www.AshlandParksandRec.org
340 South Pioneer Street
Ashland, Oregon 97520
541.488.5340

MINUTES FOR REGULAR BUSINESS MEETING
PARK COMMISSION
December 3, 2025
Council Chamber, 1175 E Main – 6:00 PM

Commissioners Present: Adams, Bachman (Chair) Gardiner, Landt (Vice Chair), Weiner
Staff Present: Deputy Attorney Zaharan, Director Houston, Deputy Director Dials, Executive Assistant Mero
Absent: N/A

I. **CALL TO ORDER** – Chair Bachman called the meeting to order at 6:00 PM

II. **ROLL CALL** – Commissioners Gardiner, Weiner, Bachman, Adams, and Landt all present.

III. **APPROVAL OF MINUTES**
1. Park Commission Business Meeting October 1, 2025
2. Park Commission Study Session November 5, 2025
3. Park Commission Regular Business Meeting November 12, 2025

Chair Bachman asked for approval of the minutes by unanimous consent. No objections made, minutes approved.

IV. **ADDITIONS OR DELETIONS TO THE AGENDA** – N/A

V. **PUBLIC FORUM**

Vince Doyle, Ashland: Beekeeper, member Southern Oregon Beekeepers Association. Very concerned about the use of Glysophate. Noted Ashland is a Bee City. Quoted a research paper from 2018 regarding Glysophate's disastrous effect on bees. Asked the Parks Department to ban its use.

Francesa Fericano, Ashland: Spoke of her three dogs dying in three years of tumorous cancer/acute liver failure because she lived downslope from a vineyard that used Roundup (in Talent). Can't prove it was the Roundup but thought it odd. Encouraged using alternative methods for weed control.

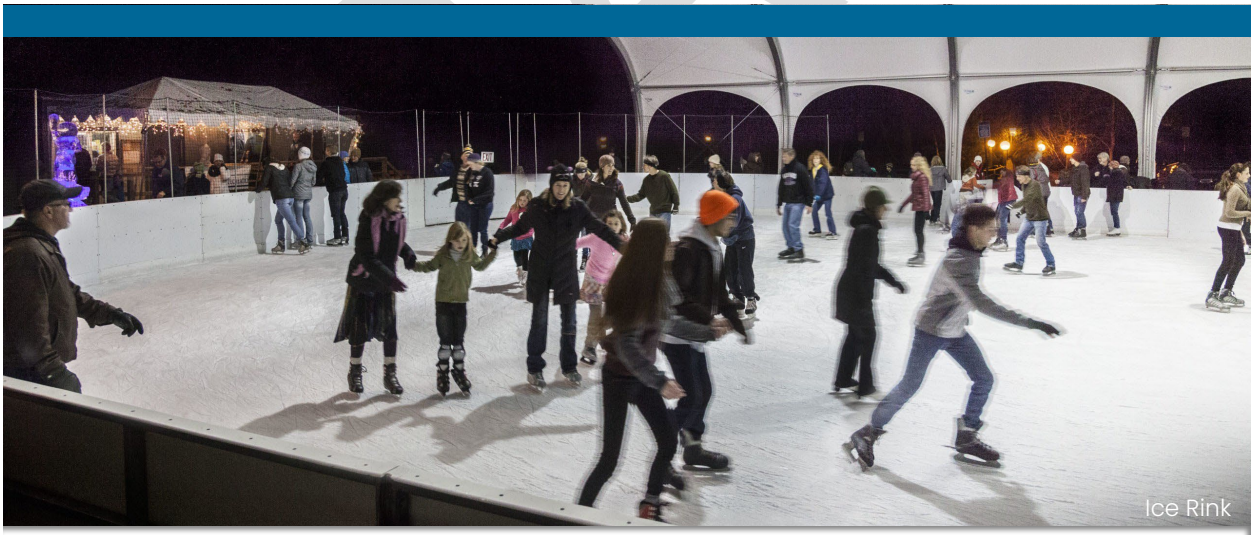
Angelina McClean, Ashland: Concerned about the policy change made in August 2025 regarding pesticide use in the medians (Please see McClean's written statement at the end of these minutes).

Flavia Franco (did not state city of residence): Spoke on behalf of Bellview Grange #759. They are opposed to the spraying of Glysophate on City medians. Encouraged the use of nontoxic substitutes for weed control like soap and vinegar. Stated data regarding the extensive use of Glysophate in the US and world-wide. Human danger, pollinator danger, etc. Thousands of lawsuits. Also mentioned Ashland's Bee City status. Bellview grange asks that Parks landscaping practices include eliminating the use of Glysophate.

Sharon Bryson, Ashland: Spoke against the use of Glysophate. Referenced a new code, acknowledging that the Commission didn't write it. Asked that the code be reversed or adjusted. Stated workers should know how to protect themselves by using cones or blinking lights on their vehicles. Urged the Commissioners to develop a policy that Parks stop using this poison.

VI. **CONSENT AGENDA** – N/A

VII. **DIRECTORS REPORT** – Director Houston



Director's Report

Director's Report

Ice Rink

History: Parks Department transitioned from seasonal ice rink structure to keeping it up permanently to reduce approx. $100,000 annual cost.

Required building permit due to change from temporary to permanent structure.

- ❑ Updated Structural Plans from manufacturer
- ❑ Determined the plans needed an Oregon PE Stamp
- ❑ Hired Architect to complete application process and ensure compliance with Oregon Building Codes
- ❑ Completed Special Inspection (structural engineer assessment)

Issue: Manufacturer laid off structural engineer prior to getting Oregon PE Stamp and sending the updated structural plans

1

Director's Report

Ice Rink

Plan:

Plan A – Manufacturer is working to get their structural engineer to complete work and get stamp
Risk – No determination on Oregon PE stamp yet

Plan B – Hire new structural engineer to review plans and stamp them
Risk – Will take until mid-January at earliest to get plans

Best Case Scenario: We get the plans next week and have Ice Rink open by December 20th

Worst Case Scenario: We will not be able to open Ice Rink for this season due to not having an occupancy permit.

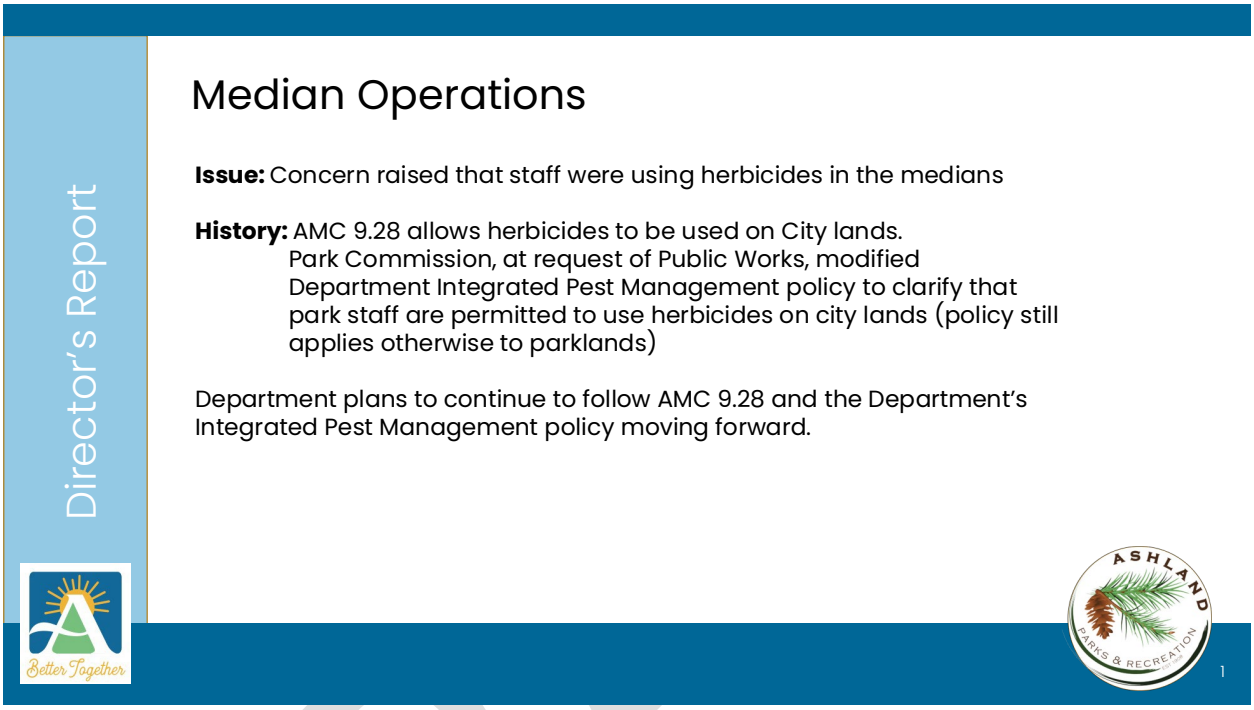
1

Questions/Discussion:

- It is permitted for seasonal use but not permitted for permanent use. Is that how we have been able to have it up for the last 25 years? A: As a temporary structure the fire marshal was allowed to give a permit to have it up for six months. The six months ended on October 15. Also looked at taking the structure down. If we could

find a contractor, that would take about 30 days, and then everything would have to be put back up at an additional cost of $100,000.

Median Operations



AMC 9.28 allows herbicides to be used on public lands. The Parks Department has its own Integrated Pest Management (IPM) policy. That policy was altered to allow Parks staff to use herbicides when they work on City land (in medians for example). All Parks staff who apply pesticides are licensed and they follow the requirements for safe application. Noted using Casaron (a post emergent) in the medians. Noted changing requirements/codes of weed suppression for all land owners in the City due to fire mitigation. Use weedeaters a lot. The longer staff is out there, the riskier it gets.

Director Houston agreed that it is a poison but applied properly, all the information he's familiar with says it's safe to use.

Questions/Discussion:

- Voted to approve the limited use of Glysophate for staff safety vs. automobiles. Aware that it should be used with great respect.
- Is the Parks herbicide use policy much more restrictive than the rest of the City's? A: Yes, our use is safety related and at the Golf Course. For exceptions we have to come to the Park Commission for permission.

- Noted the Park Commission makes some exceptions for safety. Parks staff must consult the Commission to make changes to Park's IPM Policy.

VIII. BUSINESS

1. **Ashland Parks Foundation Annual Report** – Mike Gardiner, President

The Ashland Parks Foundation's mission is: Enhancing Ashland's quality of life by financially supporting its parks system and recreation programs.

Noted adding Pat Acklin to the board, and hiring Teresa Fernandez as the administrator. Also hired a consultant to develop a strategic plan with a goal of raising a $10 MIL endowment.

Butler-Perozzi groundbreaking will hopefully be in early to mid-spring 2026. Help from local historian George Kramer, working with the City, working with Dale Shostrom, retired architect. Working on a contract with Outlier Construction.

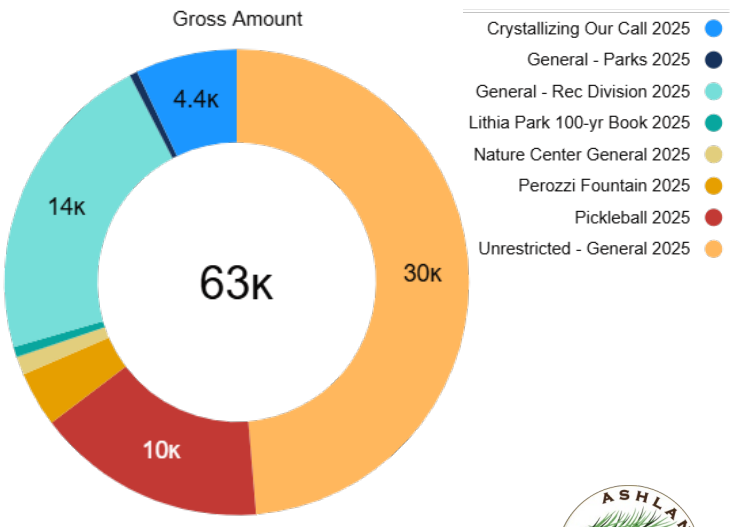
2026 DONATIONS & GRANTS SUMMARY

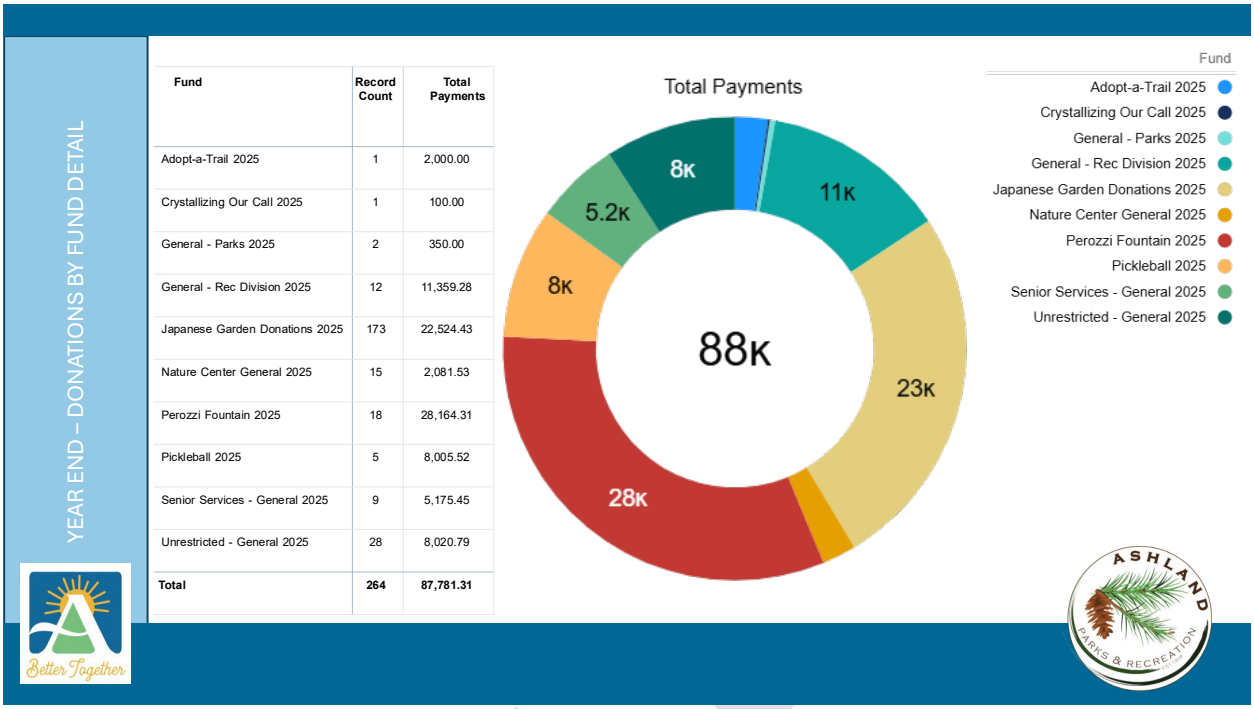
(as of 12/01/2025)

Fund: Fund Name	Opportunity Type	Gross Amount	Record Count
Unrestricted - General 2025	Donation	$15,782.39	32
	Grant	$30,498.07	85
Senior Services - General 2025	Donation	$5,175.45	9
Pickleball 2025	Donation	$8,005.52	5
	Grant	$10,031.00	3
Perozzi Fountain 2025	Donation	$52,108.35	21
	Grant	$2,400.00	1
Nature Center General 2025	Donation	$2,081.53	15
	Grant	$800.00	1
Lord Property 2025	Donation	$12,040.00	3
Lithia Park 2025	Donation	$36,754.38	5
Lithia Park 100-yr Book 2025	Grant	$434.20	1
	Sales	$104.79	3
Japanese Garden Donations 20	Donation	$36,069.20	176
General - Rec Division 2025	Donation	$11,359.28	12
	Grant	$13,707.85	10
General - Parks 2025	Donation	$350.00	2
	Grant	$350.00	1
Crystallizing Our Call 2025	Donation	-$2,910.17	2
	Grant	$4,421.71	1
Adopt-a-Trail 2025	Donation	$2,000.00	1

ALL FUNDS GRANTS SUMMARY

Fund: Fund Name	Opportunity Record Type	Record Count	Gross Amount
Unrestricted - General 2025	Grant	85	30,498.07
Pickleball 2025	Grant	3	10,031.00
Perozzi Fountain 2025	Grant	1	2,400.00
Nature Center General 2025	Grant	1	800.00
Lithia Park 100-yr Book 2025	Grant	1	434.20
General - Rec Division 2025	Grant	10	13,707.85
General - Parks 2025	Grant	1	350.00
Crystallizing Our Call 2025	Grant	1	4,421.71
Total		**103**	**62,642.83**





Fund	Record Count	Total Payments
Adopt-a-Trail 2025	1	2,000.00
Crystallizing Our Call 2025	1	100.00
General - Parks 2025	2	350.00
General - Rec Division 2025	12	11,359.28
Japanese Garden Donations 2025	173	22,524.43
Nature Center General 2025	15	2,081.53
Perozzi Fountain 2025	18	28,164.31
Pickleball 2025	5	8,005.52
Senior Services - General 2025	9	5,175.45
Unrestricted - General 2025	28	8,020.79
Total	**264**	**87,781.31**

Questions/Discussion:

- Thank you for the great work that benefits the community. The foundation is a 5013C, so donations are deductible from taxes.
- What happens with the donations collected at the Japanese Garden? A: The donations go to the long-term maintenance fund for the garden (started by Jeff Mangin).
- Donations that are not needed immediately are reinvested. Not sustainable but do help grow funds.

2. **2026 Park Commission Meeting Schedule** – Director Houston

SUMMARY - Each year In December the Park Commissioners review and approve the meeting dates for the upcoming year to meet public meeting notice requirements.

POLICIES, PLANS & GOALS SUPPORTED - The City of Ashland charter identifies that the Park Commission (PC) shall meet routinely to formulate and adopt rules and regulations for the management of park lands.

FINANCIAL CONSIDERATIONS - PC Regular Business Meetings are live-streamed, broadcast, and recorded by Rogue Valley Television at the current rate of $6,000.00 per biennium.

PROPOSED ACTIONS OR MOTION(S) - Move to approve the 2026 PC Meeting Schedule

ATTACHMENTS - Draft 2026 PC Meeting Schedule

January 7	Retreat – PROS PLAN	Council Chamber	
January 14	Regular Business Meeting	Council Chamber	
February 4	Study Session	Council Chamber	
*February 11	Joint/Business Meeting	Council Chamber	PC Hosts
March 4	Study Session	Council Chamber	
March 11	Business Meeting	Council Chamber	
April 1	Study Session	Council Chamber	
April 8	Business Meeting	Council Chamber	
May 5	Joint Meeting w/ Council	Council Chamber	Council Hosts
May 13	Business Meeting	Council Chamber	
June 3	Study Session	Council Chamber	
June 10	Business Meeting	Council Chamber	
July 1	Study Session	No Meeting – Summer Break	
July 8	Business Meeting	Council Chamber - ***Tentative***	
August 5	Study Session	No Meeting – Summer Break	
*August 12	Joint/Business Meeting	Council Chamber	PC Hosts
September 2	Study Session	Council Chamber	
September 9	Business Meeting	Council Chamber	
October 7	Study Session	Council Chamber	
October 14	Business Meeting	Council Chamber	
November 3	Joint Meeting w/Council	Council Chamber	Council Hosts
November 11	Business Meeting	Council Chamber	
December 2	Retreat	Council Chamber	
December 9	Business Meeting	Council Chamber	

*Joint refers to a joint meeting with City Council.

Questions/Discussion:

- Correction to the schedule: The December business meeting will be on the 2 and the December 9 meeting will be deleted from the schedule.
- Recommendation to use the second half of joint meetings for PC business.

Motion: I move to approve the schedule for next year as presented with the changes for December where the business meeting is on the 2 and no meeting on the 9.

Motion: Landt Second: Adams

Vote:

Gardiner	**Yes**	**Weiner**	**Yes**	**Bachman**	**Yes**
Adams	**Yes**	**Landt**	**Yes**		

3. **Winburn Way Safety** – Director Houston

Public Forum for Business Item VIII3.
Nick David, Ashland: Called out an inaccuracy in the brief/packet regarding the Transportation Advisory Committee's recommendation. (Please see Mr. David's full written testimony at the end of these minutes.)

Gary Shaff, Ashland: Encouraged Commissioners to review written comments submitted on Winburn Way Safety by Streets 4 Everyone. Speaking for himself tonight. Paraphrased from the LPMP Recommendation #20. Dogwalkers mostly use Winburn Way because they don't have an alternative. Most pedestrians do not walk there because there isn't a legitimate place for them. Asked Commissioners to designate a place for pedestrians, create the parallel disabled parking spots, and include raised sidewalks in multiple places along Winburn Way.

SUMMARY - The Lithia Park Master Plan (LPMP) identified a recommendation to address safety on Winburn Way. As part of the FY26-27 Department Work Plan, the Park Commission (PC) identified that the Ashland Parks and Recreation Department (Department) would work on a proposed solution to improve safety on Winburn Way through Lithia Park. This is in addition to the previous PC direction to add ADA improvements from Winburn Way to the Japanese Garden.

In March 2025, the PC created a working group comprised of Commissioner Gardiner, Commissioner Weiner, and Director Houston. The working group spent seven months reviewing options, assessing safety needs, and reviewing feedback from the community, other departments, and committees, and reviewing plans associated with this project.

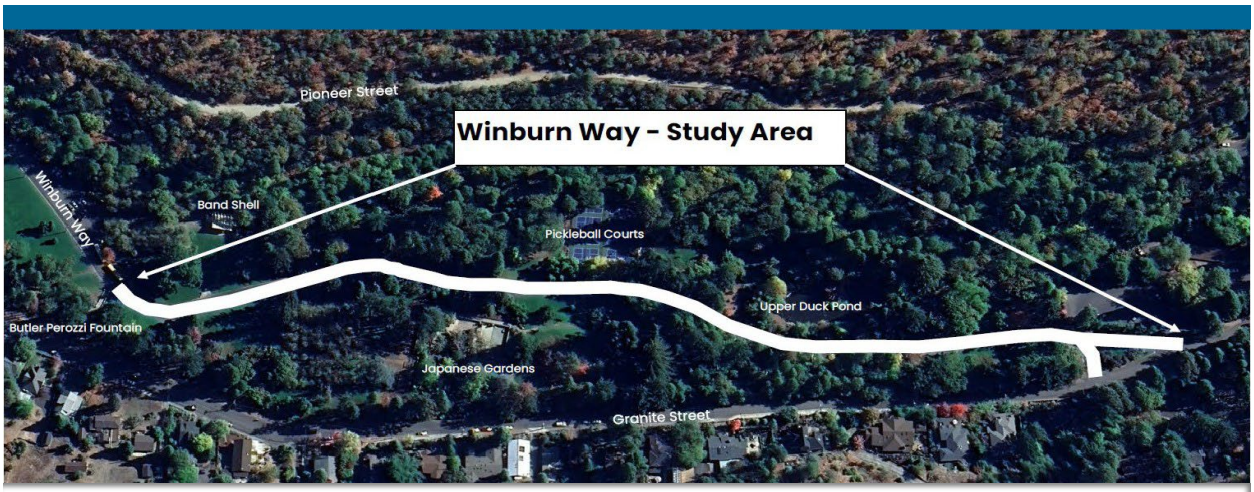
Based off public and PC feedback, the preferred direction is developing a project that will entail adding parallel ADA parking stalls, improving the ADA access to the Japanese garden, and installing an eight-foot designated pedestrian route inside the road way.

POLICIES, PLANS & GOALS SUPPORTED - This will address the Department Work Plan's item number six.

FINANCIAL CONSIDERATIONS - There is an approved capital budget line item for up to $50,000 to complete this project and other LPMP tasks identified under item number six in the Department Work Plan.

PROPOSED ACTIONS OR MOTION(S) - Move to direct staff to add an eight foot designated pedestrian route to the existing ADA access project scope of work to improve pedestrian safety on Winburn Way within Lithia Park.

ATTACHMENTS – N/A



Winburn Way Safety

Better Together

ASHLAND PARKS & RECREATION

WINBURN WAY SFETY

BACKGROUND

- **Lithia Park Master Plan** identified a recommendation to address safety on Winburn Way.
- **FY 26-27 PC Work Plan** identified the Department would work to find a solution to improve safety on Winburn Way.
- **March 2025** Park Commission created a working group of Commissioners Gardiner, Commissioner Weiner & Director Houston.
  - 7 months reviewing options, public engagement, and developing recommendation based on input.

Better Together

ASHLAND PARKS & RECREATION

13

WINBURN WAY SFETY

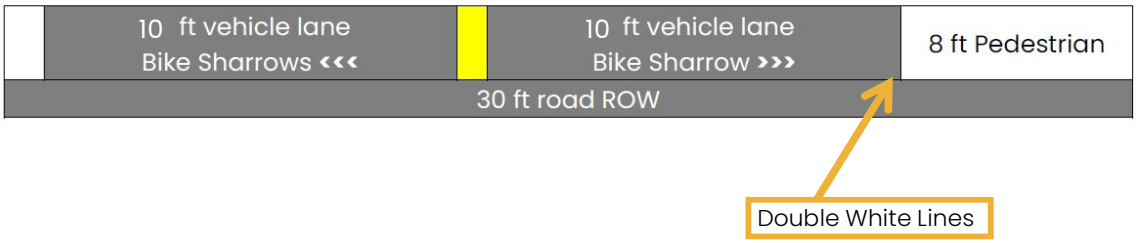
Summary of Public Engagement

- **Open House –** Reviewed all options & got feedback. Option 1 received highest votes, with Option 3 being 2nd.
- **Public Comments –** 79% wanted to keep Winburn Way open to vehicular traffic to not increase traffic on Granite (note: additional input on what do varied significantly beyond that); 36% would like to see some traffic calming; 10% want to close Winburn Way to vehicles
- **Public Comments since 11/5/2025 –** Provided to Commission

14

Winburn Way

Recommended Roadway Safety Improvement



Proposed Motion: Move to have staff add to the approved Japanese Garden ADA improvements the Winburn roadway safety improvements that will provide a dedicated 8 ft wide pedestrian path in the roadway and delineate vehicular lanes.

15

Questions/Discussion:

- What is a sharrow? A: A sharrow communicates to vehicular traffic that there will be bikes in the roadway.
- What about adding a decomposed granite (DG) path (mentioned at November meeting)? A: PC didn't direct staff to follow up. The roadway will be widened with a DG path at the ADA street parking.

- Didn't remember the working group adding the double white line in Option 1B. A: It was added in the packet.
- Is a double white line an ODOT requirement? A: It's an option that's used a lot.
- Is ten feet an adequate pedestrian lane? A : Yes in a 15 mile per hour speed zone.
- Has the PC seen modified plans for the ADA parking since the cutouts were eliminated and the plans were updated? A: No. Director didn't understand he needed to bring them back to the PC for approval.
- Discomfort expressed with the proposed motion from the packet as the Commissioners have not seen the updated ADA access plans.

Motion: I move to approve the recommended roadway safety plan as presented with 10 foot vehicular lanes, and an eight foot pedestrian lane, vehicular lane and pedestrian lane separated by a double white line which takes up two feet for a total of 30 feet of the existing Winburn Way.

Motion: Landt Second: Gardiner

Speaking to the motion :

- Taking a piece out of what was in the proposed motion because they haven't seen the updated plans for the ADA parking.
- Not going to vote for the motion. Previously requested by at least one commissioner to break the plan into three parts. Safety measures and ADA parking need to be done together. There will need to be a pedestrian path off the road across the street to accommodate the space taken up by the ADA parking spots.
- Vote against the motion. Wants to see the design of the plan. Agreement that the ADA and safety measures have to be done together.
- Doesn't understand how the ADA parking will work out. Also wants to see a plan to aid in visualizing the area of the road. Thinks the double line may be unwise.
- If this motion doesn't pass can another motion be made even if it is similar? A: Yes.
- Zahran recommended finishing the discussion and taking a vote on the current motion.

Vote:

Gardiner	**No**	**Weiner**	**No**	**Bachman**	**No**
Adams	**No**	**Landt**	**Yes**		

Motion: I move to table any decision on the Winburn safety improvement project at this meeting and request staff bring back depictions of what the project would look

like with and without the center line and what the ADA parking section would look like for an action. I'd also like to see as part of the presentation a cost estimate with regards to a DG pathway alongside.

- Much of the public feedback received recommended doing nothing. Must be clear about the work being proposed.
- Would like a visual on the proposal.
- DG path clarification. Is the ask for the whole path? Would take a lot of work, time, money.
- Motion has way too many elements.
- Weiner asked to amend the motion by removing the part asking for a cost estimate for a DG pathway alongside.
- The amendment helps but there are still issues.

Amended Motion: Move to ask staff to bring back to the body depictions of what the proposal looks like with and without the center line and to include design depictions of the ADA parking.

Motion: Weiner Second: Adams

Vote:

Gardiner	**Yes**	**Weiner**	**Yes**	**Bachman**	**Yes**
Adams	**Yes**	**Landt**	**Yes**		

- Is it doable for staff to bring back the ADA drawings? A: Will confer with staff on existing ADA plan sets to see if these elements can be easily added.
- Clarification on the double white line, it isn't depicted. A: Staff would come back with an option where the center line is depicted. Will need to communicate with staff on what is needed from the engineer.

Motion: Move to table immediate action on Winburn Way, instruction to bring back depictions of what it looks like with and without center lines and with ADA improvements.

Questions/Discussion:

- There's no timeline on this and that is disconcerting. A: If the engineer is not needed, we would work to bring it back to the first business meeting of 2026 meeting. If the engineer needs to be engaged, it might be brought back in February.

- Noted this work would have to be done anyway. A: Yes, with this modification there might be additional costs.
- Discussion regarding amending the motion to establish a time certain.

Motion of Amendment: I move to amend the motion to include a time certain of February 11.

Motion: Bachman Second: Gardiner

Vote:

Gardiner	**Yes**	**Weiner**	**Yes**	**Bachman**	**Yes**
Adams	**Yes**	**Landt**	**Yes**		

Motion: I move to table immediate action on Winburn Way, with instruction to bring back depictions of what it looks like with and without center lines and with ADA improvements and with a time certain of the Park Commission business meeting on February 11, 2026.

Motion: Weiner Second: Adams

Vote:

Gardiner	**Yes**	**Weiner**	**Yes**	**Bachman**	**Yes**
Adams	**Yes**	**Landt**	**Yes**		

4. Modification of Winburn Way/Granite Street Y Intersection – Director Houston

Modification of Y

Winburn Way / Granite Street Y Intersection

Issue: Sightlines southbound on southern portion of Y are limited; Northbound from Granite onto Winburn Way allows higher speed.

History:

- Working group identified it (Houston proposal).
- Transportation Advisory Committee identified it as their primary safety improvement recommendation (if any action taken).
- Public Works concurred and recommended design.

Modification of Y

Public Works proposed solution

Modification of Y

Winburn Way / Granite Street Y Intersection

Proposed Motion:

Move to direct staff to add the modification of the Winburn Way/Granite Street Y intersection to the project scope of work to improve pedestrian safety on Winburn Way within Lithia Park.

SUMMARY - The Lithia Park Master Plan (LPMP) identified a recommendation to address safety on Winburn Way. As part of the FY26-27 Ashland Parks and Recreation Department (Department) Work Plan, the Park Commission (PC) identified that the Department would work on a proposed solution to improve safety on Winburn Way through Lithia Park. This is in addition to the previous direction to add ADA improvements from Winburn Way to the Japanese Garden.

In March 2025, the PC identified a working group comprised of Commissioner Gardiner, Commissioner Weiner, and Director Houston. The working group spent seven months reviewing options, assessing safety needs, and reviewing feedback from the community, other departments, and committees, and reviewing plans associated with this project.

The working group identified the vehicular safety (sight lines from the southern portion of the Y) as a potential modification to improve safety for vehicles leaving the park southbound. The Transportation Advisory Committee identified this as their primary recommendation to improve safety at the intersection. Public Works concurred and recommended the design be presented to the PC in November 2025.

The completion of this modification of the intersection would retain vehicular access to Winburn Way through Lithia Park. This modification would retain access to, and the design of the existing parking lot located northeast of the intersection, while providing the opportunity for additional parking spaces. This modification would improve safety for vehicles leaving the park on Winburn Way (southbound) and reduces vehicle speed for those entering the park (northbound).

Staff recommends having the intersection added to the Winburn Way Safety project.

POLICIES, PLANS & GOALS SUPPORTED - This will address the Department's FY26-27 Work Plan item number six.

FINANCIAL CONSIDERATIONS - There is an approved capital budget item up to $50,000 to complete this project and other LPMP tasks identified in item number six of the Department's FY26-27 Work Plan.

PROPOSED ACTIONS OR MOTION(S) - Move to direct staff to add the modification of the Winburn Way/Granite Street Y intersection to the project scope of work to improve pedestrian safety on Winburn Way within Lithia Park.

ATTACHMENTS – N/A

PREPARED BY: Rocky Houston, Director

Questions/Discussion:

- This work would be added to what we've just postponed until February 11? A: Yes
- Would the cost be known by then? A: No
- Could the Parks Department do this without other city department's involvement. A: No it would need to be engineered and stamped.
- Could get an estimate on the curb and gutter footage of the median from a concrete company that has a contract with the City.
- At its narrowest width, how wide is the park row? A: Four to six feet.
- Asked for some background from Director Houston's meeting with the Transportation Advisory Committee (TAC). The minutes from that meeting don't reflect the TAC directing Parks to do this work. A: TAC didn't provide an action or take a vote. Each member asked questions and gave significantly varied comments.
- A common theme from the meeting with TAC - there were no accidents in this section of road so no work is needed. They did concur that raised crosswalks would help make the area safer.
- Director Houston met with Public Works staff at the site. They took some measurements which informed his drawings presented tonight. They also reviewed engineering and permitting requirements.
- Noted there isn't a direct connection in this area for walkers. Good opportunity to make one. A: Public Works advised against this idea for safety reasons.
- At the working group meetings, the safety issue at the Y came up after the discussion of the main roadway. Wanted to continue the safety 'pathway' all the way up Granite. An opportunity to make the Y intersection area safer.
- Makes sense to wait until after the water treatment plant is completed as Granite will need repairs/improvements from all the work vehicle traffic.

Motion: I move to table this redesign of the Y indefinitely.

Motion: Adams Second: Weiner

Vote:

Gardiner	**Yes**	**Weiner**	**Yes**	**Bachman**	**Yes**
Adams	**Yes**	**Landt**	**No**		

Speak to Motion:

- Creates as many problems as it solves. Noted potential expense of creating the median with plantings, etc.
- A host of problems regarding how this portion of the project progressed. Good opportunity to work with other City departments in the future. Not the right plan.
- Some discomfort with the word indefinitely.

- Some good components in the plan. A good starting concept.
- How many traffic accidents in that area. How safe is it now?
- Not the appropriate time for that conversation.
- Asking a clarifying question to the Director that is relevant to the debate which is in order. The Chair interrupting that question would be out of order.
- Zahran: Allow the question for clarification and then wrap up the conversation to get to the motions.
- A TAC member looked at data on accidents from the Granite Street section, don't remember the exact specifics it was 5 or 15 accidents from Nutley Street to the Y.
- The exact data is that there was one accident at the Y since 2018. It was a rearend.
- The word indefinitely in the motion does not preclude bringing the item back at any time. It simply doesn't set a time to bring it back.

Motion: Weiner Second: Adams

Vote:

Gardiner	**Yes**	**Weiner**	**Yes**	**Bachman**	**Yes**
Adams	**Yes**	**Landt**	**No**		

5. **Indoor Facility Use Policy** – Deputy Director Dials

Indoor Facility Use Policy

INDOOR FACILITY USE POLICY SUMMARY

- This policy outlines the rules, requirements, and procedures for using indoor physical resources and/or facilities managed by the Ashland Parks and Recreation Department (APRD).
- Its purpose is to ensure all resources are used in a manner that aligns with the Department's mission and operational needs.

Indoor Facility Use Policy

PUBLIC FEEDBACK

- **October 1** - Original draft of this policy was presented for Park Commission input
- **October 7-20** – Public comment period for original draft policy. No public comment was received.
- **November 12 –** Final policy was presented to Park Commission for adoption. Direction to modify policy.
- **Nov 13-Dec 1** – Public comment period for revised policy. No public comment was received.

Indoor Facility Use Policy

PROPOSED ACTION

Move to adopt policy 1.03.001- Indoor Facility Use Policy

SUMMARY - This policy outlines the rules, requirements, and procedures for using indoor physical resources and/or facilities managed by the Ashland Parks and Recreation Department (APRD). Its purpose is to ensure all resources are used in a manner that aligns with the Department's mission and operational needs.

- A draft of this policy was presented as an informational item at the October 1, 2025, Park Commission meeting. The draft policy was then posted on the City website and social media for public comment from October 7-20, 2025.
- Based on feedback, a new draft was presented as an informational item at the November 12, 2025, Park Commission meeting. The draft policy was again posted on the City website and social media for public comment from November 13-November 27. At the time of this memo, no public comments have been received on the new draft.

POLICIES, PLANS & GOALS SUPPORTED - 1.01.001 Policy Framework

FINANCIAL CONSIDERATIONS – N/A

PROPOSED ACTIONS OR MOTION(S) - Move to adopt Policy 1.03.001 – Indoor Facility Use Policy

ATTACHMENTS - Draft Policy 1.03.001 Indoor Facility Use Policy

POLICY

POLICY:	1.03.001	**EFFECTIVE:**	
POLICY NAME:	Indoor Facility Use	**CANCELS:**	N/A
DIVISION(S):	All	**NEXT REVIEW:**	2030
KEY TERMS:	Facility, Allowed Uses, Reservations		
APPROVED:	Jim Bachman, PC Chair	Carmel Zahran, Deputy City Attorney	

a. **PURPOSE** This policy outlines the rules, requirements, and procedures for using indoor facilities managed by the Ashland Parks and Recreation Department (APRD). Its purpose is to ensure resources are used in a manner that aligns with APRD's mission and operational needs.

b. This policy applies to all indoor facilities that operate under the authority of APRD.

I. REFERENCES

a. 10.68.030 Park Commission Authority-Ashland Municipal Code
b. City of Ashland Miscellaneous Fees and Charges

II. DEFINITIONS

a. **Publicly Available Facilities:** Facilities that APRD makes available for use by individuals and groups.
b. **Non-Publicly Available Facilities:** Facilities that are only accessible to APRD staff or other City departments.
c. **Use:** Any event or activity, including an individual's or group's presence or occupancy, in or on an APRD facility that is not organized or conducted by APRD.

d. **Non-commercial:** Not primarily intended for or directed toward commercial advantage or monetary compensation.
e. **Waiver:** a formal legal contract between two parties that is signed by the eligible renter during the rental agreement process.
f. **Eligible Renter:** must fulfill the following requirements: (1) is at least 21 years of age or older (2) if the Eligible Renter is part of an organization, is an authorized representative (3) has submitted all the proper fees (4) is present for the duration of the rental (5) is personally responsible for adhering to all facility rules and requirements and (6) agrees to enforce applicable facility rules and apprise APRD of any concerns or damages.

III. POLICY

a. The mission of APRD is to provide recreational opportunities and preserve public lands. To achieve this, APRD provides spaces for various public and private gatherings that align with its mission. The following auxiliary uses are permitted:
    i. Birthday parties
    ii. Baby showers
    iii. Weddings and receptions
    iv. Family reunions
    v. Recreational and educational workshops and classes
    vi. Local club and organization meetings
    vii. Non-commercial uses

IV. GENERAL CONDITIONS OF USE

a. **Insurance:** Renters must obtain and provide proof of liability insurance based on the requirements set by the City of Ashland's Risk Management department. Renters agree to indemnify and hold the City of Ashland harmless, as they are responsible for their rental. APRD reserves the right to cancel any event that has not provided evidence of this coverage. Evidence of coverage must be provided at least 10 days prior to the first date of the reservation.
b. **City Precedence:** APRD and City activities have precedence over all other uses. In the event a reserved activity must be rescheduled, the Parks Director (or their designee) will work with the displaced party to attempt to find suitable alternative locations and times. The City may also cancel a reservation with reasonable notice for program needs or under emergency conditions.

c. **Compliance with Applicable Laws:** Anyone who uses an APRD facility is responsible for complying with all applicable laws and regulations including all APRD policies and Ashland Municipal Codes such as restrictions around temporary signage, smoking cigarettes or marijuana, and any illegal drugs.

V. RENTAL GUIDELINES

a. Standard rental requests must be submitted at least 10 business days in advance. Submitting requests as early as possible is highly recommended.
b. General rental hours are from 8 a.m. to 9 p.m. daily. Please note that rental hours may vary by location.
c. City of Ashland adopted fees determine reservation rates.
d. All renters must have been issued an official document authorizing the use of a facility for a specific time and purpose.
e. Fees are only refundable with written notice of at least five business days.
f. The facility and any equipment used must be returned to their original condition and state. Failure to do so may result in the revocation of future rental opportunities.
g. Prohibited Items: The following items, and items similar in nature, are prohibited:
    i. Staking
    ii. Nails and tacks
    iii. Spray chalk
    iv. Confetti
    v. Glitter
    vi. Bird seed
    vii. Silly string
    viii. Piñatas
    ix. Candles or open flames
h. Only trained service animals, as defined by the Americans with Disabilities Act (ADA), are permitted. Emotional support animals, therapy animals, and pets are not considered service animals under ADA rules and are not permitted in the facilities.
i. Loitering is not permitted in or around facilities.
j. Alcoholic beverages are not permitted unless a permit to supply them has been applied for and received.
k. Overnight use is not permitted.

l. Obey, monitor, and enforce the occupancy limits that are set by the City of Ashland Fire Marshal. This limit is set to ensure the safety of all occupants and compliance with fire codes.
m. The number of chairs and tables will vary within each facility and is unrelated to occupancy limits.
n. A signed waiver of responsibility is required before a rental permit can be finalized by staff.

VI. Conditions for Denial

a. Violation of this policy, any applicable law, or any section of the Ashland Municipal Code not otherwise mentioned may result in the immediate closure of an event and could lead to future rental denials.
b. If an activity or event causes or imminently threatens to cause damage or destruction to property, the renter is responsible for all damage and may be prohibited from future use of APRD facilities.

PREPARED BY: Rachel Dials, Deputy Director

Questions/Discussion:

Motion: I move to adopt policy 1.03.001 – Indoor Facility Use Policy as presented.

Motion: Landt Second: Adams

Vote:

Gardiner	**Yes**	**Weiner**	**Yes**	**Bachman**	**Yes**
Adams	**Yes**	**Landt**	**Yes**		

IX. ITEMS FROM COMMISSIONERS/STAFF

a. Liaison Report

X. UPCOMING MEETING DATES

1. Park Commission Strategic Goals Special Meeting December 10, Council Chamber 6:00 PM
2. City Council, Commissions, Committees Presentations/Celebration December 15, Council Chamber 5:00 PM
3. Ashland Senior Advisory Committee Meeting January 12, Senior Center 3:30 PM
4. Recreation Division Advisory Committee January 15, the Grove 3:30 PM
5. Trails Advisory Committee January 21, TBD 4:15 PM

XI. ADJOURNMENT – Bachman adjourned the meeting at 8:00 PM

Written Testimony

My name is Angelina McClean and I live in Ashland.

I am concerned about the recent policy change, apparently made August 5, 2025, regarding herbicide use and including the Ashland St median plans. I live near there and was appalled to see them being sprayed last week.

Glyphosate, which was used on our medians and which is the active ingredient in Round Up, is banned in many countries around the world. It is linked to certain cancers, and involved in lawsuits where the injured plaintiffs have won. Just because you can buy it at some hardware stores does not mean that it is inherently safe.

It is also toxic to other forms of life, including pollinators. It has been documented to cause damage to honey bees guts and their navigation abilities. Pollinators are in dangerously sharp decline, and Ashland, as a designated Bee City USA should be worl<ing to at the very least preserve the habitats and food sources we already have for pollinators, not spray them with toxic chemicals. Ashland was the 5th Bee City USA starting in 2015, and SOU was the first Bee City USA college campus. This herbicide policy change does not fit in with our commitments to pollinators.

The citizens of Ashland are largely health conscious and environmentally proactive. We have long been proud of and reassured to know that the city doesn't spray pesticides regularly in public spaces. Changing this policy and increasing the public areas that are sprayed with herbicides is not in alignment with our citizens values and is not the safest or most responsible option. I urge the city to stop the spraying, listen to input for alternatives, and reconsider this policy and the Ashland St median plans.

The project that was recently done in the section near Market of Choice, that ripped out plants and replaced them with large rocks is very unpopular and its planned maintenance probably involves continued herbicide spraying. I was told that the rock project will not be continued along the rest of Ashland St and I hope that is true. Every year the flowering plants in the medians are covered with pollinators.

There are resources available to us for options that are safer for our workers, the citizens, and the other creatures we share Ashland with. It is our responsibility to be stewards of this land that we reference in our city's opening land acknowledgement. Thank you. Think about our opening land acknowledgement. We are and should be here to be stewards of the land and that involves respect.

Hi, Please add my name to the list of people who oppose the use of glyphosate in public right-of-ways in Ashland.

I am a Josephine county resident, but I frequently come to Ashland for shopping. After the spraying of this carcinogenic chemical, I am boycotting Ashland until the City publicly declares they will no longer purchase or apply this chemical, which has been linked to the onset of Parkinson's disease.

Thank you for your time and attention to this matter.

Brad J Smith, Williams, Oregon

Ashland Parl<s and Recreation Committee Meeting

Dec 3, 2025

Commissioners,

I am submitting this testimony to correct the record, clarify the Transportation Advisory Committee(s actual position, and highlight the procedural and analytical failures underlying the current effort to modify Winburn Way and the Y intersection.

Correcting the record

Director Houston has repeatedly suggested, implicitly or explicitly, that the Transportation Advisory Committee signaled support for reconfiguring the Y intersection or modifying Winburn Way. This is inaccurate. The TAC minutes, recordings, and formal statements show the opposite.

During the September 18th TAC meeting, the Committee stated that it was "open to considering changes in the future" but explicitly not as part of the rushed Winburn process now being advanced. TAC members were not nvited to participate in the subsequent site visit and not given the opportunity to review this newest iteration. The Committee further stated that the safest immediate action would be a standard stop sign at the Y if control was deemed necessary. Nothing more.

Most importantly, the Committee stated on the record that we only supported Option 0: Do nothing. The minutes document this unambiguously: the Committee "did not support Option 1B due to safety concerns." Yet Option 1B is precisely what staff now proposes to implement.

Director Houston's interpretation that TAC somehow endorsed altering the Y or modifying Winburn Way is simply preemptive and should not guide the Commission's decisionmaking. Furthermore, I would urge you to consider changing that intersection when Granite Street is repaired post-water facility construction.

* *Safety data and empirical reality* *

Winburn Way has had essentially zero recorded bicycle or pedestrian injury incidents in nearly thirty years of available data. You cannot improve statistically perfect safety by redesigning a corridor in ways that:

* reduce natural situational awareness

* encourage overconfidence in a constrained space

* force travelers into closer conflict zone

* complicate the geometry without need

A project marketed as a safety intervention must have a safety problem to solve. Winburn does not.

TAC's actual recommendation *

During the most recent discussion, TAC emphasized that if any improvements were considered, they should be low-impact, context-sensitive, and preserve existing alignment. Members suggested a water-permeable path (bark chips, gravel, or decomposed granite) adjacent to the roadway, allowing walkers to step off the asphalt while avoiding impacts to trees and drainage.

That is the only modification that has both TAC support and safety logic behind it. It is also a fraction of the cost of the current proposal.

**Public preference* *

The City already surveyed residents. Approximately 78 percent of respondents opposed altering Winburn Way and preferred leaving it as it is. That result was clear and decisive. Nothing in the intervening months has changed the landscape enough to justify discarding those results.

The current process appears to be moving forward not because the public asked for a change, not because the TAC recommended a change, and not because the data shows a need, but because the Director insists on a change.

**Process and governance* *

This project is being advanced:

* without TAC recommendation

* without a site visit that included TAC

* without alternatives analysis

* without demonstrated safety need

* without respecting the survey results and without transparency about costs or long-term obligations

That is not how public infrastructure decisions should be made.

The Commission should not authorize a capital project that contradicts its own advisory committee, contradicts its own data, contradicts public preference, and lacks any pressing safety justification.

**Request* *

I respectfully request that the Commission pause this project, direct staff to engage TAC in good faith, and limit any future discussion to low-impact interventions consistent with safety data, the public survey, and the natural character of Lithia Park.

There is no emergency here, no imminent risk, and no basis for rushing a project that solves no demonstrated problem and introduces avoidable ones.

Respectfully submitted,

Nick David

Transportaton Advisory Committee Member and Lifelong Ashlander

Full Name	Craig Anderson
Phone	
Email	
Subject	Winburn Way Proposal

Message	Concerning the proposed Winburn Way cross section, which I understand includes a 15' two-way (shared) travel lane with one side adjacent to parked vehicles: If you have a 15' shared two-way travel lane, then what does that leave for bicyclists? Two passing cars traveling in opposite directions generally, at a minimum, require two, ten foot travel lanes on two-way streets without shoulders or bike lanes. With bike lanes, the minimum width would add 10 feet, or 30 feet total. You are proposing half of that. In a traffic calmed environment, you may be able to get away with a narrower width, but here you have gradients that reduce bicycle travel speeds (in the uphill direction) to less than 10 mph. In a downhill direction, bikes often travel (coasting) in excess of 20 mph, which is not dangerous given the current configuration. With parked cars and two way traffic, the downhill direction becomes extremely dangerous for cyclists. In the uphill direction, it requires bicyclists to essentially block traffic, which is a very stressful situation for most bicyclists. I have 20 years of experience in transportation planning and 50 years experience on a bike. I used to design traffic calming projects as a consulting planner. I have been regularly riding my bike on Winburn for 25 years and have never had difficulty with fast moving cars, nor have I ever seen a dangerous situation with pedestrians, who casually walk in the street without fear of passing cars, who drive very slow, particularly in the presence of pedestrians. In short, there is no problem on Winburn, or, if there is, you haven't presented the data. What you are proposing is far worse for bicyclists than the current configuration. Please leave the street alone and save the citizens of Ashland the time and money of doing so.
Upload your file	*Field not completed.*

On Sat, Nov 29, 2025 at 9:17 AM Barbara Settles <bashinkas@yahoo.com> wrote:
I suggest a drop off pedestrian site in front of the Japanese Garden for people to safely drop off and pick up handicapped guests to our park.
I suggest a lower speed limit through the area from the parking lot by the service area to the corner of nutley. It could be 5 mph.

I do not support building more parking lots. I do support putting in more bike racks.

Barb Settles

I support the suggested changes, they seem absolutely reasonable and will provide safer walking and better access.

Susan Esch

I support measures that would contain traffic calming elements to Winburn Way, which would slow down traffic. I also support sidewalks for pedestrians for them to more safely navigate Lithia Park.

I don't support any lanes for mountain bikers. I have watched mountain bikers racing down Winburn Way faster than the motor vehicle traffic.

Thank you for your attention to this matter. Good luck, cheers, Viki Ashford –Ashland, OR –

Hi Folks,

Lithia Park is such a special place.

I would like to thank you for taking public comment.

As a resident of Ashland, I do support modifying Winburn Way between the Bandshell and the Upper Duck Pond, to allow for safer travel for everyone.

Please consider:

- formally designating a portion of the roadway for people to walk safely
- adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
- modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
- creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs

Thank you for your consideration. With all good care
Karen Maleski

APRC,

Windburn Way is in desperate need for modifications to allow the following for people walking safely and community members with disabilities.

I am in support of modifying Winburn Way between the Bandshell and the Upper Duck Pond by:

1. formally designating a portion of the roadway for people to walk safely

2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper
Duck Pond

3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit

4. creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs

Thank you for considering,
Liana Smith, Ashland

Please edit my thoughts to leave the street as is except for adding a pedestrian walk way along one side of the street.

Thank you.
Liana Smith

Dear APRC,

The Commission has, no doubt, observed relatively few people walking on Winburn Way even though it is the most efficient route between the Upper Duck Pond and the Japanese Garden. I've used this route but have found the cars going by and their speed (above the 15 MPH maximum speed limit) disconcerting. I'm confident if the APRC adds a designated place for people to walk on Winburn Way within Lithia Park, it will become a very popular route for dog walkers and everyone else.

It is important to recognize that people walking (including toddlers and seniors) and people using wheelchairs, walkers and canes need a flat, solid surface. Providing that surface type can be accomplished by designating a part of the 30-foot wide street for walking or constructing a sidewalk. The cost of constructing sidewalks would appear to be beyond the APRC's budget for the project.

I support designating disabled parking on Winburn by the Bandshell, Japanese Garden and the Upper Duck Pond. People utilizing those spaces will need to have a place to "walk" once they've disembarked from their vehicle. The designation of a part of Winburn Way for "walking" is logical and cost effective.

Improving Winburn Way to include a designated paved walking path, disabled parking places and raised sidewalks will "calm traffic." That will help to reduce the tendency of auto drivers to exceed the 15 MPH maximum speed limit and, thus, improve safety for people walking and riding bicycles (both considered vulnerable road users under Oregon law), and make the Park more peaceful.

Lithia Park is special. Please ensure that improvements to Winburn Way improve accessibility and, thus, the Park itself for both residents and visitors.

Thank you,
Gary Shaff

Hello–

I live in Corvallis but have family in Ashland and spend much time enjoying Lithia Park. I lived in Ashland in the 90s prior to moving to Corvallis.

It has come to my attention that there is an upcoming opportunity to improve the safety of Winburn Way in Lithia Park. The current configuration of the road is built for speed, not safety, as its width and lack of visual barriers tells the driver there are no threats and essentially encourages speed by not discouraging it.

To optimize safety for all users, narrow the road by adding in the types of features that research shows reduces speed: buffered bike lane, chicanes, pedestrian walk ways and crossings (see attached picture). More about this can be gleaned from the NACTO website: https://nacto.org/publication/urban-bikeway-design-guide/envisioning-a-bikeable-future/

Thanks for the great work you do to make Ashland welcoming to everyone!

Wendy Byrne
Corvallis, OR

Hi!
Wow, I just read about the recommendations to calm traffic – cars and bikes – on Winburn and it looks very well thought out. Crosswalks are in seriously short supply, and it is way too easy for people to drive or ride (downhill) at too high of a speed. I'm not totally sold on the idea of a parking lane, purely from an aesthetic perspective, but I appreciate how that can be more effective than simply painting lines on the asphalt. Take a look around town and you'll see far too many examples of bike lane paint worn off by car tires from drivers who have decided that bike lanes only deserve to exist when they see cyclists in them.

I've walked, biked, and driven both directions on Winburn for years. Of the three, walking definitely feels the most precarious – pedestrian accommodation feels like an afterthought, if a thought at all. Having a good pedestrian option along Winburn also provides an option for dog walkers, and reduces the temptation to flaunt the rules and walk dogs through the park if it's seen as the safer option.
So, that's my vote FOR the traffic calming changes to make to Winburn Way. Good luck!
Gus

Gus Janeway

I support Ashland Climate Collectives plan to update Lithia Park and Winburn Way in the following ways:

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
4. creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs.

Thank you for listening.

Kimberly Kirk

Please consider altering the roadway between the bandshell and the upper duck pond to make the route safer for pedestrians and provide disability parking for the upper duck pond and the Japanese garden. I suggest also making alterations so that cars drive more slowly in this pedestrian-rich section of Lithia Way.

Morse

1. Please create a safe walkway along Lithia way that is open to people and dog walkers. I often walk along the park with my dog (especially in summer when the tall trees provide more shade for us). Traffic generally slows down, yet there are sections where due to two way traffic we am forced to step into the park -despite wanting to abide by the dog free designation.
2. I have several family members who I simply cannot take to see the Japanese Garden. Nearby Handicap parking and an easily accessible paved entrance would be wonderful.

Thank you for your attention to this matter

~Laura Hendrix

Thank you to Streets For Everyone.

Modification of Winburn Way to provide 6' pedestrian walkway, 2' bike path, parking for handicapped as designated, and shared two way roadway with perhaps speed bumps provide improvements that should be applauded by all residents. I am favor.

Sincere appreciation

Mary Heckenlaible
Ashland resident

Dear Ashland Parks Commission,
I'm in total support of the Ashland Climate Collaborative's recommendations regarding improving Windburn Way, above Lithia Park.
Thank you for your consideration.
Sincerely,
Robert Altaras
Ashland, Oregon

We are in favor of the following improvements:

Modifying Winburn Way between the Bandshell and the Upper Duck Pond by:

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
4. creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs

Bob and Anita Dygert-Gearheart

I'd like to share my support to make Winburn safer with a pedestrian lane, parking, and raised crosswalks. Thank you.

Megan Janssen

I can't believe that there is any reason to keep Winburn Way as it is through Lithia Park! There should definitely be walking/biking lanes along Winburn Way, as there is NO way to get from the intersection of Winburn and Granite to the Fountain/Bandshell without walking on the street through most of the area (there is a very small stretch of sidewalk along the upper duck pond, but that doesn't take you very far).

People do drive much faster than the 15MPH posted speed limit along that stretch. The times I have been walking along Winburn Way, there haven't been too many cars, which means that adding calming devices (narrower lanes, speed bumps) won't really be affecting many drivers. And those who are looking to get from point A to point B are better served going along Granite anyway, not disrupting people who are trying to enjoy the park.

People should only be using Winburn Way through the park in order to get to someplace within the park to enjoy the park. It's not a thoroughfare to get people from downtown to Granite. For those people who are trying to get to a place in Lithia Park, I can't imagine that they will be upset if they are restricted to the 15MPH speed limit by various measures.

Tim Learmont

Ashland, OR

Yes to the pedestrian walkway what about bikes?
NO to more parking-- way too congested now and everyone will want those spaces; how about 2 handicap only?
If you haVE 4 CROSSWalks you will do enough to slow traffic.

Don Walton

Pls. consider these recommendations for Winburn Way:

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
4. creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs

Julia Sommer
long-time Ashland resident

Dear APRC Members,

As an Ashland resident for 42+ years and a frequent pedestrian, bike rider, as well as auto driver, I urge you to please consider the recommendations the Streets for Everyone suggestions for making Winburn Way safer and more usable for all forms of transportation.

I am referring to their **comprehensive recommendation to APRC.**

These 4 points briefly summarize it;

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
4. creating four raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs

Thank you for your consideration, Steven Thomas

Me and my family treasure our access to Lithia Park and we are so grateful for it in every season. We ride our bikes up to the reservoir multiple times a week rain or shine and though we love it we often have run ins with cars going too fast. Two very close calls kept us from doing the ride for many months.

For the upcoming updates would it be possible to make Winburn way a one way street with a dedicated and curb protecting a 2 way walking/biking path? As well as dedicated handicap parking for those in need.
What a joy it would be to feel safe but also a draw for visitors. Less car traffic would make the park so peaceful while also encouraging more walking and cycling.
Thanks for your time. Tory Peil

Hello
The plan to make Winborn more pedestrian friendly is a great idea.
Thanks,
Eve Syrkin Wurtele
Ashland

I walk that road 2 or three times a week. I think it's a great idea to narrow the road and make walking way. It would be so much safer for myself and my friends that I walk with .
Andra Hollenbeck

Dear APRC,

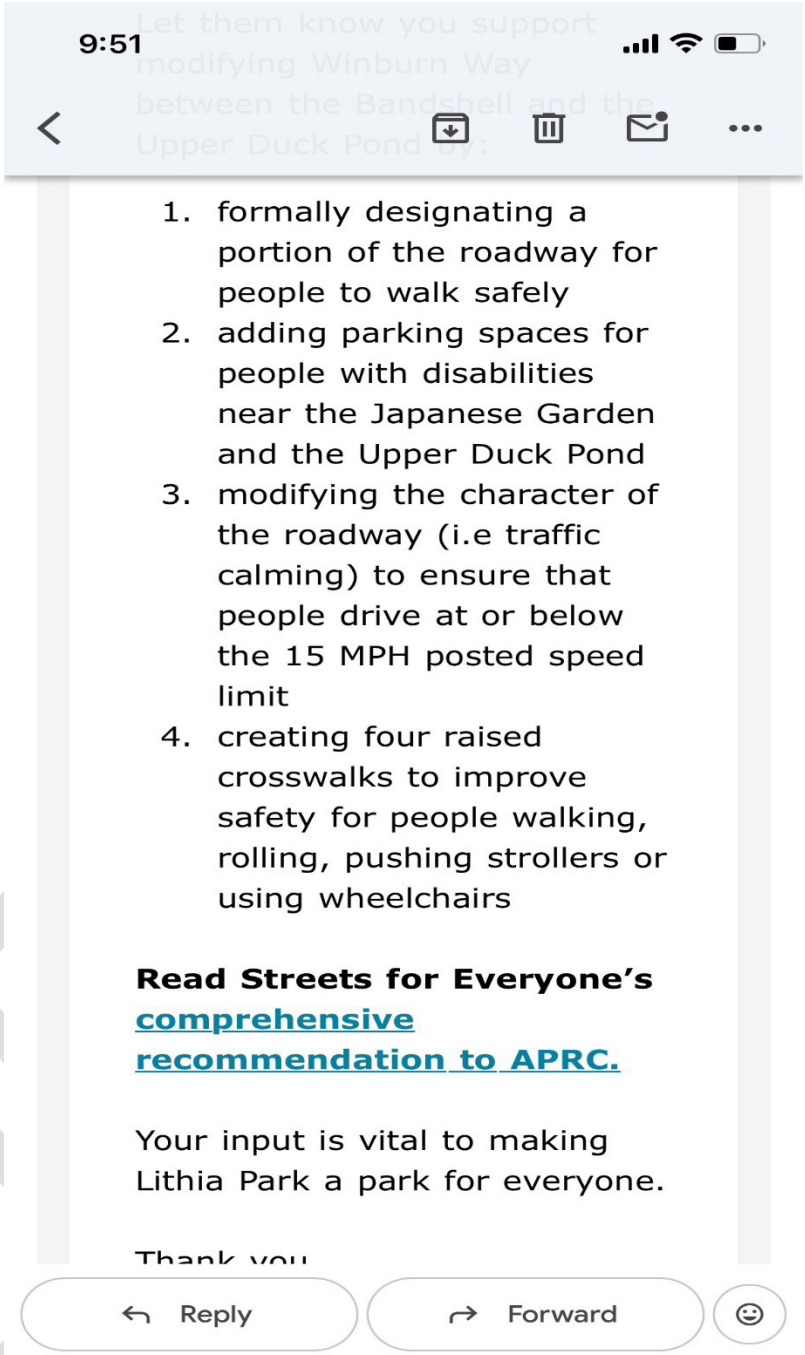
As a Japanese Garden volunteer, I am constantly concerned about the safety of Winburn Way and the lack of access to the Garden by the elderly and disabled.

I have seen too many people struggling to visit the Garden, and they often either give up or put themselves at some risk to reach this lovely place of refuge.

The recommendations in your plan are excellent and I fully support anything you can do to help with the situation.

Sincerely,
Meg Jefferson
Volunteer

I ride my bike frequently along through Lithia. I honestly wish there were no vehicles allowed but that's probably unfair to folks who can't use the park without a car. At the very least cars should drive much slower.



Thanks, Jason beck

I support modifying Winburn Way between the Bandshell and the Upper Duck Pond by:

1. formally designating a portion of the roadway for people to walk safely

2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond
3. modifying the character of the roadway (i.e traffic calming) to ensure that people drive at or below the 15 MPH posted speed limit
4. creating raised crosswalks to improve safety for people walking, rolling, pushing strollers or using wheelchairs Rob Gibson

Good morning.
As an almost daily pedestrian, please make Winburn Way more safe and friendly to people on foot. Per the proposed plan put forth by the Ashland Climate Collective.
Thanks in advance.
Best,
Stan Mavis

I support efforts to improve Litha Park to make it more welcoming to pedestrians and people with limited mobility, particularly from the Plaza to park headquarters. I strongly urge you to install sidewalks along both sides of Winburn Way past the pickleball courts, so people can walk with safety, as well as several raised crosswalks so people can cross with safety. I'd like to see a parking area installed so people could park closer to our magnificent Japanese Garden. Thank you.
John Tyler

formally designating a portion of the roadway for people to walk safely
Providing disability
Reduce speed to 15MPH
Christine Westland

Put in a sidewalk along one side of Winburn Way.

This is not an alternative you offered but I think it is better than the others.

Fran Adams

I just want to let you know that I support modifying Winburn Way to make it safer for bicycles and pedestrians. Please do what you can to follow the recommendations provided by Streets for Everyone.

Thanks,

Len Wyatt

Hi
I just heard about this survey…

I support modifying Winburn Way between the Bandshell and the Upper Duck Pond by:

1. formally designating a portion of the roadway for people to walk safely
2. adding parking spaces for people with disabilities near the Japanese Garden and the Upper Duck Pond – this one is personal. I also need a level path to be able to really see the Japanese Gardens. I have heard these gardens are beautiful and I have not been able to access them!

Thank you
Leda Shapiro
Ashland

I support an ACC proposal to provide a bicycle and walking lane on windburn lane! Esther Goldberg

Streets 4 Everyone
Safer Streets, Less Traffic, a Happier Ashland

To: Ashland Parks and Recreation Commission & Transportation Advisory Committee
From: Streets for Everyone
Date: November 26, 2025
RE: Proposed changes to Winburn Way

Streets for Everyone, an Action Team of the Ashland Climate Collaborative, is pleased to have an opportunity to provide input on APRC's proposed changes to

Winburn Way. The mission of Streets for Everyone is to make Ashland more livable by promoting walking, biking, and public transportation.

We have reviewed APRC's five options to improve Winburn Way. We believe that by drawing off the best features of each, it is possible to improve Winburn Way in ways that: 1) meet the needs of all Lithia Park users, 2) minimize costs, 3) fulfill APRC's primary objective "to reduce speeds and improve safety for pedestrians and bicyclists," and 4) compliment Lithia Park itself by making it a better, more enjoyable and safe place for everyone.

We recommend that APRC utilize the city's street standards (Development Code 18.4.6.040.F) for "neighborhood streets with parking on one side." This standard is consistent with Winburn Way's:

1) 30-foot wide curb-to-curb width, and
2) trraffic volume of roughly 1,000 motor vehicles per day.

This recommendation also leaves room within the curb-to-curb distance to create a safe pedestrian space (instead of the five- to six-foot wide sidewalks as shown in the road standards table below).

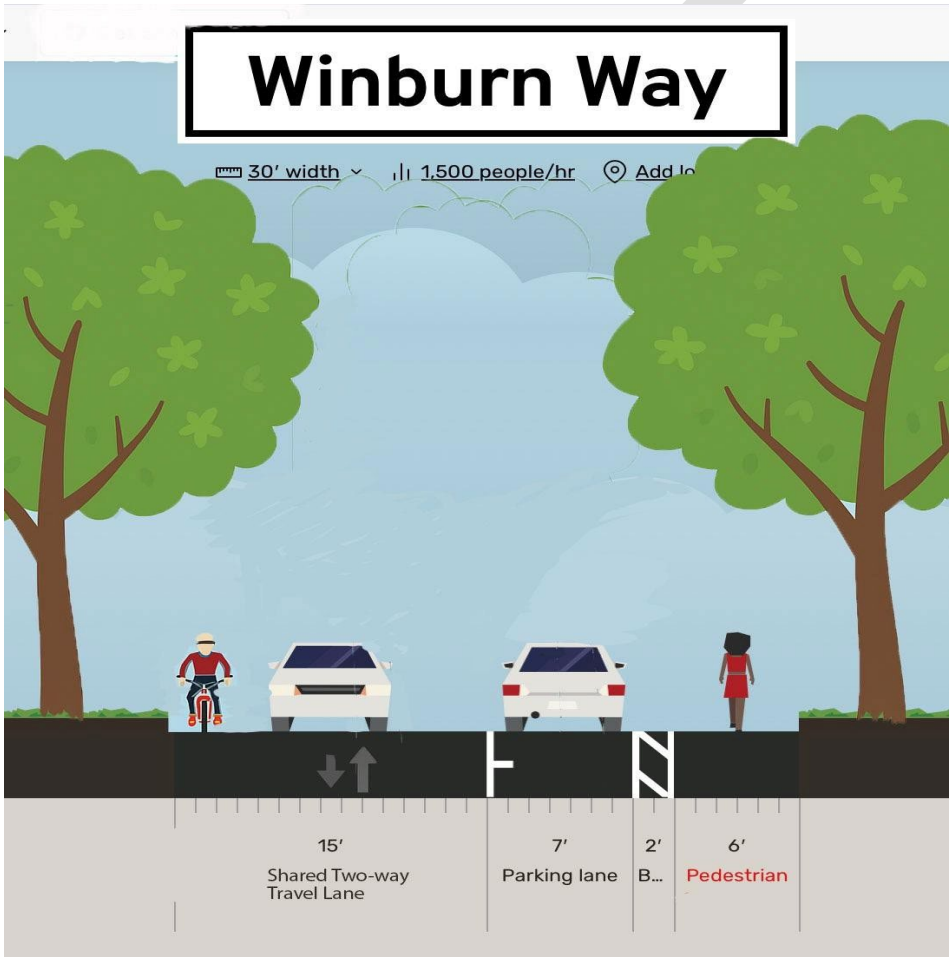
TYPE OF STREET	AVERAGE DAILY TRIPS (ADT)	RIGHT-OF-WAY WIDTH	CURB-TO-CURB PAVEMENT WIDTH	WITHIN CURB-TO-CURB AREA				CURB on both sides	PARK-ROW on both sides	SIDE-WALKS on both sides
				MOTOR VEHICLE TRAVEL LANES	MEDIAN AND/OR CENTER TURN LANE	BIKE LANES on both sides	PARKING			
Neighborhood Street	less than 1,500				NA	NA 3				
Parking One Side		47'-51'	22'	15' Queuing			7'	6"	5'-8'1	5'-6'
Neighborhood Street										
Parking Both Sides		50'-57'	25'-28'	11'-14' Queuing			7'	6"	5'-8'1	5'-6'

Development Code table 18.4.6.040.F.

Utilizing the Code's dimensions for a neighborhood street with parking on one side allows: 1) a single shared 15-foot travel lane, 2) a seven-foot wide parking lane on one side, and 3)an eight-foot wide paved pedestrian walkway (15'+7'+8'=30').

Converting Winburn Way into a neighborhood street with parking on one side is a perfect fit, given the Commission's objectives expressed during their August 27 Open House, the lack of funding for the construction of sidewalks, the 30' pavement width and low daily traffic volumes on Winburn Way This design will maintain two-way traffic, provide for motor vehicles, bicycles, and pedestrians and, importantly, have a positive impact on the Lithia Park environment. It will also allow people walking and people using wheelchairs to conveniently access (and move between) important Lithia Park locations (the Butler Bandshell, Butler Perozzi Fountain, Japanese Garden, and Upper Duck Pond).

Included below is Streets for Everyone's recommended cross-section. We believe it integrates the best of the APRC's options.



The parking lane shown above should be reserved for persons with disabilities, and provided at multiple locations (the Butler Bandshell, Japanese Garden, and Upper Duck Pond). These parking spaces will improve access to the park for persons with

disabilities, while also serving as a physical protection for pedestrians. The construction of raised crosswalks at these same locations—proposed by APRC at the Open House—would enhance the user experience, improve accessibility, and reduce traffic closer to the 15 mph posted maximum speed limit.

Currently, more than 72 percent of people driving automobiles on this section of Winburn Way exceed the posted speed, according to the city's speed study conducted between July 30 and August 7. Traffic calming will make Winburn Way more harmonious with the Lithia Park environment while causing little or no inconvenience for auto drivers.

A two-way 15-foot travel lane—which would only exist where handicapped accessible parking is provided—is sufficient to allow vehicles of average width (i.e., less than six feet) to pass one another safely. There are many streets in Ashland with parking on one or both sides of the street, where people driving automobiles need to share the travel lane with oncoming traffic. Table 1, below, includes a sampling of streets with an approximate 15-foot shared travel lane.

Table 1. - Streets with an Approximate 15-foot Shared Travel Lane

Street Name	Curb to Curb Width	Parking (one/both sides)	Net Travel Lane Width
Hargadine	18' 6"	One	11' 6"
Hargadine	29' 10"	Both	15' 10"
Pioneer (above OSF)	29' 6"	Both	15' 6"
Orange	21' 9"	One	14' 9"
Vista	19' 10"	One	12' 10"
Morton	28'10"	Both	14' 10"

The proposed design has been proven to be very safe throughout the city. Traffic calming, coupled with the 15 mph speed limit, will change the character of Winburn Way from a “car” street into a multi-functional paved “way” for all.

Thank you for the opportunity to join with you in making Ashland and Lithia Park better for everyone. We’d be happy to discuss our recommendations further. We can be reached at SFE@ashlandclimate.org.

Respectfully submitted,

The Streets for Everyone Action Team
Aaron Michalson, Mike Vergeer, Sharon Dohrmann, Thor Morris, and Gary Shaff

Hi Rocky,

In the Sept. 18 Transportation Advisory Committee meeting you attended and presented at, you stated there is about $250k in the budget for improvements to Winburn Way. I’m trying to understand how the decision was made to prioritize striping within the roadway over creating a true park asset: a pathway outside the travel lane that can safely accommodate pedestrians, especially dog walkers. The APRC DogFriendly Parks & Areas Policy (2015 Revision), Sec. II(B), limits dogs to paved paths, sidewalks, parking lots, or within six feet of those paved surfaces. It seems entirely reasonable to adjust that six-foot buffer to match a thoughtfully designed pathway. A path of that sort should fit well within the $250k, while still leaving room for pedestrian signage, speed limit signage, and the ADA parking space and ramp. That is a substantial budget, particularly if it is not consumed by redesigning the Y intersection, which could be addressed more elegantly once Granite is re-engineered and repaved after the WTP work is completed.

Rocky, in all honesty, it appears you are pushing ahead into two significant errors. First, the TAC was not included in the site visit to Granite and Winburn and was not brought back into the conversation once you developed this intersection plan. Second, the TAC clearly recommended Option 0, yet you did not call for a vote, as you yourself noted in the upcoming APRC meeting packet, and you are proceeding toward Option 1b anyway. Furthermore, the public opinion survey stated that 78% of respondents favored doing nothing on Winburn. Placing these as action items now risks forcing votes on both without the appropriate process and without the necessary checks on the Director’s authority.

Can you help me understand the urgency? Are you disregarding, or simply unfamiliar with, the process that ensures TAC and public input are fully incorporated? The intent here is to keep Parks out of trouble and to reach the best outcome for Ashlanders, not to serve APRD or APRC as institutions. Please take a moment to explain your

motivations and justifications so the community can have confidence in both the process and the result.

Thank you, Nick

This form provides the opportunity for citizens to submit comments to Ashland Parks and Recreation Commissioners. Your comment will become part of APRC's public record.

Full Name	Zahara Solomon
Email	
Subject	Road redesign
Message	Don’t change the road in the park! Leave it alone, you have been recommended to leave it alone. Don’t mess it up!
Upload your file	*Field not completed.*

www.AshlandParksandRec.org
340 South Pioneer Street
Ashland, Oregon 97520
541.488.5340

MINUTES FOR PARK COMMISSION RETREAT
PROS Plan – Strategic Goals Review
December 10, 2025
Council Chamber, 1175 E Main – 6:00 PM

Commissioners Present: Adams, Bachman (Chair), Gardiner, and Weiner
Staff Present: Director Houston, Deputy Director Dials, Division Manager – Senior Division Mettler, Executive Assistant Mero
Absent: Commissioner Landt

I. **CALL TO ORDER** – Chair Bachman called the meeting to order at 6:00 PM

II. **ROLL CALL** – Commissioners Gardiner, Weiner, Bachman (Chair), and Adams present

III. BUSINESS

1. **PROS Plan – Strategic Goals Review** – Director Houston (add slides from presentation at the end of the brief)

SUMMARY – The objective of this Park Commission retreat is to review the draft strategic goals for the Parks, Recreation, Open space, & Senior services (PROS) plan. The draft strategic goals were developed based on the information gathered through the PROS planning process to ensure the Ashland Parks and Recreation Department (Department) meets the community's recreational needs over the next six years. A summary of this information can be found on the City Website on the Parks and Recreation Page:

- Presentations & Meeting Summaries | Ashland, OR

The following key themes influenced the draft goals:

- The City's adopted vision, values, and City Council's priorities.
- The Department's mission, vision, and values.
- The community's input on how we are doing today and what they value for the future of our parklands and programs.
- Ashland has a robust parks, trails, and recreation programming system that leads our peers in Oregon and nationally.
- Funding and resources are forecasted to be constrained over the next 5 years.

- The Ashland Parks system is older and in need of major maintenance to ensure it can continue to be safe and meet the community's recreational needs.
- The changing demographics and livability needs of the community.
- The need to stay engaged with the community as the plan is implemented.

The following draft strategic goals are designed to be broad, impacting all Parks and Recreation divisions and programs. As such, the accompanying objectives and actions will address multiple programs and divisions. The draft strategic goals are:

- Barrier-Free Parklands
- Parks Build a Strong Community
- Innovation for the Future
- Protect the Natural Environment

POLICIES, PLANS & GOALS SUPPORTED - The adopted Department Work Plan identifies the development of the PROS Plan.

FINANCIAL CONSIDERATIONS - This is an informational item. Future adoption of the PROS Plan will impact future budget development, based on the strategic direction it provides the Department.

PROPOSED ACTIONS OR MOTION(S) - This is an informational item. Staff is seeking input on the draft strategic goals.

ATTACHMENTS - Draft Parks, Recreation, Open space, & Senior services Plan strategic goals

PREPARED BY: Rocky Houston

Attachment:

Strategic Direction

Overview

The PROS plan strategic direction is supplied by the framework of the goals and objectives. The goals were developed by analyzing the department's mission, vision and values; the community values that came from the community engagement; and the forecasted resources and department capacity. Plan goals were also influenced by the Ashland Comprehensive Plan, and the Park Commission's adopted

plans and polices. Each goal has several objectives identified to assist in assessing progress in meeting the goal and articulate core actionable items.

City of Ashland Vision Statements for Success

- Ashland is a resilient, sustainable community that maintains the distinctive quality of place for which it is known
- We will continue to be a unique and caring city that stresses environmental conservation, fosters artistic expression, and is open to new ideas and innovation
- We will plan and direct our efforts to fulfill this Vision for the long term with a constant view toward being an open, welcoming community for all with a positive economic future

City of Ashland Values

- **Community**
    - Community affordability, including available housing and childcare
    - Belonging through mutual respect and openness, inclusion, and equity
    - Quality of life that underpins the City's economic vibrancy
    - Environmental resilience, including addressing climate change and ecosystem conservation
    - Regional cooperation, including in support for public safety and homelessness

- **Organization**
    - Respect for the citizens we serve, for each other, and for the work we do
    - Excellence in governance and city services
    - Sustainability through creativity, affordability, and rightsized service delivery
    - Public safety, including emergency preparedness for climate change risk
    - Quality infrastructure and facilities through timely maintenance and community investment

City of Ashland Council Priorities

The 2025-2027 Budget aims to address the City Council's budget priorities within current resources as outlined at the City Council retreat on March 1, 2025.

- **Livability**, including a focus on Community character and community amenities, reliable utility services, progressiveness in rate structures and support for attainable housing;
- **Risk Reduction**, including Wildfire risk reduction and CEAP (Climate Energy Action Plan) execution;
- **Economic Development**, including development of eco-tourism related accomplishments like trails, and ensuring City processes such as planning are supportive of attracting new business and supporting those already here;
- **Efficient and Effective Government**, including equity of access, customer focus, transparent and frequent communication, strong regional partnerships, use of technology, execution of maintaining City facilities and public infrastructure.

Department Mission, Vision and Values

The PROS plan is informed by the department's mission, vision and values and the City of Ashland's vision, values and Council priorities.

Mission

> *The mission of the Ashland Parks and Recreation Department is to provide and promote recreational opportunities and to preserve and maintain public lands.*

Vision

> *We build community through people, parks and programs.*

Values

- ***Community***
  - We value the cultural, social, and ecological diversity of our community.
- ***Education***
  - We believe that learning improves our quality of life.
- ***Pride in Work***
  - We are inspired to do better and be better.
- ***Stewardship***
  - We are grateful to be entrusted with public lands.

Goals

The PROS plan identifies four goals supported by the community engagement and community values that came from that engagement. Each goal identifies objectives to help implement the goal over the plan's life. Each objective will identify action items to complete to implement the objective and further the goal's implementation.

Goals Focused on Strategic Framework (i.e. programs and operations integrated into each goal)

- **Barrier Free Parklands**
  Provide a diverse system of parklands and programs that are equitably distributed, accessible to all users, and guided by an engaged community.

- **Parks build a strong community**
  Provide an interconnected system of parklands and programs that offers a wide variety of year-round opportunities and experiences that support and enhance the city's livability and economic vitality.

- **Innovation for the Future**
  Preserve parklands for future generations by proactively funding, restoring, and maintaining an accessible and resilient system that provides an essential public service that contributes to the city's vitality.

- **Protect the Natural Environment**
  Protect and enhance the natural beauty of the city by maintaining and promoting a vibrant system of parks, natural areas, and trails that are sustainably design, preserve various types of habitat, and are resilient to fire and/or other climate changes.

Objective & Action Examples by Goal

To assist in conceptualizing how we will integrate the strategic goals with objectives and actions to implement the goals, we have the following example objectives and actions for each goal.

Note: These objectives and actions are not the complete list of objectives and actions that will be in the draft PROS Plan.

- **Barrier Free Parklands**

Objective: Ensure parklands and facilities are safe & accessible
    Action: Integrate capital projects that are linked to parkland and facility condition assessments.
    Action: Develop an ADA transition plan.
    Action: Assess parklands and facility conditions routinely to ensure that they are safe and accessible.
Objective: Support and advance diversity, equity, inclusion, and access (DEIA) to parklands and programs.
    Action: Have scoring rubric for capital improvement plan with DEIA element.
    Action: Implement signage and other information sources in Spanish and/or other languages as identified.
Objective: Reduce financial barriers to use of programs and parklands
    Action: Implement a cost recovery policy.
    Action: Develop a resident vs non-resident fee structure.
    Action: Partner with organizations to develop scholarships or other fee reduction options for vulnerable populations.
    Action: Develop or promote events that are free or low cost.

- **Parks build a strong community**

Objective: Promote and Develop a welcoming trail system
    Action: Develop a broad range of connected trails
    Action: Develop and promote trail programming to introduce trails to new users.
    Action: Improve wayfinding to connect areas of the city to recreation destinations and trail systems.
Objective: Promote and market parks, programs, and events
Objective: Engage with the community and partners
    Action: Complete a bi-annual survey for key metrics
    Action: Partner with local businesses, non-profits, and/or community organizations to host events.
Objective: Develop and operate a park system consistent with community values
    Action: Provide close to home parklands or trails
    Action: Develop a new recreation center and pool complex
    Action: Develop more easy natural surface trails
    Action: Focus capital improvement plan on preventative

maintenance and restoring existing parklands and facilities.

- **Innovation for the Future**

  Objective: Collect data on operations & maintenance by location

  Action: Implement Cartegraph task management software

  Action: Implement financial coding that aligns with locations and programs to track expenses.

  Objective: Develop a sustainable operations and maintenance program

  Action: Develop a routine maintenance management plan

  Action: Manage maintenance levels based on resources and to ensure parklands and facilities are safe.

  Objective: Preserve current parklands and programs through stable and sustainable funding.

  Action: Work with Ashland city Council on funding source(s) for park operations and maintenance, programs, and capital projects.

  Action: Align the capital improvement plan to prioritize preventative maintenance and major maintenance projects.

  Action: Enhance partnerships, adopt-a-Park, or other initiatives or volunteerism and/or partnerships to help address routine maintenance tasks

- **Protect the Natural Environment**

  Objective: Create parklands that are climate resilient

  Action: Manage parklands to reduce wildfire risk

  Action: Plan and develop parklands reduce water, energy, or other resources

  Objective: manage parklands and facilities sustainably

  Action: Consider long-term operational costs in addition to construction cost on all capital repairs or enhancements

  Action: Consider materials and transportation to reduce carbon footprint or renewable resources.

  Objective: Prioritize natural areas scenic and habitat when providing outdoor recreation and natural areas.

Do the goals resonate with the Commissioners at a gestalt level?

- No, they do not resonate. Don't line up with the PROS Plan. This process isn't a retreat. Not inclusive. Doesn't like the set up. Super frustrating.
- The goals are missing the main elements that have been discussed for the last five to 10 years, such as the Daniel Meyer Pool (DMP)and adding rectangular sports fields. Confusing.
- How does the DMP fit into this plan? A: It could be an objective or an action according to this process. Want to focus on the big picture, not the minutia. Wanted to test out the broader goals. Agreed the setting is not conducive to open dialogue, but we're having dialogue.
- Process can't be fixed right now, but can be altered going forward.
- Third time doing this process, this is the least inclusive. Noted the DMP could be stuck pretty much anywhere in the goals. They are more like values. Should be more specific as a strategic plan.
- Trying to get Director's operational needs connected to Commission's policy charge. This high-level bit should be renamed. At some point the Director will be held accountable for what he has achieved.
- Currently no money for the pool. The goals as stated move away from specific achievements. Top three takeaways from the community survey are maintain what we have, build more trails, and build more sports fields.
- Survey results also indicated maintaining the pool but don't expand it.
- Houston: The plan could be altered, made more focused when the Commissioners prioritize the goals. Two things going on here. 1. The work plan aspect and 2. how to communicate our priorities to the community.
- Doesn't see how the goals are ten-year goals. Maybe 1 or 2 but not ten. More of a work list. The pool is a likely candidate for a ten-year plan. Concerned about the process. How did it develop. Did you involve your team with white board and brainstorming? That will inform the process.
- Houston: I came up with the initial list of goals. Met with my senior leadership team for input - feedback. Brought it to the Commission. Trying to feather the goals in with the City's priorities. The City is also going through a strategic plan process; the Parks plan will be integrated with the City's plan.
- Staff were given a couple of options. They chose the broader goals approach.
- What about the ADA transition plan? A: It is based on mandated standards for ADA compliance.
- Need a transition plan. How long would it take to implement said plan to be in full compliance? A: It will never happen because things change so rapidly.
- Exactly. Focus on the three things previously mentioned.
- Wrapping ourselves into pretzels trying to fit ourselves into the City's vision, priorities, etc. Sees the PC creating a plan/model. The proposal doesn't have

any guts to it. Need to address the items the community prioritized in the PROS process.

- This PROS Plan is taking the long view. Took exception to pretzel statement. We are a department of the City. As such need to pay attention to the City's viewpoint, plans, visions, etc.
- Strategic goals are present in the City's list of goals. Disagree with taking a new pool off the list of goals.
- The Council has good strategic goals like Livability.
- Yes that's what comes out of a process developed together.
- Doesn't feel like the results of the PROS Plan community engagement are represented. Would like to show the community that we are following up on what was gleaned from the process.
- Houston is hearing that Commissioners want more engagement in the process. Suggested changing rooms to make it a more inclusive, collaborative process the next January 7 meeting. Bring back the goals and add in service level goals.
- Clarification that an inclusive process would involve taking a closer look at the PROS survey results, shouting out options, putting dots on white boards or note pads, then together picking goals because that is the Commissioner's job. Doesn't want Houston to create and bring another list.
- May need to add an extra retreat to get this right. Is that possible? A: Yes.
- There is no drop-dead date for this Plan.
- Most of us weren't involved in creating this presentation. Appreciates all the work that went into it, but sees a disconnect in this plan with the work done to gather the community feedback. How to move forward with the presented list is not clear.
- Need to set a different date, different time for the goal setting retreat. Four hours minimum, with panels, history of goals (last set only) to create a list of actionable items, objectives, and goals.
- Need to keep in mind that this is a ten-year plan. Would like to come out with five areas (not ten) to focus on strategically that will keep moving us forward for ten years. Different from a 2-year business/work plan.
- Public perception of what came out of the community engagement for the PROS plan is different from this process which is concerning.
- We will educate the public.
- Houston: the plan is bigger than the four goals presented. Weave things together to tell the tale. Lots of other elements to the PROS Plan. Will work with council.

- Chair Bachman will meet with Houston next Monday to start planning the next retreat.
- Service level goals can change like go to zero? A: Yes
- Ashland has more people over the age of 50 than the County? A: Yes
- Should compare apples to apples regarding acres of park land per resident A: We can make that adjustment. Benchmarks show where we are compared to cities of our size across the nation but that doesn't address if we're meeting our community's needs.
- Were the PROS Plan Survey respondents all community members? A: No
- For Houston's proposed strategic goals he wanted to have less than a handful that were not siloed out.
- How will tonight's discussion build into next month's discussion on service level goals? A: Service levels will change over time based on population change. For example, following a suggestion to add 20 acres to parklands to meet the community's request for additional sports fields.
- For sports fields we might want to increase service levels to meet community needs? A: Yes
- Croman Mills development introduced as a new population center. A range might be better than a set number.
- We might change the type of recreation programs we offer which could drive focus to different areas of town. When there is a lack of participation (youth sports for example) we have to look at why. Wrong programs? Lack of interest? Not enough youth?
- Long term financial future is unknown. Currently facing budget shortfalls for the next several years.
- We need to talk about which budget items are mandated what we can't touch.
- Many mandates are around facilities. Unfortunately, services and programs are the most discretionary.

IV. UPCOMING MEETING DATES

1. Park Commission PROS Plan – Service Level Goals Review January 7, Council Chamber 6:00 PM Will have to be rescheduled talk about when, where, how. Weekend. Cancel the 7? TBD
2. Ashland Senior Advisory Committee January 12, Senior Center 3:30 PM
3. Park Commission Business Meeting January 14, Council Chamber 6:00 PM
4. Recreation Division Advisory Committee January 15, the Grove 3:30 PM
5. Trails Advisory Committee January 21, the Grove 4:00 PM

V. **ADJOURNMENT** – Chair Bachman adjourned the meeting at 7:46 PM

Respectfully submitted by Nancy A. Mero, Executive Assistant

ASHLAND | OREGON
Park Commission

www.AshlandParks&Rec.org
340 South Pioneer Street
Ashland, Oregon 97520
541.488.5340

Better Together

REGULAR BUSINESS MEETING
AGENDA BRIEF

January 14, 2026

Agenda Item	VII. Consent - Ashland Senior Advisory Committee Appointments	
Presenter	Jim Bachman	Commission Chair
Item Type	Action ☒ Information ☐	

SUMMARY

The Ashland Senior Advisory Committee (ASAC) currently has two open seats and one member seeking reappointment for a third seat. Ashland Parks and Recreation Department (APRD) advertised the openings from November 7 to November 17, 2025. Two applications were received.

APRD Staff scheduled interviews for the two candidates. The interview panel consisted of Division Manager Natalie Mettler, ASAC Chair Debra Johnson and ASAC Vice Chair John Engelhardt. The panel asked the candidates four questions matching those used for the most recent candidate screening done by the Recreation Division Advisory Committee (RDAC) and the Trails Advisory Committee (TAC) during 2025. The interview panel members discussed each candidate confidentially after each interview.

Current ASAC member Noriko Toyokawa has completed one term of service and would like to serve for a second term.

The following recommendations will establish three appointments with four-year terms.

Name	Term End date
Cheri Theobald (first term)	12/31/2030
Gib Acuña (first term)	12/31/2030
Noriko Toyokawa (second term)	12/31/2030

Brief introduction to each recommended new ASAC member:

Cheri Theobald: 300-hour Certified and Registered Yoga Teacher, Bookkeeping Skills Certificate from Cabrillo College, AA Degree in Liberal Arts from Fresno City College. Cheri has served as the Gentle Yoga instructor at Ashland Senior Center since 2020. She also teaches Chair Yoga and occasional specialized workshops at Ashland Senior Center. She is passionate about supporting seniors in the Ashland community by promoting health, wellness and inclusion.

Gib Acuña: AA Degree from El Camino College. Since 2014 Gib has volunteered as a meal delivery driver for the Food & Friends program that operates out of Ashland Senior Center; he remains active in this role. He has also volunteered as a driver for the Community Volunteer Network's Call-A-Ride program, for CASA (Court Appointed Special Advocates for Children), and as a caregiver for seniors. He is a Vietnam War veteran. He is passionate about extending supportive services for seniors in our community, particularly those who are homebound.

POLICIES, PLANS & GOALS SUPPORTED

The appointment of ASAC members facilitates the objective of having an engaged community assisting the Park Commission in meeting the needs of the community's older adults.

FINANCIAL CONSIDERATIONS

There are no financial impacts to this action. The action will require additional staff time to manage the committee and public meetings.

PROPOSED ACTIONS OR MOTIONS

Motion to appoint the three recommended ASAC members to serve a four-year term.

ATTACHMENTS None

PREPARED BY: Natalie Mettler

ASHLAND | OREGON
Park Commission

www.AshlandParksandRec.org
340 South Pioneer Street
Ashland, Oregon 97520
541.488.5340

Better Together

REGULAR BUSINESS MEETING
AGENDA BRIEF

January 14, 2025

Agenda Item	VI2. Consent - Recreation Division Advisory Committee Appointment	
Presenter	Jim Bachman	Commission Chair
Item Type	Action ☒ Information ☐	

SUMMARY

The Recreation Division Advisory Committee (RDAC) currently has one open seat. Ashland Parks and Recreation Department (APRD) advertised the openings from November 7 to November 17, 2025. One application was received from Rick Vann.

APRD Staff had previously interviewed the candidate during recruiting in February of 2025. The interview panel consisted of Deputy Director Rachel Dials, Recreation Supervisor Lonny Flora, and Cori Grimm who was the RDAC Committee Chair at the time. The panel asked the candidates four questions matching those used for recent candidate screening done by the Ashland Senior Advisory Committee (ASAC) and the Trails Advisory Committee (TAC) during 2025. Rick Vann was not selected in the February 2025 recruitment but has re-applied for the recent RDAC vacancy. The City of Ashland Recorder has verified that since there are no other applicants and candidate has interviewed recently, re-interviewing the candidate is not necessary.

The following recommendations will establish one appointment with four-year term.

Name	**Term End date**
Rick Vann	12/31/2030

Brief introduction to Rick Vann based on February 2025 interview and most recent application:

Rick Vann

- BS in Marketing, San Diego State University
- Experience in Hospitality/Service Industry including Marketing, Management
- Ran for position with APRC, pickleball player, creating non-profit focusing on intergenerational programs
- Available for day/evening meetings
- Radio host, volunteer instructor w/ OLLI

POLICIES, PLANS & GOALS SUPPORTED

The appointment of RDAC members facilitates the objective of having an engaged community assisting the Park Commission in meeting the needs of the community's recreational needs.

FINANCIAL CONSIDERATIONS

There are no financial impacts to this action. The action will require additional staff time to manage the committee and public meetings.

PROPOSED ACTIONS OR MOTIONS

Motion to appoint the recommended RDAC members to serve a four-year term.

ATTACHMENTS None

PREPARED BY: Lonny Flora

ASHLAND | OREGON
Park Commission
www.AshlandParksandRec.org
340 South Pioneer Street
Ashland, Oregon 97520
541.488.5340

Better Together

REGULAR BUSINESS MEETING
AGENDA BRIEF

January 14, 2026

Agenda Item	VIII1. Election of Chair/Vice Chair	
Presenter	Jim Bachman	Park Commission Chair
Item Type	Action ☒ Information ☐	

SUMMARY

The Ashland Park Commission (PC) elect's officers at the first regular business meeting of the calendar year. Commissioners will nominate PC members for the positions of chair and vice chair. A vote for each position will be conducted by the current chair. Upon conclusion of the voting, the chair elect will run the remainder of the meeting.

POLICIES, PLANS & GOALS SUPPORTED

City Charter XIX.

FINANCIAL CONSIDERATIONS

Not applicable

PROPOSED ACTIONS OR MOTION(S)

Nominate and vote to select a chair and vice chair for calendar year 2026.

ATTACHMENTS

None

PREPARED BY: Nancy A. Mero, Executive Assistant

ASHLAND | OREGON
Park Commission
www.AshlandParksandRec.org
340 South Pioneer Street
Ashland, Oregon 97520
541.488.5340

Better Together

REGULAR BUSINESS MEETING
AGENDA BRIEF

January 14, 2026

Agenda Item	VIII2. 2026 Park Commission Liaison Appointments	
Presenter	Jim Bachman	Park Commission Chair
Item Type	Action ☒ Information ☐	

SUMMARY

The Ashland Park Commission reviews liaison needs and makes appointments annually at the first regular business meeting of the calendar year.

POLICIES, PLANS & GOALS SUPPORTED

City Charter XIX

FINANCIAL CONSIDERATIONS

None

PROPOSED ACTIONS OR MOTION(S)

Move to approve the 2026 Park Commission Liaison Appointments.

ATTACHMENTS

2025 Park Commission Liaison Appointments

PREPARED BY: Nancy A. Mero, Executive Assistant

ASHLAND | OREGON
Park Commission

www.AshlandParksandRec.org
340 South Pioneer Street
Ashland, Oregon 97520
541.488.5340

Better Together

REGULAR BUSINESS MEETING
AGENDA BRIEF

January 14, 2026

Agenda Item	VIII3. Oak Knoll Golf Course Annual Report	
Presenter	Kevin Caldwell Brian Weaver	Parks Division Manager Golf Course Manager
Item Type	Action ☐ Information ☒	

SUMMARY

Parks Division Manager Kevin Caldwell will give a presentation for the 24/25 year for the Oak Knoll Golf Course. The presentation will include:

- Revenue and Rounds of Golf
- Irrigation Costs
- Status of the Driving Range and Replacement
- Golf Tournaments
- Current and Future Challenges

PREPARED BY: Kevin Caldwell, Parks Division Manager

ASHLAND | OREGON
Park Commission
www.AshlandParksandRec.org
340 South Pioneer Street
Ashland, Oregon 97520
541.488.5340

Better Together

REGULAR BUSINESS MEETING
AGENDA BRIEF

January 14, 2026

Agenda Item	VIII4. Winburn Way Safety	
Presenter	Kevin Caldwell	Parks Division Manager
Item Type	Action ☒ Information ☐	

SUMMARY

Staff reviewed roadway designs for Winburn Way and ADA accessibility plans near the Japanese Garden at the January 8, 2026, Study Session. Staff were directed to:

- **Develop a third design for Winburn Way:** This option to include the decomposed granite (DG) path but exclude the center line.
- **Revisit 2024 ADA plans:** Include an alternative option previously reviewed by the PC in 2024.

During the study session, questions arose regarding whether the proposed designs meet current ADA standards. We have identified four potential sets of specifications that can apply to park improvements:

1. **ABA:** Architectural Barriers Act
2. **ADA (2010):** Americans with Disabilities Act
3. **ORAR:** Outdoor Recreational Access Routes
4. **PROWAG:** Public Right of Way Accessibility Guidelines

Staff initially chose ORAR specifications, as they are better suited for natural areas and parks. However, we have requested guidance from Public Works to ensure we are using the most appropriate standards. We hope to include their recommendation in the upcoming presentation.

Attached are two sets of drawings (2024 Plans and 2024 Alternative Plans). These were considered early in the design phase but were not originally pursued due to the extensive construction required to bring the existing paths up to code.

POLICIES, PLANS & GOALS SUPPORTED

This will address the Department Workplan's item number six.

FINANCIAL CONSIDERATIONS

Each option for Winburn Way and any ADA improvements near the Japanese Garden will have associated costs. There is an approved capital budget line item for up to $50,000 to complete this project and other Lithia Park Master Plan items.

PROPOSED ACTIONS OR MOTION(S)

- Move to approve Winburn Way Roadway Design Option 1, 2, or 3
- Move to approve one of the Japanese Garden ADA plans.

If there is no motion, staff requests direction on next steps.

ATTACHMENTS

Winburn Way Roadway Design Options:

- Option 1: No center line with an 8 foot pedestrian path
- Option 2 : Center line with a DG Path
- Option 3: No center line with a DG Path

ADA plans and alternatives:

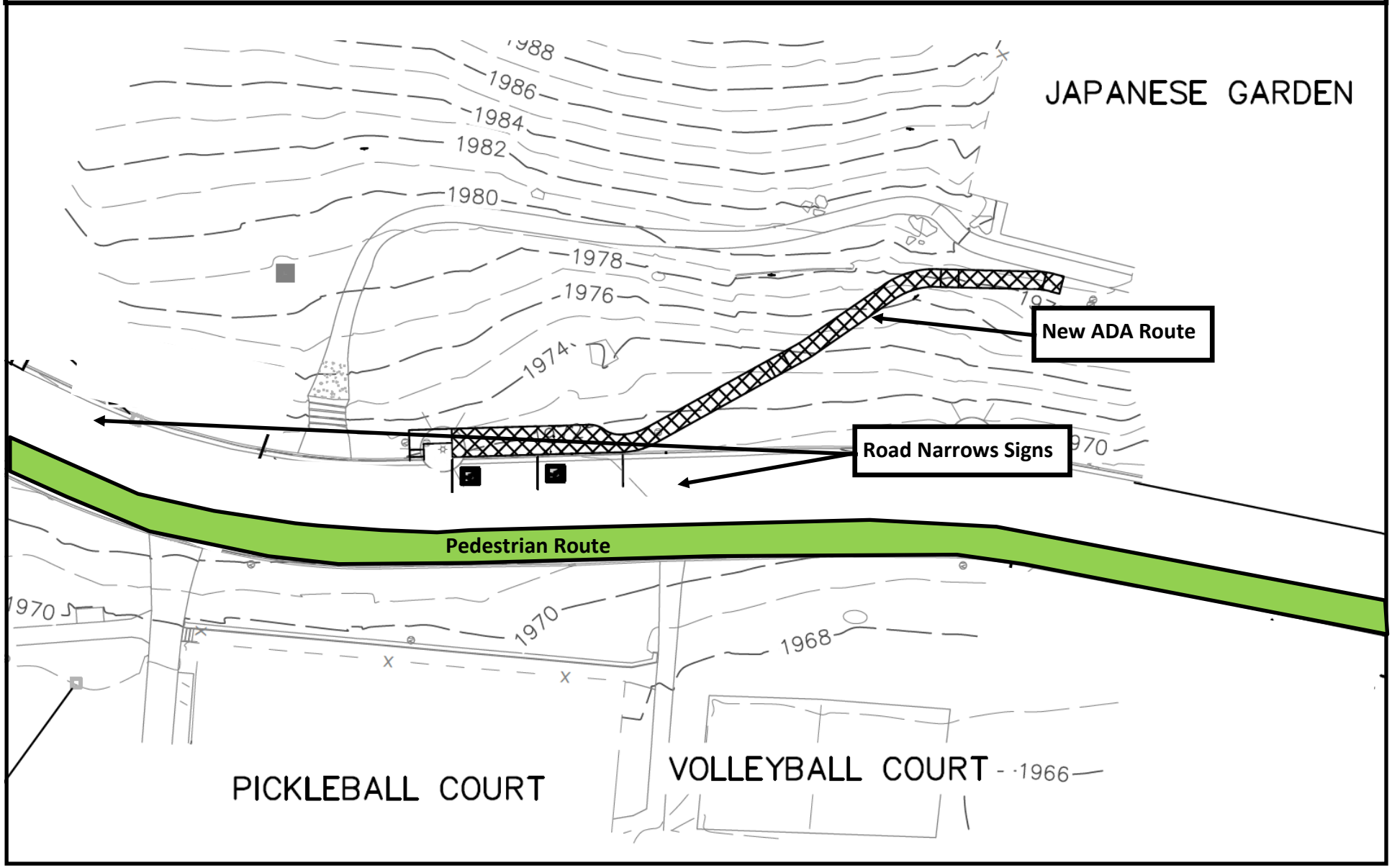
- 2025 plans with a path near the Madrone tree
- 2024 plans that connect into current pathway
- 2024 alternative plans that connect into current pathway

Outdoor Recreational Access Routes (ORAR'S) Summary of accessibility standards for federal outdoor developed areas.

PREPARED BY: Rachel Dials, Deputy Director

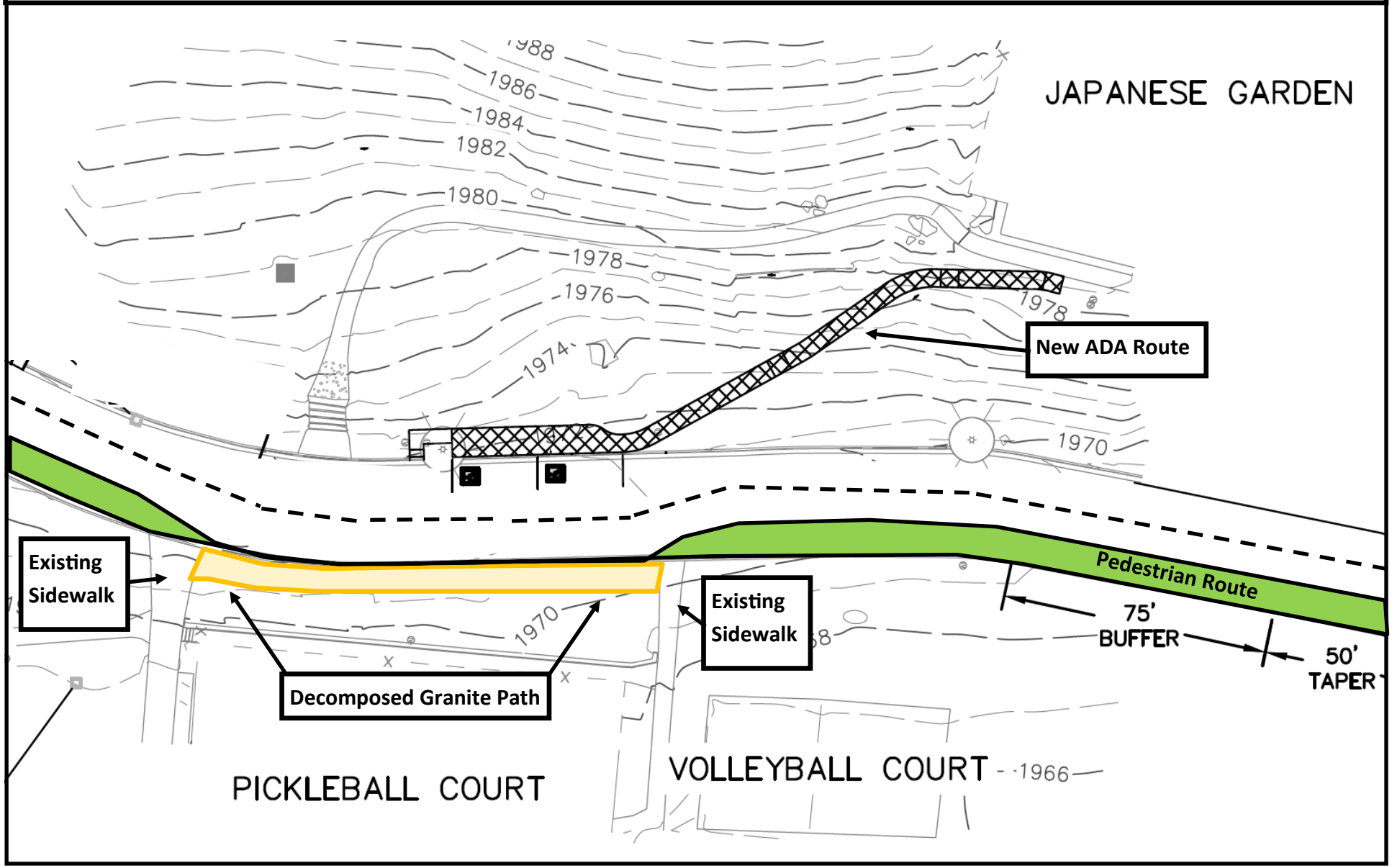
Lithia Park: Winburn Safety Project

No center traffic lines option



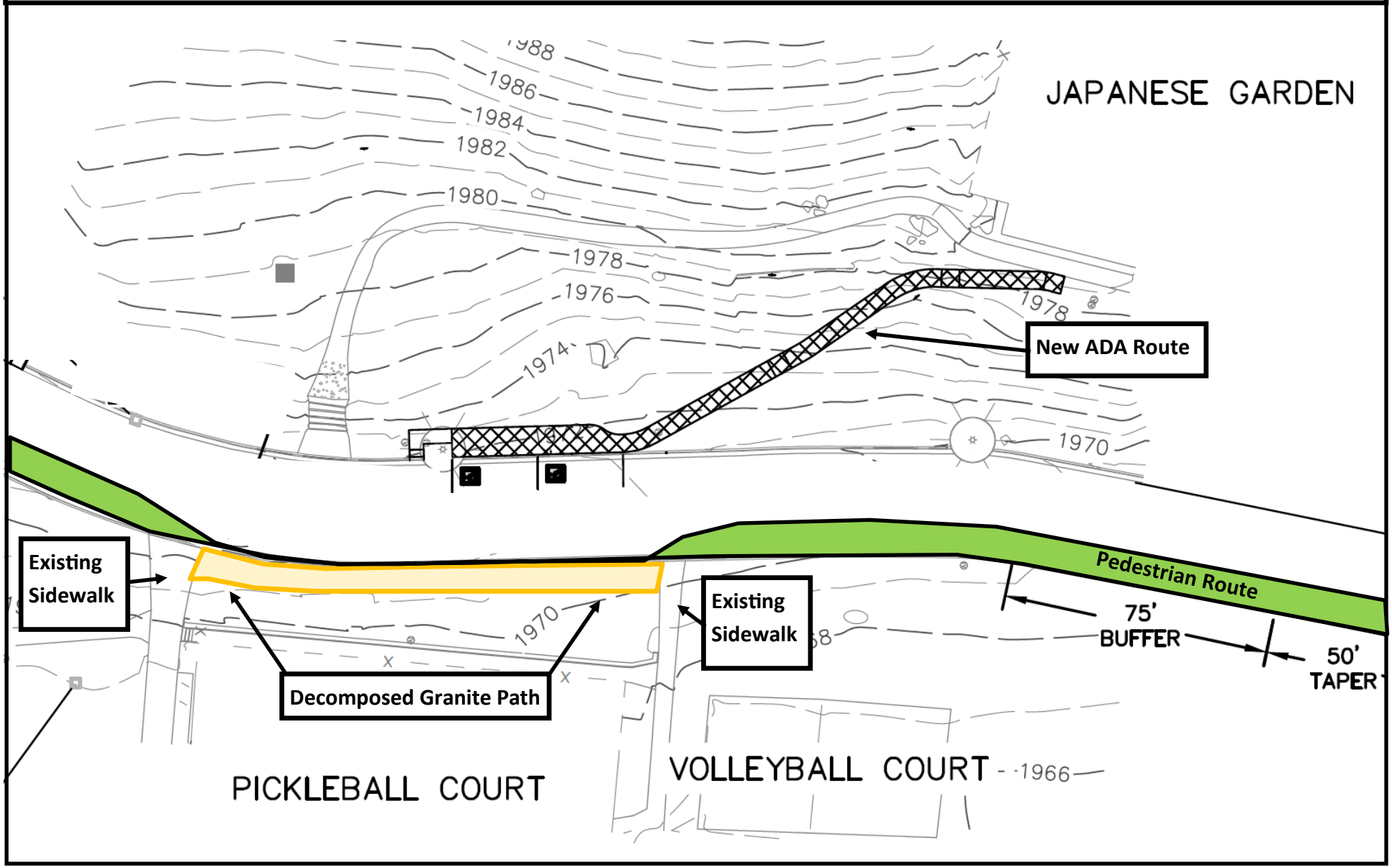
Lithia Park: Winburn Safety Project

Center traffic lines option



Lithia Park: Winburn Safety Project

No Center Line Decomposed Granite Path



LITHIA PARK
ADA & PARKING IMPROVEMENTS
FOR
ASHLAND PARKS & RECREATION DEPARTMENT

EXISTING

- PAVEMENT EDGE
- CURB AND GUTTER
- SIDEWALK EDGE
- CENTERLINE OF ROAD
- SANITARY SEWER LINE
- 4088 MAJOR CONTOUR
- MINOR CONTOUR
- FENCE
- ASPHALT PAVEMENT
- CONCRETE
- GRAVEL
- WATER VALVE
- WATER METER
- POWER METER
- POWER BOX
- IRRIGATION VALVE
- SANITARY SEWER MANHOLE
- STORM SEWER CATCH BASIN
- DECIDUOUS TREE
- CONIFEROUS TREE
- STREET LAMP

PROPOSED

- SIDEWALK EDGE
- 4088 MAJOR CONTOUR
- 4088 MINOR CONTOUR
- ALIGNMENT CENTERLINE
- CONCRETE
- DETECTABLE WARNING SURFACE

BENCHMARK & CONTROL POINTS

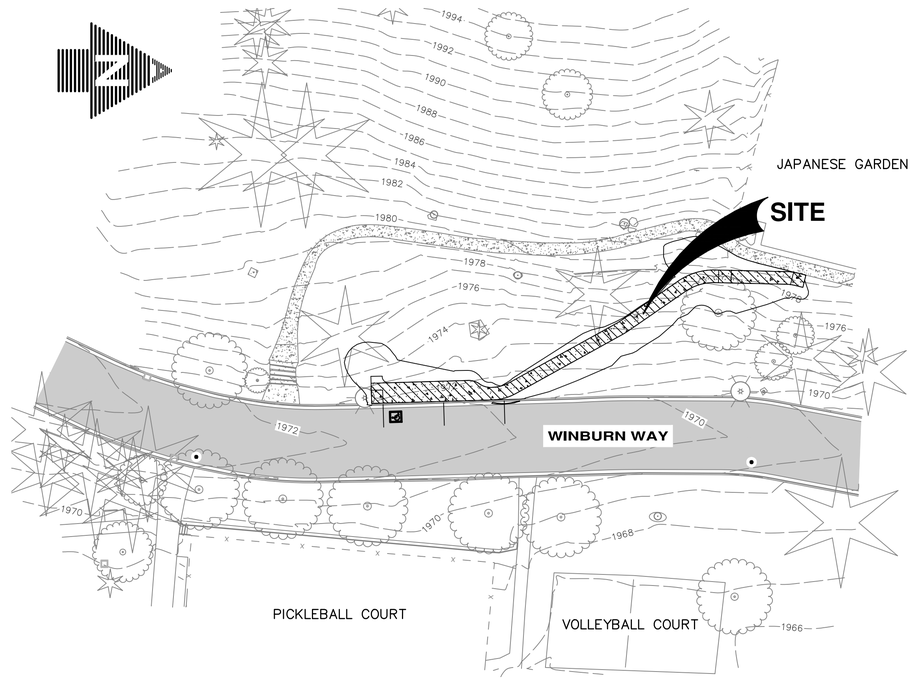
BM BENCHMARK N6
N = 201016.328, E = 4320926.627, EL = 1895.09

#1 1/2" IRON ROD WITH RED PLASTIC CAP "AES CONTROL"
N = 199215.398, E = 4320090.548, EL = 1973.55

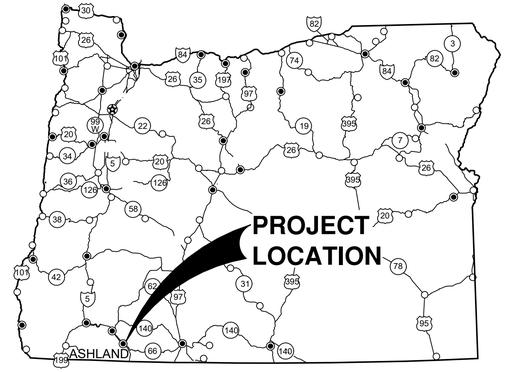
#2 1/2" IRON ROD WITH RED PLASTIC CAP "AES CONTROL"
N = 198945.437, E = 4320185.784, EL = 1968.74

#3 1/2" IRON ROD WITH RED PLASTIC CAP "AES CONTROL"
N = 199180.391, E = 4319943.194, EL = 1997.78

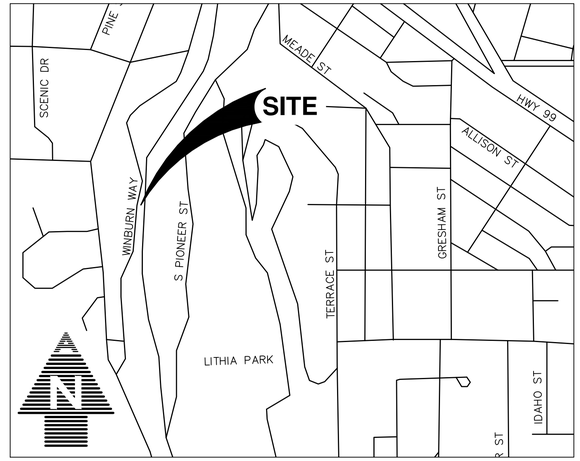
HORIZONTAL DATUM: OREGON STATE PLANE, SOUTH ZONE
VERTICAL DATUM: CITY OF ASHLAND, BASED ON
BENCHMARK N6 ELEVATION = 1895.09



SITE MAP
1"=30'



AREA MAP
(NTS)



VICINITY MAP
NTS

PROJECT CONTACT INFORMATION

OWNER
KEVIN CALDWELL
ASHLAND PARKS & RECREATION DEPARTMENT
340 S. PIONEER STREET
ASHLAND, OREGON 97520
(541) 552-2265

CIVIL ENGINEER
DANIEL SCALAS, P.E., C.W.R.E
ADKINS ENGINEERING AND SURVEYING, INC.
1435 ESPLANADE AVENUE
KLAMATH FALLS, OR 97601
(541) 884-4666

SURVEYOR
KRAIG BLIM, P.L.S.
ADKINS ENGINEERING AND SURVEYING, INC.
1435 ESPLANADE AVENUE
KLAMATH FALLS, OR 97601
(541) 884-4666

UTILITY CONTACTS

SEWER
CITY OF ASHLAND
WASTEWATER DEPARTMENT
JASON ROBUSTELLI
WASTEWATER COLLECTIONS SUPERVISOR
90 N. MOUNTAIN AVE
ASHLAND, OR 97520
(541) 488-5348

WATER
CITY OF ASHLAND
DEAN LEBRET
WATER DISTRIBUTION SUPERVISOR
90 N. MOUNTAIN AVE
ASHLAND, OR 97520
(541) 552-2326

FIRE
ASHLAND FIRE AND RESCUE
455 SISKIYOU BOULEVARD
ASHLAND, OR 97520
(541) 482-2770

POWER
CITY OF ASHLAND ELECTRIC
THOMAS MCBARTLETT
90 N. MOUNTAIN AVE.
ASHLAND, OR 97520
(541) 488-5306

EROSION CONTROL
DEPARTMENT OF
ENVIRONMENTAL QUALITY
811 SW 6TH AVE.
PORTLAND, OR 97204
(503) 229-5876

NATURAL GAS
AVISTA
MIKE SMITH
P.O. BOX 1709
MEDFORD, OR 97501
(541) 858-4728

TELEPHONE
CENTURY LINK
GARY TUCKER
1018 ASHLAND STREET,
ASHLAND, OR 97520
(541) 291-0072

UTILITY LOCATIONS ARE SHOWN FROM BEST AVAILABLE RECORD INFORMATION. CONTRACTOR TO VERIFY LOCATIONS AND DEPTHS. IF LOCATIONS OR DEPTHS CONFLICT WITH DESIGN, COORDINATE WITH THE ENGINEER IMMEDIATELY.

BEFORE EXCAVATING THE CONTRACTOR SHALL LOCATE ALL UNDERGROUND UTILITIES AND STRUCTURES. CALL OREGON 811 UTILITY NOTIFICATION CENTER AT LEAST TWO WORKING DAYS BEFORE EXCAVATING.
SEE ORS 757

LIST OF STANDARD DRAWINGS

RD722	–	SIDEWALK JOINTS AND TRANSITION PANELS
RD902	–	DETECTABLE WARNING SURFACE
RD910	–	PERPENDICULAR CURB RAMP
RD1015	–	INLET PROTECTION
TM800	–	TABLES, ABRUPT EDGE AND PCMS DETAILS
TM855	–	2-LANE, 2-WAY ROADWAYS

SHEET INDEX

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2013
DANIEL B. SCALAS
EXPIRES 6/30/26
DRAFT

No.	REVISION	DATE	BY

LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
COVER SHEET

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING • SURVEYING • PLANNING • TESTING

SCALE	AS SHOWN	DESIGNED BY	AMB
DATE	5/1/2025	SURVEYED BY	AES
SHEET	1 OF 9	DRAWN BY	AMB
PROJ. NO.	3522-04	CHECKED BY	DBS

SHEET NUMBER:

C1

ABBREVIATIONS

AC	ASPHALTIC CONCRETE
ADA	AMERICAN DISABILITIES ACT
BC	BEGINNING OF CURVE
CB	CATCH BASIN
℄	CENTERLINE
COA	CITY OF ASHLAND
EC	END OF CURVE
EG	EXISTING GRADE
EL	ELEVATION
EP	EDGE OF PAVEMENT
(E)	EXISTING
FG	FINISH GRADE
FL	FLOW LINE
GRD	GRADE
IE	INVERT ELEVATION
L	LEFT (REFERRING TO OFFSETS)
LF	LINEAR FEET
MIN	MINIMUM
MH	MANHOLE
MUTCD	MANUAL UNIFORM TRAFFIC CONTROL DEVICES
NTS	NOT TO SCALE
OC	ON CENTER
OCEW	ON CENTER EACH WAY
OS	OFFSET
PC	POINT OF CURVATURE
PCC	PORTLAND CEMENT CONCRETE
PSAR	PUBLIC SIDEWALK ACCESS RAMP
PSI	POUNDS PER SQUARE INCH
PT	POINT OF TANGENCY
PUE	PUBLIC UTILITY EASEMENT
PVI	POINT OF VERTICAL INTERSECTION
R	RADIUS
REQ'D	REQUIRED
RP	RADIUS POINT
ROW	RIGHT-OF-WAY
SD	STORM DRAIN LINE
SDCB	STORM DRAIN CATCH BASIN
SDCI	STORM DRAINAGE CURB INLET
SDMH	STORM DRAINAGE MANHOLE
SE	SOUTHEAST
SF	SQUARE FEET
SSCO	SANITARY SEWER CLEANOUT
SSMH	SANITARY SEWER MANHOLE
SSMH	SANITARY SEWER MANHOLE
STA	STATION
W	WEST
W/	WITH

GENERAL NOTES

1. SURVEY
   1.1. THE CONTROL AND TOPOGRAPHIC MAP WAS COMPLETED USING THE OREGON STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.
   1.2. VERTICAL RELIEF BASED ON THE CITY OF ASHLAND DATUM. BENCHMARK N6 PUBLISHED ELEVATION HELD OF 1895.09 WAS USED TO CONTROL PROJECT ELEVATIONS.
   1.3. ELEVATION CHECK TO NGS BENCHMARK N6.

2. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE CONTRACT DOCUMENTS AND THE OREGON STANDARD SPECIFICATIONS FOR CONSTRUCTION 2024 VERSION, AS MODIFIED BY THE PROJECT SPECIAL PROVISIONS/TECHNICAL SPECIFICATIONS.

3. SURFACE RESTORATION WORK TO BE PERFORMED IS NOT SPECIFICALLY CALLED OUT ON THE DRAWINGS. THE INTENT IS TO RESTORE ALL AREAS ADJACENT TO THE WORK AREA TO AN EQUIVALENT OR BETTER CONDITION THAT EXISTED PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL PERFORM ALL SURFACE RESTORATION WORK AS REQUIRED TO PROVIDE SMOOTH TRANSITIONS FROM THE EXISTING CONSTRUCTION TO THE IMPROVED CONCRETE SURFACE. SEE TECHNICAL SPECIFICATION FOR ADDITIONAL REQUIREMENTS. SURFACE RESTORATION WORK SHALL BE CONSIDERED INCIDENTAL AND NO ADDITIONAL PAYMENT WILL BE MADE.

4. ALL SURVEYING, LAYOUT, AND STAKING SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND SHALL BE PERFORMED BY A LICENSED LAND SURVEYOR REGISTERED IN THE STATE OF OREGON.

5. CONTRACTOR IS RESPONSIBLE FOR SECURING AND MONITORING THE SITE AFTER EACH CONCRETE POUR. ANY CONCRETE DAMAGED OVERNIGHT BY VANDALISM DUE TO UNSECURED SITE OR LACK OF CONTRACTOR MONITORING SHALL BE REMOVED AND REPLACED AT THE SOLE EXPENSE OF THE CONTRACTOR.

6. THE CONTRACTOR SHALL NOTIFY ALL APPLICABLE REGULATORY AGENCIES AND UTILITY OWNERS A MINIMUM OF TWO WORKING DAYS PRIOR TO COMMENCEMENT OF CONSTRUCTION.

7. CONTRACTOR SHALL PROVIDE THE ENGINEER WITH SUBMITTAL ON ALL MANUFACTURED ITEMS FOR REVIEW AND APPROVAL PRIOR TO ORDERING ANY MATERIALS.

8. AN AS-BUILT SURVEY OF THE PROJECT SHALL BE SUBMITTED PRIOR TO FINAL INSPECTION, AND RECORD DRAWINGS SHALL BE SUBMITTED WITHIN 60 DAYS OF THE FINAL INSPECTION FOR ALL PUBLIC IMPROVEMENTS. THE SUBMITTALS SHALL BE IN CONFORMANCE WITH SECTION V OF THE CITY OF ASHLAND ENGINEERING DESIGN STANDARDS. THE RECORD DRAWINGS SHALL BE ACCOMPANIED BY THE ORIGINAL REVIEWED AND ACCEPTED PLANS WITH THE APPROPRIATE REVISIONS. ALL CHANGES NOTED DURING THE CONSTRUCTION AND FIELD VERIFICATION OF INFRASTRUCTURE LOCATIONS SHALL BE INCLUDED ON THE ORIGINAL AND FINAL PLAN SETS. RECORD DRAWINGS SHALL ALSO BE SUBMITTED FOR PRIVATE IMPROVEMENTS THAT REQUIRES REVIEW AND SIGN-OFF FROM THE CITY ENGINEER. AS-BUILT SURVEYS WILL NOT BE REQUIRED FOR THESE, BUT SHALL MEET ALL OTHER CONDITIONS OF SECTION V.

9. THE FINAL INSPECTION IS CONDUCTED PRIOR TO FORMAL ACCEPTANCE OF THE PROJECT BY THE OWNER. THE OWNER AND/OR HIS DESIGNEE(S), REPRESENTATIVES FROM THE BUILDING DEPARTMENT, DEPARTMENT OF COMMUNITY DEVELOPMENT, PUBLIC WORKS OPERATIONS (STREET, SEWER, AND TRAFFIC) WILL AS A GROUP INSPECT THE PROJECT.

10. ON-SITE CONSTRUCTION WORK SHALL NOT COMMENCE UNTIL A PRE-CONSTRUCTION CONFERENCE (PRECON) HAS OCCURRED. THE ENGINEER OF RECORD SHALL MAKE ARRANGEMENTS FOR A PRECON TO BE CONDUCTED WITHIN 30 DAYS OF THE NOTICE TO PROCEED.

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2013
DANIEL B. SCALAS
EXPIRES 6/30/26
DRAFT

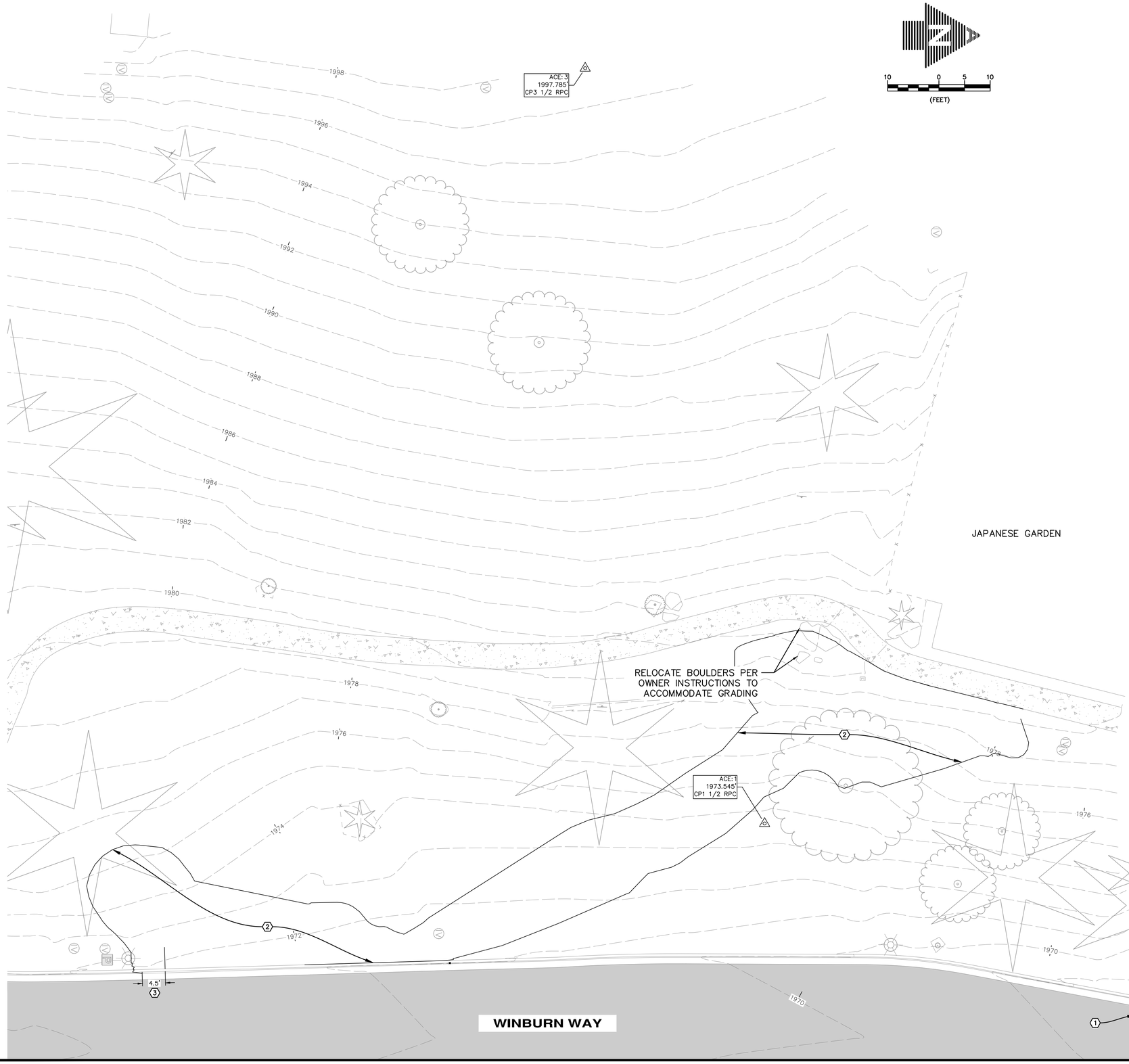
No.	REVISION	DATE	BY

LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
GENERAL NOTES

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING - SURVEYING - PLANNING - TESTING

SCALE: SHOWN	DESIGNED BY: AMB		
DATE: 5/1/2025	SURVEYED BY: AES		
SHEET: 2 OF 9	DRAWN BY: AMB		
PROJ. NO.: 3522-04	CHECKED BY: DBS		

SHEET NUMBER:
C2



DEMOLITION/ESCP NOTES

1. INSTALL INLET PROTECTION ON (E) DOWNSTREAM SDCB PER OREGON STANDARD DRAWING NO RD1015, SHEET C7.
2. APPROXIMATE AREA OF GROUND DISTURBANCE. RESTORE SURFACE PER PROJECT SPECIFICATIONS.
3. CUT 4.5' WIDE OPENING IN (E) CURB AND GUTTER TO ALLOW INSTALLATION OF NEW CURB RAMP.

STANDARD ESCP NOTES

PRE-CONSTRUCTION, CLEARING, AND DEMOLITION NOTES:

1. ALL BASE ESC MEASURES (INLET PROTECTION, PERIMETER SEDIMENT CONTROL, GRAVEL CONSTRUCTION ENTRANCES, ETC.) MUST BE IN PLACE, FUNCTIONAL, AND APPROVED IN AN INITIAL INSPECTION, PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITIES.
2. SEDIMENT BARRIERS APPROVED FOR USE INCLUDE SEDIMENT FENCE, BERMS CONSTRUCTED OUT OF MULCH, CHIPPINGS, OR OTHER SUITABLE MATERIAL, STRAW WATTLES, OR OTHER APPROVED MATERIALS.
3. SENSITIVE RESOURCES INCLUDING, BUT NOT LIMITED TO, TREES, WETLANDS, AND RIPARIAN PROTECTION AREAS SHALL BE CLEARLY DELINEATED WITH ORANGE CONSTRUCTION FENCING OR CHAIN LINK FENCING IN A MANNER THAT IS CLEARLY VISIBLE TO ANYONE IN THE AREA. NO ACTIVITIES ARE PERMITTED TO OCCUR BEYOND THE CONSTRUCTION BARRIER.
4. RUN-ON AND RUN-OFF CONTROLS SHALL BE IN PLACE AND FUNCTIONING PRIOR TO BEGINNING SUBSTANTIAL CONSTRUCTION ACTIVITIES. RUN-ON AND RUN-OFF CONTROL MEASURES INCLUDE: SLOPE DRAINS (WITH OUTLET PROTECTION), CHECK DAMS, SURFACE ROUGHENING, AND BANK STABILIZATION.

EROSION AND SEDIMENT CONSTRUCTION NOTES:

1. THE ESCP MEASURES SHOWN ON THIS PLAN ARE MINIMUM REQUIREMENTS FOR ANTICIPATED SITE CONDITIONS. DURING THE CONSTRUCTION PERIOD, UPGRADE THESE MEASURES AS NEEDED TO COMPLY WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL EROSION AND SEDIMENT CONTROL REGULATIONS.
2. PHASE CLEARING AND GRADING TO THE MAXIMUM EXTENT PRACTICAL TO PREVENT EXPOSED INACTIVE AREAS FROM BECOMING A SOURCE OF EROSION.
3. IDENTIFY, MARK, AND PROTECT (BY FENCING OFF OR OTHER MEANS) CRITICAL RIPARIAN AREAS AND VEGETATION INCLUDING IMPORTANT TREES AND ASSOCIATED ROOTING ZONES, AND VEGETATION AREAS TO BE PRESERVED. IDENTIFY VEGETATIVE BUFFER ZONES BETWEEN THE SITE AND SENSITIVE AREAS (E.G., WETLANDS), AND OTHER AREAS TO BE PRESERVED, ESPECIALLY IN PERIMETER AREAS.
4. PRESERVE EXISTING VEGETATION WHEN PRACTICAL AND RE-VEGETATE OPEN AREAS. RE-VEGETATE OPEN AREAS WHEN PRACTICABLE BEFORE AND AFTER GRADING OR CONSTRUCTION. IDENTIFY THE TYPE OF VEGETATIVE SEED MIX USED.
5. EROSION AND SEDIMENT CONTROL MEASURES INCLUDING PERIMETER SEDIMENT CONTROL MUST BE IN PLACE BEFORE VEGETATION IS DISTURBED AND MUST REMAIN IN PLACE AND BE MAINTAINED, REPAIRED, AND PROMPTLY IMPLEMENTED FOLLOWING PROCEDURES ESTABLISHED FOR THE DURATION OF CONSTRUCTION, INCLUDING PROTECTION FOR ACTIVE STORM DRAIN INLETS AND CATCH BASINS AND APPROPRIATE NON-STORMWATER POLLUTION CONTROLS.
6. APPLY TEMPORARY AND/OR PERMANENT SOIL STABILIZATION MEASURES IMMEDIATELY ON ALL DISTURBED AREAS OF GRADING PROGRESSES AND FOR ALL ROADWAYS INCLUDING GRAVEL ROADWAYS.
7. ESTABLISH MATERIAL AND WASTE STORAGE AREAS, AND OTHER NON-STORMWATER CONTROLS.
8. PREVENT TRACKING OF SEDIMENT ONTO PUBLIC OR PRIVATE ROODS USING BMPS SUCH AS: GRAVELED OR PAVED EXITS AND PARKING AREAS,
9. GRAVEL ALL UNPAVED ROADS LOCATED ONSITE, OR USE AN EXIT TIRE WASH. THESE BMPS MUST BE IN PLACE PRIOR TO LAND-DISTURBING ACTIVITIES.
10. WHEN TRUCKING SATURATED SOILS FROM THE SITE, EITHER USE WATER-TIGHT TRUCKS OR DRAIN LOADS ON SITE.
11. USE BMPS TO PREVENT OR MINIMIZE STORMWATER EXPOSURE TO POLLUTANTS FROM SPILLS; VEHICLE AND EQUIPMENT FUELING, MAINTENANCE, AND STORAGE; OTHER CLEANING AND MAINTENANCE ACTIVITIES; AND WASTE HANDLING ACTIVITIES. THESE POLLUTANTS INCLUDE FUEL, HYDRAULIC FLUID, AND OTHER OILS FROM VEHICLES AND MACHINERY, AS WELL AS DEBRIS, LEFTOVER PAINTS, SOLVENTS, AND GLUES FROM CONSTRUCTION OPERATIONS.
12. IMPLEMENT THE FOLLOWING BMPS WHEN APPLICABLE: WRITTEN SPILL PREVENTION AND RESPONSE PROCEDURES, EMPLOYEE TRAINING ON SPILL PREVENTION AND PROPER DISPOSAL PROCEDURES, SPILL KITS IN ALL VEHICLES, REGULAR MAINTENANCE SCHEDULE FOR VEHICLES AND MACHINERY, MATERIAL DELIVERY AND STORAGE CONTROLS, TRAINING AND SIGNAGE, AND COVERED STORAGE AREAS FOR WASTE AND SUPPLIES.
13. USE WATER, SOIL-BINDING AGENTS OR OTHER DUST CONTROL TECHNIQUE AS NEEDED TO AVOID WIND-BLOWN SOIL.
14. THE APPLICATION RATE OF FERTILIZERS USED TO REESTABLISH VEGETATION MUST FOLLOW MANUFACTURER'S RECOMMENDATIONS TO MINIMIZE NUTRIENT RELEASES TO SURFACE WATERS. EXERCISE CAUTION WHEN USING TIME-RELEASE FERTILIZERS WITHIN ANY WATERWAY RIPARIAN ZONE.
15. IF A STORMWATER TREATMENT SYSTEM (FOR EXAMPLE, ELECTRO-COAGULATION, FLOCCULATION, FILTRATION, ETC.) FOR SEDIMENT OR OTHER POLLUTANT REMOVAL IS EMPLOYED, SUBMIT AN OPERATION AND MAINTENANCE PLAN (INCLUDING SYSTEM SCHEMATIC, LOCATION OF SYSTEM, LOCATION OF INLET, LOCATION OF DISCHARGE, DISCHARGE DISPERSION DEVICE DESIGN, AND A SAMPLING PLAN AND FREQUENCY) BEFORE OPERATING THE TREATMENT SYSTEM. OBTAIN PLAN APPROVAL BEFORE OPERATING THE TREATMENT SYSTEM. OPERATE AND MAINTAIN THE TREATMENT SYSTEM ACCORDING TO MANUFACTURER'S SPECIFICATIONS.
16. AT THE END OF EACH WORKDAY SOIL STOCKPILES MUST BE STABILIZED OR COVERED, OR OTHER BMPS MUST BE IMPLEMENTED TO PREVENT DISCHARGES TO SURFACE WATERS OR CONVEYANCE SYSTEMS LEADING TO SURFACE WATERS.
17. CONSTRUCTION ACTIVITIES MUST AVOID OR MINIMIZE EXCAVATION AND CREATION OF BARE GROUND DURING WET WEATHER OCTOBER 01 – MAY 31.
18. SEDIMENT FENCE: REMOVE TRAPPED SEDIMENT BEFORE IT REACHES ONE THIRD OF THE ABOVE GROUND FENCE HEIGHT AND BEFORE FENCE REMOVAL.
19. OTHER SEDIMENT BARRIERS (SUCH AS BIOBAGS): REMOVE SEDIMENT BEFORE IT REACHES TWO INCHES DEPTH ABOVE GROUND HEIGHT AND BEFORE BMP REMOVAL.
20. CATCH BASINS: CLEAN BEFORE RETENTION CAPACITY HAS BEEN REDUCED BY FIFTY PERCENT.
21. SEDIMENT BASINS AND SEDIMENT TRAPS: REMOVE TRAPPED SEDIMENTS BEFORE DESIGN CAPACITY HAS BEEN REDUCED BY FIFTY PERCENT AND AT COMPLETION OF PROJECT.
22. WITHIN 24 HOURS, SIGNIFICANT SEDIMENT THAT HAS LEFT THE CONSTRUCTION SITE, MUST BE REMEDIATED. INVESTIGATE THE CAUSE OF THE SEDIMENT RELEASE AND IMPLEMENT STEPS TO PREVENT A RECURRENCE OF THE DISCHARGE WITHIN THE SAME 24 HOURS. ANY IN-STREAM CLEAN UP OF SEDIMENT SHALL BE PERFORMED ACCORDING TO THE OREGON DIVISION OF STATE LANDS REQUIRED TIMEFRAME.
23. THE INTENTIONAL WASHING OF SEDIMENT INTO STORM SEWERS OR DRAINAGE WAYS MUST NOT OCCUR. VACUUMING OR DRY SWEEPING AND MATERIAL PICKUP MUST BE USED TO CLEANUP RELEASED SEDIMENTS.
24. PROVIDE PERMANENT EROSION CONTROL MEASURES ON ALL EXPOSED AREAS. DO NOT REMOVE TEMPORARY SEDIMENT CONTROL PRACTICES UNTIL PERMANENT VEGETATION OR OTHER COVER OF EXPOSED AREAS IS ESTABLISHED. HOWEVER, DO REMOVE ALL TEMPORARY EROSION CONTROL MEASURES AS EXPOSED AREAS BECOME STABILIZED, UNLESS DOING SO CONFLICTS WITH LOCAL REQUIREMENTS. PROPERLY DISPOSE OF CONSTRUCTION MATERIALS AND WASTE, INCLUDING SEDIMENT RETAINED BY TEMPORARY BMPS.
25. IF VEGETATIVE SEED MIXES ARE SPECIFIED, SEEDING MUST TAKE PLACE NO LATER THAN SEPTEMBER 1; THE TYPE AND PERCENTAGES OF SEED IN THE MIX MUST BE IDENTIFIED ON THE PLANS.
26. ALL PUMPING OF SEDIMENT LADEN WATER SHALL BE DISCHARGED OVER AN UNDISTURBED, PREFERABLY VEGETATED AREA, AND THROUGH A SEDIMENT CONTROL BMP I.E. (FILTER BAG).
27. ALL EXPOSED SOILS MUST BE COVERED DURING THE WET WEATHER PERIOD, OCTOBER 01 – MAY 31.
28. IF WATER OF THE STATE IS WITHIN THE PROJECT SITE OR WITHIN 50 FEET OF THE PROJECT BOUNDARY, MAINTAIN THE EXISTING NATURAL BUFFER WITHIN THE 50-FOOT ZONE FOR THE DURATION OF THE PERMIT COVERAGE, OR MAINTAIN LESS THAN THE ENTIRE EXISTING NATURAL BUFFER AND PROVIDE ADDITIONAL EROSION AND SEDIMENT CONTROL BMPS.

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2010
DANIEL B. SCALAS
EXPIRES 6/30/26

DRAFT

No.	REVISION	DATE	BY

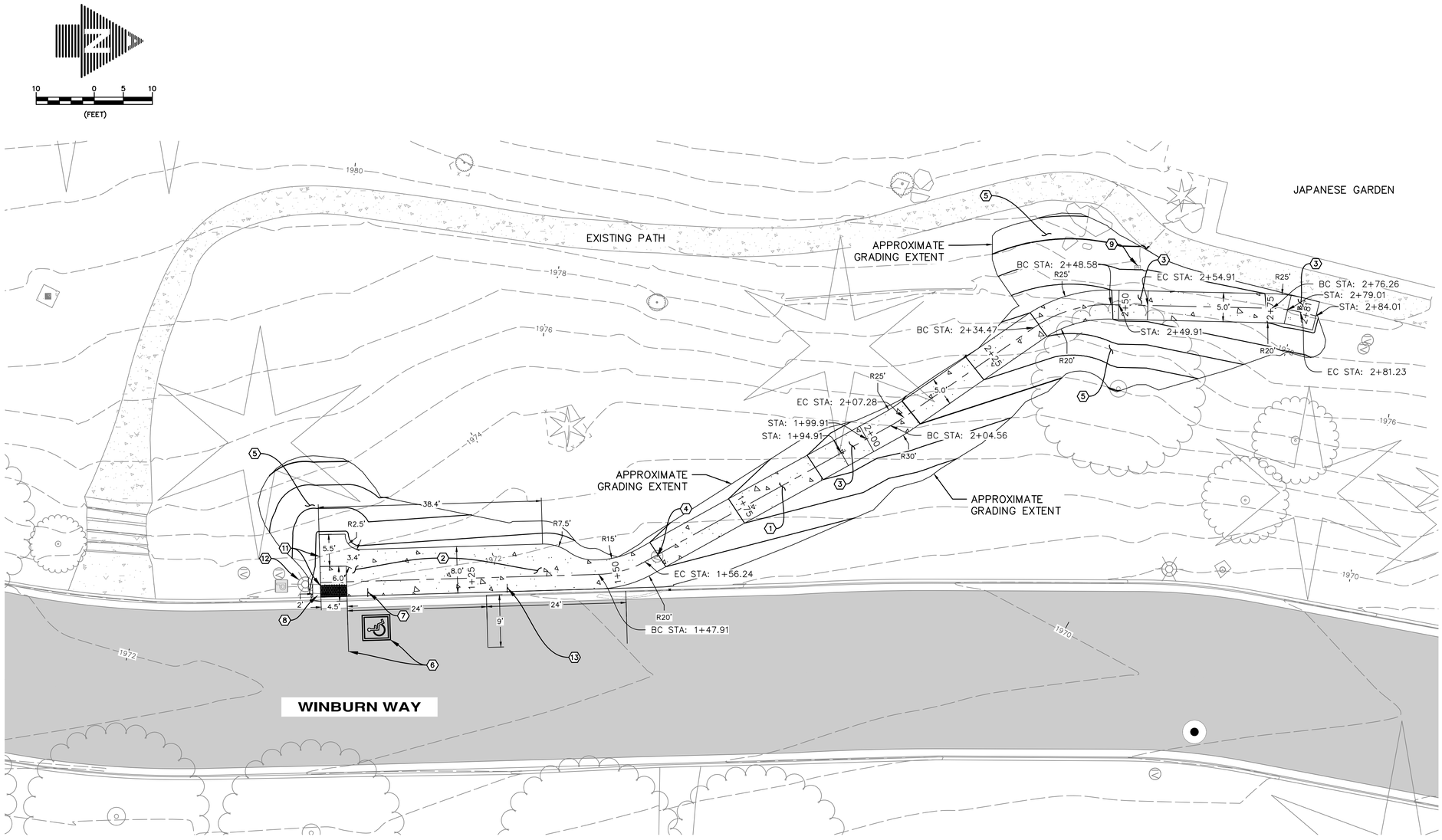
LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
DEMO & ESCP

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING - SURVEYING - PLANNING - TESTING

DESIGNED BY AMB	SURVEYED BY AES	DRAWN BY AMB	CHECKED BY DBS
SCALE SHOWN	DATE 5/1/2025	SHEET 3 OF 9	PROJ. NO. 3522-04

SHEET NUMBER:

C3



CONSTRUCTION NOTES

1. INSTALL 5' WIDE CONCRETE ADA ACCESSIBLE PATH PER DETAIL 1, SHEET C8.
2. INSTALL 8' WIDE CONCRETE ADA UNLOADING AREA PER DETAIL 1, SHEET C8.
3. INSTALL 5'X5' ADA LANDING WITH MAX 1.5% SLOPE. SEE GRADING PLAN FOR ELEVATIONS.
4. CONTRACTOR TO COORDINATE WITH PARKS AND RECREATION TO VERIFY IRRIGATION VALVES AND PIPES ARE RELOCATED BY OWNER PRIOR TO CONSTRUCTION.
5. DISTURBED AREAS TO BE SEEDED BY OWNER AFTER PROJECT COMPLETION.
6. INSTALL STRIPING FOR 9' WIDE, 24' LONG ADA PARKING SPACE PARALLEL TO (E) CURB PER DETAILS 2 & 3, SHEET C8.
7. INSTALL SIGN PER DETAILS 4–6, SHEET C8.
8. INSTALL CURB RAMP EDGE 2 FEET NORTH OF (E) LIGHTPOLE FOUNDATION.
9. PROTECT POWER JUNCTION BOX DURING GRADING. BRING COVER TO NEW FINISH GRADE SURFACE.
10. NOT USED.
11. INSTALL "THROUGH BUFFER STRIP" PERPENDICULAR CURB RAMP PER RD 910 ON SHEET C7 WITH 2'X4.5' DETECTABLE WARNING SURFACE PER RD902 ON SHEET C7. MATCH RAMP TO (E) FLOWLINE PER GRADING PLAN AND PER RD910 ON SHEET C7. PROVIDE LEVEL 4.5'X5.5' LANDING AT TOP OF RAMP PER RD910 ON SHEET C7 AND PER GRADING PLAN.
12. PRESERVE (E) GRASS TURF AROUND (E) LIGHTPOLE DURING CONSTRUCTION.
13. INSTALL SIGN PER DETAIL 7, SHEET C8 FOR LOADING & UNLOADING SPACE.

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2013
DANIEL B. SCALAS
EXPIRES 6/30/26

DRAFT

No.	REVISION	DATE	BY

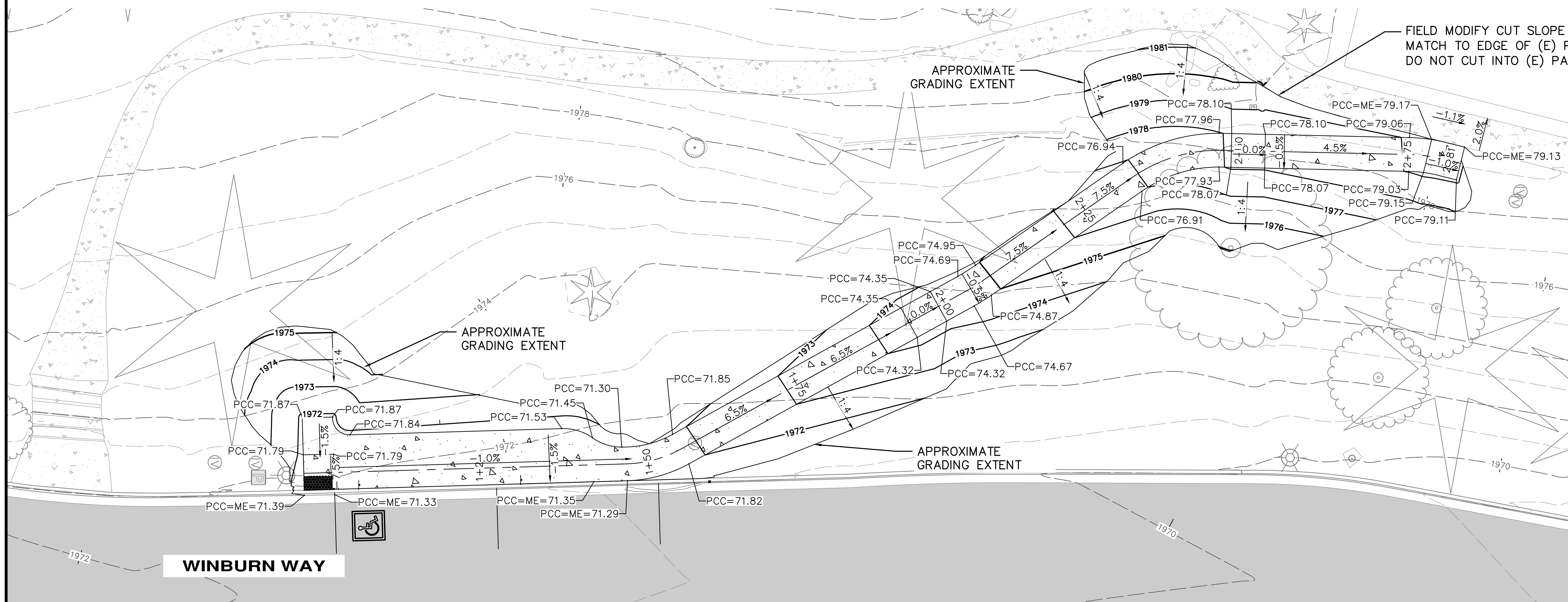
LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
SITE PLAN

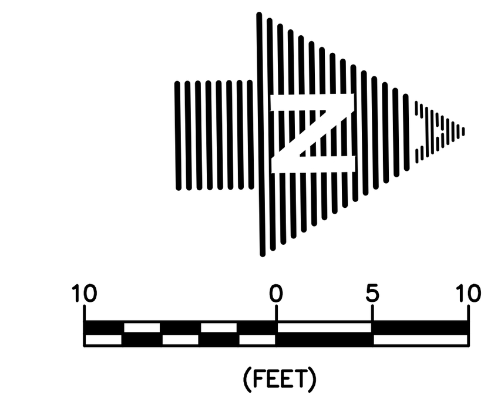
ADKINS ENGINEERING & SURVEYING
p / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING • SURVEYING • PLANNING • TESTING

SCALE: SHOWN	DESIGNED BY: AMB		
DATE: 5/1/2025	SURVEYED BY: AES		
SHEET: 4 OF 9	DRAWN BY: AMB		
PROJ. NO.: 3522-04	CHECKED BY: DBS		

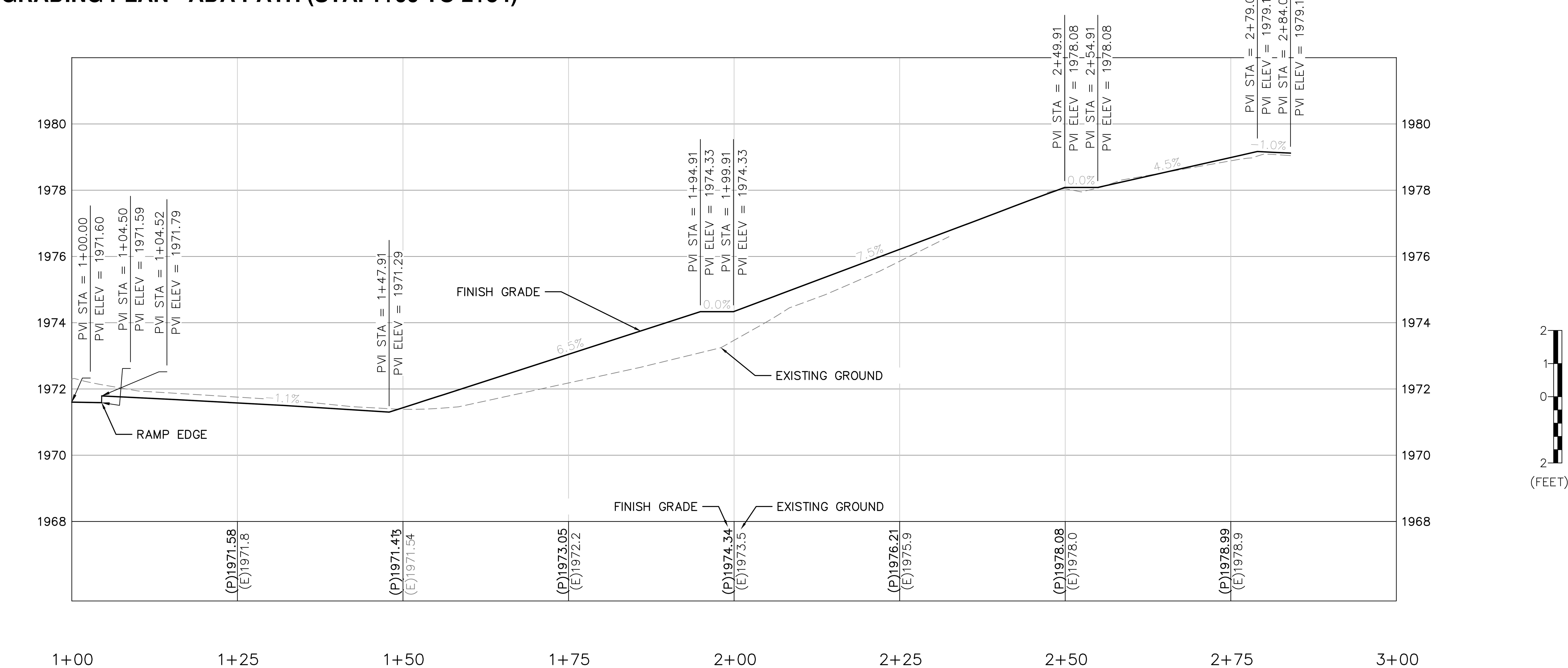
SHEET NUMBER:

C4





GRADING PLAN - ADA PATH (STA. 1+00 TO 2+84)



PROFILE - ADA PATH (STA. 1+00 TO 2+84)

GRADING LEGEND

ME = MATCH EXISTING
PCC = PORTLAND CEMENT CONCRETE

GENERAL GRADING NOTES

1. ADD 1900.00 FEET TO ALL SPOT ELEVATIONS SHOWN.
2. GRADE SITE TO ELEVATIONS SHOWN. SEE SITE PLAN FOR DIMENSIONS.
3. GRADES SHOWN WHERE PROPOSED AND EXISTING SURFACES MEET ARE FOR REFERENCE ONLY. CONTRACTOR SHALL MATCH GRADES AS REQUIRED TO MAKE A SMOOTH TRANSITION.
4. ALL REVISIONS TO GRADING PLANS, OR MATERIAL SUBSTITUTION REQUESTS, PROPOSED DURING CONSTRUCTION SHALL BE SUBMITTED IN WRITING TO THE ENGINEER OF RECORD.
5. NO FILL SHALL BE PLACED ON EXISTING GROUND UNTIL THE GROUND HAS BEEN CLEARED OF WEEDS, DEBRIS, TOPSOIL, AND OTHER DELETERIOUS MATERIALS.
6. CONTRACTOR TO NOTIFY ENGINEER IF GRADES ARE NOT WITHIN THE STANDARD SHOWN ON THIS SHEET.
7. PROJECT VOLUMES:
   PROJECT CUT = 24.2 CY
   PROJECT FILL = 32.1 CY
   NET FILL = 7.9 CY

REGISTERED PROFESSIONAL ENGINEER 88332PE OREGON NOVEMBER 9 2013 DANIEL B. SCALAS
DRAFT
EXPIRES 6/30/26

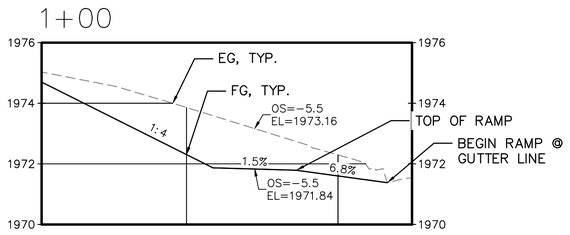
No.	REVISION	DATE	BY

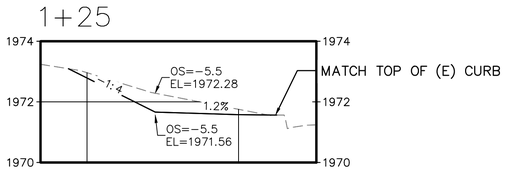
LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
GRADING PLAN

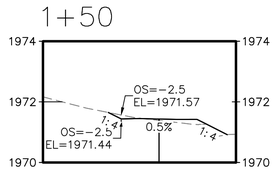
ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING • SURVEYING • PLANNING • TESTING

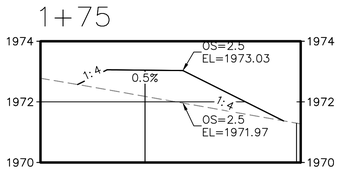
DESIGNED BY AMB	SCALE SHOWN
SURVEYED BY AES	DATE 5/1/2025
DRAWN BY AMB	SHEET 5 OF 9
CHECKED BY DBS	PROJ. NO. 3522-04

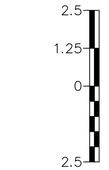
SHEET NUMBER:
C5

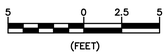


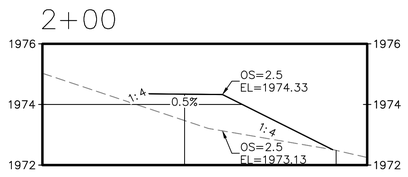


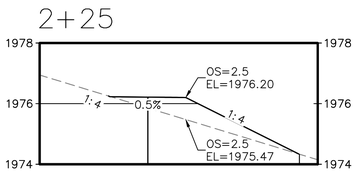


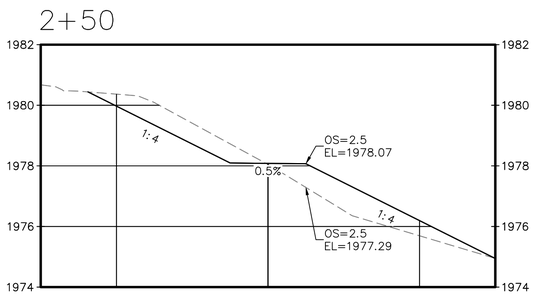


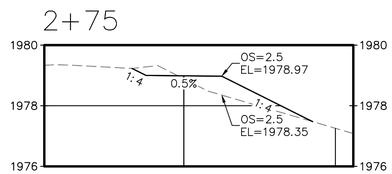


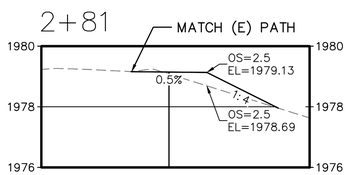












SECTIONS - ADA PATH

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2013
DANIEL B. SCALAS
EXPIRES 6/30/26

DRAFT

No.	REVISION	DATE	BY

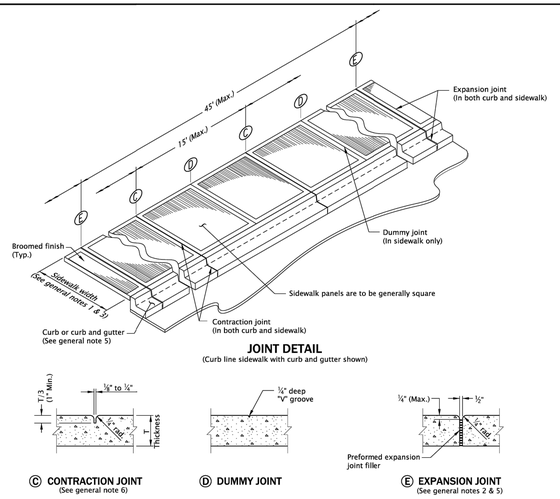
LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
SECTIONS

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING - SURVEYING - PLANNING - TESTING

SCALE	SHOWN
DATE	5/1/2025
SHEET	6 OF 9
PROJ. NO.	3522-04
DESIGNED BY	AMB
SURVEYED BY	AES
DRAWN BY	AMB
CHECKED BY	DBS

SHEET NUMBER:

C6

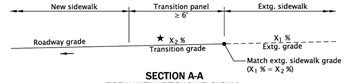


JOINT DETAIL
(Curb line sidewalk with curb and gutter shown)

Ⓒ **CONTRACTION JOINT** (See general note 6)

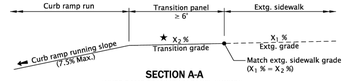
Ⓓ **DUMMY JOINT**

Ⓔ **EXPANSION JOINT** (See general notes 2 & 5)

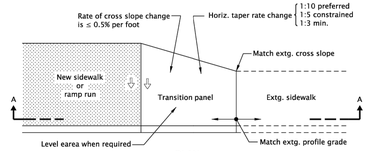


SECTION A-A
(SIDEWALK TRANSITION PANEL SHOWN)

★ Project the existing sidewalk profile grade through transition panel to new sidewalk or curb ramp run.



SECTION A-A
(CURB RAMP TRANSITION PANEL SHOWN)



PLAN

SIDEWALK AND CURB RAMP TRANSITION PANELS

GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:

1. See Std. Dwgs. RD720 and RD721 for concrete sidewalk details. See project plans for sidewalk width, placement and design specified.
2. Provide expansion joints around poles, boxes, at ends of each driveway and other fixtures which protrude through or against the structures. For sidewalk, monolithic curb and sidewalk, provide construction expansion joints at 45 feet maximum spacing.
3. On sidewalks 8 feet and wider, provide a longitudinal joint at the midpoint of sidewalk panel.
4. See Std. Dwgs. RD700 and RD701 for concrete curb details. See project plans for the curb design specified.
5. Do not place expansion joints between separate concrete pours for curb ramp system components construction. Place expansion joints outside of curb ramp runs when required. Install expansion joints flush with surface for structures protruding through the curb ramp system. See Std. Dwg. RD900.
6. Construct contraction joints at 15 feet maximum spacing, and at each curb ramp, driveway, sidewalk and curb.

LEGEND:

- New sidewalk or ramp run
- Slope 1.5% max. (Max. 2.0% finished surface slope) (Normal sidewalk cross slope)
- Slope 7.5% max. (Max. 8.3% finished surface slope)
- Zero exposure

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

SIDEWALK JOINTS AND TRANSITION PANELS

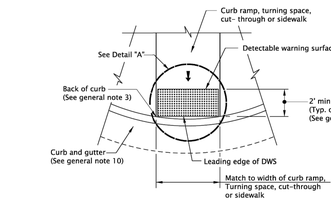
2024

DATE	REVISION DESCRIPTION
07-2022	REVISED NOTES

CALC BOOK NO. N/A | SDR DATE 08-JUL-2022 | **RD722**

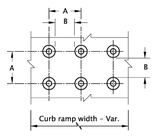
Effective Date: December 1, 2024 - May 31, 2025

RD722.dgn 19-JUL-2021

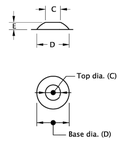


DETECTABLE WARNING SURFACE DETAIL

	A	B	C	D	E
MIN.	1.60"	0.65"	0.45"	0.90"	0.20"
MAX.	2.40"	--	0.91"	1.40"	0.20"

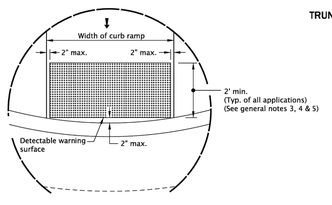


TRUNCATED DOME SPACING



TRUNCATED DOME

TRUNCATED DOME DETAILS



DETAIL "A"

GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:

1. Detectable warning surface details & locations are based on applicable ODOT Standards.
2. See project plans for details not shown. See Std. Dwgs. RD700 & RD701 for curbs.
3. The detectable warning surface shall extend the full width of the curb ramp opening, shared use path, blended transition, turning space, or other roadway entrance as applicable. A gap of up to 2 inches on each side of the detectable warning surface is permitted (measured at the leading edge of the detectable warning surface panel as shown in Detail "A").
4. Detectable warning surface shall be placed at the back of curb for a minimum depth of 2 ft. in the direction of pedestrian travel at curb ramps that are adjacent to traffic. Detectable warning surface may be radial or rectangular, but must comply with the truncated dome size and spacing standards. Detectable warning surface may be cut to meet necessary shape as shown in plans. Detectable warning surface across a grade break is prohibited. Place abutting panels within¼ inch of each other and install anchors, as specified by manufacturers, along cut edge.
5. Color to be safety yellow if no color specified in construction note. Alternative colors require a design exception on or along state highways.
6. Detectable warning surface shall be used in the following locations:
   a) Curb ramps at street crossings.
   b) Crossing islands (Accessible Route Islands).
   c) Rail crossings.
7. Where public transportation stations (rail, bus, etc.) use platform boarding, detectable warning surface shall be placed along the full edge length of the station, when not protected by platform screens or guards, (see Std. Dwg. RD908).
8. Detectable warning surface shall not be used on the following locations:
   a) End of sidewalk transitions that are not at a crosswalk, (see Std. Dwgs. RD950, RD952 and RD960).
   b) Driveways, unless constructed with curb return or are signalized.
   c) Parking lots, access aisles and passenger loading zones where curb ramp does not lead to vehicular way.
9. Where no curb is present, the detectable warning surface shall be placed at the edge of the roadway.
10. On or along state highways, curb and gutter is required at curb ramps.

LEGEND:

- Detectable warning surface
- Cross slope 1.5% max. (Max. 2.0% finished surface slope) (Normal sidewalk cross slope)
- Running slope 7.5% max. (Max. 8.3% finished surface slope)

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

DETECTABLE WARNING SURFACE DETAILS

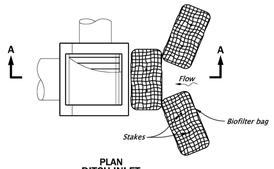
2024

DATE	REVISION DESCRIPTION
07-2020	NEW DRAWING CREATED
07-2021	REVISED DETAILS AND NOTES

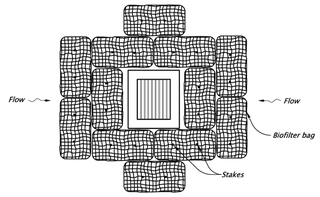
CALC BOOK NO. N/A | SDR DATE 19-JUL-2021 | **RD902**

Effective Date: December 1, 2024 - May 31, 2025

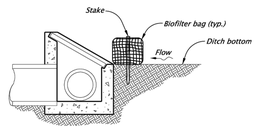
RD902.dgn 19-JUL-2021



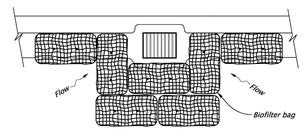
PLAN
DITCH INLET



PLAN
AREA DRAIN



SECTION A-A
DITCH INLET



PLAN
CATCH BASIN

BIOFILTER BAGS - TYPE 4
NOT TO SCALE

NOTES:
1. Stake biofilter bags with 2"x2"x36" wood stakes, and use a minimum 2 stakes per bag. Drive stakes a minimum of 6" into the ground and flush with the top of the bags.
2. Omit stakes when bags are placed on pavement surface.
3. Overlap all bag joints 6".
4. Biofilter bags used on active roadways are easily displaced and made ineffective if struck by vehicles. If struck by a cyclist, falls with injury could result. On active roadways alternative inlet protection should be considered.

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

INLET PROTECTION TYPE 4

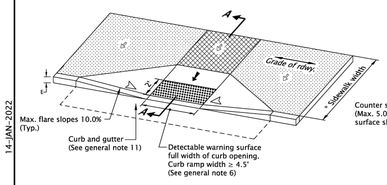
2024

DATE	REVISION DESCRIPTION
01-2021	REMOVED CALC BOOK NUMBERS

CALC BOOK NO. N/A | SDR DATE 20-JAN-2021 | **RD1015**

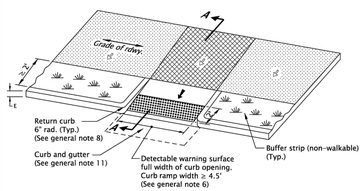
Effective Date: December 1, 2024 - May 31, 2025

RD1015.dgn 20-JAN-2021

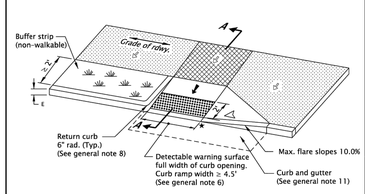


PERPENDICULAR CURB RAMP DETAIL
(Use "Parallel Curb Ramp Detail" or "Combination Curb Ramp Detail" when reqd. turning space cannot be obtained)

SECTION A-A
* NOTE: Minimum width of 14.25 feet sidewalk for E=7"



THROUGH BUFFER STRIP



WITH SINGLE FLARE

GENERAL NOTES FOR ALL DETAILS ON THIS SHEET:

1. Curb ramp details are based on applicable ODOT Standards.
2. See Std. Dwgs. RD700 & RD701 for curbs. See Std. Dwgs. RD720 & RD721 for sidewalks. See Std. Dwgs. RD902 through RD908 for detectable warning surface installation details. See Std. Dwgs. RD912 through RD916 for curb ramp placement options.
3. Site conditions normally require a project specific design. See project plans for details not shown.
4. Tooled dummy joints are required at all curb ramp grade break lines, (see Std. Dwg. RD722).
5. Curb ramp slopes shown are relative to the true level horizon (zero bubble).
6. Place detectable warning surface at the back of curb for a minimum depth of 2' in the direction of pedestrian travel full width of curb ramp opening that is adjacent to traffic.
7. Grade breaks at the top and bottom of curb ramp runs shall be perpendicular to the direction of the ramp run. Grade breaks shall not be permitted on the surface of ramp runs and turning spaces. Surface slopes that meet at grade breaks shall be flush.
8. Return curb may be provided in lieu of flared slope only if protected from traverse travel by landscaping, see Std. Dwg. RD721. Return curb shall not reduce width of approaching sidewalk.
9. Curb ramps for shared use paths intersecting a roadway shall be full width of path, excluding flares. When a curb ramp is used to provide bicycle access from a roadway to a sidewalk, the curb ramp opening will be ≥ 8' wide, (see Std. Dwg. RD909 for additional details).
10. Place an inlet at upstream side of curb ramp or perform other approved design mitigation. Check the gutter flow depth at curb ramp locations to assure that the design flood does not overtop the back of sidewalk.
11. On or along state highways, curb and gutter is required at curb ramps.

LEGEND:

- Sidewalk
- Detectable warning surface
- Level area (Turning space/landing) Unobstructed 4.5' x 4.5' With obstruction 4.5' x 5.5' (Longer dimension in direction of pedestrian street crossing). For the purposes of this application, a max. 2.0% finished surface slope (for drainage) measured perpendicular in two directions is considered level.
- Cross slope 1.5% max. (Max. 2.0% finished surface slope) (Normal sidewalk cross slope)
- Running slope 7.5% max. (Max. 8.3% finished surface slope)
- Counter slope 4.0% max. ascending or descending, (Max. 5.0% finished surface slope) Slope as required for drainage
- Flare slope (Max. 10% finished surface slope)

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

PERPENDICULAR CURB RAMP

2024

DATE	REVISION DESCRIPTION
12-2021	NEW DRAWING CREATED
01-2022	REVISED NOTES

CALC BOOK NO. N/A | SDR DATE 14-JAN-2022 | **RD910**

Effective Date: December 1, 2024 - May 31, 2025

RD910.dgn 14-JAN-2022

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2013
DANIEL B. SCALAS
EXPIRES 6/30/26

DRAFT

No.	REVISION	DATE	BY

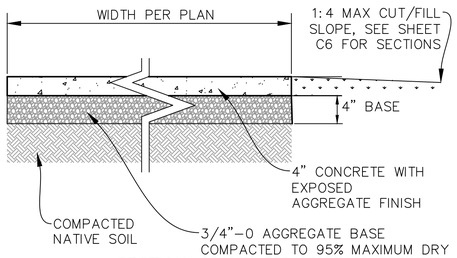
LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
ODOT STANDARD DETAILS

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / Adkins@Engineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING • SURVEYING • PLANNING • TESTING

SCALE	AS SHOWN	DESIGNED BY	AMB
DATE	5/1/2025	SURVEYED BY	AES
SHEET	7 OF 9	DRAWN BY	AMB
PROJ. NO.	3522.04	CHECKED BY	DBS

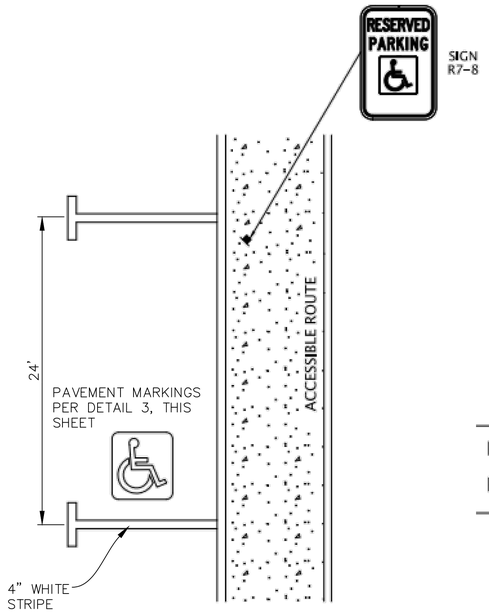
SHEET NUMBER:

C7



1 SIDEWALK SECTION

Scale: NTS

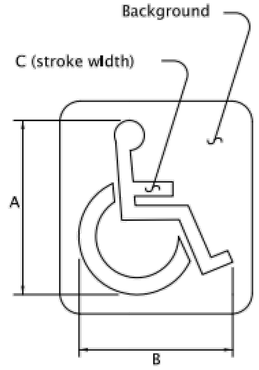


PAVEMENT MARKINGS

PAINT SHALL BE APPLIED TO CLEAN DRY PAVEMENT SURFACES FREE FROM ALL DELETERIOUS MATERIALS. FOLLOW ALL PAINT MANUFACTURERS INSTRUCTIONS.

2 ADA SPACE STRIPING

Scale: NTS



Pavement Marking Background: Optional: Blue, Retroreflective

Pavement Marking Stencil: White, Retroreflective

LEGEND	DIMENSIONS (INCHES)						
	A	B	C	D	E	F	G
MINIMUM	28	24	3				
STANDARD	41	36	4				

3 ADA SYMBOL STRIPING

Scale: NTS

SIGN DESIGN
SIGN NO. R7-8

Sign Background: White, Retroreflective sheeting

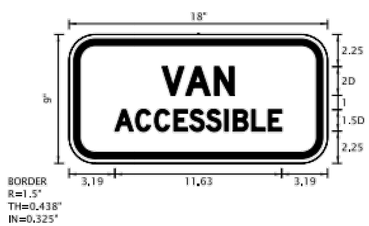
Sign Legend: Green, Retroreflective sheeting

Sign Symbol: White on Blue, Retroreflective sheeting

4 ADA SIGN

Scale: NTS

SIGN DESIGN
SIGN NO. R7-8P

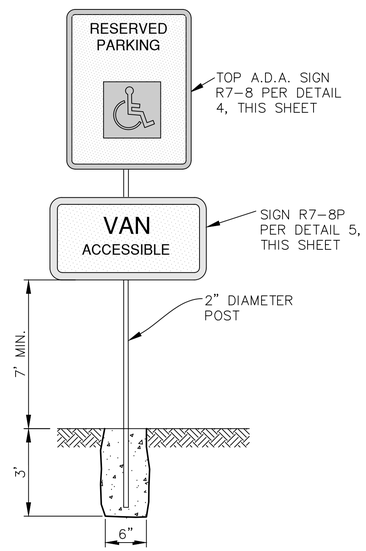


Sign Background: White, Retroreflective sheeting

Sign Legend: Green, Retroreflective sheeting

5 VAN ACCESSIBLE SIGN

Scale: NTS



VAN ACCESSIBLE SIGN & POST

6 SIGN & POST

Scale: NTS

12"X18" ALUMINUM SIGN WITH WHITE REFLECTIVE LETTERING AND BROWN BACKGROUND. CONTRACTOR TO PROVIDE SUBMITTAL FOR SIGN PRIOR TO ORDERING AND INSTALLATION. POST AND FOUNDATION PER DETAIL 6, THIS SHEET.

7 LOADING/UNLOADING SIGN

Scale: NTS

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2010
DANIEL B. SCALAS
EXPIRES 6/30/26

DRAFT

No.	REVISION	DATE	BY

LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
DETAILS

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING - SURVEYING - PLANNING - TESTING

SCALE	DESIGNED BY	DRAWN BY	CHECKED BY
SHOWN	AMB	AMB	DBS
DATE	SURVEYED BY	SHEET	PROJ. NO.
5/1/2025	AES	8 OF 9	3522-04

SHEET NUMBER:

C8

TRAFFIC CONTROL NOTES

1. PROVIDE TRAFFIC CONTROL MEASURES AND DEVICES THAT COMPLY WITH THE LATEST EDITION OF THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" (MUTCD), THE OREGON TEMPORARY TRAFFIC CONTROL HANDBOOK, OREGON STANDARD DRAWINGS TM800 AND TM855, THE PROJECT SPECIFIC SPECIAL PROVISIONS, AND ADDITIONAL TRAFFIC CONTROL DRAWINGS OR DETAILS INCLUDED IN THESE PLANS.
2. REFER TO SPECIAL PROVISIONS 00220 TO 00224 FOR REQUIREMENTS FOR ACCOMMODATING PUBLIC TRAFFIC AND WORK ZONE TRAFFIC CONTROL.
3. CONDUCT WORK AT ALL TIMES SO THAT THERE IS THE LEAST POSSIBLE INTERFERENCE WITH OR HAZARD TO THE TRAVELING PUBLIC AND AFFECTED COMMUNITY.
4. LOCATE STOCKPILE MATERIALS AND PARK CONSTRUCTION EQUIPMENT AND VEHICLES THAT ARE NOT IN ACTIVE USE A MINIMUM OF 30 FEET FROM THE TRAVELED WAY. IF THIS IS NOT POSSIBLE, PROTECT THE STOCKPILE MATERIALS, EQUIPMENT, AND VEHICLES WITH BARRIER, OR AS DIRECTED.
5. PROVIDE AND MAINTAIN SAFE TEMPORARY ACCESS TO BICYCLE AND PEDESTRIAN FACILITIES. CONTRACTOR SHALL ESCORT LOCAL RESIDENTS AROUND WORK ZONE AREA.
6. PROVIDE APPROVED PROTECTION AND DELINEATION BETWEEN EACH WORK AREA. PUBLIC TRAFFIC CONES SHALL BE USED TO OUTLINE THE WORK SPACE AT ALL TIMES.
7. CONTRACTOR SHALL ALLOW EMERGENCY VEHICLES IMMEDIATE PASSAGE AT ALL TIMES.
8. WHEN FLAGGING NEAR AN INTERSECTION, THE "FLAGGER AHEAD" (CW23-2) SIGN SHALL BE VISIBLE TO TRAFFIC WHEN ENTERING FROM ANY SIDE ROAD. ADDITIONAL ADVANCE WARNING SIGNS ARE REQUIRED.
9. CONTRACTOR SHALL HAVE ALL TRENCHES PATCHED AT THE END OF EACH WORK DAY. TRENCH ENDS THAT NEED TO REMAIN OPEN FOR CONSTRUCTION CONTINUATION SHALL BE COVERED WITH PLATED STEEL WITH PINS AND ASPHALT RAMPS AT THE END OF EACH WORK DAY.
10. SPACING DISTANCES PER OREGON STANDARD DRAWING NO TM800 AND TM855, THIS SHEET.

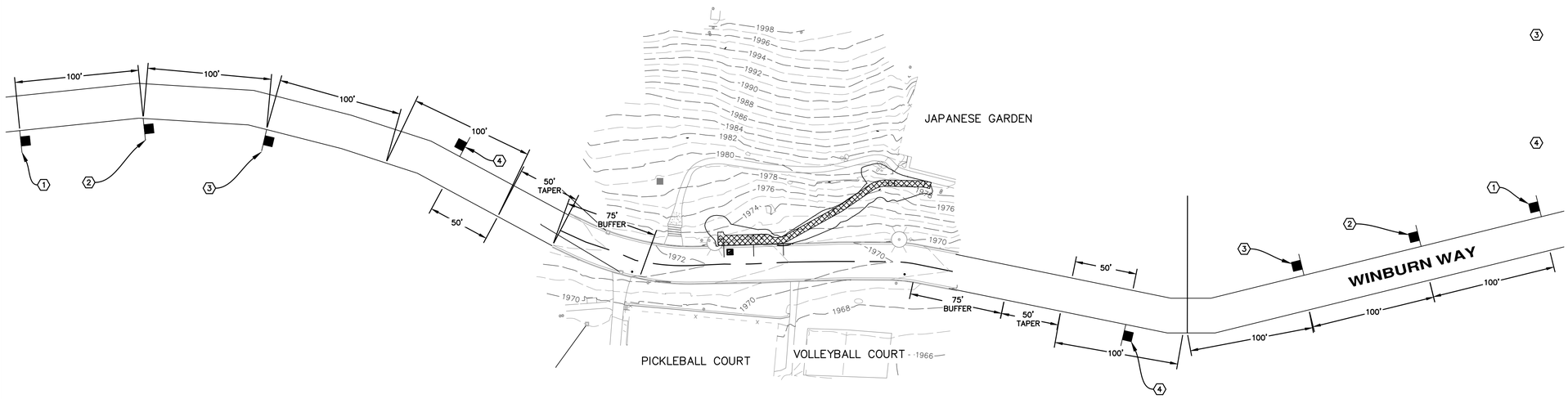
TRAFFIC CONTROL LEGEND

TEMPORARY CONSTRUCTION SIGN

WORK ZONE

50 0 25 50
(FEET)

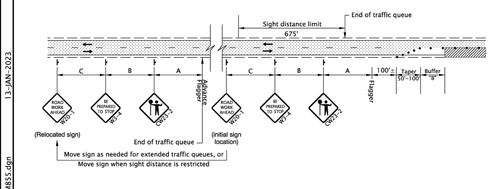
NOTE	SIGN	MUTCD REFERENCE NUMBER
1	ROAD WORK AHEAD	W20-1 (48"x48")
2	BE PREPARED TO STOP	W3-4 (48"x48") OPTIONAL DUE TO LOW TRAFFIC FLOW
3		CW23-2 (48"x48") OPTIONAL DUE TO LOW TRAFFIC FLOW
4	END ROAD WORK	CG20-2A (48"x24")



TM855.dgn 13-JAN-2023

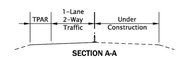
ADVANCE FLAGGER FOR EXTENDED TRAFFIC QUEUES

NOTES:
- Place Advance Flagger and additional signing when traffic queues extend beyond initial warning signing OR when sight distance is restricted.
- Relocate initial "ROAD WORK AHEAD" (W20-1) sign in advance of additional "BE PREPARED TO STOP" (W3-4) and Flagger Ahead (CW23-2) signs, as shown.
- Place additional Tubular Markers for Flagger and Advance Flagger Stations according to FLAGGER STATION DELINEATION detail.

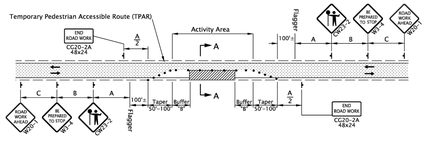


2-Lane, 2-Way Roadway ONE LANE CLOSURE

NOTE:
- When using pilot cars with flaggers to control traffic during paving operations, the Tubular Marker spacing along centerline may be increased to 200' within the Activity Area, as shown or as directed.
- Include "WAIT FOR FLAGGER" (CR4-23) signs mounted on Type II Barricade located approx. 50' before each Flagger.
- Coordinate and control pedestrians movements through the TPAR using Flaggers, other TCM, or as directed. When the existing shoulder is greater than or equal to 4' wide, provide a minimum of 4' of width for the TPAR.



SECTION A-A



2-Lane, 2-Way Roadway ONE LANE CLOSURE

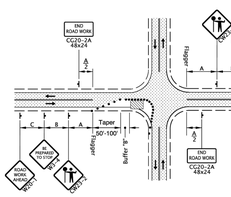
GENERAL NOTES FOR ALL DETAILS:
- This drawing is only intended to be used where an Automated Flagger Assistance Device (AFAD) cannot be utilized.
- The "FLAGGER" (CW23-2) symbol sign shall be used only in conjunction with the "BE PREPARED TO STOP" (W3-4) sign.
- Cover existing passing zone signing, as directed.
- Install temporary striping as required.
- To determine Taper Length (L") and Buffer Length ("B"), use the "MINIMUM LENGTHS TABLE" shown on Dwg. No. TM800.
- To determine sign spacing A, B, and C, use "TRAFFIC CONTROL DEVICES (TCD) SPACING TABLE" on Dwg. No. TM800.
- Install a "BICYCLES ON ROADWAY" (CW11-1) sign in advance of the closure when a bike lane is closed, or when the shoulder is closed and bikes are expected.
- At night, flagger stations shall be illuminated according to the FLAGGER STATION LIGHTING DELINEATION detail on Dwg No. TM800.
- To be accompanied by Dwg. Nos. TM820 & TM821.

- ••••••••• 28" Tubular Markers on 10'max. spacing around intersection radii.
- • • • • • 28" Tubular Markers on 20' max. spacing for flagger tapers and stations
- • • • 28" Tubular Markers See TCD Spacing Table on TM800 for max. spacing.

UNDER TRAFFIC

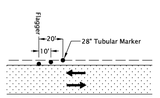
UNDER CONSTRUCTION

NOTE:
- Additional Traffic Control Measures (TCM) may be required for all legs of the intersection



2-Lane, 2-Way Roadway ONE LANE CLOSURE, INTERSECTION

NOTE:
- Use a minimum of 3 tubular markers in shoulder taper on 10' spacing for flagger station delineation.



FLAGGER STATION DELINEATION

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

2-LANE, 2-WAY ROADWAYS

2024

DATE	REVISION DESCRIPTION

CALC. BOOK NO. _____ N/A _____ SOR DATE: 13-JAN-2023 **TM855**

Effective Date: December 1, 2024 - May 31, 2025

TM800.dgn 12-JAN-2022

TAPER TYPES & FORMULAS	
TAPER	FORMULA
Merging (Lane Closure)	"L"
Shifting	"L"/2 or ½"L"
Shoulder Closure	"L"/3 or ⅓"L"
Flagging (See Drg. TM850)	50' – 100'
Downstream (Termination)	Varies (See Drawings)

★ Use Pre-Construction Posted Speed to select the Speed from the Tables below.

TEMPORARY BARRIER FLARE RATE TABLE	
★SPEED (mph)	MINIMUM FLARE RATE
≤ 30	8:1
35	9:1
40	10:1
45	12:1
50	14:1
55	16:1
60	18:1
65	19:1
70	20:1

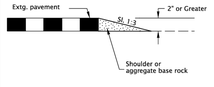
MINIMUM LENGTHS TABLE					
	"L" VALUE FOR TAPERS (ft)				BUFFER "B" (ft)
★SPEED (mph)	W = Lane or Shoulder Width being closed or shifted				
	W ≤ 10	W = 12	W = 14	W = 16	
25	105	125	145	165	75
30	150	180	210	240	100
35	205	245	285	325	125
40	265	320	375	430	150
45	450	540	630	720	180
50	500	600	700	800	210
55	550	660	770	880	250
60	600	720	840	960	285
65	650	780	910	1000	325
70	700	840	980	1000	365
FREEWAYS					
55	1000	1000	1000	1000	250
60	1000	1000	1000	1000	285
65	1000	1000	1000	1000	325
70	1000	1000	1000	1000	365

NOTES:
- For Lane closures where W < 10', use "L" value for W = 10'.
- For Shoulder closures where W < 10', use "L" value for W = 10' or calculate "L" using formula, for Speeds ≥ 45: L = WS, Speeds < 45: L = S²W/60, S = Speed, W=Width

TRAFFIC CONTROL DEVICES (TCD) SPACING TABLE				
★ SPEED (mph)	Sign Spacing (ft)			Max. Channelizing Device Spacing (ft)
	A	B	C	
20 – 30	100	100	100	20
35 – 40	350	350	350	20
45 – 55	500	500	500	40
60 – 70	700	700	700	40
Freeway	1000	1500	2640	40

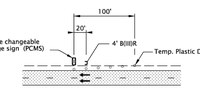
NOTES:
- Place traffic control devices on 10 ft. spacing for intersection and access radii.
- When necessary, sign spacing may be adjusted to fit site conditions. Limit spacing adjustments to 30% of the "A" dimension for all speeds.

NOTES:
- When paved shoulders adjacent to excavations are less than four feet wide protect longitudinal abrupt edge as shown.
- Use aggregate wedge when abrupt edge is 2 inches or greater.



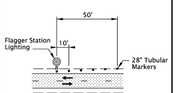
EXCAVATION ABRUPT EDGE

NOTES:
- Install PCMS beyond the outside shoulder, when possible.
- Use the appropriate type of barricade panels for PCMS location. Right shoulder, use Type B(R)R Left shoulder, use Type B(R)L
- Use six drums in shoulder taper on 20' spacing. The drums and barricade may be omitted when PCMS is placed behind a roadside barrier.
- Detail as shown is used for trailered and non-crashworthy components of:
  - Portable Traffic Signals
  - Smart Work Zone Systems



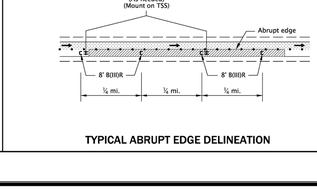
PORTABLE CHANGEABLE MESSAGE SIGN (PCMS) INSTALLATION

NOTES:
- Install Flagger Station Lighting beyond the outside shoulder, where practical.
- Use six tubular markers in shoulder taper on 10' spacing.
- Place cart / generator / power supply off of the shoulder, as far as practical.



FLAGGER STATION LIGHTING DELINEATION

NOTES:
- Abrupt edges may be created by paving, operations, excavations or other roadway work. Use abrupt edge signing for longitudinal abrupt edges of 1 inch or greater.
- If the excavation is located on left side of traffic, replace the 8" B(R)R barricades with 8" B(R)L barricades and replace the "RIGHT" (CW21-8C) riders with "LEFT" (CW21-8A) riders.
- Continue signing and other traffic control devices throughout excavation area at spacings shown.
- If roll-up signs are used, attach the correct (CW21-9) plaques to the sign face using hook and loop fasteners. Place roll-up signs in advance of barricades.



TYPICAL ABRUPT EDGE DELINEATION

GENERAL NOTES FOR ALL TCP DRAWINGS:
- Signs and other Traffic Control Devices (TCD) shown are the minimum required.
- Place a barricade approx. 20' ahead of all sequential arrow boards.
- Arrows shown in roadway are directional arrows to indicate traffic movements.
- All signs are 48" x 48" unless otherwise shown. Use fluorescent orange sheeting for the background of all temporary warning signs.
- All diamond shaped warning signs mounted on barrier sign supports shall be 36" by 36". All other signs mounted on barrier sign supports shall not exceed 12 sq. ft. in total sign area.
- Low speed highways have a pre-construction posted speed of 40 mph or less. High speed highways have a pre-construction posted speed of 45 mph or higher.
- Do not locate sign supports in locations designated for bicycle or pedestrian traffic.
- Combine drawing details to complete temporary traffic control for each work activity.
- Coordinate and control pedestrian movements through a Temporary Accessible Route using Flaggers, Traffic Control Measures, or as directed.
- Provide a truck mounted attentuator (TMA) to protect the active work area on high speed divided highways or freeways when positive protection is not available, or as directed.
- To be accompanied by Dwg. Nos. TM820 & TM821.

Temp. Plastic Drums See TCD Spacing Table for max. spacing.

28" Tubular Markers See TCD Spacing Table for max. spacing.

UNDER TRAFFIC

UNDER CONSTRUCTION

The selection and use of this Standard Drawing, while designed in accordance with generally accepted engineering principles and practices, is the sole responsibility of the user and should not be used without first consulting a Registered Professional Engineer.

All materials shall be in accordance with the current Oregon Standard Specifications.

OREGON STANDARD DRAWINGS

TABLES, ABRUPT EDGE AND PCMS DETAILS

2024

DATE	REVISION DESCRIPTION
07-2022	Added a note for TMAs
07-2024	Added a note for TMAs

CALC. BOOK NO. _____ N/A _____ SOR DATE: 12-JUL-2024 **TM800**

Effective Date: December 1, 2024 - May 31, 2025

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2013
DANIEL B. SCALAS
EXPIRES 6/30/26
DRAFT

No.	REVISION	DATE	BY

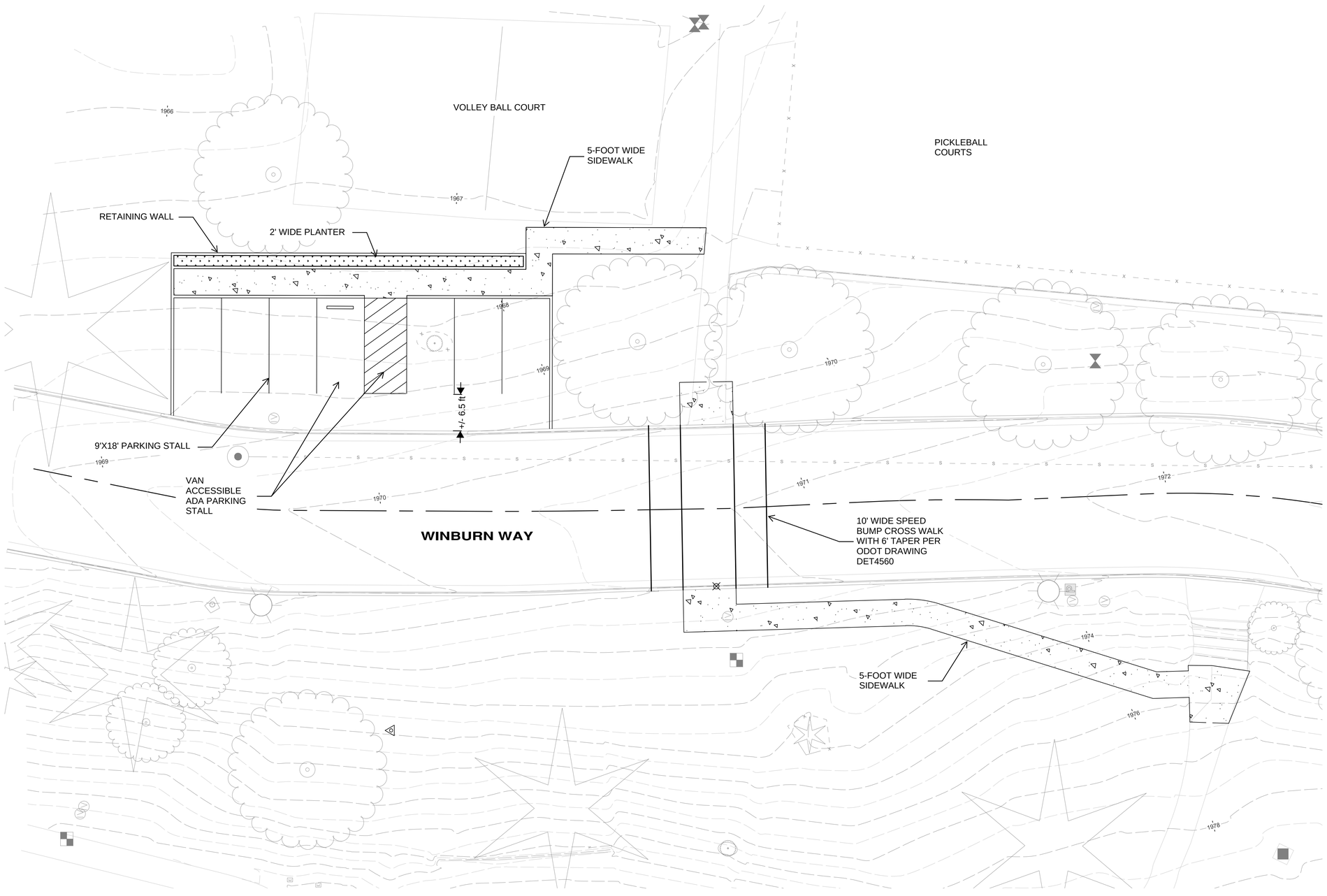
LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
TRAFFIC CONTROL PLAN

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING - SURVEYING - PLANNING - TESTING

SCALE SHOWN	DESIGNED BY AMB
DATE 5/1/2025	SURVEYED BY AES
SHEET 9 OF 9	DRAWN BY AMB
PROJ. NO. 3522-04	CHECKED BY DBS

SHEET NUMBER:

C9



10 0 5 10
(FEET)

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2013
DANIEL B. SCALAS
EXPIRES 6/30/24

DRAFT

No.	REVISION	DATE	BY

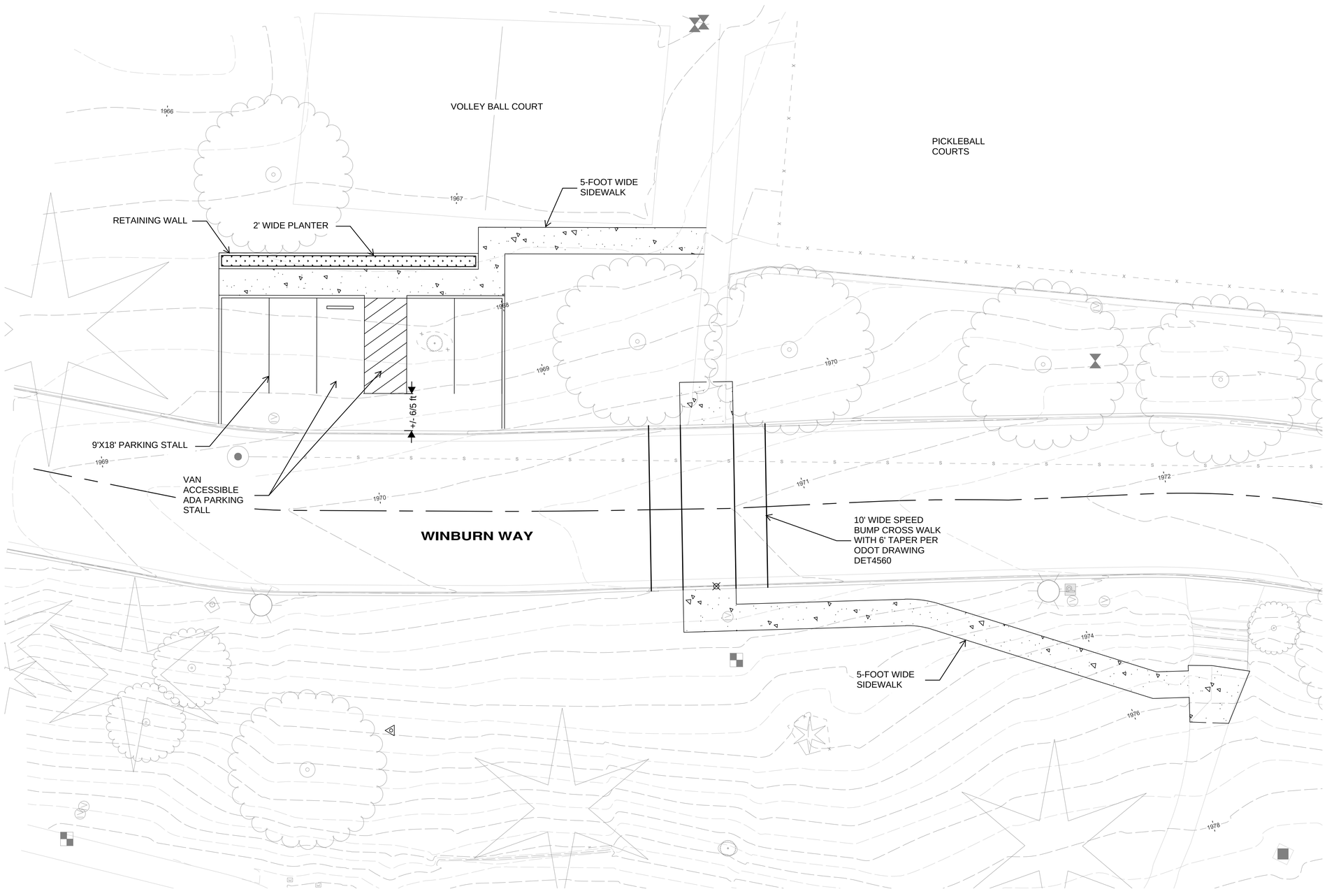
LITHIA PARK
ADA & PARKING IMPROVEMENTS
CITY OF ASHLAND
SITE PLAN - ALT 1

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING - SURVEYING - PLANNING - TESTING

SCALE	SHOWN	DESIGNED BY	XXX
DATE	02/29/2024	SURVEYED BY	XXX
SHEET	OF XX	DRAWN BY	XXX
PROJ. NO.	3522-03	CHECKED BY	DBS

SHEET NUMBER:

C5



10 0 5 10
(FEET)

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2013
DANIEL B. SCALAS
EXPIRES 6/30/24

DRAFT

No.	REVISION	DATE	BY

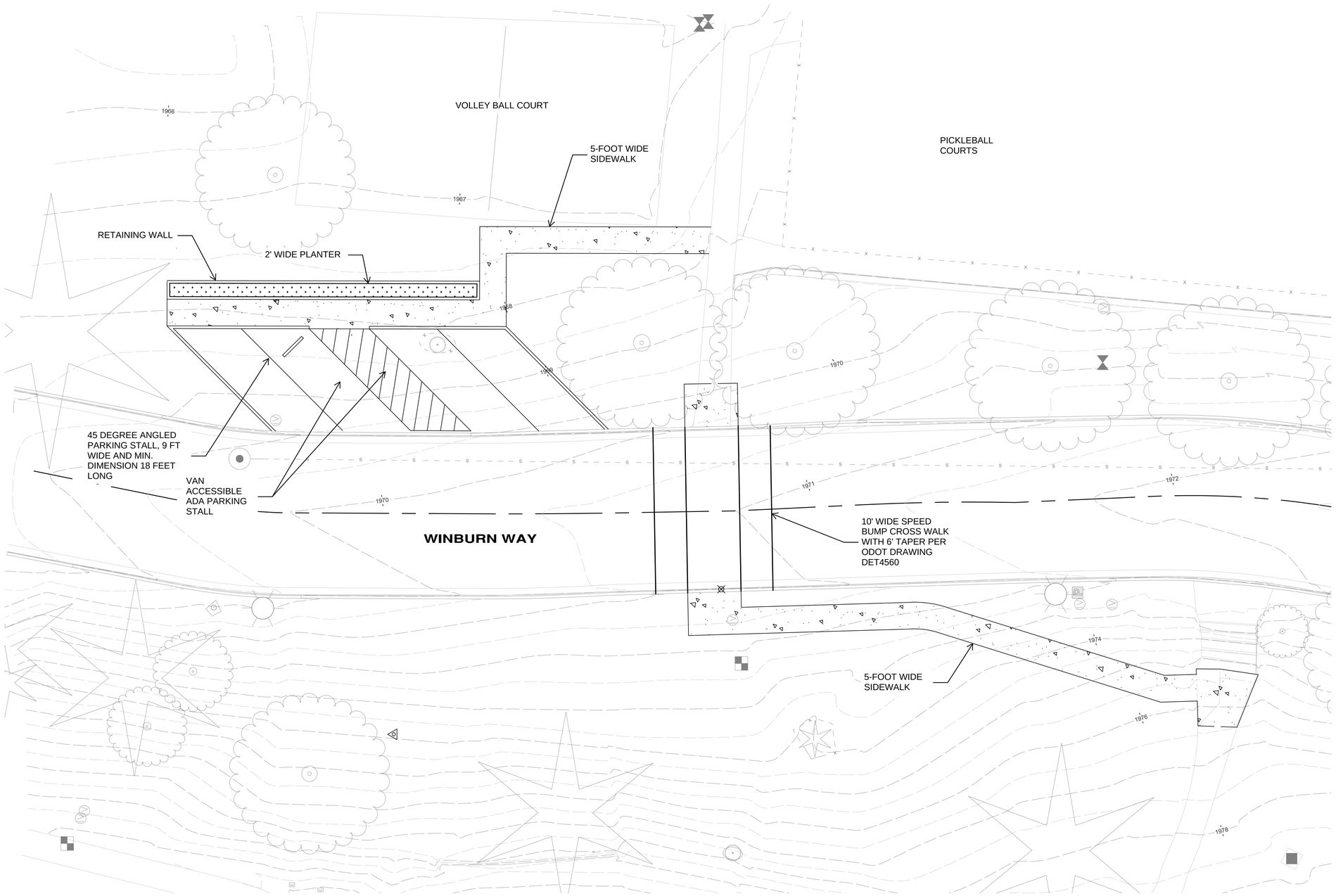
LITHIA PARK
ADA & PARKING IMPROVEMENTS
CITY OF ASHLAND
SITE PLAN - ALT 2

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING - SURVEYING - PLANNING - TESTING

SCALE	SHOWN	DESIGNED BY	XXX
DATE	02/29/2024	SURVEYED BY	XXX
SHEET	OF XX	DRAWN BY	XXX
PROJ. NO.	3522-03	CHECKED BY	DBS

SHEET NUMBER:

C5



REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2013
DANIEL B. SCALAS
EXPIRES 6/30/24

DRAFT

No.	REVISION	DATE	BY

LITHIA PARK
ADA & PARKING IMPROVEMENTS
CITY OF ASHLAND
SITE PLAN - ALT 3

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING • SURVEYING • PLANNING • TESTING

SCALE:	SHOWN
DATE	02/29/2024
SHEET	OF XX
PROJ. NO.	3522-03
DESIGNED BY	XXX
SURVEYED BY	XXX
DRAWN BY	XXX
CHECKED BY	DBS

SHEET NUMBER:

C5

10 0 5 10
(FEET)

WINBURN WAY

24.0'

24.0'

(2) NEW 24' LONG ADA PARKING SPACES WITH 5' WIDE SIDEWALK ALONGSIDE

NEW 5' WIDE ADA PATH WITH RESTING LANDINGS EVERY 30" OF VERTICAL RISE

RE-ROUTE EXISTING PATH TO AVOID EXCESS RUNNING SLOPE

REPLACE EXISTING PATH TO MEET ADA CROSS SLOPE REQUIREMENTS

CROSS SLOPE DOES NOT MEET ADA

RUNNING SLOPE DOES NOT MEET ADA

RUNNING SLOPE DOES NOT MEET ADA

1970 1972 1974 1976 1978 1980

REGISTERED PROFESSIONAL ENGINEER
88332PE
OREGON
NOVEMBER 9, 2013
DANIEL B. SCALAS
EXPIRES 6/30/26

DRAFT

No.	REVISION	DATE	BY

LITHIA PARK
ADA & PARKING IMPROVEMENTS
ASHLAND PARKS & RECREATION
SITE PLAN

ADKINS ENGINEERING & SURVEYING
o / 541.884.4666
w / AdkinsEngineering.com
1435 ESPLANADE AVENUE, KLAMATH FALLS, OR 97601
SERVING S. OREGON & N. CALIFORNIA
ENGINEERING - SURVEYING - PLANNING - TESTING

SCALE	SHOWN
DESIGNED BY	AMB
DATE	12/26/2024
SURVEYED BY	AES
SHEET	4 OF 10
DRAWN BY	AMB
PROJ. NO.	3522-03
CHECKED BY	DBS

SHEET NUMBER:

C4

Cover photo: J. Strom Thurmond Lake, courtesy of U.S. Army Corps of Engineers.

Contents

Acknowledgments

The Architectural and Transportation Barriers Compliance Board (Access Board) developed the accessibility guidelines for trails, camping and picnic facilities, viewing areas, and beach access routes through extensive public input from the disability community, Federal land management agencies, and other interested individuals and organizations.

This information has been developed and reviewed in accordance with the Access Board's information quality guidelines www.access-board.gov/the-board/policies/information-quality.

Introduction

The Access Board is responsible for developing accessibility guidelines for the construction and alteration of facilities covered by the Americans with Disabilities Act (ADA) of 1990 and the Architectural Barriers Act (ABA) of 1968. The guidelines ensure that the facilities are readily accessible to and usable by people with disabilities. The Access Board issued the current guidelines in 2004. The 2004 guidelines contain provisions for several types of recreation facilities, including boating facilities, fishing piers and platforms, golf facilities, play areas, sports facilities, and swimming pools. The Access Board amended the 2004 guidelines in 2013 by adding new provisions for trails, picnic and camping facilities, viewing areas, and beach access routes constructed or altered by Federal agencies or by non-federal entities on Federal land on behalf of a Federal agency pursuant to a concession contract, partnership agreement, or similar arrangement.

accessibility standards for Federal outdoor developed areas

The U.S. Department of Defense, the U.S. General Services Administration, and the U.S. Postal Service have adopted the Access Board's 2004 guidelines, including the 2013 amendments, as the enforceable standards for the ABA. The ABA standards adopted by these agencies are available on the Access Board's Web site at www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-aba-standards/aba-standards. The ABA Standards are comprised of two types of provisions: scoping requirements and technical requirements. The scoping requirements specify when and where elements must be accessible. The scoping requirements also specify the number of a particular type of element that must be accessible when more than one is provided. The scoping requirements are in chapter 2 of the ABA Standards and the section numbers are preceded by the capital letter "F." The technical requirements specify the design criteria for individual elements. The technical requirements for trails, picnic and camping facilities, viewing areas, and beach access routes are in chapter 10 of the ABA Standards. The scoping and technical requirements are minimum requirements. Designers, owners, and operators are encouraged, but are not required, to exceed the minimum requirements where possible to provide increased accessibility and opportunities for people with disabilities to enjoy trails and other outdoor developed areas.

This guide is intended to help designers, owners, and operators understand and use the ABA Standards for trails, picnic and camping facilities, viewing areas, and beach access routes. Guides for other recreation facilities, including boating facilities, fishing piers and platforms, golf facilities, play areas,

sports facilities, and swimming pools, are available on the Access Board's Web site at www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/guide-to-the-ada-standards. The Access Board is also developing guides for toilet and bathing facilities, parking facilities, and other elements and spaces that are required to be accessible by the ABA Standards. These guides will be available on the Access Board's Web site at www.access-board.gov/guidelines-and-standards/recreation-facilities as they are completed.

Incorporating accessibility into the design of outdoor developed areas must begin early in the planning process, with careful consideration given to the location of accessible elements and the routes that connect them. Emphasis must be placed on ensuring that people with disabilities are able to access these unique facilities and use a variety of elements that serve these facilities.

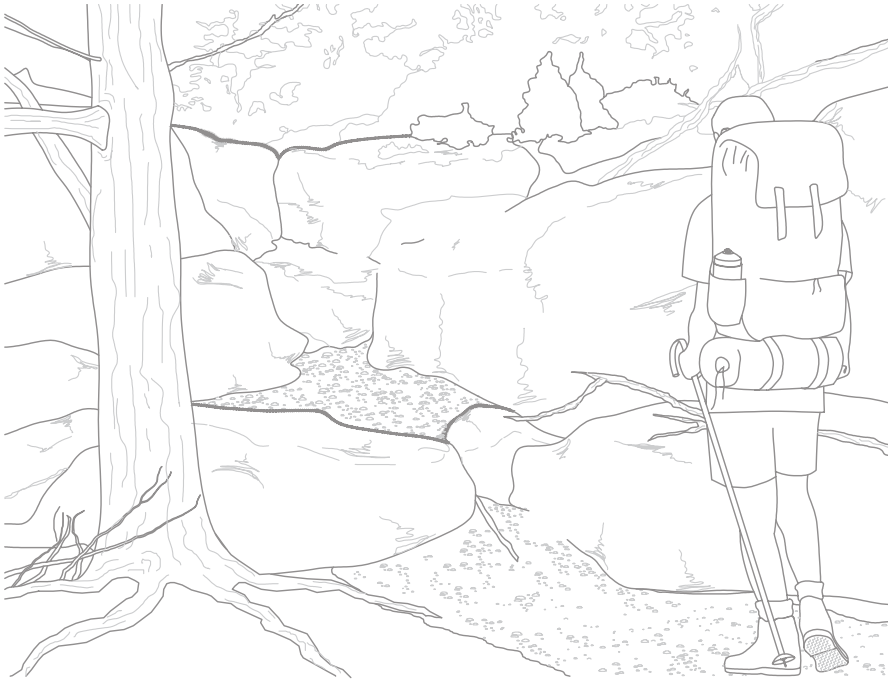
The new provisions for trails, picnic and camping facilities, viewing areas, and beach access routes are not included in the Department of Justice's (DOJ) 2010 ADA Standards and have no legal effect on State and local governments and private entities subject to DOJ's ADA regulations. State and local governments and private entities may, however, use the provisions for guidance when designing trails, picnic and camping facilities, viewing areas, and beach access routes. State and local governments and private entities are cautioned to check with DOJ about using the technical requirements for outdoor recreation access routes, instead of accessible routes, to connect elements at picnic and camping facilities, viewing areas, and trailheads.

Conditions for Exceptions [1019]

The ABA Standards recognize the existence of constraints and limitations in the outdoor environment and allow for exceptions from specific provisions in the technical requirements where certain circumstances, referred to as “conditions for exceptions,” apply. When an entity determines that any of the conditions for exceptions do not permit full compliance with a specific provision in the technical requirements, compliance with that provision is required to the extent practicable. The phrase “to the extent practicable” means reasonably doable under the circumstances.

The conditions for exceptions should be used only after all other design options are thoroughly explored. Where a condition for exception applies to only part of a trail, a beach access route, or an outdoor recreation access route, the rest of the trail or route must comply with all the technical requirements for the trail or route.

The following sections describe the four conditions for exceptions and provide examples of situations where they might apply.



Condition for Exception 1

Compliance is not practicable due to terrain. The phrase “not practicable” means not reasonably doable.

For example, where a trail is constructed in a steeply sloped area, compliance with the running slope provision may not be practicable on parts of the trail where it would require extensive cuts or fills that are difficult to construct and maintain, cause drainage and erosion problems, significantly lengthen the trail, and create other adverse environmental impacts.

Condition for Exception 2

Compliance cannot be accomplished with the prevailing construction practices.

This condition does not require the use of construction equipment or methods other than those typically used in a particular type of setting.

For example, where handtools would normally be used to construct a trail in order to minimize the impact on a sensitive adjacent stream and the prevailing construction practices for this type of setting do not include blasting, blasting does not have to be used to remove a rock outcrop in order to comply with the clear tread width provision. Compliance with the clear tread width provision is required to the extent that it can be accomplished using handtools.

Prevailing construction practices are those used by most contractors or designers faced with the same or similar projects in the area. Preferences or practices used by a single contractor or designer are not necessarily prevailing construction practices.

Condition for Exception 3

Compliance would fundamentally alter the function or purpose of the facility or the setting.

This condition recognizes that public lands provide a wide variety of recreational experiences, from highly developed areas to wilderness areas that appear unchanged from primeval times and provide opportunities for people to experience primitive and challenging conditions. The condition applies where compliance with specific provisions in the technical requirements would fundamentally alter the function or purpose of the facility or the setting.

For example, people using primitive trails experience the outdoor environment in a nearly natural state, with limited or no development. Use of manufactured building materials or engineered construction techniques to comply with specific provisions in the technical requirements for trails could fundamentally alter the natural or undeveloped nature of the setting and change the recreational experience. Trails that are intended to provide a rugged experience, such as a cross-country training trail with a steep grade, a fitness challenge course with abrupt and severe changes in elevation, and a trail that traverses boulders and rock outcroppings to provide users with the opportunity to climb the rocks, are other examples. To remove the obstacles on these trails or to reroute the trails around the obstacles would fundamentally alter the function or purpose of the trails.

Condition for Exception 4

Compliance is limited or precluded by any of the following laws, or by decisions or opinions issued or agreements executed pursuant to any of the following laws:

- Endangered Species Act (16 U.S.C. §§ 1531 et seq.)
- National Environmental Policy Act (42 U.S.C. §§ 4321 et seq.)
- National Historic Preservation Act (16 U.S.C. §§ 470 et seq.)
- Wilderness Act (16 U.S.C. §§ 1131 et seq.)
- Other Federal, State, or local law, the purpose of which is to preserve threatened or endangered species; the environment; or archaeological, cultural, historical, or other significant natural features

The laws specified in this condition prescribe certain activities or require certain analyses to be prepared or procedures to be followed when planning projects that may impact features protected under the laws. The condition does not require full compliance with a specific provision in the technical requirements where compliance is limited or precluded by the laws, or by decisions or opinions issued or agreements executed pursuant to the laws.

Example

Situations where the condition may apply include:

- Congressionally designated wilderness areas. The condition applies if work that is necessary to comply with a specific provision in the technical requirements can't be accomplished using handtools, because motorized equipment is prohibited by law in Congressionally designated wilderness areas.
- Designated wetlands or coastal areas where construction methods and materials are limited.
- Tribal sacred sites where the physically undisturbed condition of the land is an important part of the sacred observance.
- Areas where water crossings are restricted to safeguard aquatic features protected under Federal or State laws.

Archaeological and cultural features include burial grounds and cemeteries, protected tribal sites, and other properties considered sacred by an organized religion. Historical features are properties listed or eligible for listing on the National Register of Historic Places or other places of recognized historic value. Significant natural features include objects, such as large boulders, rocky outcrops, and bodies of water; or unique trees or vegetation, such as giant sequoia groves, that are regarded as distinctive or important locally, regionally, or nationally and are therefore placed under legal protection.

Table 1 summarizes the conditions for exceptions and when and where they may apply.

Table 1— Permissible Uses of Conditions for Exceptions		
Technical Requirements	**Specific Provisions**	**Applies To**
Outdoor constructed features	Clear ground space	Alterations only
Tent pads and tent platforms	Any specific provision	New construction or alterations
Camp shelters	Any specific provision	New construction or alterations
Outdoor recreation access routes at camping facilities, picnic facilities, and trailheads	Any specific provision	Alterations only
Viewing areas	Any specific provision	Alterations only
Outdoor recreation access routes to viewing areas	Any specific provision	New construction or alterations
Trails	Any specific provision	New construction or alterations
Beach access routes	Any specific provision	New construction or alterations

Documenting Use of the Conditions for Exceptions on a Portion of a Trail or Beach Access Route [F201.4.1]

When using the conditions for exceptions on a portion of trail or a beach access route, Federal agencies should document in writing why they could not fully comply with a specific provision in the technical requirements for trails or beach access routes. The documentation should be retained with the project records. The documentation should include the date the decision is made and the names and positions of the people making the decision. The Access Board is responsible for investigating complaints alleging violations of the ABA Standards and will request documentation when a complaint involves a trail or beach access route.

Exemptions for an Entire Trail or Beach Access Route [1017.1, Exception 2 and 1018.1, Exception 2]

When extreme or numerous conditions for exceptions make it impractical to construct a trail or beach access route that complies with the technical requirements, the ABA Standards provide an exemption for the entire trail or beach access route. The exemption for an entire trail or beach access route can only be used after applying the conditions for exceptions to portions of the trail or beach access route. When determining whether to exempt an entire trail or beach access route, consider the portions of the trail or beach access route that can and cannot comply with the specific provisions in the technical requirements and the extent of compliance where full compliance cannot be achieved.

Notifying the Access Board When an Entire Trail or Beach Access Route is Exempted [F201.4.1]

In the rare cases where an entire trail or beach access route is exempted, Federal agencies must notify the Access Board about the exemption. Sample notification forms are in the appendix of this guide and are also available on the Access Board's Web site at www.access-board.gov/guidelines-and-standards/recreation-facilities/outdoor-developed-areas/final-guidelines-for-outdoor-developed-areas/notification-forms. Federal agencies do not have to obtain approval from the Access Board to exempt an entire trail or beach access route. The Access Board will monitor the use of exemptions for an entire trail or beach access route and may provide additional guidance on the use of such exemptions. Federal agencies are encouraged to seek technical assistance from the Access Board when considering exempting an entire trail or beach access route.

Trails

Definition [F106.5]

A trail is defined as a pedestrian route developed primarily for outdoor recreational purposes. Pedestrian routes that are developed primarily to connect accessible elements, spaces, and buildings within a site are not a trail.

The Access Board is developing accessibility guidelines for sidewalks and shared-use paths. The key differences between accessible routes, sidewalks, shared-use paths, and trails are outlined in the appendix of this guide.

New Trails [F247.1]

When a trail is designed for use by hikers or pedestrians and directly connects to a trailhead or another trail that substantially meets the technical requirements for trails, the trail must comply with the technical requirements.

Do the Standards Apply?

- Is the trail designed for hiker or pedestrian use?
- Is the trail connected to a trailhead or an existing trail that substantially meets the technical requirements for trails?

The ABA Standards for trails apply when the answer to both questions above is “yes.”

The Federal Trail Data Standards (FTDS) classify trails by their **designed use** and **managed use.** Under the FTDS, a trail has only **one designed use** that determines the design, construction, and maintenance parameters for the trail. A trail can have more than **one managed use** based on a management decision to allow other uses on the trail. Trails that have a **designed use** for hikers or pedestrians are required to comply with the technical requirements for trails. Trails that have a **designed use** for other than hikers or pedestrians, such as mountain bike or equestrian trails, are not required to comply with the technical requirements for trails.

A trail system may include a series of connecting trails. Only trails that directly connect to a trailhead or another trail that substantially meets the technical requirement for trails are required to comply with the technical requirements for trails. A trail that complies with most of the technical requirements for trails is considered to substantially meet the technical requirements.

Existing Trails [F247.2]

When the original design, function, or purpose of an existing trail is changed, regardless of the reason, and the altered portion of the trail directly connects to a trailhead or another trail that substantially meets the technical requirements for trails, the altered portion of the existing trail must comply with the technical requirements for trails.

The term **“reconstruction”** is not used in the ABA Standards, though the term is used frequently by the trails community. For the purposes of the ABA

Standards, actions are categorized as either new construction or an alteration. Routine or periodic maintenance activities are not considered an alteration that would trigger the application of the ABA standards. The difference between an alteration and maintenance is as follows:

- An **alteration** is work done to change the original design, purpose, intent, or function of an existing trail.
- **Maintenance** is the routine or periodic repair of existing trails or trail segments to restore them to their originally designed and built condition. Maintenance does not change the original design, purpose, intent, or function for which a trail is designed. Maintenance may include:
  - Removing debris and vegetation, such as fallen trees or broken branches on the trail; clearing the trail of encroaching brush or grasses; and removing rock slides
  - Maintaining trail tread, such as filling ruts, reshaping a trail bed, repairing a trail surface or washout, installing riprap to retain cut and fill slopes, and constructing retaining walls or cribbing to support trail tread
  - Performing erosion control and drainage work, such as replacing or installing drainage dips or culverts
  - Repairing or replacing deteriorated, damaged, or vandalized trail or trailhead structures or parts of structures, including sections of bridges, boardwalks, information kiosks, fencing and railings; painting; and removing graffiti

Technical Requirements [1017]

The technical requirements for trails include specific provisions for the surface, clear tread width, passing spaces, tread obstacles, openings, running slope, cross slope, resting intervals, protruding objects, and trailhead signs.

Using the Trail Exceptions [1017.1, Exceptions 1 and 2]

When a condition for exceptions does not permit full compliance with a specific provision in the technical requirements on a portion of a trail, that portion of the trail must comply with the specific provision to the extent practicable.

When extreme or numerous conditions for exceptions make it impracticable to construct a trail that complies with the technical requirements, the entire trail can be exempted from complying with the technical requirements. An entire trail can be exempted from the technical requirements only after applying the conditions for exceptions to portions of the trail. When determining whether to exempt an entire trail from the technical requirements, consider the portions of the trail or beach access route that can and cannot comply with the specific provisions in the technical requirements and the extent of compliance where full compliance cannot be achieved.

Additional information on the conditions for exceptions, including documenting use of the exceptions on portions of a trail and notifying the Access Board when an entire trail is exempted from the technical requirements, is provided in the section of this guide on the conditions for exceptions.

Surface [1017.2]

The surfaces of trails, passing spaces, and resting intervals must be firm and stable. A firm trail surface resists deformation by indentations. A stable trail surface is not permanently affected by expected weather conditions and can sustain normal wear and tear from the expected uses between planned maintenances.

Paving with concrete or asphalt may be appropriate for highly developed areas. For less developed areas, crushed stone, fine crusher rejects, packed soil, soil stabilizers, and other natural materials may provide a firm and stable surface. Natural materials also can be combined with synthetic bonding materials to provide greater stability and firmness. These materials may not be suitable for every trail.

DESIGN TIP—Building a firm and stable surface

A firm and stable surface does not always mean concrete and asphalt. Some natural soils can be compacted so that they are firm and stable. Other soils can be treated with stabilizers without drastically changing their appearance. Designers are encouraged to investigate the options and use surfacing materials that are consistent with the site's level of development and that require as little maintenance as possible.

CONSTRUCTION TIP—Stable materials

Generally, the following materials provide firmer surfaces that are more stable than the alternative:

- Crushed rock (rather than uncrushed gravel)
- Rocks with broken faces (rather than rounded rocks)
- A rock mixture containing a full spectrum of sieve sizes, including fine material (rather than a single size)
- Hard rock (rather than soft rock that breaks down easily)
- Rock that passes through a ½-inch screen (rather than larger rocks)
- Rock material that is compacted in 3- to 4-inch layers (rather than thicker layers)
- Material that is moist (but not too wet) before it is compacted (rather than material that is compacted when it is dry)
- Material that is compacted with a vibrating plate compactor, roller, or by hand tamping (rather than material that is laid loose and compacted by use)

Measuring Surface Firmness and Stability

The rotational penetrometer (RP) is a precision surface-indenter measuring tool for evaluating the firmness and stability of ground and floor surfaces (figure 1). To measure firmness, the precision spring applies force to the penetrator and the caliper measures the vertical displacement of the penetrator into the surface. The penetrator is then rotated and the total displacement into the surface is measured, indicating surface stability. The Access Board has conducted several research projects using the RP to evaluate the firmness and stability of trail and play area surfaces. Additional information about these projects is available at www.access-board.gov/research/completed-research/accessible-exterior-surfaces. Slip resistance is not required for the surface of trails because leaves, dirt, ice, snow, and other surface debris and weather conditions are part of the natural environment that would be difficult, if not impossible, to avoid.

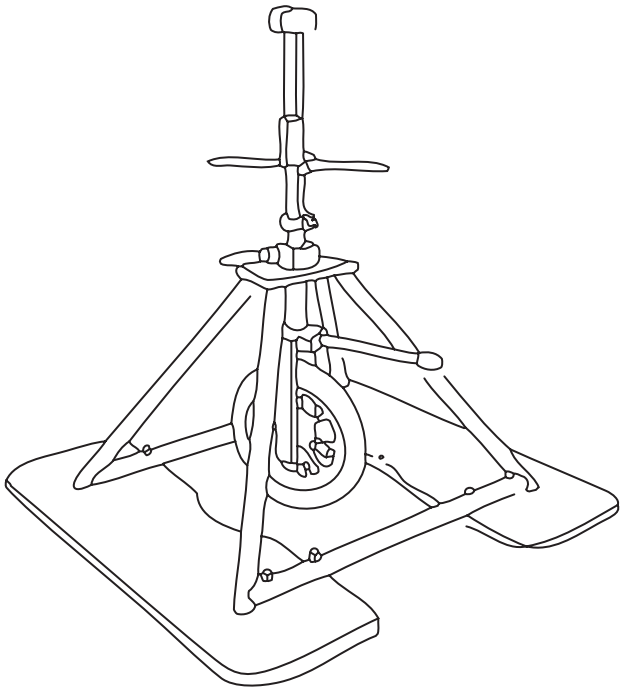


Figure 1—The rotational penetrometer is a portable precision surface indenter that is used for measuring the firmness and stability of surfaces.

Clear Tread Width [1017.3]

The clear tread width of trails must be a minimum of 36 inches (figure 2). The 36-inch-minimum clear tread width must be maintained for the entire distance of the trail and may not be reduced by gates, barriers, or other obstacles unless a condition for exception does not permit full compliance with the provision.

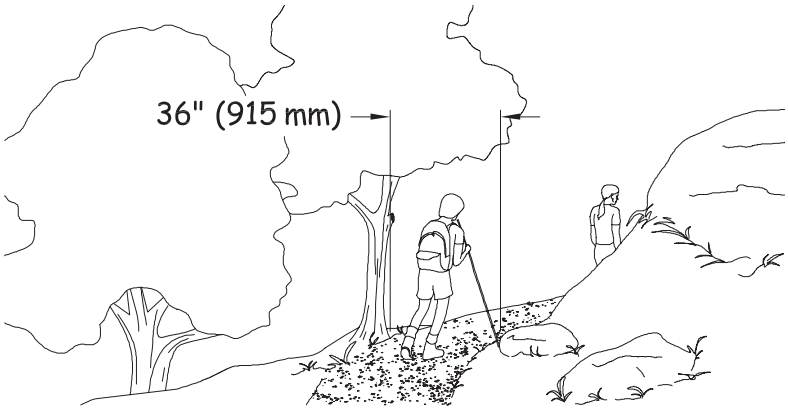


Figure 2—Minimum clear trail tread width.

Where gates and barriers require users to make 90-degree or 180-degree turns, sufficient space should be provided for people using mobility devices to make the turns (figure 3). Mobility devices that are used in the outdoors typically have a longer wheel base and are wider than mobility devices that are used indoors. The Access Board and National Institute on Disability and Rehabilitation Research sponsored research to collect anthropometric

data from a sample of about 500 people who use manual wheelchairs, power wheelchairs, and scooters. The Center for Inclusive Design and Environmental Access in the School of Architecture and Planning, University at Buffalo, The State University of New York conducted the "Anthropometry of Wheeled Mobility Project." The final report for this project is available at www.udeworld.com/documents/anthropometry/pdfs/AnthropometryofWheeledMobilityProject_FinalReport.pdf. The report recommends that, in order to accommodate 95 percent of the users of manual wheelchairs, power wheelchairs, and scooters in the project sample, a minimum clear width of 43 inches is needed to make a 180-degree turn around a barrier similar to a chicane-style gate.

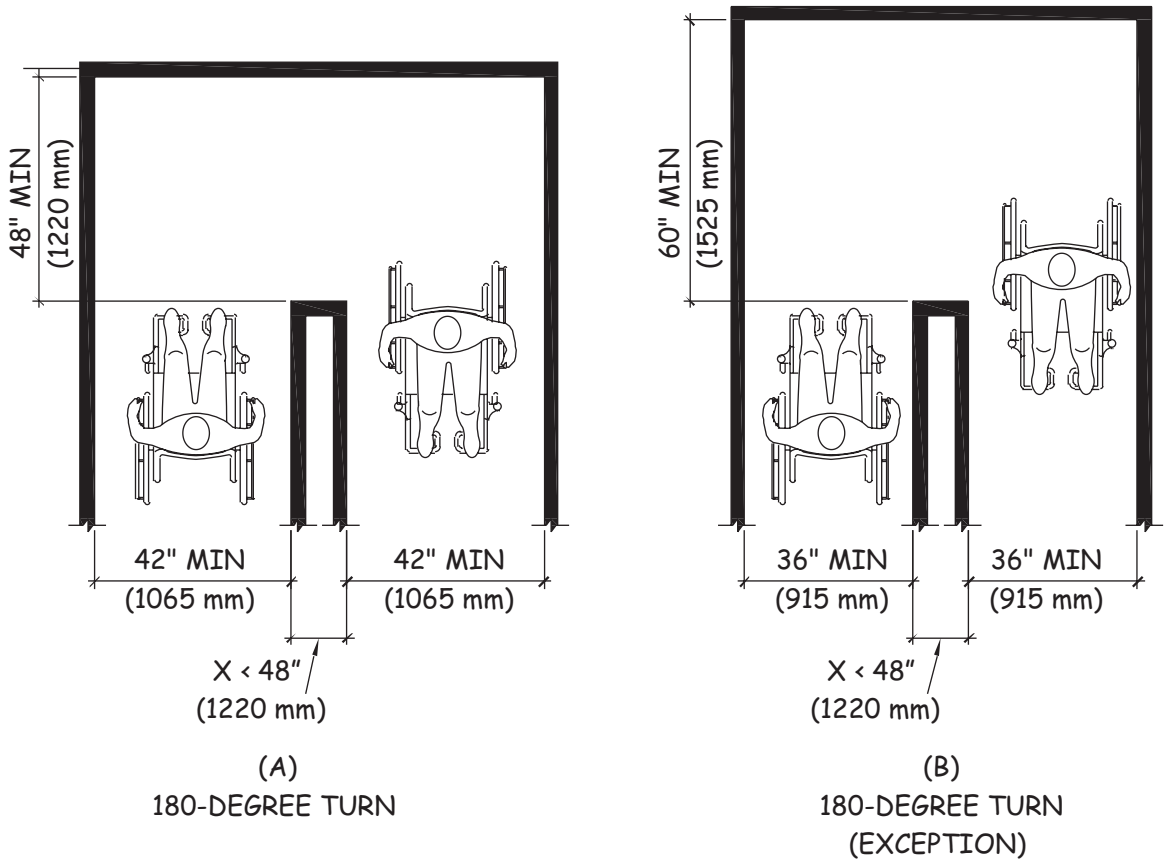


Figure 3—Clearance needed to negotiate a 180-degree turn.

Passing Spaces [1017.4]

A trail tread width less than 60 inches does not permit two people using mobility devices to pass each other. Consequently, where the tread width is less than 60 inches, passing spaces must be provided at intervals of at least 1000 feet. Where the trail is heavily used or the trail is not at the same level as the adjoining ground surface, such as a bridge crossing a ravine, increasing the frequency of passing spaces or widening the tread width to a minimum of 60 inches provides greater access. People using mobility devices also use passing spaces to turn around.

Where the full length of a trail does not fully comply with the trail technical requirements, a passing space must be located at the end of the trail segment that complies fully with the technical requirements. This enables people who use mobility devices to turn around and proceed back to where they started. Consider ways to alert people using mobility devices when a passing space provides the last opportunity on a trail to turn around, because this may not always be apparent. Printed materials, trail Web sites, trailhead information signs, and signage at the end of the trail segment that fully complies with the technical requirements could be used to indicate the location of the last place on the trail to turn around.

Passing spaces must be:

- A minimum of 60 by 60 inches (figure 4) or

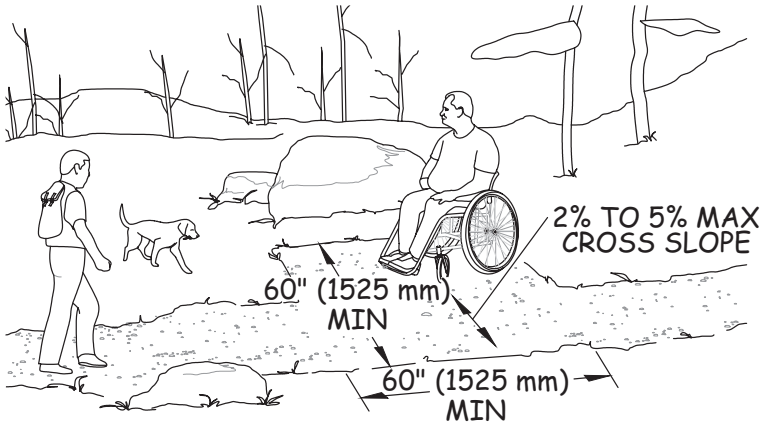


Figure 4—Minimum dimensions for a passing space.

- The intersection of two trails that provide a T-shaped space that complies with section 304.3.2 of the ABA Standards (figure 5), and the base and the arms of the T-shaped space extend a minimum of 48 inches beyond the intersection (figure 6)

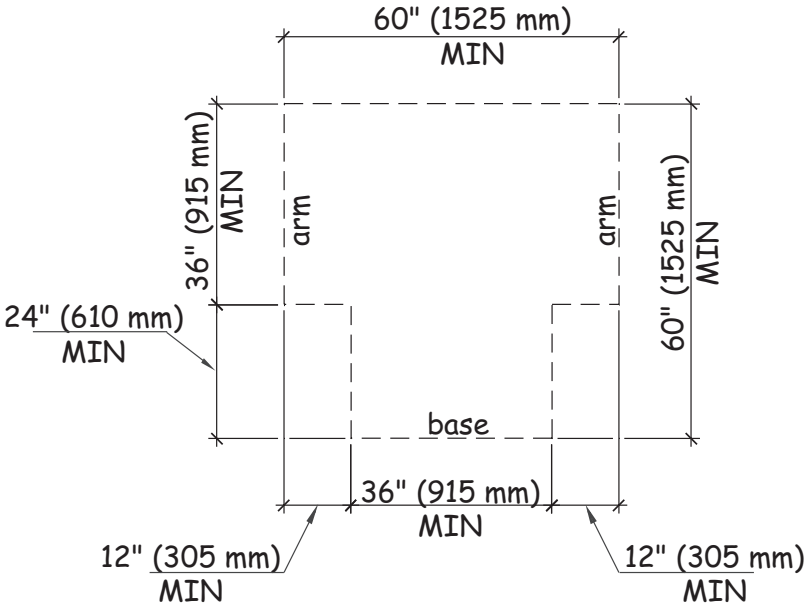


Figure 5—A T-shaped turning space (304.3.2).

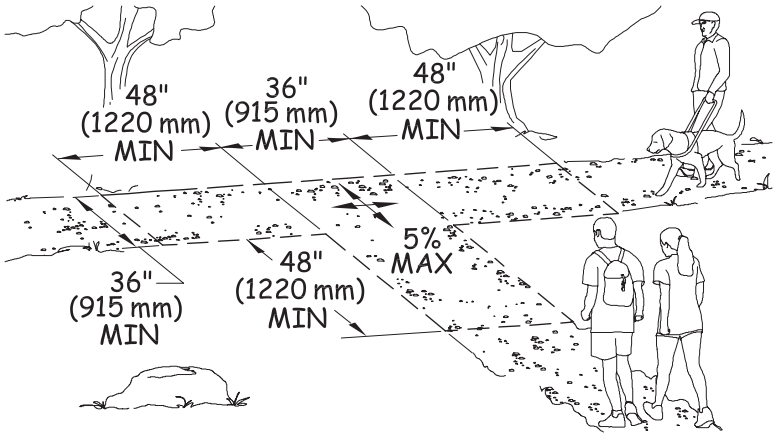


Figure 6—Minimum dimensions for a T-shaped passing space.

Where the intersection of two trails serves as a passing space, the vertical alignment of the trails at the intersection that form the T-shaped space must be nominally planar so that all the wheels of a mobility device remain on the ground when turning into and out of the space. Nominally planar means on the same nominal table surface (same nominal geometric surface plane) and the slopes of the table surface correspond to the running slope and cross slope of the trail tread. For example, if the trail tread has a 2 percent cross slope and 5 percent running slope, the nominal surface plane of the trail tread and passing space must both have a 2 percent cross slope and a 5 percent running slope. This allows people using mobility devices with three or four wheels to better maintain contact with the surface when moving from the main trail into a passing space. This makes it less likely that the mobility device will tip or overbalance to one side.

Passing spaces and resting intervals can overlap. When passing spaces and resting intervals overlap, the technical requirements for resting intervals apply and the slope of the ground surface must be no steeper than 1:48 (2 percent) in any direction. When the surface is constructed of materials other than asphalt, concrete, or boards, slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Tread Obstacles [1017.5]

A tread obstacle is anything that interrupts the evenness of the tread surface. The vertical alignment of joints in concrete, asphalt, or board surfaces, as well as natural features, such as tree roots and rocks, within the trail tread can be tread obstacles.

The limit on the height of tread obstacles on trails, passing spaces, and resting intervals is based on the surface material used. When the trail surface is constructed of concrete, asphalt, or boards, tread obstacles cannot exceed one-half inch in height at their highest point. When the trail surface is constructed of materials other than concrete, asphalt, or boards, tread obstacles are permitted to be a maximum of 2 inches high.

Frequent tread obstacles and tread obstacles that cross the full width of a trail tread can make travel very difficult for people using mobility devices. Where possible, separate tread obstacles by at least 48 inches, particularly when the obstacles cross the entire tread width. This separation allows people using mobility devices to fully cross one obstacle before confronting another.

Openings [1017.6]

Openings are gaps in the surface of a trail. Gaps, including slots in a drainage grate and spaces between the planks on a bridge or boardwalk (figure 7), that are big enough for wheels, canes, or crutch tips to drop through or become trapped in are potential hazards.

Openings in the surfaces of trails, passing spaces, and resting intervals must be small enough so that a sphere more than one-half inch in diameter cannot pass through. Where possible, elongated openings should be placed perpendicular, or as close to perpendicular as possible, to the dominant direction of travel.

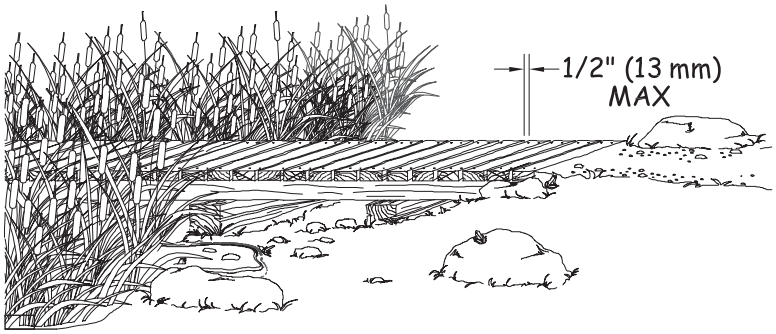


Figure 7—Where possible, openings in boardwalk decking should be placed perpendicular to the direction of travel.

Running Slope [1017.7.1]

Running slope, also referred to as grade, is the lengthwise slope of a trail, parallel to the direction of travel. Trails or trail segments of any length may be constructed with running slopes up to 1:20 (5 percent). To accommodate steep terrain, trails may be designed with shorter segments that have a running slope and length, as shown in table 2, with resting intervals at the top and bottom of each segment.

Table 2—Maximum Running Slope and Segment Length		
Running Slope of Trail Segment		Maximum Length of Segment
Steeper Than	But Not Steeper Than	
1:20 (5%)	1:12 (8.33%)	200 feet
1:12 (8.33%)	1:10 (10%)	30 feet
1:10 (10%)	1:8 (12%)	10 feet

To ensure that a trail is not designed as a series of steep segments, no more than 30 percent of the total length of the trail may have a running slope exceeding 1:12 (8.33 percent). The running slope must never exceed 1:8 (12 percent). Resting intervals must be provided more frequently as the running slope increases (figure 8).

Trail Running Slope

Whenever possible, trails should be constructed with lesser slopes to provide greater independent access and usability.

Figure 8—The running slope is measured along a trail's length; the cross slope is measured across its width.

CONSTRUCTION TIP—How is running slope measured?

Running slope is often described as a ratio of vertical distance to horizontal distance, or rise to run (figure 9). For example, a running slope of 1:20 (5 percent) means that for every foot of vertical rise, there are 20 feet of horizontal distance. The technical requirements specify running slope as both a ratio and percentage.

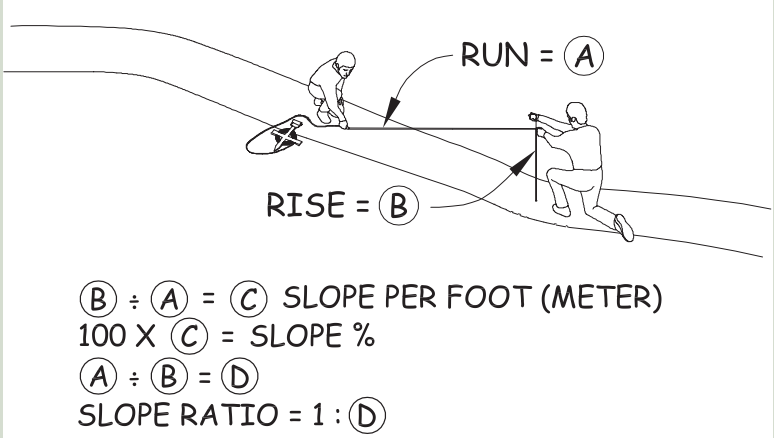


Figure 9—Determining the slope ratio.

Cross Slope [1017.7.2]

Cross slope is the side-to-side slope of a trail tread. Some cross slope is necessary to provide drainage and to keep water from ponding and damaging the trail surface, especially on unpaved or natural surfaces.

When the trail surface is constructed of concrete, asphalt, or boards, the cross slope must be no steeper than 1:48 (2 percent). When the trail surface is constructed of materials other than asphalt, concrete, or boards, cross slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Resting Intervals [1017.8]

Resting intervals are level areas that provide an opportunity for people to stop after a steep segment and recover before continuing on. Resting intervals are required between trail segments any time the running slope exceeds 1:20 (5 percent).

Resting intervals may be provided within the trail tread or adjacent to the trail tread. When the resting interval is within the trail tread, it must be at least 60 inches long and at least as wide as the widest segment of the adjacent trail tread.

When the resting interval is adjacent to the trail, it must be at least 60 inches long and 36 inches wide. A turning space that complies with section 304.2.3 of the ABA Standards must be provided. The vertical alignment of the trail tread, turning space, and resting interval must be nominally planar so that all the wheels of a mobility device touch the ground when turning into and out of the resting interval.

When the surface of the resting interval is constructed of concrete, asphalt, or boards, the slope of the resting interval must be no steeper than 1:48 (2 percent) in any direction. When the surface of the resting interval is constructed of materials other than concrete, asphalt, or boards, slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Protruding Objects [1017.9]

Objects that protrude into the trail clear tread width, passing spaces, and resting intervals can pose hazards to people who are blind or have low vision. Constructed elements on trails, resting intervals, and passing spaces must comply with the technical requirements for protruding objects in section 307 of the ABA Standards. Signs and other post-mounted objects are examples of constructed elements that, if located incorrectly, can be protruding objects.

Figure 10—Protruding object requirements do not apply to natural features such as caves in undeveloped areas.

The technical requirements for protruding objects do not apply to natural features, such as tree branches, rock formations, and trails that pass beneath rock ledges or through caves because these are not constructed elements (figure 10). Clearing limits for trail construction and maintenance usually require that brush, limbs, trees, and logs be cut back a foot or more from the edge of the trail. However, trail maintenance cycles may be several years for some trails, and vegetation may encroach on the trail in the interim between cycles. While it may not always be possible to control vegetation, it is always possible to place constructed features where they won't pose a hazard to hikers who are blind or have low vision.

Trailheads

Definition [F106.5]

A trailhead is defined as an outdoor space that is designated by an entity responsible for administering or maintaining a trail to serve as an access point to the trail. The junction of two or more trails or the undeveloped junction of a trail and a road is not a trailhead. For example, if a trail crosses the road, the crossing does not automatically become a trailhead.

Trailhead Information Signs [F216.13 and 1017.10]

All hikers need trail information to make informed decisions. For example, hikers want to know which trail is most appropriate for the amount of time they have available, the people in their group, and the type of hike that best suits their needs or desires. Information about the accessibility of a trail enables people with disabilities to decide whether the characteristics of the trail are suited to their abilities. When this information is available on Web sites and in printed materials, it allows all hikers, including people with disabilities, the opportunity to understand the possible challenges of the trail before arriving at the trailhead.

When a new trail information sign is provided at the trailhead on a newly constructed or altered trail designed for use by hikers or pedestrians, the sign must provide information about the accessible characteristics of the trail. This requirement applies to new trailhead information signs regardless of whether the newly constructed or altered trail complies with the technical requirements for trails.

The new trail information signs must include the following information:

- Length of the trail or trail segment
- Type of trail surface
- Typical and minimum trail tread width
- Typical and maximum trail grade
- Typical and maximum trail cross slope

Signs can provide additional information to help people with disabilities decide whether or not to attempt a trail. For example, information about the height of any major obstacles, such as boulders in the trail tread, can help people determine if they can overcome these barriers. It is helpful to have a caution notice indicating that the posted information reflects the condition of the trail when it was constructed or assessed and on what date the information was current. Because conditions in the outdoors are subject to change, knowing when an assessment was made is very helpful.

International Symbol of Accessibility (ISA)

The ISA is not required or encouraged on trail information signs.

Section F216.2 of the ABA Standards requires exterior signs that identify spaces by name to comply with the technical requirements for visual characters in section 703.5 of the ABA Standards, including the provisions for contrast of the characters and their background, and character size and style. Consequently, if a trail information sign identifies the name of the trail, the name of the trail must comply with the technical requirements for visual characters in section 703.5 of the ABA Standards. Tactile characters, Braille, and the International Symbol of Accessibility are not required on trail information signs.

Section F205 of the ABA Standards requires operable parts in accessible spaces to comply with the technical requirements for operable parts in section 309 of the ABA Standards, including the provisions for clear ground space, reach ranges, and operation. Consequently, if bins or holders for materials, such as maps, brochures, or fee envelopes, are provided at trailheads, a clear ground space at least 30 by 48 inches must be provided at the bins or holders. The bins or holders must be located a minimum of 15 inches and a maximum of 48 inches above the ground surface. If a latch or lid is provided, it must be operable using one hand without tightly grasping, pinching, or twisting the wrist.

Outdoor Constructed Features at Trailheads [F247.3.1 and 1011]

When outdoor constructed features, such as benches, picnic tables, or trash and recycling receptacles, are provided at trailheads, at least 20 percent, but no less than one, of each type of element provided must comply with the applicable technical requirements for the element. The technical requirements for outdoor constructed features are discussed in the section of this guide on outdoor constructed features.

Toilet and bathing facilities, parking facilities, and drinking fountains must comply with the applicable sections of the ABA Standards.

Outdoor Recreation Access Routes at Trailheads [F247.3.2]

Trailheads are usually accessed by vehicle rather than by hiking. At least one outdoor recreation access route (ORAR) must connect the following at trailheads:

- Accessible parking spaces or other arrival points
- The starting point of the trail
- Accessible elements, spaces, and facilities within the trailhead

The technical requirements for ORARs are discussed in the section of this guide on ORARs. ORARs provide greater accessibility than a trail because areas served by ORARs are typically more developed than trails.

Existing Trailheads [F202.3]

At existing trailheads, if elements or spaces are altered but the circulation path to the altered space or element is not changed, the circulation path does not have to be altered to comply with the technical requirements of ORARs. If the circulation path at a trailhead is altered and a condition for exception does not permit full compliance with a specific provision in the technical requirements for ORARs, the circulation path must comply with the specific provision to the extent practicable. Additional information on the conditions for exceptions is provided in the section of this guide on the conditions for exceptions.

Trail Facilities

Camping and Picnic Facilities and Viewing Areas on Trails [F247.4]

When camping and picnic facilities or viewing areas are constructed or altered along a trail, they must comply with the applicable scoping and technical requirements for the facility, regardless of whether the trail complies with the technical requirements for trails. The scoping and technical requirements for camping and picnic facilities and viewing areas are discussed in the sections of this guide on camping and picnic facilities and viewing areas.

ORARs are not required to connect trails to camping and picnic facilities, viewing areas, and pit toilets along the trails. On trails that comply with the technical requirements for trails, the routes that connect the trails to camping and picnic facilities, viewing areas, and pit toilets along the trails, including accessible elements within the facilities, must comply with the technical requirements for trails. On trails that do not comply with the technical requirements for trails, there are no technical requirements for the routes that connect the trails to camping and picnic facilities, viewing areas, and pit toilets along the trails.

Where bridges are provided along trails that substantially comply with the technical requirements for trails, the bridges must also be constructed to meet the trail technical requirements.

Outdoor Constructed Features Along Trails [F247.5]

When outdoor constructed features, such as benches (figure 11), picnic tables, or trash and recycling receptacles, are provided along a trail, at least 20 percent, but no less than one, of each type of element provided at each location on the trail (other than within camping and picnic facilities and viewing areas, which have their own scoping requirements for outdoor constructed features) must comply with the applicable technical requirements for the element, regardless of whether the trail complies with the technical requirements for trails. The technical requirements for outdoor constructed features are discussed in the section of this guide on outdoor constructed features.

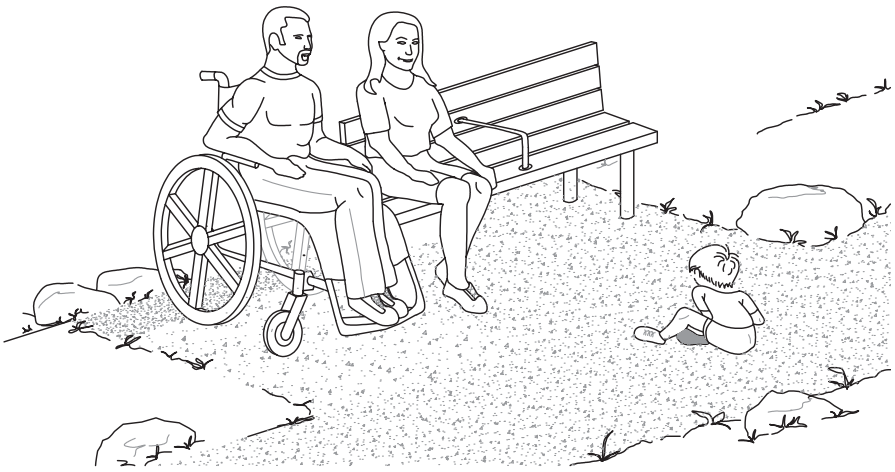


Figure 11—A bench is an example of an outdoor constructed feature along a trail.

Outdoor Recreation Access Routes (ORARs)

Scoping Requirements [F244.5, F245.4, F246.4, and F247.3.2]

An ORAR is a continuous, unobstructed path that is intended for pedestrian use and that connects accessible elements, spaces, and facilities within camping and picnic facilities and at viewing areas and trailheads. ORARs cannot be used at other types of facilities, such as educational campuses, office parks, or theme parks.

ORARs must coincide with or be located in the same area as general circulation paths provided for other users.

Within camping and picnic facilities, ORARs must connect accessible elements, spaces, and facilities provided within camping and picnic units with mobility features. ORARs must also connect public and common use areas that serve camping and picnic units with mobility features and accessible elements, spaces, and facilities provided within the public or common use areas. When a circulation path connects camping and picnic facilities and adjacent recreation facilities, such as play areas or boating facilities, at least one ORAR must connect camping and picnic units with mobility features to an accessible route serving the adjacent recreation facilities.

Permitted Uses of ORARs

ORARs can only be used within camping and picnic facilities, and at viewing areas and trailheads.

At viewing areas, at least one ORAR must connect accessible parking spaces or other arrival points that serve the viewing area with accessible elements, spaces, and facilities provided within the viewing area.

At trailheads, at least one ORAR must connect:

- Accessible parking spaces or other arrival points serving the trailhead
- The starting point of the trail
- Accessible elements, spaces, and facilities provided within the trailhead

Elements, spaces, or facilities that are not required to be accessible do not have to be connected by an ORAR.

ORARs are not required when accessible camping and picnic facilities, viewing areas, or outdoor constructed features are provided along a trail. **These routes must meet the technical requirements for trails.**

Technical Requirements [1016]

Using the ORAR Exceptions [F202.3, Exception 4 and 1016, Exceptions 1, 2, and 3]

Where elements or spaces in camping and picnic facilities, viewing areas, or trailheads are altered but the circulation path to the altered element or space is not changed, the circulation path is not required to comply with the technical requirements for ORARs.

In alteration projects, if a condition for exception does not permit full compliance with a specific provision in the technical requirements for ORARs on a portion of an ORAR, then that portion of the ORAR must comply with the specific provision to the extent practicable. The conditions for exceptions can be

used for newly constructed ORARs at viewing areas. Additional information on the conditions for exceptions is provided in the section of this guide on the conditions for exceptions. Although not required, documenting use of the conditions for exceptions on a portion of an ORAR and retaining the documentation with the project records can be helpful if a complaint is filed with the Access Board alleging that the ORAR does not comply with the technical requirements.

If a roadway is the common circulation path for pedestrians within camping and picnic facilities or at viewing areas and trailheads, an ORAR may be provided within the roadway. When an ORAR is provided within the roadway, it is exempted from the technical requirements for cross slope, running grade, resting intervals, and passing spaces. The other technical requirements apply to ORARs provided within the roadway. For instance, where traffic calming devices, gates, or other barriers are provided on a paved roadway, the ORAR must have a clear width of 36 inches and obstacles cannot exceed one-half inch in height at their highest point within the clear width of the ORAR.

Surface [1016.2]

The surfaces of ORARs, passing spaces, and resting intervals must be firm and stable. Additional information on firm and stable surfaces is provided in the trails section of this guide.

Slip resistance is not required because leaves and needles, dirt, ice, snow, and other surface debris and weather conditions are components of the natural environment that would be difficult, if not impossible, to avoid.

During the design process, evaluating the planned surface material for noticeable distortion or compression during the seasons for which the surface is managed, and for stability under normally occurring weather conditions and expected uses, can be helpful. If the planned surface material does not remain firm and stable during this evaluation, another surfacing product may be a more appropriate choice.

Clear Width [1016.3]

The clear width of ORARs must be a minimum of 36 inches. The 36-inch-minimum clear width must be maintained for the entire ORAR and may not be reduced by gates, barriers, or other obstacles unless a condition for exception does not permit full compliance with the provision.

ORARs don't all necessarily have to be the same width. ORARs may be different widths, depending on their location. Consider the number of people who are likely to use the ORAR at the same time and how they will want to use it—single file or walking side-by-side. Two people using mobility devices need a clear width of at least 60 inches to pass each other on an ORAR. Consider providing a minimum clear width of 60 inches on ORARs that connect camping units with mobility features to important features, such as toilet and bathing facilities or water hydrants.

Passing Spaces [1016.4]

Where the clear width of an ORAR is less than 60 inches, passing spaces must be provided at intervals of at least 200 feet.

Passing spaces must be:

- A minimum space of 60 by 60 inches or
- The intersection of two ORARs that provide a T-shaped space that complies with section 304.3.2 of the ABA Standards, where the base and the arms of the T-shaped space extend a minimum of 48 inches beyond the intersection (figure 12)

Either of these configurations provides enough space for people using mobility devices to move to the side and let other people pass along the ORAR.

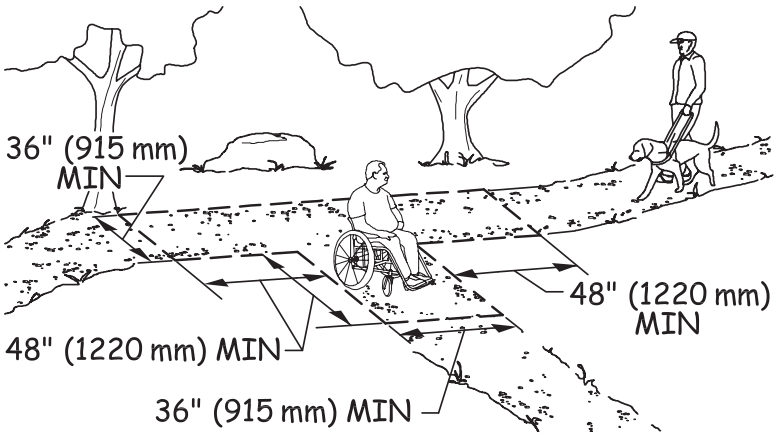


Figure 12—A T-intersection may be used as a passing space on an outdoor recreation access route or a beach access route if it has the dimensions shown (or larger).

Consider providing either a minimum clear width of 60 inches or passing spaces at shorter intervals where an ORAR is heavily used or adjoins elements, spaces, or facilities that are heavily used. Also, consider providing a minimum clear width of 60 inches if the ORAR is a boardwalk or otherwise not at the same level as the adjoining ground surface or if the edge is bordered by timbers or edge protection.

When the intersection of two ORARs serves as a passing space, the vertical alignment of the routes at the intersection that form the T-shaped space must be nominally planar (i.e., as flat as possible) so that all the wheels of a mobility device touch the ground when turning into and out of the passing space.

Passing spaces and resting intervals can overlap. When passing spaces and resting intervals overlap, the technical requirements for resting intervals apply and the slope of the surface must be no steeper than 1:48 (2 percent) in any direction when the ORAR is constructed of concrete, asphalt, or boards. When the surface is constructed of materials other than asphalt, concrete, or boards, slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage. Otherwise, passing-space surfaces must have the same slopes as the adjoining ORAR.

Obstacles [1016.5]

Obstacles are anything that interrupts the evenness of the surface of an ORAR. Obstacles may occur where a tree root or rock protrudes above the surface or where two different surfaces abut, such as when a concrete path joins a natural surface. When an ORAR is provided within a vehicular route, traffic-calming devices or speed bumps can be obstacles. If obstacles are pronounced, they can pose a serious tripping hazard and make it difficult to travel using a mobility device.

The limit on the height of obstacles on ORARs, passing spaces, and resting intervals is based on the surface material used. When the surface is constructed of concrete, asphalt, or boards, obstacles cannot exceed one-half inch in height at their highest point. When the surface is constructed of materials other than concrete, asphalt, or boards, obstacles cannot exceed 1 inch in height at their highest point.

Frequent obstacles and obstacles that cross the full width of an ORAR can make travel difficult for people using mobility devices. Where possible, separate obstacles that cross the full width of an ORAR by at least 48 inches so people using mobility devices can fully cross one obstacle before confronting another.

Openings [1016.6]

Openings are gaps in the surface of an ORAR. Gaps, including spaces between the planks on a boardwalk or slots in a drainage grate, that are big enough for wheels, cane, or crutch tips to drop through or become trapped in are potential hazards (figure 13). Where possible, drainage grates should be located outside the minimum clear width of the ORAR.

Openings in the surface of ORARs, passing spaces, and resting intervals must be small enough so that a sphere more than one-half inch in diameter cannot pass through. Where possible, elongated openings should be placed perpendicular, or as close to perpendicular as possible, to the dominant direction of travel.

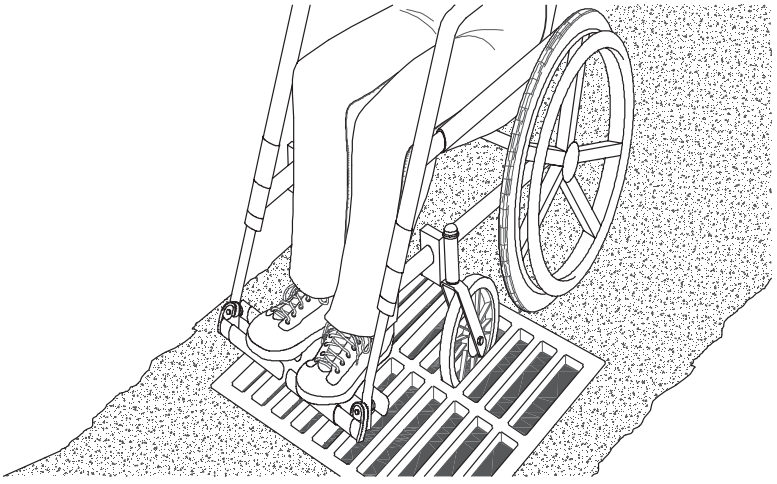


Figure 13—Whenever possible, elongated openings in outdoor recreation access routes should be placed perpendicular to the dominant direction of travel to avoid creating potential problems.

Running Slope [1016.7.1]

Running slope, also referred to as grade, is the lengthwise slope of an ORAR, parallel to the direction of travel. ORAR sections of any length may be constructed with a running slope up to 1:20 (5 percent). To accommodate steep terrain, ORARs may be designed with shorter sections that have a steeper running slope and length, as shown in table 3, with resting intervals at the top and bottom of each section. The running slope of any section of an ORAR must never exceed 1:10 (10 percent).

Table 3—Maximum Running Slope and Segment Length

Running Slope of Segment of Outdoor Recreation Access Route		Maximum Length of Segment
Steeper Than	But Not Steeper Than	
1:20 (5%)	1:12 (8.33%)	50 feet
1:12 (8.33%)	1:10 (10%)	30 feet

Cross Slope [1016.7.2]

Cross slope is the side-to-side slope of the surface of an ORAR. When the surface is constructed of concrete, asphalt, or boards, the cross slope must be no steeper than 1:48 (2 percent). When the surface is constructed of materials other than concrete, asphalt, or boards, cross slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Resting Intervals [1016.8]

Resting intervals are level areas that provide an opportunity for people to rest before continuing along an ORAR. Resting intervals are required at the top and bottom of an ORAR section any time the running slope exceeds 1:20 (5 percent).

Resting intervals may be provided within an ORAR or adjacent to an ORAR. When a resting interval is within an ORAR, it must be at least 60 inches long and at least as wide as the widest section of the ORAR leading into it (figure 14).

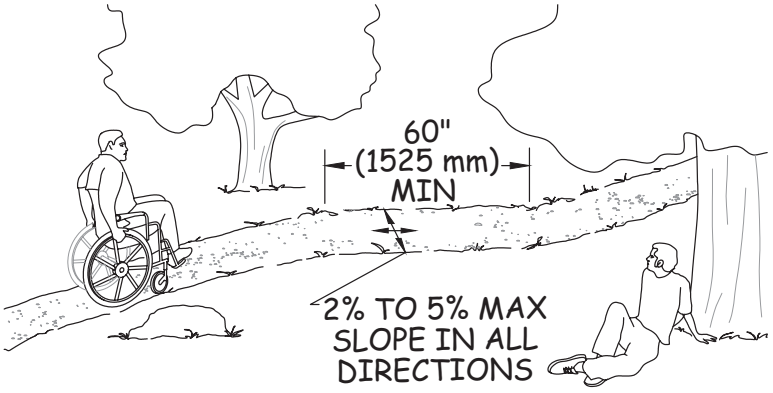


Figure 14—Length and slope requirements for resting intervals.

When a resting interval is adjacent to an ORAR, it must be at least 60 inches long and at least 36 inches wide. A turning space that complies with section 304.2.3 of the ABA Standards must be provided. The vertical alignment of the ORAR, turning space, and resting interval must be nominally planar (i.e., as flat as possible) so that all the wheels of a mobility device touch the ground surface when turning into and out of the resting interval.

When the surface of the resting interval is constructed of concrete, asphalt, or boards, the slope of the resting interval must be no steeper than 1:48 (2 percent) in any direction. When the surface of the resting interval is constructed of materials other than concrete, asphalt, or boards, slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Protruding Objects [1016.9]

Objects that protrude into ORARs, passing spaces, and resting intervals can pose hazards to people who are blind or have low vision. Constructed elements, such as signs on ORARs, resting intervals, and passing spaces, must comply with the technical requirements for protruding objects in section 307.2 of the ABA Standards (figure 15).

The technical requirements for protruding objects do not apply to natural features, such as tree branches and rock formations. To prevent injuries to people who are blind or have low vision, whenever possible, maintain the vertical clearance free of tree branches a minimum of 80 inches above the ground surface along ORARs, resting intervals, and passing spaces.

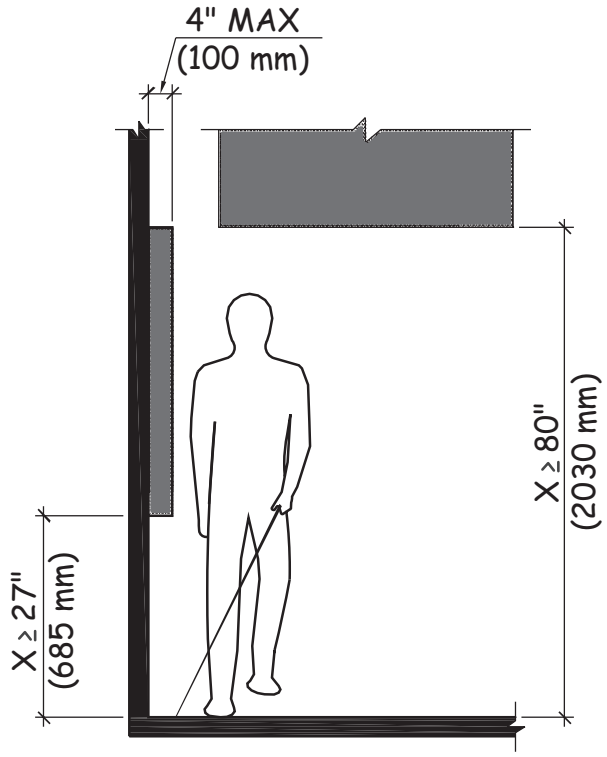


Figure 15—Constructed elements must comply with the technical requirements for protruding objects in section 307.2.

Outdoor Constructed Features

Definition [F106.5]

Outdoor constructed features are picnic tables, fire rings, grills, fireplaces, wood stoves, trash and recycling receptacles, water hydrants, utility and sewage hookups, outdoor rinsing showers, benches, and viewing scopes provided at outdoor recreation facilities.

Scoping Requirements

The scoping requirements for outdoor constructed features are explained in the sections of the standards that contain the scoping requirements for camping and picnic facilities, viewing areas, and trails and trailheads. The scoping requirements apply only where outdoor constructed features are provided. For instance, if a bench is provided at a viewing area, the scoping requirements apply to the bench. The scoping requirements do not require a viewing scope to be provided at the viewing area if none is planned. There are no scoping requirements for outdoor constructed features at beaches.

Camping and Picnic Facilities [F244.2.3.1, F244.3, F245.2.5.1, and F244.5.3]

Within camping and picnic units with mobility features (figure 16), at least one of each type of outdoor constructed feature must comply with the applicable technical requirements for the feature. Where more than two of the same type of outdoor constructed feature are provided within camping and picnic units required to provide mobility features, at least two of the same type of outdoor constructed feature must comply with the applicable technical requirements for the feature.

Where outdoor constructed features are provided in common use and public use areas that serve camping and picnic units with mobility features, at least 20 percent, but no less than one, of each type of outdoor constructed feature must comply with the applicable technical requirements for the feature.

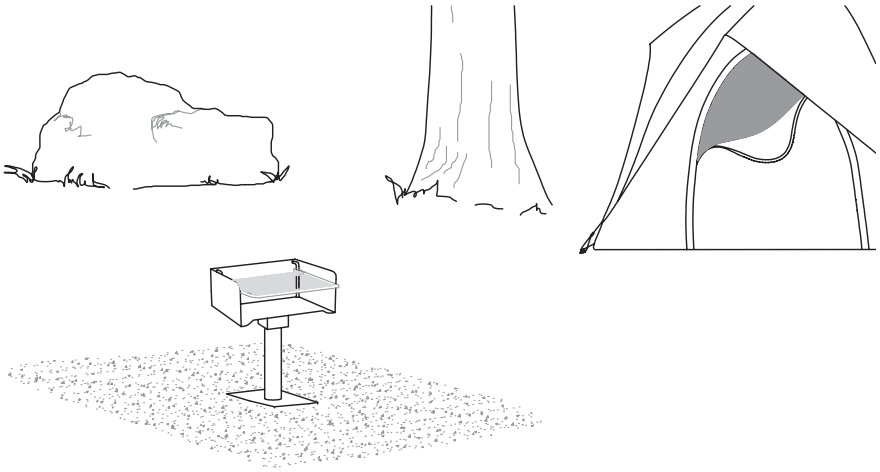


Figure 16—This grill is an example of a common outdoor constructed feature within picnic and camping units.

Viewing Areas [F246.3]

Within viewing areas, at least 20 percent, but no less than one, of each type of outdoor constructed feature must comply with the applicable technical requirements for the feature.

Trails and Trailheads [F247.3.1 and F247.5]

Within trailheads and along trails, at least 20 percent, but no less than one, of each type of outdoor constructed feature must comply with the applicable technical requirements for the feature. Where camping and picnic facilities are provided on trails, the scoping requirements for outdoor constructed features within camping and picnic facilities applies.

Common Technical Requirements

The technical requirements for outdoor constructed features apply only to those outdoor constructed features that are required to comply with the technical requirements by the scoping requirements. For instance, if five benches are provided at a viewing area, at least 20 percent (or one) of the benches must comply with the technical requirements for benches.

Clear Ground Space [1011.2]

A clear ground space must be provided at each outdoor constructed feature. The technical requirements include specific provisions for the size, location, surface, slope, and openings in the clear ground space.

Exceptions [1011.2, Exceptions 1 and 2]—When individual outdoor constructed features are altered and the ground surface is not changed, the clear ground space is not required to comply with the specific provisions for surface and slope.

In alterations, when a condition for exception does not permit full compliance with a specific provision in the technical requirements for the clear ground space, the clear ground space must comply with the specific provision to the extent practicable. Additional information on the conditions for exceptions is provided in the section of this guide on the conditions for exceptions.

Size [1011.2.1]—The size of the clear ground space is based on the dimensions for maneuvering clearance in section 305.7 of the ABA Standards for clear ground spaces that are confined on all or part of three sides. Providing clear ground spaces that are larger than the minimum required sizes can make the outdoor constructed feature more independently usable by people with varied abilities.

Table 4 shows the minimum requirements for clear ground space sizes for each outdoor constructed feature. The location and orientation of the clear ground space is discussed under the applicable outdoor constructed feature.

Table 4—Clear Ground Space Requirements	
Outdoor Constructed Feature	**Minimum Size and Location**
Picnic tables	36 inches on all usable sides of the picnic table measured from the back edge of the seats or benches.
Fire rings, grills, fireplaces, and woodstoves	48 by 48 inches on all usable sides of a fire ring, grill, fireplace, and woodstove. Center the space on each usable side of the grill, fireplace, and woodstove.
Trash and recycling receptacles	36 by 48 inches positioned for a forward approach to the receptacle opening or 30 by 60 inches positioned for a parallel approach to the receptacle opening.
Water hydrants	72 by 48 inches with the long side of the space adjoining or overlapping an ORAR or trail, as applicable, or another clear ground space. Locate the clear space so that the water spout is a minimum of 11 inches and a maximum of 12 inches from the rear center of the long side of the space.
Utility and sewage hookups	30 by 60 inches with the long side of the space adjoining or overlapping an accessible parking space or pull-up space for recreational vehicles. Locate the space so that the hookups are at the rear center of the space. Bollards or other barriers may not obstruct the clear ground space in front of the hookups or restrict their use.
Outdoor rinsing showers	60 by 60 inches centered on the shower heads. Locate the space so that the shower pedestal or wall supporting the shower head is at the rear of the space.
Benches	36 by 48 inches positioned near the bench with one side of the space adjoining an ORAR or trail, as applicable. The clear ground space may not overlap the ORAR or trail or another clear ground space.
Viewing scopes	36 by 48 inches positioned for a forward approach to the viewing scope. Provide knee and toe clearance under the viewing scope that complies with section 306. Locate the space so that the eyepiece is centered on the space.

Surface, Slope, and Openings [1011.2.2, 1011.2.3, and 1011.2.4]

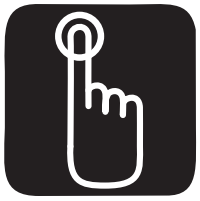
The surface of the clear ground space must be firm and stable. Additional information on firm and stable surfaces is provided in the trails section of this guide.

When the surface of the clear ground space is constructed of concrete, asphalt, or boards, the slope of the clear ground space must be no steeper than 1:48 (2 percent) in any direction. When the surface of the clear ground space is constructed of materials other than concrete, asphalt, or boards, slopes no steeper than1:20 (5 percent) are allowed when necessary for drainage.

Openings in the surface of the clear ground space must be small enough so that a sphere more than one-half inch in diameter cannot pass through. Where possible, drainage grates should be located outside the clear ground space and elongated openings should be placed perpendicular, or as close to perpendicular as possible, to the dominant direction of travel.

Operable Parts [1011.3]

The operable parts of outdoor constructed features, such as handles, levers, and latches, must comply with the technical requirements of sections 309.3 and 309.4 of the ABA Standards, unless an exception applies. The technical requirements for operable parts and exceptions to the technical requirements are discussed under the applicable outdoor constructed feature.



Technical Requirements Applicable to Specific Features

Picnic Tables [1011.2 and 1011.4]

The number of wheelchair spaces that must be provided at each table is based on the usable table surface perimeter. At least one wheelchair seating space a minimum of 30 by 48 inches must be provided for each 24 linear feet of usable space around the perimeter of a tabletop. Practically speaking, this means that one space is usually required for tables up to 9 feet long. Tables between 10 and 20 feet long usually require two wheelchair spaces (figure 17). More spaces are required for longer tables.

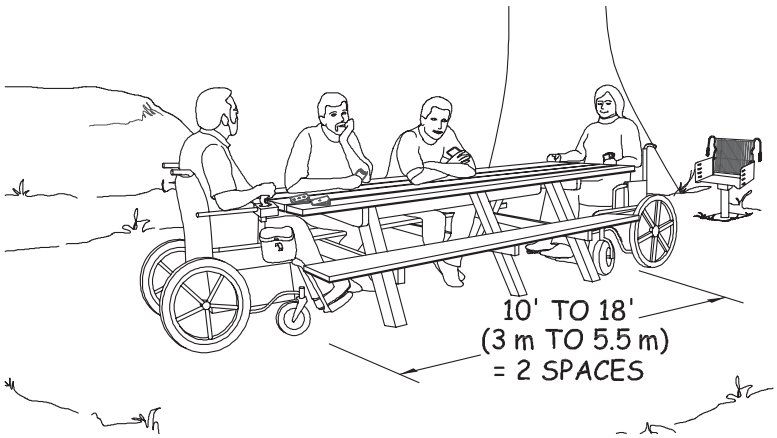


Figure 17—At least two spaces must be accessible at a 10- to 18-foot long picnic table.

The wheelchair space must be positioned for a forward approach and provide knee and toe clearance under the table that complies with section 306 of the ABA Standards. Knee clearance must be at least 30 inches wide and 8 inches deep at 27 inches above the ground surface. Toe clearance must be at least 30 inches wide and 17 inches deep and extend at least 9 inches above the ground surface (figure 18). Knee and toe clearance are required to ensure that a person using a mobility device can sit close to a tabletop, regardless of the table's design. If a table is constructed with one solid leg on each end, as opposed to an A-shaped frame or two individual legs on each end of the table that would allow the wheelchair to fit between, the toes of a person using a mobility device could hit the table leg.

Section 902.3 of the ABA Standards requires that the tops of dining surfaces be between 28 inches and 34 inches above the floor or ground surface. Tabletops

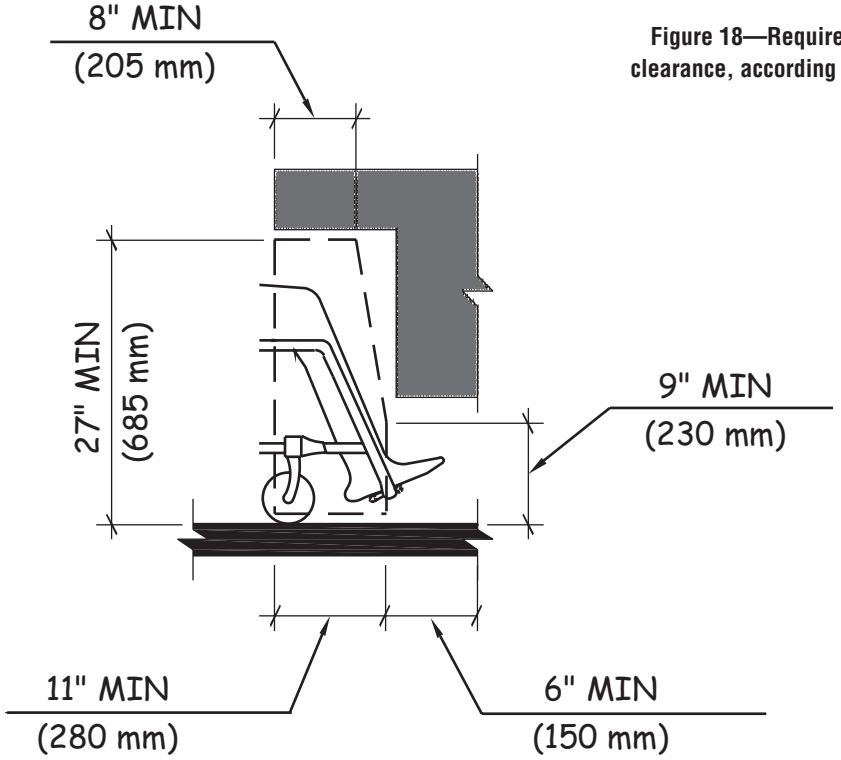


Figure 18—Required knee and toe clearance, according to section 306.3.

may be constructed of a number of different types of materials. Some of these materials, such as heavy timbers, may be quite thick and must allow for knee and toe clearance under the table at the wheelchair spaces.

In addition to the clear ground space for each wheelchair space, a clear ground space 36 inches wide must be provided on all usable sides of a table. This allows a person using a mobility device to maneuver around all usable sides of the table. The clear ground space is measured from the back edge of the benches.

Fire Rings, Grills, Fireplaces, and Woodstoves [1011.2, 1011.3, and 1011.5]

A minimum of 48 by 48 inches of clear ground space must be provided on all usable sides of fire rings, grills, fireplaces, and woodstoves. The usable sides of these elements are the sides that can be used for building a fire or for cooking. All sides of fire rings and grills are generally usable, unless a wall or other structure on a side renders that side unusable. At least 48 inches of clear ground space must be provided around the entire fire ring or grill (figure 19). The front sides of fireplaces and woodstoves are generally the usable sides.

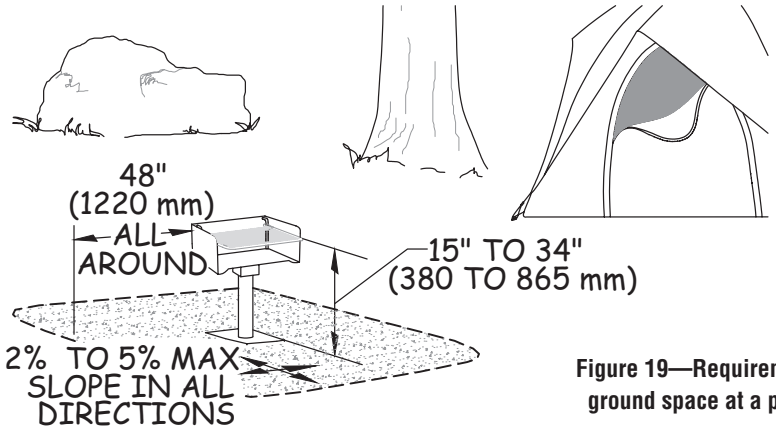
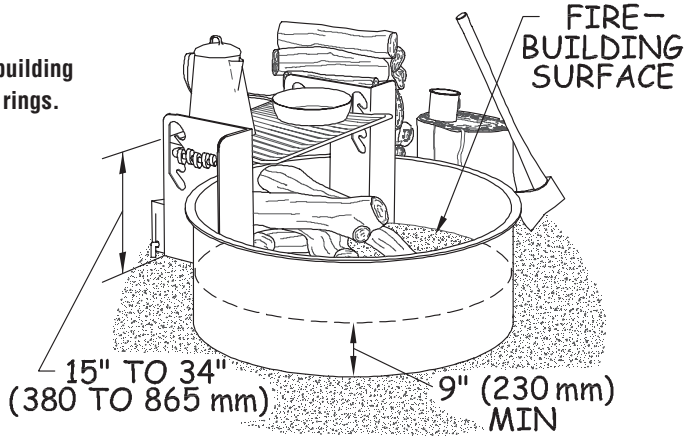


Figure 19—Requirements for clear ground space at a pedestal grill.

The fire-building surface within a fire ring must be at least 9 inches above the ground (figure 20). Fire rings that are constructed with two concentric walls reduce the chances that people using mobility devices and children will receive burns when the outside wall is touched.

The cooking surface must be between 15 and 34 inches above the ground. The cooking surface of pedestal grills may be adjustable beyond the required range, but must include adjustments within the specified range.

Figure 20—Height of the fire-building and cooking surfaces for fire rings.



Some custom-built fire rings and fireplaces may have a raised edge or wall around the fire-building area, perhaps built out of bricks or mortared stone. The depth or thickness of the raised edge or wall must not exceed 10 inches (figure 21).

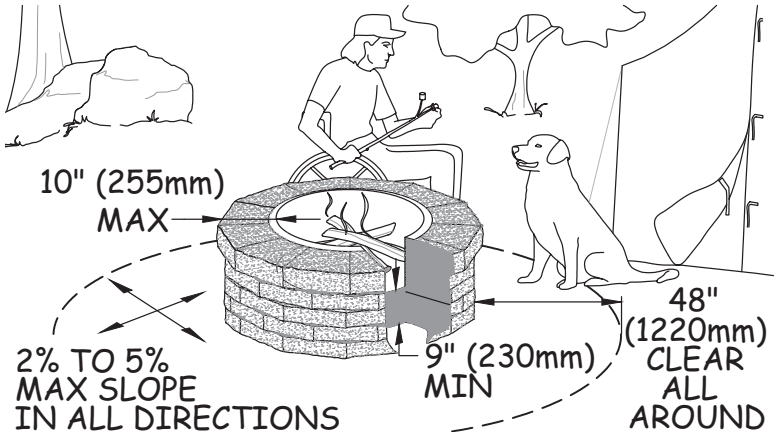


Figure 21—Requirements for custom-built fire rings.

The operable parts of fire rings, grills, fireplaces, and wood stoves must be between 15 and 48 inches above the ground (figure 22). If an operable part, such as a handle or lever, falls outside this range during operation, it is not compliant. Operable parts must also be operable using one hand without tightly grasping, pinching, or twisting the wrist, and with no more than 5 pounds of force.

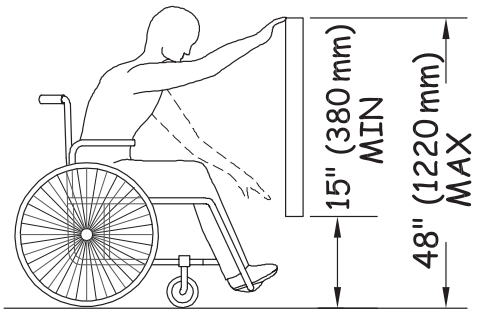


Figure 22—Reach requirements for operable parts.

Fire rings, grills, fireplaces, and woodstoves with compliant operable parts may not yet be commercially available. Until products with compliant operable parts become commercially available, compliance is required to the extent practicable.

Trash and Recycling Receptacles [1011.2 and 1011.3]

At trash and recycling containers, a minimum of 36 by 48 inches of clear ground space positioned for a forward approach to the receptacle opening, or a minimum of 30 by 60 inches of clear ground space positioned for a parallel approach to the receptacle opening must be provided.

The operable parts of trash and recycling containers, such as handles or latches, must be between 15 and 48 inches above the ground. The operable parts must also be operable using one hand without tightly grasping, pinching, or twisting the wrist, and with no more than 5 pounds of force.

Currently, trash and recycling receptacles with hinged lids and latches to keep out large animals require a person to operate the latch or handle by tightly grasping, pinching, or twisting the wrist, and by applying more than 5 pounds of force. Until products with compliant operable parts become commercially available, compliance is required to the extent practicable.

Dumpster-type trash and recycling receptacles are not required to comply with the technical requirements for operable parts because the receptacle openings are typically more than 48 inches above the ground.

Benches [1011.2]

A minimum of 36 by 48 inches of clear ground space must be provided near a bench, with one side of the clear space adjoining an ORAR or trail as applicable. This clear ground space must not overlap the ORAR, trail tread, or another clear ground space.

Although there are no technical requirements for the bench itself, providing a bench with at least one armrest and back support that runs the full length of the bench is helpful to people who need the support or have difficulty standing up

from a seated position. However, armrests on both ends of a bench could prevent a person using a mobility device from being able to transfer from the device onto the bench. One option is to provide a bench with a backrest and one armrest placed in the middle of the bench. Another option is to place a single armrest on the end of the bench farthest from the clear ground space.

The technical requirements in section 903 of the ABA Standards apply only to benches used for dressing and undressing in fitting and locker rooms, and not to benches used for sitting in an outdoor developed area.

Water Hydrants and Water Spouts [1011.2, 1011.3, and 1011.6]

Water hydrants are outdoor devices for dispensing water, including water faucets on posts and hand pumps. The opening for dispensing the water is called a water spout.

At water hydrants, a minimum of 72 by 48 inches of clear ground space must be provided with the long side of the space adjoining or overlapping an ORAR or trail as applicable, or another clear ground space (figure 23). The clear ground space must be located so that the water spout is between 11 and 12 inches from the rear center of the long side of the space. This allows people using mobility devices to approach and operate the water spout from either the right or left side.

There are different technical requirements for the clear ground space at water utility hookups in camping units required to provide mobility features, which are discussed in the next section. There are also different technical requirements for drinking fountains in section 602 of the ABA Standards.

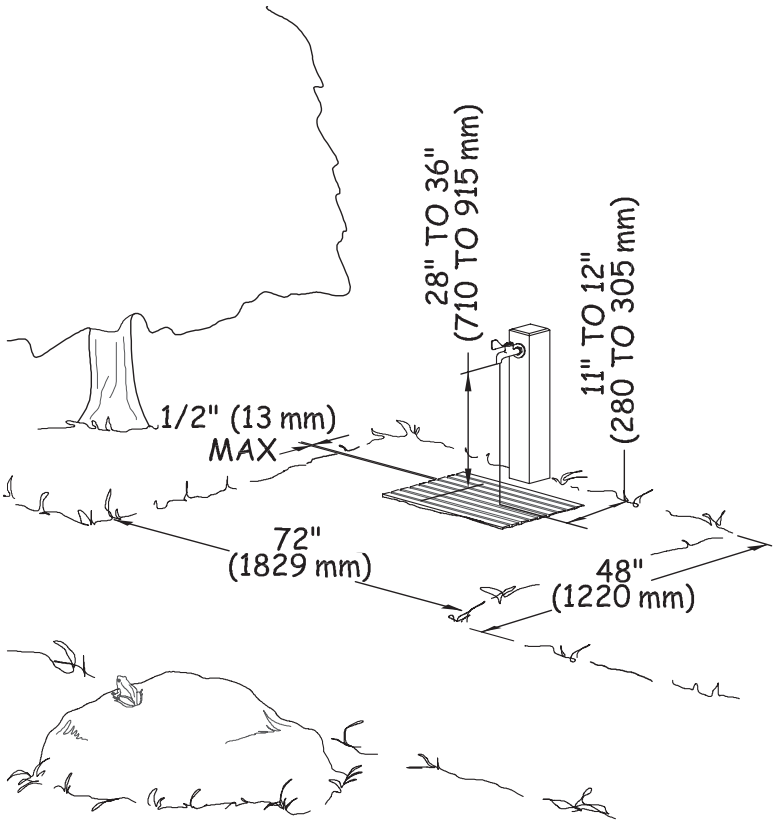
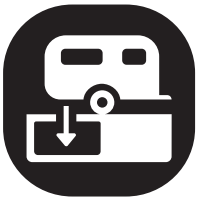


Figure 23—Technical requirements for water hydrants.

Water spouts must be between 28 and 36 inches above the ground. The operable parts of water hydrants, such as handles or levers, must be between 15 and 48 inches above the ground. Operable parts must also be operable using one hand without tightly grasping, pinching, or twisting the wrist, and with no more than 5 pounds of force. Water hydrants with compliant operable parts may not yet be commercially available. Until products with compliant operable parts become commercially available, compliance is required to the extent practicable.

Utility and Sewage Hookups [1011.2, 1011.3, and 1011.6]

At utility hookups, such as electrical service, water, cable or Internet connections, in camping units with mobility features and at sewage hookups in dump stations, a minimum of 30 by 60 inches of clear ground space must be provided with the long side of the space adjoining or overlapping an accessible parking space or pull-up space for recreational vehicles (RVs). The clear ground space must be designed so that the hookups are located at the rear center of the space. Bollards or other barriers must not obstruct the clear ground space in front of the hookups.



The operable parts of utility hookups must be between 15 and 48 inches above the ground. Water spouts must be between 28 and 34 inches above the ground. Operable parts must also be operable using one hand without tightly grasping, pinching, or twisting the wrist, and with no more than 5 pounds of force. Sewage hatches do not have to comply with the technical requirements for operable parts.

Because RV dump stations are usually accessed by vehicle, an ORAR is not required to connect to RV dump stations when an accessible vehicle pull-up space is provided at RV dump stations. An accessible vehicle pull-up space must be a minimum of 20 feet wide.

Outdoor Rinsing Showers [1011.2, 1011.3, and 1011.7]

Outdoor rinsing showers allow people to rinse off sand, dirt, and debris. They are not intended for bathing. Outdoor rinsing showers generally don't offer privacy and people usually are not allowed to disrobe when using them.

At outdoor rinsing showers, a minimum of 60 by 60 inches of clear ground space must be provided. The clear ground space must be centered on the shower head to enable people using mobility devices to turn in the space while rinsing. The shower pedestal or wall with the shower heads must be at the rear end of the clear ground space.

At least one hand-held shower spray unit must be provided. The hand-held shower spray unit must have a hose at least 59 inches long and at least one fixed position between 15 and 48 inches above the ground (figure 24). When vandalism is a consideration, a fixed shower head mounted at 48 inches above the ground is allowed in place of a hand-held shower spray unit. Outdoor rinsing showers can have more than one hand-held spray unit or fixed shower head.

The other operable parts of outdoor rinsing showers, such as handles or levers, must be between 15 and 48 inches above the ground and be operable using one hand without tightly grasping, pinching, or twisting the wrist, and with no more than 5 pounds of force. If self-closing devices are used, they should remain open and allow water to flow for at least 10 seconds.

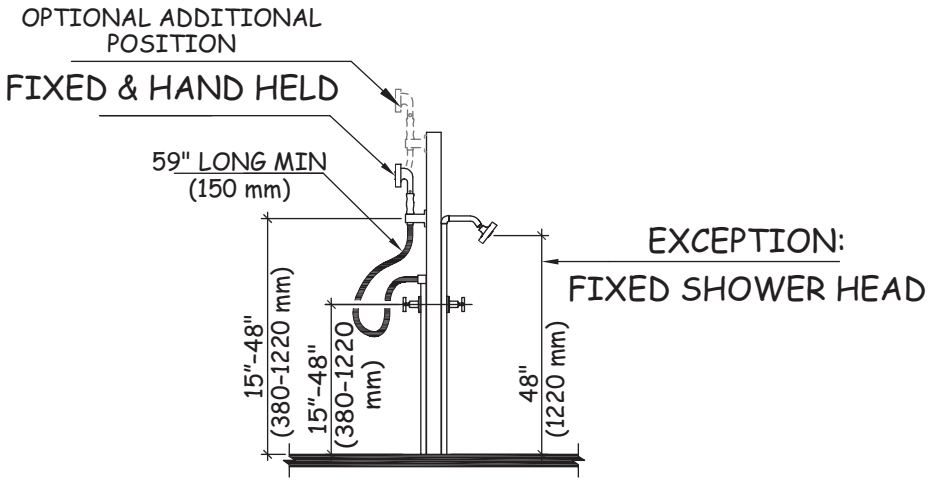


Figure 24— Technical requirements for outdoor rinsing showers.

Viewing Scopes [1011.2, 1011.3, and 1011.8]

Viewing areas or overlooks are sometimes equipped with viewing scopes to provide visitors with a closer view of a point of interest. When viewing scopes are provided, separate viewing scopes must be provided for use from a standing position and from a seated position. This allows everybody the opportunity to experience similar views. Viewing scopes that can be used from a seated position provide viewing opportunities not only for seated individuals, but also for children and people of short stature. The viewing scopes can be mounted on separate pedestals or on the same pedestal.

At viewing scopes used from a seated position, a minimum of 36 by 48 inches of clear ground space positioned for a forward approach to the viewing scope must be provided. The clear ground space must be centered on the eyepiece of the viewing scope. Knee and toe clearance that complies with section 306 of the ABA Standards must be provided under the viewing scope (figure 25).

The eyepieces of viewing scopes used from a seated position must be between 43 and 51 inches above the ground surface. The other operable parts of viewing scopes, such as handles or levers, must be located between 15 and 48 inches above the ground and be operable using one hand without tightly grasping, pinching, or twisting the wrist, and with no more than 5 pounds of force.

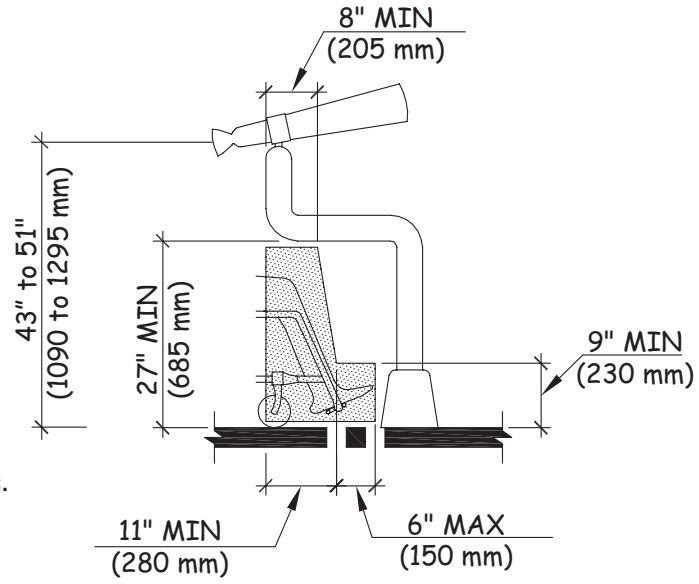


Figure 25—Technical requirements for viewing scopes.

Other Features

Sinks [F212.3, Exception 2]

Sinks in camping and picnic facilities are not required to comply with the technical requirements for sinks in Section 606 of the ABA Standards, unless a cooktop or conventional range is provided. Lavatories must comply with the technical requirements for lavatories in section 606 of the ABA Standards.

When hot water is provided, the drainpipes at sinks and lavatories must be wrapped, insulated, or shielded to help prevent a person using a mobility device from accidentally touching the hot drainpipes. This is especially important if a forward approach is provided.

Toilet and Bathing Facilities [F213 and 603 through 610]

When toilet and bathing facilities are provided, they must comply with the scoping and technical requirements in sections F213 and 603 through 610 of the ABA Standards. When bathing facilities are provided, at least one transfer shower, roll-in shower, or accessible bathtub must be provided.

When multiple single user portable toilet or bathing units are clustered at the same location, no more than 5 percent of the units at each cluster must comply with the technical requirements in section 603 of the ABA Standards.

Pit Toilets [F213.1, Exception]

Pit toilets are primitive outhouses that may consist simply of a hole in the ground covered by a toilet riser (figure 26). Pit toilets are only provided in low development sites where they are determined to be necessary for resource or environmental protection. Pit toilets on trails and in camping facilities are not required to comply with the scoping and technical requirements for toilet facilities. F247.4.4 requires routes connecting pit toilets located along a trail to comply with the technical requirements in 1017 only if the trail complies with 1017. ORARs are not required to connect facilities on trails.

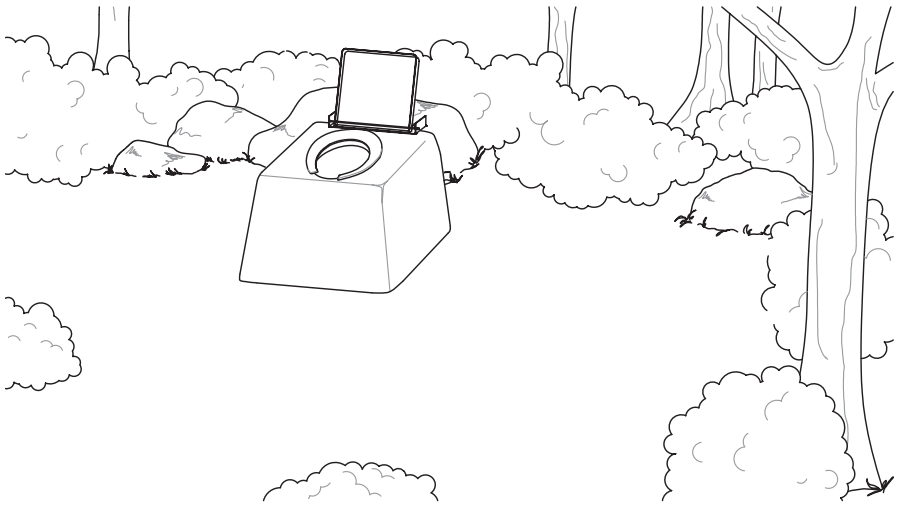


Figure 26—A pit toilet.

Camping Facilities

Definition [F106.5]

A camping facility is a site, or a portion of a site, that is developed for outdoor recreational purposes and contains camping units.

A camping unit is an outdoor space in a camping facility that is used for camping and contains outdoor constructed features, parking spaces for RVs or other vehicles, tent pads or tent platforms, or camp shelters.

Camping Units With Mobility Features [F244.2]

Camping facilities must provide a minimum number of camping units with mobility features based on the total number of camping units provided in the camping facility, in accordance with table 5. When different types of camping units are provided (e.g., camping units for RVs only or tent camping only, or camping units with camp shelters), table 5 applies to each type of camping unit provided. If a camping facility has 15 units for tent camping only and 30 units for RVs only, then at least two of the tent camping units and at least three of the RV units must provide mobility features.

Table 5—Camping Units with Mobility Features	
Total Number of Camping Units Provided in Camping Facility	**Minimum Required Number of Camping Units with Mobility Features**
1	1
2 to 25	2
26 to 50	3
51 to 75	4
76 to 100	5
101 to 150	7
151 to 200	8
201 and over	8, plus 2 percent of the number over 200

Camping units with mobility features don't have to be identified by signs. Entities should provide information on the location of camping units with mobility features on Web sites, in brochures, and at bulletin boards or information kiosks at the camping facility. When an entity operates a reservation system for camping units or assigns camping units upon arrival, the entity should establish policies and procedures to ensure that camping units with mobility features are available for people with disabilities until all other camping units are occupied.

Alterations and Additions [F244.2.1]

When altering or adding camping units at an existing camping facility, only consider the number of altered or added camping units when using table 5 to determine the required number of camping units with mobility features. Continue this practice whenever camping units are altered or added until the total number of camping units with mobility features in the camping facility complies with the minimum number required in table 5.

Example

A camping facility has 50 RV camping units. The facility currently does not have an RV camping unit with mobility features. Twenty-five additional RV units are being added to the facility. With the addition of 25 new units, 2 of the newly added units are required to have mobility features even though, in new construction, 75 new units would require 4 units with mobility features to be provided. The scoping requirements apply to any subsequent alteration or addition until the full number of units with mobility features required on a site is satisfied.

When an entity is implementing a transition plan for program accessibility developed pursuant to regulations issued under section 504 of the Rehabilitation Act, which designates specific camping units to provide mobility features, the entity is not required to provide accessible elements when altering individual elements within camping units that are not designated to provide mobility features. When all the elements within a camping unit are altered, the altered camping unit must provide mobility features unless the minimum number of camping units with mobility features required in table 5 is already provided at the camping facility.

Dispersion [F244.2.2]

Camping units with mobility features must provide choices of units comparable to and integrated with those available to all other campers. For instance, if camping units are provided near a body of water or on the foothills, then some units with mobility features must also be located in the same settings.

Elements Within Camping Units With Mobility Features [F244.2.3]

At least one of each type of element provided within camping units with mobility features, including outdoor constructed features, parking spaces for RVs, parking spaces for vehicles other than RVs, tent pads and tent platforms, and camp shelters, must comply with the applicable technical requirements for the element. When more than one of the same type of element (e.g., picnic tables, tent pads) is provided within a camping unit with mobility features, at least two of the same type of element must comply with the applicable technical requirements for the element.

Outdoor Constructed Features in Common Use and Public Use Areas [F244.3]

Where outdoor constructed features are provided in common use and public use areas that serve camping units with mobility features, at least 20 percent, but no less than one, of each type of outdoor constructed feature provided at each location must comply with the applicable technical requirements for the feature.

Outdoor Recreation Access Routes in Camping Facilities [F244.5]

The scoping and technical requirements for ORARs in camping facilities are discussed in the section of this guide on ORARs.

RV Parking Spaces Within Camping Units With Mobility Features and RV Pull-Up Spaces at Dump Stations [F244.2.3.2.1 and F244.4]

RV parking spaces within camping units with mobility features and RV pull-up spaces at dump stations must comply with the technical requirements for width, surface, and slope of RV spaces.

Width of Spaces [1012.2]

Parking spaces and pull-up spaces for RVs must be at least 20 feet wide to accommodate RVs equipped with a lift (figure 27). RVs are typically 8 feet wide and require a 9-foot-wide space. RVs equipped with a lift need an additional 8 feet of space on the passenger's side to deploy the lift and to allow people using mobility devices to maneuver onto and off of the lift. Utility hookups for RVs are typically located on the driver's side of the vehicle. An additional 3 feet of space is needed on the driver's side so that people using mobility devices can access the utility hookups.

Where two adjacent parking spaces are provided for RVs, one of the parking spaces is permitted to be narrower, but must be at least 16 feet wide.

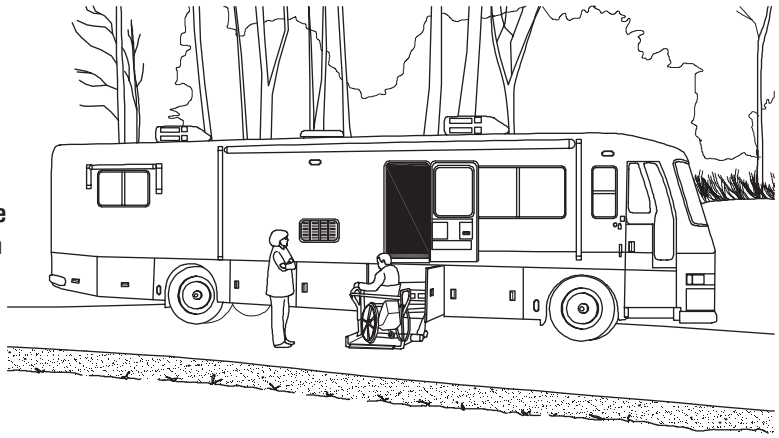


Figure 27—An accessible recreational vehicle with a wheelchair lift.

Surface and Slope [1012.4 and 1012.5]

The surface of parking spaces and pull-up spaces for RVs must be firm and stable.

When the surface of parking spaces and pull-up spaces for RVs is constructed of asphalt, concrete, or boards, the slope of the parking spaces and pull-up spaces must be no steeper than 1:48 (2 percent) in any direction. When the surface of parking spaces and pull-up spaces for RVs is constructed of materials other than asphalt, concrete, or boards, slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Parking Spaces for Vehicles Other Than RVs [F244.2.3.2.2]

Parking spaces for vehicles other than RVs within camping units with mobility features must comply with the following technical requirements for width, surface, and slope.

Width of Spaces [1012.3]

Parking spaces for vehicles other than RVs must be at least 16 feet wide. Parking spaces at least 16 feet wide can accommodate vans equipped with a lift or ramp.

When two adjacent parking spaces are provided for vehicles other than RVs, one of the parking spaces is permitted to be at least 8 feet wide.

Parking spaces within camping units with mobility features do not have to be striped or identified by the International Symbol of Accessibility.

Surface and Slope [1012.4 and 1012.5]

The technical requirements for the surface and slope of parking spaces for vehicles other than RVs are the same as for RV parking spaces.

Tent Pads and Tent Platforms [1013]

Tent pads and tent platforms are defined spaces with prepared surfaces for setting up and securing tents. No minimum tent pad size is specified because the types of tents commonly used in camping facilities can vary depending on the setting. For example, small tents may be used at a camping facility near a wilderness access point, while large family tents may be used at a more developed camping facility with numerous constructed features. Tent pads and tent platforms must comply with the technical requirements for clear ground space and slope. Tent platforms must also comply with the technical requirements for height.

Exception [1013.1, Exception]

When a condition for exception does not permit full compliance with a specific provision in the technical requirements for tent pads and tent platforms, the tent pads and tent platforms must comply with the specific provision to the extent practicable. Additional information on the conditions for exceptions is provided in the section of this guide on the conditions for exceptions.

Clear Ground Space [1013.2]

A clear ground space at least 48 inches wide must be provided on all usable sides of tent pads and tent platforms. This clear ground space enables people using mobility devices to set up and take down a tent (figure 28). The usable sides of tent pads and tent platforms are the sides that can be used for setting up and taking down a tent. All sides of tent pads and tent platforms are generally usable, unless the tent pad or tent platform is located next to a natural feature, such as a rock or tree, that renders a side unusable. The

surface of the clear ground space must be firm and stable, but must also accommodate the use of tent stakes or other devices to secure the tent.

Figure 28—Clear space requirements for tent pads and platforms.

Slope [1013.3]

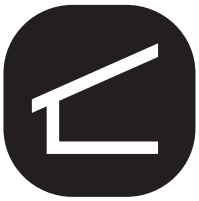
When the surface of tent pads, tent platforms, and clear ground spaces is constructed of materials other than asphalt, concrete, or boards, the surface must be no steeper than 1:48 (2 percent) in any direction. When the surface is constructed of materials other than asphalt, concrete, or boards, slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Floor Height [1013.4]

If the tent platform floor is raised above grade, the floor height must be no more than 19 inches when measured from the clear ground space to the tent platform surface. This height allows people using mobility devices to transfer from the device to the platform surface.

Camp Shelters [1014]

Definition [F106.5]



A camp shelter is a partially enclosed structure that provides campers and hikers cover from weather and that does not contain plumbing fixtures or kitchen appliances. Camp shelters are often located on long-distance trails. Camp shelters are not cabins, which are typically larger and must comply with the ABA Standards for transient lodging.

Exceptions [1014.1, Exceptions 1 and 2]

When a condition for exception does not permit full compliance with a specific provision in the technical requirements for camp shelters, the camp shelter must comply with the specific provision to the extent practicable. Additional information on the conditions for exceptions is provided in the section of this guide on the conditions for exceptions.

The technical requirements for protruding objects in section 309 of the ABA Standards do not apply to camp shelters. Many times, the roof of a camp shelter is sloped or does not permit someone to stand fully erect while in the shelter.

Entrance [1014.2]

Camp shelters must provide either transfer access or roll-in access at the entrance. Providing shelters with roll-in access enables people using mobility devices to also shelter the device.

Transfer Access [1014.2.1]

To provide transfer access at the entrance to a camp shelter, a clear ground space at least 36 by 48 inches positioned for a parallel approach must be provided along the open side of the camp shelter. One full, unobstructed side of the clear ground space must adjoin or overlap an ORAR or trail, as applicable, or another clear ground space. The surface of the clear ground space must be firm and stable. When the surface of the clear ground space is constructed of asphalt, concrete, or boards, the slope of the clear ground space must be no steeper than 1:48 (2 percent) in any direction. When the surface of the clear ground space is constructed of materials other than asphalt, concrete, or boards, slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

The camp shelter floor at the entrance or opening must be no higher than 19 inches when measured from the clear ground space. This enables people using mobility devices to pull alongside of the shelter and transfer from the mobility device to the shelter floor. For people using power mobility devices, raised floor shelters that provide transfer access may make it difficult to bring the mobility device into the shelter to protect it from the weather.

Roll-in Access [1014.2.2]

To provide roll-in access into a camp shelter, a level or sloped entry route that complies with the technical requirements for an ORAR or trail, as applicable, must be provided along the open side of the camp shelter. Handrails and edge protection are not required on a sloped entry into a camp shelter but may be useful to people with and without disabilities.

When roll-in access is provided, a turning space at least 60 inches in diameter or a T-shaped space with an arm at least 60 by 36 inches and a base at least 36 inches wide and 24 inches long must be provided inside the camp shelter.

Floor [1014.3]

The floor surface within a camp shelter must be firm and stable. When the floor surface is constructed of asphalt, concrete, or boards, the slope of the floor surface must be no steeper than 1:48 (2 percent) in any direction, regardless of the type of access provided (e.g., sloped entry or transfer access). When the floor surface is constructed of materials other than asphalt, concrete, or boards, slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Picnic Facilities

Definition [F106.5]

A picnic facility is a site, or a portion of a site, that is developed for outdoor recreational purposes and contains picnic units.

A picnic unit is an outdoor space in a picnic facility that is used for picnicking and contains at least one outdoor constructed feature.

Picnic Units With Mobility Features [F245.2.1 and F245.2.2]

When only one or two picnic units are provided in a picnic facility, each picnic unit must provide mobility features. When more than two picnic units are provided in a picnic facility, at least 20 percent, but no less than two, of the picnic units must provide mobility features.

Picnic units with mobility features don't have to be identified by signs. Entities should provide information on the location of picnic units with mobility features on Web sites, in brochures, and at bulletin boards or information kiosks at the picnic facility.

Alterations and Additions [F245.2.3]

When altering or adding picnic units to an existing picnic facility, the scoping requirements apply only to the picnic units that are altered or added until the required minimum number of picnic units with mobility features is provided at the picnic facility.

Example

A picnic facility has 10 picnic units. None of the picnic units provide mobility features. Ten picnic units are being added to the facility, for a total of 20 units. In order for the facility to comply with the minimum requirement of 20 percent of picnic units providing mobility features, a minimum of two new units, not four, must be constructed to include mobility features. When any of the existing picnic units are altered in the future, at least two of the existing units must include mobility features. The requirements only apply to the picnic units that are altered or added until the required minimum number of picnic units with mobility features is provided at the picnic facility.

When an entity is implementing a transition plan for program accessibility developed pursuant to regulations issued under section 504 of the Rehabilitation Act, which designates specific picnic units to provide mobility features, the entity is not required to provide accessible elements when altering individual elements within picnic units that are not designated to provide mobility features. When all the elements within a picnic unit are altered, the altered picnic unit must provide mobility features until the required minimum number of picnic units with mobility features is provided at the picnic facility.

Dispersion [F245.2.4]

Picnic units with mobility features must provide choices of picnic units comparable to, and integrated with, those available to others.

Elements Within Picnic Units With Mobility Features [F245.2.5]

At least one of each type of element provided within picnic units with mobility features, including outdoor constructed features and parking spaces, must comply with the applicable technical requirements for that element. When more than one of the same type of element (e.g., picnic tables, grills) is provided within a picnic unit with mobility features, at least two of the same type of element must comply with the applicable technical requirements for that element.

Outdoor Constructed Features in Common Use and Public Use Areas [F245.4]

Where outdoor constructed features are provided in common use and public use areas that serve picnic units with mobility features, at least 20 percent, but no less than one, of each type of outdoor constructed feature provided at each location must comply with the applicable technical requirements for the feature.

Outdoor Recreation Access Routes in Picnic Facilities

The scoping and technical requirements for ORARs in picnic facilities are discussed in the section of this guide on ORARs.

Viewing Areas

Definition [F106.5]

A viewing area is an outdoor space developed for viewing a landscape, wildlife, or other points of interest.

Distinct Viewing Locations [F246.2, 1015.2, and 1015.3]

Viewing areas often provide more than one distinct viewing location. For example, a viewing area can provide a distinct viewing location for observing a mountain range and another distinct viewing location for observing a river. Distinct viewing locations within a viewing area don't have to be identified, but may be designated by signs or other markers.

A clear ground space at least 36 by 48 inches that is positioned for either a forward or parallel approach must be provided at each distinct viewing location. One full, unobstructed side of the clear ground space must adjoin or overlap an ORAR or trail, as applicable, or another clear ground space.

Each distinct viewing location must provide a viewing space that is adjacent to the clear ground space through which the point of interest may be viewed. The viewing space must be free and clear of obstructions between 32 and 51 inches above the ground and must extend the full width of the clear ground space.

Guards or similar safety barriers can obstruct the viewing space only to the extent that the obstruction is necessary for the guard or other safety barrier to serve its intended purpose. See-through panels may be used to provide safety while still allowing a person using a mobility device or a person of short stature to view the point of interest.

Turning Space [1015.4]

A turning space at least 60 inches in diameter or a T-shaped space with an arm at least 60 by 36 inches and a base at least 36 inches wide by 24 inches long (figure 29) must be provided within the viewing area to allow people using mobility devices to turn around.

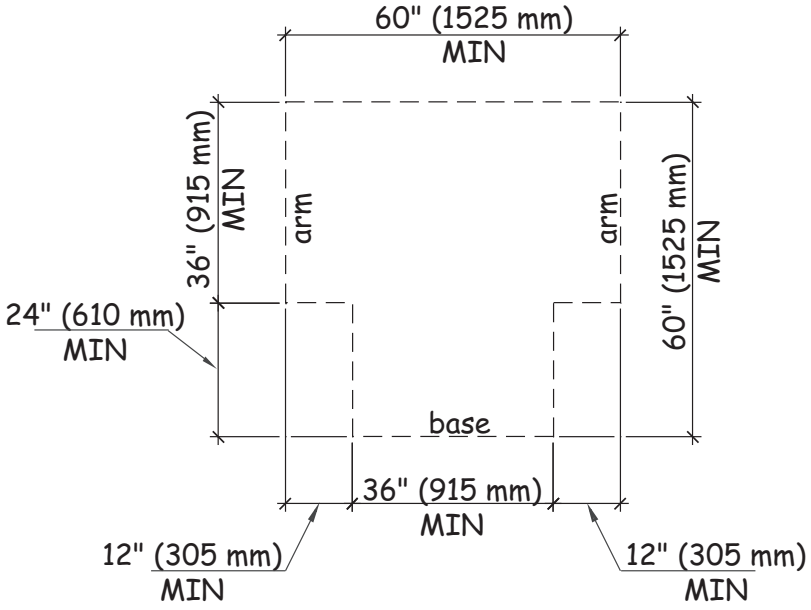


Figure 29—A T-shaped turning space that complies with section 304.3.2.

Surface and Slope [1015.5 and 1015.6]

The surface of clear ground spaces and turning spaces must be firm and stable. Additional information on firm and stable surfaces is provided in the trails section of this guide.

When the surface of clear ground spaces and turning spaces is constructed of asphalt, concrete, or boards, the slope of the surface must be no steeper than 1:48 (2 percent) in any direction. When the surface is constructed of materials other than asphalt, concrete, or boards, slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Outdoor Constructed Features Within Viewing Areas [F246.3]

At least 20 percent, but no less than one, of each type of outdoor constructed feature provided within each viewing area must comply with the applicable technical requirements for the feature. The technical requirements for outdoor constructed features, including viewing scopes, are located in the section of this guide on outdoor constructed features.

Outdoor Recreation Access Routes in Viewing Areas [F246.4]

At viewing areas not located along trails, at least one ORAR must connect accessible parking spaces or other arrival points that serve the viewing area with accessible elements, spaces, and facilities provided within the viewing area. Additional information on the scoping and technical requirements for ORARs at viewing areas are discussed in the section of this guide on ORARs.

Beach Access Routes

Beach access routes allow pedestrians to cross a beach so that they can play, swim, or participate in other beach- or water-related activities. A beach access route is a continuous, unobstructed path that crosses the surface of the beach and provides pedestrians access to the water. Beach access routes are not required where pedestrian access to the beach is not allowed.

Beach access routes can be permanent or removable. Removable beach access routes may be an option where restrictive permits are issued in coastal and shoreline areas, where seasonal tides or high flows may remove or damage a permanent structure, or in areas where the beach erodes or builds up quickly each season and causes a permanent beach access route to become inaccessible. Removable beach access routes can be moved to a protected storage area during storms and other periods when the routes are subject to damage or loss.

There are no scoping requirements for outdoor constructed features provided on beaches. Outdoor constructed features provided on beaches don't have to be connected by beach access routes, ORARs, trails, or accessible routes. Whenever possible, providing access to outdoor constructed features on a beach gives people with disabilities more independence and opportunities to participate in beach- or water-related activities.

Scoping Requirements

Facilities Serving Beaches [F248.1.1]

Beach access routes are required when an entity that administers or manages a beach constructs or alters any circulation paths, parking facilities, toilet facilities, or bathing facilities that serve the beach. The entity is not required to spend more than 20 percent of the costs of constructing or altering these facilities to provide beach access routes.

Beach Nourishment [F248.1.2]

Beach access routes are required when the entity that administers or manages the beach undertakes a beach nourishment project. The entity is not required to spend more than 20 percent of the costs of a beach nourishment project to provide beach access routes.

Minimum Number of Beach Access Routes [F248.2]

At least one beach access route must be provided for each one-half mile of beach shoreline administered or managed by the same entity. The number of beach access routes is not required to exceed the number of pedestrian access points provided to the beach by the entity. Pedestrian access points to a beach include parking facilities, dune crossings, and stairways or ramps leading from boardwalks to the beach. In high-density population areas, entities should consider providing beach access routes more frequently than the minimum of every one-half mile to prevent people with disabilities from traveling extensive distances to access the beach.

Location [F248.3]

Beach access routes must coincide with or be located in the same general area as pedestrian access points that serve the beach.

Technical Requirements [1018 and 1018.1, Exception 3]

The technical requirements for beach access routes include specific provisions for connections, the surface, clear width, obstacles, openings, running slope, cross slope, resting intervals, protruding objects, and dune crossings. Removable beach access routes are not required to comply with the specific provisions for running slope, cross slope, resting intervals, and dune crossings.

Using the Beach Access Route Exceptions [1018.1, Exceptions 1 and 2]

When a condition for exception does not permit full compliance with a specific provision in the technical requirements on a portion of a beach access route, that portion of the route must comply with the specific provision to the extent practicable. After applying all the applicable conditions for exceptions to a beach access route, if an entity determines that it is impracticable to provide a beach access route that meets the technical requirements, then a compliant beach access route is not required. Additional information on the conditions for exceptions, including documenting use of the exceptions on portions of a beach access route and notifying the Access Board when it is impracticable to provide an entire beach access route, is provided in the section of this guide on the conditions for exceptions.

Removable Beach Access Route Requirements

Removable beach access routes are not required to comply with the specific requirements for running slope, cross slope, resting intervals, and dune crossings.

Connections [1018.2]

Beach access routes must connect an entry point to the beach to the high tide level at tidal beaches (figure 30); the mean high water level at river beaches; and the normal recreation water level at lake, pond, and reservoir beaches. Whenever possible, providing a beach access route that extends into the water will allow people to remain in their mobility devices and to transfer directly into the water.

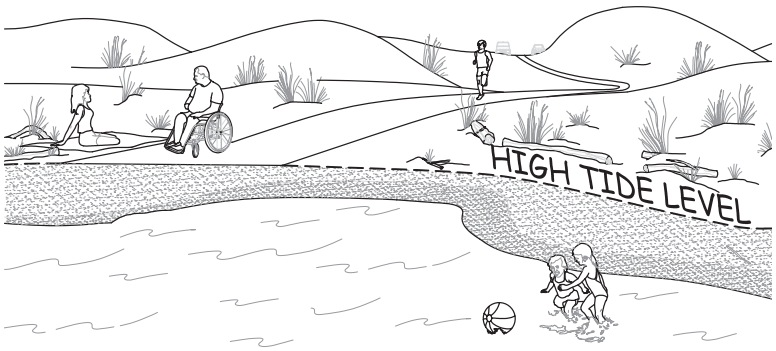
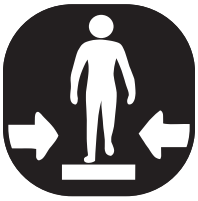


Figure 30—The high tide level at a coastal beach.

Surface [1018.3]

The surface of beach access routes and resting intervals must be firm and stable. Sand is not a firm and stable surface. Additional information on firm and stable surfaces is provided in the trails section of this guide.

Clear Width [1018.4]

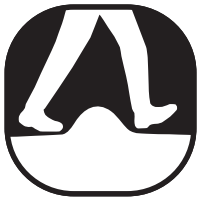


The clear width of beach access routes must be a minimum of 60 inches to enable people using mobility devices to pass people traveling in the opposite direction without veering off the firm and stable surface into the sand. The clear width of beach access routes that are not removable can be reduced to a minimum of 48 inches at dune crossings.

Beach wheelchairs are not a substitute for providing beach access routes. Beach wheelchairs have large, wide wheels that can roll across sand without sinking but do not provide independent access.

When gates or barriers are installed to control beach access, the gates or barriers must allow the passage of mobility devices, including beach wheelchairs. Gates or barriers should provide clear openings at least 48 inches wide for beach wheelchairs.

Obstacles [1018.5]



Changes in the vertical alignment of boards or the connection points for removable sections of beach access routes can be obstacles to beach access. When beach access routes are constructed of concrete, asphalt, or boards, obstacles cannot exceed one-half inch in height at their highest point. When beach access routes are constructed of materials other than concrete, asphalt, or boards, obstacles cannot exceed 1 inch in height at their highest point. Where possible, separate obstacles that cross the entire beach access route by at least 48 inches so that people using mobility devices can fully cross one obstacle before confronting another.

Openings [1018.6]

Openings are gaps in the surface of a beach access route. Gaps, including spaces between the planks on a boardwalk and drainage holes in temporary or permanent surfaces, that are big enough for wheels, canes, or crutch tips to drop through or become trapped in are potential hazards.

Openings in the surface of beach access routes and resting intervals must be small enough so that a sphere more than one-half inch in diameter cannot pass through. Where possible, elongated openings should be placed perpendicular, or as close to perpendicular as possible, to the dominant direction of travel or outside of the clear width of the beach access route.

Running Slope [1018.7.1]

The running slope of any segment of a beach access route must be no steeper than 1:10 (10 percent). When the running slope of a segment of beach access route is steeper than 1:20 (5 percent), the maximum length of the segment is specified in table 6, and a resting interval must be provided at the top and bottom of each segment.

Gradual running slopes provide more independent use for people with disabilities. Resting intervals must be provided more frequently when running slopes are more severe.

Table 6—Maximum Running Slope and Segment Length

Running Slope of Beach Access Route Segment		Maximum Length of Segment
Steeper Than	But Not Steeper Than	
1:20 (5%)	1:12 (8.33%)	50 feet
1:12 (8.33%)	1:10 (10%)	30 feet

Cross Slope [1018.7.2]

When beach access routes are constructed of asphalt, concrete, or boards, the cross slope must be no steeper than 1:48 (2 percent). When beach access routes are constructed of materials other than asphalt, concrete, or boards, cross slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Resting Intervals [1018.8]

Resting intervals are level areas that provide an opportunity for people to stop after a steep segment and recover before continuing on. Resting intervals are required between beach access route segments any time the running slope exceeds 1:20 (5 percent).

Resting intervals must be at least 60 by 60 inches. When the surface of the resting interval is constructed of asphalt, concrete, or boards, the slope of the resting interval must be no steeper than 1:48 (2 percent) in any direction. When the surface of the resting interval is constructed of materials other than asphalt, concrete, or boards, slopes no steeper than 1:20 (5 percent) are allowed when necessary for drainage.

Protruding Objects [1018.9]

Objects that protrude into the clear width of beach access routes and resting intervals can pose hazards to people who are blind or have low vision. Constructed elements on beach access routes and resting intervals must comply with the technical requirements for protruding objects in section 307 of the ABA Standards (figure 31). Signs and other post-mounted objects are examples of constructed elements that, if not located correctly, can be protruding objects.

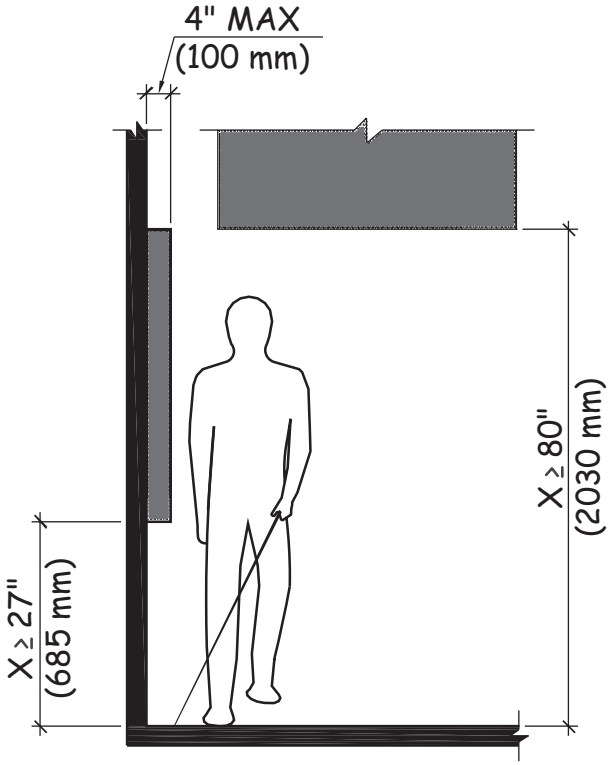


Figure 31—Constructed elements must comply with the technical requirements for protruding objects in section 307.2.

Dune Crossings [1018.10]

A dune crossing that is part of a beach access route and has a slope that exceeds 1:20 (5 percent) must also provide handrails that comply with section 505 of the ABA Standards and must also provide edge protection. The handrails must be continuous at a height of 34 to 38 inches above the walking surface along both sides of the dune crossing (figure 32). Edge protection in the form of a curb or barrier must prevent the passage of a 2-inch sphere where any portion of the sphere is within 2 inches of the dune crossing surface. The technical requirements for dune crossings do not address the vertical pickets provided in some handrail designs.

When a dune crossing is part of a beach access route, the clear width of the beach access route may be reduced from a minimum of 60 inches to a minimum of 48 inches. Where a removable beach access route is provided as a dune crossing, the beach access route technical provisions for running slope, cross slope, and resting intervals do not apply. When the running slope of a non-removable segment of a dune crossing is steeper than 1:20 (5 percent), the maximum length of the segment is specified in table 6, and a resting interval must be provided at the top and bottom of each segment.

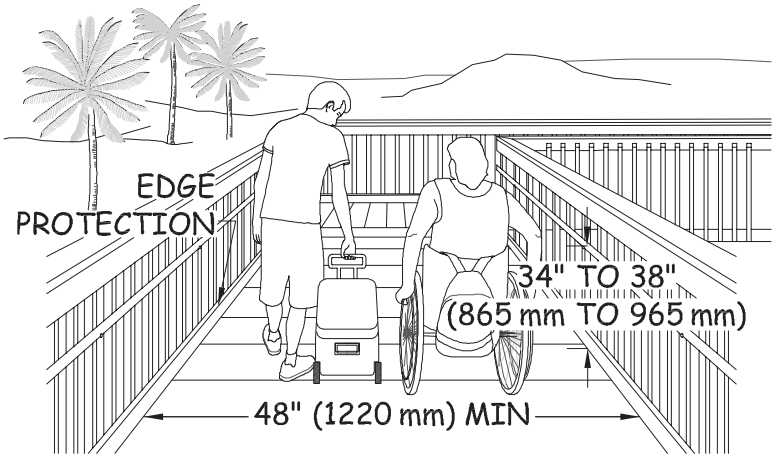


Figure 32—Minimum width and handrail height requirements for dune crossings.

Appendixes

- **Key Differences Between Routes**
- **Notification Forms**
  - **Entire Trail Exemption Form [1017.2, Exception 2]**
  - **Entire Beach Access Route Exemption Form [1018.2, Exception 2]**

Key Differences Between Routes

Determining the type of route required is often a challenging exercise. The following descriptions and review of the technical requirements for each type of route provides a quick reference to aid with this process.

Accessible Routes—An accessible route is a continuous, unobstructed path that connects all accessible elements and spaces of a building or facility. Interior accessible routes may include corridors, floors, ramps, elevators, lifts, and clear floor space at fixtures. Exterior accessible routes may include accessible parking space access aisles, curb ramps, crosswalks at vehicular ways, walks, ramps, and platform lifts.

Pedestrian Access Routes—A pedestrian access route, often called a sidewalk, is located in a public right-of-way and typically is parallel to a roadway. Consequently, sidewalk grades (running slopes) must generally be consistent with roadway grades so that they fit into the right-of-way. Sidewalks are designed for pedestrian transportation and are not designed for bicycles or other recreational purposes.

Pedestrian Trails—A trail typically is not parallel to a roadway and is designed primarily for recreational purposes. Trails are not necessarily part of an infrastructure connecting elements or facilities, but typically are designed to provide a recreational experience. Trails may also be used by multiple types of users, but most are not designed for bicycles, nor do they have a transportation purpose.

Outdoor Recreation Access Routes—An outdoor recreation access route (ORAR) is a continuous, unobstructed path that is intended for pedestrian use and that connects accessible elements, spaces, and facilities within camping and picnic facilities and at viewing areas and trailheads only. ORARs cannot be used at other types of facilities, such as educational campuses, office parks, or theme parks.

Beach Access Routes—A beach access route is a continuous, unobstructed path that crosses the surface of the beach to allow pedestrians to play, swim, or participate in other beach-, shoreline-, or water-related activities. A beach access route may be a permanent or removable route. Beach access routes typically coincide with or are located in the same general area as pedestrian access points to the beach. Beach access routes are not required where pedestrian access to the beach is not permitted.

Shared-Use Paths—A shared-use path is part of a transportation system in a public right-of-way that provides off-road routes for a variety of users. Even where the primary users may be bicyclists, skaters, or equestrians, shared-use paths typically are designed to serve pedestrians, including people using mobility devices such as manual or motorized wheelchairs. In addition to transportation uses, shared-use paths often provide recreational experiences. They may extend or complement a roadway network. For example, they may supplement on-road bike lanes, shared roadways, bike boulevards, and paved shoulders. Shared-use path design is similar to roadway design but on a smaller scale and for lower speeds. Whether located within a highway right-of-way, provided along a riverbank, or established over natural terrain within an independent right-of-way, shared-use paths differ from sidewalks and trails in that they are designed for a variety of users and serve both recreational and transportation purposes.

The following table highlights the key elements of design for different route types.

Route Characteristics	
Pedestrian Route Type	**Key Elements of Design Intent**
Accessible route (AR)	Connects accessible elements and spaces of a building or facility on a site
Sidewalk—pedestrian access route (PAR)	Parallel to roadway Designed for pedestrians (not bicycles) Sometimes part of the roadway
Trail	Designed for the "recreation experience" Does not connect elements and spaces on a site Generally includes a trailhead Has limited to no transportation function
Outdoor recreation access route (ORAR)	Connects outdoor constructed features and spaces within picnic and camping facilities, viewing areas, and trailheads **only**
Beach access route (BAR)	Crosses the surface of the beach to the shoreline Coincides with or is located in the same general area as pedestrian access points to the beach
Shared-use path (SUP)	Intended for multi-use Bicycle/transportation focus Machined, layered surface (improved) Located in either an "independent corridor" or public right-of-way

The following tables highlight the technical requirements for slope, width, and surface for different route types.

Technical Requirements for Slope			
If Running Slope of Segment is Steeper Than	**But Running Slope of Segment is Not Steeper Than**	**Maximum Length of Segment**	**Cross Slope**
Trail			
0:00 (0%)	1:20 (5%)	any length	Concrete, asphalt, boards—1:48 (2%) All other surfaces when necessary for drainage —1:20 (5%)
1:20 (5%)	1:12 (8.33%)	200 feet	
1:12 (8.33%)	1:10 (10%)	30 feet	
1:10 (10%)	1:8 (12%)	10 feet	
ORAR			
0:00 (0%)	1:20 (5%)	any length	Concrete, asphalt, boards—1:48 (2%) All other surfaces when necessary for drainage —1:20 (5%)
1:20 (5%)	1:12 (8.33%)	50 feet	
1:12 (8.33%)	1:10 (10%)	30 feet	
BAR			
0:00 (0%)	1:20 (5%)	any length	Concrete, asphalt, boards—1:48 (2%) All other surfaces when necessary for drainage —1:20 (5%)
1:20 (5%)	1:12 (8.33%)	50 feet	
1:12 (8.33%)	1:10 (10%)	30 feet	

Technical Requirements for Width and Surface		
	Minimum Width	**Surface**
AR	36 inches	Firm, Stable, Slip Resistant
PAR	48 inches	Firm, Stable, Slip Resistant
Trail	36 inches	Firm and Stable
ORAR	36 inches	Firm and Stable
BAR	60 inches	Firm and Stable
SUP	No requirement	Firm, Stable, Slip Resistant

Notification Forms

Documentation is required where a condition for exception prohibits full compliance with a specific technical requirement. The documentation must include the reason that full compliance could not be achieved and should be retained with the project records. In addition to the reason for the exception, documentation should include the date the decision was made and the names and positions of the individuals making the decision.

Where extreme or numerous exceptions make it impracticable to provide a newly constructed or altered trail or beach access route that meets the technical requirements, the standards provide an exemption for the entire trail or beach access route (see 1017.1, exception 2 and 1018.1, exception 2). In these rare cases, an explanation of the conditions that resulted in the determination that it was impracticable for the entire trail or beach access route to comply must be recorded and the documentation must be retained with the records for that project. A copy must also be sent to the Access Board (see F201.4.1).

The Access Board has developed sample notification forms with assistance from the accessibility program managers for the Federal land management agencies. These forms can be used to notify the Access Board when an entire trail or beach access route is exempted. The Access Board plans to monitor situations where the exceptions for trails and beach access routes result in exempting an entire trail or beach access route. The notification forms do not require approval or any other action on the part of the Access Board or the Federal agency. The Access Board will use the information provided by the Federal agencies to develop additional guidance on exempting entire trails and beach access routes. Federal agencies are encouraged to seek technical assistance from the Access Board at outdoor@access-board.gov when considering exempting an entire trail or beach access route.

The trail exemption from can be downloaded at <https://www.access-board.gov/images/guidelines_standards/Recreation_Facilities/Outdoor_Developed_Areas/trail_exemption_notice.pdf>. The beach access route form can be downloaded at <https://www.access-board.gov/images/guidelines_standards/Recreation_Facilities/Outdoor_Developed_Areas/beach_route_exemption_notice.pdf>. The forms must be downloaded before they can be filled out.

ENTIRE TRAIL EXEMPTION FORM (1017.1 EXCEPTION 2)

This form can be used to notify the U.S. Access Board when a Federal agency determines in accordance with 1017.1, Exception 2 that it is impracticable for an entire trail to comply with the technical requirements in 1017.1. Federal agencies are encouraged to seek technical assistance from the Access Board when considering exempting an entire trail.

Name of Trail:

_____

Location: (FLMA unit, nearest town, city, county, state)

_____

Length of Trail: _____
(miles, km, feet) (loop, round-trip, one way)

Check all boxes that apply.

- ☐ FTDS Designed Use of Pedestrian/hiker
- ☐ Connects directly to trailhead or accessible trail that complies with all of the technical requirements in 1017 without any exceptions.
- ☐ New Construction
- ☐ Alteration

The U.S. Access Board will consider these conditions as a basis for determining in accordance with 1017.1 Exception 2 that it is impracticable for an entire trail to comply with the technical requirements in 1017.

Check the box beside conditions that apply to the trail.

- ☐ Combination of running slope and cross slope exceeds 40 percent for over 20 feet
- ☐ Trail obstacle 30 inches high or more runs across the full tread width of the trail
- ☐ Trail surface is neither firm nor stable for a distance of 45 feet or more
- ☐ Tread width is less than 12 inches wide for a distance of 20 feet or more
- ☐ 15 percent or more of the trail does not fully comply with the technical requirements in 1017

Any additional conditions that render it impracticable for a trail to comply with the technical requirements in 1017 should be described below under Additional Information.

Additional Information:

Alternatives Considered:

Name: _____ Agency: _____

Position: _____

Site Name: _____ Contact Information (email, phone): _____

Date: _____

U.S. Access Board, 1331 F. Street, NW, Suite 1000, Washington, DC 20004-1111
800-872-2253 (v) 202-272-0082 (TTY)
www.access-board.gov

ENTIRE BEACH ACCESS ROUTE EXEMPTION FORM (1018.1 EXCEPTION 2)

This form can be used to notify the U.S. Access Board when a Federal agency determines in accordance with 1018.1 Exception 2 that it is impracticable to provide a beach access route complying with the technical requirements in 1018.1. Federal agencies are encouraged to seek technical assistance from the Access Board when considering exempting an entire beach access route.)

Name or Location of Beach Access Route: _____

Length of Beach Access Route: _____
(miles, km, feet)

Check boxes that apply.

☐ New Construction

☐ Alteration

Any conditions that render it impracticable to provide a beach access route complying with the technical requirements in 1018 should be described below under Additional Information.

Additional Information:

Alternatives Considered:

Name: _____ Agency: _____

Position: _____ Contact Information (email, phone): _____

Site Name: _____ Date: _____

U.S. Access Board, 1331 F. Street, NW, Suite 1000, Washington, DC 20004-1111
800-872-2253(v) 202-272-0082 (TTY)
www.access-board.gov

Notes

Notes

1423–2M02–MTDC

More Information

Copies of the final rule for federal outdoor developed areas and technical assistance is available from the US Access Board at **www.access-board.gov** or **by calling 1-800-872-2253 (voice) 1-800-993-2822 (TTY).**

UNITED STATES ACCESS BOARD

1331 F Street, NW, Suite 1000
Washington, DC 20004–1111

voice 800–872–2253
tty 800–993–2822

www.access-board.gov

ASHLAND | OREGON
Park Commission

www.AshlandParksandRec.org
340 South Pioneer Street
Ashland, Oregon 97520
541.488.5340

Better Together

REGULAR BUSINESS MEETING
AGENDA BRIEF

January 14, 2026

Agenda Item	VIII5. Ashland Rotary Centennial Ice Rink Update	
Presenter	Kevin Caldwell	Parks Division Manager
Item Type	Action ☐ Information ☒	

SITUATION & BACKGROUND

Staff will give an update on the status of the required building permit of occupancy for the Ice Rink structure. The permit is required due to changing the designation of the structure from temporary to permanent.

ATTACHMENTS NONE

PREPARED BY: Rachel Dials, Deputy Director

ASHLAND | OREGON
Park Commission
www.AshlandParksandRec.org
340 South Pioneer Street
Ashland, Oregon 97520
541.488.5340

Better Together

REGULAR BUSINESS MEETING
AGENDA BRIEF

January 14, 2026

Agenda Item	VIII6. 10-Year Strategic PROS Plan – Potential Next Steps	
Presenter	Jim Bachman	Park Commission Chair
Item Type	Action ☐ Information ☒	

SUMMARY

Park Commission Chair Bachman will give an update on the PROS Plan and lead a discussion on potential next steps.

PREPARED BY: Nancy A. Mero, Executive Assistant