

Trail Development Information for Project Sponsors

The Department of Business Tourism, Culture and Rural Development (BTCRD) recognizes the valuable contribution of walking and hiking trails to the tourism experience and towards active living for residents. In consultation with other departments and agencies, this information sheet has been drafted to inform trail stakeholders of the regulations and other requirements related to trail development activities in the province of Newfoundland and Labrador.

- **Crown Land** – As per the *Lands Act* all trails that use crown land **require** a Licence to Occupy (LTO). This includes trails within a municipality. Contact information for your Regional Lands office is below.
- **Provincial Archaeology Office** – As per the *Historic Resources Act* any plans for new trails or upgrades to existing trails that **have not** had prior approval from the Provincial Archaeology Office are to be referred to that office for review. As part of the LTO application, your trail will also be reviewed by archaeology.
- **Liability** – Your organization or committee **is** liable for issues related to any trails you construct or enhance. Municipally owned trails have liability insurance provided as per their insurance plan however most unincorporated towns and non profit groups who manage trails do not. It is recommended that trail owners / managers assess their trails and consider their responsibility to the public before promoting their trail(s).
- **Signage Policy** – Fingerboard signs permitted through the Department of Transportation and Works can provide direction to trail heads (i.e. parking areas). These signs are issued through a permit system and include the manufacture, installation and maintenance at an annual fee of \$141.25. Other permitted signs along provincial highways include off-site promotional signage, issued through a permit system by the Department of Government Services. Applications for both fingerboards and off-site promotional signs are available at Government Services Centres.
- **Trail Standards** – While no trail construction standards have been adopted by the province, existing provincial construction standards should be adhered too (for example. rise and run of steps). It is recommended that groups engage experienced trail designers, builders and project managers during construction. The technical skills obtained by trail workers as a result of professional expertise will contribute to a quality trail product and maintenance in the future. A well designed and built trail with expertise requires less maintenance. Consider using aggregate material instead of wood.
- **Trails developed as a Tourism and/or Recreational Product should consider:**
 - A commitment to ownership, ideally, a trails committee
 - Regional approach to development and promotion (collaborate with neighboring towns)
 - Trailhead facilities (parking, trail and route information, washrooms)
 - Safety services and communications (inform regional/local search and rescue of your trail)
 - Regular inspections (risk assessment plans, conducted by committee members)
- **Environmental Assessments** – As per Section 48 of the Environmental Assessment Regulations, 2003, under the *Environmental Protection Act*, trails more than 10 kilometres in length are required to be registered. Registration may also be required for trails that occur near sensitive areas or, as per Section 28 of the Regulations, for trails that will occur within 200 metres of a scheduled salmon river. Contact information attached.
- **Water Permit** – As per Section 48 of the *Water Resources Act*, a permit is required from the Department of Environment and Conservation's Water Investigations Section when construction is within 15 meters of a body of water (including wetland). A permit will also be required under Section 39 for any work within a Protected Water Supply Area. Contact information attached.

Regional Lands Offices

Crown Lands (Administration Division)

Howley Building (Higgins Line)

P.O. Box 8700
St. John's, NL A1B 4J6
Telephone: (709) 729-3085/2654 Fax: 729-6136/0726

Clarenville Office (Satellite office)

8 Myers Avenue, Suite 202
Clarenville, A5A 1T5
Telephone: (709) 466-4072 Fax: (709) 466-4020

Grand Falls-Windsor Office (Satellite office)

Provincial Building
3 Cromer Avenue
Grand Falls-Windsor, A2A 1W9
Telephone: (709) 292-4199 Fax: (709) 292-4276

Government Service Centres (Signage Inquiries)

Avalon Government Services Centre

5 Mews Place, P.O. Box 8700
St. John's, NL A1B 4J6
Telephone: (709) 729-3699 Fax: 709-729-7253

Central Government Service Centre

230 Airport Blvd. Fraser Mall,
P.O. Box 2222
Gander, NL A1V 2N9
Telephone (709) 256-1420 Fax (709) 256-1438

Labrador Government Services Centre

13 Churchill Street, Thomas Building
P. O. Box 3014, Stn. "B"
Happy Valley-Goose Bay, NL A0P 1E0
Telephone: (709) 896-5428/5430 Fax: (709) 896-9566

Environmental Assessment Contacts

St. John's (Headquarters)

P.O. Box 8700
St. John's, NL A1B 4J6
Telephone (toll-free): 1-800-563-6181
Telephone: (709) 729-4211
Fax: (709) 729-5518

Provincial Archaeology Office

St. John's (Headquarters)

P.O. Box 8700
St. John's, NL A1B 4J6
Telephone (toll-free): 1-800-563-6181
Telephone: (709) 729-2462 Fax: (709) 729- 0870

Water Resources Management Contacts

St. John's (Headquarters)

Confederation Building, 4th Floor, West Block
P.O. Box 8700
St. John's NL A1B 4J6
Telephone: (709) 729-2563
Fax: (709) 729-0320

Grand Falls-Windsor Regional Office

(Protected Water Supplies Only)

Provincial Building
3 Cromer Avenue
Grand Falls-Windsor NL A2A 1W9
Telephone: (709) 292-4220, Fax: (709) 292-4365

Western Regional Lands Office

Sir Richard Squires Building,
Mount Bernard Avenue
P. O. Box 2006,
Corner Brook, NL A2H 6J8
Telephone: (709) 637-2392 Fax: (709) 637-8032

Labrador Regional Lands Office

2 Tenth Street
P. O. Box 3014, Stn. "B"
Happy Valley-Goose Bay, NL A0P 1E0
Telephone: (709) 896-2488 Fax: (709) 896-9566

Central Regional Lands Office

Fraser Mall, P.O. Box 2222
Gander, NL A1V 2N9
Telephone: (709) 256-1400 Fax: (709) 256-1095

Western Government Services Centre

133 Riverside Drive
P.O. Box 2006, Noton Building
Corner Brook, NL A2H 6J8
Telephone: (709) 637-2200 Fax: 709-637-2905

Eastern Government Service Centre

2 Masonic Terrace
Clarenville, NL A5A 1N2
Telephone (709) 466-4060 Fax (709) 466-4070

Corner Brook Regional Office

P.O. Box 2006
3rd Floor, Noton Building
133 Riverside Drive
Corner Brook, NL A2H 6J8
Telephone: (709) 637-2375 Fax: 709-637-2541

Corner Brook Regional Office

133 Riverside Drive
P.O. Box 2006, Noton Building
Corner Brook, NL A2H 6J8
Telephone: (709) 637- 2542, Fax: (709) 637-2541