dcr
Massachusetts

WOODLAND TRAIL PROPOSAL FORM
Massachusetts Department of Conservation and Recreation

Please note that DCR manages and maintains over 4700 miles of woodland trails. Most of the DCR trails network is composed of legacy trails, designed and built 50-100 years ago when trails were not generally built to today's sustainability standards. While we emphasize and prioritize projects that maintain our existing trails network, we also support the development of new sustainable trails. Sustainable trails are sited, designed, built, and maintained to promote inclusivity for all allowed user groups, provide valuable recreational access and opportunities, avoid impacts to cultural and natural resources, increase resiliency to the effects of climate change, and comply with DCR Guidelines (DCR Trail Guidelines, Resource Management Plans, Master Plans, Rare Species Habitat Management Plans, Landscape Designations, etc.). All new trail authorizations will require environmental and cultural resources permitting, and long-term maintenance and monitoring agreements and in many cases the decommissioning of degraded, redundant, and unauthorized trails.

Form Instructions:

Trail Partners: please complete this form for the following trail activities: new trail, trail reroute, trail closure, trail maintenance, replacement structures, new structures and tread improvements. Trail maintenance includes vegetation management and maintenance of existing drainage structures. Structures include drainage features such as water bars and drainage dips, wet area crossings such as bog bridges, puncheons and boardwalks, and steep slope improvements including rock/wood steps and check steps. Tread improvements include tread widening, grading and hardening. These activities are further defined in the DCR Trail Guidelines.

DCR Staff: please complete this form for the following activities: new trail, trail reroute, structure maintenance/replacement, and trail closures or ***any project within Priority Habitat***.

All other trail requests should be submitted via CAMIS unless it's a safety matter. If the trail request is related to a safety concern, please contact Ale directly at alexandra.echandi2@mass.gov.

Once the form is completed, please submit to:

Alexandra (Ale) Echandi
Trails and Greenways Planner
Division of Design and Engineering
Department of Conservation and Recreation
alexandra.echandi2@mass.gov
857-291-5614

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1. Requester's Contact Information

Name _____ Title _____

Organization _____ Email _____

2. DCR Contact (Staff Liaison)

Name _____ Email _____

3. Project Details

a. Type of trail project: (check all that apply)

- ☐ New Trail
- ☐ Trail Reroute
- ☐ Trail Closure
- ☐ Major Repairs (Water Crossings)
- ☐ New Drainage Features (Waterbars, Grade Reversals, Grading, etc.)
- ☐ New Steep Slope Structures (Rock Steps/Check Steps)
- ☐ Other: (please briefly describe)

b. Project Description: (Please be as detailed as possible. Include length of trail, length of bridge, number of stairs, number/type of water drainage, etc.).

c. Project Location (Please include a map with the proposed trail route. GIS files are also accepted).

i. If the trail location intersects with other properties, please provide copy of approvals from adjacent landowners.

d. Estimated project timeline (in days or weeks).

e. Existing/Proposed user group:

f. Who will build or improve this trail?

g. What trail building technique will be implemented? (Feel free to site specific trail handbooks)

h. Where will materials be sourced from?

4. Project Support:

a. Who supports this initiative?

b. Why is this a priority project? (e.g., High use, Safety concerns, etc.)

c. What costs are associated with this project and how will this project be funded?

d. Who will maintain and monitor this project/trail once constructed? Describe how the project/trail will be maintained (frequency, type of activities, trail maintenance techniques).

e. How will the maintenance be funded?

5. Accessibility/Sustainability:

a. All new trails require compliance with the Massachusetts Architectural Access Board's Walkway Surface Standards unless a waiver is approved. If a waiver is approved, all new trails shall meet U.S. Forest Service Trail Accessibility Guidelines (FSTAG) to the maximum extent possible. Please complete the attached checklist.

b. Additional present or future trail needs (Check all that apply):

- ☐ Intersection Signs
- ☐ Blazing
- ☐ Tread Improvements
- ☐ Drainage Features
- ☐ Wet Area Crossings
- ☐ Steep Slope Structure
- ☐ Other: (Describe)

6. Cultural Resources:

a. Are there stone walls, stone features, or buildings near the proposed trail? Please submit photos. If yes, provide a short description of feature(s) in addition to photos.

b. Sustainable trail maintenance/improvement and sustainable trail building require ground disturbance. Please describe the amount of ground disturbance anticipated for the project. Include depth, width, and length of disturbance.

7. Natural Resources: *Please answer the following questions to the best of your ability.*

a. Is the proposed work within Priority or Estimated Habitat? If yes, pre-file consultation with MassWildlife's Natural Heritage & Endangered Species Program (NHESP/MESA) and DCR is required.

- ☐ Yes
- ☐ No

NOTE: To determine if the project area is mapped as rare species habitat, please visit the MassGIS Mass Mapper tool, here.

b. Is the proposed work within an Area of Critical Environmental Concern (ACEC)?

☐ Yes ☐ No

NOTE: To determine if the project is within an ACEC, please visit the MassGIS Mass Mapper tool, here.

c. Based on your knowledge of the site, are there wetlands (including seasonal streams) near the project area? DEP Wetlands and Waterways.

☐ Yes ☐ No

8. Additional Information:

Please use this space to provide any additional information you would like DCR to consider.