

# STATE LANDS RECREATION PROJECT REVIEW



## PRE-PROPOSAL FORM

Pre-proposals are an early step in the process of requesting a new recreational use or trail on state land. Please use this form to provide information about the use or project you'd like to propose. This pre-proposal should be 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 can find a list of the current stewardship contact for each District at <https://fpr.vermont.gov/recreation/using-state-lands-recreation>.

You will hear back with a confirmation of receipt within one week of submitting the project, barring unforeseen circumstances. The District Stewardship Team will review the pre-proposal within 2 months of the confirmation.

**Please note: You are required to attach a map to this pre-proposal. See the end of this form for map guidelines.**

### Requester's Contact Information

NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_ TITLE: \_\_\_\_\_

HAS ANYONE ELSE BEEN INVOLVED IN THIS PROPOSAL?

*For example, others within the organization, professional trail builders scoping the design, etc. Please include contact information and descriptions of their expertise as relevant.*

ANR CONTACT: \_\_\_\_\_

### Project Description

**Proposal category:**

UPGRADE OF EXISTING      RELOCATION OF EXISTING      NEW      CHANGE IN USE

**Proposal location:**

MANAGEMENT UNIT: \_\_\_\_\_

*If relevant:* PARCEL: \_\_\_\_\_ TRAIL SYSTEM: \_\_\_\_\_ TRAIL NAME: \_\_\_\_\_

GENERAL LOCATION WITHIN THE MANAGEMENT UNIT:

*Include, if relevant, start and end points, connections or intersections with other trails or uses, and access points such as roads or parking lots.*

**Detailed description:**

PLEASE DESCRIBE THE PROJECT INCLUDING THE FOLLOWING INFORMATION:

- *Characteristics of the proposed recreation including type of trail or facility, length and width of trail or size of facility, allowed activities, seasonality of use, level of difficulty, trail design and construction standards, etc.*
- *Any notable natural resources at the location of the project such as hydric soils, wetlands, streams or other water features, or known rare species or communities.*
- *Any notable recreation features of the project such as viewpoints or unique features.*

IS THERE A POSSIBILITY OF CONFLICT WITH CURRENT USES OF THE MANAGEMENT UNIT OR WITH USES OF NEIGHBORING PARCELS?

*Other uses could include dispersed recreation, forest management, wildlife, or other trail activities.*

WHY IS THIS PROPOSAL IMPORTANT FOR PROVIDING RECREATION OPPORTUNITIES TO PEOPLE IN VERMONT?

WHY IS THIS PROJECT A PRIORITY FOR YOUR ORGANIZATION?

## Map Requirements:

### All project maps require:

- Map elements
  - Map Title: “Site Plan for *Project Name*”
  - Date of Map
  - North Arrow
  - Appropriate Scale
  - Map Legend (specify “existing” vs. “proposed” if relevant)
- Basic information
  - Existing trails
  - Site amenities (campgrounds, parking lots, accessibility, etc)
  - Roads
  - Waterways/bodies
- Project information
  - Proposed location of project – can be approximate
  - Proposed access to project site, if relevant

If possible, please also send digital geographic information for the project. This could include:

- Shapefile or Feature Class
- KML (Google Earth)
- GPX (GPS file)
- Georeferenced map suitable to use in Avenza

If you do not have digital cartography skills, FPR’s Recreation Grants Program has created a digital map creation guide with information that will also help with state lands recreation project review maps. It is available online at <https://fpr.vermont.gov/recreation/recreation-grants>.