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# WELCOME

## Program Overview

May 14, 2024

2024 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM

A solid green horizontal bar spans the width of the slide at the bottom.

# Agenda

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## **AGENDA-PART 1: Do's & Don'ts of Trail Design**

***Mr. Ed Confair, PE & CLA***

*Vice President Landscape & Resiliency*

*AKRF (formerly E&LP)*

## **AGENDA-PART 2: Program Overview**

***Ms. Denise Chaplick, AICP***

*Program Administrator &*

*Director Park Planning & Development*

**2024 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM**

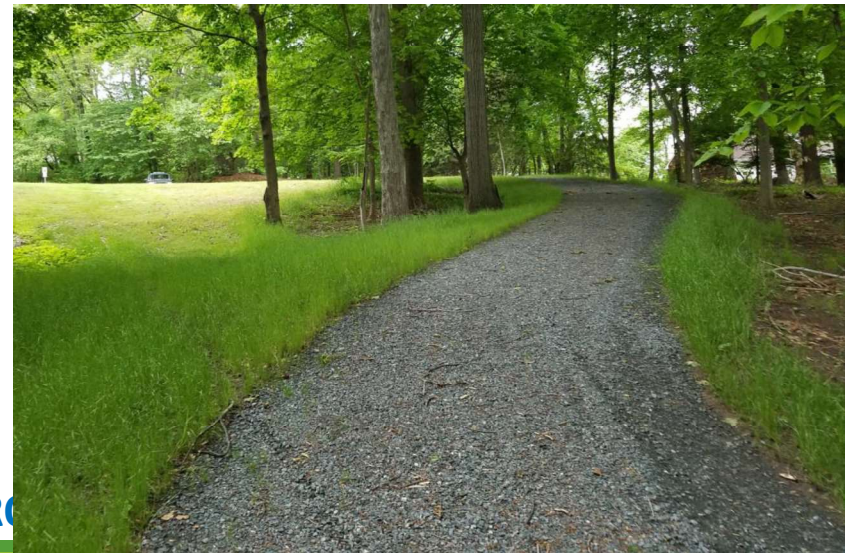
# Agenda



## AGENDA-PART 1: Do's & Don'ts of Trail Design

*Mr. Ed Confair, PE & CLA*

- Fundamentals of Trail Class & Materials
- Basic Documentation
- Real World Project Examples
- Right Materials/Right Location
- Construction Details



# TRAIL DESIGN DOs & DON'Ts

JC  
72

# 2024 Application

## APPLICATION FORM - 2024 DESIGN

### 10) Trail Design Intent & Standards

Provide the following information related to the design intent of the proposed trail project.

#### a. Trail Class

	CLASS TYPE	DESCRIPTION	LENGTH (feet / Mile)
<input checked="" type="checkbox"/>	Trail Class 1:	Minimally Developed	
<input checked="" type="checkbox"/>	Trail Class 2:	Moderately Developed	
<input checked="" type="checkbox"/>	Trail Class 3:	Developed	
<input checked="" type="checkbox"/>	Trail Class 4:	Highly Developed	
<input checked="" type="checkbox"/>	Trail Class 5:	Fully Developed	

#### b. Designated Use

NON-MOTORIZED		MOTORIZED	
<input type="checkbox"/>	Pedestrian/Hiker	<input type="checkbox"/>	Motorized (off-road use)
<input type="checkbox"/>	Biking/Mountain Biking	<input type="checkbox"/>	ATV (all-terrain vehicle or quad)
<input type="checkbox"/>	Equestrian	<input type="checkbox"/>	Off Highway Vehicle (OHV-jeeps, etc.)
<input type="checkbox"/>	Mixed Use		

#### c. Surface Type

IMPERVIOUS SURFACE		POROUS SURFACE	
TYPE	LENGTH (feet/mile)	TYPE	LENGTH (feet/mile)
Concrete		Wood Chips/Mulch	
Asphalt		Gravel/Stone Dust	
Boardwalk		Native Soil	
Other		Porous Pavement	

#### d. Design Features

Trail Width (inches/feet)	
Target Grade (percent)	
Clearing Width (feet/inches)	
Shoulder Width (feet/inches)	

#### e. Design Standards

Provide description:

## INSTRUCTIONS - 2024 DESIGN APPLICATION

→ Permit fees are not an eligible expense of the grant program. DO NOT include permit fees as part of the professional services fees.

→ Applicants are responsible to obtain all permits required to complete construction. Applications that do not address an approach to securing permits may be deemed ineligible.

#### iii. Stormwater Management

Utilizing the most current NJDEP stormwater management regulations evaluate preliminary and final drainage analysis of the proposed project to determine necessary stormwater management measures.

#### iv. Structural

Conduct geotechnical studies, as necessary, to support implementation of structural features (like bridges and boardwalks) proposed within the project area. Include test pit borings and laboratory testing as required.

#### v. Construction Documents

Prepare preliminary and final design plans for the use of advancing project development, obtaining permits, preparing accurate cost estimates, and preparing bid ready construction documents.

Minimally, the final construction documents shall include:

- Key Sheet
- Estimate-Distribution of Quantities
- Existing Conditions Plan
- Typical Sections
- Construction Plans
- Grading & Drainage Plan
- Soil Erosion and Sediment Control Plan
- Structural Plans & Details (if applicable)
- Construction Details
- Landscape Plan (if applicable)

Final plans shall be consistent and in accordance with the designated trail use, trail class, and design standards identified in Section 10 of this application.

All final deliverables shall be signed and sealed by the licensed professional preparing the documents.

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# Trail Class & Material

 An official website of the United States government [Here's how you know](#) ▾



**Forest Service**  
U.S. DEPARTMENT OF AGRICULTURE

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[Home](#) ▸ [Managing the Land](#) ▸ [National Forest System Trails](#) ▸ [Trail Management Tools](#)

## Trail Management Tools

[Trail Fundamentals and Trail Management Objectives](#)

[Trail Inventory and Condition Assessments](#)

[Standard Trail Plans and Specifications](#)

## Managing the Land

[Fire Management](#)

[Forests and Grasslands](#)

[International Cooperation](#)

[Invasive Species](#)

[Lands and Realty Management](#)

[Natural Resources](#)

## Trail Management Tools

Forest Service trail managers apply standardized concepts and tools to administer the over 160,000 miles of National Forest Service system trails. These concepts help trail managers across all forest and grasslands to design, construct, and maintain trails in a similar way that provides a consistent user experience.

The trail management tools also support implementation of the Forest Service's National Trail Strategy and 10-Year Trail Shared Stewardship Challenge.

Additional trail management resources are available on the Forest Service Technology and Development [publication page](#) and through our partners at [American Trails](#).

## [Trail Fundamentals and Trail Management Objectives](#)



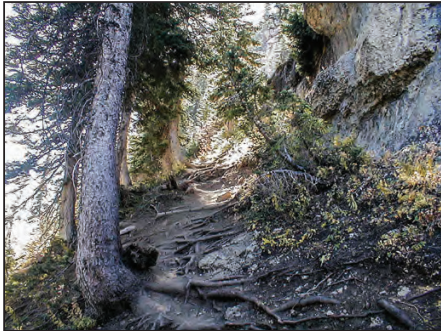
[Trail Fundamentals](#) include five key concepts that are cornerstones of Forest Service trail management: Trail Type, Trail Class, Managed Use, Designed Use, and Trail Design Parameters. Trail Fundamentals are individually prescribed for each National Forest System Trail via Trail Management Objectives (TMOs), which document the intended purpose and management of each trail.

# Trail Class & Material

Trail Class 1



**Trail Class 1: Tread**—The tread is intermittent and indistinct.



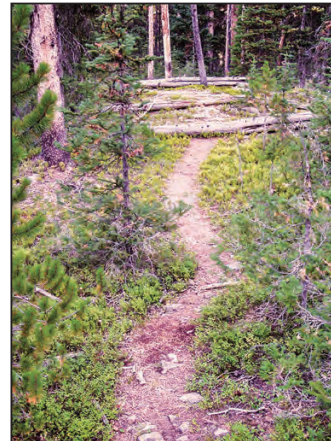
**Trail Class 1: Obstacles**—Obstacles are common, naturally occurring, and often substantial.



Trail Class 2



**Trail Class 2: Tread**—The tread is continuous and discernible, but narrow and rough.



**Trail Class 2: Obstacles**—Obstacles may be common and substantial. Blockages are cleared to define the route and protect resources. Vegetation may encroach into the trailway.



# Trail Class & Material

Trail Class 3



**Trail Class 3: Tread**—The tread is continuous and obvious.



**Trail Class 3: Obstacles**—Obstacles may be common. Vegetation is cleared outside of the trailway.

Trail Class 4



**Trail Class 4: Tread**—The tread is wide and relatively smooth, with few irregularities.



**Trail Class 4: Obstacles**—Obstacles are infrequent and insubstantial. Vegetation is cleared outside of the trailway.



Trail Class 5



**Trail Class 5: Tread**—The tread is wide, firm, stable, and generally uniform. Trails are commonly hardened with asphalt or other imported material.



**Trail Class 5: Obstacles**—Obstacles are not present. Grades are typically less than 8 percent.

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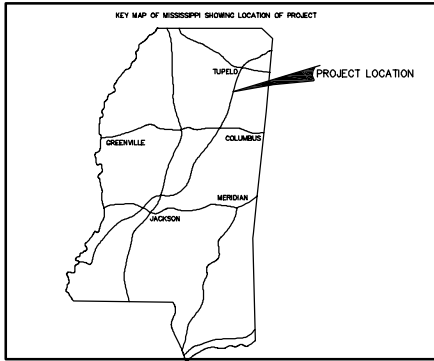
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# Documentation



YOUR REGION



YOUR FOREST NAME  
YOUR DISTRICT NAME

• • •  
TRAIL CONSTRUCTION PLANS FOR

YOUR PROJECT NAME

## INDEX

SHEET	SHEET NO.
TITLE	1
VICINITY MAP	2
GENERAL NOTES	3
WORK LIST	4
LINE DIAGRAM	5
SUMMARY OF QUANTITIES	6
STANDARD TRAIL TERMS	7
TYPICAL CROSS SECTION & SLOPE FINISH	8
TYPICAL RETAINERS	9
EXISTING TRAIL RESTORATION	10
CLEARING LIMITS—TREES & LOGS	11
CLEARING LIMITS—BRUSHING	12
TYPICAL SURFACING SECTIONS	13
ROCK FOUNDATIONS	14
STANDARD CULVERTS	15
DRAIN DIP	16&17
REASSURANCE MARKERS	18
SEEDING, FERTILIZING & MULCHING	19

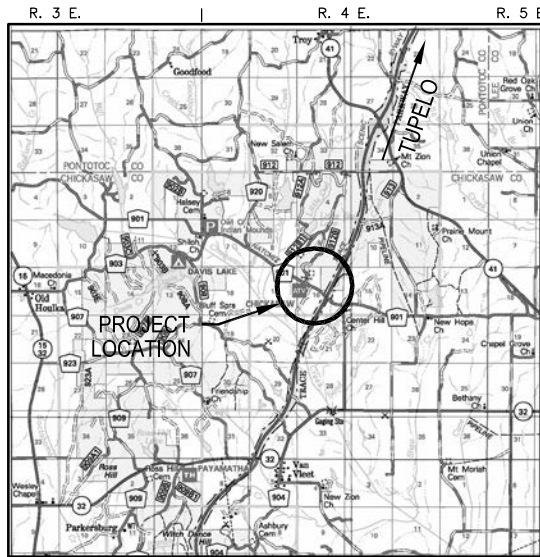
REVIEWED BY:  
 XXX \_\_\_\_\_ XX/XX/XX  
 XXX \_\_\_\_\_ DATE

RECOMMENDED BY:  
 XXX \_\_\_\_\_ XX/XX/XX  
 DISTRICT RANGER/PROGRAM MANAGER \_\_\_\_\_ DATE

XXX \_\_\_\_\_ XX/XX/XX  
 FOREST/STATION ENGINEER \_\_\_\_\_ DATE

APPROVED BY:  
 XXX \_\_\_\_\_ XX/XX/XX  
 FOREST SUPERVISOR/STATION DIRECTOR \_\_\_\_\_ DATE

XXX \_\_\_\_\_ XX/XX/XX  
 REGIONAL/RESEARCH ENGINEER \_\_\_\_\_ DATE



PROJECT SITE

### REVISIONS:

No.	△ NAME	XX/XX/XX	XXX
		DATE	INITIALS
No.	△ NAME	XX/XX/XX	XXX
		DATE	INITIALS
No.	△ NAME	XX/XX/XX	XXX
		DATE	INITIALS

DESIGN: NAME	XX/XX/XX
	DATE
DRAWN: NAME	XX/XX/XX
	DATE
CHECKED: NAME	XX/XX/XX
	DATE

PROJECT NAME  
**YOUR PROJECT NAME**

SECTION  
**900-GENERAL**

TYPICAL ID  
**TTL**

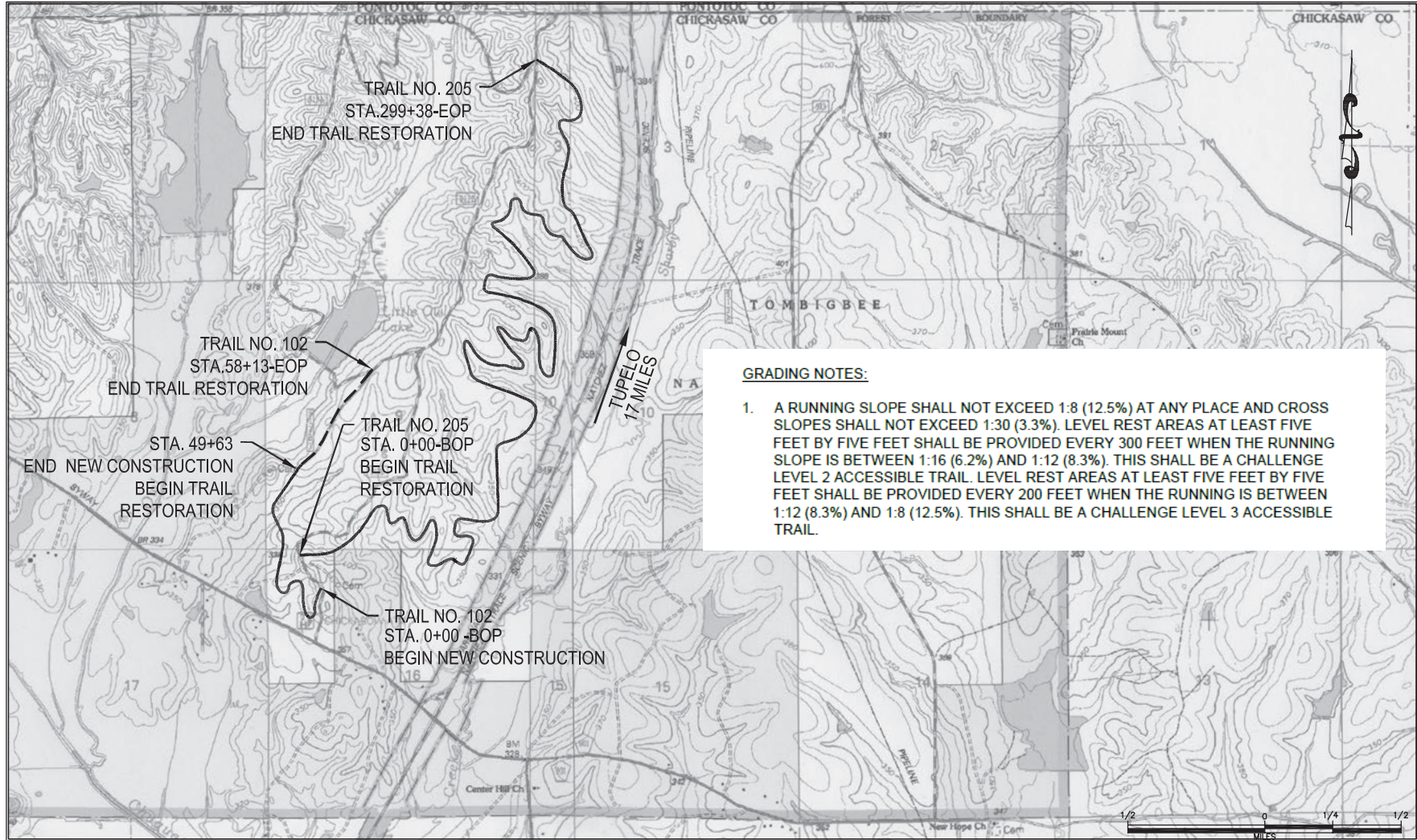
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DRAWING NO.  
**STD\_900-01**

SHEET  
**1 OF 19**

# Documentation



U.S. DEPARTMENT OF AGRICULTURE  
FOREST SERVICE  
**STANDARD TRAIL PLAN**

PROJECT NAME & LOCATION  
**YOUR PROJECT NAME**  
**YOUR FOREST NAME**  
**YOUR DISTRICT NAME**

DRAWING NAME  
**VICINITY MAP**

SECTION  
**900 - GENERAL**

TYPICAL ID  
**VCM**

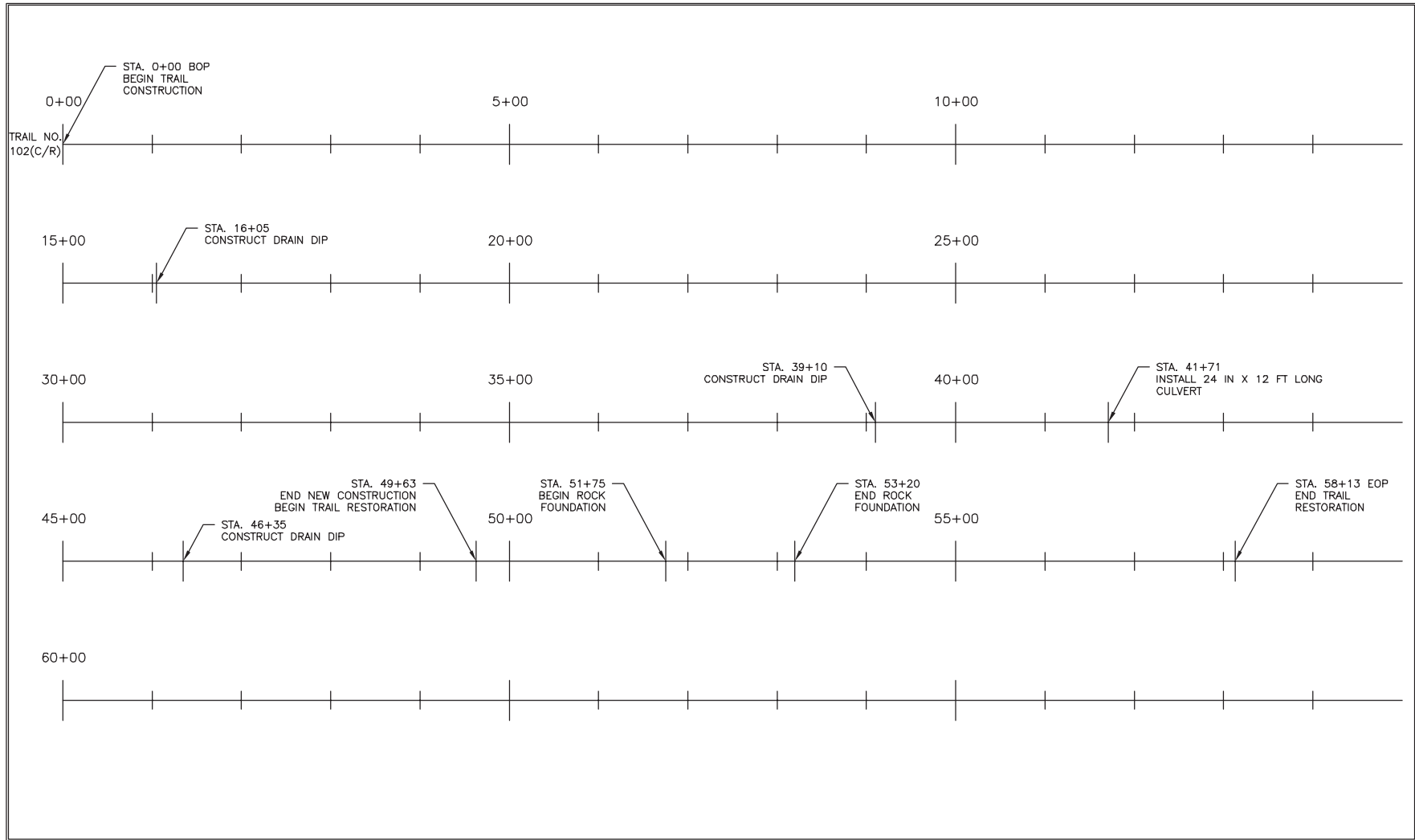
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SHEET  
**2 OF 19**

# Documentation



U.S. DEPARTMENT OF AGRICULTURE  
 FOREST SERVICE  
  
**STANDARD TRAIL PLAN**

PROJECT NAME & LOCATION  
**YOUR PROJECT NAME**  
**YOUR FOREST NAME**  
**YOUR DISTRICT NAME**

DRAWING NAME  
**LINE DIAGRAM**  
 SECTION  
**900 -GENERAL**  
 TYPICAL ID  
**LD1**

REVISION DATE  
**XX/XX/XX**  
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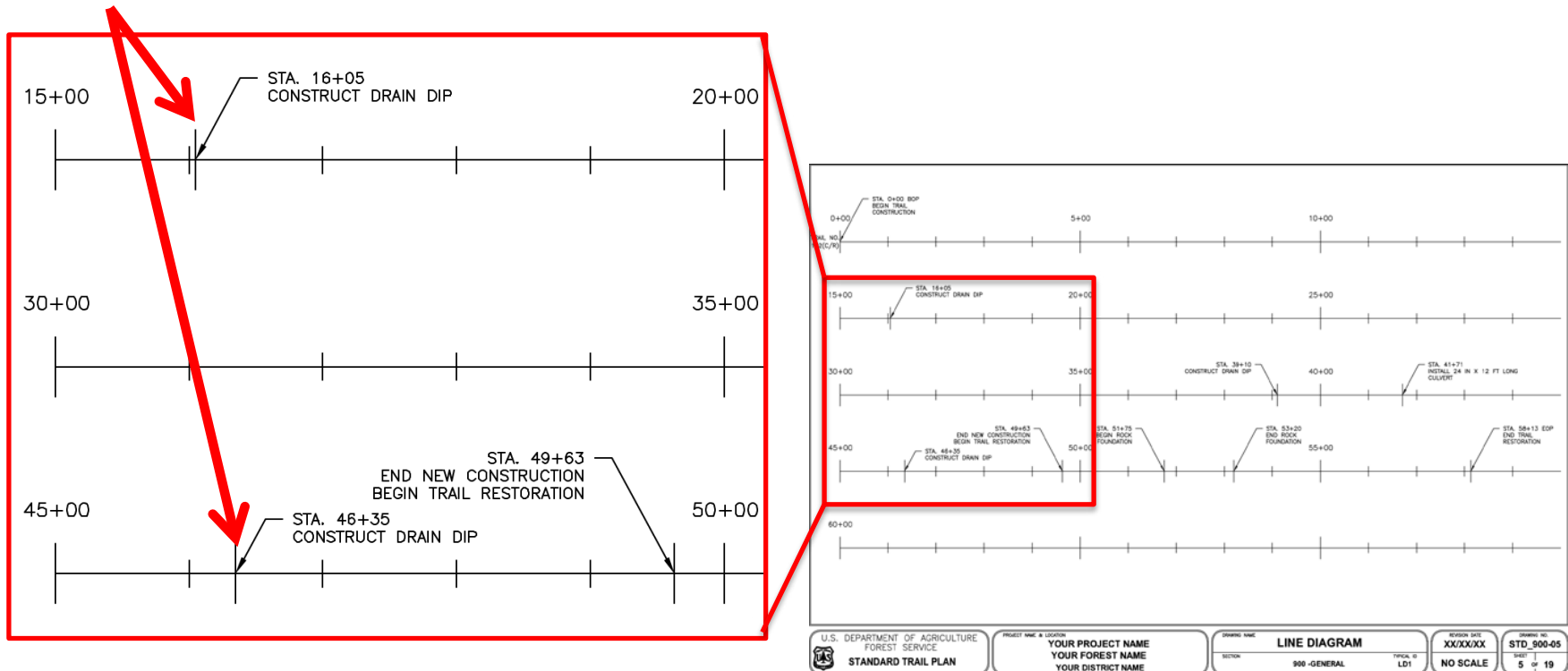
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 SHEET  
**5 OF 19**

# Documentation

## Defining the Location and Scope

### Line Diagram (continued)

**Step 23:** Insert hash marks for specific trail construction activities such as drainage structures, trail structures, trail bridges, and so forth, and label each construction activity.



# Documentation

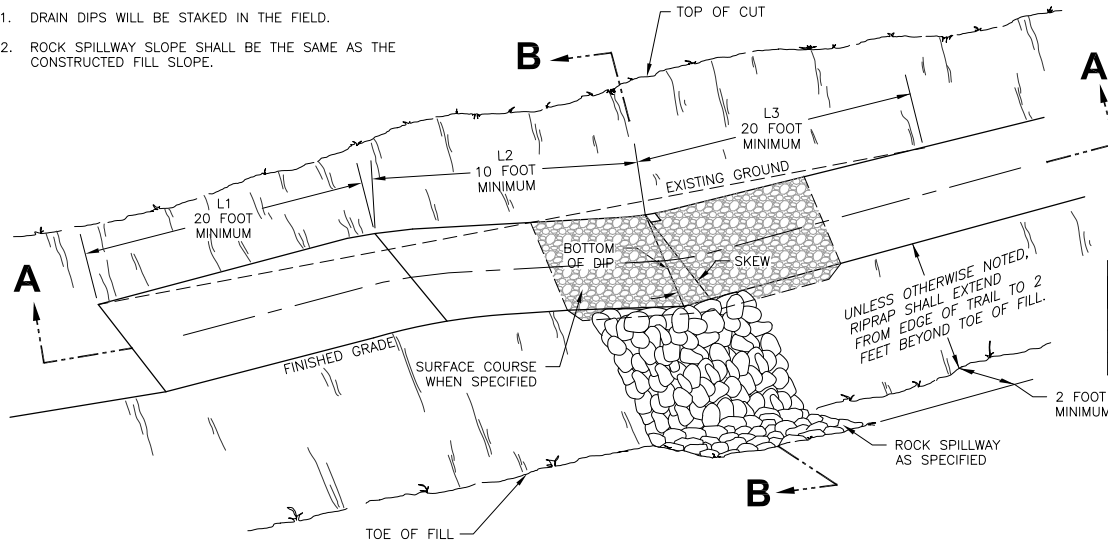
## DRAIN DIP SECTION

TYPICAL ID	DRAIN DIP TYPE	GEOTEXTILE TYPE	SKEW	SURFACE COURSE		ROCK SPILLWAY***	COMMENTS
				TYPE	DEPTH		
DD1-1	DD	G		S			

N/A WHEN NOT APPLICABLE  
 \*\*\*FOR ROCK SPILLWAY SEE SHEET STD\_923-10-01

NOTES:

1. DRAIN DIPS WILL BE STAKED IN THE FIELD.
2. ROCK SPILLWAY SLOPE SHALL BE THE SAME AS THE CONSTRUCTED FILL SLOPE.



### GEOTEXTILE TYPE

TYPE	MATERIAL	COMMENTS
G1	NON-WOVEN	
G2	WOVEN	
G3		

### SURFACE COURSE MATERIAL TYPE

TYPE	MATERIAL	GRADATION	COMMENTS
S1	PITRUN		
S2	AGGREGATE		
S3			

### DRAIN DIP CONSTRUCTION DIMENSIONS

DRAIN DIP TYPE	% PROFILE GRADE	L1	L2	L3	(H)	(E)
DD1	0 TO 4					
DD2	5 TO 6					
DD3	7 TO 8					
DD4	9 TO 10					
DD5						

OVER 10% NOT RECOMMENDED  
 H =  $\frac{1}{2}$  OF TREAD

SHEET 1 OF 2

U.S. DEPARTMENT OF AGRICULTURE  
 FOREST SERVICE  
**STANDARD TRAIL PLAN**

PROJECT NAME & LOCATION

DRAWING NAME  
**DRAIN DIP**

SECTION  
**927 - DRAIN DIPS**

TYPICAL ID  
**DD1**

REVISION DATE  
**XX/XX/XX**

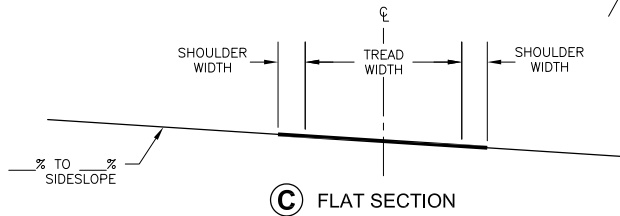
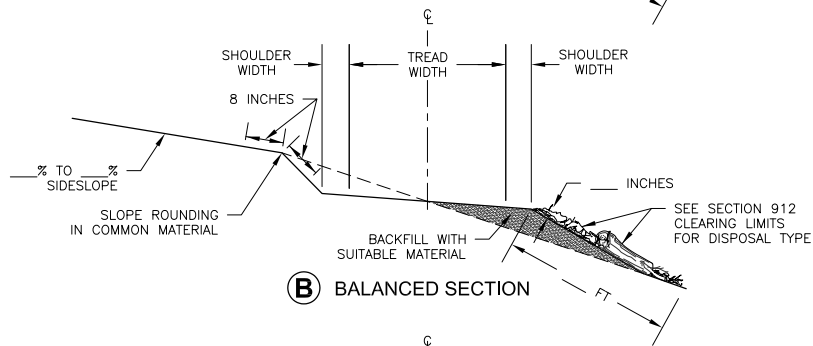
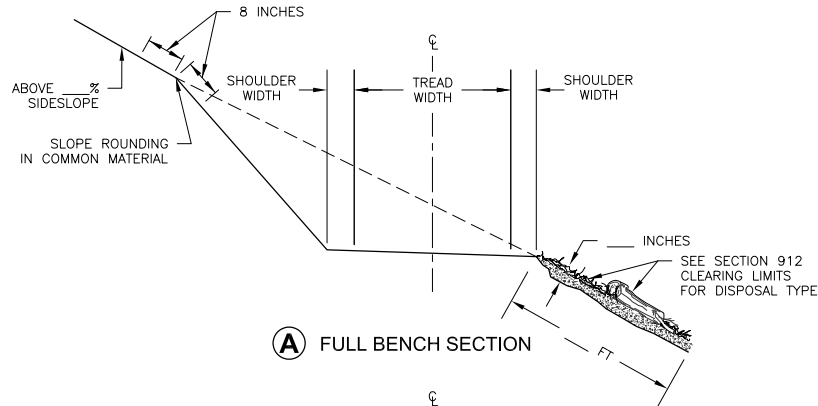
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SHEET  
 OF

# Documentation

## TYPICAL TRAIL CROSS SECTIONS



## TYPICAL TRAIL TREAD AND SHOULDER WIDTH

TYPICAL ID	SECTION TYPE	TREAD FINISH	TREAD WIDTH	SHOULDER WIDTH		COMMENTS
				UPHILL	DOWNHILL	
TSF-1		T				

## TREAD CROSS SLOPE

TYPICAL ID	OUTSLOPE	INSLOPE	CROWNED SECTION	COMMENTS
	%	%	%	

## SLOPE AND TRAILBED FINISH

TREAD FINISH	ROOTS	LOOSE ROCK	EMBEDDED ROCK	COMMENTS
T1				
T2				
T3				
T4				
T5				
T6				

## TRAILBED AND SLOPE FINISH

### SLOPE FINISH

REMOVE ROOTS THAT PROTRUDE FROM THE BACKSLOPE WITH DIAMETERS GREATER THAN SHOWN IN THE SLOPE AND TRAILBED FINISH TABLE.

### TRAILBED FINISH

REMOVE LOOSE ROCK ON THE TRAILBED WITH A DIMENSION GREATER THAN SHOWN IN THE SLOPE AND TRAILBED FINISH TABLE.

REMOVE OR REDUCE EMBEDDED ROCK THAT PROTRUDES MORE THAN THE DIMENSIONS SHOWN IN THE SLOPE AND TRAILBED FINISH TABLE.

### NOTES:

- SLASH CONSISTS OF LOGS, LIMBS, BRUSH, AND ROCKS PLACED RANDOMLY IN A WAY TO CATCH SEDIMENT MOVEMENT.
- LIMB ALL TREES AND SHRUBS AND TAMP SLASH INTO GROUND SO THAT 80% OF SLASH IS IN CONTACT WITH THE GROUND.

U.S. DEPARTMENT OF AGRICULTURE  
FOREST SERVICE  
**STANDARD TRAIL PLAN**

PROJECT NAME & LOCATION

DRAWING NAME

**TYPICAL  
CROSS SECTION & SLOPE FINISH**

SECTION

911 - TREAD AND PRISM

TYPICAL ID

TSF/TCS

REVISION DATE

XX/XX/XX

**NO SCALE**

DRAWING NO.

**STD\_911-01**

SHEET

OF

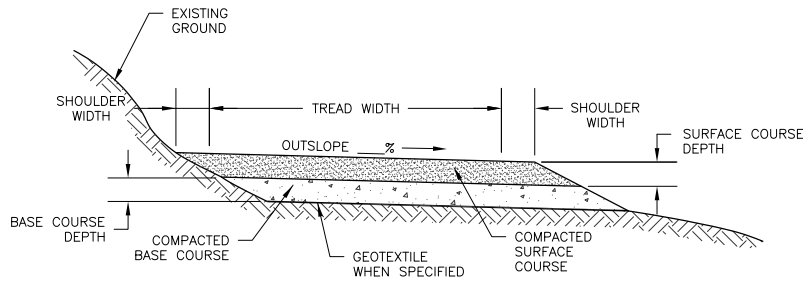


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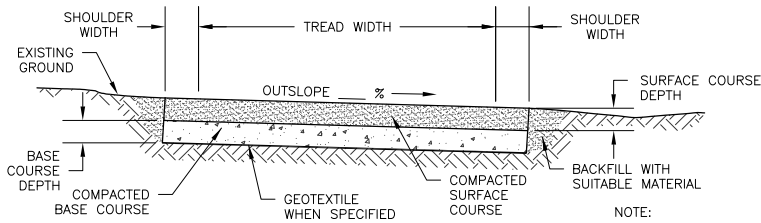
## SURFACING SECTIONS

TYPICAL ID	SECTION TYPE	TREAD WIDTH	SHOULDER WIDTH		GEOTEXTILE TYPE	BASE COURSE		SURFACE COURSE		COMMENTS
			UPHILL	DOWNHILL		TYPE	DEPTH	TYPE	DEPTH	
TSS-1						B		S		

N/A WHEN NOT APPLICABLE

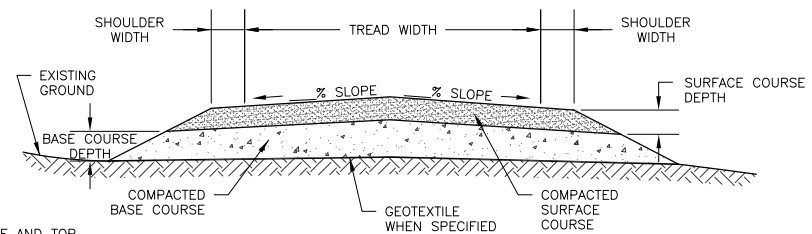


**(A) OUTSLOPED SECTION**



**(B) EXCAVATED SECTION**

- NOTE:
1. REMOVE AND DISPOSE OF DUFF AND TOP ORGANIC LAYERS DOWN TO MINERAL SOIL.
  2. COMPACT BACKFILL IN 6 INCH LIFTS UNTIL NO VISUAL DISPLACEMENT.



**(C) RAISED SECTION**

### BASE COURSE MATERIAL TYPE

TYPE	MATERIAL	GRADATION	COMMENTS
B1	PITRUN		
B2	AGGREGATE		
B3			

### SURFACE COURSE MATERIAL TYPE

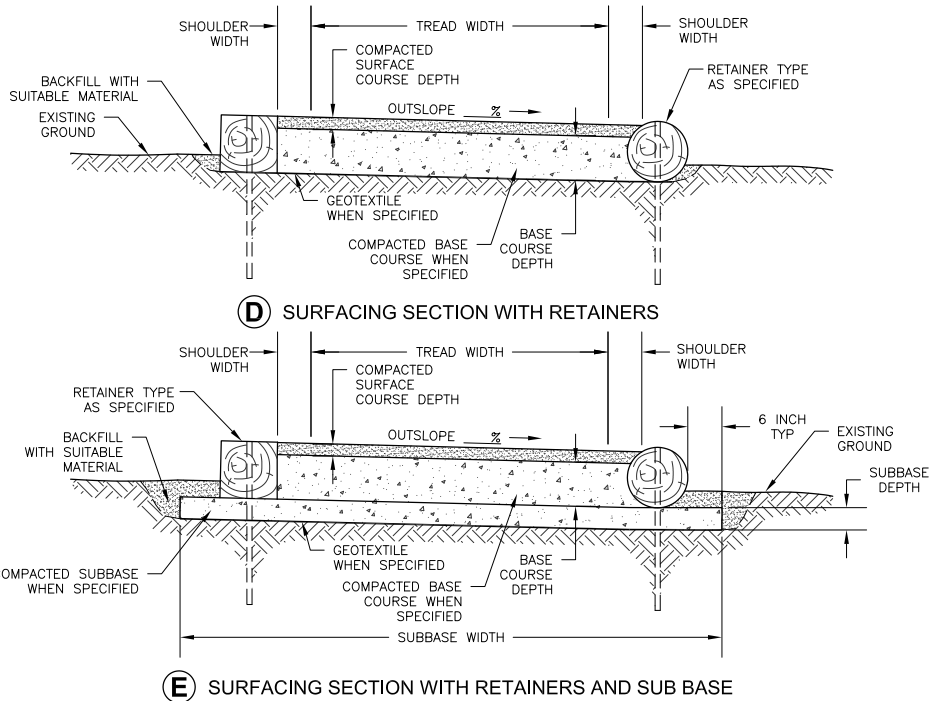
TYPE	MATERIAL	GRADATION	COMMENTS
S1	PITRUN		
S2	AGGREGATE		
S3	CLAY		
S4	WOODCHIPS		
S5			

# Documentation

## SURFACING SECTIONS

TYPICAL ID	SECTION TYPE	TREAD WIDTH	SHOULDER WIDTH		GEOTEXTILE TYPE	SUBBASE				BASE COURSE		SURFACE COURSE		COMMENTS
			UPHILL	DOWNHILL		TYPE	DEPTH	WIDTH	TYPE	DEPTH	TYPE	DEPTH		
TSR-1						R	SB			B		S		

N/A WHEN NOT APPLICABLE  
 \*FOR TYPICAL RETAINERS SEE SHEET STD\_911-03



### SUBBASE MATERIAL TYPE

TYPE	MATERIAL	GRADATION	COMMENTS
SB1	PITRUN		
SB2	AGGREGATE		
SB3			

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# Precedent - Morris Arboretum Arboretum, Philadelphia



Image Credit: Ed Confair, AKRF, Inc.

# Precedent - Morris Arboretum Arboretum, Philadelphia



Image Credit: Ed Confair, AKRF, Inc.

# Precedent - Morris Arboretum Arboretum, Philadelphia



# Precedent - Morris Arboretum Arboretum, Philadelphia



Successful

# Precedent - Cherry Hill, New Jersey



Less Successful

# Precedent - West Grove, PA



**Not Successful**



# Precedent - Frelinghuysen Arboretum, Morris County



Image Credit: AKRF, Inc.

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Image Credit: AKRF, Inc.

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Image Credit: AKRF, Inc.

# Precedent - Frelinghuysen Arboretum, Morris County



Image Credit: AKRF, Inc.

# Precedent - Ashby Park, Monmouth County



Image Credit: AKRF, Inc.

# Precedent - Ashby Park, Monmouth County



Image Credit: AKRF, Inc.

# DOs & DON'Ts For Trail Construction

## DO

- [Use the USDA Forest Service Trail Management Tools](#)
- Use different trail classes as appropriate to site conditions and intended use
- Use line diagrams and other drawing conventions to indicate where specific details are intended on the construction drawings
- Provide detailed grading and drainage information on the construction drawings
- Confirm permitting and regulatory requirements
- Confirm surface material and edge conditions align with intended class and trail use
- Use onsite found materials where appropriate to give your project character and a sense of place

## DON'T

- Ignore accessibility guidelines
- Assume only one trail class applies to a given project site
- Assume “typical” details apply everywhere on your specific project
- Clear more vegetation than needed
- Don't use light and loose material on steep slopes or regularly inundated areas
- Forget about stormwater management and drainage controls

# Program Overview



## AGENDA-PART 2

- Background & Eligibility
- General Requirements
- Funding Categories
- Application Process
- Evaluation Process
- Resources
- Lessons Learned
- Schedule



# Program Funding

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- **Source:** Preservation Trust Fund, via Voter Referendum, approved by 3:1, Nov. 4, 2014, dedicate portion of funding toward trail development
- **2023 Estimate:**
  - **\$1.5 Million (est. 2023 taxes)**



# Purpose

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- To distribute grants for the **design** & **construction** of trails to provide recreational trail use opportunities which benefit the communities and enhance the quality of life for the residents of Morris County.

# Structure

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- **Collaboration:** Morris County Office of Planning & Preservation and Morris County Park Commission
- **Advisory Committee:** 9 Members including
  - 4 MCPC Recreational Trail Committee
  - 2 MC Office of Planning & Preservation and Planning Board
  - 3 At-Large from the Trail Community

# Structure

---



- **Program Administration:** Morris County Office of Planning & Preservation and Morris County Park Commission
- **Technical Review:** Consulting Professional Engineer

# Structure

---



- **Program Administration:** Morris County Office of Planning & Preservation and Morris County Park Commission
- **Technical Review:** Engineering Consultant

# Program Overview

---



## ELIGIBILITY

- All Morris County Municipalities
- Applications Submitted by Municipality
- Projects Managed by a Municipal Representative

# Program Overview



## GENERAL REQUIREMENTS

- All trail projects must be constructed on permanently preserved public park land or private land with dedicated easements for recreational use
- License Agreements (County Owned or Muni ROSI)
- 20% Match Required
- Program operates on a reimbursement basis
- Applicants are limited to one application per year

# Program Overview



## GENERAL REQUIREMENTS

- Applicants must be in good standing with previous grants
- Project Point – Municipal Employee
- Applicants must convey clear understanding project
  - Design - Scope of Work/Proposal
  - Construction – Bid Ready Documents
- All Applicants Must Attend Pre-Application Meeting

# Program Overview



## PRE-APPLICATION MEETING

- Required for All Applicants★
- Review Program & Application Requirements
- Provide Feedback on Proposed Project
- Guide on Successful Submission
- Consulting Engineer will Attend
- Deadline to Schedule **(July 12)**



# Program Overview



## FUNDING CATEGORY

- 1) Design & Permitting
- 2) Construction
  - Minor (Small/Simple)
  - Major (Construction Ready)



# Funding Category



## DESIGN & PERMITTING

### FUNDS CONSTRUCTION DOCUMENTS

1. Final Design Plans & Details
2. Bid Specifications
3. Engineering Estimate
4. Permit Approvals (*pending with review verification*)

***Required Deliverable  
of Grant***

# Funding Category



## DESIGN & PERMITTING

### DESIGN PROPOSAL & FEE

Outlining Tasks Needed to Prepare Final Products

- Survey
- *Environmental Permitting (wetlands, flood hazard, etc.)*
- *Stormwater Management*
- *Structural*
- *Plans, Specs & Estimates*

*Basic tasks outlined in  
Section 6 application  
instructions*

*Each project is different-  
modify/add to meet the  
specific needs of your project*

# Funding Category



## DESIGN & PERMITTING

### PRELIMINARY ASSESSMENT

- Understand Project Needs
- Trail Alignment
- Identify Constraints & Analysis
- Permitting Approach

*Early Due Diligence*

*Application Prompts  
Sections 4) Mapping  
& 5) Feasibility*

# Funding Category



## DESIGN & PERMITTING

### Award Limits

- Minimum = ~~\$5,000~~ **\$10,000**
- Maximum = 15% of Estimated Construction Costs

### Schedule

- 2-Years to Complete Projects
- Interim Reviews (30%, 60% & Final)
- Conducted by Consulting Engineer
- Consistent with Awarded Design & Best Practice

# Funding Category

---



## CONSTRUCTION MINOR & MAJOR

### Final Products

- Completed Trail Facility
- Consistent with Awarded Design & Best Practice

# Funding Category



## CONSTRUCTION

### MINOR

#### Criteria for Eligibility

1. Pre-Application
2. Costs \$70k & Under
3. Length is 1-mile or Less
4. Natural Surface
5. Slopes 8% or Under
6. Minimal Number of Major Features (walls, bridges, etc.)
7. Minimal or no Agency Reviews Required

# Funding Category



## CONSTRUCTION MINOR & MAJOR

### Award Limits

- Min ~~\$5,000~~ \$10,000
- Minor = Max of \$70,000
- Major = Max of 60% of funding available



# Project Type

---



**NEW CONSTRUCTION** – motorized & non-motorized (various types)

**TRAIL ENHANCEMENT** – improvements to existing trails to accommodate increased volume and/or make ADA compliant.

# New Construction



**2024 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM**

# Trail Enhancement



- Trail Enhancement – improvements to existing trails to accommodate increased volume and/or make ADA compliant.
  - Improvement to Design (i.e. width)
  - Change in Surface (i.e. dirt to asphalt)
  - Deferred maintenance not eligible.
- Documentation Required
  - Existing Conditions Maps/Photos

# Trail Enhancement



**2024 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM**

# Trail Enhancement



# Application Process

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**1. LETTER OF INTENT (Friday June 28)**

**2. APPLICATION (Wednesday July 31)**

*Application Requires  
Resolution of Support*

## Website:

[Trail Construction Grant Program – Morris County, NJ  
\(morriscountynj.gov\)](https://www.morriscountynj.gov)

**2024 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM**

# Application Process



## Letter of Intent

Same for Design & Permitting & Construction

- Verify Ownership
- Parcel Map (Block/Lot & Preliminary Trail Alignment)
- Early Look-Project Type & Cost
- Mayor's Signature

PARCEL NO.	Type of Ownership			Block	Lot	Permanently Preserved Public Parkland	Name of Owner
	Fee Simple	Easement	License				
PARCEL NO. 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
PARCEL NO. 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
PARCEL NO. 3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
PARCEL NO. 4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
PARCEL NO. 5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
PARCEL NO. 6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	

**7) PROJECT MAP:**  
Provide a project map that shows the proposed trail location along with parcel information including block and lot for all of the parcels required to complete the project. Parcel information shall also be listed separately in the chart above.

**8) ESTIMATED PROJECT COSTS:**  
CHOOSE ONE: Provide **ESTIMATED** project costs for either Design or Construction funding category below. Include matching funds and anticipated requested grant amount.

DESIGN & PERMITTING	AMOUNT
TOTAL DESIGN FEE	\$
MATCHING FUNDS (20% Min.)	-\$
AMOUNT OF REQUESTED GRANT	\$ _____

*Subtract matching funds from project total to calculate the requested grant amount*

CONSTRUCTION	AMOUNT
TOTAL CONSTRUCTION COSTS	\$
MATCHING FUNDS (20% Min.)	-\$
AMOUNT OF REQUESTED GRANT	\$ _____

*Subtract matching funds from project total to calculate the requested grant amount*

**9) SIGNATURE:**  
\_\_\_\_\_  
Mayor's Signature (required) Date

**Due Friday  
June 28, 2024 at  
4:00 PM**

# Application Process

---



## DESIGN & PERMITTING or CONSTRUCTION

- Application (fillable form for submission)
- Instructions
- Checklist

### Website:

[Trail Construction Grant Program – Morris County, NJ  
\(morriscountynj.gov\)](http://morriscountynj.gov)

2024 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM



# Application Process



## DESIGN & PERMITTING

### Reflects/Conveys

- Feasibility Assessment
- Project Needs
- Proposal reflects tasks necessary to prepare required end product - Construction Documents & Permitting

### Final Products

- Construction Documents
  1. Final Design Plans
  2. Bid Specifications
  3. Engineering Estimate
  4. Permit Approvals

# Application Process

---



## CONSTRUCTION

### Reflects/Conveys

- Construction Readiness
- Completed Construction Documents
- Permits (pending with verification of review)
- Sound Practice

### Final Products

- Operational Trail Facility
- Maintain for 20-Years

# 2024 APPLICATION

## DESIGN

1) APPLICANT INFORMATION & SIGNATURES

2) PROJECT CATEGORY & TYPE

3) PROJECT DESCRIPTION

4) PROJECT MAPS & SITE PHOTOS

5) PROJECT FEASIBILITY

6) DESIGN PROPOSAL, FEE & SCHEDULE

7) PROJECT COSTS, MATCH & REQUESTED GRANT

8) PRELIMINARY CONSTRUCTION COST ESTIMATE

9) FUNDING STRATEGY

10) TRAIL DESIGN INTENT

11) SUPPORT DOCUMENTATION

*Requires Resolution*

## CONSTRUCTION

1) APPLICANT INFORMATION & SIGNATURES

2) PROJECT CATEGORY & TYPE

3) PROJECT DESCRIPTION

4) PROJECT MAPS & SITE PHOTOS

5) PROJECT READINESS

6) CONSTRUCTION DOCUMENTS

7) CONSTRUCTION COSTS, MATCH & REQUESTED GRANT

8) FUNDING STRATEGY

9) TRAIL DESIGN INTENT

10) SUPPORT DOCUMENTATION

*Requires Resolution*



# Application Process



## PROJECT DESCRIPTION

1) APPLICANT INFORMATION & SIGNATURES
2) PROJECT TYPE
3) PROJECT DESCRIPTION
<b>REQUIRED INFORMATION</b>
a) Description of project goals and objectives
b) Accessibility standards used
c) Provides access to major destinations such as significant natural, cultural or historic features
d) Accommodates multiple trail user types
e) Connects with existing trail network (local, regional, State and/or Federal)
f) Provides logical terminus
g) Consistent with short and long-term planning goals and municipal, County or State initiatives
h) Project is of regional significance
i) Demand (TRAIL ENHANCEMENT ONLY):



**Exploring the Morris Canal Greenway**

The route of the Morris Canal stretches for 30 miles across the heart of Morris County with many Greenway sites for you to visit. In addition, the map below includes a few nearby locations in Sussex and Warren Counties that shouldn't be missed. Many Morris County towns like Boonton, Rockaway and Wharton are also linked to the story of the canal as well as mining districts and iron mine railroads that reached up into hilly areas where the canal couldn't go. Each of these locations has something interesting to offer.

However, please remember that the greenway is a work in progress and many locations are not as ready for visitors as we would like them to be. In the meantime we have listed, in the box below, a few destinations we know you will enjoy. Boonton, Ledgewood and Wharton are drive-to destinations that are easy to find and have lots of great things to see. Waterloo Village, a restored canal town, can be a whole day activity with historic buildings, Canal Museum, Boat Exhibit and Canal Boat Rides provided by the Canal Society of New Jersey. For hikers looking for adventure there are trails, with Greenway stories to tell, that offer combinations of long and short walks.

Please visit our website for brochures, maps, walking tours and activities. You will also find links to Passaic and Warren County Greenway websites. Stay in touch as we add more locations to our "must-see" list.



# Application Process



## PROJECT MAPS & SITE PHOTOS

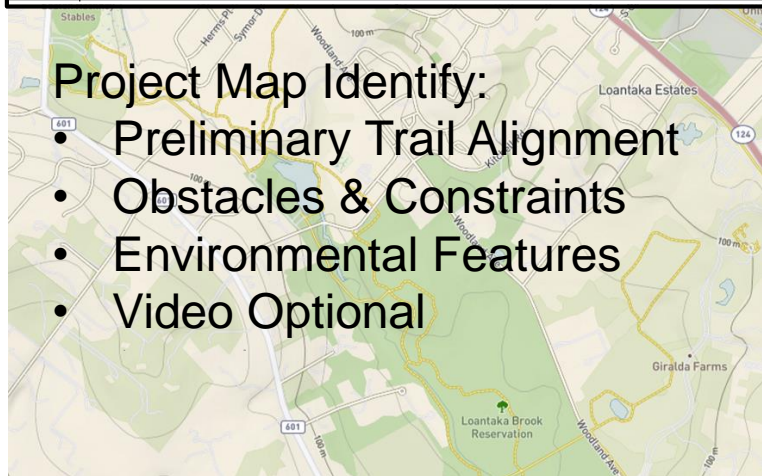
### 4) PROJECT MAPS & SITE PHOTOS

#### REQUIRED INFORMATION

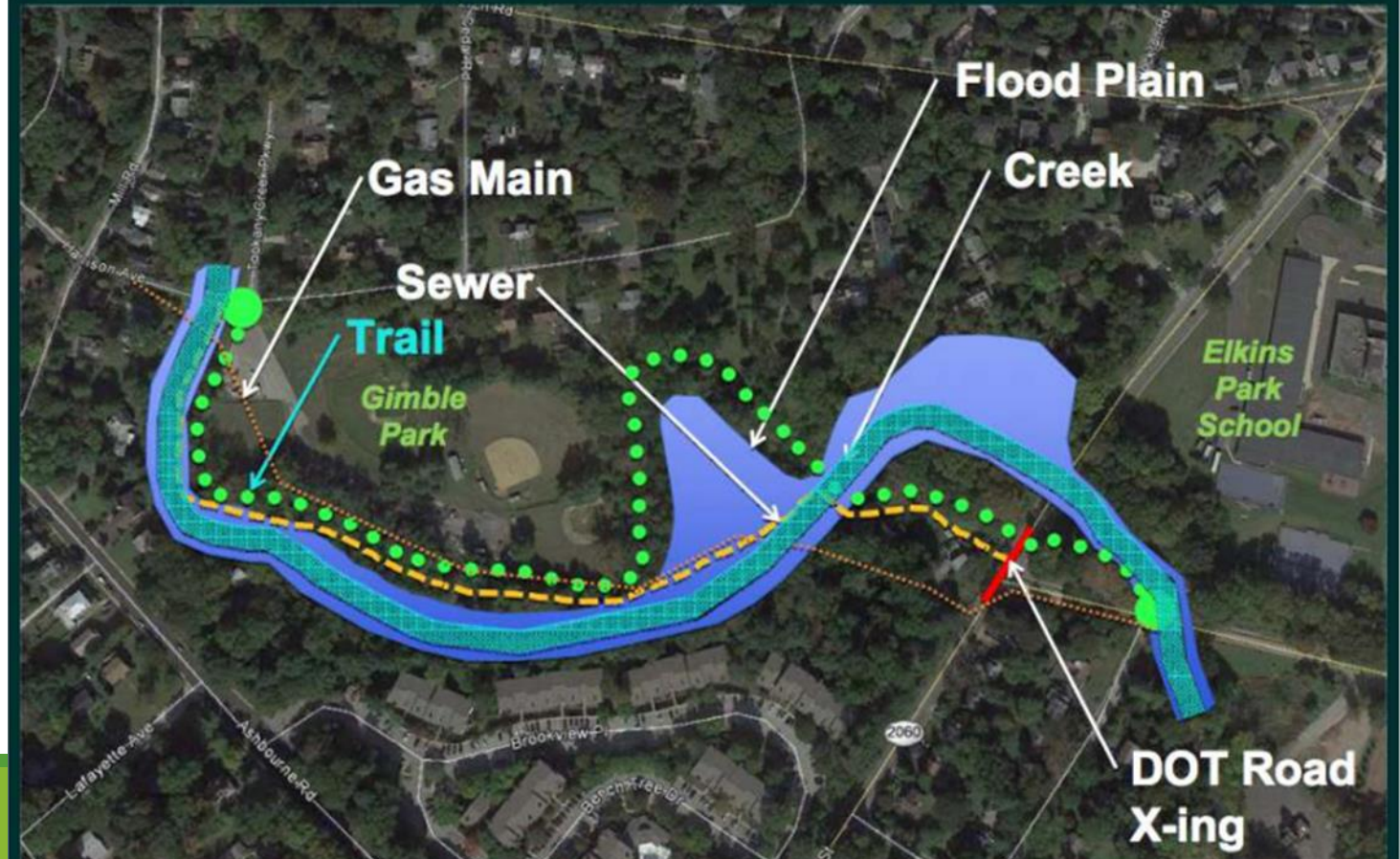
- a) Project Location Map (in color)
- b) NJDEP GeoWeb Database Map using Bureau of GIS (nj.gov)
- c) National Wetlands Inventory (using Natl. Wetlands Inventory usgs.gov)
- d) Project Location Photos – min. 6 w/captions

#### Project Map Identify:

- Preliminary Trail Alignment
- Obstacles & Constraints
- Environmental Features
- Video Optional



### Existing Conditions - Constraints



# Application Process



## PROJECT MAPS & SITE PHOTOS

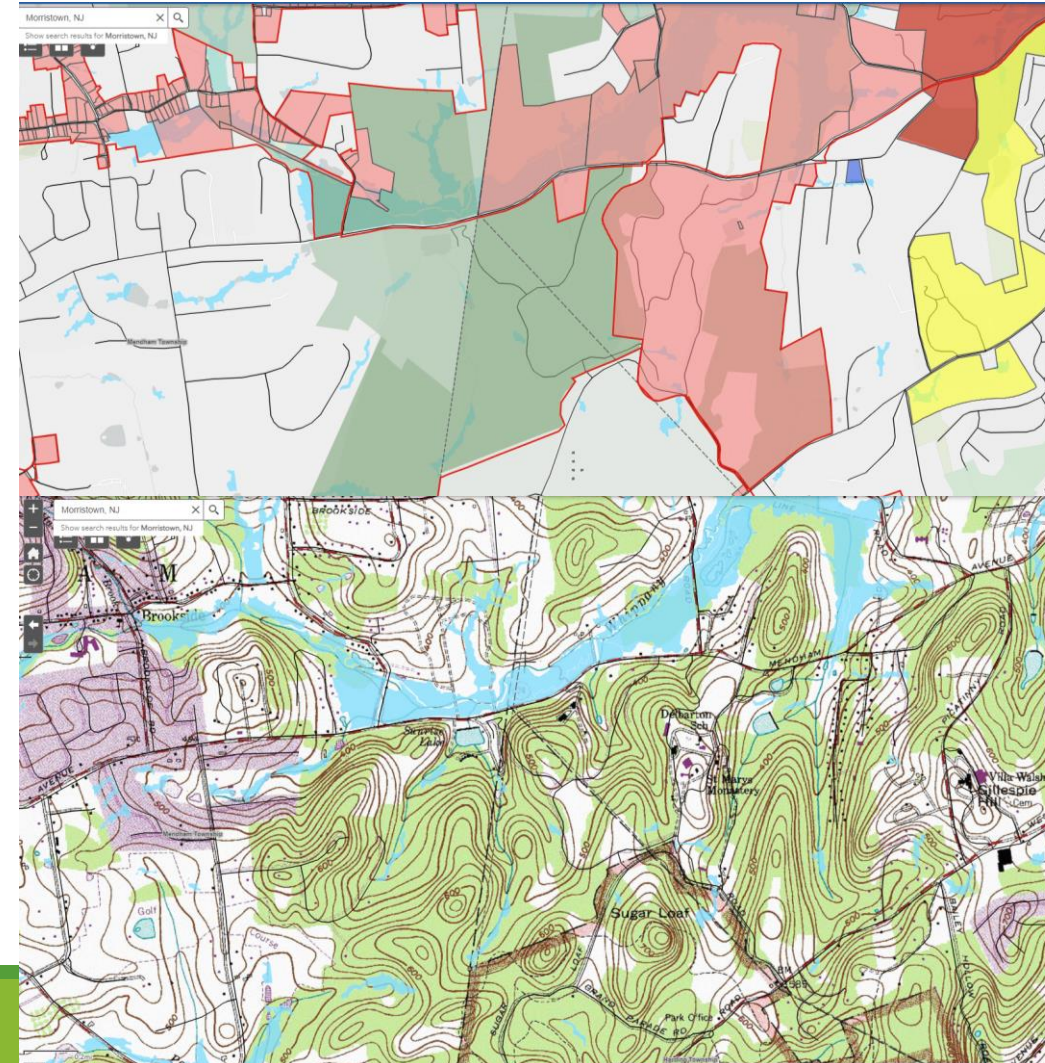
### 4) PROJECT MAPS & SITE PHOTOS

#### REQUIRED INFORMATION

- b) **NJDEP GeoWeb Database Map** – Using [Bureau of GIS \(nj.gov\)](http://Bureau of GIS (nj.gov)) as a resource, create a map of the project location and immediate surrounds. Include relevant data layers such as historic, environmental, natural and/or cultural resource that may impact the design and/or construction of the proposed trail project.
- c) **National Wetlands Inventory** – Using [National Wetlands Inventory \(usgs.gov\)](http://National Wetlands Inventory (usgs.gov)) as a resource, create a map of the project location and immediate surrounds to show designated wetland and riparian areas. Include the proposed trail on the map.
- d) **Project Location Photos** – Provide a minimum of 6 photos (with captions) highlighting existing features of the project location as described in Section 3. Include a key sheet noting specific location of each photo.

<https://www.nj.gov/dep/gis/geoweb splash.htm>

<https://tinyurl.com/5n84aap8>



# Application Process



## PROJECT FEASIBILITY

### 5) PROJECT FEASIBILITY

#### REQUIRED INFORMATION

- a) Will project impact streams, rivers, lakes, etc.?
  - i. If yes, is this an area regulated by NJDEP?
- b) Will project be built in area of slopes exceeding 12%?
  - i. If yes, identify areas of steep slopes (12% or above) within the project area.
- c) Are there additional existing environmental constraints located in the project area not listed above?
- d) What is the proposed square footage of the proposed trail?
- \*\*\*\* e) Separate from the trail, provide the estimated square feet of the proposed developed areas such as parking, trailheads, etc.
  - i. Does the combined total of items d & e (above) exceed ¼ acre?
  - ii. If yes, does the design proposal in Section 6 include a task for stormwater management?
  - iii. If no, explain generally how drainage will be handled.
- f) Identify all permits anticipated to complete the design of the proposed trail project.



\*\*\*\* Maximum Funding of Trailhead/Parking Areas = 5,000 SF

# Application Process



## DESIGN PROPOSAL, FEE & SCHEDULE

### Tree Location Survey

FPA will perform a tree location survey in the area immediately adjacent to the proposed pathway to determine if trees will need to be removed to accommodate the proposed pathway layout. Tree will be located by our surveyor including there species and approximately diameter.

### Design Documents

#### Concept Plan Preparation

FPA will prepare a conceptual layout plan illustrating the entrance from Tempe Wick Road, parking layout, and the trails that will lead up to Dos Passos Pond. This plan will utilize the base topographic survey to be obtained by our office and readily available existing conditions mapping that will demonstrate environmental concerns and eventual NJDEP permitting.

#### Environmental Permitting

This task will include all the environmental services including research, correspondence, and reports as well as all the engineering design tasks to prepare necessary plans, calculations, application forms, and reports for the project in accordance with the NJDEP requirements in order to obtain the Flood Hazard Area and Freshwater Wetlands permits.

#### A. Wetlands Evaluation

One of FPA's New Jersey certified wetland experts will visit the property to perform an evaluation of the anticipated area of disturbance and surrounding areas. The limit of freshwater wetlands and waters of the U.S. (State Open Waters) will be identified in the field, if any. A review of the NJDEP GeoWeb mapping indicates that there are wetlands within the area of the project associated with the C-1 stream that traverses the site, but this will need to be verified by the NJDEP.

#### B. Flood Hazard Area Verification

The Passaic River traverses the property in the vicinity or the proposed improvements and the existing pond. The Passaic River has been studied to an area just west of Dos Passos Pond and has an influence on the area of the proposed improvements. In addition to the wetlands, the Passaic River is designated a C-1 stream which has a 300' wide riparian buffer associated with it. We will utilize the information proved by the study for any flood elevation that may be necessary for the project. It is not anticipated that a flood study or flood calculations will be required.

#### C. NJDEP Preapplication Meeting

Once the conceptual plan is prepared, FPA will prepare an application to the NJDEP requesting a Preapplication Meeting. The purpose of this meeting is to establish the appropriate permits that will need to be obtained for the project.

## Design Proposal/Services

*(Minimum Tasks-Adjust for Project Specific Needs)*

- Survey
- Environmental Permitting
- Stormwater Management
- Structural
- Construction Documents
- Bid Specifications
- Final Engineers Cost Estimate



# Application Process



## DESIGN PROPOSAL, FEE & SCHEDULE

### 6) DESIGN PROPOSAL, FEE & SCHEDULE

#### REQUIRED INFORMATION

- a) Design Proposal
- b) Design Fee
- c) Design Schedule

### **Not Acceptable**

**Total Design Fee = \$ 42,601.35**

- Surveying = \$ 7,500.00
- Wetlands Expert = \$ 12,000.00
- Engineering Fees = \$ 23,101.35

## Design Fee

- Task & Hourly Breakdown
- Line Item & Lump Sum Not Accepted

## Design Schedule

- 2-Years to Complete
- Extensions Available

# Application Process

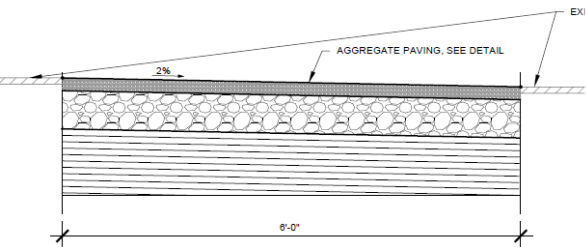
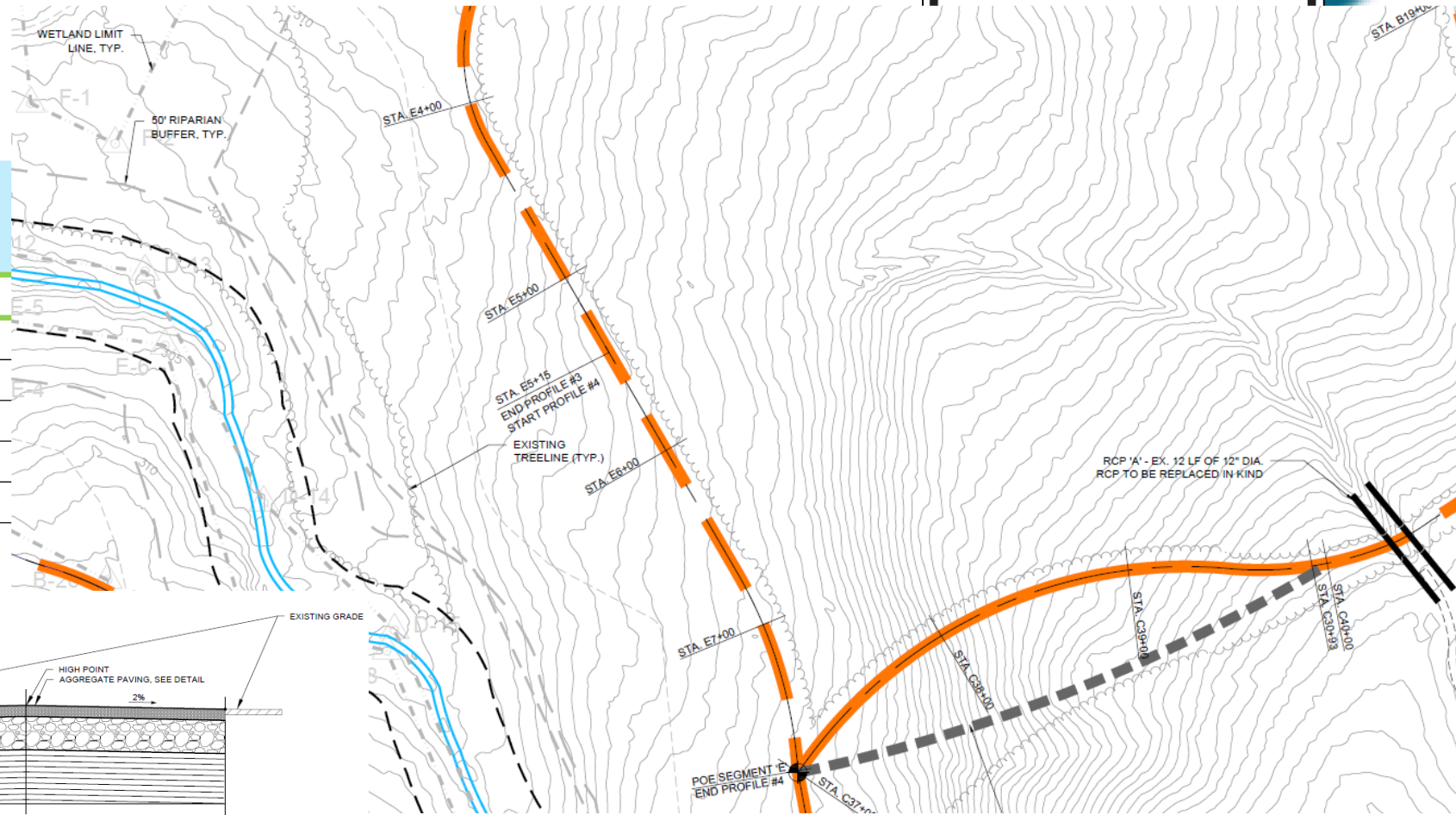


## CONSTRUCTION DOCUMENTS

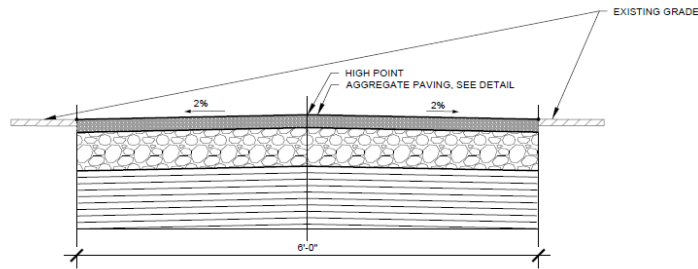
### 6) CONSTRUCTION DOCUMENTS

#### REQUIRED INFORMATION

- a) Final Design Plans
- b) Specifications
- c) Engineer's Construction Cost Estimate
- d) Permit Approvals
- e) Construction Schedule



4 6' AGGREGATE 2% CROSS SLOPE PROFILE



5 6' AGGREGATE 2% CROWN PROFILE

# Application Process



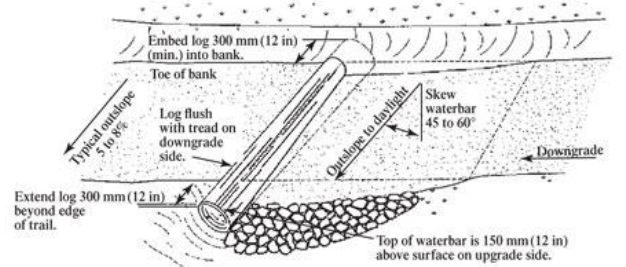
## CONSTRUCTION DOCUMENTS

### 6) CONSTRUCTION DOCUMENTS

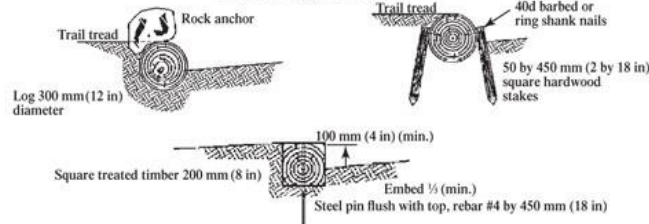
#### REQUIRED INFORMATION

- Final Design Plans
- Specifications
- Engineer's Construction Cost Estimate
- Permit Approvals
- Construction Schedule

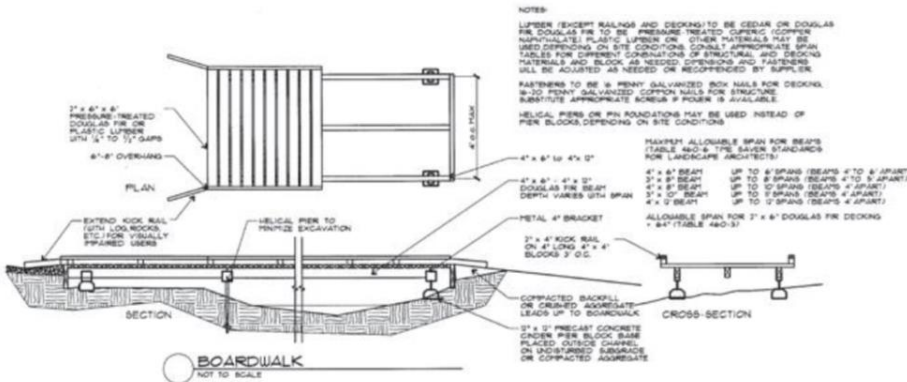
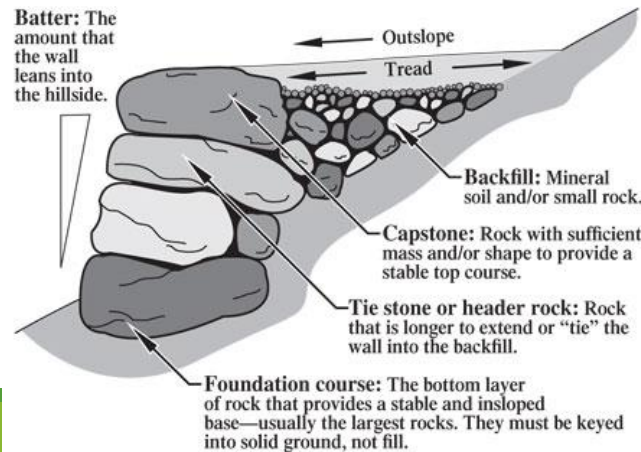
#### Log or Treated Timber Waterbar and Anchors



#### Anchoring Methods



#### Rock Retaining Wall Terminology



BEFORE

AFTER

# Application Process



## CONSTRUCTION DOCUMENTS

### 6) CONSTRUCTION DOCUMENTS

#### REQUIRED INFORMATION

- a) Final Design Plans
- b) Specifications
- c) Engineer's Construction Cost Estimate
- d) Permit Approvals
- e) Construction Schedule

NJDOT SPEC	ITEM #	DESCRIPTION	UNIT	QUANTITY
201	1	CLEARING SITE, SECTION "A"	L.S.	1
201	2	CLEARING SITE, SECTION "B" & "C"	L.S.	1
302	3	3" ROAD STONE INSTALLED (IF AND WHERE DIRECTED)	C.Y.	100
606	4	STEEL FOOTBRIDGE, 5' WIDE	UNIT	2
601	5	SHALLOW UNDERDRAIN, 6" DIAMETER, DOUBLE-WALL HDPE PIPE (INSTALLED IF AND WHERE DIRECTED DURING STONE WALKWAY EXCAVATION)	LF.	650
606	6	STONE WALKWAY, 5' WIDE - 6" DGA, 2" STONE DUST	S.Y.	1260
612	7	SIGN, GUIDE, FURNISHED AND INSTALLED ON SIGN POST	UNIT	6
612	8	SIGNS, TRAIL MARKERS, FURNISHED AND INSTALLED ON SIGN POST	UNIT	12
804	9	TOPSOILING, SCREENED TOPSOIL, 4" THICK (IF AND WHERE DIRECTED)	S.Y.	756
806	10	FERTILIZING & SEEDING (MEADOW AND/OR WILDFLOWER MIX) AND STRAW AND MULCH (IF AND WHERE DIRECTED)	S.Y.	756

Engineer's Cost Estimate  
 at the Frelinghuysen Arboretum  
 Contract No. 65-19  
 Township, Morris County

Item	Description	Unit Price	Total
	Excavation	\$ 32,000.00	\$ 32,000.00
	Backfill	\$ 1,000.00	\$ 2,000.00
	Signposts, cones, flags, etc.	\$ 1,000.00	\$ 1,000.00
	Traffic directors	\$ 10,000.00	\$ 10,000.00
	Signposts	\$ 1.00	\$ 8,500.00
	Sign markers	\$ 4.00	\$ 4,600.00
	Topsoil per LF	\$ 10.00	\$ 70,000.00
	Topsoil directed	\$ 40.00	\$ 20,000.00
	Topsoil stockpile on site, per LF	\$ 20.00	\$ 15,000.00
	Earthwork - fine grading (new & existing trail to be resurfaced per specs), per SY	\$ 12.00	\$ 56,400.00
11	4300 Earthwork - fine grading (new & existing trail to be resurfaced per specs), per SY	\$ 12.00	\$ 51,600.00
12	3000 Milling (2" depth), per SY	\$ 1.50	\$ 4,500.00
13	450 Full depth asphalt removal, per SY	\$ 12.00	\$ 5,400.00
14	245 Paving - hot mix asphalt I-5 (1.5" depth) per ton	\$ 200.00	\$ 49,000.00
15	37 Paving - hot mix asphalt I-5 (1.5" depth) per ton, if and where directed	\$ 180.00	\$ 6,660.00

# Application Process



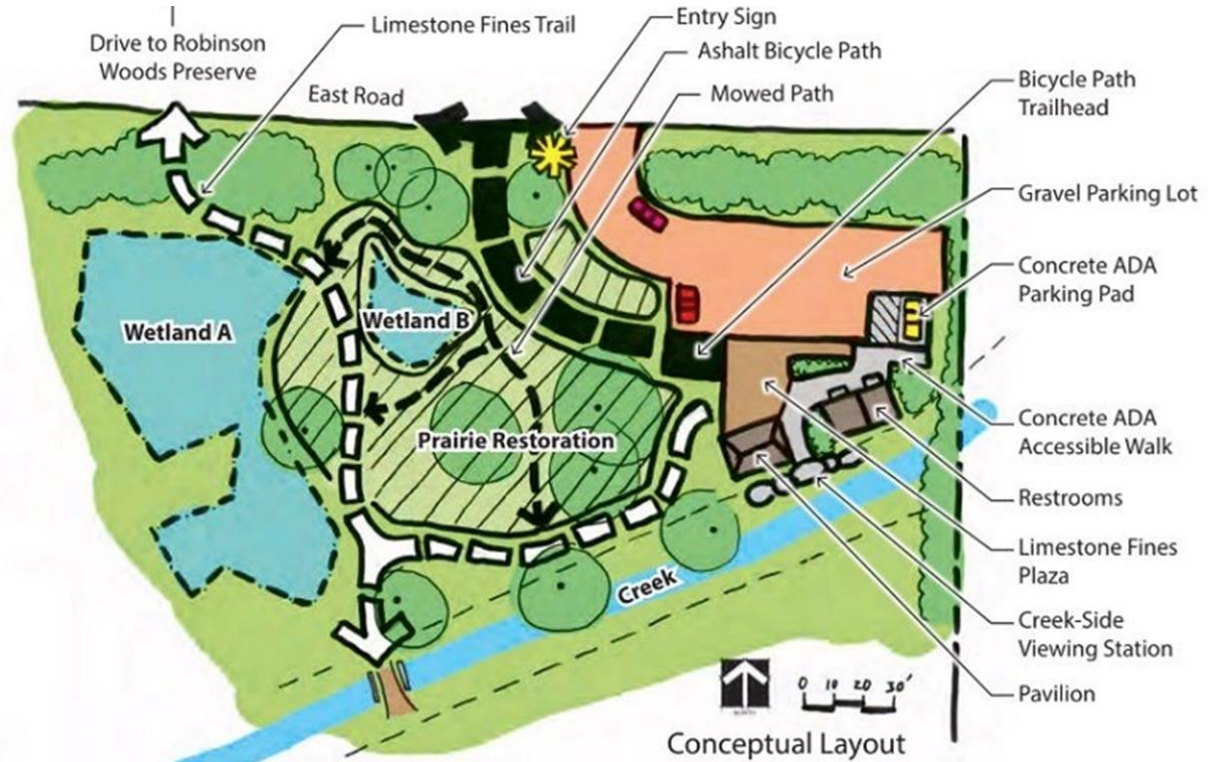
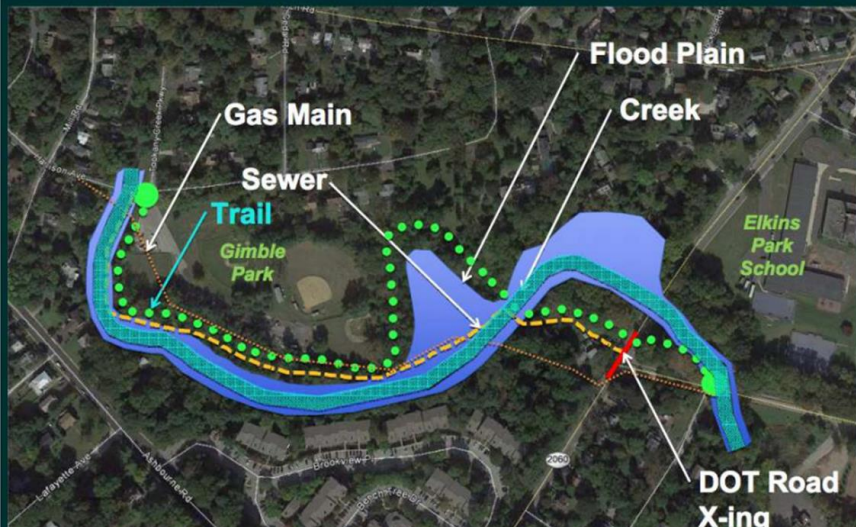
## PRELIMINARY CONSTRUCTION COSTS ESTIMATES

### 8) PRELIMINARY CONSTRUCTION COST

#### REQUIRED INFORMATION

##### a) Preliminary Construction Cost Est

#### Existing Conditions - Constraints



# Application Process



## FUNDING STRATEGY

### 9) FUNDING STRATEGY

#### REQUIRED INFORMATION

##### a) Matching Funds (20% minimum)

- i. Cash
- ii. Other Grants
- iii. In-kind Contribution
- iv. Indirect Services

##### b) Long-Term Funding

- a) **Matching Funds (20% minimum)** – Provide a description of how a minimum of 20% matching funds will be achieved. Multiple sources may apply.
  - i. If using cash, describe what specific funding source will be used.
  - ii. If other grant resources are being used to fulfill the required match, applicants must provide the name of the grant and awarding agency, along with a copy of the award letter verifying the amount of award with this application.
  - iii. If using in-kind services to fulfill required match, applicants must provide detailed description of services to be provided, manpower allocated and breakdown of associated costs. An “Evidence of Resource Commitment” letter must also be submitted with this application authorizing staff time and resources to be dedicated, as requested in Section 11b.
  - iv. If using indirect costs to fulfill required match, applicants must include a copy of the approved agreement, where the municipality authorizes specific professional services to be performed for the project, including associated fees.
- b) **Long-Term Funding** – provide a brief description of the anticipated strategy to fund the construction costs of the project being submitted with this application.

# Application Process



## TRAIL DESIGN INTENT

### 10) TRAIL DESIGN INTENT

#### REQUIRED INFORMATION

- a) Trail Class
- b) Designated Use
- c) Surface Type
- d) Design Features
- e) Design Standards

*Who are you designing/building trail for?*

#### a. Trail Class - select all that apply and include length

	CLASS TYPE	DESCRIPTION	LENGTH (feet/mile)
<input type="checkbox"/>	Trail Class 1:	Minimally Developed	
<input type="checkbox"/>	Trail Class 2:	Moderately Developed	
<input type="checkbox"/>	Trail Class 3:	Developed	
<input type="checkbox"/>	Trail Class 4:	Highly Developed	
<input type="checkbox"/>	Trail Class 5:	Fully Developed	

#### b. Designated Use - select all that apply

NON-MOTORIZED		MOTORIZED	
<input type="checkbox"/>	Pedestrian/Hiker	<input type="checkbox"/>	Motorized (off-road use)
<input type="checkbox"/>	Biking/Mountain Biking	<input type="checkbox"/>	ATV (all-terrain vehicle or quad)
<input type="checkbox"/>	Equestrian	<input type="checkbox"/>	Off Highway Vehicle (OHV-jeeps, etc.)
<input type="checkbox"/>	Mixed Use		

#### c. Surface Type - select all that apply

IMPERVIOUS SURFACE		POROUS SURFACE	
TYPE	LENGTH (feet/mile)	TYPE	LENGTH (feet/mile)
Concrete		Wood Chips/Mulch	
Asphalt		Gravel/Stone Dust	
Boardwalk		Native Soil	
Other		Porous Pavement	

#### d. Design Features

FEATURE	
Trail Width (inches/feet)	
Target Grade (percent)	0.00%
Clearing Width (feet/inches)	
Shoulder Width (feet/inches)	



# Application Process



## TRAIL DESIGN INTENT



### Trail Design Parameters

*Hiker/Pedestrian* (FSH 2309.18, Section 23.11, Exhibit 01)

Design Parameters are technical guidelines for the survey, design, construction, maintenance, and assessment of National Forest System trails, based on their Designed Use and Trail Class and consistent with their management intent.<sup>1</sup> Local deviations from any Design Parameter may be established based on trail-specific conditions, topography, or other factors, provided that the deviations are consistent with the general intent of the applicable Trail Class.

### 10) TRAIL DESIGN INTENT

Designed Use HIKER/PEDESTRIAN		Trail Class 1	Trail Class 2	Trail Class 3 <sup>2</sup>	Trail Class 4 <sup>2</sup>	Trail Class 5 <sup>2</sup>	
<b>REQUIRED INFORMATION</b>	<b>Design Tread Width</b>	Wilderness (Single Lane)	0" – 12"	6" – 18"	12" – 24" Exception: may be 36" – 48" at steep side slopes	18" – 24" Exception: may be 36" – 48" at steep side slopes	Not applicable
	a) Trail Class	Non-Wilderness (Single Lane)	0" – 12"	6" – 18"	18" – 36"	24" – 60"	36" – 72"
	b) Designated Use	Non-Wilderness (Double Lane)	36"	36"	36" – 60"	48" – 72"	72" – 120"
	c) Surface Type	Structures (Minimum Width)	18"	18"	18"	36"	36"
d) Design Features	<b>Design Surface<sup>3</sup></b>	Type	Native, ungraded May be continuously rough	Native, limited grading May be continuously rough	Native, with some onsite borrow or imported material where needed for stabilization and occasional grading Intermittently rough	Native with improved sections of borrow or imported material, and routine grading Minor roughness	Likely imported material, and routine grading Uniform, firm, and stable
e) Design Standards		Protrusions	≤ 24" Likely common and continuous	≤ 6" May be common and continuous	≤ 3" May be common, not continuous	≤ 3" Uncommon, not continuous	No protrusions
		Obstacles (Maximum Height)	24"	14"	10"	8"	No obstacles
	<b>Design Grade<sup>3</sup></b>	Target Grade	5% – 25%	5% – 18%	3% – 12%	2% – 10%	2% – 5%
		Short Pitch Maximum	40%	35%	25%	15%	5% FSTAG: 5% – 12% <sup>2</sup>
		Maximum Pitch Density	20% – 40% of trail	20% – 30% of trail	10% – 20% of trail	5% – 20% of trail	0% – 5% of trail

*What design standards are being used?*



# Application Process



## TRAIL DESIGN INTENT

### 10) TRAIL DESIGN INTENT

#### REQUIRED INFORMATION

- a) Trail Class
- b) Designated Use
- c) Surface Type
- d) Design Features
- e) Design Standards

***What design standards are being used?***



# Application Process



## SUPPORT DOCUMENTATION

### 11) SUPPORT DOCUMENTATION

#### REQUIRED INFORMATION

- \*\*\*\* a) Governing Body Resolution
- b) Evidence of Resource Commitment
- c) Agency Authorization

***Application Requires Resolution of Support***

a) **Governing Body Resolution** – Provide a Governing Body Resolution supporting the advancement of the design for the proposed trail project and approval to apply to the Morris County Trail Construction Grant. The Resolution shall include an acknowledgement that the municipality is responsible to provide advanced funding of the entire project, and that the grant will be distributed as a reimbursement upon the satisfactory completion of construction documents. [Microsoft Word - Sample Resolution.docx \(morriscountynj.gov\)](#)

b) **Evidence of Resource Commitment** – If applicable, provide an “Evidence of Resource Commitment” letter endorsed by an official agent for all groups, agencies, and entities providing in-kind services to complete the project. The letter shall outline what specific services will be provided along with estimated costs associated with these services. This shall be consistent with the information outlined in Section 4 of this application.

This includes letters from managers of internal divisions expected to complete work on the project such as engineers, DPW and/or maintenance crews, etc.

c) **Agency Authorization** – If applicable, provide a letter from the agency of ownership confirming approval to allow the proposed trail to cross a public road/public right-of-way.

# Application

## DESIGN & PERMITTING or CONSTRUCTION

- Application (submit)
- Instructions
- Checklist

### Website:

[Trail Construction Grant Program –  
Morris County, NJ \(morriscountynj.gov\)](https://www.morriscountynj.gov)

2024 MORRIS COUNTY TRAIL CONSTRUCTION GRANT

### CHECKLIST - 2023 DESIGN APPLICATION

PROJECT NAME: \_\_\_\_\_

NAME OF PREPARER: \_\_\_\_\_

DATE: \_\_\_\_\_

#### 1) APPLICANT INFORMATION & SIGNATURES

REQUIRED INFORMATION	COMPLETE	COMMENT
a) Name of Project	YES	
b) Municipal Contact Info. & Signature	YES	
c) Project Designer Contact Info. & Signature	YES	
d) Mayor's Contact Info. & Signature	YES	

#### 2) PROJECT TYPE

REQUIRED INFORMATION	COMPLETE	COMMENT
2.1) Major Construction	YES	
a) New Construction – design new trail facility	YES	
b) Trail Enhancement – improve existing trail, increase capacity and/or access	YES	

#### 3) PROJECT DESCRIPTION

REQUIRED INFORMATION	COMPLETE	COMMENT
a) Description of project goals and objectives	YES	
b) Meets accessibility standards (Title II, PROWAG, ADA)	YES	
c) Provides access to major destinations such as significant natural, cultural or historic features	YES	
d) Accommodates multiple trail user types	YES	
e) Connects with existing trail network (local, regional, State and/or Federal)	YES	
f) Provides logical terminus	YES	
g) Consistent with short and long-term planning goals and municipal, County or State initiatives	YES	
h) Project is of regional significance	YES	
i) Demand (TRAIL ENHANCEMENT ONLY): increases capacity and/or ADA access	YES	

# Resources

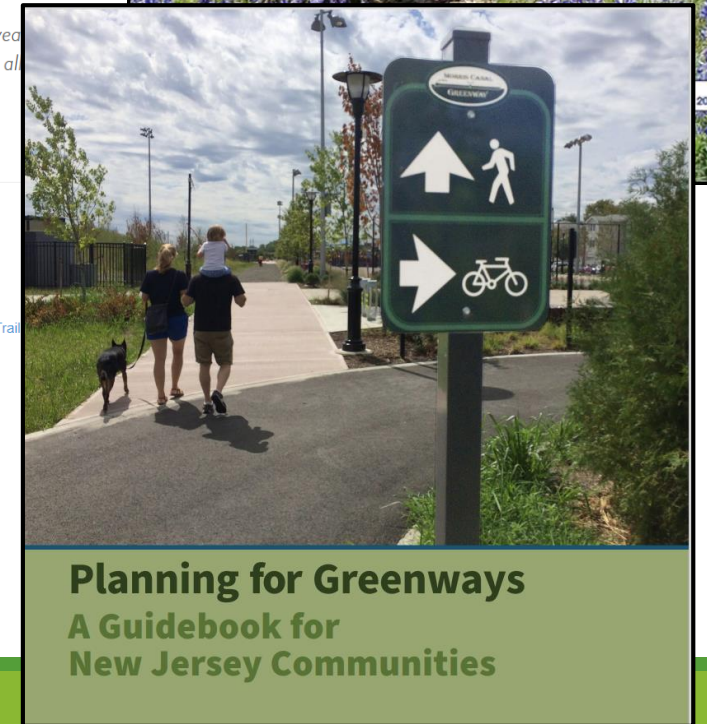
## PROGRAM RESOURCES

- Best Practices
- Means & Methods
- Education

### Website:

[Trail Construction Grant Program – Morris County, NJ \(morriscountynj.gov\)](http://morriscountynj.gov)

**2024 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM**



# 2024 Schedule



- **Pre-Application Meetings:** May - July 12, 2024
- **Letter of Intent:** Friday June 28, 2024
- **Applications Due:** Wednesday July 31, 2024 (Full Application) *Requires Resolution*
- **Application Review:** August – September 2024
- **Application Review with Committee:** Mid to Late September 2024
- **Committee Deliberations:** October, 2024
- **Committee Recommendations:** November, 2024
- **County Commissioners Announce Awards:** December, 2024

# Design Grants



## DESIGN REVIEW DEADLINE

### 2024 Construction Funding Cycle

**May 31, 2024** - 60% documents must be delivered to Program Staff for review and comment  
**June 28, 2024** – 100% documents delivered to Program Staff and received final approvals

### 2025 Construction Funding Cycle

**February 7, 2025** – 60% documents must be delivered to Program Staff for review and comment  
**April 11, 2025** - 100% documents delivered to Program Staff and received final approvals

# Evaluation Process

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## CLOSED/QUIET PERIOD

- Once Applications Close
- August to December
- No correspondence unless requested

# Evaluation Process

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## Program Administration

- Meets basic requirements
- Onus is on applicant for clarity & completeness

## Technical Review

- Consulting Engineer
- Summary of Comments/Questions



# Evaluation Process

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## Applicant Q & A

- Provide response to Technical Review
- Revised materials will be limited

## Closed/Quiet Period

- Once Applications Close
- August to December
- No correspondence unless requested

# Evaluation Process

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## Trail Program Advisory Committee Review

- Evaluation Criteria (Guidelines)
- Project Readiness & Understanding
- Question & Answer
- Deliberations
- Recommendations to County Commissioners

# 2024 Schedule

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- **Pre-Application Meetings:** May - July 12, 2024
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# Lessons Learned

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## Don't Rush Application

- Complete Feasibility Assessment
- Understand Needs & Costs
- Meet with NJDEP
- More than a Desktop Exercise
- Ask for What Your Project Needs

# Lessons Learned

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## Don't Rush Application

- Design it Right the First Time
- Find Out Who the Users Are
- No Additional Funds Awarded
- 20-Year Requirement for Maintenance
- Ask for What Your Project Needs

# Application Process

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- 1. LETTER OF INTENT (Friday June 30)**
- 2. APPLICATION (Friday July 29)**

## Website:

[Trail Construction Grant Program – Morris County, NJ \(morriscountynj.gov\)](http://morriscountynj.gov)

**2024 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM**

# Application Process

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**CONTACT:**

Denise Chaplick,  
Program Administrator  
(973) 326-7605

**CONTACT:**

Karl Klingener,  
Special Projects Manager  
(862) 325-7739

[MCTrailGrantProgram@Morrisparks.net](mailto:MCTrailGrantProgram@Morrisparks.net)

**Website:**

[Trail Construction Grant Program – Morris County, NJ \(morriscountynj.gov\)](http://morriscountynj.gov)

**2024 MORRIS COUNTY TRAIL CONSTRUCTION GRANT PROGRAM**