

NAME:
NEIGHBORHOOD NAME:
STREET LOCATION:
CENSUS TRACT:
CENSUS BLOCK:
ZONING CLASSIFICATION:
OVERLAY DISTRICT:
ASSESSOR'S PLAT #:
PROXIMATE INSTITUTIONS:
DATE OF MOST RECENT RENOVATION:

NEIGHBORHOOD:
SITE #:
DATE OF VISITS:
TOTAL SIZE (ACRES):
NEAREST PARK:
BLOCK GRANT ELIGIBLE:
MAINTENANCE RESPONSIBILITY:
SURROUNDING LAND USES:

DESCRIPTION:

(Photo)

FACILITIES INVENTORY:

Baseball Fields:
Softball Fields:
Soccer Fields:
Football Fields:
Passive Open Space:
Basketball Courts:
Tennis Courts:
Tot Lots (1-5 yrs):
Playground (5-12 yrs):
Running Track:
Street Hockey Court:

Shelters:
Undeveloped Natural Areas:
Community Gardens:
Exercise/Fitness Station:
Historical Monuments/Features:
Accessibility/Special Features:
Picnic Area:
Water Play Feature:
Restrooms
Off Street Parking:
Public Transportation:

PERFORMANCE CRITERIA RATING (1,2,3,4,5): 1 = Poor / 2 = Below average / 3 = Average / 4 = Above average / 5 = Excellent

CONDITIONS: _____ Total +/- of Criteria = _____

Condition/Playing Fields: _____
 Condition/Ballcourts: _____
 Condition/Playgrounds/Fitness: _____
 Condition/Passive Open Space: _____
 Total: _____

DESIGN: _____ Total +/- Criteria = _____ CONSTRUCTION: _____ Total +/- of Criteria = _____

Micro Climate: _____
 Landscaping/Use of Plant Material: _____
 Use of Natural Site Features: _____
 Play Equipment Value/Integration: _____
 General Park Safety Considerations: _____
 Aesthetics/Attractiveness: _____
 Spacial Organization/Layout: _____
 User Amenities/Furniture: _____
 Circulation: _____
 Ease of Maintenance: _____
 Total: _____

Quality of Materials/Products: _____
 Quality of Installation Work: _____
 Appropriateness of Materials/Products: _____
 Total: _____

MAINTENANCE: _____ Total +/- Criteria = _____ PROGRAMMING: _____ Total +/- of Criteria = _____

Routine Maintenance: _____
 Ease of Maintenance: _____
 Service Access to Site: _____
 Design Related Problems: _____
 Construction Related Problems: _____
 Programming Related Problems: _____
 Total: _____

Numbers of Participants Served: _____
 Special Populations Served: _____
 Appropriateness Programming: _____
 Over/Under Utilization: _____
 Regional/Citywide/Neighborhood Use: _____
 Total: _____

PLAYGROUND SAFETY: _____ Total +/- Criteria = _____ ACCESSIBILITY: _____ Total +/- Criteria = _____

Hardware/Protrusions: _____
 Entrapments: _____
 Concrete Footings: _____
 Resilient Surfacing: _____
 Safety Use Zones: _____
 Slides: _____
 Swings: _____
 Railings/Decks: _____
 Condition of Materials: _____
 Total: _____

Park Entrances/Walks: _____
 Ramps: _____
 Parking/Drop Off Areas: _____
 Directional/Informational Signage: _____
 Park Furniture/Amenities: _____
 Vertical Circulation: _____
 Play Equipment: _____
 Restroom Accessibility: _____
 Total: _____

SUMMARY EVALUATION/COMMENTS: _____

OVERALL PARK EVALUATION RATING (A,B,C,D,F): _____

(Add Totals + 7 = Rating)

- 5 = A Excellent, all performance criteria
- 4 = B Good, most performance criteria
- 3 = C Fair, some minor criteria problems
- 2 = D Poor, serious performance criteria problems
- 1 = F Totally unsatisfactory

EQUIPMENT INVENTORY:	CONDITIONS INVENTORY:	EQUIPMENT INVENTORY:	CONDITIONS INVENTORY:
Playing Fields: (sq. footage)	(i.e., turf, warning track, infield, outfield, fence, backstop, bleachers, players benches, etc.)	Amenities: (Continued)	(i.e. broken, damaged or missing parts, etc.)
Baseball:		Park Identity Signs:	
Softball:		Bulletin Boards:	
Soccer:		Park Benches:	
Football:		Game Tables:	
Ballcourts: (sq. footage)	(i.e. pavement, backstops, nets, graffiti, sealcoating, fencing, etc.)	Picnic Tables:	
Basketball:		Grills:	
Tennis:		Shelters:	
Handball:		Trash Receptacles:	
Street Hockey:		Drinking Fountains:	
Running Track:		Public Art:	
Playground/Fitness: (sq. footage)	(i.e. broken, damages or missing parts, graffiti, etc.)	Telephones:	
Tot Lot (1-5 yrs):		Historical Monuments:	
Playground (5-12 yrs):		Off Street Parking:	
Water Play Area:		Other:	
Swings Area:		Other:	
Exercise/Fitness Stations:			
Passive Open Space: (sq. footage)	(i.e. turf, drainage, broken equipment, pavement, tree work, etc.)	Fencing:	(i.e. bent/deformed posts & rails, missing accessories, holes, fabric bent, gates need alignments, etc.)
Community Gardens:		4' Steel Picket:	
Natural Wooded Areas:		4' Chainlink:	
Open Field/Meadow:		6' Chainlink:	
Picnic Area:		8' Chainlink:	
Sitting Areas:		10' Chainlink:	
Amenities:	(i.e. broken, damaged or missing parts, etc.)	12' Chainlink:	
Bleachers:		Single Leaf Gates:	
Players Benches:		Double Leaf Gates:	
Goals:		Steel Pipe Gates:	
Backstops:		Bollards:	
Nets:		Post and Chain:	
Restrooms:		Other:	

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EQUIPMENT INVENTORY:	CONDITIONS INVENTORY:	EQUIPMENT INVENTORY:	CONDITIONS INVENTORY:
Landscaping:	(i.e., damaged sod, weeds/crabgrass, lack of water, lack of fertilizer, aeration, dead/stressed plants, mulch needed, edge plant beds, etc.)	Pavements: (Walks, ballcourts, running tracks, etc.)	(i.e. - weed growth, dirt accumulation, graffiti)
Coniferous Trees:		Cement Concrete:	
Shade Trees:		Bituminous Concrete:	
Ornamental Trees:		Brick Pavers:	
Evergreen Shrubs:		Concrete Pavers:	
Deciduous Shrubs:		Stone Screenings:	
S.F. Planting Beds:		Granite Curb/Edge:	
S.F. Ground Covers:		Other:	
S.F. Turf Areas:		Other:	
Utilities:	(i.e. - lights not working, timer problems, missing/damaged, irrigation heads damaged/missing, zone malfunction, missing/damaged drain cover/grate, overflow/blockage, etc.)		
Handholes:			
Backflow Preventor Cabinets:			
Yard Hydrants:			
Automated Irrigation System:			
Irrigation Valve Boxes:			
Curb Stops:			
Ballfield Lights:			
Walkway Lights:			
Ball Court Flood Lights:			
Catch Basins:			
Manholes:			
Other:			
Other:			
# of Backflow Preventers: Make/Model/Year:			
Meter: Make/Model/Year:			

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PLAYGROUND SAFETY CHECKLIST:	COMMENTS/OBSERVATIONS: (i.e. - head/torso/limb entrapments, proper railing/decking heights, safety surfacing depth, safety use zones, etc.)
Hardware:	
Loose/worn connecting/covering/fastening devices:	
S hooks worn:	
Chains bent/worn/rusted/rough edges:	
Swing bearing-hangers/worn/excess play/need grease:	
Grip handles securely fastened:	
Protrusions:	
Caps, plugs, nuts, bolts, bars protrusion excessive:	
Sharp points, corners, edges which might entangle clothing:	
Entrapments:	
Head/torso entrapments (3.5" to 9"):	
Point/crush/shear points:	
Pinch points (should not trap a 5/8" rod):	
Concrete Footings:	
6" minimum below grade:	
Depressions/holes around footings:	
Trip hazards (footings, tree roots, rocks):	
Upright posts corroded/rotted 6" below and 16" above grade:	
Structure tilting/sinking:	
Proper alignment of major support beams/posts:	
Resilient Surfacing:	
12" minimum depth of loose material:	
18" minimum depth under wings/slides:	
Debris/broken glass/animal feces:	
Proper curb/wall/fence containment of loose material:	
Rubber surface damage:	
Drainage system:	

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PLAYGROUND SAFETY CHECKLIST: Continued	COMMENTS/OBSERVATIONS: (i.e. - head/torso/limb entrapments, proper railing/decking heights, safety surfacing depth, safety use zones, etc.)
Use Zones:	
6' minimum around all equipment:	
Moving equipment segregated in own use zones:	
No overlapping use zones:	
To-fro swing zone = 2 x distance from pivot points to seat (front and back) with 6' at both ends:	
Tire swing zone = distance from pivot point to tire plus 6':	
Swings not attached to other structure:	
Slide exit zone = vertical distance of slide + 4' (6' minimum):	
6' minimum around sitting-rocking equipment (may overlap other sitting-rocking equipment):	
7' minimum around standing-rocking equipment:	
Slides:	
Protruding bolts, rivet heads, edges which might catch clothing:	
Plastic fatigue/cracks/burns/abrasions/discoloring:	
Secure fastening at top and bottom:	
4" minimum sidewalls:	
7 - 15" exit piece to ground:	
Exit region not exceed 4% slope:	
Swings:	
Seats worn/sharp edges-points/scorching:	
Seats 18" minimum above ground:	
2 seats maximum per swing bay:	
Tire swing worn/cracks/secure fastening points:	
Safety restraints (belts) in tot seats:	
Railings:	
Rails for toddlers are 29" maximum and 23" maximum from decking:	
Rails for older children are 38" maximum and 26" maximum from decking:	
All railings are non climbable (no horizontal components):	

PLAYGROUND SAFETY CHECKLIST: Continued	COMMENTS/OBSERVATIONS: (I.E. - HEAD/TORSO/LIMB ENTRAPMENTS, PROPER RAILING/DECKING HEIGHTS, SAFETY SURFACING DEPTH, SAFETY USE ZONES, ETC.)
Decks:	
Entrapments between stepped platforms:	
Stair treads $\geq$ 7"/risers $\leq$ 9":	
Decking height not to exceed 72:	
CONDITION OF MATERIALS:	
Splitting/checking/cracks:	
Discolorization/weathering - wood:	
Rusting/pitted - steel:	
Graffiti/vandalism:	
Water Play Safety:	
Backflow devices tested/repaired:	
Park Security:	
Unobstructed views:	
Overgrowth of Plant Materials:	
Adequate lighting levels:	
Entrapment corners/areas:	
Vehicle access in case of emergency:	

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PARK ACCESSIBILITY CHECKLIST:	COMMENTS/MEASUREMENTS:										
Park Entrances and Walks:											
Travel route not requiring use of stairs:											
Travel route is stable/firm/slip resistant:											
No protruding objects in path 27" or > & 80" or <:											
Curb cuts provided at drives, parking & drop offs:											
Travel route at least 36" wide:											
Are all public spaces on an accessible route of travel:											
Is there a 5' circle or T-shaped space for a person using wheelchair to reverse direction:											
Cross slopes on walks 1:50 maximum:											
Ramps:											
Slopes not greater than 1:12:											
Railings provided on ramps >6':											
Railings 34" to 38" height:											
Width between railings or curbs 36" minimum:											
Ramps non-slip:											
Ramp rises no more than 30" between landings:											
Parking/Drop Off Areas:											
Off street parking provided:											
Adequate # of accessible spaces - Spaces must be 8' wide minimum for car plus a 5' access aisle. 8' wide minimum, with 8' wide access aisle and 98" of vertical clearance for lift equipped vans, (at least one of every 8 accessible spaces must be van-accessible). Following table gives ADAAG requirements: <table border="1"> <thead> <tr> <th>Total Spaces:</th> <th>Accessible:</th> </tr> </thead> <tbody> <tr> <td>1 to 25</td> <td>1 space</td> </tr> <tr> <td>26 to 50</td> <td>2 spaces</td> </tr> <tr> <td>51 to 75</td> <td>3 spaces</td> </tr> <tr> <td>76 to 100</td> <td>4 spaces</td> </tr> </tbody> </table>	Total Spaces:	Accessible:	1 to 25	1 space	26 to 50	2 spaces	51 to 75	3 spaces	76 to 100	4 spaces	
Total Spaces:	Accessible:										
1 to 25	1 space										
26 to 50	2 spaces										
51 to 75	3 spaces										
76 to 100	4 spaces										
Access aisles part of accessible route to entrance:											
Accessible spaces closest to accessible entrance:											
Accessible spaces marked w/international symbol of access:											
Are there signs reading "Van Accessible" at van spaces:											
Enforcement procedure to ensure spaces used only by those needing them:											
Signage:											
Signs mounted with centerline 60" from ground:											
Raised characters, sized between 5/8" and 2" high, with high contrast:											

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PARK ACCESSIBILITY CHECKLIST: Continued	COMMENTS/MEASUREMENTS:
Signage: Continued	
Braille text for the same information:	
If pictogram used, it must be accompanied by raised characters and braille:	
Directional/Information Signage:	
If mounted above 80", are letters 3" high minimum w/high contrast and non-glare finish:	
Are these signs in compliance w/legibility requirements:	
Benches/Tables:	
Tops of tables between 28 and 34 inches:	
Knee spaces at accessible tables at least 27" high, 30" wide, 19" deep:	
Wheelchair seating evenly distributed throughout park:	
Park furniture is an accessible route of travel:	
Seating with arm rests and backs:	
Vertical/Circulation:	
Are there ramps to all public areas separated by grade changes:	
Drinking Fountain:	
At least a 30" x 48" clear floor space in front:	
Spout height no higher than 36" inches:	
Controls mounted on front edge, operable with one closed fist:	
Each drinking fountain cane-detectable (located within 27" of floor or protruding into the circulation space less than 4"):	
Telephone:	
Clear floor space in front 36" x 48" of at least one:	
Highest operable part of phone 48" or less (up to 54" if side approach possible):	
Phone protrudes no more than 4" into circulation path:	
Push button controls:	
Hearing aid compatible:	
Phone adapted w/volume control:	
Volume control identified w/signage:	

(5) *Date of last/future rehabilitation of open space*

The information on the "last rehabilitation" of each open space is available and being compiled.

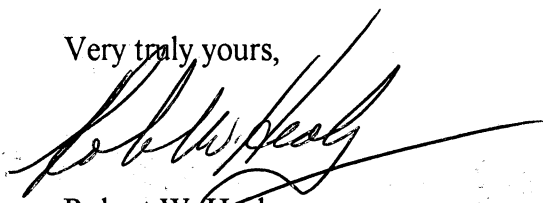
Once the evaluation of each park and playground is completed (as described above), the Open Space Committee will undergo a process to establish a recommended timeline for the "future rehabilitation" of spaces for consideration by the City Manager. Parks that are rated "F" (totally unsatisfactorily) and "D" (poor, serious problems) will be recommended for rehabilitation sooner than others in better condition. Neighborhood access to alternative open space, and recommendations from Neighborhood Studies also are considered in this process.

(6) *Plan for the possible acquisition of additional open spaces*

The policies in the City's Growth Policy document on open space address a number of key issues regarding the possible addition of open space. The most productive avenue in recent years has been the integration of the creation of open space into urban design plans for the City's redevelopment and commercial areas. Opportunities where the City had been able to create more open space in this way include CambridgeSide Galleria & the East Cambridge Waterfront, Brookline St. Housing, University Park and North Point. The Growth Policy document also suggests that additional opportunities for open space use should be pursued with regional recreation facilities, such as the MDC's Magazine Beach. In addition, the document notes that the significant fiscal resources necessary to acquire even small parcels in Cambridge makes this a challenging proposition, particularly taking competing needs into account. Consequently, acquiring parcels in Cambridge for open space should be considered primarily when resources are provided through state or federal acquisition programs.

After the park inventory process is complete, the quality and quantity of the City's open space will be evaluated by neighborhood/school district. A city-wide plan for the potential acquisition of open space will be developed and forwarded to the City Council for consideration by the end of the fiscal year.

Very truly yours,



Robert W. Healy
City Manager

Attachment



CITY OF CAMBRIDGE
CAMBRIDGE, MASSACHUSETTS 02139

TEL 349-4300
FAX 349-4307



21.

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

November 4, 1996

To the Honorable, the City Council:

In response to Awaiting Report #25 regarding a report on open space, below please find a status report on each specific information request:

- (1) *Inventory of existing public open space*
- (2) *Description of the open space*
- (3) *Quality of public open space*

During this past summer, the City completed a thorough inspection of each city-owned park and playground, including school playgrounds, to gather data on and assess the equipment and condition of each parcel. Using the attached inventory form, data was collected on facilities and site improvements, design, maintenance, playground safety, and accessibility. To date, the data has been collected and entered into a database; the Open Space Committee is beginning to review and evaluate each park. Each park will be evaluated based on condition, design, maintenance and playground safety, and a composite evaluation rating (A-F) will be given to each park based on this assessment. (A = excellent; F = totally unsatisfactory).

The evaluation process will be completed for consideration during the fiscal year 1998 capital budget process. The final report, with pictures and detailed descriptions/inventory of each park, should be completed by February, 1997.

- (4) *Permissible uses of open space*

The inventory of each open space includes information on facilities and equipment which presents obvious information on park use. In addition to this information, the Open Space Committee, working with staff from the Human Services, Public Works and MIS departments, is developing a park use/permitting system which will not only streamline the permitting process but will allow multiple departments to access the data and be better informed of scheduled events in our open spaces.

The permitting/park use system should be up and running by January.

Consent Agenda #21

5-591
Transmitting communication relative to
Awaiting Report Item Number Twenty-five,
regarding a report on open space.

Report received

11-4-96

See Order #57 of
10-21-96

See 1079R of
10-21-96

In City Council November 4, 1996

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