**PROPOSAL PROCESS FOR NEW TRAILS (Revision 7; 1.8.19)**

Girdwood Trails Committee

**Identify** community and user-group need for new trail.

**Create** preliminary TMO and conceptual design.

**Obtain** land owner and/or land manager letter of support.

**Introduce** preliminary concept to

Girdwood Trails Committee.

 \*Map preliminary trail alignment.

**Create** TMO and proposed trail design.

 \*Create construction and design specifications.

 \*Describe typical trail cross sections.

\*Outline plan for future maintenance and

 long-term sustainability.

**Present** proposed trail design to

Girdwood Trails Committee.

(2 meetings minimum)

\*A subcommittee may be formed by GTC.

\*Land owner/manager shall be kept informed

 of trail plan progress by trail builder group.

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**Present** proposed trail design to Girdwood Land Use Committee.

(two meetings minimum)

**Present** proposed trail design to Girdwood Board of Supervisors.

(two meetings minimum)

**Review** of proposed trail design by MOA Planning Department.

If required by the MOA Planning Director (case by case basis),

review and hearing of project by Urban Design Commission.

**Presentation and Public Hearing** on easement request to Heritage Land Bank Advisory Committee.

(two meetings)

**Presentation and Public Hearing** at Anchorage Assembly

(two meetings)

 If approved:

**Obtain** all necessary permits:

 federal, state, and local.

 \*Secure 105% of funding for the project.

**Obtain** a Heritage Land Bank Early Entry Authorization

for trail construction.

\*Appoint a project manager to oversee

**Construct** the trail.

 construction.

 \*Land owner/land manager will designate a

 qualified inspector.

**Have final trail surveyed.**

Submit survey to MOA for approval and as the basis for the easement document recorded with the State of Alaska.

**Submit** copies of all paperwork to Girdwood Trails Committee via Girdwood Parks and Recreation.