



Appendices

APPENDIX III-A: GLOSSARY OF ACRONYMS

ADA – Americans with Disabilities Act (1990)

AASHTO – American Association of State and Highway Transportation Organizations. Sets national standards for trail design.

CPRP – Certified Parks and Recreation Professional

DCED – Pennsylvania Department of Community and Economic Development

DCNR – Pennsylvania Department of Conservation and Natural Resources

DCPD – Delaware County Planning Department

DCCD – Delaware County Conservation District

DCVA – Darby Creek Valley Association

DVRPC – Delaware Valley Regional Planning Commission

FEMA – Federal Emergency Management Agency

NRPA – National Recreation and Park Association

NWI – National Wetlands Inventory

OHCD – Delaware County Office of Housing and Community Development

PECO – Philadelphia Electric Company, an energy delivery unit of Exelon

PennDOT – Pennsylvania Department of Transportation

PHMC – Pennsylvania Historical and Museum Commission

SEPTA – Southeastern Pennsylvania Transportation Authority

USFWS – United States Fish and Wildlife Service

APPENDIX III-B: MAP DATA SOURCES

Map 1-1: Delaware County-Owned Open Space
Delaware County Planning Department

APPENDIX III-C: DELAWARE COUNTY ADMINISTRATIVE CODE

Delaware County Department of Parks and Recreation

Article XI, §6-82 Department of Parks and Recreation

[Amended 12-1-1992 by Ord. No. 92-5; 9-17-1996 by Ord. No. 96-2]

- A. Function. The Department of Parks and Recreation shall be responsible for planning, operating, and maintaining the parks of the County and developing, conducting and supervising recreational programs. The Department shall be headed by a Director, who shall also serve as an ex officio member of the Park Board.
- B. Duties. The duties of the Department shall be to:
- (1) Plan, develop, design and administer all County parks and recreation facilities;
 - (2) Organize and conduct recreation programs for all citizens of the County and confer with municipal and school officials and civic groups to develop cooperation in meeting recreational needs;
 - (3) Review conservation plans on all parks as submitted by the Conservation District and establish task guidelines to implement said plans;
 - (4) Maintain all County parks in good condition and eliminate potential hazards to citizens using the parks;
 - (5) Identify areas to be acquired and maintained as County parks, and identify surplus County parcels for sale or trade;
 - (6) Coordinate security for special events in County parks in cooperation with the Department of Courthouse and Park Police;
 - (7) Program recreational and cultural activities in County facilities;
 - (8) Prepare funding applications in cooperation with the Department of Intergovernmental Affairs [note: the County Department of Intergovernmental Affairs no longer exists in 2015].
- C. Organization. The Department of Parks shall be organized into the following divisions:
- (1) Maintenance and Security shall eliminate hazards and provide upkeep in County parks and coordinate security and special events in County parks;
 - (2) Recreational Services shall do programming of recreational and cultural activities in County facilities;
 - (3) Planning and Development shall recommend land acquisition, park design and development and shall prepare funding applications.

Delaware County Park Board

Article XI, §6-81 Park Board

- A. Function. The Park Board shall be an advisory body to County Council on long-range park policy and shall serve as a liaison between the Department of Parks and Recreation and local municipalities and school districts.
- B. Membership and organization. The Park Board shall be composed of 11 members, one from each of the six planning districts, and five at large to serve for such terms as Council shall determine. The Board shall be headed by a President elected by majority vote of the membership and shall be organized in accordance with bylaws adopted by its members.
[Amended 3-26-1985 by Ord. No. 85-4]

- C. Duties. The duties of the Park Board shall be to:

Appendix III-C: Delaware County Administrative Code

- (1) Periodically inspect the parks and make appropriate suggestions on maintenance and capital improvements in park property;
- (2) Make recommendations to the Council on open space and park planning, acquisition, and development;
- (3) Hold public meetings.

APPENDIX III-D: COUNTY PARKS RULES AND REGULATIONS

Delaware County Parks and Recreation Department
1671 North Providence Road
Media, PA 19063
(610) 891-4663
8:30a.m. - 4:30 p.m. Park Office Hours

Mailing Address:
Government Center Building
201 West Front Street
Media, P A 19063

DELAWARE COUNTY PARK AND RECREATION RULES AND REGULATIONS

PARK HOURS

- A) All Parks are open to the public between 8:00 A.M. and 9:00 p.m., June through September, and 8:00 a.m. to sundown, during the remainder of the year (exception by permit only).
- B) Any Park may be closed for public use at the discretion of the Park supervisor due to weather, water, fire or other condition.
- C) No person shall be permitted within the Park after hours, except as authorized by the County Department of Parks and Recreation:

PERMITS

- (A) A charge for use of any County shall be in accordance with any Fee Schedule that may be adopted by County Council and utilized by the Parks and Recreation Department. Inquiry should be made to the Delaware County Parks and Recreation Department regarding applicable fees and deposits.
- B) No group of ten (10) or more persons shall use a County Park or recreation area for a picnic or outing without first having obtained a permit in advance from the Parks Department, with the exception of Rose Tree Park, where permits will not be issued for picnicking (except events of more than 50 percent of the Park's total picnic area or more than 150 persons - see paragraph G below) and all may picnic on a "first come, first served" basis. Permits are required for all other uses of Rose Tree Park. Groups arriving more than one-half hour late will forfeit their right to any reservation made should others occupy the area. A permit must be obtained in advance for the use of any playing fields.
- C) Permits will be issued only in the year requested and not for future years. Requests for permits are not accepted before January 1st of the reserved date year.

Appendix III-D: County Parks Rules and Regulations

D) To prevent over use of Park facilities, to resolve conflicts arising from "same time, same facility request" for facility use or facility privileges, the following list of potential facility users, in decreasing order of priority, will determine precedence.

- 1) The Delaware County Parks Department
- 2) All other Delaware County Departments
- 3) a Delaware County municipality or school district
- 4) a local branch of the United States Government or the Commonwealth of Pennsylvania
- 5) a resident of Delaware County or an incorporated non-profit IRS 501(c)(3) organization with its principal place of business in Delaware County
- 6) a corporation with its principal place of business in Delaware County
- 7) a resident of another County or an incorporated non-profit IRS 501(c)(3) organization with its principal place of business outside of Delaware County
- 8) a corporation with its principal place of business outside of Delaware County

E) Subject to the provisions of these regulations, each application for permit shall be reviewed by the Parks and Recreation Department and such application shall not be considered approved until a permit is issued; and said permit shall be available for inspection at all times while using a facility. Application for the use of Park system facilities shall be in writing and made on a form provided for the purpose; a copy of which is hereby made a part of these regulations. Such application will be signed by an authorized representative of the organization making application and will be submitted at least three months prior to the date of the proposed function. All requested events are subject to the approval and discretion of the Delaware County Parks and Recreation Board.

F) Reservations and requests for permits to utilize a Park should be made by contacting the Delaware County Parks Department, 8:30 A.M. to 4:30 P.M., Monday through Friday at: (610) 891-4663.

G) Permits for picnickers or Park users requesting use of less than 50 percent of the, Park's total picnic area or less than 150 persons (whichever is smaller) will be issued to all users on an first come, first served basis and in accordance with the priority use list stated above. Large group picnics requiring use of more than 50 percent of the Park's total picnic area or more than 150 persons (whichever is smaller) will be restricted to the picnic area and/or the playing field designated on their permit.

H) Large scale events (any use involving 150 or more persons) require a permit and will be limited to two per month per Park. County Park Police and Park groundskeepers must be utilized and paid for by the user for large-scale events. Appropriate insurance and damage deposits are required for all events commensurate with the size and scope of the event (specific requirements can be obtained by contacting the County Park and Recreation Department).

I) An Hourly or Per Day rate will be charged for use of the Buildings. Appropriate insurance and damage deposits are required when a building will be used.

J) Long term use (any use longer than two weeks total use in a one year period) of any building requires a lease agreement that must be handled through the Delaware County Solicitor's Office. An application for such use must be made in writing to the Park and Recreation Board and also submitted to the County Solicitor's Office. Short-term lease of land for gardening is available to all users by permit issued through the Department of Parks.

K) No large-scale event (an event of 150 persons or more) will be permitted in the Rose Tree Park ten (10) days prior to the Rose Tree Summer Festival or ten (10) days thereafter.

L) Playing Fields - A permit is required for the use of playing fields in any Park. Permits for weekend use of playing fields will be issued to all users on a first come, first served basis, and in accordance with the priority list stated above. Seasonal permits are required for use of a specific playing field, Monday through Friday, after 5:00 p.m. If you are the permit holder for a specific playing field from the prior season, you will be given priority for re-issuance of the permit for the same field in the following season. Insurance and damage deposits are required commensurate with the size and scope of use.

M) Picnic permits shall be issued on a first come, first serve basis on Memorial Day, Flag Day, July 4th and Labor Day (Note: Picnic permits are not required at Rose Tree Park except for large scale' events - see paragraph G above).

N) "Rain Date" permits will not be issued. If cancellation is due to weather no penalty will be assessed against the user for failing to appear for use.

O) Notice of cancellation of use must be given to the Parks and Recreation Department Seven (7) days prior to the reservation date in order to receive a full refund any fee paid for Park use. If a permitted user fails to appear for their scheduled use or fails to cancel seven (7) days prior to the scheduled use, any and all fees paid to the Park and Recreation Department will not be refunded.

P) All fees shall be charged in accordance with the Park and Recreation Fee Schedule in effect.

MEMORIALS, PLAQUES and OTHER INSTALLATIONS

A) No memorials, plaques, commemorative installations, or construction or installation of any kind is permitted in any County Park without the express written approval of the Delaware County Parks and Recreation Board and Delaware County Council.

B) Any memorials, plaques, commemorative installations, buildings, and existing appurtenances of any kind must be insured with comprehensive liability insurance coverage of \$1,500,000.00. Evidence of this insurance coverage must be provided on a yearly basis and upon the request of the Parks and Recreation Department. Failure to provide a certificate of insurance evidencing such coverage to the Delaware County Parks and Recreation Department may result in the removal of the appurtenance, memorial plaque, installation or building structure. Structures identified in this paragraph, but in existence as the result of prior approval of Delaware County Council (including the Smedley Park World War I Memorial, the Delco Police Memorial, the Delco Flag Foundation structure and the Dr. Jaisohn Korean Memorial), prior to January 1, 2004, are exempt from insurance requirements. Any memorials placed without the prior written approval of County Council and the Delaware County Parks and Recreation Board will be removed.

ALCOHOLIC BEVERAGES

Alcoholic Beverages or controlled substances of any kind are prohibited in all County Parks.

FIREARMS, WEAPONS and FIREWORKS

Possession or discharge of explosives, bows and arrows, air guns, slingshots, rockets, any type of firearm, weapon or fireworks is prohibited.

VEHICLES

A) Operation of mini-bikes, go-carts, motorcycles, snowmobiles, ATVs (all-terrain vehicles) and other similar types of vehicles and motorized vehicles are prohibited.

B) All the provisions of the Pennsylvania Motor Vehicle Code and traffic laws shall apply in the Parks and shall be strictly enforced with such further restrictions as may be stated herein. The Park Police will strictly enforce speed restrictions.

C) No person shall ride or drive any type of vehicle within or upon a walk, bridle path, or any part of the Park not designated or customarily used for such purpose except or unless authorized by a specific permit issued by the Parks Department.

D) When a Park Police Officer or any law enforcement officer is directing traffic, all drivers of vehicles and pedestrians shall obey his orders and directions whether by hand, voice or other manner.

E) No owner or driver shall park any vehicle anywhere outside of designated parking spaces, or leave the vehicle parked anywhere on Parks Department property after sunset except at such times and in such places as the Parks Department may designate.

F) When a road, drive or parkway shall be restricted as to traffic or closed or where there are road restrictions, duly marked signs, road markings or barricades, it shall be a violation of this regulation to fail to observe and obey restrictions, signs, road markings or barricades.

ACCESS

No facility or Park user is permitted to deny or block access to a Park to the-general public, No facility or Park user is permitted to charge admission or donation to enter or use a Park, facility or Parkland or charge a fee to exit a Park, facility or Parkland. Any requisite fees will be charged by and payable to Delaware County.

ADVERTISING, SIGNS AND DECORATION

No person shall advertise within a County Park without the written authorization of the Parks and Recreation Department and Board. The location of any such advertising shall be selected by and then specified in writing by the Parks and Recreations Department and Board. No person shall place any kind of signage or decoration upon or in County Parks without the written authorization of the Parks and Recreation Department and Board.

SOLICITATION AND COMMERCIAL USE

No person, business, group or organization shall solicit donations or contributions for any purpose without written authorization of the Parks Department. Commercial use of any Parkland will be by permit only.

ANIMALS

No person shall be permitted to hunt or trap animals. No person without a permit shall cause or permit any animal owned by him, in his custody or under his control, except a dog, in a permitted area, when restrained by a leash not exceeding six feet in length, or those animals permitted by state statute, to go or be in any Park area, and each such animal so found at large may be seized and disposed of as provided by the law or ordinance covering the disposal of stray animals on highways or public property then in effect at the place where such stray animal may be seen. Any person having control, or person that should have control over an animal or animals within the Park shall dispose of any feces left by the animal(s). Such feces shall be disposed of in a sanitary manner. No dog training is permitted in County Parks.

POISONS

No person shall bring into or have in said Parks any poison or poisonous substance, without the written authorization of the Parks Department.

FIRES

No person shall build, light or maintain any fire or discard any burning materials.

MERCHANDISE SALE PROHIBITED

No person shall sell or offer for sale any object or merchandise or any other thing, whether corporeal or incorporeal, except pursuant to written authorization issued by the Parks Department.

URINATING OR DEFECATING

No person shall urinate or defecate except in facilities provided for such use.

CHANGING/DISROBING IN AUTHORIZED AREAS

No person shall change in and out of any clothing or bathing attire except in areas designated or customarily provided for such use.

CAMPING

No person shall erect or maintain a tent or shelter and/or camp in any Park without the written authorization of the Parks Department. Security for after dusk activities or use must be provided by the user and after dusk Park or facility use is at the user's own risk.

BATHING

No person shall bathe, wade or swim in any Park waters except at such times and places as the Parks Department may designate.

BOATING

No person shall use or operate a boat, kayak, canoe, inflated float, raft or other watercraft in any Park waters.

GOLF

Golf and use of golf clubs is permitted in designated areas only.

SKATING, SKIING AND SLEDDING

No person shall coast, tube, snowboard, sled or ski except where, when and if there are places designated by the Parks Department. No person shall use in-line skates or roller skates except at places designated by the Parks Department. No person shall ice skate or go upon the ice except at such times and upon such places designated by the Parks Department. The use of skateboards is prohibited in all County Parks.

MODELS

No person shall engage in the use of gas or battery powered model aviation devices, model motor vehicles or boats, whether radio controlled or not, except at areas designated by the Parks Department or as authorized by permit.

HORSES

No person shall use, ride or drive a horse except at such times and only on paths and areas designated by the Parks Department.

REGULATED ACTIVITIES

Additional Specific Prohibited Uses

All flea markets, car shows, carnivals, fairs, circuses or events of similar nature are not permitted in any Delaware County Park. For purposes of this rule, a fair includes the assembly of amusement rides, games or other attractions. The following uses are also specifically prohibited: lotteries, bingo, games of chance, card games and gambling of any kind; the display of animals customarily displayed in zoos; helicopter rides, bungee jumping; use of heavy equipment or machinery by anyone not specifically authorized to operate within the Park by the Parks and Recreation Department; the parking or presence of trailers, mobile homes, motor homes or other similar mobile sleeping facilities; boisterous, immoral or indecent conduct.

All weddings (civil or otherwise), religious services or ceremonies are not permitted in any Delaware County Park.

PROTECTION OF PROPERTY

Damage to Property

No person shall damage, deface, remove or tamper with any property within the Park.

Wildlife

No person shall kill, wound, harass, trap, hunt, remove or have in his possession any animal, reptile, bird or nest or remove the eggs or young of any of the above.

No person shall fish in any of the Park waters, unless in possession of the required fishing license.

No person shall feed any animal or waterfowl any food or other substance except such food expressly permitted by the commission.

POLLUTION AND REFUSE

Pollution of Waters

No person shall, within or without said Parks, discharge into the waters of the Parks or any tributary, river, brook, stream, storm sewer or drain flowing into said waters any substance which may result in the pollution of said waters.

Littering

No person shall throw, deposit or leave litter or recyclable material within the Park except in designated receptacles provided therefore. Users of Parks and facilities categorized as "large scale events" must bring their own trash bags and trashcans and remove all trash from the premises at the conclusion of their event.

Dumping

No person or company shall dump any material anywhere within the Park without the written authorization of the Parks Department. This is to include depositing in any dumpster, waste station, garbage can, or recycling can any waste which is generated outside of the Park.

PENALTIES

All local, state and federal laws must be strictly complied with and will be enforced by appropriate authority.

The Park Police Officers have the right and power to enforce all the rules and regulations of the Parks Department, and violators of the rules and regulations may be directed to leave and may be subject to further penalties as determined by the Parks Department and/or applicable law. Any person who shall violate any provision of these rules and regulations will be punished by fine, the costs of prosecution, and any penalty required or permitted by local, state or federal authority.