

Table of Contents

Table of Contents

Acronyms and Abbreviations	1-1
1 Virginia Vision and Trail System	1-1
Connecting our CommonWealth	1-1
The Vision of Greenways and Trails for the Virginia Landscape	1-2
Greenways and Trails	1-2
Greenways and Trails Delineate Corridors	1-3
Greenway Types and Functions	1-5
Trail Types and Functions	1-6
Community Benefits of Greenways and Trails	1-11
2 Creating and Managing Greenway and Trail Organizations	2-1
Forming the Organization	2-1
Building, Strengthening, and Managing Your Organization	2-3
Greenway and Trail Ownership Alternatives	2-5
Obtaining and Using Public Input	2-6
Working with Landowners and Neighbors	2-8
Working with Public Officials and Non-Governmental Organizations	2-9
Marketing and Publicity	2-16
Finance and Funding	2-19
Continuing the Mission	2-22
3 Planning a Greenway or Trail	3-1
Developing a Concept Plan	3-1
Developing the Mission Statement	3-2
Meeting with Key Individuals	3-2
Starting the Planning Process	3-3
The Feasibility Study	3-4
The Master Plan	3-8
Presenting the Master Plan to the Public	3-10
Identifying Needed Facilities and Infrastructure	3-10
Enhancing Economic Benefits	3-11

4 Land Acquisition and Trail Development	4-1
<i>How to Use This Chapter.....</i>	1
Land Acquisition.....	2
<i>Acquisition of Rights-of-Way.....</i>	2
<i>Donation.....</i>	3
<i>Purchase.....</i>	3
<i>Fee-Simple Purchase.....</i>	3
<i>Bargain Sale.....</i>	3
<i>Right of First Refusal.....</i>	3
<i>Lease Purchase.....</i>	3
<i>Easements.....</i>	3
<i>Working With Railroads.....</i>	4
<i>Railbanking.....</i>	4
<i>Rails with Trails.....</i>	4
<i>Acquisition Procedures.....</i>	5
<i>Procedures for Acquiring Land.....</i>	5
Liability & Insurance Issues.....	9
<i>What is Liability and Who is Liable?.....</i>	9
<i>Mitigating Liability and Liability Concerns.....</i>	9
<i>Risk Management.....</i>	10
<i>Duty of Care & the Virginia Tort Claims Act.....</i>	10
<i>Recreational Use Statutes.....</i>	10
<i>Insurance.....</i>	10
Working with Design Professionals and Skilled Trail Practitioners.....	11
<i>When Do You Need Professional Assistance and What Type Do You Need?.....</i>	12
Getting It Built: Construction Documents, Permitting, and Bidding.....	13
<i>Determining Who Builds Your Trail.....</i>	13
<i>Construction Packages.....</i>	13
<i>Overview of Permitting and Regulatory Agencies.....</i>	14
<i>Environmental and Cultural Permits and Agencies</i>	14
<i>Construction Permits and Reviewing Agencies.....</i>	18
<i>Sending Your Project Out To Bid.....</i>	20
Trail Design.....	22
<i>Universally-Designed Trails.....</i>	22
<i>Laws, Standards, and Guidelines.....</i>	22
<i>Allowing Power-Driven Devices on Trails</i>	23
<i>Exemptions and Flexibility.....</i>	24
<i>Trail & Path Design Guidance for Universal Accessibility.....</i>	25
<i>Universally-Designed Trail and Path Amenities.....</i>	27
<i>Water Access & Boardwalks.....</i>	27
<i>Wildlife Viewing Areas.....</i>	27
<i>Signage.....</i>	28
<i>Universally-Designed Equestrian Amenities.....</i>	28
<i>Managing User Conflicts.....</i>	29

Education.....	30
Trail Design.....	30
Regulations.....	30
Discussions and Cooperation.....	31
<i>Environmental Considerations.....</i>	<i>32</i>
Preserving Vegetation.....	32
Invasive Alien Plants.....	34
Erosion & Sediment Control/Stormwater Management During Construction or Rehabilitation.....	35
Soils, Soil Surveys, and Topography.....	36
Working With A Geotechnical Engineer.....	38
Understanding Topography, Slopes, and Grades.....	38
Designing With Topography.....	39
Designing In Concert with Environmentally-Sensitive Areas.....	40
<i>Standard Trail Types and Surfaces.....</i>	<i>41</i>
Choosing A Trail Type.....	41
Choosing a Trail Surface.....	41
Motorized Trails for Off-Highway Vehicles.....	45
<i>Trailhead Guidance.....</i>	<i>48</i>
General Considerations.....	48
Location.....	48
Amenities.....	48
<i>Road Crossings.....</i>	<i>49</i>
Crosswalks.....	49
Tunnels & Underpasses.....	49
Bridges.....	50
<i>Trail and Path Amenities.....</i>	<i>51</i>
Signage.....	51
Pavement Markings.....	53
Art and Sculpture.....	53
Lighting.....	54
Amenity Guides.....	55
<i>Trail Standards Field Guides.....</i>	<i>66</i>
<i>Trail Construction Guidelines.....</i>	<i>101</i>
<i>Common Trail Construction Equipment.....</i>	<i>101</i>
<i>Dealing With Wet Soils.....</i>	<i>102</i>
Boardwalks, Turnpikes, Puncheons, and Footbridges.....	102
Soil Bridging.....	103
Over-excavation.....	103
Geosynthetics.....	103
<i>Rehabilitating Older and Damaged Trails and Paths</i>	<i>104</i>
Confirm Ownership and Right to Rehabilitate.....	104
Inventory and Assess Problems.....	104
Prioritize Issues.....	104
Temporary Trail Closures Due to Rehabilitation Work....	105
Common Rehabilitation Tasks.....	105
<i>Construction Cost Estimates.....</i>	

5 Trail Operations and Management 5-1

How to Use This Chapter.....1

Trail Operations and Management.....1

<i>Who Manages A Trail?.....</i>	<i>1</i>
<i>Operations and Maintenance Plan.....</i>	<i>2</i>
<i>Policing the Trail or Path.....</i>	<i>3</i>
<i>Risk Management Considerations.....</i>	<i>4</i>
<i>Using Technology to Enhance Risk Management.....</i>	<i>6</i>
<i>Enforcement of Rules and Regulations.....</i>	<i>7</i>
<i>Permanent Trail Closures</i>	<i>7</i>
<i>Temporary Trail Closures Due to Inclement Weather and Emergencies.....</i>	<i>7</i>
<i>Evacuation Procedures.....</i>	<i>8</i>
<i>Special Events and Maintenance Responsibilities.....</i>	<i>9</i>

Maintaining Your Trail.....10

<i>Who Should Perform Maintenance?.....</i>	<i>10</i>
<i>Tips for Working with Volunteers:.....</i>	<i>11</i>
<i>Tips for Municipal-run Maintenance:.....</i>	<i>12</i>
<i>Tips for Private Contractor Maintenance:.....</i>	<i>12</i>
<i>Maintenance Plans.....</i>	<i>13</i>
<i>Maintenance Tasks.....</i>	<i>13</i>
<i>Maintenance Priorities.....</i>	<i>14</i>
<i>Maintenance Schedules.....</i>	<i>14</i>
<i>Evaluation.....</i>	<i>15</i>
<i>Maintenance Budgets & Funding.....</i>	<i>15</i>
<i>Budgeting.....</i>	<i>15</i>
<i>Funding Sources.....</i>	<i>16</i>
<i>Cost Estimates.....</i>	<i>16</i>

Appendices (Original Toolbox)

Appendix I: Additional Information and Sample Sources

Appendix II: Sample Partner Profile

Appendix III: Sample Permission Form and Liability Waiver

Appendix IV: Sample Trail User Survey

Appendix V: A Community Value Survey

Appendix VI: Trail Use Rules and Regulations Guidelines

Appendix VII: Trail Assessment Form

Appendix VIII: Model Easement for a Trail

Appendix IX: Trail Construction Costs

Appendix X: Federal Highway Administration Funding for Bicycle and Pedestrian Projects

Appendix XI: Code of Virginia Section 29.1-509 The Liability Law

Appendix XII: Equine Documents

Appendix XIII: Managing Multiple Use Trail Conflict

Appendix XIV: Trail Log & Inspection Form

Appendix XV: Virginia Tort Claims Act

Appendix XVI: Recreational Use Statute

Appendix XVII: Rules of the Trail & Trail Etiquette Samples

Appendix XVIII: Trail Grade Calculation Details

Appendix XIX: Sample Bench Design

Appendix XX: Sample Kiosk Design
Appendix XXI: Sample Gate Design
Appendix XXII: Green Pages
Appendix XXIII: Bibliography

Appendices (Toolbox Update)

Chapter 4 Appendices

4-A Trail Construction Definitions
4-B Sample Easements
4-C Rail-with-Trail Proposals
4-D Environmental Screening Forms
4-E Recreation & Liability Laws
4-F Construction Personnel Decision Matrix
4-G Permitting Agency Contacts
4-H Sample Invitation to Bid
4-I In-Field Soil Tests
4-J Slope Equations
4-K Trail Type Decision Matrix
4-L Trail Surface Decision Matrix
4-M Sample Trail Construction Details
4-N Typical Construction Equipment
4-O Typical Construction Costs

Chapter 5 Appendices

5-A Sample Trail Log & Inspection Forms
5-B Sample Maintenance Schedules
5-C Typical Maintenance Costs