

**COMMUNITY DEVELOPMENT BLOCK GRANT
PROJECT SERVICE AREA GUIDELINES**

Guidelines for Determining the Service/Benefit
Area for Sewer and Water, Road Reconstruction Activities, Recreation, and Business
Development Infrastructure

SEWER AND WATER

In order to be uniform and consistent in determining the service/benefit area for sanitary sewer, water and storm sewer projects, Allegheny County Economic Development (ACED) suggests the following criteria. There will be some projects that may have to receive special consideration due to unusual circumstances.

When submitting sanitary sewer, water or storm sewer applications, you must clearly indicate the following:

- a. If the work to be completed is a **new installation** or a **replacement of an existing line**.
- b. List the **Municipality** in which the project is located and include the name of any Authority if they are the applicants for the project.

Sanitary Sewers:

1. New sewer
Service/Benefit area includes all homes that will tap into the line.
2. Treatment plant
Service/Benefit area includes all homes served by the plant.
3. Sewage back-up into homes
Service/Benefit area includes homes receiving back-up.
4. Broken line causing infiltration into line
Service/Benefit area includes all homes on line that have disrupted service.
5. Broken line causing exfiltration
Service/Benefit area includes all homes affected by damage.
6. Blocked line - flow impeded - no back-ups
Service/Benefit area includes all homes on line that have disrupted service.
7. Manhole replacement or new construction
Service/Benefit area includes all homes that have disrupted service.
8. Pump or lift station
Service/Benefit area includes all upstream homes feeding sewage to the pump or lift station.

Water:

1. New waterline
Service/Benefit area includes all homes that will tap into the line.
2. Treatment plant
Service/Benefit area includes all homes served by the plant.
3. Broken line
Service/Benefit area includes all homes on the line that have disrupted service.
4. Partially blocked or undersized line
Service/Benefit area includes all homes on the line that have disrupted service.
5. Hydrant replacement or addition.
Service/Benefit area includes all homes on the street within 600 feet in all directions.
6. Zoning valves
Service/Benefit area includes all homes on the line that may be served by the valves.

Storm Sewer:

1. New storm sewer
Service/Benefit area includes all homes having surface water problems.
2. Blocked sewer
Service/Benefit area includes all homes having problems relating to the sewer failure.
3. Broken sewer
Service/Benefit area includes all homes having problems relating to the sewer failure.
4. New storm sewer to remove surface water from the sanitary sewer (Elimination of combined flow)
Service/Benefit area to be determined on a case by case basis.

ROAD RECONSTRUCTION

SERVICE AREA AND DEFINITIONS

1. ACED Policy

Only roads qualifying as residential streets that are not connector, arterial or thoroughfare roads will be considered for Community Development Block Grant (CDBG) funding since service area and eligibility are more easily determined and less costly.

The service area for improvements to residential streets shall be defined by the number of housing units along both sides of the street for the length of the improvement.

2. Minimum Road Reconstruction Segments

Roads

The minimum lengths for proposed reconstruction of residential streets shall begin and end between intersecting streets or other identifiable boundaries as approved by ACED. Road reconstruction in the outlying areas must have identifiable boundaries approved by ACED.

Intersections

The minimum activities to be considered for the road reconstruction of an intersection shall be the entire intersection. Please note that the service area of the intersection shall be determined by the type of road it is.

3. Maintenance Activities

Road maintenance activities by CDBG regulations are not eligible for consideration. These activities include, but are not limited to, the following:

Pothole Patching
Slurry Sealing
Tar Sealing of Cracks

4. Pre-Application and Proposal Requirements

Household survey(s) is the primary method of determining project eligibility for reconstruction of residential streets.

5. Street Maps and Project Descriptions

Street maps, along with a complete description of the proposed reconstruction activity, including the type of paving, depth of paving and base reconstruction, and the length and width of the proposed road reconstruction are required.

MUNICIPAL RECREATION

PARK CLASSIFICATION STANDARDS

Park classification is derived from the size, purpose and facilities within the confines of the park. There are six levels in which a recreation facility may be assigned. These are as follows:

- A. Playlot/Tot Lot
- B. Neighborhood Playground
- C. Neighborhood Park
- D. Community Playfield
- E. Major Community Park
- F. Recreation Centers/Community Centers

With the exception of Playlots/Tot Lot, a Recreation Center may be a feature of any or all of the recreation facilities listed. In some instances, a Recreation Center may function in the place of a Neighborhood Playground, Neighborhood Park or a Community Playfield. Recreation Centers may be an integral part of any park.

When determining service areas of Playlots/Tot Lot and Neighborhood Playgrounds, natural topographical features should be considered. Examples of such features include rivers, steep slopes, valleys and access.

A discussion of each park classification listed follows:

A. Playlot/Tot Lot

1. Description: Small areas in high density locations intended primarily for the use of children up to the early elementary grades. Thought of, quite often, as substitutes for backyards. Should be located so children are not required to cross major streets. Most viable in the context of a townhouse, mobile home, or manufactured housing community or development.
2. Contents: Could include but is not limited to play apparatus, swings, slides, sandboxes, paved areas for wheeled toys, benches, wading or spray pools, landscape treatment.
3. Population Served: In general terms, serves ages toddlers to nine. Playlots/Tot Lot could be combined with adult gathering areas.
4. Service Area and Accessibility: The service area is confined to the sub-neighborhood level either from 500 to 2,500 persons or within a 1/4 mile radius.

5. Size Range: 1,000 square feet to one acre. Possibility of programmed use with mobile equipment.

B. Neighborhood Playground

1. Description: Designed to provide both active and passive short-term activities. Neighborhood playgrounds are quite often adjacent to public school sites.
2. Contents: Could include but is not limited to distinct play areas for both pre-schooler and school age children, storage and shelter structures, some open space for spontaneous play, multiple-use paved areas for court games, areas for field games with possible limited seating for spectators, wading/spray pool, game area for adults such as shuffleboard or horseshoes, etc., landscaped perimeter and limited lighting of facilities possible.
3. Population Served: General focus is ages 5-14, with informal recreation for groups of all ages.
4. Service Area and Accessibility: Neighborhood, within 3/8 mile radius. Easy walking distance.
5. Size Range Acres: 1/4-5 = communities of 100 - 15,000
5-10 = communities of 15,001 - 70,000+

C. Neighborhood Park

1. Description: Landscaped park of limited size primarily for possible recreational needs of all ages but with designated active areas. Provides some scenic and aesthetic value. Should be strategically located in the center of a multiple-family dwelling neighborhood or nearby site.
2. Content: Could include but is not limited to open lawn area, landscaping, small picnic areas, drinking fountains, paths or nature walks, area for field and/or court games with possible limited seating for spectators (if not provided at a nearby recreation facility), off-street parking and lighting. Some program potential.
3. Population Served: For all ages, but focuses on 5-39 with emphasis upon ages 5-18.
4. Service Area and Accessibility: Entire neighborhood within 1/2 mile radius. If the park is unique, it may attract others from another neighborhood.

5. Size Range Acres: 1/2-5 = communities of 100 - 25,000
6-10 = communities of 25,001 - 50,000
10+ = communities of 50,001+

D. Community Playfield

1. Description: A large outdoor recreation area, primarily an athletic complex, designed to serve the active recreational needs of junior and senior high school youth and adults. Provides for a greater variety of recreational activities with some spectator seating capacity.
2. Content: Could include but is not limited to an athletic complex - lighted court and field games, community center or indoor recreation facility, swimming pool, ice rink, lawn areas, adequate parking, possible picnic facilities and children's play areas, capacity for special events, adult game area and sanitary facilities. May be a portion of major community park. Has high program potential.
3. Population Served: All ages with focus upon 15-39. Serves the entire population of community.
4. Service Area and Accessibility:
 - within 1 mile = communities of 100 to 10,000
 - within 1 1/2 miles = communities 10,000+
5. Size Range Acres: 1-10 for communities of 100-10,000
11-20 for communities of 10,000+

E. Major Community Park

1. Description: A large natural and/or landscaped area to provide the urban dweller with a pleasurable reprieve from the congestion of the city without having to travel a great distance. Designed to accommodate large numbers of people for a wide variety of day uses. Provides for both intensive uses and passive pursuits.
2. Content: Provides for combination of intensive and non-intensive development ranging from play apparatuses to bicycle trails. Some typical facilities include swimming, beach or pool, picnic tables, paths, game courts, gardens and natural areas, ice skating, winter sports, pavilion, golf, recreation centers, ample parking and sanitary facilities. May include nature trails, trails for the physically and visually disabled, as well as bicycle trails internally or as part of a larger system.

3. Population Served: All ages, toddler to retiree. Usually serves between 40,000 persons up to 100,000 persons.
4. Service Area Accessibility: Entire population for communities with population up to 25,000.
 - 1- 4 miles = for communities of 100 - 25,000
 - within 30 minutes = 25,000 - 70,000+
5. Size Range Acres: 15 - 35 = for communities of 100 - 25,000
35 - 100 = for communities of 25,000 - 70,000+

NOTE: Parks that are used primary for league sports (i.e. baseball) cannot qualify under low/ mod area.

F. Recreation Centers/Community Centers

1. Description: Indoor center used for recreation or other community purposes. A center can occupy an entire building or part of a building. A center should contain common areas that are used for indoor sports or activities. A center needs to have the ability to offer programs on a daily and/or weekly basis.
2. Content: Could include, but is not limited to, indoor court activities such as basketball and/or volleyball, swimming pool, craft or workshops, activity rooms, kitchen and sanitary facilities. It should have adequate parking, possible outdoor recreation facilities adjoining it. It may be part of a regular park facility. Has high program potential.
3. Population Served: All ages with focus upon 15-50. Entire population of a community.
4. Service Area and Accessibility:
 - within 1/2 mile = 500 sq. ft.
 - within 1 mile = 500 sq. ft. to 5,000 sq. ft.
 - within 1 1/2 miles = 5,000 + sq. ft.
5. Size Range Square Feet:

500 sq. ft. = population of 100 to 2,500
500 sq. ft to 5,000 sq. ft. = population of 2,500 to 10,000
5,000+ = population of 10,000+
6. Please include the following with applications for CDBG funds for Community Center:
 - Operating Budget
 - Proof of funding secured to pay the on-going operating costs
 - Total Development Budget – Including Sources/Uses

- Status of funding applications/commitments for other development costs (include name of source, amount requested and anticipate notification date of funding)
- Detailed description of on-going programs to be provided at the community center. Itemized list of who (organizationally) will provide the programs.
- History of the center, including who it's been used by and how it's been used in the recent past
- How the center will benefit the community. Indicate from which geographical areas beneficiaries will be drawn from. If the center is currently open/operating, please provide data on who currently uses the center.
- Please provide copies of any studies done on the center – i.e. architectural plans/needs assessment, social services needs assessment, etc.
- Proof of ownership of the building. If the owner is different from the applicant, please provide a copy of the lease agreement between the applicant and the owner.

**BUSINESS DEVELOPMENT
INFRASTRUCTURE PROJECTS**

To qualify as an eligible infrastructure project, the applicant must show:

1. A list of all businesses/non-residential sites directly impacted by the project
2. Demonstrate how the project provides a direct benefit to the affected business
3. If the project impacts a residential area, applicant must demonstrate that impact is greater to business/commercial area than to residential area