



**City of Humboldt
Centennial Park Master Plan
Terms of Reference**

Project Scope

The Project is intended to provide a Master Plan for the future development of Centennial Park. Consultant will provide consulting services to develop a Master Plan for Centennial Park Grounds which is 49.705 acres, the North boundary by 8th Avenue (Glenn Hall Drive), the South boundary 5th Avenue, the East Boundary 17th Street and the West boundary of Peck Road and presently includes the Uniplex (Multi Purpose Recreation Facility) and amenities.

Existing Features:

- 6 Ball Diamonds (various sizes)
- Grand Stands
- Washrooms and Concession Buildings
- Barn
- Riding Arena
- Batting cages
- Parking lots
- Uniplex Building (Multi Purpose Recreation Facility)
 - o 99,000 sq/ft
 - o 6 sheet Curling Rink (19,744sq/ft)
 - o Aquatic Center (15,990 sq/ft)
 - o Arena, with 1,844 seats (36,840 sq/ft)
 - o Community Hall & Meeting rooms (16,126 sq/ft)
 - o Central Lobby (6,000 sq/ft)

Features for Consideration:

- Proposed Humboldt Collegiate Institute (Southeast corner)
- Associated Parking lots and Roadways
- Proposed Skate Board Park
- Proposed Maintenance shed
- Proposed LCD display sign (Corner of Hwy #5 & 17th St.)
- 6 Ball diamonds of various sizes and features
- Washrooms and concession services
- Pathways and connecting pedestrian crossings (connect with traffic study)
- Two full size Soccer/Football/Rugby Fields
- Grand stand & exhibition area
- Riding arenas
- Future second ice surface
- Future indoor Soccer Field
- Commercial property adjacent to west side of Centennial Park
- Potential Tourism Visitor Information Center
- Potential RV Parking
- Designated land for potential future PPP

Methodology

Phase 1: *Project Initiation Meeting:*

Consultant and the Director of Leisure Services will meet to discuss project criteria, requirements and site walkthrough. Supply background information with existing base plans, possible surveys, and concepts for proposed features.

Phase 2: *Site Analysis and Inventory:*

Physical and visual elements of the site completed with a site visit. Analysis included documentation of existing and proposed pedestrian connections into the site, and inventory of any features outside of the study area which may be impacted by, or may impact the site, such as existing land uses, utility corridors, road networks or future development. Base plans and background information reviewed to gain a thorough understanding of all the issues as well as opportunities and constraints related to the project area. Survey team will complete a site survey of the subject land for base plan purposes prior to proceeding with conceptual design.

Phase 3: *Preparation of the preliminary Concept Plan:*

Generate a preliminary concept plan that accurately depicts the proposed landscape development of the park site including: Features for consideration; circulation systems, playfield components, parking areas, washroom facilities, planting schemes, site grading and drainage, site furniture, lighting, special features, and signage. The site grading design will illustrate contours intervals of 0.5m with spot elevations at high/low points. The conceptual planting design (in chart form) will incorporate zone specific planting of trees and shrubs while being mindful of maintenance issues, aesthetics, and CPTED related concerns for sightlines and space planning. An itemized and detailed cost estimate that includes all components of the landscape development will be generated. Earthworks calculations will be generated in-house using advanced engineering software.

The Preliminary Concept will be finalized for Leisure Services Staff & Committee to review in February, 2009.

Phase 4: *Public Consultation:*

A Public Open House will be scheduled for late February 2009, public advertising and an invitation to be sent out to vested interest community groups. The intent of the Open House is to present the preliminary concept plan for the park, obtain relevant information from the community, and to foster community ownership of the concept.

Phase 5: *Final Concept Plan:*

The concept plan will be finalized by incorporating any minor changes and submitting to Leisure Services for the review by City Council at the April 13, 2009 regular council meeting.

Proposed Time Frame

| | |
|--|------------------------|
| Site Analysis..... | Dec 1/08 to Dec 22/08 |
| Existing Site Survey..... | Dec 8/08 to Dec 22/08 |
| Base Mapping..... | Dec 22/08 to Jan 12/09 |
| Preliminary Concept Presentation to Leisure Services Staff & Committee.... | February 17/09 |
| Public Meeting..... | Week of Feb 23/09 |
| Final Concept Presentation to Leisure Services Staff & Committee..... | March 17/09 |
| Final Concept Presentation to City Council..... | April 13/09 |