

## **KEEDYSVILLE COMPREHENSIVE PLAN COMMUNITY FACILITIES**

### **INTRODUCTION**

Community services enrich the standard of living for citizens and provide convenience that people need to conduct a rich life style for themselves and their families. In addition to providing safety, convenience, education, entertainment and health benefits, these services can help to shape the character of a community. This chapter will discuss the following public services and provide goals, polices and implementation strategies for those services, as well as, providing the direction for good community design and strategies for sustainability; and, regulations that are conducive for good design and are developer friendly.

- Fire, Rescue, and Police Emergency Services
- Public Schools
- Senior Services
- County Library
- Parks and Recreational
- Solid Waste Management
- Community Design

#### **Box CF-1**

**Public Safety should be an effective coordination of efforts and services between state and local government and a means to protect the health, safety, and welfare of that community.**

### **FIRE AND RESCUE**

The Town's fire, emergency, and rescue services are provided by the First Hose Company of Boonsboro (Boonsboro Fire) and Sharpsburg Volunteer Fire Company, Boonsboro Area EMS and Sharpsburg Area EMS. Boonsboro Fire and EMS are primary coverage for addresses on North Main Street and side street addresses north of the railway bed in Town. Sharpsburg Fire and EMS primarily handle responses on South Main Street and addresses south of the railway bed. Along Shepherdstown Pike primary coverage is divided at Coffman Farms Road with Boonsboro Fire and EMS handling calls north of the intersection and Sharpsburg handling calls on Coffman Farms Road and south of the intersection.

On structure fires in Keedysville, Washington County's Standardized Dispatch Policies requires a minimal response of three fire stations. The north side of Town is covered on this type of call by Boonsboro, Sharpsburg, and Rohrersville fire stations while the south side is covered by Sharpsburg, Boonsboro and Fairplay fire stations.

Funding for the fire department is received from Town, County, and State funding and funding from the County gaming proceeds. They rely on fund raising events and local donations. Revenue sources are becoming harder to find and without more governmental intervention, service may be compromised in the future.

Many communities request review from fire and rescues service providers in the development review process. In order to have efficiency and quick turn around times during an emergency, participation in the Planning Process during subdivision or final site plan review could prevent

design issues that may impede rescue services. Fire company review concerns generally develop in several areas: accessibility, proper turn around radius, water supply, building construction/fire spread, education, and funding.

- Accessibility: Electric wires prevent safe deployment of ladders for rescue and fire suppression. Radius should be wide enough to respond quickly. Alleys should be wide enough if access is impeded in the front of the site. Dangerous sidewalks add additional hazards to responders in emergencies.
- Water supply: Adequate flows and pressure are necessary and hydrant testing and maintenance needs to be done periodically.
- Building construction/fire spread: Older structures in town have little or no separation between structures. Early detection, fire control, and quick response are imperative to catching incidents while they are still manageable and not out of control. A resident sprinkler ordinance may help protect properties and lives.
- Open burning is responsible for a number of fires: regulate open burning.
- Public education of the residents in regards to safety would help save lives. Signage, website posting, and community events can go a long way to improve safety, especially in a bedroom community like Keedysville.

As population and the need to provide services to Keedysville grows, additional demand will be put on existing services. Toward the end of planning period there may need to be additional services for the Keedysville area. A developer funded fire station or dedication of the land for a station would be of great benefit to ensure the level of coverage of service that now exists.

## **POLICE AND EMERGENCY SERVICES**

The Washington County Sheriff's Department located on Western Maryland Parkway in Hagerstown provides police services to the Town. Keedysville has contracted resident deputy services from the Sheriff's Department along with other municipalities in the County.

Although this contractual service is not full time and there is not a station in Town, it is important to have a police presence in the community part time. As population increases, the Town and County should provide a location for a full time police officer. In addition, it would be beneficial to have new development projects reviewed by the police since proper placement of lighting and the location of landscaping, pedestrian walkways, and bicycle paths can provide a greater degree of safety to the residents.

## **PUBLIC SAFETY GOALS**

1. Support any plans for expansion of public safety services and facilities to coincide with projected population growth towards the later years of the planning period.
2. Promote a public awareness program relative to fire, police, and other safety issues that are occurring in town and prevention plans for certain types of crime.
3. Prepare and routinely update any Town emergency disaster plans. Publicize the process.

4. Support and assist police, fire, and emergency crews that service the Town's existing and growing population.
5. Ensure coordination of services between state and local government and between individual jurisdictions in developing effective public safety programs.

## **POLICIES AND IMPLEMENTATION STRATEGIES**

**Policy CF.1: Work with the Fire Department to determine what types of obstacles impede their service within the Town.**

Implementation Strategies:

1. Encourage the fire and rescue service providers to review development plans during an early stage in the development process, especially with large projects.
2. Support any efforts to have electric lines put underground.
3. Continue to prohibit open burning in Town.
4. Continue to test fire hydrants on a regular basis, especially when new construction that may affect pressure in water lines is being reviewed during the development process.

**Policy CF.2: Encourage fire related public awareness to the citizens by providing education programs for children and the community.**

**Policy CF.3: Consider adopting an ordinance to require having fire suppression on all new or redeveloped properties.**

**Policy CF.4: Support your local public safety organizations.**

**Policy CS.5: Provide statistics of crimes that are occurring in Town and report any sex offenders to the public periodically. Make public awareness a priority.**

**Policy CS.6: Work closely with the Emergency Service organizations to identify and preserve sites for future public service expansion.**

**Policy CS.7: Establish a neighborhood watch program and fund signage and publications necessary to publish it.**

**Policy CS.8: Ensure that private developers bear their fair share of the burden of providing public facilities and services to the residents or users of their projects or when their development has decreased the level of service for a specific facility.**

## **PUBLIC SCHOOLS**

Washington County public schools operate and maintain the schools attended by the Town's residents. The Board of Education updates its own School Facilities Master Plan annually and submits it to the Maryland Department of Planning. Annual updates include ten year enrollment projections and facility needs for new construction and renovations/additions based on projections. Facility forecasting considers housing starts, water and sewer availability, facility needs, available monies to fund projects and birth rates. Major planned construction projects that affect school children in Keedysville are the East City High School which is slated for construction in 2011 with a design build timeframe of five years to completion; and, an addition to the Boonsboro elementary school planned to start construction in 2010. Although these projects have been considered, projects move in and out of the Board of Educations' Capital Improvement Program and may be affected by housing starts and financial projections.

According to Washington County School Facilities' staff, in 2002 Washington County Public Schools experienced a slight annual increase in student enrollment that was not anticipated. This was due to migration into the County from surrounding counties attracted to more affordable housing in Washington County. Prior to 2002 average student enrollment growth in the County was slightly below one percent annually. In 2006 the student enrollment increased by 3.5 percent over the previous year. However, in 2005, the County's Adequate Public Facilities Ordinance (APFO) set a local-rated capacity of ninety percent as a new requirement for elementary schools since many elementary schools are at or above the local rated capacity. This action and the reduction of housing starts in 2007 to 2009 have slowed growth in students in the County schools. The current market conditions and continued failure of the housing market slowed student enrollment to less than one percent again. It is expected that the student enrollment will stay at about one or two percent range for the next five years due to birth rates and housing that was built earlier. A more encouraging economy could change this forecast if it turns around in the next few years.

Students from Keedysville attend elementary school at Boonsboro Elementary, middle school at Boonsboro Middle School and high school at Boonsboro High: all located on one main campus. The Town of Boonsboro is currently constructing a new sewer treatment plant that will increase their capacity and enable them to serve subdivisions that have been waiting for completion of the plant. This will place additional student capacity pressure on the Boonsboro schools although both subdivisions will have to meet requirements of the APFO.

If the enrollment exceeds 100 percent of local rated capacity, (90 percent in the case of elementary schools) the schools may still be deemed adequate if an adopted redistricting plan results in less than 100 percent capacity for the upcoming school year. The County considers a school under capacity when all public elementary and secondary schools which will serve a proposed residential subdivision or residential development will accommodate the pupil yield from that residential subdivision or residential development without exceeding 100 percent or the rated capacity of a particular school.

**Boonsboro Elementary, Middle, and High Schools Enrollment**  
**2008/2009**  
**Table CF-1**

Schools	State Rated Capacity	Local Rated Capacity	August 2008 Enrollment
Boonsboro Elementary School	514	463	599
Boonsboro Middle School	872	872	766
Boonsboro High School	1,030	1,030	1,003

Washington County Public School Staff Interview October 2008 Prepared by ARRO Consulting, Inc.

Local rated capacity in Table CF-1 is calculated as ninety percent of the State rated capacity for elementary schools. As shown in the table, enrollment in August 2008 was over capacity at the elementary school by State and County standards. Although the middle and high schools were not over capacity they are close. Since there are significant space challenges in these schools, the situation is being remedied presently by using portable classrooms.

As Keedysville continues to grow and new residential units are constructed, the school populations will increase. Although Keedysville does not have an Adequate Public Facilities Ordinance, Washington County Board of Education does use a yield factor for students that is associated with each type of dwelling unit that is occupied over and above the existing number of households that are in a community. Values are assigned for each type of housing as shown in Table CF-2 below that provides the pupil yield values by household type. Schools that become overcrowded would be considered for realignment. The information below will be utilized in the Municipal Growth Element to forecast the number of school children that may attend Washington County Public Schools in future years.

Although public schools are controlled by the State and County and the Town does not have the responsibility of providing schools, the Comprehensive Plan needs to examine the amount of growth in the Town in the years up to 2030. It has been determined that population in 2030 is expected to be approximately 1500 if the Town continues to grow at the forecasted rates. Table CF-2 shows that each household is estimated to have an average of .74 students for each single family dwelling, an average of .33 for each student in townhouses and .20 students for each multi-family dwelling. Keedysville has more single family dwellings than other types of dwellings; therefore the .74 pupil yield will be used in the Municipal Growth element to calculate expected numbers of students that the Town will contribute to the student population.

**Pupil Yields by Household Type**  
**Table CF-2**

Household Type	Grades K-5	Grades 6-8	Grades 9-12	Totals
Single-family	.38	.16	.20	.74
Townhouse	.21	.05	.07	.33
Multi-Family	.09	.04	.07	.20

Data from Washington County Board of Education Interview October 2008.

## **Keedysville Branch Library**

The Washington County Free Library operates a system of libraries in the County. The central library which will soon be undergoing a major renovation by 2010 is located in Hagerstown; however Keedysville has its own branch in Taylor Park that serves its citizens. The library was recently renovated and is open three days a week and has several activities that are listed on their web site. Since the Branch shares an on-line catalog with the Washington County system, Keedysville customers may order items from other libraries throughout the County and State that may be delivered to this branch which provide more reading materials they can be stocked on the library's shelves.

The collection in Keedysville Branch includes in excess of 3,100 items consisting of books, reading material, CDs, videos, and digital books which have been increased since the renovation of the library. There are two computer stations for the public to use. The library sponsors programs for adults, students, and children in the community throughout the year and has a summer program. Until 2008, the library shared space with the Keedysville Town Hall; however, after the Town Hall was moved to Main Street, the library was able to occupy the entire 950 square feet square feet of space. The expansion has doubled the space available for library activities and patrons. The staff provides a valuable service to the Town and citizens in Keedysville.



Keedysville Public Library

Using a service ratio of 1.65 persons per square foot, the Library should be able to serve approximately 1567 persons that would accommodate the Town through the twenty year planning period. Since the Town's library is connected to the main library of Washington County and other libraries throughout the State, this library is equipped to serve a much greater population than is expected by 2030.

## **LIBRARY GOALS**

1. Support the Keedysville Branch of the Washington County Library.

## **POLICIES AND IMPLEMENTATION STRATEGIES**

**Policy CF.9: Support the library and identify needs and funding to support those needs.**

## **SOLID WASTE MANAGEMENT**

The objective of solid waste management is to provide a safe and environmentally healthy way to remove household trash and putridables from citizens' homes and to reduce the amount of solid waste that goes into the landfill. Since land filling is increasingly becoming more expensive and construction of new landfills are costly, environmentally unsound, and opposed by most citizens that are located near a proposed site, it is prudent and economical to landfill less and recycle more.

In 1988, the Maryland Recycling Act authorized Maryland Department of the Environment (MDE) to reduce the solid waste in Maryland through management, education and regulation. Although the Town has programs for picking up yard wastes, recyclables, and house hold trash, it is taken to Washington County Landfill to be disposed of in the proper manner. Residents can also transfer additional wastes to the Kaetzel Transfer station. The 40 West Landfill located on US Route 40 west of Hagerstown accepts all normal municipal waste. Not all of the solid waste stream is landfilled; but is instead collected and taken to the appropriate markets where it is recycled. Recycling, composting, and reuse of household items are encouraged to preserve landfill space.

There is a collection area for recyclables at Kaetzel Road off Route 67 south of Boonsboro. Bins are available for steel and aluminum cans, multi colored glass bottles and jars, plastic bottles, and newspapers.

## **SOLID WASTE MANAGEMENT GOALS**

1. Encourage citizens to dispose of solid waste, wastewater, and hazardous waste in a safe and environmentally sound manner.
2. Promote conservation of energy, water, and materials that can be reused or recycled.
3. Shred yard waste to provide less yard debris in the waste stream.

## **POLICIES AND IMPLEMENTATION STRATEGIES**

**Policy CF.10: Continue to encourage residents to recycle, and reuse household items.  
Shred yard waste to reduce the waste stream and provide mulch for yards.**

**Policy CF.11: Continue to dispose of yard waste if not mulched; save water by using soaker hoses for gardens, and rain barrels to collect rain water to water yards.**

## **COMMUNITY DESIGN**

One of the repetitive comments that appeared in the Comprehensive Plan Citizen Survey was that citizens of the Town wanted to see a more desirable street scape. An attractive environment for residents and tourists is an important element of the community. The aesthetics and design of

the buildings makes the difference between just developing land or designing it to replicate the historic fabric and charm of the Town. Compatibility of new structures with the surrounding structures as far as scale, massing, setbacks, and character is important to development of Keedysville. Additional infrastructure improvements mentioned by respondents were street lights, burying utility lines, adding more flowers and trees in Town, and providing additional open space. Although this may difficult to do in the built environment immediately, goals should be reviewed over the twenty year planning period and when there is a public or private project that is adaptively reusing a building, redeveloping a site, or new development, these goals and policies may guide the elected officials with decisions on approval of these projects to be inclusive of these policies and implementation strategies.

The purpose of design guidelines is to establish high quality development and design as a priority to guide and accomplish future development and redevelopment. These guidelines will enable the Planning Commission to draft specific regulations to review development plans consistently and fairly while helping to meet the goals of the community. These guidelines address public and private building design, site design, and streetscape improvements and signage; provide a direction for all areas of the Town to develop or redevelop in an integrated manner; and, are intended to achieve architectural styles and the spacing, massing, style, articulation, height, and materials that are present in existing historic structures and that have been acknowledged by the State and federal guidelines that resulted in a historic designation of many properties on Main Street and that is desired by the Town citizens.

The overall design philosophy is to provide goals, policies, and strategies to be used when planning, reviewing and approving new construction and redevelopment projects while recognizing that there is a distinction between major construction and minor construction projects. Guidelines for new site development and infrastructure are expected to be followed more closely than redevelopment occurring in the built environment that many need some modifications to preserve historic or architectural elements during development review.

Goals, policies, and strategies within this section may be implemented by the Town's official with necessary revisions of existing ordinances or when making land use decisions during the planning period.

## **COMMUNITY DESIGN GOALS**

1. Continue to reinforce the small town character and the historic heritage and architectural style of Keedysville and its historic district by establishing high quality design guidelines to be followed during review of new development and redevelopment and adaptive reuse of proposed sites and buildings and associated infrastructure.
2. Improve the streetscape and the ambiance of Main Street and other areas in the Town. Apply for SHA grants to improve Main Street.
3. Encourage development that is compatible with height, scale, massing, setbacks, and the character of neighborhoods where it is proposed.

4. Encourage development to occur on vacant and under utilized properties before annexing additional land.
5. Provide a “sense of community” by continuing Town functions; expanding pedestrian walkways, bicycle paths, increased recreational opportunities; providing education programs that help homeowners with such functions as conservation of energy, resource recovery, on site storm water control and water saving methods and the like.
6. Explore the benefits of Green Building and revise the Zoning Ordinance to include appropriate regulations to achieve this goal especially in public buildings.
7. Build upon the Town’s development review process by encouraging fair and predictable standards that result in development plans that reflect and complement the character of existing architectural design of historic buildings and structures.
8. Accomplish the Town’s vision for future development and viability while protecting environmental features and maintaining the historic district and the residential character of the Town.
9. Continue to improve the streetscapes, parking areas, and support and seek funding for a bicycle and pedestrian shared use path to recreational areas in Town and to and along the abandoned railway right of way.

## **POLICIES AND IMPLEMENTATION STRATEGIES**

**Policy CF.12: Define, identify, retain, and preserve the historic buildings in the Historic District.**

**Policy CF.13: Identify the physical characteristics and qualities that need to be strengthened to revise and/or expand the existing Zoning Ordinance with design guidelines relative to proper height, scale, articulation, massing, setbacks, and elements of design that the Town is trying to achieve.**

**Policy CF.14: When planting replacement trees and landscaping in the Town use appropriate species that will uptake water, will not raise sidewalks, be invasive, and will provide shade.**

**Policy CF.15: Streetlights, trash receptacles, street furniture, and in ground planters should be encouraged; however, a design for future placement of these structures should be adopted and placed in standard details so that development in Town will be compatible as the Town continues to develop.**

**Policy CF.16: Amend the Zoning Ordinance to include design guidelines that contains elements of the historic fabric of Keedysville as guidelines to maintain the historic district and require new development or major development to be compatible with the existing community character.**

**Policy CF.17: New building design should be integrated into the overall design of the historical features of existing buildings in Town. Encourage design elements**

that have historically appeared in Keedysville to complement the design and make it compatible with adjacent development: but, do not replicate the design.

**Policy CF.18:** Infill development should be compatible architecturally and meet the set backs, height, and style of the adjacent development, if historical in character.

**Policy CF.19:** Design of major additions of historical structures should be supported with appropriate historical, pictorial, or physical documentation before approval or any demolition takes place.

**Policy CF.20:** Encourage a shared public-private partnership in promoting and achieving high quality development and design especially in downtown. Explore the possibility of providing incentives to encourage the use of design guidelines in proposed plans.

**Policy CF.21:** Review design guidelines concepts and study application of the same before revising the Zoning Ordinance and establishing specific requirements that must be well written and clearly understandable.

**Policy CF.22:** Building heights should not be permitted that exceed the maximum height dictated by the Zoning Ordinance. The Zoning Ordinance should be amended to include a list of criteria that is required to be met if it is necessary to consider a variance from height requirements.

**Policy CF.23:** Loading areas, mechanical equipment, and dumpsters should be screened and should not be visible from the public right of way. Walls, fences, and vegetative screening should be used to obscure or mitigate the line of sight from public view, if possible.

**Policy CF.24:** Exhaust fans, and roof mounted equipment should be screened from the public right of way and adjacent properties. Commercial antennas and satellite dishes should be integrated within or close to the top of the building.

**Policy CF.25:** Include Low Impact Development (LID) techniques, rain gardens, and vegetation to uptake and help to collect storm water during construction of new facilities. Require storm filters in new and reconstructed parking lots to treat storm water adhering to the 2000 and 2007 versions of MDE's Stormwater Management Design Guidelines.

**Policy CF.26:** Support and seek funding for bicycle and pedestrian shared use paths as component of recreational activities planned and an alternative transportation option in the Town.

**Policy CF.27: Encourage the use of monument signage and discourage paper, plastic, balloons, and other types of temporary signs.**

**Policy CF.28: Cross walks should have a change in paving material from the street, such as brick or stamped concrete, to make drivers aware of the crossings.**

**Policy CF.29: Appoint a committee to study the concept of constructing a phased shared use path system in the Town. Recommendations should include alignment of paths, crossings, materials and widths, identifying the necessary right of way for paths, destinations, and safety features. New development should incorporate a shared path into their design.**

## **PARKS AND RECREATION**

The availability of land reserved by the public for recreational use, relaxation, and enjoyment of the outdoors will become increasingly important over the twenty year planning period. Recreational facilities of a local nature should be planned, to the greatest extent possible, in conjunction with existing facilities so that they may complement each other in function, thus avoiding costly and wasteful duplication of facilities. All facilities must be accessible to the handicapped and senior citizens. Goals provided in this chapter are intended to assure that there is appropriate land available for open space and recreational uses which is an integral part of the community and quality of life.

Washington County's Comprehensive Plan's Special Program Area Map (see Appendix A: APA-9) portrays a potential rail trail alignment that includes the B & O right of way that is partially owned by the Town and partially by the State. Although there has been much controversy over the use of this right of way, the County Comprehensive Plan was approved with this designation. The proposed rail trail alignment would provide a connection to other on-street and off-street shared bicycle and pedestrian paths south of Keedysville to US Route 340 and north to Hagerstown. Although this may seem unlikely at the present time, this Plan covers a twenty year planning period. Establishing this right of way at this time may make it feasible to start to acquire incremental portions until all of the right of way is secured. Having a recreational opportunity such as this would substantially benefit the citizens of Keedysville.

Taylor Park, located along North Main Street, includes facilities for basketball, playground equipment for young children, a pavilion, picnic tables, concession stand and open space. The park was deeded to the Town by a previous mayor who is the grandson of Christian Keedy, for whom the town is named. In addition to Taylor Park, there is a ball park located in Town which consists of a softball diamond and auxiliary diamond.

In addition to the Town parks, two regional parks that are significant are: the C & O Canal Trail located in close proximity to the Town to the west along the Potomac River and the Appalachian

Trail to the east and south along the Frederick County Line which may provide recreational opportunities for residents.

## PARKS AND RECREATIONAL GOALS

1. New medium to high density residential developments should include pocket parks and other recreation amenities for their residents. Development requirements should include contributions or dedication of public parkland for the Town's planned or existing public parks system as provided for in the Town's Zoning Ordinance.
2. Town officials should work cooperatively with Washington County to establish a connected network of hiking and bicycle routes on the B & O abandoned rail road right of way.
3. Preserve land with severe development and environmental constraints for open space areas for passive recreational use.
4. Prepare a Parks and Recreation Plan that assesses all existing parks and recreational opportunities in Town and plan for activities based on need and the forecasted growth of the community.

## POLICIES AND IMPLEMENTATION STRATEGIES

**Policy CF.30: Increase the amount of active open space and public recreation amenities by requiring developers' contribution or construction of public park facilities as part of the impact of adding new residences to the Town.**

**Policy CF.31: Amend the Zoning Ordinance to provide for dedication of public parkland to the Town which would be required by new residential development for recreational purposes. Adopt standards relative to size, amount of land that may be in the floodplain or nontidal wetlands, and fees in lieu of parkland if a development does not have appropriate parkland for public purposes.**

### Implementation Strategies

1. Review the Zoning Ordinance relative to parkland, floodplain, and nontidal wetland regulations that may be associated with providing park land in the Town.
2. Amend the Zoning Ordinance to provide for regulations for the provision of parkland or a fee in lieu of parkland policy for new residential developments that will burden the park's system.
3. Establish a committee to work on a Park's Plan that will be coordinated with population growth in the Town. A Park's Plan would designate locations for new parks as well as expansion of existing parks. The Park's Plan should provide an assessment of existing resources and needs of new equipment to serve the growing population.

4. Establish regulations for lighting, landscaping requirements, and parking for new or expanded park areas.

**Policy CF.32: Ensure that there are multiple activities and programs for all residents and tourists that visit the Town.**

Implementation Strategies

1. Provide an assessment of recreational needs in the community and forecast the amount of park and recreational facilities will be necessary based on the National Recreation and Park Association standards.
2. During the update of the Zoning Ordinance incorporate the National Recreation and Park Association's standards and create requirements for new or redevelopment of residential site to provide parkland based on the number of units in the development.
3. Identify sites for small pocket parks.
4. Develop passive park amenities or features in lieu of landscaping or part of the landscaping requirement in downtown developments. Amend the Zoning Ordinance to add this provision.

**SENIOR SERVICES**

The Southeastern Senior Site located on Mount Vernon Drive provides a full range of services and programs to the growing population of older citizens that reside in the Town. The Washington County Commission on Aging provides assistance at this facility by providing many essential and recreational services and activities. Events that are conducted on a daily basis consists of providing informational programs, physical and social activities, and serving meals. This facility provides support and empowers seniors to enjoy their community while taking care of their daily needs.