

Town of Carbondale Parks and Recreation

Park Assessment Tool



Park Name	(Fill in name of park for this assessment)
Park Purpose	(Fill in purpose of this park)
Park Description	(Fill in general description of park)
Overall Impressions	(Describe general condition / visible improvements needed)
Park Acreage	(To be completed by Staff)
Park Capacity	(To be completed by Staff)
Reviewer:	
Review Date:	

Park Name	(Fill in name of park for this assessment)				Responses to questions (write in any comments/suggestions)
	YES (check in box if Park does have)	NO (check in box if Park does not have)	Not applicable (N/A)	Does this park need to address this item? What is the level of priority of need? (immediate, short-term, long-term)	
General					
Access					
Nearby streets have signage with directions to park					
Presence of bike racks					
ADA parking quantities meet Town code					
Accessible spots are clearly marked with surface paint and signage					
Loading/drop-off area is curbless or has a single short curb					
Direct and clear barrier-free route from parking lot to outdoor space and its amenities					
Sidewalks connect park to the surrounding area for walkability					
Presence of a bus stop near park					
Covered or shaded seating area near loading zone/drop-off area					
Parking has sufficient lighting for facilities open past dark					
All light sources are baffled so lighting is focused down on walking path (Dark Sky compliant)					
Restrooms					
Open and usable year-round					
If no permanent bathroom present or not open year-round, portable toilets are provided year-round					
If no permanent bathroom present or not open year-round, portable toilets are provided seasonally					
If portable toilets are provided, they are sited properly for accessibility (from parking areas, free of step to get in/out, etc.)					
Large enough to accommodate wheelchairs and walkers (minimum 60 inches)					
Has ADA stalls (# of stalls)					Quantity:
Door to facility is easily operable (i.e. not too heavy, easy to use handle, clear space at door swing)					
Stall doors are easily operable (i.e. self-closing hinges, easy to use handles and locks, clear space at door swing)					
Has toilets to accommodate young children					
Has non-slip flooring					
Restroom is visibly regularly maintained/cleaned					
At least one child changing table present					
Presence of a family bathroom					
Presence of a non-gender bathroom					
Stalls have hooks to hang a cane or bags					
Presence of a height-adjustable changing table that can accommodate adult weight					
Hand washing/sanitizing area present and accessible					
Drinking Fountains					
Presence of seasonal working water fountains and/or bottle filling stations					
Fountain/filling station is universally accessible (children, wheelchairs, etc.)					
Well drained/no water pooling around fixture					
Easily operable					
Water source for dogs					
Trash Receptacles					
Presence of wildlife resistant trash receptacles throughout the park (# of receptacles?)					Quantity:
Presence of wildlife resistant recyclable receptacles throughout the park (# of receptacles?)					Quantity:
Trash is visibly regularly maintained/picked up					
Dog waste bags are provided					
Dog pots are provided					Quantity:
Are any trash, recyclable, or dog waste pots needed? If so, where?					Response:

Park Name	(Fill in name of park for this assessment)				Responses to questions (write in any comments/suggestions)
	YES (check in box if Park does have)	NO (check in box if Park does not have)	Not applicable (N/A)	Does this park need to address this item? What is the level of priority of need? (immediate, short- term, long-term)	
SEATING					
Benches					
Presence of benches throughout					
How many benches are in park?					Quantity:
Seating is accessible by firm path					
Presence of a clear ground space that is 36 by 48 inches and adjacent to one end of each bench for wheelchair users					
Seating has appropriate sized backs and armrests to provide support and facilitate getting up					
How many feet between benches along main paths?					Response:
Surface material of bench does not retain excessive heat and is free of splinters					
What type of material is the bench surface?					Response:
Seating is provided in sun and shade					
Are more benches needed in this park? (size of park versus seating options provided seem adequate?)					
Picnic Tables					
How many picnic tables are available?					Quantity:
Picnic tables are accessible by firm paths					
The park has at least one wheelchair accessible picnic table					
There are tables available with multiple wheelchair accessible spaces					
Constructed of heat resistant and splinter resistant material					
What type of materials is the table constructed of?					Response:
Shade / Covering Provided					
Are more picnic tables needed in this park? (size of park versus table options provided seem adequate?)					
Landscaping					
Additional Features					
Presence of flat grassy open area for low-impact exercise					
Ground surface is maintained to reduce tripping hazards (i.e. grass areas are properly maintained and healthy)					
Irrigation is in maintained order					
Park has designated quiet or low-activity areas					
Presence and maintenance of art/sculptures					
Trees and Vegetation					
The parks are nicely vegetated and maintained where appropriate to support shade, habitat diversity, heat island cooling, stormwater management, etc.					
Presence of canopy trees that provide shade					
There is diversity in the tree species of the park					
Vegetation provides habitat opportunities for the town's diverse wildlife populations					
Plants in high activity areas are non-toxic and non-injurious such as not having thorns					
Landscaping is attractive and well maintained					
Native and drought resistant plants support pollinators and wildlife					
Does this park lend itself to the addition of more trees?					

Park Name	(Fill in name of park for this assessment)				Responses to questions (write in any comments/suggestions)
	YES (check in box if Park does have)	NO (check in box if Park does not have)	Not applicable (N/A)	Does this park need to address this item? What is the level of priority of need? (immediate, short- term, long-term)	
Community Gardens					
Presence of well-maintained garden beds and pathways					
Signage near garden includes rules, instructions and plot rental information					
Gardening area has seating both in sun and shade					
Garden has easy to access water source and is accessible for wheelchairs					
Garden has an easy to access shed with gardening tools and materials					
Garden beds are accessible by a firm pathway					
Raised garden beds are at varying heights from ground to accommodate seated and standup gardening					
Paths					
Sidewalks					
Sidewalks/Pathways are free of cracks and potholes					
Sidewalks/Pathways are free of ground level obstructions and tripping hazards: roots, pebbles, leaves, sticks, seeds, etc.					
Sidewalk / Pathway surfacing is of a firm material					
Free of overhead obstructions such as tree branches					
Sidewalk / Pathway is a minimum of 3 feet wide					
Sidewalk / Pathway exceeds 3 feet in width					
How wide is the sidewalk / pathway?					Response:
Surface is non-slip					
Park has a continuous pathway that loops and does not lead to dead-ends					
Presence of quarter-mile distance markers					
Both firm and soft surface options are offered					
Stairs & Inclines					
Are stairs present in this park?					
Stair risers are consistent in height					Response:
Is the height of the stair riser comfortable? If not, how high is it?					
Handrails / guardrails are provided for any stairs, ramps, and inclines					Response:
Handrails are comfortable (temperature, grip, etc.). If no, why not?					
If stairs are present, a ramp is also available as an option for traversing inclines					Response:
Are stairs needed in this park? If so, where?					
Nature Trails					
Users are able to experience nature on a trail with a reasonable grade					
Users are able to experience nature on a hard surfaced trail					
At least one trail is specifically designed to be accessible					
Free of excessive debris such as loose sticks or rocks					
Is maintained and free of erosion or divots					
Is a minimum of 3 feet wide					
Trail is constructed of crushed rock or packed dirt rather than uncrushed gravel or round rocks					

Park Name	(Fill in name of park for this assessment)				Responses to questions (write in any comments/suggestions)
	YES (check in box if Park does have)	NO (check in box if Park does not have)	Not applicable (N/A)	Does this park need to address this item? What is the level of priority of need? (immediate, short- term, long-term)	
Amenities and Features					
Play Fields					
Presence of play field(s)					
If yes, what type? (If no, skip ahead)					Response:
If yes, how many?					Response:
Does the field meet regulation play size?					Response:
Condition of turf					Response (very good/good/poor):
Presence of necessary accessories (goals, fencing, etc.)					
Presence of spectator seating					
Presence of player seating					
Presence of shade for seating					
Access to water fountain/filling station					
Access to restrooms					
Sport Courts					
Presence of sport court(s)					
If yes, what type? (If no, skip ahead)					Response:
If yes, how many?					Response:
Overall Condition?					Response (very good/good/poor):
Presence of necessary accessories (nets, fencing, etc.)					
Presence of spectator seating					
Presence of player seating					
Presence of shade for seating					
Access to water fountain/filling station					
Access to restrooms					
Playgrounds					
Presence of playground (if no, skip ahead)					
Playground is friendly for 0-5 year olds					
Playground is friendly for 5-12 year olds					
ADA accessible activities are present					Quantity:
Multi-generational activities are present					
Restroom is in close proximity					
Good sightlines from benches					
Surfacing material is at a proper and adequate depth					
Shade is present within the playground					
Playground is approachable from parking via an accessible path					
Exercise Stations					
Park lends itself to having exercise station					
Presence of exercise stations					
Exercise stations have soft surface in case of falls					
Exercise stations are shaded					
Equipment is easily accessible from a path					
Instructions with visuals accompany each piece of exercise equipment					
Has low-impact exercise machines					

Park Name	(Fill in name of park for this assessment)				Responses to questions (write in any comments/suggestions)
	YES (check in box if Park does have)	NO (check in box if Park does not have)	Not applicable (N/A)	Does this park need to address this item? What is the level of priority of need? (immediate, short- term, long-term)	
Dog Parks					
Dogs are allowed in this park					
Dog rules are posted in park					
Adequate space for dogs to exercise off leash is provided					
Water is available to dogs					
Dog pots (trash receptacles) are available					Quantity:
Shade is available					
The park is securely fenced / fence is in good condition					
There is at least one controlled access point					
The ground plane (turf/grasses) is in good condition					
There separate areas for small dogs and big dogs					
Dog agility features are present					
Water Areas (boat launch/ponds/ditches/river front)					
Presence and healthy maintenance of water features/water sources					
Universal access to water provided					
Benches present					
Accessible fishing area provided (Fishing is Fun)					
Fishing access allowed					
Signage present for rules/regulations/warnings					
Boat Launch / watercraft access					
Other General Amenities					
Presence of specialized recreation facilities for older adults (i.e. pickleball courts, exercise equipment, etc.)					
Presence of space for group gatherings					
What additional amenities would this park benefit from?					Response:
Quiet calm areas can be found in park					
Navigation					
Signage and Wayfinding					
A map of the park's layout is provided at the entrance					
Rules and regulations are posted					
Interpretive signs are present in the park					
Wayfinding signs pointing to important locations (i.e. restrooms, features) are present throughout the park, especially where paths cross					
Visible "Park Identification Sign" with the park name to mark entrances					
Park is clearly defined as a "Town of Carbondale" park open to all					
Are more park signs needed? If so, what kind and where?					Response:
All park signage is legible (readable font characters and size)					
High contrast between characters and the background color					
Signage is consistent throughout the park					
Signage is universal through graphics and visuals					
Signage is distinct from its surrounding environment such as not having a green sign amidst greenery					
Educational signs such as plant labels and those with historical information are provided throughout the park					
Bi-lingual signs are offered					
All signs have a braille offering or accompaniment (separate signs with braille at ground-level)					
Maps (either paper or permanent) are provided at several locations throughout the park					
A map of the park's layout is available online for visitors to view or print prior to visiting the park					
Parking areas, restrooms, and major site features and amenities are clearly identified in mapping					

Park Name	(Fill in name of park for this assessment)				
	YES (check in box if Park does have)	NO (check in box if Park does not have)	Not applicable (N/A)	Does this park need to address this item? What is the level of priority of need? (immediate, short- term, long-term)	Responses to questions (write in any comments/suggestions)
Signage and Wayfinding (cont.)					
Online information is consistent with onsite signage					
Contact information for park management and maintenance is posted both at the park and online					
Information on park rentals are identified and signed with current rental information					
Operations and Maintenance					
Maintenance					
Park has excessive litter or animal droppings					
Park has graffiti					
Has a posted process for park users to make maintenance requests					
Safety					
Park has open design and sightlines throughout					
Park hours are posted at all entrances					
Park is free of high walls (8-10 feet) or other obstructions that block visibility					
If a park is open after dusk, sufficient pathway lighting is provided to navigate					

Other comments regarding park:	(Fill in any additional information Staff should know or track on this park)
---------------------------------------	--