



## Vermont Department of Forests, Parks and Recreation (VT FPR) Recreation Project/Use Pre-Proposal Form

Pre-proposals are an early step in the process of requesting a new use or trail on state land. Using this form provide information on the use or project you'd like to propose. This pre-proposal is submitted to the appropriate stewardship staff and will be reviewed for initial compatibility with the management goals and objectives of the property, compatibility with legal constraints and ANR policy. You will receive a response within 30 days and may be invited to submit a full proposal for the project.

***Please attach a map and a sketch/site plan/schematic drawing of your project and submit any associated shapefiles. See below for map guidelines.***

***1. Requester's Information and Contact***

***2. VT FPR Contact (who have you been in touch with about this project?)***

***3. Description of Proposed Project/Use***

Upgrade of existing ( )    Relocation of existing ( )    New ( )    Change in Use ( )

Length: \_\_\_\_\_

***4. Location of Proposed Project/Use*** (Specify the location of the proposed project as exactly as possible. Also attach a topographic map showing location)

**5. Detailed Description of Project (use up to one page to describe what you would like to see happen)**

**6. Context and Objective of project/use**

If the project/trail exists, who does it serve?

Who will the new or improved project/use serve?

Please explain the significance, need or value of this project/use and the reason(s) for the proposed change:

**Map Criteria:**

**Basic Cartographic Elements**

- Map Title
- Date of Map
- North Arrow
- Appropriate Scale
- Map Legend (specify “existing” vs. “proposed”)

Map Type	Map Elements
<p><b>Geographic Location Map</b>  <i>(Used to navigate to site within its setting and for environmental and archaeological reviews)</i></p>	<ul style="list-style-type: none"> <li>• Basic Cartographic Elements</li> <li>• Title: “Geographic Location Map for <i>Project Name</i>”</li> <li>• Roads</li> <li>• ≤ 100ft contours</li> <li>• Town/County Boundaries</li> <li>• Potentially Significant Natural Communities (if known)</li> <li>• Potentially Significant Archaeological Areas (if known)</li> <li>• Waterways/bodies</li> <li>• Prominent Landmarks</li> <li>• Box with simple directions</li> </ul>

<b>Map Type</b>	<b>Map Elements</b>
<b>Site Plan Map</b> <i>(Used to show a detailed layout of proposed and existing structures and development)</i>	<ul style="list-style-type: none"><li>• Basic Cartographic Elements</li><li>• Title: "Site Plan for <i>Project Name</i>"</li><li>• Existing and proposed structures and development</li><li>• Site amenities</li><li>• Roads</li><li>• Waterways/bodies</li></ul>