

# 2019 Recreational Trails Program (RTP) Pre-Application Form

**Purpose:** To assist RTP applicants in their readiness to be eligible for RTP grant funds for trail projects and in the funding approval process if a grant is awarded in 2019.

**Dear Prospective 2019 RTP Grant Applicants,**

The Vermont Department of Forests, Parks & Recreation requires anyone intending to submit a grant application for the 2019 RTP grant cycle to complete the Pre-application form below and submit it no later than November 15, 2018 to: [sherry.winnie@vermont.gov](mailto:sherry.winnie@vermont.gov). Full applications will be required by January 1, 2019.

**PLEASE NOTE: THIS DOES NOT CONSTITUTE A FULL APPLICATION**

If you have questions concerning the application process, please contact Sherry Winnie at 802-760-8450 or [sherry.winnie@vermont.gov](mailto:sherry.winnie@vermont.gov)

**Name & Address of the Applicant** (Project Sponsor): Town of Richmond  
**DUNS#:** 019336999

**Applicant Type:**

Municipality     Non-Profit Organization     Other governmental entity

**Contact Person/Title:** Guy Roberts/ Town Forest Management Committee  
Phone: (802)825-8558    Email: [guyr@gmail.net](mailto:guyr@gmail.net)

**Estimated RTP Request:** \$ \$30,000

**Project Area/Trail Location** (*city/town*): Andrews Community Forest in Richmond, VT

**Landowner Information:**

*Who owns the land where the project work will be done?* Town of Richmond, VT with the easement held jointly by the Vermont Land Trust and Vermont Housing and Conservation Board.

**Brief Project Narrative:** *What work can be expected if a grant is awarded? Be clear & unambiguous. Tell what tasks will be done, how & where work will take place. Include the extent of excavation needed, equipment to be used & if any work will involve a stream crossing, or leads directly to a lake, river or other water body. If grant request is solely for the purchase of equipment or a trail easement/acquisition, say so. Click here to enter text.*

Richmond acquired its 428 acre town forest in May of 2018 and is expecting Selectboard approval of its town forest management plan by the end of November 2018. The property is on the slopes leading from floodplains to the ridgelines that define the Winooski River's valley.

The new town forest property has no existing trail development, however a primary interest of the community is to develop a network of multi-use trails.

The Richmond town forest is crossed by power line corridor, with about one quarter of the land downslope of the powerlines and three quarters of the land above the powerlines. The management plan has identified this corridor as a physical boundary to separate the land into two sections with different trail development strategies: below the powerlines will be a section with a higher density of multi-use trails, providing access to the general public for shorter visits. Above the powerlines, the trails will be longer and will be built at a significantly lower density, preserving the forest habitat and providing a more challenging recreational experience.

Richmond's Town Forest trail development goals are as follows:

- Establish a lower trail network starting from the main trailhead extending up to the log landing (Trails Concepts Map, trails 1-4). These trails will be built to allow a wide range of users to visit the town forest, including the elderly, young children, families and educational groups. and passes through stands of dry oak forest. This lower trail network would be built in phases, with the first priority being to create a short trail from the parking lot to the log landing. This trail will have an easy pitch for year-round access for travel by foot, bike, ski or snowshoe. Additional trails will be built out to reach viewpoints and other natural features. This area contains a number of seeps and transient wet areas, so construction of this trail will require sections of either raised boardwalks or paths raised with fill and having culverts for drainage. This section is likely to require use of a mini-excavator.
- Create an upper loop trail on the slopes above the power-line (Trail Concepts Map, trails 5 and 7). While this trail will require several bridges to cross small streams, the construction is expected to be largely hand-built using existing stone for reinforcement.
- Build 'Connector' trails to link two existing trail networks on neighboring properties (Trail Concepts Map, trails 5 and 8). This trail would pass from the Northeast corner of the property where the ridgeline drops into a small pass and would connect into the upper loop. This trail would separate from the loop trail on the east side of the property where it borders with the VYCC's land to connect with the VYCC trail network. Construction of the connector trails are also expected to be largely built without machines.
- Install a trailhead kiosk displaying visitor guidelines, a trail map and seasonal information, including safety tips for visitors during hunting season.



*Red oak stand in the lower section of Richmond's town forest.*

The trail development process outlined in Richmond's town forest management plan (TFMP) follows several steps:

1. Place flagging to identify the center of a prospective trail corridor.
2. Conduct a fine assessment of the trail corridor for presence of sensitive species and habitats. This assessment would be conducted by a professional team, such as Arrowwood Environmental, LLC (Huntington, VT).
3. Observe buffer requirements as outlined in the TFMP and relocate the trail corridor centerline to avoid disturbances of sensitive features.
4. Present the trail construction plan to the Richmond Selectboard for approval and letter of support for the project.
5. Submit the trail proposal to the town Development Review Board to determine permit requirements.
6. Submit a project permit review sheet to the VT DEC and work with a project review specialist to obtain required permits.
7. Provide a scope of work to trail construction contractors to obtain estimates of the cost of the work.
8. Contract with a qualified team for trail construction.

**Proposed RTP Scope of Work:**

This proposal focuses on the construction phase of first trail in the lower trail network. The SE Group has already placed flags for a proposed ‘backbone’ for the lower network. This trail is expected to extend from the parking lot to the log landing (located about ½ mile from the parking lot on the access road). Users will have the option of returning back along the trail or joining the main access to return to the parking lot. The length of the trail will be approximately 1.5 miles with switchbacks to maintain a gentle grade. This trail passes through an area with exposed bedrock where seasonal seeps may require that stretches of the trail be elevated as boardwalk.

In addition to the trail construction, preparation of materials for the kiosk (now under construction) will be proposed, including a map showing the trail locations, a set of trail ethics and emergency contact information.

Prior to our submission of the full proposal we will be completing the following:

- Presenting the trail concept to the Selectboard with the goal of obtaining a letter of support.
- Submitting a Project Review Sheet to VT DEC and working with a project review specialist to determine whether permits are required for the proposed work.
- Working with Arrowwood Environmental to conduct a fine assessment and finalize trail corridor placement.
- Obtain project cost estimates from at least two trail construction teams, including VYCC and Richmond Mountain Trails, a chapter of the Vermont Mountain Bike Association.

Attach site plans & photos you may have at this point in your planning process. Site plans are not available at this time.



*Above Left: Flagging (yellow) placed by the SE Group near the beginning of the proposed trail looking back towards the town forest parking lot. Above Right: Flagging (blue and yellow) along the proposed route up slope through exposed bedrock. Right: A small stream adjacent to the proposed route.*

**Map:** Attach a detailed topographical site map of the project location. Clearly & accurately show: Existing trail(s) & their work components; alignment of proposed new trail(s)/trail segment(s); trail access points from roads with road names; start & end-point(s) to work area(s); trail structures in the work plan; Lakes, ponds, rivers, streams, wetlands; a legend; North arrow;

Please see attached file: ‘RTP Proposal Map – Town of Richmond’



## Two (2) Questions:

1. Has an archeological resources assessment been performed by a qualified professional for the project area?  Yes  No If yes, please attach.
2. Have any permits been secured for this project?  Yes  No

