

7/11/2016

**PROJECT DESCRIPTION FOR
SAXON MULTI USE PARK
ESSEX VT 05462**

SUBMITTED BY: Fellowship of the Wheel
PO Box 1566 Williston VT 05495

CONTACT: Mickey Stone, Trail Director
Cpage3@aol.com, 802-355-6709

REGARDING: Site Plan for Saxon Hill Multi Use Park
Located south east of Saxon Rd from Rt 15 and due east of Thompson
Rd from Allen Martin Dr in Essex VT 05452
44°29-44°30 N to 73°01-73°03 coordinates

HISTORY: This multi-use hike and bike land was part of the Essex School District and other Abutters for over 15 years. Locals, hikers bikers all placed trails in this area 15-18 years ago with out any notification or approvals. The land was by many nearby homes and condos and was public and school land or that is what the locals thought. FOTW before it was really organized into a 501c3 put trails in there and improved the area. With a loose agreement with the town FOTW proceeded through the years to improve and put more trails in with the permission of the town of Essex.

But during this time there was never an official agreement, site plan or maps put on record. Since then other locals have installed "rogue trails and even some high end jumps for bikes. Parking is at a minimum, dangerous to folks on the road and bothersome to local homeowners. So the intent of this Site Plan Application is to get these trails on a map and on file officially with the Town of Essex so we can create a more controlled recreational area.

PROPOSAL: Generally, the proposal is to officially have FOTW maintain and steward the 90-acre parcel. In the future from 7/11/2016 if any trail changes need to be made, structures added to enhance the trails, signage or any major changes other than maintenance FOTW will notify and use the proper documentation with the Town of Essex to see if the project can be done.

Yearly regular maintenance includes:

- *removal of down tree on the trail
- *removal of debris on the trail
- *leaf removal twice a year spring and fall
- *maintaining trail tread to the subsoil layer so it is flat and not rutted out
- *trimming of foliage if it is in users way
- *making sure drainage and tread is out slopped so it does not hold water
- *existing berms are properly shaped and maintained
- *keeping existing wood structures up to date (replacement of bad wood)
- *update signage in kiosks and on trails for users

With the above seasonal work FOTW involves the community to help out what they ride/build and to gain new members. These dates are published on our website ahead of time. According to some preliminary discussion with Sharon Kelly we will notify the Town in May of what dates (approximately 6) we will be doing this so they can inform local townspeople. We also can give a yearly report to whomever on the years' maintenance. Any new projects will go through the proper applications or communications.

Changes and Additions:

- 1) The addition of 3 kiosks. One placed to the west side of the gated entrance off of Saxon Rd parking lot, not in the way of the entrance. It will have the updated map and contour lines, info on parking, info on general Town/FOTW relationship, tick info and necessary contacts. The Town will create this signage, with FOTW input according to our last correspondence.
- 2) The second Kiosk will be placed just to the west of the entrance to the trails on Lo Flo just off the road to the water tower. It will contain the above content in #1 excluding parking.
- 3) The third kiosk will be placed at the entrance to Freefall. It will explain the three lines and who they are appropriate for, safety information, SMART Style (accepted in ski industry and jump parks for safety and protocol).
- 4) The entire trail system will be signed with trails signs for location as well as any signage needed for leaving or entering the town property and any additional signage the Town wants. All current signage will be removed so as not to confuse users.
- 5) The Freefall jump line that was not put in by FOTW will be revamped, so the main trails heading down do not have the jump in its line but to the side so there is an easy non jumping main line that can be taken. The tabletop jump needs to have a table built under the jump lip so someone can roll over it and not fall (as discussed on our walk). 25x3x4 built as the other bridges in the area. 3-2x6 rails, 2x6 decking 25', and 4x4's to solidify/stabilize to the ground
The third jump to the west will be removed and moved back so it is lower and bikers cannot get excessive air on. Also, the landing will be further up and on an angle unlike the landing 40' below the jump. Once again as discussed on the walk.
The first line at the bottom runs in to a wet area due to ledge rock abutting up to the bottom. A 30 ft bridge needs to be built so as not to create a mud hole that is unsafe and not sustainable to the tread. This will be built with the same construction as the existing bridges in the area.

CURRENT PARKING: The main parking area for the Saxon is at the end of Saxon Rd. There is parking for about 12-15 vehicles depending on size. The town is aware of the

landowner to the east that has their driveway coming down to the middle of the lot. Speeding on the road and parking on the road have been seen in the past.

The other parking area was at the end of Thompson Drive approximately 3 spots plus people parked on the south side next to the curb. This has been removed from our website as parking. As you know there is a need for more ample parking for Saxon. If Thompson drive could get a parking area that would alleviate some of the traffic at Saxon road.

Memorandum

TO: Greg Duggan, Town Planner
Sharon Kelley, Zoning Administrator
Dana Hanley, Community Development Director
FROM: Dennis Lutz, PE, Public Works Director
DATE: 3 August 2016
SUBJECT: Fellowship of the Wheel – Saxon Hill Park Submittal

A review has been made of the submittal and the following comments apply:

Parking and Access Issues:

This portion of the submittal is not acceptable. The Town has constructed added parking spaces near the entrance to Saxon Hill Park off Saxon Hill Road. Approximately 13 to 15 cars can be parked now off-road without interfering with the ability of emergency vehicles to access the homes on this road or access to the park if emergency evacuation is needed.

The Fire Chief has recently designated the roadway along Saxon Hill Road as Fire Lanes and signs will shortly be erected that state: NO PARKING-FIRE LANE-TOWING ENFORCED. Once the signs go up and vehicles are found to be parking along the Town right of way outside the designated parking spaces, they will be towed. Because of current complaints on parking and a recent police and public works calls to open essentially a blocked roadway, this action must be taken.

Access to the park can be made via Thompson Drive and parking can be accommodated there through arrangements that Fellowship of the Wheel can make with existing unoccupied businesses in their parking lots. This is the recommended course of action. They could also approach the Town with a parking plan for Thompson Drive (generally from 100 feet west of the entrance to Autumn Harp to 100 feet east of Allen Martin Drive) providing their wheels are not in the travelled way or the vehicles are not parked over the paved walkway. When Al Senecal builds out the next portion of Thompson Drive, a parking area for the Saxon Hill Park will be provided.

At this time, expenditure of Town funds to widen Saxon Hill Road is not cost effective. The parking problem is being driven by the applicant and other parties due to the bike paths created/improved by the applicant. If the applicant is going to continue developing the site for mountain biking, they need to develop an appropriate parking and access plan. Their current submittal does not do this.

Other Issues:

Public Work interns recently walked the bike trails and identified a few issues that need to be addressed. This information is included as an attachment.

Sent
Fotw
ally, breg
8/30/16

Jennifer Booker

From: Brad Larose
Sent: Tuesday, August 30, 2016 12:33 PM
To: Jennifer Booker
Subject: RE: 95 Saxon Hill Road

Jenn -

The police department recommends that greater emphasis be placed on providing adequate parking on/off Thompson Drive. It is also recommended that the entrance to the park at the end of Thompson Drive be promoted as the main entrance to the park. Although a Fire Lane has been identified along Saxon Hill Road, there remains the risk of emergency vehicle access being restricted by those who violate the law. Certainly, vehicles parked in violation can be towed, however doing so requires time, time that could hamper public safety. The best approach is to redirect parking to Thompson Drive where a potential violation would likely cause much less risk to public safety.

Thanks.

Chief Bradley J. LaRose
Essex Police Department
145 Maple Street
Essex Junction, Vermont 05452
blarose@essex.org
(802) 857-0093 direct

-----Original Message-----

From: Jennifer Booker
Sent: Tuesday, August 30, 2016 11:40 AM
To: Allyson Vile; Charlie Cole; Brad Larose
Cc: Gregory Duggan
Subject: FW: 95 Saxon Hill Road

Need comments back on 95 Saxon Hill Road ASAP!
I have re attached the plans.

-----Original Message-----

From: Jennifer Booker
Sent: Thursday, July 21, 2016 1:00 PM
To: Charlie Cole
Subject: 95 Saxon Hill Road

Here is the Site Plan for Saxon Hill Multi Use Park located at 95 Saxon Hill Road.
Comments back by Aug 3, 2016 please

Greg Duggan, Planner
Town of Essex, 81 Main St.
Essex Junction, VT 05452
802-878-1343
gduggan@essex.org

Sent
Ally & FOW
8/30/16

Jennifer Booker

From: Gregory Duggan
Sent: Tuesday, August 30, 2016 2:22 PM
To: Jennifer Booker; Sharon Kelley
Subject: FW: 95 Saxon Hill Road

Greg Duggan, Planner
Town of Essex, 81 Main St.
Essex Junction, VT 05452
802-878-1343
gduggan@essex.org

From: Essex Fire Chief [<mailto:ccole183@comcast.net>]
Sent: Tuesday, August 30, 2016 2:21 PM
To: Gregory Duggan
Subject: Re: 95 Saxon Hill Road

Sounds good. Thank you.

Charles J. Cole, Chief
Essex Fire Department
www.essexfire.com

----- Original Message -----

From: Gregory Duggan
To: Charlie Cole
Sent: August 30, 2016 at 12:18 PM
Subject: RE: 95 Saxon Hill Road

That's the goal. If approved, they'll have to provide Ally with updates and management plans each year for her to approve before they do work.

GD

Greg Duggan, Planner
Town of Essex, 81 Main St.
Essex Junction, VT 05452
802-878-1343
gduggan@essex.org

From: Essex Fire Chief [<mailto:ccole183@comcast.net>]
Sent: Tuesday, August 30, 2016 12:28 PM
To: Gregory Duggan
Subject: Re: 95 Saxon Hill Road

My preference is that Ally ultimately be responsible and not this group. They could be allowed to fulfill the desires of the Rec department but this should remain the

responsibility of the town.

Sent Ally
FOW
8/30/16

Charles J. Cole, Chief
Essex Fire Department
www.essexfire.com

----- Original Message -----

From: Gregory Duggan
To: Charlie Cole, Jennifer Booker, Sharon Kelley, Allyson Vile
Sent: August 30, 2016 at 11:15 AM
Subject: RE: 95 Saxon Hill Road

Charlie,

Fellowship of the Wheel has been the trail stewards of the property for several years, dating back to when Mark Berry was in charge of Parks & Rec. They were to provide annual updates of trail maintenance, etc. to Parks and Rec. Parks and Rec is also supposed to provide updates to EJ School District, since the Town leases the property from the school. Both things happened for a couple years, informally, neither has happened since. (Not trying to assign blame anywhere, it seems to just be something that has fallen by the wayside many years ago.) We're trying to put something formal in place with this application, with conditions that will require FOTW to get updates to Ally each year before they do work.

GD

Greg Duggan, Planner
Town of Essex, 81 Main St.
Essex Junction, VT 05452
802-878-1343
gduggan@essex.org

From: Essex Fire Chief [<mailto:ccole183@comcast.net>]
Sent: Tuesday, August 30, 2016 12:11 PM
To: Gregory Duggan; Jennifer Booker
Subject: Re: 95 Saxon Hill Road

Who or what is FOTW and what do they do? I see nothing in here that explains their relationship to the Town. I am not in favor of turning control of this property over to an entity that does not answer to our Board.

Charles J. Cole, Chief
Essex Fire Department
www.essexfire.com

----- Original Message -----

From: Jennifer Booker
To: Allyson Vile, Charlie Cole, Brad Larose