



PROPOSAL FOR KETTLE CREEK BATTLEFIELD PARK MASTER PLAN

DATE: July 7, 2011

APPLICANT/CLIENT: Wilkes County Board of Commissioners/City of Washington

STATEMENT OF UNDERSTANDING:

The Wilkes County Board of Commissioners and City of Washington (the "Clients"), in partnership with the Wilkes County Chapter of the Sons of the American Revolution, Kettle Creek Chapter of the Daughters of the American Revolution, and the Washington-Wilkes Historical Foundation, wish to have prepared a resource protection and conceptual land use plan for the preservation and development of the site of the Kettle Creek battle of the American Revolutionary War. The Central Savannah River Area Regional Commission (CSRA RC) proposes to prepare the "Kettle Creek Battlefield Park Master Plan" (the "Plan") to fulfill the Clients' stated needs.

The resulting Plan will serve as a guiding document that provides the Clients with the framework to incrementally realize their vision of establishing a battlefield park that preserves a critical component of American history, increases public recreational and educational opportunities, and augments the further development of the community's heritage-based tourist economy. Guided by the Clients' vision of the battlefield park, the Plan will incorporate



The Kettle Creek battle site retains those natural characteristics which make possible the development of a park both recreating the setting for the confused conditions of the 1779 engagement, while offering the tranquility of today's natural landscape.

a conditions analysis of the existing Kettle Creek Battlefield National Register site and surrounding properties, a review of prior historical research, and assessment of funding mechanisms and management options, to propose feasible options for property consolidation and park development. The Plan will provide the Clients with measureable short-term strategies to develop a basic "visitor experience" at the battlefield park in the near term, and long-range objectives and options for further park development.



PROJECT COMPONENTS AND APPROACH:

PLAN AREA:

The nature of this proposed document requires that no definitive geographic planning area be defined. Development of the Kettle Creek battle site will require the study of factors which will be applicable to the general Wilkes County area, and locations beyond the county boundaries. Regardless, the focused concentration of study will revolve around the current Kettle Creek Battlefield National Historic Site, known as the “Core Area” of the Kettle Creek battle site (as defined by the Kettle Creek Battlefield Archeological Report [2009]), and surrounding private property owners. Essentially, the Plan area will be defined at the conclusion of the planning process and will be representative of the proposed long-term boundaries of a Kettle Creek battlefield park.

TASKS:

Tasks related to the completion of the Plan are largely represented within the exhibit entitled, “Plan Document Conceptual Outline,” and by the project schedule provided on page 6 of this proposal. The principal components of the planning process will include the following categories:

- **General staff research/plan preparation:** Staff research and fieldwork will be ongoing throughout the planning process. Interim Plan documents will be prepared by staff and provided for advisory committee review prior to committee workshops. Supporting presentation materials will be utilized by staff in the conduct of public meetings and workshops, and informational materials will be generated for distribution by mail and e-mail, and for web posting.
- **Mapping:** Maps will be generated and utilized throughout the planning process to illustrate findings and final recommendations. The project team will prepare site plans to augment the “conceptual development plan” portion of the Plan document. Most mapping and site plan products will be incorporated into the final Plan.
- **Public involvement:** Public involvement will activities will focus on project team coordination with an advisory committee appointed by the Clients and partnering private sector organizations. The project

PLAN DOCUMENT CONCEPTUAL OUTLINE:

The final Kettle Creek Battlefield Park Master Plan is anticipated to include those components identified in this table. Final Plan document composition is **subject to change** as a result of the planning process (*Note: Order of conceptual Plan sections also subject to revision.*)

EXECUTIVE SUMMARY: Brief synopsis of Plan process and principal recommendations.

BACKGROUND AND VISION: Initial assessment of the goals and objectives of the Clients and partnering private sector organizations.

HISTORICAL OVERVIEW: Brief narrative of historic events which provide the Kettle Creek battle site with its significance.

PRIOR RESEARCH: Review of prior narratives, National Register documentation, archeological studies, etc. to provide direction to the project team’s efforts.

CONDITIONS ANALYSIS: Thorough assessment of site characteristics, natural resources, existing investments, marketing, events, etc.

IMPLEMENTATION RESOURCES: Listing and evaluation of funding sources and organizations that can assist in the implementation of a final Plan document.

GOALS AND OBJECTIVES: Refinement of initial goals and objectives following conditions analysis and extended discussion with stakeholders.

RESOURCE PROTECTION PLAN: Methods to ensure appropriate natural and archeological resource protection in relation to site development.

CONCEPTUAL DEVELOPMENT PLAN: Intended long-term land use and development plan for the site.

SHORT-TERM WORK PROGRAM: Detailed strategies for plan implementation over the course of the initial 5-10 period. Includes: actions, responsible parties, funding options, etc.

LONG RANGE IMPLEMENTATION STRATEGIES: General long-term implementation strategies in excess of the initial 10-year implementation period.

APPENDICES: Prior documentation, case studies, cost estimates, etc.



team will also solicit the input of additional stakeholders with a direct interest in the project outcome and/or applicable expertise that can guide Plan development. Surrounding property owners will be engaged, with methods of engagement ranging from personal interviews, mailings, surveys, meeting invitations, etc. Additional methods of outreach to the general public will also be considered during the planning process.

- **Public presentation/workshops:** CSRA RC staff estimates that the project schedule will include no fewer than four (4) advisory committee workshops and two (2) workshops with the Wilkes County Board of Commissioners and Washington City Council. One (1) or more of the advisory committee workshops may be advertised for general public attendance. This project proposal assumes that final adoption of the Plan by either the Wilkes County Board of Commissioners and Washington City Council, or both entities, will occur by resolution following the conclusion of the project by the project team.

ADVISORY COMMITTEE:

COMPOSITION:

Activities of the CSRA RC shall be conducted in consultation and partnership with a local advisory committee. Advisory committee representatives should be selected by the Clients (including those partnering private sector organizations) in coordination with the “Project Team” identified on page 5 of this proposal, prior to the commencement of project work. CSRA RC staff advises that the advisory committee not exceed 20 members, but should include representatives of at least those organizations represented in the exhibit at right.

**ADVISORY COMMITTEE
KETTLE CREEK BATTLEFIELD PARK MASTER PLAN:**

CSRA RC staff recommends that the advisory committee for the Kettle Creek Battlefield Park Master Plan include representatives from at least the following organizations:

- City of Washington (Client)
- Wilkes County Board of Commissioners (Client)
- Kettle Creek Chapter of the Daughters of the American Revolution (Funding Partner)
- Wilkes County Chapter of the Sons of the American Revolution (Funding Partner)
- Washington-Wilkes Historical Foundation (Funding Partner)
- Washington-Wilkes Parks and Recreation Board
- Washington-Wilkes Chamber of Commerce
- Plum Creek Timber Company, Inc.
- Georgia Department of Natural Resources, Historic Preservation Division

DUTIES:

Successful completion of the Plan by CSRA RC staff is heavily dependent on the active participation and support of members of the advisory committee. Members of the advisory committee must, at a minimum, be willing and able to:

- **Attend and actively participate in advisory committee meetings.**
- **Review and comment on all interim Plan products.**
- **Attend and assist at Plan events such as public meetings and/or workshops.**
- **Lead efforts to engage surrounding property owner input in the planning process.**
- **Provide to, or cause to be provided to, CSRA RC staff data/information for which the applicable advisory committee member may be responsible on a professional basis, or may have greater access to as a result of the advisory committee member’s professional affiliations or relationships.**



- **Advocate participation in the planning and plan implementation processes by state and federal officials with applicable experience.**

**ADDITIONAL STAKEHOLDERS
KETTLE CREEK BATTLEFIELD PARK MASTER PLAN:**

CSRA RC staff recommends that at least the following stakeholders are continually engaged in the planning process – including the provision of those interim documents otherwise reserved for the consideration of the advisory committee:

- Georgia Department of Community Affairs
- Georgia Department of Natural Resources (Botanist)
- Georgia Department of Economic Development, Tourism Division
- Georgia Land Trust
- Offices of State and Federal Elected Officials
- Adjacent Property Owners
- Georgia State Chapter of the Sons of the American Revolution
(Fort Gordon) Signal Branch Historian

ADDITIONAL CONTACTS:

Updates of Plan activities conducted by CSRA RC staff and advisory committee members shall be made available to the general public on a continuing basis. CSRA RC staff also advises that invitations to various Plan activities and access to interim Plan products be provided to at least those groups and individuals represented in the exhibit at left.

CLIENT OBLIGATIONS:

Successful completion of the Plan by the CSRA RC requires constant Client participation. Project responsibilities to be assumed by the Clients are primarily outlined in the section of this proposal entitled “Advisory Committee;” however, adherence to the project schedule included with this proposal is the joint responsibility of the Clients and the CSRA RC. As such, Client attention to CSRA RC correspondence, and prompt review of interim products is necessary.

PRODUCTS AND SCHEDULE:

The final Plan document will be provided to the Clients in digital and hard copy form. All final products will represent a recommendation on behalf of the CSRA RC and final adoption and approval will be at the discretion of the Clients.

The CSRA RC will complete at least those tasks provided for in the section of this proposal entitled “Project Components and Approach” but which may be modified as necessary in preparation of a final contract between the Clients and CSRA RC. Mutual adherence to a milestone schedule (Page 6) will be required by all parties in order to ensure timely completion of the Plan. The CSRA RC estimates a project schedule of at least eight (8) months in duration and will propose a final milestone schedule as part of a final contract between the Clients and the CSRA RC.

STAFF CONTACT:

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PROJECT TEAM:

CSRA REGIONAL COMMISSION:

The CSRA Regional Commission – created under the Official Code of Georgia 50-8-31 - is a public sector, non-profit planning and development agency that serves a 13 county and 41 city region in east-central Georgia. Among the many services provided by the CSRA RC to member jurisdictions, that are applicable to this project proposal and subsequent implementation measures, are long-range and strategic planning services, historic preservation consultation, grant writing and geographic information systems mapping capacity. The CSRA RC has three (3) planners on staff (including one with AICP certification), three (3) community development/economic development specialists, and a director of local government services. This diverse field of knowledge will be drawn on for preparation and completion of the Kettle Creek Battlefield Park Master Plan.

Relative to this project, the CSRA RC will assign Christian Lentz AICP as the project manager and primary plan preparer. Among his responsibilities, Christian will lead the CSRA RC’s public facilitation efforts, prepare the conditions analysis, and draft the majority of the plan content. The CSRA RC will designate Anne Floyd as principal-in-charge for the project. Anne will serve as the primary liaison between the CSRA RC and private sector (non-profit) partners participating in the planning process, will identify appropriate funding sources for plan implementation, and will ensure the consistency of the Plan’s historic overview with prior studies and historical narratives of the Kettle Creek battle. Other CSRA RC staff may participate in the project on a limited basis as needed.

ENGINEERING SUBCONTRACTOR:

The CSRA RC may also enlist the assistance of a civil engineering sub-consultant during the planning process. Such sub-consultant services may be enlisted in order to assist with the preparation of the conceptual development plan component of the project – including the provision of site plans, related cost estimates, examples of recommended facilities, and permitting recommendations; and/or, locating proposed battlefield park facilities – relative to the areas of historic context and topographic conditions.

PROJECT TEAM OVERVIEW*:

EDUCATION:

- Bachelor of Arts, Art History
- Bachelor of Science, Political Science
- Master of Arts, History
- Master of City and Regional Planning

RELEVANT CERTIFICATIONS:

- American Institute of Certified Planners

YEARS OF EXPERIENCE:

- Grant Writing/Administration: 23
- Historic Preservation: 23
- Historical Society/Museum Admin.: 10
- Planning: 15

RELEVANT AFFILIATIONS:

- American Planning Association
- Georgia Planning Association
- Historic Augusta
- National Trust for Historic Preservation

*(*Note: Includes combined background of the two (2) project team members listed in this proposal that is applicable to the project scope.)*



PROJECT SCHEDULE:

The table below represents a draft project schedule which focuses on a handful of the principal project milestones. It is anticipated that the planning process will take roughly 10 months to complete.

Week Ends In:	August, 2011	September, 2011	October, 2011	November, 2011	December, 2011	January, 2012	February, 2012	March, 2012
Task:								
Research (Prior Doc./Conditions Analysis)		X						
Develop Conditions Analysis								
Refine Goals and Objectives								
Prepare Draft Resource Protection Plan and Conceptual Development Plan			X					
Finalize Resource Protection Plan and Conceptual Development Plan						X		
Prepare Work Program								
Final Document Revisions							X/D	
Adoption								i
<i>X (Stakeholder Meeting/Workshop) D (Public Open House) I (City Council/County Commission Workshop/Meeting)</i>								