

Town of Southampton Recreation Plan

VI. Implementation Tools

This section is intended to support implementation of the strategies recommended above by providing additional details, information summaries and lists for easy reference, and in some cases draft text for utilizing during implementation actions. Its contents include:

1. Parks and Recreation Committee/Commission

A description of the NYS laws concerning the establishment of recreation commissions, recommended composition of a Southampton Recreation Commission (or Committee), and a draft mission statement. Among other things, the draft mission statement may be modified for use in a Town resolution establishing the group.

2. New Recreation Position

A job description for the proposed new executive level staff position charged with expanding recreational opportunities. The description addresses the post's principal purpose, reporting, supervision, level of authority, required qualities, knowledge, abilities, experience and training, and job functions and activities.

3. Order of Magnitude Cost Estimates for New Park Development

Assumptions and calculations used to identify the level of capital funding needed to pursue LOS targets for active parks.

4. Draft Recreation Project Criteria

A draft list of criteria for use in evaluating, and possibly ranking, potential recreation projects — helping the Town identify, clarify and bring a measure of objectivity to priorities for municipal attention, funding and political support.

5. Draft Guidelines for Requests for Town Support of Recreation Projects

A draft list of information that proponents of recreation projects should supply to the Town when seeking support.

6. Utilizing the RFEI Process

Information on using RFEIs to gauge the potential for private section investment in new park and recreation facilities, including RFEI advertising and promotion and an RFEI document outline.

7. Southampton Recreation Providers/Recreation Roundtable

List of agencies, groups, etc. to be included in a Southampton Recreation Roundtable. Steps for establishing and managing the Roundtable.

8. Draft Policy & Screen for Recreational Use of CPF Properties

Potential protocol to use for identifying and prioritizing CPF properties with potential for recreational use.

9. Recreation Management Software

Contact information for firms producing software to automate and manage recreation permits and program registrations.

10. Potential Concession Revenues

Information on concession agreement types and potential revenues.

11. Draft Revised Regulation Concerning Parkland Requirements in Residential Subdivisions

Draft revisions to Town Code §292-35(B), as called for in the 1999 Comprehensive Plan Update.

12. Grants and Government Funds Available for Parks**13. Establishing a Park District**

Highlights of Chapter 62 of the New York State Consolidated Laws (Town Law), Article 12a, providing for the establishment and extension of special improvement districts.

14. Design Guideline Elements

An outline/checklist for the creation of design guidelines for Southampton parks.

15. Draft Revised Zoning Regulations to Support Marinas

Draft revisions to Town Code §330-95 and §330-137, as called for in the 1999 Comprehensive Plan Update.

1. Parks & Recreation Committee/Commission

Article 13 of the New York State Consolidated Laws states (§242) that “The authority to establish and maintain playgrounds and neighborhood recreation centers may be vested *in the park board or other existing body or in a recreation commission* as the board of estimate and apportionment, common council, board of aldermen or corresponding legislative body, or the governing board of any such county, town or village, shall determine.” (italics added) The Recreation Plan recommends that Southampton utilize its power to establish a Recreation Commission in order to obtain a variety of benefits. Among these would be centralizing the Town’s recreation function, raising its visibility, and providing a higher level of oversight and administration than is currently provided by the Town Board with all its competing interests. The Commission can accept grant money, properties and or facilities, and can enter into contracts for joint projects with other municipalities or school districts. Moreover, Article 13 also provides for such a Commission to have jurisdiction and administration of a “recreation system” if adopted (see discussion below), which could annually levy and appropriate funds for maintenance.

The text of General Municipal Law, Article 13 concerning Playgrounds and Neighborhood Recreation Centers, covering the establishment and powers of a Recreation Commission, is included in the Appendices to this plan. What follows is a summary of relevant procedures and issues, along with a draft Mission Statement for a Town of Southampton Recreation Commission. The draft Mission Statement may be adapted for use in the resolution establishing the Commission.

Establishing the Commission:

- A Recreation Commission may be established by Town Board Resolution.
- It shall consist of 5-7 members, appointed by the Town Board. Because of the variety of recreation interests in the Town of Southampton, the larger number is recommended.
- Members shall serve voluntarily, without pay.¹
- Initially the term must be set such that the term of one commissioner shall expire annually thereafter, and their successors be appointed to serve terms of years which total in number the number of members.
- The municipal officer in charge of recreation may, by resolution, serve on the Commission in an ex officio capacity.

¹ Note that the State Legislation allows the Town of Clarkstown in Rockland County to pay its Commission members up to \$3,000 per year.

- The Town may “work up to” the Commission by initially convening a Recreation Advisory Committee, formally establishing the Committee (and granting it powers) after some time and experience has passed.
- A Parks and Recreation Advisory Committee or Recreation Commission for the Town of Southampton may be comprised of the following:

<i>Representation</i>	<i># of Commission Members</i>
<i>1. Town Advisory Boards & Committees (e.g. CACs, Trails Advisory Board, Beach Access Committee, Business Advisory Committee)</i>	<i>2</i>
<i>2. Southampton Trustees</i>	<i>1</i>
<i>3. Community Preservation Fund Office Manager</i>	<i>1</i>
<i>4. Recreation groups (e.g. SYA, RAPP, YARD)</i>	<i>1</i>
<i>5. Environmental organizations (e.g. Nature Conservancy, Peconic Land Trust)</i>	<i>1</i>
<i>6. Local business community (e.g. Chamber of Commerce, recreation businesses, real estate, resort, etc)</i>	<i>1</i>
<i>7. Parks & Recreation</i>	<i>Ex Officio</i>

Draft Commission Mission Statement:

The purpose of the Parks and Recreation Commission (or Advisory Committee) is to serve as a centralized body for the development, control and management of recreational opportunities — both facilities and programs — within the Town of Southampton. The Commission (Committee) provides direct oversight to the Town’s Parks and Recreation department and also, as appropriate, advises other municipal entities concerned with parks and recreation, including the Town Board, Town Trustees, Community Preservation Fund, Youth Bureau, Public Works Department, and Department of Land Management.

Commission (Committee) objectives include:

- Management of parks and recreation capital and operating budgets, with recommendations to the Town Board;
- Expansion of the Town of Southampton’s park and recreation system through the acquisition, development, improvement, and increased utilization of parks, playgrounds, and other recreational facilities;
- Establishment of a self-sustaining Town recreation function, where operations and maintenance is supported by recreation-related revenues;
- Development of new income sources for parks and recreation development;
- Collaboration with other governmental agencies, school districts, civic groups and other entities in new recreation and parks planning and programming

The Commission is comprised of 7 voting and one ex officio member, each of whom is a resident of the Town of Southampton. Commission members are appointed by a majority vote of the Town Board, and are selected for their familiarity with the issues, interests and needs of the community regarding parks and recreation services within the Town.

2. New Recreation Position

The key recommendation of this document is for the Town of Southampton to establish a new executive level position, charged primarily with the development of new recreation facilities and overall recreation plan implementation. Here is a list of draft job qualifications, responsibilities and activities for use in recruitment and evaluation.

Note that two alternatives for this position have been put forward — placement in Parks and Recreation or with Land Management. Wherever situated, the position would have to work closely with both those Town departments, as well as others. The position below has been drafted as being Parks and Recreation-based, but could be easily adapted to Land Management.

JOB TITLE: Alternatives include Recreation Commission Director, Director of Recreational Development

DEPARTMENT: Parks and Recreation

PRINCIPAL PURPOSE OF JOB: Responsible for planning, organizing, directing, and coordinating all functions in the Town of Southampton pertaining to the development, construction, operations and maintenance of Town parks and recreational facilities, community centers and recreation programs. Implement recommendations of the Town Recreation Plan, primarily focusing on the aggressive expansion of recreation facilities and opportunities in the Town. Solicit and facilitate private sector involvement and investment in recreation facilities and programs, with the intention of making the Town's recreation function self-sustaining. Assure the efficient and economical use of department funds and other resources, including grant moneys, personnel, facilities, and time, to accomplish short-term and long-range objectives.

REPORTS TO: Serves as staff to the Parks & Recreation Commission (may be a Committee until such Commission is established). Also reports, and accountable, to the Town Board.

SUPERVISION & CONTACTS: Through the Parks and Recreation Superintendent, makes sure existing recreation facilities and programs are maintained, enhanced and promoted. Also responsible for working collaboratively with, and coordinating the efforts of, all other Town departments involved in recreation, Southampton Town Trustees, Town advisory boards and committees, civic groups

and non-profit recreation providers in the enhancement of existing, and development of new, facilities and programs.

LEVEL OF AUTHORITY: Operates with only nominal direction and appreciable latitude for independent action and decisions commensurate with demonstrated ability, following the recreational goals and objectives detailed in the Town Recreation Plan and related documents, as well as applicable laws, rules, and ordinances. Activities reviewed for adequacy of professional judgment, compliance with municipal policies, and achievement of results consistent with objectives. Errors in judgment could have substantial impact on the provision of adequate recreational services, and could result in legal and fiscal liability for the Town.

QUALITIES/KNOWLEDGE/ABILITIES:

Personal Qualities

- highly motivated
- outgoing
- creative
- client-oriented (i.e. views the public as a customer of municipal services, and aims to provide customer satisfaction, build markets, etc.)

Knowledge of:

- comprehensive recreation program development, promotion and management
- management and supervisory principles and practices
- project management methods and risk management programs
- municipal budget preparation and administration
- pertinent Federal, State, and local laws, codes and regulations, including local land use and development regulations, Community Preservation Fund regulations and procedures, NYS environmental review procedures, and the Dongan Patent
- land and business development practices, procedures and incentives
- public relations, marketing and customer service techniques
- sources and methods of recreation funding, including Federal, State and County grants, user fees, district fees, concession revenues, etc.
- recent developments, current literature and sources of information related to recreation services planning and administration

Demonstrated Abilities to:

- manage, direct and coordinate the work, and review the performance, of management, supervisory, professional, and technical personnel in a manner conducive to proficient performance and high morale
- communicate effectively with diverse audiences, orally and in writing
- coordinate and work collaboratively with other departments and outside agencies

- facilitate new recreational development, including privately-run facilities and programs
- manage multiple projects
- prepare, analyze, and administer complex budgets; allocate limited resources in a cost effective manner
- prepare reports and keep records
- understand, evaluate and utilize new technologies including automated recreation payment systems, GIS, GPS, etc.
- read and interpret blueprints
- analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals
- interpret and apply Federal, State and local policies, procedures, laws and regulations

Physical Capabilities

- physical stamina to sustain long work days, including evening meetings, as necessary
- physical ability to have access to parks and recreation facilities sufficient to monitor programs and evaluate staff performance

EXPERIENCE AND TRAINING: Any combination of experience and training that would likely provide the required knowledge and abilities detailed above. Specific experience should include a track record:

- developing and completing capital projects
- creating public-private partnerships
- supervising executive, management, professional, and technical personnel and consultants

JOB FUNCTIONS AND ACTIVITIES:

(Note: This is a representative, but not exhaustive list.)

- Provide administrative and professional leadership and direction for the Town with respect to parks and recreation functions; Supervise performance of assigned staff and conduct regular performance evaluations
- Provide staff support for the Town's Park and Recreation Committee or Commission, as constituted, directly and with the aid of Park and Recreation department staff
- Implement the strategies of the Town of Southampton Recreation Plan, updating and revising the plan as needed
- Monitor and control performance of the parks and recreation department in conformance with Recreation Plan goals and objectives, along with other relevant plans, schedules, and budgets
- Develop and maintain constructive relationships with, and coordinate, unite and foster communication among, all Town officials and staff involved in recreation, including Parks and Recreation, Planning, Land Management, Town Trustees, Youth Services, Community Preservation Fund, Public Works, etc.

- Attend staff and community meetings as required, often outside regular working hours; Prepare and present regular reports as requested by the Park and Recreation Committee/Commission and the Town Board; Make presentations to the general public
- Attract and facilitate private sector recreation development, and create public-private partnerships, with activities to include:
 - marketing Southampton to developers and operators of commercial recreation facilities desired by the Town, such as indoor sport field facilities, day camps, pools, health clubs, ice rinks, campgrounds, etc.;
 - developing and procuring concessions for ancillary uses;
 - creating appropriate incentive and support packages for commercial recreation development;
 - working directly with recreation providers (e.g. public golf course developer) to overcome barriers to project development
- Establish and conduct a protocol for providing municipal financial and technical support for private, not-for-profit recreation projects
- Facilitate coordination and communication among the Town's private-sector recreation providers by organizing and staffing a Recreation Roundtable
- Prepare annual department budget; monitor and control department expenditures
- Develop new sources of income to support and maintain recreation facilities and programs
- Develop and monitor written agreements for the provision of recreation facilities and programs between the Town and local schools, commercial and non-profit recreation providers, and others as appropriate
- Develop new park and recreation facilities; maintain a five-year Capital Improvement Program

3. Order of Magnitude Cost Estimates for New Park Development

The Level of Service (LOS) analysis conducted for this Recreation Plan showed a substantial need for the development of new active park acreage to meet national standards. The table on the following page presents an “order of magnitude” estimate for the costs of developing these new parks. Consider:

- Park development costs vary widely. Major factors affecting costs include site conditions (i.e. environmental constraints, whether demolition is involved, etc.) and site programming (i.e. what/how many features are in the park such as courts, play systems, skate facilities, etc.).
- To generate an idea of the level of civic investment in new parks that would be required to meet LOS targets, a per acre estimate figure is used. There are no standard per acre development cost estimates for active park construction, given the variables involved. However, an informal survey of park development plans and proposals from around the country shows an extremely wide range of per acre construction cost estimates used — from a low of \$21,000/acre in Verona, Wisconsin and \$29,000/acre in Payson, Arizona to \$350,000/acre in Encinitas, California. Most hover in the mid \$200s.
- The following examples from Southampton’s 2001-2005 capital budget for parks shows the Town allocating between \$140,000 and \$235,000 per acre for new park construction. Recreation area development at North Sea is not included because of the atypical circumstances and cost overruns associated with that project.

Park	Size/ acres	Capital Budget	Per Acre Cost (rounded to nearest \$5,000)
East Quogue Village Green	3.6	\$850,000	\$235,000
East Quogue Damascus Park	9	\$1,275,000	\$140,000
Bridgehampton Militia Green	1	\$155,000	\$155,000

- Smaller parks tend to have higher “per acre” costs because they are more densely packed with features.
- “Order of magnitude” estimates are “ballpark” figures intended to provide a generic idea of needed funding levels. Actual costs will, of course, differ.

In view of the above considerations, the following per acre estimate figures are used: \$265,000/acre for small pocket parks, \$200,000 for mid-size neighborhood parks and \$160,000/acre for large-scale community parks. These figures are

higher than those currently in the Town’s capital budget, but they are meant to be conservative, allowing for some contingency and cost increases over time.

Level of Service Targets (in acres)	Short-term (6 acres per 1,000)			Long-term (10 acres per 1,000)		
	Pocket Parks	Neighborhood Parks	Community Parks	Pocket Parks	Neighborhood Parks	Community Parks
	6	135	170	0	75	252
Cost/acre	\$265,000	\$200,000	\$160,000	\$265,000	\$200,000	\$160,000
SUBTOTALS	\$1,590,000	\$27,000,000	\$27,200,000	\$0	\$15,000,000	\$40,320,000
TOTALS	\$55,790,000			\$55,320,000		

Note that design and engineering fees typically run 20 percent of project costs, and that an additional 20 percent should also be allotted for project administration and contingencies (10 and 10 respectively.)

4. Draft Recreation Project Criteria

Focusing energy and resources on specific, priority projects will increase the chances of getting new facilities and programs off the ground. When a number of worthy projects are competing for municipal attention, funding and political support, selecting which to throw the Town's weight behind can involve a kind of triage. The following criteria are offered as a guide for helping the Town rank recreation projects.

The criteria may be used simply, with projects meeting the most items ranking highest. Alternatively, any number of weighting systems may be applied. Possibilities include:

- To even the impact of the various categories (since the number of criteria in different categories differs) assign each a percentage rating based on the number of criteria met — e.g. 5 out of 10 (50%), 3 out of 8 (38%) — and then average the category scores.
- To increase the importance of a specific criterion, such as the presence of a business plan or the involvement of experienced professionals, either count the individual criterion or the category it is in more than once.
- To give importance to *how well* a project meets the criteria, give each a score — e.g. 0 for not at all, 1 for somewhat, 2 for moderately, 3 for strongly.

The list of criteria and how they are to be used should be finalized by the proposed Recreation Committee or Commission.

Project type

- Fulfills an unmet recreational need, such as public pool, municipal golf course, or ice skating rink.
- Provides recreation opportunities for the off-season and winter months.
- Provides recreational opportunities year-round.
- Involves more than one type of recreation.
- Will serve diverse age groups.
- Will serve priority ages groups (i.e. youth, teens and seniors).
- Will be attractive to both year-round and part-time residents.
- Will offer accommodations to existing Town recreation providers.

Project Location

- Is in or near (i.e. within ½ mile) of a Village or hamlet center, fulfilling a recommendation of the Town's 1999 Comprehensive Plan Update.
- Is in the Town's more densely populated areas (e.g. Hampton Bays).
- Is in a relatively underserved area within the Town (i.e. the area has an LOS below the Town-wide average).
- Is accessible to at least one residential neighborhood by walking and cycling.
- Is within walking distance (i.e. ¼ mile) of a school.
- Is within walking distance (i.e. ¼ mile) of a train station.
- Is on disturbed or previously developed land.

Project Economics

- There is a business plan for the project that includes the following:
 - Project components and development phases;
 - Design and construction costs;
 - Operations and maintenance costs;
 - Facility management and staffing;
 - Anticipated programming;
 - Population served and anticipated usage;
 - Anticipated fee structure for Town residents, non-residents, clubs and leagues, etc.;
 - Anticipated fee structure and arrangements for private recreation providers utilizing the facility to offer classes and programs;
 - Anticipated transportation services, if any;
 - Fundraising plan;
 - Financing plans.
- The business plan demonstrates that facility operations and maintenance will be financially self-sustaining.
- The business plan demonstrates that the facility will generate revenue sufficient to sustain operations and pay debt service on capital costs.
- The business plan demonstrates that the facility will generate excess revenue.
- The facility will be available to all Town residents at a low cost.
- The facility will be available to Town residents at a reasonable cost and available to low- income residents at no or low cost.

Project Management

- The facility will be managed by an organization or individuals with demonstrated relevant prior experience.
- The project will provide long-term opportunities for municipal involvement — i.e. Town representation on a management board.

Anticipated Economic Impacts

- An economic impact analysis has been prepared for the project.
- The facility will support/attract shoulder and/or off-season visitation.
- The project will stimulate spin-off local spending.
- The project will stimulate new business development in areas of the Town where it is needed.
- The project will provide concession opportunities for local businesses.

5. Draft Guidelines for Requests for Town Support of Recreation Projects

In order for the Town of Southampton to evaluate proposed recreation projects according to established criteria (see above) detailed information on the project is necessary. Applicants for funds, other kinds of support, and for municipal involvement as project partners should be asked to provide the following information:

Project Description

- Facility type, size and description;
- Anticipated activities and programs;
- Audience served;
- Proposed development schedule;
- Project proponents.

Site Information

- Project location;
- Site ownership;
- Site accessibility;
- Level of site investigation and analysis performed to date;
- Identified site issues/constraints;
- Proposed site improvements, including parking and landscaping;

Budget & Financing

- Estimated development costs, including assumptions used;
- Estimated operations and management costs;
- Anticipated fee structure, if applicable;
- Proposed funding and financing methods;
- Proposed municipal contribution.

Operations & Management

- Plans for ongoing management and operations;
- Proposed management structure;
- Anticipated/desired municipal involvement.

6. Utilizing the RFEI Process

Private sector investment can offset municipal costs for creating new park and recreation facilities, allowing the Town to accomplish more, faster. Such investment might take the form of building a sports or recreation facility on Town-owned property, or it could be in the form of concessions for ancillary uses such as restaurant, catering, snack bar, bait shop, etc. which provide revenue that could pay for debt service on park improvements. Additionally, the presence of a privately-run facility on a public park can allow the Town to shift maintenance costs and responsibilities for at least part of the area to the concession operator.

Requests for Expressions of Interest (RFEIs) are used to identify and gauge the level of interest in a potential project from prospective developers. RFEIs are substantially less formal than RFPs requesting bids. The key difference is that there is no offer being made — prospective developers are simply invited to come forward with ideas for what they would like to create on the property under consideration, along with thoughts on financing and revenues. An exchange of information takes place: the property owner (in this case, the Town) gains qualitative data on what might be feasible on the site and what municipal incentives may be necessary, and developers learn about (and have the opportunity to shape) a potential project.

Typically, response to an RFEI is a fraction of what may be obtained through an RFP; without a specific offer to respond to, some prospective bidders adopt a wait and see attitude. Nonetheless the process can be useful in helping the Town of Southampton determine a program of uses for a specific property, and in shaping a subsequent RFP.

Also typically, RFEIs are used in connection with a single development parcel. Southampton could utilize an RFEI to gauge interest in specific CPF or other municipal sites where limited recreational development would be appropriate. As an alternative, Southampton might consider a process that would showcase several properties simultaneously. This is an unusual approach, but may be warranted given the number of potential sites available in the Town, and the variety of recreation facilities being sought.

RFEI Advertising

The RFEI process begins with advertising and promoting the potential development opportunity, thereby requesting expressions of interest. Several avenues should be used:

- Advertising and public relations: Ads should be placed in the local news and business media (e.g. *Newsday*, *Long Island Business News*, *Southampton Press*, *Crain's New York Business*). Other media may also be appropriate, such as *Recreation Resources*, *Sport Business Magazine* and *Athletic Business Magazine*. A press release should be issued, which is likely to be picked up by local media.
- Ad contents should include:
 - Opening Statement — for example, *The Town of Southampton is seeking to promote the development of a variety of new recreational facilities throughout the community and has a number of municipal properties that may be suitable.*
 - Property(s) Available — include mention of the acreages, locations and special features, as well as the types of facilities that may be suitable
 - Contact Information & Response Deadline
- Direct Mail: The RFEI ad should also be prepared as a single page fact sheet for direct mail to select developers, potential concession operators and real estate brokers.
- Internet: The RFEI should be promoted on the Town's website and links on other relevant websites (e.g. Hamptons on-line) should be pursued. The Town website should also be used as a venue where interested parties can obtain more information, such as the RFEI document (see below).
- Word of Mouth: Municipal officials and others should promote the opportunity to contacts in the real estate and recreation industries. This method can be particularly effective in a community like Southampton where prominent business people, developers, restaurateurs, etc. own property. The proposed Recreation Roundtable detailed below will make a ready network for spreading the word about municipally sponsored recreational development opportunities.

RFEI Document

Inquiries resulting from the RFEI advertising should be followed up by the Town with a package of additional information — i.e. the actual RFEI document as opposed to the ad. The document should include:

1. Introduction —
 - a. purpose of the RFEI
 - b. overview of the project
 - c. community goals and objectives (i.e. recreation needs)
2. Site Information
 - a. acreage
 - b. location
 - c. existing buildings and infrastructure, if applicable
 - d. special features (i.e. views, environmental restrictions)
 - e. illustrations (i.e. site/location map(s); photographs)
 - f. site history & ownership

3. Nature of the Opportunity
 - a. Town vision for the property(s)
 - b. market demographics
 - c. stakeholder interests
 - d. anticipated development process
4. Response Requirements
 - a. Site tours
 - b. Submission Requirements
 - c. Format of Response
5. Legal Matters
 - a. Costs and Expenses of the Respondent
 - b. Rights of the Town
 - c. Agreement of Respondent

RFEI Follow-up & Response

To obtain the information desired, the Town may want to meet directly with respondents. A questionnaire should be used to gauge the level and type of development interest, as well as specific needs and interests regarding facility location, potential assistance required by the Town, potential for Town revenues from land leases, etc.

The entire process can be completed within two months after the appearance of the advertisements and direct mailings. A summary report should be prepared for use in determining subsequent RFP development.

7. Southampton Recreation Providers/ Recreation Roundtable

The following groups, agencies, etc. all have a bearing on the development and operation of parks and recreation facilities in Southampton and should be invited to participate in the proposed Recreation Roundtable, and related activities. Roundtable discussion topics should vary, and may only appeal to a portion of entities on the list at a time, but it is important to involve as many diverse participants as possible. A significant benefit of the Roundtable will be the exchange of different viewpoints, experiences and ideas.

Prospective Recreation Roundtable Participants

Town

- Southampton Town Board (Recreation Liason)
- Parks and Recreation Department
- Human Services Department
- Youth Board
- Community Preservation Fund
- Bureau of Land Management
- Planning Department
- Trustees
- Trails Advisory Board
- Beach Access Committee
- Business Advisory Committee
- Community Centers
- CAC's

Private Recreation, Environment and Youth Groups

- Southampton Youth Services (SYS)
- RAPP
- YARD
- Southampton Little League
- Southampton Town PAL
- Southampton Community Center, Inc. ²
- Nature Conservancy
- Peconic Land Trust
- Southampton Township Wildfowl Association
- Save the Peconic Bays
- Group for the South Fork

² May not be active.

Other

- School Districts
- Local colleges
- Chamber of Commerce
- Facility owners and operators (e.g. tennis and racket clubs, beach clubs, marinas, etc.)
- Equipment suppliers and renters (e.g. sporting goods stores, kayak and canoe sales and rental, etc.)

(see Figures IV-11 and IV-12 for a list of commercial recreation providers)

Establishing and Managing the Recreation Roundtable

A way to manage the Roundtable so that it does not require much time or preparation on the part of Town staff is to invite members to identify topics and to lead discussions.

- Prospective participants should be invited to the Roundtable both in writing and verbally.
 - A invitation should be issued via letter or flyer, outlining the objectives of the Roundtable (e.g. assist recreational development, foster exchange of ideas, promote collaborations, identify and address challenges to expanding recreational activity, etc.) and the general format (e.g. monthly meetings, member-lead presentations and discussions, Town supplies organizational support).
 - Each prospective member should also be contacted at least once by the Roundtable's organizer (i.e. new recreation development staff). This contact may be during the course of other work or meetings, or it may be a brief phone call. This personal contact will be important for building a sense of "recreational community" in the Town.
- Meetings should take the form of a presentation, followed by discussion.
- Participants should take turns identifying topics and making/arranging for presentations.
- Refreshments should be provided, along with some time for informal networking before and after.
- Events should be limited to two hours.
- Roundtable membership should also take turns hosting meetings, so that locations vary and participants get a sense of the range of existing Town recreation venues. Some meetings may include field trips or site visits, or take place outdoors.
- The Town should be responsible for identifying the host, topic and presenter for each meeting, for issuing notices, and for running the meetings.
- Meeting announcements should be issued by mail and e-mail, and posted on the Town's website.

8. Draft Policy & Screen for Recreational Use of CPF Properties

CPF properties represent an exceptional opportunity for Southampton to increase its recreation function by offering an abundant selection of sites for the development of passive recreation facilities and a more limited selection of sites that may be developed for active use. To determine what kinds of facilities will be created on which sites, the Town's CPF Department intends to conduct a property-by-property evaluation, resulting in a set of property management, or stewardship, plans. As recommended, the Town of Southampton should formally recognize the value and potential of CPF lands for recreational purposes in a Town policy, a draft of which is provided below. Following that is a brief screening form for use in considering whether/which properties should be developed as parks.

Draft Town Policy for Recreational Use of Southampton Conservation Lands

The Town of Southampton shall promote passive recreation and enjoyment on all conservation and open space lands owned by the Town of Southampton with the exception of those properties that are either in agricultural production or are deemed ecologically sensitive — that is, where human activity on even a limited scale would disturb important and valuable flora and fauna, or would harm an area's ecological function (e.g. stormwater management, erosion control, etc.).

Permitted passive recreation activities are to include walking, hiking, bicycling on developed trails, picnicking, bird watching, kite flying, nature study, and cross-county skiing and snowshoeing when conditions permit. Non-motorized boating may be permitted in suitable areas where a launch is provided. Properties to be promoted for passive use shall be designated passive recreation parks. They shall be signed for passive use and listed on inventories, directories, maps and brochures of park and recreation facilities.

Development of active recreation facilities shall be promoted where feasible and appropriate. Each CPF parcel is to be reviewed and rated for its potential for limited development as an active park. This review will be conducted by the Town's Community Preservation Fund department, with the participation of the Bureau of Land Management and Parks and Recreation Departments. Properties to be given priority consideration for improvement shall be those with the potential to meet active parkland targets as specified in the Town of Southampton Recreation Plan.

To ensure the public enjoyment of CPF properties, the Town of Southampton will designate a portion of CPF monies, within the extent allowable under the New York State legislation, toward park planning and stewardship.

Finally, recreational uses of CPF properties should be planned to accomplish the following goals:

1. *Natural resource protection and management:* Protect, preserve and manage significant natural resources, including plant and animal communities, the quality of surface and ground water, and other resources, through identification and mapping of sensitive areas, boundary posting and signage, research, and implementation of specific habitat restoration and management practices.
2. *Public access and enjoyment of CPF lands:* Plan, promote, and manage public access, recreation, facility, and trail development, including both active and passive recreational and environmental education uses, as well as accessibility for persons with disabilities, in a manner which is consistent with the objective of minimizing threats to environmentally sensitive areas and maximizing the overall quality of visitor experience.
3. *Community education and stewardship:* Promote public awareness and understanding of the inherent value of protected CPF lands through education, appreciation, interpretation and experience, including use and interpretive guides, signage and kiosks, as well as management related activities, such as volunteer clean-ups, restoration projects, education efforts, and trail patrol and maintenance.
4. *Environmental/ conservation enforcement:* Create town park ranger positions for environmental enforcement and trail patrol, as well as to establish a needed "town presence" in CPF parks and properties.

Draft Screening Form for Recreational Use of CPF Properties³

NOTE: This form is to be used for an initial categorization of properties and is not to be considered a substitute for detailed site review, environmental analysis or the like.

Property Name: _____

Location: _____

Size: _____

Acquisition Category: _____

Deed Restrictions/Easements (if applicable) _____

³ May be used for other municipal property as well.

Recreation Screens:

1. Environmental Sensitivity

- How much is known about the site’s environmental conditions? What reports are available?

- Are there conditions that limit or could limit use of the property? Are these dominant or limited to a portion of the site?

2. Ability to Meet Town Recreation Targets

- Does this site have the potential to meet an identified Town park need?

Park Type:

- Pocket Park/Village-Hamlet Green _____
- Neighborhood Park _____
- Community Park _____

Community _____

Current Community Parkland LOS _____

- Has this been identified as a short or long term need?

3. Property Functional Characteristics

- Does this site have special features that enhance its suitability for parkland use?
 - ___ located in a village or hamlet center.
 - ___ within walking distance (i.e. ¼ mile) to a school or commercial center
 - ___ adjacent to existing recreation property
 - ___ previously developed; contains parking and/or structures that may be converted for public use
 - ___ contains open land with potential for development into sports fields
 - ___ access to waterbody
 - ___ potential to form part of trail system
 - ___ potential for agricultural use (i.e. community gardens)
 - ___ potential to host commercial activity (e.g. food service, campground, sports equipment rentals, bait ‘n tackle, specialized sports facility, etc.)
 - ___ other special features _____

Recreation Recommendation:

- Cannot/Should not be considered for recreational use**
- May be used for passive recreation with no or minimal improvement**
- Ready for park designation and signage
- Needs the following improvements
- parking _____
- trail clearing/marking _____
- open space clearing/cleanup _____
- site furniture (i.e. picnic tables, benches) _____
- other _____
- High Priority for Active Park Development** (i.e. may host active uses, no or few known or suspected environmental constraints, has favorable characteristics for park development, can meet identified recreation target)
- Move to conceptual planning/design stage
 - Explore concession potential
 - Improve for interim passive use (see category above)
- Moderate Priority for Park Development** (i.e. contains "high priority" characteristics, but constraints present or suspected)
- Further analysis needed to assess park feasibility — either for passive or active use
- Low Priority for Park Development** (i.e. lacks desirable functional characteristics, substantial constraints known or suspected)
- Further analysis needed to assess park feasibility — either for passive or active use

Parcel reviewed and comments provided by:

Community Preservation Fund	date
Department of Parks & Recreation	date
Bureau of Land Management	date
Trails Advisory Board	date
CAC (property community)	date

9. Recreation and Point of Sale Software

The previous chapter recommended that the Town acquire technology to expand its ability to automate permits and registrations, and optimize permit and program fees. The following companies produce software addressing these needs to varying degrees and should be considered in the evaluation process for acquiring such a system:

Vermont Systems, Inc.
12 Market Place
Essex Junction, VT 05452
(877) 883-8757
Fax: (802) 879-5368

sales@vermontsystems.com
**Products: RecTrac, WebTrac,
FinTrac**

Marathon Business Systems, Inc.
12552 South 125 West
Draper, UT 84020 USA
(801) 553-1025
fax: (801) 553-2345
sales@marathonsystems.com
product: Recreation Pro

RecWare, Part of
The Active Network, Inc.
937 Enterprise Drive
Sacramento, CA 95825
(888)732-9273
fax: (916)925-0649
sales@recware.com
product: Recware Pro

Class Software Solutions
Escom Building
Suite 300, 6400 Roberts Street
Burnaby, BC
Canada V5G 4C9
(604)438-7361
(800)661-1196
fax: (604)432-9708
class@classinfo.com
product: CitiServe

Trilogy Computer systems, Inc
235 Baker Avenue
Westfield, NJ 07080

Get Physical! Software, LLC
15 East Putnam Avenue, Suite 376
Greenwich, CT 06830
(800) 622-0025
Fax: (203) 622-0033
sales@getphysicalsoftware.com
product: Get Physical!

Keystone Computer Resources
Box 103
Hepworth, Ontario
Canada N0H 1P0
(800)259-2282
(519)935-3201
Fax:(519)935-3202
rrogers@keystonecr.com
**products : Recreation Department,
Facilities Scheduling**

GOVPARTNER
11590 West Bernardo Court, Suite 100
San Diego, CA 92127-1624
(888)256-5777
Fax: (858)451-9471
info@govepartner.com
product: ReservPartner

10. Potential Concession Revenues

While there are existing concessions at Southampton parks, aggressive expansion is recommended as one the measures for pursuing an economically sustainable system. Concession agreements, and revenues, vary from park to park, business to business. Here are some typical concession agreements and revenue estimates for consideration when targeting concession types.

Revenue Agreements

Ten percent of gross receipts is typical, but other formulations are also common, for example:

- Base fee plus a smaller percentage of gross — guarantees a minimum annual revenue which can facilitate budget planning. The gross may apply only if and when revenues surpass an established threshold;
- A single percentage of the gross, but with a portion (say a third) of that amount reserved in a separate fund for maintenance and ongoing renovation — ensures facility upkeep;
- Graduated percentages — i.e. 5% of gross in the first year, 6% in the second, etc. until a plateau is reached. This allows a new facility to build a customer base.
- Combination of the above — for example, base fee, with graduated percentages.

Revenue Potential

Sports Equipment Rentals: Long Island water sports equipment rentals run \$12-\$20/hr or \$40-\$75 day. A facility operating approximately 150 days from May – September, and renting an average of 20 craft/day at \$60/day would realize annual gross revenues of \$180,000, yielding \$18,000 to the Town under a 10 percent concession agreement. The bait 'n tackle concession at Captree State Park illustrates the power of park traffic to boost revenues. With the park receiving between two and three million visitors annually, annual gross revenues at that concession range between \$350,000 to \$500,000.

Restaurant: Restaurant income varies according to the type, menu prices, whether breakfast, lunch and dinner are served or just one or two of those meals, etc. The table below illustrates revenue potential under differing scenarios:

# seats	In-season (150 days)			Off-season (200 days)			Annual Gross:	10%/ annual
	Average # meals per day	Average meal check	Seasonal Gross	Average # meals per day	Average meal check	Seasonal Gross		
125	300	\$20	\$900,000	100	\$20	\$400,000	\$1,300,000	\$130,000
75	225	\$15	\$506,250	75	\$15	\$225,000	\$731,250	\$73,125
50	200	\$10	\$300,000	75	\$10	\$150,000	\$450,000	\$45,000
snack bar	200	\$5	\$150,000	closed			\$150,000	\$15,000

Event Facility: Catering is the strongest revenue generator for parks because of the combination of high business volumes and high fees. Long Island event facilities typically accommodate 350 people at a function, with capacities ranging from 180 to 1300. Per person charges range from \$40 - \$150, but can go higher, with the average hovering around \$95/person.

The following table illustrates revenue potential under different scenarios. Relatively modest variations in the number of events hosted per year, the number seated at each event, and the per person charge can yield large differences in annual revenue. A limited number of larger events would minimize impacts on park usage while at the same time maximizing income.

Number of events per year	Average event capacity	Average per person cost	Total Gross Revenue	10% of Projected Gross
75	150	\$75	\$843,750	\$84,375
100	150	\$120	\$1,800,000	\$180,000
75	300	\$100	\$2,250,000	\$225,000
125	200	\$120	\$3,000,000	\$300,000

Long Island reception halls currently book events approximately 18 months to 2 years in advance, demonstrating a strong market. Waterfront and park like settings are popular, with some 20 percent of facilities located on the water, and almost all having outdoor areas.

Successful, large-scale catering facilities have the potential to yield substantially higher returns to the Town. Carlyle on the Green at Bethpage State Park brings the State \$1 million annually. This was achieved after the State replaced the food service operator and major upgrades, targeting a luxury market, were instituted.

Marina: The 1998 General Public Recreation Survey reports 598 dock facilities on Long Island, with a total of 42,029 dock slips and an average of 70 slips per facility. The survey also reports 64 anchorages hosting 5,855 anchorage moorings and 106 boat rental facilities⁴. Most of these boating facilities are owned and operated by the private sector, with the season running from April 15 to October 15, or 215 days. A random survey of ten Suffolk marinas revealed an average seasonal rate of \$82/ft and an average transient rate is \$2.50/ft⁵. Public rates are considerably lower, with slip rentals at the County-run Timber Point facility offered at \$43/foot, with a \$900 minimum requirement. Transient rates at the Shinnecock Canal County Marina are \$35-\$40/night. The table below illustrates various gross revenue scenarios under different slip quantities and rental prices. All scenarios assume an average boat size of 30 feet, a division of 75 percent seasonal rentals and 25 percent transient, with an average occupancy of 80 percent on the seasonal slips and 150 days on the transient slips.

⁴ *General Public Recreation Survey*, NYS Office of Parks, Recreation and Historic Preservation, 1998

⁵ Sector Planning, Ltd., September 8, 2002

Number of Slips	Seasonal Rate	Seasonal Revenue	Transient Rate	Transient Revenue	Annual Gross Revenue	10% of Projected Gross
35	80	\$50,400	65	\$85,313	\$135,713	\$13,571
70	65	\$81,900	50	\$131,250	\$213,150	\$21,315
100	50	\$90,000	40	\$150,000	\$240,000	\$24,000

For each of these scenarios, although the transient portion of the slips is small , 25%, the revenue generated by them is large, just under two-thirds. So if the Town was contemplating a small facility, transient slips should be preferred.

With a mix of 10 to 12 concessions generating between \$20,000 and \$300,000 per year for the Town, total annual concession revenues should range between \$500,000 and \$1,000,000. As noted, the potential for substantially higher revenues exists for special facilities with creative management.

11. Draft Revised Regulation Concerning Parkland Requirements in Residential Subdivisions

Southampton's 1999 *Comprehensive Plan Update* called for technical modifications to Town Code §292-35(b) concerning park requirements in residential plats to support trail development. The previous section recommended addition minor changes to highlight and support the need for active parks. Draft revisions to §292-35(b) appear below. Proposed new language addressing *Comprehensive Plan Update* recommendations is double underlined, while language addressing the concerns of this Recreation Plan has a single underline. Deleted or changed language is struck through.

§ **292-35**. Land use.

B. Park requirements in residential plats. [Amended 11-10-1992 by L.L. No. 46-1992; 6-26-1993 by L.L. No. 21-1993; by LL. No. (date to be added)]

(1) Each residential plat shall have a park site consisting of not less than five acres for each 100 dwelling units indicated on the plat, suitably located for playground or other recreation and open space purposes, including ~~passive~~ active recreational uses, provided that the Planning Board makes a finding that a proper case exists for requiring such park site. This park site can take the form of either a block of park land and/or a trail corridor. In making such determinations, the Planning Board shall refer to the present and anticipated future needs for park and recreational facilities in the Town as set forth in the Master Plan and in the Recreation Plan as well as to terrain and the quality of alternate sites within the same local planning area. Consistent with the provisions of Subsection B(3) of this section, wetland and other unbuildable areas shall not count toward meeting such park requirement, but may be included in a park site, so long as the wetland area located in such park site will be adequately protected from destruction and degradation. [Amended 6-26-1993 by L.L. No. 21-1993]

(2) The Planning Board may require the subdivider to grade such park site in a manner appropriate for its projected use and compatible with its surroundings. If so required, the park grading plan shall be reviewed by a qualified professional within the Town responsible for new park development.

(3) Where such park site incorporates a unique natural feature or a landmark, the subdivider shall be responsible for the protection of such feature or landmark from any destructive action during the course of the plat development.

(4) In cases where the Planning Board makes a finding pursuant to Subsection B(1) above that the proposed subdivision plat presents a proper case for requiring a park, but the Planning Board determines that a suitable park site of adequate size cannot be

properly located within the plat, in whole or in part, the subdivider shall be required to pay a ~~park fee~~ fee-in-lieu of the park to the Town equal in amount to the fair market value at the time of the subdivision procedure of the land area that would otherwise be required for a park site. All such payments shall be held by the Town in a special Park and Recreation Site Acquisition and Improvement Trust Fund to be used exclusively either for the acquisition of sites that are properly located for neighborhood park, playground or recreation purposes or for the physical improvement of such sites.

(5) In determining the amount of the ~~park fee~~ fee-in-lieu of the park required under Subsection B(4) above, the Planning Board shall multiply ~~fair market value per acre by the number of lots by the 5% park requirement~~ the number of dwelling units by the 5 percent requirement to provides the number of acres of parkland to be set aside, and then multiply that acreage quantity by the fair market value per acre of the land under subdivision.

(a) In determining the fair market value, the Planning Board shall obtain an appraisal of the raw land value of the subject parcel at the time of application for final plat approval. Said appraisal shall be prepared by an independent land appraiser licensed by the State of New York. The cost of said appraisal shall be assessed to the subdivider, with the fee being paid prior to final approval of the plat. The subdivider shall be given an opportunity to review the appraisal and must provide the Planning Board with written acceptance of the same. If the subdivider rejects the first appraisal, the Planning Board shall obtain a second appraisal, also at the cost of the subdivider, which, if accepted by the subdivider, shall be averaged with the first appraisal. If the subdivider rejects the second appraisal, the subdivider must obtain the third appraisal, which shall be averaged with the first two appraisals.

(b) In determining the number of lots, the Planning Board may exclude the existing overall parcel if said parcel existed in single-and-separate ownership prior to the adoption of the Subdivision Regulations on May 6, 1975.

12. Grants and Government Funds Available for Parks

Funding Source	Program	Eligible Activities	Notes
Suffolk County Parks	Planning grants	project planning & design	
Suffolk County	Community Greenways Infrastructure Improvement Fund	Infrastructure Improvements	50 % local match required
NYS Legislature	State Parks Greenway Funding	Parks improvements/site amenities	
NYS DOS	LWRP Implementation	Waterfront parks projects in the Town's LWRP	50 % local match required
NYS Parks	Environmental Bond Act	Park construction	Most available money has been spent; 2003 expected to be last year funds will be available
NYS Parks	National Recreational Trails Program	Nature trail, waterfront walkway development	Last funding deadline was 11/15/02 for FY2003; no information available re FY2004; 20 percent local match required
NYS DOT	TEA-21; TCSP	Improvements related to multi-modal transportation — e.g. bike-path connection, bike parking, streetscapes, pocket parks, etc.	Up to a 20% match required, depending on the project.
National Park Service	Land and Water Conservation Fund (LWCF) Grants	Park and recreation development — e.g. nature trail, shoreline restoration, piers, interpretation, etc.	LWCF funds are distributed by the National Park Service to states annually. Approximately \$150 million is expected to be available for FY2003. 50 percent local match required; may be provided through in-kind services
EPA	Environmental Education Grants	Site interpretation	August-November Solicitation; up to \$25,000 granted regionally; \$150,000:through headquarters. 25 percent match required
National Fish & Wildlife	North American Wetlands Conservation Act	Drainage wetland, migratory bird habitat	Standard grants are due in March and July, and small grants are due in December. Awards range from \$600 to \$1,000,000, averaging \$631,261. 50 percent non-federal match required
National Park Service	Save Americas Treasures	Historic preservation, nationally significant historical and cultural artifacts	Funding applications due end of March (3/30/03)

13. Establishing a Park District

Chapter 62 of the New York State Consolidated Laws (Town Law), Articles 12 and 12a, provide for the establishment and extension of park improvement districts. Article 12 sets out for a procedure for establishing improvement districts based on a petition that includes the signatures of owners of at least one-half of the total assessed valuation of taxable real estate within the proposed district boundaries. This would be a cumbersome procedure for any sizable district, and so Article 12a offers an alternate procedure where the use of petition is replaced by a permissive referendum. Much of the remaining procedures and requirements are similar.

Because of the size of the Town of Southampton, and the presumed size of any new or extended park district, the referendum procedure detailed in Article 12a is most relevant. A summary of the steps leading to the referendum is given below.

1. The Town Board adopts a resolution appropriating funds for the preparation of a park district proposal, to be comprised of:
 - a map of the proposed district boundaries;
 - a plan of the proposed district improvements, and;
 - a report describing the map and plan, along with improvement costs and financing.
2. The completed map, plan and report are filed with the Town Clerk, after which the Town Board schedules a public hearing.
 - The materials filed with the Town Clerk must include a detailed explanation of how fee estimated were determined.
 - The order for the hearing must include:
 - The date, time and place of the hearing;
 - The boundaries of the proposed district;
 - The proposed improvements to take place within the district;
 - The maximum amount to be spent on the proposed improvements (if a maximum is stated in the petition);
 - The cost to the typical property;
 - Where a copy of the map, plan and report may be reviewed by the public.
 - The hearing must be advertised between 10 and 20 days in advance.
 - A certified copy of the order must be filed with the NYS Comptroller.
3. The public hearing is held.
4. After the public hearing, the Town Board determines whether:
 - Notice of the public hearing was properly executed;
 - All property owners within the proposed district would benefit;

- All those property owners who will benefit are included in the district;
- The district as proposed is in the public interest.

If the Board does not find all these conditions are met, it adopts a resolution stating its determination not to establish or extend the district, along with its reasons for not doing so. If it does, find these conditions are met, then it proceeds to the following steps.

5. The Town Board adopts a resolution approving the proposed district, or district extension, subject to permissive referendum.

14. Design Guideline Elements

Here is an outline/checklist for the creation of design guidelines for Southampton parks.

Permitted & Prohibited Uses

- System wide use regulations
- Park-specific use regulations

Use of Park System, and Individual Park, Names and Logos

- On park infrastructure and furniture
- On wayfinding signage
- In written and printed communications
- By commercial concession vendors in signage and advertising
- On commemorative items — e.g. t-shirts, baseball caps, sport bottles, frisbees, etc.

Design Elements

- General theme
- Architectural style(s) and features
- Site furniture (e.g. benches, trash cans, lighting poles, etc.)
- Colors
- Materials
- Durability
- Use of public art

Signage

- Wayfinding signage
 - Inside park
 - Outside park
- Regulatory signage
- Commercial signage
- Interpretive signage

Landscaping & Hardscape

- Preservation of existing groundcover
- Use of indigenous plantings (dominant)
- Use of non-indigenous species (limited)
- Prohibition of invasive species
- Diversity of plant types
- Use and management of turf grass
- Water conserving irrigation design
- Organic management
- Low-maintenance
- Impervious & pervious surfaces

Environmental Considerations

- “Green” architecture encouraged
- Energy efficiency — e.g. solar lighting
- Water efficiency — e.g. drip irrigation
- Use of recycled materials — e.g. “plastic lumber”
- Natural stormwater management
- Shoreline, saltwater marsh, wetland and habitat protection

Lighting Standards

- Use of architectural/contextual lighting fixtures — i.e. pole design integrated with building architecture and other built elements
- Pedestrian-scale — i.e. low poles, bollards and accent landscape lighting
- Higher poles for parking lots and playing fields
- Lighting source (e.g. high pressure sodium v. metal halide)
- Lighting distribution patterns

Parking

- Sizing of lots & spaces
- Surfacing (pervious)
- Landscaping
- Bicycle parking

Circulation

- Road Design
- Markings for pedestrian and bicycle areas
- Accommodations for recreational trailers and busses, where relevant

Facility Features

- Drinking Fountains and Toilets
- Winterization of buildings
- Fencing (i.e. safety from traffic hazards)
- Noise buffers
- Handicapped accommodations
- Extended Season Use

15. Draft Revised Zoning Regulations to Support Marinas

Southampton's 1999 Comprehensive Plan Update proposed several amendments to the Town Code to support the economic viability of marinas. Draft revisions appear below. Proposed new language addressing *Comprehensive Plan Update* recommendations is double underlined; deleted or changed language is struck through.

§ 330-95 . Schedule of Off-Street Parking Space Requirements for Nonresidential Uses. [Amended 10-3-1972; 5-13-1986 by L.L. No. 7-1986; 8-22-1989 by L.L. No. 15-1989; by LL. No. (date to be added)]

Marina with no on-land boat storage or boatyard activities	0.5 per boat slip, mooring, dock space or similar unit of capacity, plus 1 per each employee
Marina with on-land boat storage or boatyard	1.5 <u>0.75</u> per boat slip, mooring, dock space, boat stored on-site or similar unit of capacity, plus 1 per each employee (see § 330-76G also)

§ 330-137 . Marina for private profit. [Amended by LL. No. (date to be added)]

A. No deleterious effect shall be created with reference to the groundwaters of the municipality, and the effect of development on the ecology of adjacent tidal waters shall be minimized.

B. Sanitary rest rooms, holding tanks and sewage disposal shall be provided in accordance with the regulations of the Town, the Suffolk County Health Department and New York State.

C. There shall be provisions made for the collection and disposal of boat-generated solid wastes.

D. Outdoor lighting shall not project light onto nor shall light sources be visible from neighboring land properties. No marina light sources shall be more than 10 feet above the ground or dock level underneath it. These provisions shall not exclude appropriate navigational aides deemed necessary by the Town.

E. Accessory service functions may include the provision of fuel and supplies, minor and emergency repairs for boating and boat rentals. Boat storage shall only be permitted in an enclosed, permanent structure.

F. Fuel storage facilities shall be adequately containerized so as to prevent spillage, leakage or damage from storms and shall be set back no less than 50 feet from the mean high-water line; except that gasoline pumps may be located conveniently to service boats, provided that precautions are taken to prevent spillage in the waters of the Town. In no case shall fuel storage or service pumps be located less than 100 feet from adjacent lot lines, and the recommendations of the Town Bureau of Fire Prevention shall be considered.

G. Accessory social functions and patron amenities may include private recreational, such as swimming pools or exercise facilities; meeting rooms, and marina supply and convenience food sales. Such services and retail activities shall be limited to marina patrons.