

Designation Application

Purpose and Contents



A relatively simple Designation Application provides enough story to determine if a given recreational facility meets the basic requirements for consideration of regional significance. The goal is to give entities in Greater Minnesota an opportunity to determine the viability of their park or trail's story before committing the resources to a more complete (and detailed) Master Plan.

This step includes an initial or baseline evaluation of the information provided by the applicant against the regional context (Section II) and defined criteria (Section III). Applicants should refer to those sections while developing their application.

Requirements:

- Submittal of the Commission's Application for Designation as a Regional Park or Trail in Greater Minnesota through the Commission's online Data Management System.
- Proposers should provide as much information as possible, but under this step are not required to provide an approved/adopted Unit Master Plan. Thorough use of narrative, photos and maps is encouraged.
- A fully executed Designation Application Resolution must be submitted with the application for each qualified partner agency.

Proposers should provide as much information as possible, including narrative, maps, pictures, and other information that clearly explains the facility to reviewers.

Application information must include the following components:

- General Facility Information: includes facility location information, contact information, and applicant information.
- Regional Significance Statement: A brief description of the regional significance of the park or trail, focusing on the intent, audience, amenities, and setting of the facility.
- Classification
- Description, including setting, land characteristics, special features, overview of users, provided facilities and programs, and how those characteristics fit into the basic regional context (see Section II of Strategic Plan).
- Size, development, and ownership status
- Listing of the current and proposed recreation facilities/amenities
- Site characteristics, particularly landforms or unique features (with maps and photographs)
- Classification criteria responses (see Section III of Strategic Plan) (with photographs)

The Commission reserves the right to return incomplete applications to the applicant for additional information. A regional context analysis of the facility may be completed by the Commission if determined necessary to inform the evaluation.

Outcome: Commission makes an initial determination of regional system eligibility – including providing an initial ranking of High/Medium/Low – so that the proposer has a sense of the general merit of the project. For Low ranking projects, the Commission informs proposer that the park or trail unit is not likely to be regionally significant and includes the rationale for making that determination.

For medium ranking projects, the Commission informs the proposer that the park and trail unit has some merit or potential for being regionally significant with summary comments about the facility's suitability or areas of weakness. The applicant is encouraged to apply again with an updated or improved concept and information for possible (but not guaranteed) improved ranking.

A High-ranking facility is deemed “Eligible for Designation” to the regional system upon successful evaluation of a qualified unit Master Plan.

High ranking facilities are **eligible for designation** and may submit a Master Plan, which builds upon the information in the Application. Plan submission can be done at the pace necessary for the agency to complete in a reasonable fashion. Should the agency so choose, the Master Plan can be submitted concurrently with the Application for simultaneous evaluation if the Designation Application ranks High.



Goats performing invasive species removal, Austin Jay C. Hormel Nature Center