



TRAIL WORK APPLICATION PROCESS

WHAT?

If you are looking to build a new trail, or modify an existing trail in the Fernie area, we ask you to read the below document in full, before submitting your proposal. As a reminder, no “significant trail work” can take place until permission has been given in writing by the FTA and the relevant landowner.

WHY?

Unauthorized trail work jeopardizes the FTA’s relationship with our local landowners. Such relationships are crucial to maintaining our access. Failure to follow this process jeopardizes trail access for everyone. Any unauthorized trail work will be decommissioned and reported to landowners – who may issue fines or take legal action against the offenders.

THE APPLICATION PROCESS IN BRIEF:

1. MAKE A PLAN – read this document in full to assist.
2. SUBMIT YOUR PLAN (using the online form)
3. TM&C COMMITTEE REVIEW
4. FTA EXECUTIVE & MANAGER REVIEW
5. LANDOWNER APPROVAL or DENIAL
6. START WORK

We thank you for taking the time to plan and apply. This process is critical to ensure our local trail network can be maintained and improved and continue to grow from strength to strength.

Thanks,
The Trail Maintenance & Construction (TM&C) Committee





STEP 1: MAKE A PLAN

We want to help you get your proposal approved! In order to assess your proposed trail work, the FTA will want to know details such as:

- Location of the work including a GPS track
- The type of work and how it will improve the network
- User groups that will benefit from the new work e.g. hike/bike/ski etc., summer/winter/both
- Difficulty rating of the proposed work
- An estimate of the cost of the project and resources you are asking for from the FTA
- What tools or machinery may be required e.g. excavator, chainsaw, brush saw, muck truck etc.
- How long you expect the project to take/ when you aim to be complete.

The maintenance committee uses a check list of about 50 possible criteria we may have to consider. Once you submit the basic details using the online form, we will come back to you with a shorter list of questions relevant to your project.

In making this plan, NO TRAIL WORK should begin. This should be a passive process where there are no modifications to the existing trail, ground, forest and/or vegetation. The proposed route should not be flagged.

If you have done something unauthorized, don't be scared to tell us! Reporting unauthorized work, and ceasing that work, will increase your chances of getting your proposal approved. It might not be too late to do it the right way.

AND...

During this phase, please also consider the potential cost of what you are proposing. The FTA is a Charity, who relies heavily on donations, Trails Pass revenue, and grants - to both maintain and improve existing trails and build new trails. Without ongoing support, we cannot sustain and develop our trail network. Check out our current fundraising initiatives, here: <https://fernietrailsalliance.com/get-involved/donate/>, to see how you can help.

STEP 2: SUBMIT YOUR PLAN

Once you have a plan, use the online form to submit full details.





STEP 3: TM&C COMMITTEE REVIEW

Provided you submitted a GPS file, we will identify who owns the land the proposed work is on and check landowner requests or restrictions.

We will begin to work through our checklist of about 50 possible criteria we may have to consider.

If your proposal is to change an existing trail, we will contact the original builder or the current trail champion to see if the changes align with the vision of that trail.

The Trail Manager will contact you to arrange a walk through of your proposed route to confirm GPS information and ask further questions relevant to your project.

At the next TM&C meeting following this walk through the committee will review and:

- Approve the plan as submitted*
- Approve the plan with amendments*
- Deny the proposed trail work (with explanation)

*PLEASE NOTE: Approval does not mean the trail is a go. The request will then need to be approved by the FTA Executive and Landowner(s).

STEP 4: FTA EXECUTIVE REVIEW

At the next FTA Board meeting following the TM&C decision, the FTA Executive will approve or deny the work and budget. We will be in touch to let you know this outcome!

STEP 5: LANDOWNER APPROVAL or DENIAL

If approved by the Executive, the FTA Manager will seek permission from the Landowner(s).

Sometimes Landowner approval takes time. It is important that **NO TRAIL WORK TAKES PLACE** during this time, as your application and continued trail access may be jeopardized.

If the Landowner approves the work, the FTA will advise you in writing that you may proceed with your proposed trail work (including any modifications required to your plan).

The final approval will come only from the FTA Manager. **NO ONE ELSE CAN GIVE YOU FINAL APPROVAL.**

You may also be advised that your proposal is denied, and the reasons why.





STEP 6: STARTING WORK

ONLY AFTER YOU'VE RECEIVED WRITTEN APPROVAL FROM THE FTA MANAGER, can you start your trail work.

The FTA wants to support you in the construction of your project! We have tools and machinery and can help organise work parties etc. if required.

During trail construction the FTA Trail Manager will visit to discuss trail design e.g. drainage and armoring tactics, and to check the flagged route follows that in the proposal. We will also need to check for things like invasive plants, endangered species or other possible concerns.

PLEASE NOTE: Renewal approval is required if you do not start within 12 months, or if you have not finished within the projected time frame.

THANKS!

Thanks for reaching out and following the above steps. It is so important that we, as a community, work together to ensure we retain the land access we have, in order to improve our trail network.

Kind Regards,
TM&C Committee

