

APRC Trails Application Process

- Proposing group completes an APRC Trails Application and submits to APRC via email: parksinfo@ashland.or.us (A proposal may also originate within the Trails Subcommittee)
- Application is reviewed by the APRC Trails Subcommittee. The Subcommittee may elect to form a working group to address or mitigate specific concerns. The Trails Subcommittee has 60 business days to complete its initial review of an application.
- Trails Subcommittee shall vote to approve trail proposal in-concept *or* deny the proposal. If the proposal is denied, the proposer will receive a communication within 14 business days explaining the reason(s) for denial and what concerns have to be addressed before a resubmission. The reasoning may be the applicable meeting minutes. (Applicants must wait a minimum of 90 business days before re-submitting a modified proposal for a denied project)
- If approved by the Trails Subcommittee, the Trails Application will be sent to the Forest Lands Management Advisory Committee (FLMAC), to be placed on the agenda of their next upcoming business meeting if received 10 or more business days before the meeting. If not received in time for that meeting, it will be placed on the agenda for the next FLMAC meeting.
- FLMAC will review the Trails Application in regards to wildfire risk and natural resources at-risk and provide a written opinion and recommendation on the potential benefits and/or impacts and possible mitigation actions. Written response should be provided to APRC within 30 business days of the business meeting.
- Based on Trails Subcommittee and FLMAC reviews, the APRC Commissioners serving on the Trails Subcommittee will determine if a proposal will progress to the full APRC Commission, or should go back to Trails Subcommittee to further investigate concerns and possible mitigation.
- Trails Application review will be placed on APRC agenda as an action item. APRC will vote to approve or deny the application.

Ashland Parks and Recreation Trails Application
SUMMARY SHEET

Project Sponsor:

Project Name:

Other Land Ownership Involved:

Concise Project Description (500 character limit):

Project Benefits:

Project Cost:

Funding Source:

Maintenance Plan Summary:

Part A: General Information

1. Name of Organization Proposing Project

2. Address or P.O. Box

3. Contact Person

Home Telephone

Cell Telephone

E-mail

Organization Website

4. Classification of Project (Check one)

- Trail Modification
- New Trail
- Special Use
- Other

5. Project Location – Please give a general location of the project. (A more detailed GIS generated location summary will be required under Part C.)

Part B: Project Description

If this is a new project or section of trail, please identify the affected area or new sections on an accompanying map.

Is this a new project?

Does this project involve an existing recognized trail system?

Total length of trail or square footage of land involved in the proposed project:

Please list all other trails or trails systems under any management that may be impacted by this project.

Check the land managers involved in the management of all trails or trails systems impacted by this project.

USFS

BLM

City of Ashland

Jackson County

City of Ashland Parks Department

Private

Please describe the proposed project. Include the need for the project as well as any other information that would be helpful in evaluating the proposal.

Please describe the benefits that will be realized by the project. Include potential benefits to the citizens of Ashland, the environment, and users of the City of Ashland and APRC managed lands.

Part C: Map and Fire Risk

Please attach a screenshot of a map of the trail. Provide a GPS'd map link to the same (e.g., Caltopo) and a statement about which fire zone this is in (refer to Ashland [Forest Plan interactive map](#)).

GPS'd Map Link

Fire Zone Statement

Screenshot Upload

Part D: Construction and Maintenance

Construction Proposal: What tools will be needed to construct the trail? What labor force will be used? How much time is needed to build the trail (approx.) and best time of year.

Maintenance Proposal: NOTE: the organization proposing the new trail or modification is responsible for the maintenance of that trail. If expectation is that City will somehow pitch in, please provide cost estimates and what the expectations are (person-hours, equipment, etc).

Part E: Additional Information

NOTE: Applicant is not responsible for completing a thorough impact analysis for items below. However, potential impacts may be known or considered likely to the proposers and should be included. Any information that can be provided here will facilitate the APRC process

Impact on parking, if any:

Impact on foot or car traffic:

Impact on neighborhood(s):

Impact on flora and fauna (if known, or potential):

Impact on drainage, soils (if known, or potential)

Impact on other trails (adverse: traffic, shortcut opportunities, dropping down, etc, but also beneficial: loops and connections afforded etc)

Aesthetic Impacts: (What efforts will be made to respect the aesthetic beauty of the natural surroundings? How will the project contribute or detract from the natural surroundings)

APRC TRAILS APPLICATION CHECKLIST

1. Summary Sheet
2. Part A: General Information
3. Part B: Project Description
4. Part C: Map and Fire Risk
5. Part D: Construction and Maintenance
6. Part E: Additional Information
 - Impact on parking, if any
 - Impact on foot or car traffic
 - Impact on neighborhood(s)
 - Impact on flora and fauna
 - Impact on drainage, soils
 - Impact on other trails (adverse: traffic, shortcut opportunities, dropping down, etc, but also beneficial: loops and connections afforded etc)
 - Aesthetic Impacts
7. Include any documentation or relevant communications from previous and/or historic consideration of the trail if applicable (Ex. Trails Subcommittee report, relevant sections of group's master plan)