



Would like to zoom out briefly to share two broad observations about CPRD trails. Then zoom into some guidance for approaching trail projects.

Then dive deeper into the details of wayfinding and signage.

Finally, I'll leave you with a list of resources for further reading and reference.



Start with 2 broad observations about trails.

This community values trails.

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Clearest evidence is that you volunteered to be on this committee.

Large interest and turn out to volunteer for trails.

Frequent and passionate public comment.

Trail surveys show support for trails.



These are some of the key results of the 2023 community trail survey.



On the flip side of that support for trails is the fact that:

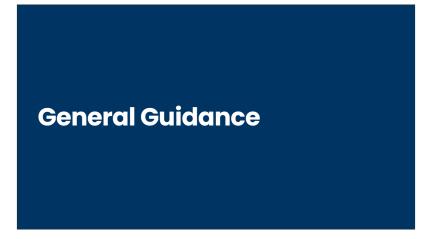
Train take time.

Ewing Young Park purchased in 1972.

Still working on getting approval to access and add trails to half of the park.

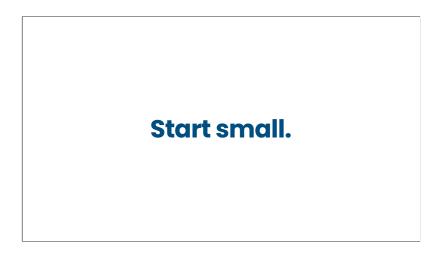
53 years!

Trails will also need your time. My experience was that for every hour of committee meeting there was at least 10-20 hours of research, reading, planning, and writing. May be more or less for you depending on what you're working on.



When I was preparing, I thought back to three years ago and asked myself, what advice would I give my past self about serving on the trail committee. I came up with three short pieces of general guidance.

These are just my experience, you may experience something different, but I hope you'll give them a try and test them against your own work and life experience to see if they're helpful.



start small.

How do you eat an elephant? One bite at a time.

ACTION: Talk with staff to identify a small project where you can score an early and easy win. Ewing Young, Gettman loop, or Schaad Park might be good places to get your toes wet with signage before taking on Rilee Park.

Plan slow to go fast.

Plan slow to go fast - Take some time at the start to understand the goals, challenges, and background of the situation. This will save you time in the long run. You'll be able to act more swiftly and with confidence once you fully understand the issue and have a good game plan.

ACTION: Ask lots of questions and read. Look outside of CPRD, talk to previous committee members, your network within the community, and dig deep into CPRD's records: Heritage Trail Plan, minutes, plans, etc.



Know when to go to a pro - Your first line of professionals to go to is CPRD staff. They're a passionate, knowledgeable, and talented group. And I've always found them extremely helpful. That said, there may be times when it pays for CPRD to pay someone with outside expertise to help.

ACTION: Inquire with staff to see what additional help they may need to move projects forward. Consider recommending that the board budget \$ to hire extra help where needed.



Wayfinding is the overarching term for maps, information, and signage needed to navigate trails.



The centerpiece of any wayfinding project is a well designed map.

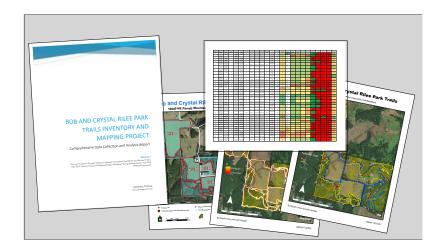
We need user-friendly maps of our trails as the first step toward installing signage.

Many off the needed signs at trailheads and major junctions will display a map.

It logically follows that a map needs to be developed and refined first before this signage can be made.



Current map comes from trail inventory and mapping project completed in 2023. Not intended as the final user-friendly map of the park.



Trail inventory identified 108 trail segments.

20 maps and 3 charts catalog details about trail width, height, surface, elevation, average grade, etc.

Merely an inventory or snapshot of the trails CPRD currently has.

General sentiment of the trail committee was that this information would be used to develop more user-friendly maps, perhaps as a result of the master plan at Rilee.

ACTION: Review this information and gather more to start drafting content for maps, signage, brochures, website, and trail mapping apps.



Some of the 108 trail segments as of end of 2023. Some things have changed since then and some things may change based on the master plan.

Trial segments are for assessment and planning purposes. Not for consumption by the general public. They will need to be combined to create trail routes.

ACTION: combine trail segment numbers in a logical way to create trail routes.

There's a big difference between a trail map of a simple loop and one with dozens of junctions. Simple maps and signage can likely be handled in-house. Rilee Park may call for contracting a professional designer or cartographer.

ACTION: Inquire with staff to see what additional help they may need to move the Rilee signage project forward. Consider recommending that the board budget \$ to hire extra help for wayfinding design, installation, or project management.



In addition to a map, you'll need a signage plan that shows the who, what, when, where, why and how of installing signage.

Where? Location and Positioning - GPS coordinates, how far from intersection, how far off of centerline or edge of trail? which side of trail, facing which direction? How deep? Is there a giant tree/rock where this sign is supposed to go

What? What information is on the sign?

Who? Who is going to install it?

When? When will it be installed?

How? How are you going to monitor the signs over time? Do they have unique ID numbers on each? What's their status?

Why? Why place a sign here rather than there or both places? More signs may make trails easier to navigate, but too many detract from nature.

Rilee Park is a large project. Starting with a smaller park could give you a chance to get familiar with the equipment and figure out any planning and logistics challenges before you jump into



The district is going to need a system to track the status of signage and trails in general. Your signage plan could turn into a tracking system that tracks:

Status: planned, located, installed, damaged, missing Unique Sign ID# - Which sign are we talking about?

GPS coordinates - Where is it located?

Content of sign: if it's damaged or missing, what do we put on a replacement?

Photo: what did it look like when installed? What does it look like now?

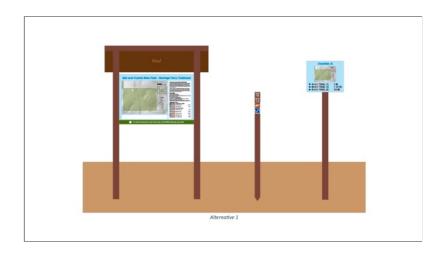
Installed/Assessed: when was it installed or last checked to make sure it's in place and

undamaged.



The trails committee researched and provided recommended options for district-wide signage standards.

Alternative 1 was adopted by the CPRD Board on 1/26/2023.



CPRD Signage Standards as adopted by the Board on 1/26/2023:

Trailhead Kiosk: Map and broad overview of trails, regulations, etc.

Fiberglass Reassurance Marker: placed at 1/4 mile intervals and at trail junctions

Metal Junction Sign: Placed at major trail junctions.



Signage "in the wild"

A Metal Junction Sign in place of a covered kiosk at a Ewing Young Park trailhead.



A list of resources you may find helpful for background information and

Heritage Trail Strategic and Master Plans

CPRD District Master Plan

Park Specific Master Plans

Community Trails Surveys (both)

Trail Inventories and Mapping

CHTAC recommendations, agendas and minutes

CPRD Board agendas and minutes

The following is a list of internal documents that will give you additional background. As I mentioned at your meeting, I do not believe there is a comprehensive listing of CPRD motions, policies, plans, and other board-adopted items. If you can't readily find these documents on the CPRD website, you could work with staff to help find them and make sure they're publish online. If you/they come up empty handed, feel free to reach out to me.

Heritage Trail Strategic and Master Plans (both)
CPRD District Master Plan
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USDA Sign and Poster Guidelines for Forest Service EM7100-15 Revised 2013

Guidelines for Providing Trail Information to People with Disabilities, Access Recreation 2020

The Intertwine Regional Trails Signage Guidelines 2012

USDA Sign and Poster Guidelines for Forest Service EM7100-15, Revised 2013 https://www.fs.usda.gov/Internet/FSE_DOCUMENTS/stelprd3810021.pdf CPRD's board-adopted Trail Signage Standards (1/26/2023) reference this "USFS signage guidelines" document. Of the 681 page

Document, the most pertinent section is "Chapter 5: Trail Signing". It provides a robust set of rules and procedures for designing and placing trail signs.

Guidelines for Providing Trail Information to People with Disabilities, Access Recreation 2020 https://www.accessrecreation.org/Trail_Guidelines/Title_page_files/
Trail%20Guidelines%20in%20PDF%202020.pdf

Access Recreation (https://www.accessrecreation.org) is a Portland, Oregon ad hoc committee that has developed guidelines for minimum information that should be provided about hiking trails and outdoor facilities, that would benefit hikers with disabilities, and which should be applied to agency websites, printed materials and at trail sites. These guidelines will help CPRD as it publishes trail information on its website.

Ready, Set, Plan: An introductory guide to trail planning and development https://www.oregontrailscoalition.org/trail-planning

The Oregon Trails Coalition developed this guide for anyone who wants to better understand trails planning, decision making, and trail project development. It emphasizes the importance of planning and helps volunteers and the general public understand why trail projects take time to

Tualatin Hills Park and Recreation District Signage Maintenance Standards

Bend Park and Recreation District Development and Design Standards 2024

Trail Design Guidelines for Portland's Park System 2009

Trail Signage Guidelines City Of San José Trail Program

While CPRD is not part of the following trail networks, it may be helpful to have an understanding of the signage standards of neighboring agencies and beyond. Here are a few...

The Intertwine Regional Trails Signage Guidelines 2012 https://www.railstotrails.org/resource-library/resources/the-intertwine-regional-trails-signage-guidelines/

This manual serves as a technical resource to guide parks and transportation agencies as they plan, design, and fabricate wayfinding signage along regional trails in the Portland-Vancouver metropolitan area. You may find the Process Flow Chart on page 1.04 helpful in developing your planning process for signage.

Tualatin Hills Park and Recreation District Signage Maintenance Standards https://www.thprd.org/pdfs2/signagemaintenancestandards.pdf

Trail Design Guidelines for Portland's Park System 2009 https://www.portland.gov/sites/default/files/2020-05/trail-design-guidelines-may-2009.pdf

Bend Park and Recreation District Development and Design Standards 2024 https://www.bendparksandrec.org/wp-content/uploads/2024/06/2024-PD-Development-Standards-1.pdf



