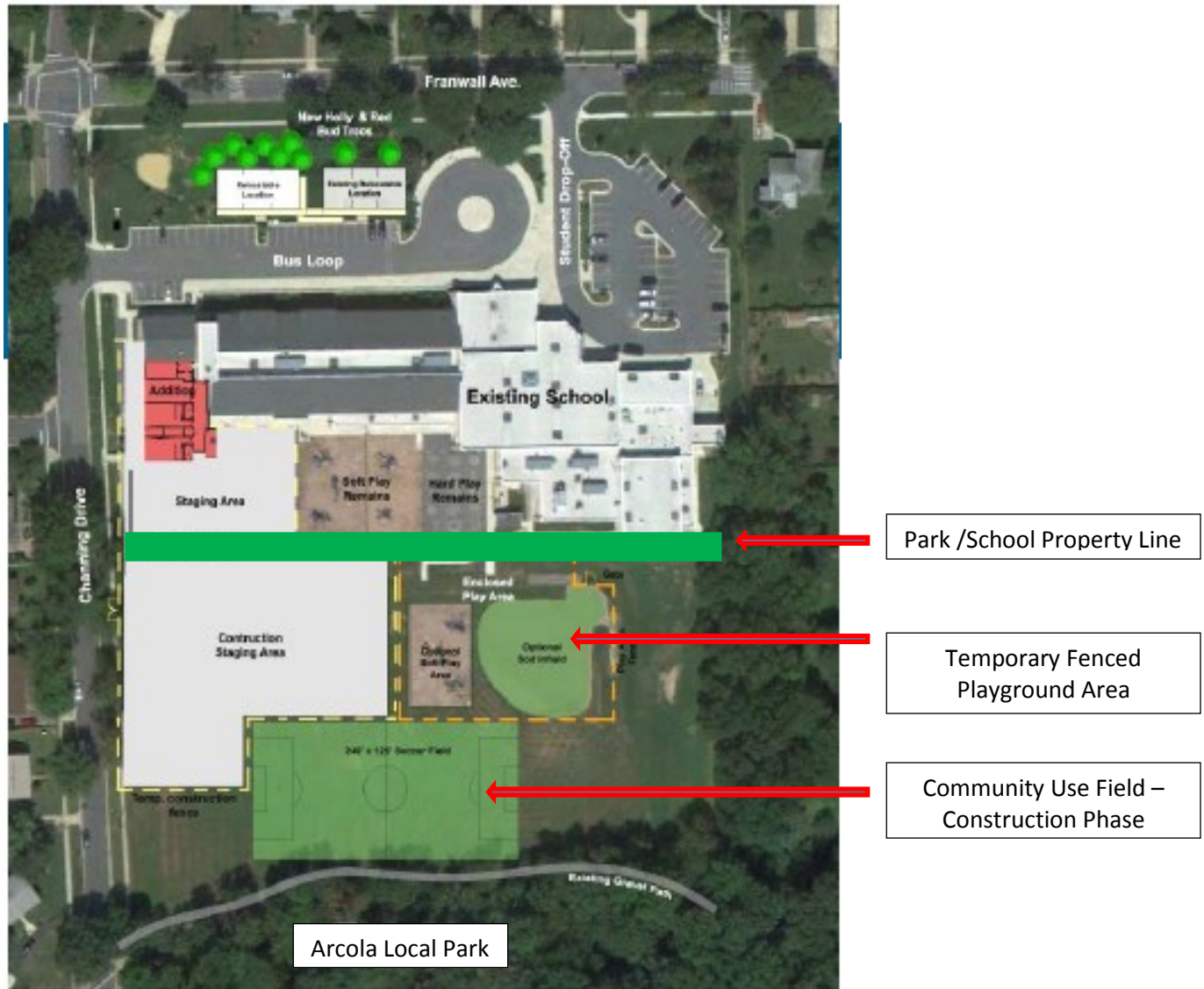
Attachment 1 – Existing Conditions

Arcola LP

11501 Channing Dr., Wheaton, MD 20902



Attachment B – Interim Conditions - Construction Phase



Attachment C – Final Site Configuration

