



Town of Ladysmith

Lot 108 Park Plan Update

Final Report

September 17, 2019

LEES
ASSOCIATES



This Park Plan Update could not have been completed without the vision and input of the following:

Town of Ladysmith Council
Town of Ladysmith Staff
Parks, Recreation, & Culture Advisory Committee
Residents and stakeholder organizations

Prepared by

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Aerial image of Lot 108



Executive Summary

Lot 108 Park is an important community park in the Town of Ladysmith that has a synthetic turf field with lights, temporary change rooms and washrooms, and a small play area. However, most amenities that were originally planned have not yet been developed. Through the engagement process for the Parks, Recreation and Culture Master Plan (2016), it was noted that the needs and aspirations of the community have changed since the original plans for the park and a review and update was warranted.

The objective of this park plan is to set the direction for the future development of Lot 108 Park and outline strategies for phasing development to take advantage of opportunities, as they arise. A key purpose of this plan is to enable the Town and community organizations to apply for grant funding. Order of magnitude costs are provided to support funding efforts.

The project was undertaken in five phases, including two rounds of engagement with stakeholders and updates to Council. The design team worked closely with Town of Ladysmith staff to ensure that all relevant information was accounted for and engagement input and feedback was considered.

While the original plan for the site aimed to create a destination athletic park, the current process revealed a new vision and approach:

Lot 108 Park Vision (2019)

Lot 108 Park is an inviting community park that offers something for everyone and contributes to the health and well-being of Ladysmith residents.

JUNE

PHASE 1
Project Initiation,
Site Review and
Engagement

JULY

PHASE 2
Draft Lot 108 Park
Plan Update

AUGUST

PHASE 3
Draft Plan Review

SEPTEMBER

PHASE 4
Final Lot 108 Park Plan
Update

PHASE 5
Presentation to
Council

Through the design and engagement process, the following key park amenities were determined as priorities for the community. Detailed descriptions of each and a plan for phased implementation are provided in this report. Additional recommendations are also included which take into account other parks and amenities in the Town and support amenities needed at any park. The Concept Design can be found in Appendix A.

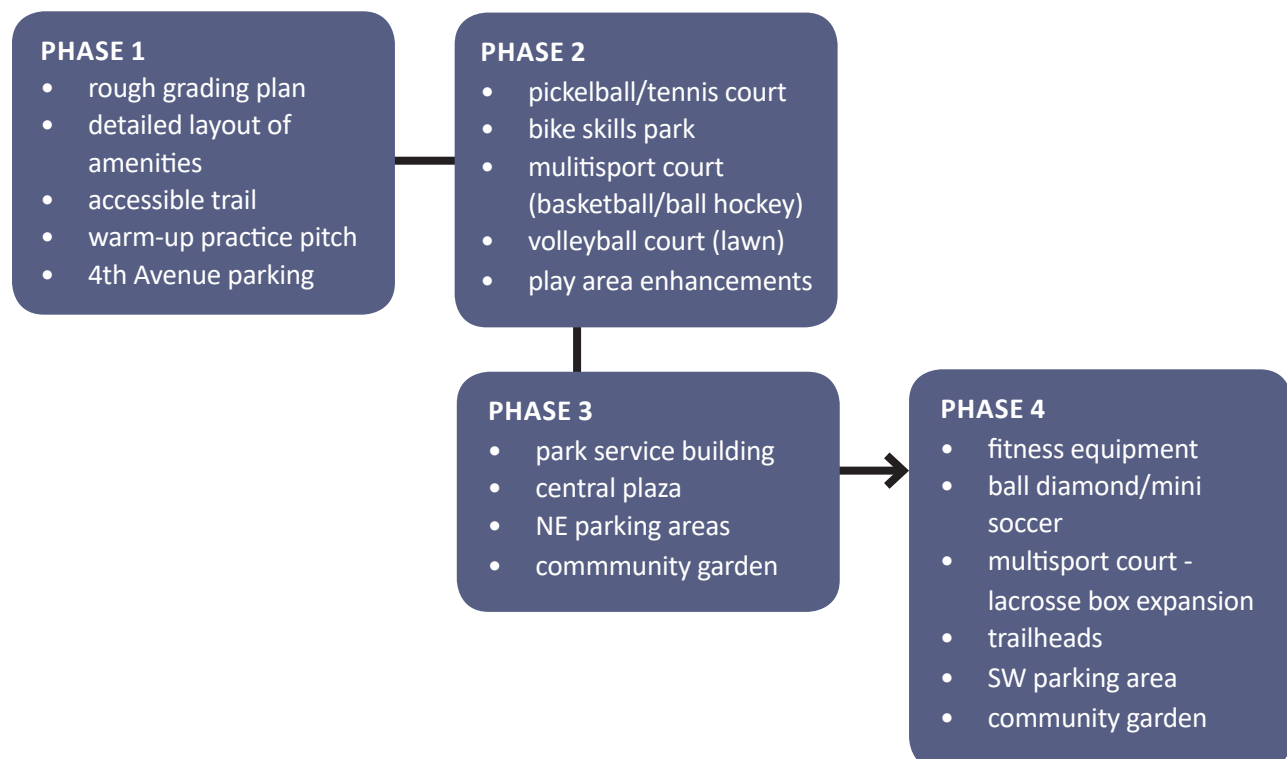
KEY PARK AMENITIES

- Walking trail/path with areas that may be accessible by people with varied levels of ability
- Outdoor Exercise Stations - self propelled
- Park Service Building
- Bike Skills Park, trailhead, and tool station
- Practice Pitch/ Warm-up area supporting users of Forrest Field
- Multisports courts for lacrosse, hockey, basketball, tennis and/or pickle ball
- Seasonal volleyball court (grass)
- Play area (expanded)
- Ball diamond / Soccer field
- Picnic area (tables, shelters, open space)
- Community Garden

ADDITIONAL RECOMMENDATIONS

- Park signage
- Park benches and informal seating
- Public Art
- Parking
- Transportation
- Lighting
- Drinking water stations
- Litter and recycling facilities
- Dog waste management stations
- Complete a joint use agreement with School District 68
- Review the field Allocation Policy
- Further Design Development
- Upgrade existing town facilities

The implementation and phasing plan outlines the priorities, costing, and a phasing plan. Overall, the cost for fully developing the park is approximately \$6 million, but a substantial amount of this is the park service building (~\$3.5million). The remainder will vary depending on the discretionary items, detailed design decisions, and the need for site grading and retaining walls.



Introduction

Lot 108 was acquired by the Town of Ladysmith with the intention to dedicate a large part of the site as parkland. From 2008-2011, a plan for the park was developed that focused on creating a destination athletic park with multiple sports fields and associated supporting amenities. Following the adoption of the initial park plan, a high-quality synthetic turf soccer/football field was built (Forrest Field) which has been well-used by the local community, as well as attracting use from the broader region. Other temporary amenities were developed to serve the field users until the remainder of the park could be developed, including parking, washrooms, change rooms, and storage. A small playground was also built adjacent to the field as a service club contribution.

Since the completion of Forrest Field and other amenities, the final park boundary has been established, neighbourhood development has progressed, and community needs have become more focused. Most of the park site remains undeveloped, and there are numerous community groups who are interested in enhancing the park, such as youth sports associations and community service clubs. In response to these factors, the Parks, Recreation and Culture Master Plan (2016) identified the need to update the park plan so that development of the park could proceed. This plan is a result of Council's initiation of that process.

By adopting an updated Park Plan, the Town will have a clear vision for future development of the park and will be able to support efforts by community organizations, take advantage of funding opportunities that may arise, and ensure that the park is developed carefully to meet the current and future needs of the community.

Project Objectives

This park plan will set the direction for the future development of Lot 108 Park and will outline strategies for phasing development to take advantage of opportunities, as they arise. A key purpose of this plan is to enable the Town and community organizations to apply for grant funding. Order of magnitude costs are provided to support funding efforts.

Project Process

The project process included the following phases and tasks in 2019:

Phase 1: Background Review and Stakeholder Engagement

Staff provided an initial long list of amenities based on feedback from the community during the Parks, Recreation and Culture Master Plan (2016), as well as input from ongoing communications with community organizations, user groups, and the public. The consulting team reviewed the “long list” of potential amenities in terms of site feasibility, opportunities and constraints, and community engagement input.

Stakeholder engagement included two sessions with user groups, community service clubs, and members of the Parks, Recreation and Culture Advisory Committee (PRCAC), including two youth committee members. Twenty two (22) people participated. The sessions included a brief presentation followed by an open discussion of the long list of potential amenities, priority elements, and project feasibility considerations.

Phase 2: Conceptual Designs and Draft Plan

Following community engagement, a draft vision and goals were developed to guide the site design approach. The potential amenities were reviewed based on the site opportunities and constraints, community input, and the draft vision and goals. The long list of amenities was divided into high medium and low priorities, although it should be noted that the intention of this plan is to allow for opportunistic development of amenities. Two conceptual site layout options were developed for consideration and review by Council, staff and stakeholders. A Draft Plan Report was also submitted with included additional details such as dimensions and design considerations, preliminary cost estimates, and a draft phasing plan.

Phase 3: Stakeholder Engagement

Town of Ladysmith staff undertook a second round of stakeholder engagement to gather feedback on the two conceptual site layout options. Two public open houses were held with invitations sent to key stakeholders, and 23 people participated. Each open house included full size prints of the



two conceptual site layout options, as well as precedent images. Attendees were able to discuss the options with staff and offer written comments. The written comments were compiled and thoroughly reviewed by staff and the consulting team. Option A was selected as the preferred conceptual site layout, and comments from stakeholders and the public were incorporated wherever feasible. Not all requests could be accommodated due to conflicting priorities, cost implications, and feasibility primarily resulting from the slopes of the site. All comments and the responses were recorded and are provided in Appendix B.

“The Town needs a place for youth to go, a place that’s fun, exciting, connects them social and is safe.”

- quote from Ladysmith Youth Plan (2018)

Phase 4: Final Plan

The Final Plan incorporated feedback from Phase 3 Stakeholder Engagement, as well as feedback from staff and additional functional and feasibility considerations. The Implementation Plan provides order of magnitude cost estimates for individual components. The Phasing Plan provides a framework for prioritizing the implementation of park amenities. However, the actual phasing schedule will be determined primarily by the availability of funding.

Policy Context

The project process included the following phases and tasks in 2019:

Several recent plans were reviewed that included recommendations relevant to this park plan. The key findings from these plans included:

- Parks, Recreation and Culture Master Plan 2016 – The Parks, Recreation and Culture Master Plan identified the need to update the park plan so that development of the park could proceed.
- Economic Development Strategy – The potential for mountain biking amenities as an economic development opportunity was included throughout this report, including in Strategy 4: Develop a funding-ready plan for mountain bike trail development. This strategy ranked high on the social/cultural/sense of place impact.
- Public Art Strategy 2018 - The Lot 108 Park Plan can link to the Public Art Strategy by including potential public art types and locations at the site. Things such as integrating artistic design into benches, pavement designs, murals, artistic shade structures or stand-alone art pieces could create an engaging park space.
- Youth Plan 2018 - In engagement sessions, youth suggested more offerings of existing sports, a greater variety of sports, more sports fields, more tournaments, and more drop-in casual sports, such as basketball or floor hockey, be provided. There was also interest in mountain biking and a bike skills park.

Site Analysis

The existing site is partially developed, with the main permanent feature being Forrest Field. An orthophoto of the existing site and amenities can be found in Appendix A. Key features are described below, highlighting the factors that will affect the park design and development.

Natural Features and Site Context

Topography

The site generally slopes from the northwest downward to the southeast. The existing area around Forrest Field and the temporary parking lots have been graded flat, but the north and west areas of the park have uneven, sloping terrain and large stockpiles of excavated material from previous site grading for Forrest Field and parking lots. This will have a significant impact on the cost of developing the remaining site, especially if large footprint sports amenities are desired. The site topography will also have an impact on access for those with mobility challenges, as terracing is likely needed.

Key Finding: *Cost of development of the site will be significantly impacted by the need for substantial regrading and the need for retaining walls to accommodate sports amenities. Grading and retaining wall structures, berms or embankments will impact the usable space on the site.*

Vegetation

Existing vegetation on the site includes pioneer trees and volunteer undergrowth covering most of the undeveloped areas in the northwest portion of the site. The parking area and zone around Forrest Field, Jim Cram Drive and 4th Avenue are primarily unirrigated grass with no landscape trees or planting areas. The land to the west of the site provides a forested backdrop to the park. There is no unique vegetation, habitats, or mature trees present at the site.



Existing conditions (LEES+Associates)



Existing conditions (LEES+Associates)

Key Findings: *The existing vegetation is primarily second growth and volunteer regeneration following land clearing operations. Existing vegetation should remain on site until such time as clearing and grading is required for park development. Invasive species management (particularly for blackberry) will likely be needed and a 10 meter buffer of vegetation along the west property line of the park is recommended where possible.*

Overall Parkland Availability

The park is approximately 4.9 hectares, with a portion already dedicated to Forrest Field. Considering perimeter areas, pathways, and parking requirements, the developable area of the site shrinks rapidly. With grading and terracing requirements, the functional area available at the park will be further reduced.

Key finding: *Carefully planning the site grading and making the most of the in-between areas and grade changes between large features will have a substantial impact on the functionality of the park and the ability to accommodate multiple amenities.*

Neighbourhood Context

The surrounding neighbourhood has been developing over the past 10 years and includes a mix of densities including single family homes, multifamily homes, and mobile homes. The multifamily and mobile homes have very little exterior space and so are likely to be frequent users of the park.

Key Finding: *Site design should offer a mix of amenities that benefit the local neighbourhood, as well as the broader community.*

Existing Amenities and Site Features

Forrest Field

The existing multipurpose synthetic turf field was opened in 2011 and has served the community well since then. The field was designed to accommodate senior and junior levels of soccer and football play and may be allocated for other organized field sports and special events. Synthetic field playing surfaces customarily have a 10 – 15 year life expectancy and the Forrest field surface appears to be performing well. The field is equipped with a high-performance, programmable night lighting system that is also expected to have a good lifespan. The field is entirely fenced for safety and security purposes and is well maintained by Town staff. Portable goals are available for a variety of allocated uses. A perimeter concrete walkway is provided outside the fence to accommodate standing spectators and pedestrian circulation.



Existing conditions (LEES+Associates)



Forrest Field (LEES+Associates)

Electrical Building

There is an existing electrical building currently located in the centre of the site, which was installed during the development of Forrest Field, with the anticipation of it being incorporated into a larger park service building with washrooms, change rooms, etc. It is a concrete block structure with a steel roof, fitted with several empty ducts and an electrical service sized to handle a variety of future park amenity additions. Once the service building is designed around it, the roof can be removed, and the walls incorporated into the new structure.

Key Finding: *Since moving this electrical building would be costly, it will dictate where a permanent park service building will go.*

Storage

There are two shipping containers at the park currently serving storage needs of the football and soccer clubs. Storage needs to be relatively close to Forrest Field.

Key Finding: *The current amount of storage space (~640 sq.ft) should continue to be provided, either in the storage containers or as part of the future park service building. If more user groups start using the site (such as lacrosse or baseball), there will be a need to provide additional storage space or adjust space allocations. Consider increasing the total storage space on site to 900-1,000 sq. ft.*

Temporary Washrooms/Change Rooms

There are two modular trailer units currently providing washrooms and change rooms, primarily serving the users of Forrest Field. These structures are nearing the end of their useful life and will need to be replaced, likely within the next 5 years (or less). The smaller structure provides men's, women's and universally accessible units. The men's washroom has two toilet stalls, two urinals and three sinks; the women's washroom has three toilet stalls and three sinks; and the universally accessible washroom has one toilet and one sink. The changeroom unit has two identical change rooms, each with a team room, three showers, and a washroom with a single toilet and sink.

Key Finding: *The temporary change rooms and washrooms will need to be replaced, likely in the next 5 years, as referenced in the Town's Facilities Condition Assessment. A permanent park service building that consolidates these amenities with storage would serve the community well.*

Playground

There is a playground located on the north side of Forrest Field, which is well used by the neighbourhood and family members of those who are playing games on Forrest Field. It was conceived and constructed with



Electrical Building (LEES+Associates)



Storage (LEES+Associates)



Temporary Washrooms (LEES+Associates)

assistance of a local service club shortly after the field was opened. The play area is surrounded by a concrete curb which hinders accessibility and doesn't provide an adequate safety barrier between the playground and adjacent road and parking areas. There are also no seating options or trees.

Key Finding: *The playground is functional, but could be enhanced with planting, seating, an expanded grass play area, and partial low fence to deter children from wandering into the adjacent vehicle areas. The area around Forrest Field would also benefit from picnic tables and some shelters.*

Parking + Access

There are two temporary parking areas on site, as well as parallel parking on Jim Cram Drive and informal parking on 4th Avenue. Located at the north end of town, not accessible by transit, and currently serving soccer and football teams, parking is an important consideration because most people drive to the park and they are often bringing sports equipment. The park is also located within a growing residential area, so there is the potential for parking and traffic conflicts with the adjacent neighbourhood. At the same time, there are many desired uses of the parkland, so maximizing space for amenities is critical to meeting current and future needs. There are also no designated accessible parking stalls currently.

As the Town of Ladysmith pursues enhanced transit, alternative transportation, and development of biking infrastructure as an economic development strategy, there is an opportunity to reduce the need for parking at Lot 108 Park.

Key Findings: *Adequate, convenient parking is needed to meet the needs of park users at regular peak use times and to provide access for those with disabilities. Keeping parking to the edges to preserve usable contiguous park space is essential to meeting the current and future needs of the community for park amenities. Parking should include EV charging stations, access for team buses, and a drop-off area. This location should be considered for transit and bike lane connectivity to key community destinations such as the secondary school.*



Playground (LEES+Associates)



Parking (LEES+Associates)



Parking (LEES+Associates)

Vision and Goals

Vision

Lot 108 Park is an inviting community park that offers something for everyone and contributes to the health and well-being of Ladysmith residents.

Goals

- Park amenities are multifunctional and have the flexibility to change over time to meet the needs of the community.
- The mix of park amenities includes features for all ages and all abilities, including plenty of amenities for casual use.
- The flexibility of the park is maximized by clustering amenities to ensure options are available for the long-term phased development of the park.
- Vehicle parking is provided through a series of parking lots at the perimeter of the site to minimize park area lost and to allow for phased development, as needed.
- Opportunities are provided for public art, trees, and landscaping that will help create a unique park character.
- The site can accommodate small community gatherings/festivals and includes space for pop-up tents, food trucks, and seating.
- The site plan will take advantage of the topography by introducing terraces and seating in between amenities and using excess fill for the bike skills park, play features, and grassy mounds

Lot 108 Park Concept Design

The Process

The final Lot 108 Park conceptual design was developed through an process of information gathering, defining parameters, conceptual drafting, and revising. Before any design work was undertaken, the design team met with Town staff, held two stakeholders sessions and met with Council. The initial round of engagement yielded the following list of desired amenities (not in priority order). Additional details on the input from the two stakeholder sessions is provided in Appendix B.

Preliminary List of Desired Amenities

- Walking path(s) and outdoor fitness stations
- Practice/warm-up pitch for soccer and football
- Bike skills park & pump track
- Multisport court lined for basketball, ball hockey, volleyball and lacrosse
- Pickleball/tennis court combo with pickleball being the primary use
- Ball diamond with 225' outfield – pending review of ball diamond needs and opportunities; soccer field in the outfield if possible
- Picnic tables, benches, 2-3 shelters & passive open space; seating around the play area; potential for expanded play area
- Park service building with washrooms, change rooms, field user storage, small office(s) for organized field user groups; second floor viewing area and indoor space, if possible
- Staging area for pop-up tents and food trucks with access to power and water
- Permanent on-site & street parking including handicap designated spaces
- Accessible pathways from Jim Cram Drive and/or 4th Avenue into the park; improved accessibility and amenities for all abilities
- Improved weather protection for spectators at Forrest Field and accessible viewing area for Forrest Field for wheelchairs and those with mobility aids
- Community gardens
- Proper park identification signage as soon as an official park name is adopted and opportunities for art and unique features creating an identify and character for the site.
- Trailhead and connections to future trail networks on private forestry to Bush Creek and Christie Falls

Draft Options

Two concept options were developed that explored some options for the layout and organization of the park amenities and explored the potential for phasing some elements, such as the multisport court. The two concept options and draft report were presented to Town staff, stakeholders and Council for consideration and discussion, primarily focused on further exploring the design requirements of specific elements (multisport court, warm-up/practice pitch), and setting priorities. Details on the feedback from stakeholders in the second round of engagement is provided in Appendix B.

Final Design - Key Decisions

Following from the feedback received, a preferred concept was chosen and then refined to reach the final conceptual site layout illustrated on page 17. The final conceptual site layout incorporates the amenities suggested and prioritized by the community, as well as incorporating site analysis, feasibility, phasing and costs

The following summarizes decision points that determined the final conceptual site layout.

- Pickleball and Tennis – Although an important goal of this plan was to create multifunctional and flexible spaces that can change to meet needs and demand over time, some community members suggested that tennis and pickleball courts should be separate. The final layout took this feedback into account by adding two dedicated pickleball courts. The court configuration now allows for the use of one tennis court and two pickleball courts simultaneously or use of six pickleball courts. There is also potential to set up pickleball on the multisport court, but there is potential for conflict with other court users there as well.
- Multisport Court Size – A large multisport court that includes boards for lacrosse and ball hockey is preferred in the long run. However, this amenity could be phased in, starting with a single basketball court. Given the priorities determined by the community, the sport court location is recommended adjacent to the proposed parking lot for visibility, to avoid putting the court in the “home run zone” of the ball diamond, and because it is likely to be built before additional fields.
- Ball Diamond – The recommended ball diamond size is a 225 ft outfield with a mini soccer field in the outfield. Some comments requested a full 300+ ft outfield, but given the site topography, demand for other amenities, and the provision of a 310 ft ball diamond at Holland Creek Park, the ball diamond outfield recommendation remains 225 ft.
- Park Service Building – The overall footprint of the park service building was increased to account for additional storage needs. A detailed design by an architect is needed to determine the appropriate allocation of spaces and to plan for a phased implementation of the ground level followed by the second level viewing area and indoor space.

Final Park Concept Design

The final recommended conceptual park layout is illustrated on the following page, with additional details on the individual amenities, implementation and priorities provided in the subsequent sections.

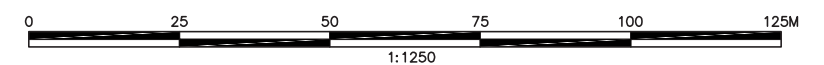


Legend

	Property line
	Ornamental trees
	Naturalistic plantings
	Pathway
	Accessible Exercise Loop
	Existing Side Walk
	Lighting

1. Entry sign
2. Expanded Play Area
3. Plaza/gathering space
4. Picnic Area
5. Park service building
6. Baseball + small soccer field
7. Viewing slope
8. Season volleyball court
9. Bike skills park + pump track
10. Multi-sport court
11. Outdoor fitness station
12. Practice Pitch 50m x 25m
13. Pickle ball + Tennis
14. Trail connection + information kiosk
15. Parking A- 51 stalls
16. Parking A- 54 stalls + 4 accessible stalls + 4 Ev stations
17. Drop off area
18. Parking B- 39 stalls, 13 parallel stalls
19. Parking C- 21 stalls + 2 accessible stalls
20. Improved existing spectator seating
21. Temporary seating areas
22. Ball diamond seating and scorekeeper building
23. Potential bus stop
24. Community Garden (location TBD)

TOTAL PARKING: 165 + 6 accessible stalls + 4 EV stalls



Proposed Site Amenities

The following is a description of the proposed site amenities that were suggested by the community through the 2016 Parks, Recreation and Culture Master Plan engagement process, ongoing communications between Town staff and community organizations, and through the stakeholder engagement process for this park plan update. Each includes the justification for the amenity and the site layout requirements. Precedent images for each of these are provided in Appendix A along with the conceptual layouts.

Walking trail/path with areas that may be accessible by people with varied levels of ability

Description

- A universally accessible looping path and a longer path around the site perimeter.

Demand/Benefits

- There is high demand, as well as agreement from many different stakeholders.
- People are already walking around Forrest Field.
- Some of the money has already been raised by community service orgs.
- It would expand the range of users, as it serves all ages and abilities.

Site Layout

- The accessible walking path is located around Forrest Field.
- The path should be a minimum of 2 meters wide to accommodate pairs of people, wheelchairs and other mobility aids.



*Accessible Park Path
(LEES+Associates)*

Outdoor Exercise Stations - self propelled

Description

- These stations should be low maintenance and accessible.
- Additional stations could be provided along the longer park perimeter path.

Demand/Benefits

- There is high demand indicated from stakeholders.
- This feature would enhance health and fitness opportunities for people using park pathways.
- This could draw people from across the whole community.

Site Layout

- Grouping the outdoor exercise stations is recommended due to the site constraints and potential to cover the area in the future.
- Consideration should be given to options for all ability levels, particularly seniors.



Outdoor Exercise Stations
(<https://thenewdaily.com.au/life/wellbeing/2018/03/15/dementia-risk-lowered-study/>)

Park Service Building

Description

- Temporary washrooms and change rooms will be removed and replaced with a permanent park service building.
- Required elements: washrooms, change rooms, storage.
- Optional elements, in order of priority: user group shared office space, concession window, rooftop viewing area, and meeting space

Demand/Benefits

- There is high demand from stakeholders.
- The existing temporary buildings are nearing the end of their useful life.
- Continued high use of Forrest Field is expected.

Site Layout

- The park service building should incorporate the existing electrical building to avoid the cost of moving that infrastructure.
- Cost is anticipated to be a significant consideration in terms of what is included in the building.
- Minimum Program: washrooms, change rooms, storage.
- Potential for incorporating public art / mural.



Park Service Building (carscdden.ca)

Bike Skills Park and Trailhead

Description

- Bike skills park for beginners to intermediate riders including obstacles and pump track with options for different skill levels.
- Potential to connect to off-site trails on Crown and forest license or private lands.

Demand/Benefits

- Demand was indicated by stakeholders and from the Ladysmigh Youth Plan.
- Mountain biking is a growing activity and many communities have a bike park now.
- Potential to expand the range of people using the site.
- Could help encourage more cycling in the community.

Site Layout

- The northwest corner of the park is recommended to take advantage of existing topography.
- The design should work around other potential site amenities such as the perimeter trail and sports fields.



Bike Skills Park (LEES+Associates)

Practice Pitch/ Warm-up area supporting users of Forrest Field

Description

- Stakeholders requested a warm-up/practice pitch for soccer and football, associated with Forrest Field.
- It should be synthetic turf to minimize tracking of mud onto Forrest Field.
- Should be useable for tot soccer or pick-up games.

Demand/Benefits

- There is strong demand indicated from stakeholders.
- Providing a warm-up area could potentially increase use of Forrest Field by reducing gaps in between games.

Site Layout

- Location should be immediately adjacent to Forrest Field.
- A 50 x 25 meter syntetic turf surface with a 4' chainlink fence is recommended. This size is adequate for a modest warm-up area or for tot soccer or pick-up games.



Practice Pitch / Warm-up area precedent: Gates Park, Port Coquitlam, BC (Google Maps)

Multisports courts for lacrosse, hockey, basketball, tennis and/or pickle ball

Description

- A configuration of sport courts to accommodate pickleball, tennis, basketball, ball hockey and lacrosse.

Demand/Benefits

- There are no outdoor pickleball courts in Ladysmith currently (pickleball is offered in the gymnasium at the community centre).
- There is demand indicated in the Ladysmith Youth Plan for basketball and other casual sports.
- Improvement of existing tennis courts elsewhere in the community should also be considered.
- Whether there is adequate demand for lacrosse at this location is uncertain

Site Layout

Two multisport courts are recommended:

- One (1) with 1 tennis court and 2 dedicated pickleball courts; Pickleball court lines should also be delineated on the tennis court, allowing the potential for 6 pickleball courts.
- One (1) to accommodate basketball, ball hockey, futsal and lacrosse, which could be phased in.

Seasonal volleyball court (grass)

Description

- A grass volleyball court with permanent posts for seasonal net and court delineation.

Demand/Benefits

- Youth in the community are interested in volleyball, which was voiced at the initial stakeholder workshops and in the second round of engagement.

Site Layout

- A space for a seasonal volleyball court on grass is provided adjacent to the multisport court.



Multi Sport Court (LEES+Associates)



Tennis and Pick Ball Court (<https://nextdoor.com/events/276779/>)



Lawn Volley ball (<https://vfsf.weebly.com/>)

Play area (expanded)

Description

- Expand existing play area with low cost hills, rocks and stumps, seating and low fencing or plantings to deter children from venturing into parking areas or roads.

Demand/Benefits

- There was some demand for more play indicated by stakeholders.
- Increasing demand is anticipated, given the growth in population in the surrounding neighbourhood.
- Play value could be enhanced with relatively inexpensive upgrades.

Site Layout

- Building off the existing play feature is recommended.
- There will likely be onsite material to create mounds.
- Rocks and logs are likely easy to source from logging operations.



Nature Play (<https://yoursay.amrshire.wa.gov.au/infrastructure/photos/46781>)

Ball diamond / Soccer field

Description

- 225' outfield ball diamond with mini soccer pitch accommodated in the outfield.
- Improvement of existing fields is likely to be a higher funding priority. The site should be designed such that it could be added in the future.

Demand/Benefits

- Baseball stakeholders indicated a 225' outfield ball diamond is needed to fill the gap in the existing field inventory.
- This location may be one of the only sites that can accommodate a ball diamond of that size

Site Layout

- Space should be allowed for the future addition of a 225' ball diamond on the north part of the site.
- Grading for the field will be significant, but some material can go toward the play area, picnic areas, and bike park.



Ball diamond and soccer field combined

Picnic area (tables, shelters, open space)

Description

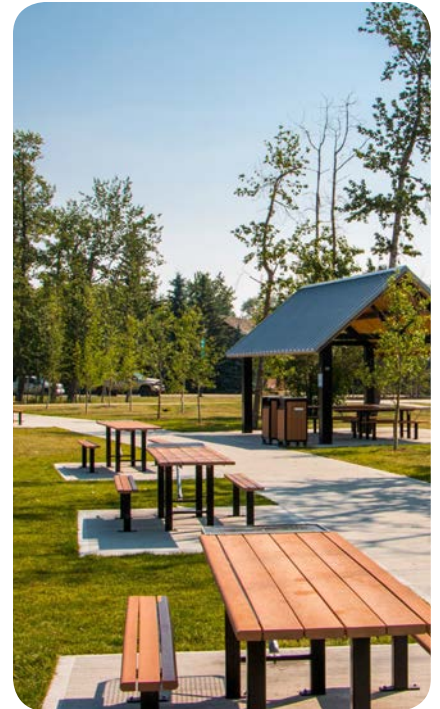
- Picnic areas would include gentle slopes, trees, picnic tables, picnic shelters (optional), and BBQ facilities (optional)

Demand/Benefits

- Picnic areas, seating and landscaping will help create a better community park that serves casual users and creates an atmosphere where people want to come and spend time.

Site Layout

- Several potential areas for picnic tables and seating have been identified. One area near Forrest Field and one area farther to the west where more trees can be accommodated.
- Excess site material could be used to create mounds that can also be used to view the sports fields and courts.



Picnic Area (sylvanlakenews.com)

Community Garden

Description

- A community garden could include individual allotments or collective planting areas, and would require a water source, deer fencing, signage, and a community group for day to day management.

Demand/Benefits

- No demand has been indicated directly from stakeholders, but the neighbourhood is growing and many in the area have little or no outdoor garden space.
- A community garden and other planting areas would enhance the character of the park.
- Community gardens were identified as a priority in the Parks, Recreation and Culture Master Plan.

Site Layout

- The community garden is best located toward the north end where multifamily and mobile home residential areas are located.
- The garden will need to be fenced to prevent wildlife damage.
- The size and number of plots should be determined through neighbourhood engagement.



Community Garden (<https://healthydurham.org>)

Additional Park Elements and Recommendations

Park signage

A park naming initiative should be undertaken by the Town. Following the selection of a name, a park entry sign is needed at the corner of 4th Avenue and Jim Cram Drive.

Wayfinding signage should indicate the direction for key amenities to help people find the appropriate parking areas. (i.e. Left arrow with a pickleball symbol, right arrow with a bike park symbol).

Regulatory signage should be placed at strategic locations such as at the main entrance to the bike park, court entrances, parking areas (if parking regulations), and at the park service building.

Park benches and informal seating

Benches and informal seating should be incorporated throughout the site. Material from site grading can be used to create some mounds and gently sloped areas for picnics and casual viewing of sports fields and courts.

Public Art

Opportunities for public art include the park service building, the court surfaces and fencing, the play space, and the central walkway and plaza space. Artists could also be called on to design creative park seating and features

Parking

Parking is recommended at approximately the same capacity that is currently provided. Future expansion of parking options will likely be needed to support new amenities. Improvement of a bike route from the secondary school to the park could reduce the need for parents to drive youth to the park.

A phased approach to parking is recommended to allow for consideration of what is needed to accommodate new amenities.

A setup area for food trucks should be provided for special events and community festivals, including access to power.

Transportation

Improve opportunities to support active transportation from central Ladysmith and key community destinations, Ladysmith Secondary School for example, to Lot 108 Park. Improvements could include painted bike lanes, sidewalk improvements, cross walks, and signage.

Consider the addition of a bus stop at the park in the future, if feasible.



Park Signage (<https://www.studiobinocular.com>)



Mural (<https://urbanyvr.com/okuda-san-miguel-vancouver>)

Lighting

A lighting plan is needed to serve the parking lot, accessible pathway, park entrances, signage, and some of the new amenities, including the sport court and future ball diamond.

Field lighting should be remotely controlled and adequate time is needed following the end of a field or court booking for participants to pack up and get to the parking areas (15 minutes, minimum).

Capacity for future additions was provided in the initial site servicing design.

Drinking water stations

Additional drinking water stations should include a drinking fountain and a water bottle filling station. Access to drinking water is recommended externally at the park service building, at a minimum, with potential secondary location at the north end of the park. Water taps will also be needed at the community garden.

Litter and recycling facilities

Litter and recycling stations are recommended at the park service building, near the play area, near the sport courts, and at the bike park. Accommodation of service vehicles will be needed to provide pick-ups at each location.

Dog waste management stations

There is a bylaw already in place to manage dog owner use of parks, but on-site signage would be beneficial. Dog waste management stations along the looping pathways should be considered. New technologies that separate dog waste from other park garbage for on-site composting is possible.

Complete a joint use agreement with School District 68

There is potential to expand the use of school fields by improving the quality and design. This would likely be a higher priority than building new fields and could also reduce the need for additional fields at Lot 108 Park. Improvements to the tennis courts at Ladysmith Secondary School, for example, would reduce the potential conflicts between tennis and pickleball at Lot 108 Park.

Further Design Development

Before embarking on development of the park, further design development is recommended including a rough grading plan to define where retaining elements will be required, determine the exact locations of future amenities, and to ensure that accessibility is provided throughout the site to the greatest extent possible. This will also determine realistic budgets for future park development.

Upgrading existing park amenities should be a priority before additional features are added.



Dog Waste Management Station (<https://www.propetdistributors.com/product/pet-waste-station-aluminumsteel/>)



Pathway Bollard Lighting (<https://marylandlighting.com/what-are-bollard-lights/>)

Implementation Plan

Overview

Establishing short and long-term capital budgets is the responsibility of Council, and as such all recommendations and priorities in this report are provided to support that planning process. They do not represent a commitment to spend.

The anticipated process for park development is to proceed in phases as funding becomes available through grants, partnerships, or the Town's capital budget. Funding may come through grants directly applicable to park development, or there may be grants secured for other projects that are currently Town priorities, allowing funding to be shifted to park development. Partnerships will be an important component of this park development.

A key purpose of this plan is to enable the Town and community organizations to apply for grant funding. It is noted that, while there is no current capital budget for implementation of this park plan, there is some money that has been raised by community service organizations already through fundraising efforts – specifically, the accessible walking loop and fitness stations.

Park Amenity Priorities and Costing

The following amenities are included in the Final Park Plan, with each identified as a high, medium or low priority and with an estimated timeline and order of magnitude cost. Some items are a high priority, but due to the cost are not likely to be feasible in the short term.

Overall, the cost for fully developing the park is in the range of \$3-3.5 million, but this will vary depending on the discretionary items, detailed design decisions, and the need for retaining walls.

	Amenity	Priority	Timeline	Cost
1	A rough grading plan and detailed layout of amenities	High	Phase 1	\$10,000-15,000 not including survey of sport court areas at 0.25 m contours Grading and site preparation: \$100,000
2	Accessible looping pathways - 1 small, 1 park perimeter	High	Phase 1	Accessible loop around Forrest Field: 400-450m Gravel @ 2m wide \$64,000 Asphalt @ 2m wide \$100,000 Park perimeter loop: 500m gravel @ 2m wide \$80,000
3	Warm-up/practice pitch to support users of Forrest Field	High	Phase 1	\$250,000 for synthetic turf + lighting
4	Play area enhancement	Medium	Phase 2	\$50,000 for grading, log and boulder placement, reseeding, benches, etc.
5	Bike skills park and pump track	Medium	Phase 2	\$50,000 for design-build (assumes preliminary grading is done for the site as a whole)
6	Pickleball courts with tennis	Medium	Phase 2	\$200,000 (could be phased; 1 tennis/2 pickleball initially, 2 more pickleball added in a future phase)
7	Multisport court- Basketball, ball hockey	Medium	Phase 2	\$150,000 for asphalt with no boards and low chain link to accommodate ball hockey + lighting
8	Volleyball court (lawn)	Medium	Phase 2	\$5,000 for net posts and net
9	Park Service Building 1,840 s.f. (approximate size) Design sizing assumptions: <ul style="list-style-type: none"> Washrooms: 600 s.f. Mechanical: 100 s.f. Change rooms: 500 s.f. Storage: 640 s.f. minimum (replacement of existing storage containers) Electrical (already built) (see Appendix C for additional costing information)	Medium	Phase 3	Design and construction cost: \$828,000 - \$1,288,000 assuming 1,840 s.f. building at \$450-700 per sq. ft. Complimentary plaza areas, power for food trucks, etc: \$200,000

10	Parking	Medium	Phase 1 Phase 3 Phase 4	\$30,000 4th avenue (#18) \$300,000 NE area (#15/16) \$50,000 SW corner (#19) EV Stations: \$20,000 (\$10,000 per 2 stall station)
11	Outdoor exercise stations	Medium	Phase 4	~6 stations @ \$1,000-3,000 per station including foundations and installation \$6,000 - 18,000
12	Multisport court- lacrosse expansion	Medium	Phase 4	\$650,000 for asphalt with boards, chain link, and 4 rotatable basketball hoops
13	Community Garden	Low	Phase 4	\$20,000 for water access, raised beds, paths, gate and deer fence
14	Lighting	Low	As needed	\$50,000 for key pathway lighting
15	Picnic areas, seating, landscaping, signage, water stations, etc.	High	Phase in over time	\$9,000 per water station \$7,500 per picnic table \$3,000 per waste bin \$5,500 per bench \$15,000 entry sign

Phasing Plan

The following is a general outline of how phased development of the site might unfold, although it is noted that flexibility and an opportunistic approach will be needed. There are some park amenities that can be initiated at any point along this project timeline, including the addition of picnic tables (movable, not on a foundation), a park entry sign, and waste receptacles.

Phase 1

- A rough grading plan and detailed layout is recommended to establish the space requirements for those amenities that require foundations, such as the park service building, sport courts, practice pitch, and parking areas. There may be retaining walls required, additional perimeter space, or accessibility considerations that could impact the final layout. Features such as the community garden, bike skills park, and picnic areas are more flexible and can be arranged around other park amenities, but will still need adequate space allocated to be functional.
- Community service clubs have already fundraised for an accessible trail, which is planned to encircle Forrest Field. This is a relatively low cost and high value amenity. There may be a temporary alignment of this pathway along the north side of Forrest Field that avoids the existing washrooms and changerooms until the park service building is built.
- A warm-up / practice pitch is needed as a complementary space for sports groups using Forrest Field. This space could also be used for tot soccer or other casual recreational activities.
- Complete the parking enhancements along 4th Avenue.

Phase 2

- Pickleball courts are not available elsewhere in Ladysmith and has well-established demand.
- The bike skills park is also not available elsewhere in Ladysmith and is complimentary to Economic Development Strategy initiatives.
- The multisport court could be implemented in phases, starting with at least one basketball court or a double court with low chain link. A double court configuration would be suitable for basketball and casual ball hockey until the need for a full lacrosse box at this location is established. Design of the basketball hoops (i.e. type and foundation location) should consider future expansion of the sport court.
- Youth in the community are interested in volleyball, so in addition to accommodating it on the multisport court, a volleyball court on an adjacent lawn area with temporary or permanent net posts and net would be easily added.

PHASE 1

- rough grading plan
- detailed layout of amenities
- accessible trail
- warm-up practice pitch
- 4th Avenue parking



PHASE 2

- pickleball/tennis court
- bike skills park
- multisport court (basketball/ball hockey)
- volleyball court (lawn)
- play area enhancements



PHASE 3

- park service building
- central plaza
- NE parking areas



PHASE 4

- fitness equipment
- ball diamond/mini soccer
- multisport court - lacrosse box expansion
- trailheads
- SW parking area
- community garden

- Play area enhancements are recommended for Phase 2 because they are relatively low cost and will enhance the park for daily users, sports groups, and trail users.

Phase 3

- The park service building is a high priority due to the limited life span of the existing temporary washrooms and change rooms, and the entry plaza is tightly intertwined with the design and construction of that amenity.
- Completing the central plaza will also contribute significantly to the overall character of the park and will bring opportunities for public art and landscaping.
- The existing temporary parking area will need to be moved in order to accommodate the central park building and plaza area, so this is a good opportunity to formalize parking in the NE area.

PHASE 4

- Outdoor fitness stations are recommended to be clustered in between the park service building, picnic area, and warm-up pitch. Clustering provides the option of future installation of a shelter.
- The ball diamond with small soccer field in the outfield is suggested for a late phase because there are existing ball diamonds in the Town that need upgrades, as well as potential for field improvements in partnership with the School District.
- The multisport court could be expanded to a full size lacrosse box with boards, fencing, and other support features.
- Creating trailheads is a relatively low-cost action, but a plan, mapping, and access to off-site trails is required.
- Additional parking could be added in the SW corner of the park, depending on the ongoing assessment of parking capacity and need.
- The community garden is not suggested in an earlier phase because interest from the local neighbourhood is unknown. However, this is a relatively easy amenity to install in a temporary location and configuration if users of the garden understand it may be moved in the future (i.e. trees and shrubs should be planted in pots only). A water source would be the most expensive aspect of a community garden.

APPENDIX A

Site Analysis, Site Plan, and Precedent Images

Legend

1. Electrical building
2. Storage
3. Temporary washroom
4. Temporary changerooms
5. Spectator seating
6. Play Structure
7. Temporary parking
8. Street parking
9. Informal parking



Site Images



⑧ View north on Jim Cram Way



② Temporary user group storage



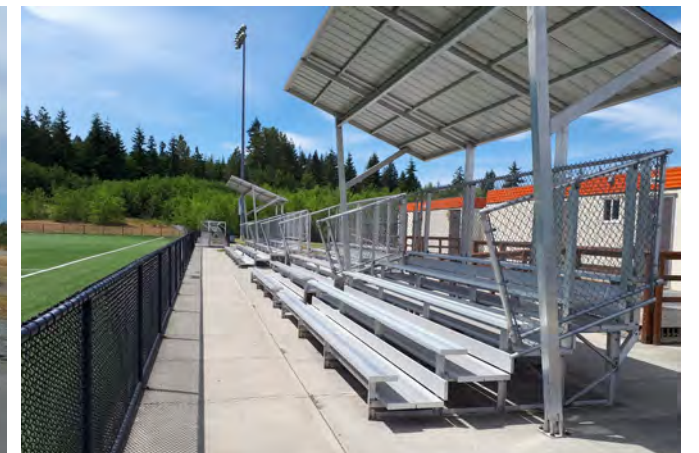
⑦ Existing temporary parking area



⑥ Existing play area



③ ④ Existing temporary washrooms and change rooms



⑤ Existing spectator seating and Forrest Field

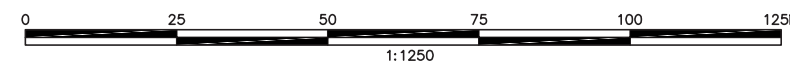


Legend

- Property line
- Ornamental trees
- Naturalistic plantings
- Pathway
- Accessible Exercise Loop
- Existing Side Walk
- Lighting

1. Entry sign
2. Expanded Play Area
3. Plaza/gathering space
4. Picnic Area
5. Park service building
6. Baseball + small soccer field
7. Viewing slope
8. Season volleyball court
9. Bike skills park + pump track
10. Multi-sport court
11. Outdoor fitness station
12. Practice Pitch 50m x 25m
13. Pickle ball + Tennis
14. Trail connection + information kiosk
15. Parking A- 51 stalls
16. Parking A- 54 stalls + 4 accessible stalls + 4 Ev stations
17. Drop off area
18. Parking B- 39 stalls, 13 parallel stalls
19. Parking C- 21 stalls + 2 accessible stalls
20. Improved existing spectator seating
21. Temporary seating areas
22. Ball diamond seating and scorekeeper building
23. Potential bus stop
24. Community Garden (location TBD)

TOTAL PARKING: 165 + 6 accessible stalls + 4 EV stalls





① Park Signage



② Expanded Play Area



③ Plaza/Gathering Space



④ Picnic Area



⑤ Park Service Building



⑥ Baseball + Soccer



⑧ Community Garden



⑨ Bike Skills Park



⑩ Multi-sport Court



⑪ Outdoor Fitness



⑫ Practice Pitch



⑬ Pickleball + Tennis

APPENDIX B

Stakeholder Engagement

TOWN OF LADYSMITH – LOT 108 PARK PLAN UPDATE

STAKEHOLDER ENGAGEMENT ROUND 1

Engagement Events:

2019 July 8 3:00-4:30pm and 7:00-8:30pm Frank Jameson Community Centre

Attending:

- Lot 108 Advisory Group
- Ladysmith Lions
- Ladysmith Rotary
- Ladysmith Baseball Association
- Mid-Isle Soccer
- Vancouver Island University
- Ladysmith Chapter, Cowichan Trail Stewardship Society
- Parks, Recreation & Culture Advisory Committee (PRCAC)
- Ladysmith Softball Association
- Ladysmith Women's Soccer
- Ladysmith Football
- Mid-Isle Soccer

Purpose of Meeting:

Provide information about the project process and an opportunity for input and discussion regarding the overall vision for the site and establish priorities for development of site amenities.

KEY THEMES:

Parking

- Parking is challenging at times, but currently there are roughly enough spaces.
- The existing temporary parking lots have more capacity than shown on the original concept
- There is a need to consider whether adding significantly to the destination amenities makes sense at Lot 108 Park due to the fact that the majority of park users will likely drive there.
- Suggested that parking be considered at the north end of the park.

Accessibility

- Permanent parking should be designed to provide universal access, with better connection to the field.
- Universal access should be provided to viewing areas for those in wheelchairs.
- The park should have features for all ages and all abilities for participation and viewing.

Vision / Character

- Time to choose a new name for the park.
- Support for artful design elements and more character.
- LSS students could be invited take in an art project.
- Currently many people just come for their game and then leave. There is support for a wider array of amenities at Lot 108 Park to attract more people from the community and give people a reason to stay longer.
- There seems to be a trend toward more variety and more flexible amenities and activities.
- Would like to see amenities that support “Active for Life”, all ages and abilities, accessible features for seniors.
- Youth need more spaces to just hang out.

Sports fields

- Need was expressed for a warm-up area associated with Forrest field for both soccer and football.
- There was Interest in a mid-size ball diamond for baseball (200-250’ outfield for <13 year olds). This would compliment Holland Park that currently has one 175’ and one 310’ field. Softball could also use this as a practice field, as existing fields are basically fully booked.
- There was only mild interest in another Little League field.
- There was strong support for sports fields and courts being multifunctional, such as a soccer pitch in the outfield.
- Football association representatives pointed out Goudy Field in Langford as an example.

Sport courts

- There is demand for pickleball courts. Pickleball players currently use the gymnasium at the community centre but would prefer outdoor courts in good weather. This could open up more capacity at the community centre for other programs.
- Pickleball players and tennis players often prefer not to share court space, but there is overall support for building multi-functional courts. At least some dedicated pickleball courts should be considered.
- The existing tennis courts at LSS that are in poor condition but could be upgraded.
- A multisport court for basketball, volleyball, ball hockey, and box lacrosse would be well-used. Youth are interested in volleyball and basketball, in particular.

Trails

- There is interest in a bike park and pump track as well as support for a beginner-intermediate level amenity.
- Noted that Merle Logan Field in Nanaimo has a BMX pump track.
- It was suggested that it may be possible to connect to a larger trail network with access to Bush Creek and Christy Falls, if agreements can be established with private land owners (Mosaic).

- There is strong support for universally accessible walking trail around the flat portion of the site (i.e. around Forrest Field and the parking area).
- There is strong support for a bigger walking/exercise loop around the rest of the site as well.

Outdoor Fitness

- There is strong support for some kind of outdoor exercise stations. Some suggested stations at intervals along a trail while others liked the idea of a hub with multiple stations together.
- Suggested examples included Courtenay's fitness station trail, the Cowichan Valley Athletic Complex outdoor fitness circuit
- Fitness stations should be low-maintenance, body-weight oriented
- Vandalism is a concern (citing vandalism incidents at Courtenay and Parksville)

Play spaces

- The existing playground is very well used, particularly when games are. In progress.
- There was interest in expanding the playground, but it did not appear to be a top priority.
- Seating is needed around the play area for caregivers.

Park Service Building

- There is still strong interest in a permanent park service building.
- High priority features were washrooms, changerooms, storage for user groups, and an office space for soccer and football.
- Noted that it is becoming increasingly difficult to find volunteers from user groups to run food concessions.
- Providing space for pop-up tents and temporary concession and/or food trucks is the preferred approach.
- Food trucks are very popular and are working well at Transfer Beach. Could be at Lot 108 Park during events.
- There was consensus that a full concession stand is not needed, although some space to sell prepackaged food items and coffee might be useful. A space that is easy to maintain and adequate for basic BBQ, coffee, drinks, snacks.
- There may be gaming grants available to help with development of a permanent park service building
- There should be more places to sit, either benches or picnic tables, so if people do buy food they have some where to eat it. Currently this is not a park where people linger.
- There is a desire for a second level or rooftop viewing deck on the park service building.

Other locations and amenities

- Consider what could be accommodated at Brown Drive – lacrosse and/or pump track? Is that a better location?

- Potential for improved fields at schools should be explored, particularly at LSS, including ball diamonds, soccer, football, basketball, and tennis.
- Aggie fields need upgrading for softball.
- Frisbee golf was mentioned. LSS students currently go to Bowen Park to use the disc golf course.
- Noted that Transfer beach needs a better basketball court.

Notes by: Megan Turnock + Dave Gibbon, LEES+Associates.

Distribution: by email

TOWN OF LADYSMITH – LOT 108 PARK PLAN UPDATE STAKEHOLDER ENGAGEMENT ROUND 2

Engagement Events:

2019 August 14 and 19 at Frank Jameson Community Centre

Attending:

- | | |
|---|----------------------------------|
| ▪ Eagles Club | ▪ Ladysmith Rotary |
| ▪ Kinsmen | ▪ Ladysmith Softball Association |
| ▪ Ladysmith Baseball Association | ▪ Lot 108 Advisory Group |
| ▪ Ladysmith Chapter, Cowichan Trail Stewardship Society | ▪ LRCA |
| ▪ Ladysmith Eagles | ▪ Mid-Isle Soccer |
| ▪ Ladysmith Football | ▪ Pickleball |
| ▪ Ladysmith Lions | ▪ PRCAC |
| | ▪ Vancouver Island University |

Purpose of Meeting:

Provide an opportunity for review of the Draft Park Plan Concept Options and to gather feedback to guide refinement of the final site plan and establish priorities.

QUESTION: WHAT FEATURES OF THIS DRAFT CONCEPT PLAN MAKE IT YOUR OPTION?

Answers & Comments:

- Option A – I like the multisport area closer to parking. Both are good options though
- Option A – I prefer option A because I think that the proximity of the multisport court to parking lot A is desired because people will most likely just drop off their kids and see them walk on court versus option B where court is behind baseball field. I also prefer location of park service building in option A because it is closer to baseball field which would require maintenance and a location to store tools for field. But is also equally close to multisport soccer field & court which require maintenance as well.
- Option A – multisport court is not in the home run travel area.
- Option B – no comment
- Option B – no comment
- Option A – no comment
- Option B – no comment

- Option B – the ball diamond is closer to the parking area. I hope in option B a multicourt (sport) will be included. It is imperative to have a big central club house with covered deck area.
- Option A – You have done a great job listening to the community and fitting the thoughts into the space. Thanks!
- Option A – layout-I see the bike trail and ball diamond as long term, so the undeveloped area would be together.
- Option A – (option B for building) – ball field away from parking.
- Option A – I like the ball fields further away from the parking lot, leaved room to make the field bigger.
- Option B – make inside larger and omit the fitness. Both are so close.
- Option A – I preferred the placement of the ball field in plan A. I think the exercise stations would be better used if they were in once place, covered.
- Option A – make sure there is adequate power for future tournaments for score boards/food trucks (no generators).
- Option B (field) – I’d like Pickleball moved over to MSC area. Area #19 not a great space for “events” parents can’t watch kids. A larger practice field would be nice.
- Option B (Park Service Building) – Easier to Phase. Viewing Space.
- Option B (For Both) - Spacing of amenities, layout of viewing slope.
- Option B (Building) – Do lower floor first.
- Option B (Building)
- Option B - It seems more realistic option, both are good though. I like the baseball park being close to parking lot.

Question: How could the draft concept plan be improved?

Answers & Comments:

- Timeline and budgets attached to the various components once completed – within the Master Plan.
- Teenagers are really into volleyball! Would it be possible to include volleyball nets anywhere on the draft?
- Well thought out.
- Transit station drop off/pick up.
- Separate Pickle & Tennis courts.
- Bigger ball field.
- The location of the picnic area in option A provides better viewing. Additional kid’s playground.
- 1st level and grass the baseball & small soccer field right away, kids would be able to play sooner than later.

- Option B allows for more green space and ability to grow food as natural food forest. Will help build food security.
- I think a roundabout parking area would be a great idea for safety. Is there a plan for lighting the access areas?

Other Comments

- I like Option B on the park service building. Town is only going to grow.
- Really love the walking pathway around both drafts. Great route.
- A great community asset. Something for everyone and all aspects are done.
- Proposed park service building – I prefer Option B main floor only constructed with option to add second floor.
- On plan A I would make the ball field bigger. Current plan is showing a 225 ft field. That length is for “men’s fastball”. No slo-pitch teams would use a field less than 300 ft. I would say more recreational slo-pitch players would use the ball fields over men’s fastball teams.
- Also really like the multisport courts, kids will ride bike to use.
- Park service building – would prefer to see option B. like the change rooms/bathrooms/concession.
- Use health care grounds for community gardens and spot 8 can be used for ball storage or other uses.
- Option B for building but smaller outdoor viewing area and larger event area. *Eliminate* the fitness so event area can be more useful and rentable. Have small bar, etc.
- Have other communities been consulted about outdoor fitness station?
- I think a paved ball support building would work just as well. Omit the showers from changing rooms and put in washrooms in the other building (plan A) elevations so that plumbing is not needed in both buildings. Make change rooms an open floor plan, no stalls. Ensure adequate storage for sports clubs.
- Park service option A is preferred.
- There is lots of amenities, will it be possible to grade the lot? Retaining walls?
- I like the plan, lots of good options.
- Drop-off area.
- Thinking about emergency planning storage.
- If this is tied to a larger project, is it an idea to get the turf serviced? Site cameras, especially on the turf.

Notes by: Town of Ladysmith Staff.

APPENDIX C

Additional Cost Information

Park Service Building Cost Analysis

Overall cost is ultimately determined by the level of service desired. At a location such as Lot 108 Park, a durable and vandalism-resistant design and finishes are essential to make sure the washroom remains functional and that maintenance and operations costs do not escalate. At a minimum, commercial grade quality components are needed. A cost of \$800 per sq. ft. has been recommended to accommodate the construction, but also the soft costs and pre-construction requirements such as architectural services, geotechnical investigations, and utility connections.

REFERENCE COSTS

Reference	Cost Information
Centennial Park Public Washrooms, CRD/PARC on Salt Spring Island	Approx. \$400,000 (approx. \$667 per sq.ft.)
BC Parks Campground New Service Building in Revelstoke, BC	Bids received ranged from \$418,000-549,000 (approximately \$425-\$550 per sq. ft.)
Esquimalt Veterans Cemetery Service Building in Esquimalt, BC	Approx. \$375,000 (approx. \$670 per sq.ft.)
City of Kelowna new washroom building at Boyce-Gyro Park	Estimated at \$675,000
City of Coquitlam washroom strategy cited a destination park washroom building	\$750,000 and up, depending on optional additional features such as change rooms, concession, storage, etc.
City of Coquitlam washroom strategy operating costs	Washroom strategy noted an expected operational cost of \$45,000-55,000 annually for enhanced and destination park service buildings

DESIGN CONSIDERATIONS/OPTIONS FOR PARK SERVICE BUILDING:

- The electrical room is already constructed; this will be an overall cost savings.
- Sewer & water connections will need to be extended/connected.
- No significant re grading is anticipated in the vicinity of the proposed building. Geotechnical assessment will be required, as none was carried out for the service building site in the first phase of construction.
- Storage portion of the building could be built to a lower standard and reduced s.f. cost.
- Design a simple building form to keep costs down.
- Identify the optimum number of stalls required – enough but not too many. Lot 108 Park will potentially serve 2-4 sports teams, spectators, as well as casual users simultaneously. The Town could plan to bring in portable toilets for large events on an as-needed basis.
- Best practice is to include at least one universal/family washroom (an entirely universal washroom design could also be considered). This could replace a universal stall for each gender.
- The changeroom design should be simple with perimeter benches and hooks, but no plumbing. However, this would be subject to sports league/association regulations. Some organizations require at least one toilet/lavatory per changeroom and/or separate changerooms/facilities for game officials.

In addition, potential requirements for separate gender facilities for mixed teams should be considered.

- Access keypads should be used for changerooms with codes provided to organizations who book the field on a regular basis.

OTHER COST CONSIDERATIONS INCLUDE:

- Lifecycle costs of fixtures and finishes (upfront capital costs vs how long will they last and how much will they cost to replace)
- Cost of maintenance: dependent on the design, quality, and intensity of use

OVERALL PARK COST SUMMARY	Low	High
A rough grading plan and detailed layout of amenities	\$ 110,000	\$ 115,000
Accessible looping pathways- 1 small, 1 park perimeter	\$ 64,000	\$ 100,000
Warm-up/practice pitch to support users of Forrest Field	\$ 250,000	\$ 350,000
Play area enhancement	\$ 30,000	\$ 50,000
Bike skills park and pump track	\$ 50,000	\$ 50,000
Pickleball courts with tennis	\$ 200,000	\$ 200,000
Multisport court- Basketball, ball hockey	\$ 150,000	
Volleyball court (lawn)	\$ 5,000	
Park Service Building	\$ 828,000	\$ 1,288,000
Parking	\$ 400,000	\$ 400,000
Outdoor exercise stations	\$ 6,000	\$ 18,000
Multisport court- lacrosse expansion	\$ 650,000	\$ 650,000
Community Garden	\$ 20,000	\$ 20,000
Lighting	\$ 50,000	\$ 50,000
water stations	\$ 9,000	\$ 18,000
picnic tables	\$ 45,000	\$ 75,000
waste bins	\$ 12,000	\$ 18,000
benches	\$ 33,000	\$ 55,000
entry sign	\$ 15,000	\$ 15,000
TOTAL	\$ 2,927,000	\$ 3,472,000

