

STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY AND FIRE PROTECTION
TIMBER HARVESTING PLAN FORM INSTRUCTIONS AND INFORMATION
January 2000

Preliminary Information

A. Use a computer or typewriter to prepare the form (if possible), or print the information in ink so that it is legible. The Timber Harvesting Plan (THP) will be returned if the form or maps are not readable or they do not make readable copies.

B. If the space provided is inadequate for an item, additional sheets are to be attached to the plan at the end of the appropriate section (I or II); or if submitting an electronic version, insert additional space for your answer.

C. In preparing the THP, remember that it serves three primary functions:

(1) to provide information the Director needs to determine that the proposed timber operation conforms to the rules of the Board of Forestry and Fire Protection (BOF); and

(2) to provide information and direction to the licensed timber operator (LTO) so that he/she can comply with the rules of the BOF; and

(3) to provide necessary project information to other agencies and the interested public for their review and comment.

D. The BOF rules are designed to allow Registered Professional Foresters (RPFs) to develop site-specific plans which meet both the needs of timber owners and the requirements of the act and rules. This is accomplished by allowing the RPF the latitude to develop alternative measures and prescriptions and to propose exceptions to the standard practices in the rules. Since the options are extensive, the rules should be reviewed when a THP is prepared.

E. All pages must be numbered at the bottom of the page sequentially, beginning with the first page of the THP as page 1. If an index is provided clearly label it THP Index and number index pages a, b, c, etc. Attach it just prior to page 1 of the THP. If pages are added or changed during the THP review or amendment process, the new or changed pages shall be clearly marked with a revision date at the bottom, next to the page number. Added pages shall be numbered using the decimal system i.e., 7, 7.1, 7.2, etc. Accompanying each plan revision, there must be an errata sheet instructing the Director on what is to be removed and inserted. The RPF has sole control over the contents of the THP. THPs not numbered correctly will be returned.

F. The Notice of Intent (NOI), Title 14 CCR 1032.7, is not a part of the THP. A NOI is necessary if any proposed plan boundary lies within 300 feet of any property not owned by the timberland owner. It should be submitted with the THP together with the required map and a mailing list of the adjacent property owners. It should be placed in front of the THP but not permanently affixed to the THP itself. Prepare the mailing list on mailing labels or in a format that facilitates mailing label production. NOI forms and mailing label formats are available from the California Department of Forestry and Fire Protection (CDF). The required location and vicinity map must be attached to the NOI. Pages shall be numbered sequentially 1, 2, 3, etc. For purposes of

accepting THPs for filing, the "latest equalized assessment roll" is that roll prepared annually by the county assessor, and becomes official each July 1. The counties also have an unofficial "roll being prepared" with more current information and its use is encouraged. The NOI must match the information in the THP and must contain:

- a. Name of timberland owner, plan submitter and RPF who prepared the plan.
- b. Location of the plan area by section, township and range, county, and distance from nearest community or landmark.
- c. Name of and distance from nearest perennial stream and major watercourse. Provide the name and distance shown on the most current USGS quadrangle map to the closest named watercourse flowing through or downstream from the plan site.
- d. Acres proposed to be harvested.
- e. The regeneration methods or intermediate treatments to be used.
- f. The estimated earliest date (specific date needed) that the Director may approve the plan. (15 days from receipt of the THP by CDF is the earliest possible date).
- g. A statement that the public may review the plan.
- h. A map showing the approximate boundary of the THP with legend and scale.
- i. A statement that questions or concerns regarding the plan should be directed to the appropriate CDF Region or Area Office.

G. The THP is divided into six sections:

- I. General information concerning persons involved, location and responsibilities.
- II. The Plan of Operations, which together with the Act and Rules, instructs the LTO on the conduct of operations.
- III. Supporting documentation that forms the basis that the RPF used in writing Section II.
- IV. The Cumulative Impacts Assessment.
- V. Attachments which do not fit elsewhere in the THP.
- VI. A confidential section that will not remain attached to the THP. CDF will make copies available to the agencies reviewing the THP which need to know the information.

H. The THP must be printed on one side of a page. Use only 8-1/2" by 11" paper and no colors, including maps. THPs that cover large areas may require several 8-1/2" by 11" maps to cover the entire area. The RPF is encouraged to supply a general location map showing individual map coverage. Larger maps with colors may be submitted for informative purposes but will not be part of the THP and cannot be used to meet THP requirements.

I. Before a THP is submitted to CDF, double check the THP to be sure it is complete and includes everything needed for communicating the requirements of the proposed timber operation to the Director, the timber operator, the timberland owner, the timber owner, other agencies and members of the public.

J. Only one copy of the THP, including attachments and maps, need be submitted to the CDF Region or Area Office, as listed below.

It is recommended that the person(s) submitting the plan retain a copy for their records. A photocopy will be returned when it is found in conformance, or if found not in conformance with legal requirements by the Director, the original THP will be returned. When more than one LTO is involved, the plan submitter shall provide each LTO with a copy of the THP.

Office Location for Timber Operations in:

California Department of
Forestry and Fire Protection
Forest Practice Program
135 Ridgway Avenue
Santa Rosa, CA 95401
(707) 576-2959

Humboldt, Del Norte, Mendocino,
Sonoma, Marin, Lake, Napa, Colusa,
San Mateo, Santa Cruz, Contra
Costa, Alameda, San Francisco,
Solano, Yolo, Santa Clara, and western Trinity
Counties

California Department of
Forestry and Fire Protection
Forest Practice Program
6105 Airport Road
Redding, CA 96002
(530) 224-2445

Siskiyou, Modoc, Shasta, eastern
Trinity, Lassen, Tehama, Glenn,
Butte, Sutter, Plumas, Yuba,
Sierra, Nevada, and Placer Counties

California Department of
Forestry and Fire Protection
Forest Practice Program
1234 East Shaw Avenue
Fresno, CA 93710
(559) 222-3714

E1 Dorado, Amador, Alpine,
Calaveras, Tuolumne, Mariposa,
Merced, Madera, Fresno, Kings,
San Benito, Monterey, Tulare, Kern,
Sacramento, San Joaquin, and Stanislaus Counties

California Department of
Forestry and Fire Protection
Forest Practice Program
2524 Mulberry Street
Riverside, CA 92501
(909) 782-4140

Ventura, Los Angeles, Orange,
San Bernardino, Riverside, Inyo,
Mono, San Diego, San Luis Obispo,
Santa Barbara, and Imperial Counties

**INSTRUCTIONS FOR COMPLETION OF A
TIMBER HARVESTING PLAN**

SECTION I

GENERAL INFORMATION

(If additional space is needed, attach numbered pages [3.1, 3.2, etc.] at end of each Section or add space if using a computer. Completion of a THP Table of Contents is strongly encouraged.)

Item

Heading: THP Name. Some plan submitters have a descriptive name they assign to a THP; now there is a place in the heading. In the CDF Forest Practice Database System, this field is called the "THP Description".

1. The timber owner is any person who owns commercial timber or timber rights, including Christmas tree rights, on his/her land or lands of another except a federal agency. Where there is more than one owner list all names and addresses. If there is a question of timber ownership regarding yield tax refer to Section 38104 of the Timber Yield Tax Law.
2. If the timberland owner is different from the timber owner-ship, list the name and address of the timberland owner(s). If it is the same, enter the word "same". If timber operations will occur on more than one timberland owner then all names and addresses must be provided, e.g. multiple owners, adjacent owners if using their skid trail or landing etc.
3. List the Licensed Timber Operator(s) (LTO) by the name shown on the LTO's license. List the license number(s). If there is more than one LTO, list each and indicate their responsibilities. If the LTO is unknown, enter the word "unknown". The information required here must be submitted prior to commencement of timber operations.
4. The Plan Submitter shall be a person who owns, leases, contracts, or operates on timberland to harvest timber for commercial purposes. **NOTE:** The plan submitter must be a person indicated in 1, 2, or 3 above and a signature is required in the space provided in Item 4. The plan submitter must sign the plan in the corresponding space. If the person submitting the plan is not the timber or timberland owner he/she must notify them by certified mail and certify that mailing to CDF.
5. List the responsible person to be contacted at the operation. This is the name of an individual who has decision-making authority and who is familiar with the operation. This person will accept legal documents on behalf of the LTO. No exception is allowed by the Act and rules. The information required here can and should be amended prior to commencement of timber operations. The RPF may indicate individuals in addition to the LTO who may wish to be contacted for inspections and/or receipt of documents, e.g. the landowner or property manager. The RPF must indicate who will be responsible for construction and maintenance of roads and

landings. Often, the LTO is responsible for construction and another person is responsible for maintenance, ref. Title 14 CCR 923.7 (943.7, 963.7) and 1050.

6. Indicate the date when timber operations will be expected to begin and the expected date when operations will be completed. The THP should be limited to that area on which timber operations normally will be completed in one 12-month period but shall not extend more than 36 months beyond the date of conformance. The effective period of operations, within the meaning of PRC Section 4590 and 4591, is that time interval between the dates when the THP becomes effective and completion of timber operations. Such period will not be deemed to begin until the THP is found to be in conformance or otherwise becomes effective. Review the rules for information on extending the effective period of a THP.

7. Indicate the forest district in which the operation is located. A THP must be limited to lands within a particular forest district. If the THP is also located in one of the special subdistricts, or an area with special regulations, such as in the Coastal Zone with or without a Special Treatment Area, indicate as appropriate.

8. Provide a legal description of the location of the timber operation. The description should show, as a minimum, the section, township, range, base and meridian. If the legal description is not complete enough to allow the Director to locate the timber operation on the ground, the THP may be denied. Assessor's parcel numbers are helpful as optional additional information. The acreage figure to be provided is the acreage planned for harvest, not the ownership acreage. Land area exterior to the harvest area used solely for appurtenant roads, skid trails or landings should not be included in acreage total, unless actual harvesting takes place. However, these locations should be included in the legal description and shown on the map. Total acreage shown in Item 8 should agree with the total acreage shown in Item 14 and the NOI. . Planning Watershed maps currently in use are the CALWATER Version 1.2. When the CALWATER Version 2.2 maps are available and distributed later this year (2000), CDF will notify RPFs and require the use of the revised maps; they will be available on the internet at <http://ice.ucdavis.edu> or <http://www.fire.ca.gov>. For those who cannot access the internet, help is available at most photocopy stores, public libraries, or those CDF Forest Practice Offices with internet access.

9. A Timberland Conversion Permit exempts the timber operation from the stocking requirements and the silvicultural requirements of the rules. The THP for a timberland conversion does not have to be prepared by an RPF. A THP for a conversion may be submitted concurrently with an application for a Timberland Conversion Permit, but the permit has to be approved and issued prior to final approval of the THP. If this THP is for the purpose of executing a conversion the conversion box should be checked in Item 14 and any specific mitigation contained in the conversion permit should be included in the appropriate item in Section II of the THP.

10. A Sustained Yield Plan (SYP) is optional and available to the timberland owner. If submitted, a SYP shall address issues of sustained timber production, fish and wildlife, and watershed impacts for a management unit which is larger than a THP. Once the issues are addressed in an approved SYP, they are duplicable to all THPs within the management unit. Indication of a submitted, but not approved, SYP allows large landowners to comply under option (c) for MSP. The effective period of an SYP is three years and two one-year extensions may be granted. See 14 CCR 1091.1.

11. a. Indicate if a THP or NTMP is on file for which a report of satisfactory stocking has not been issued by CDF. Normally, only one THP or NTMP may be in effect on an area at one time.

b. Indicate if there is a contiguous even aged unit with regeneration less than five years old or less than five feet tall. Ref. 14 CCR 913.1(933.1, 953.1)(a)(4).

12. Indicate yes if a NOI was required for this plan, submitted with the THP and posted on the site. See item F. of the preliminary information to these instructions for NOI requirements.

13. The RPF preparing the THP must indicate his/her name, registration number, address, and phone number in the space provided. The RPF must notify the submitter, timber owner and the timberland owner in writing of the THP and the requirements of the Act and Rules as specified in PRC 4582, 14 CCR 1032.7 (b), 1034 (p) and (u), and 1035.1 (b) of the Forest Practice Rules. If the submitter is not the timber or timberland owner, notification by the RPF to the landowner will serve to comply with PRC 4582 if it is done by certified mail. Copies of letters of notification should be included in Section V of the THP. The RPF must indicate who will supply the LTO with a copy of the THP. The RPF or his supervised designee must meet with the LTO prior to commencement of operations to advise of sensitive conditions and provisions of the THP (14 CCR 1035.2). The RPF preparing the THP must state what work has been completed as well as any remaining required work that requires an RPF beyond preparation of the THP (14 CCR 1035.1 a). The RPF may indicate work that was prepared by other RPFs or by professionals in fields other than Forestry. The RPF must indicate if the THP will or will not have a significant adverse impact on the environment. If the answer is positive the RPF must include in Section III why there are no feasible alternatives or mitigations available in a statement of overriding considerations. The RPF must sign the THP.

SECTION II

THE PLAN OF OPERATIONS

(If additional space is needed attach numbered pages at end of Section or if preparing THP electronically insert space as needed.)

This section is to be used to inform the LTO how the timber operation will be implemented on the ground. It must contain enough information to clearly inform the LTO of all operational procedures to be implemented. Information related to the choice of method, stand conditions and environmental effects are to be included in Section III.

14. Indicate the Silvicultural Method (Regeneration Methods, Intermediate Treatments, Special Prescriptions, or Alternative Prescription) to be employed as defined in the Forest Practice Rules. If more than one method is to be used, show boundaries on the map and include an estimate of approximate acreage of each method. Indicate in subsection a. if two or more methods overlap or occur on the same area. Unless two or more silvicultural methods are prescribed for the same area, the sum of the various methods should equal the total harvested area. Indicate the option chosen to demonstrate achievement of Maximum Sustained Production of High Quality Timber Products (MSP). MSP requirements are contained in 14 CCR 913.11 (933.11, 953.11).

The RPF must provide sufficient information in Section III (confidential portions may be placed in Section VI) of the THP to demonstrate attainment of MSP. Complete a. - j.

a. If Group Selection is used indicate how the LTO will identify group boundaries. If more than one method is used indicate how the LTO will determine on the ground where each method is to be used.

b. If Selection, Group Selection, Commercial Thinning, Sanitation Salvage, or Alternative methods are selected, the post harvest stocking levels (differentiated by site class if applicable, down to at least twenty acres) must be stated. Note mapping requirements of 14 CCR 1034(x)(12).

c. Indicate if evenage regeneration step units larger than those specified in the rules (20-acre tractor, 30-acre cable) will be used. If yes, list instructions to LTO necessary to meet 14 CCR 913.1 (933.1, 953.1)(a)(2) (A) – (E), not found elsewhere in the THP. Provide substantial evidence that the THP contains measures to accomplish any of 14 CCR 913.1 (933.1, 953.1)(a)(2) (A) – (E).

d. Indicate how the LTO will determine which trees are to be cut or left (seed trees). If a waiver of the marking requirement is requested it must be explained and justified in Section III.

e. List the Forest Product(s) that will be removed as part of the operation; e.g. sawlogs, veneer logs, piling, posts, split products, pulp logs, fuelwood, wood chips, Christmas trees, root crown burls, or other.

f. (1) Indicate if Group B species will be managed.

(2) Indicate if Group B or non-indigenous Group A species will be used to meet stocking standards.

(3) Indicate if Group B species need to be reduced to maintain the relative site occupancy of Group A species. If yes, provide any specific instructions needed by the LTO to conform to standards in 14 CCR 912.7 (932.7, 952.7), including list the species to be managed, describe the treatment, and provide the necessary guidance for felling and slash treatment. Explain who is responsible and what additional follow-up measures, such as manual treatment or herbicide treatments, will be expected to maintain relative site occupancy of Group A species. Depending upon who is using what kind of herbicide where, a Pest Control Advisor's services may or may not be warranted; so explain when a licensed PCA would have to be involved in this process.

g. Indicate if artificial regeneration will be required to meet stocking standards.

h. Indicate if site preparation will be used to meet stocking standards.

i. Indicate if site preparation will be necessary to meet stocking standards. If yes, provide the information required for a site preparation addendum (14 CCR 915.4, 935.4, 955.4).

j. If the rehabilitation method is chosen, provide a regeneration plan as required by 14 CCR 913 (933, 953) .4 (b).

15. a. Indicate if the THP area is within a current BOF Zone of Infestation.

b. Indicate if there are any adverse insect, disease or other pest problems in the plan area. Describe the measures, if any, to be taken by the LTO which will improve the health, vigor and productivity of the stand. The RPF must use Technical Rule Addendum Number 3 when developing alternatives for treating pine brood material as required in 14 CCR 917.9 (937.9, 957.9).

16. Check the box that applies to the yarding method(s) to be used during the conduct of harvesting operations. Ground Based incorporates all rule references to "tractor" and "heavy equipment".

17. Indicate the Erosion Hazard Ratings that occur in the THP area. Box(s) checked must match EHR worksheet calculations included in Section V of the THP. If more than one rating they must be delineated on THP map down to 20 acres in size (10 acres for high and extreme in the Coast District).

18. In addition to the standard water break requirements found in the regulations, will other types of stabilization measures be necessary? Examples of other types of stabilization measures are seeding and mulching, rock armoring, and slash spreading. The location of each application must be mapped or the location accurately described. Mitigation specifically required: when operations will expose 800 sq. ft. of mineral soil within a WLPZ (indicate application must be prior to October 15 or within 10 days of creation if after the 15th); for road construction with sidecast or fill extending more than 20 feet with access to a WLPZ (indicate that if after October 15, it must occur concurrently with construction); and for landing construction with sidecast or fill extending more than 20 feet with access to a watercourse or lake (indicate that if after October 15, it must occur upon completion of operations at that landing). If grass seeding is prescribed, specify the seed mix and application rate. If mulching is prescribed specify the percent coverage or application rate.

19. Indicate if tractors will be used to construct layouts, or falling beds, for trees. If yes, explain where this practice will be used and to what extent it will be used.

20. Indicate if ground based equipment will be used in areas designated for cable operations. If yes, give instructions to the LTO concerning the purpose and location of equipment operation, how the area will be designated, and any limitations on equipment use.

21. Indicate if ground based equipment is proposed for use on unstable soils or slide areas, on slopes over 65%, slopes over 50% with high or extreme EHR, slopes between 50% - 65% with moderate EHR, or slopes over 50% that lead without flattening to sufficiently dissipate water flow and trap sediment before it reaches a watercourse or lake.

If "a." is yes, provide site specific measures to minimize the effect of operations on slope stability. Explain and justify per CCR 914 (934, 954).2(d). The location of heavy equipment operation on unstable areas

or any use beyond the limitations of the standard rules must be shown on the map. CDF requests the RPF consider flagging tractor road locations, if “a.” is yes.

If “b., c., or e.” is yes, clearly explain the proposed exception and justify why the standard rule is not feasible or would not comply with 914 (934, 954) as required by 914 (934, 954).2(f), and the location of tractor roads must be flagged on the ground prior to the PHI or start of operations if a PHI is not required.

If “d.” is yes, state if the plan will meet the requirements of 14 CCR 914 (934, 954) .2 (f)(2) (i) or (ii), or provide required explanation and justification. The specific measures required to minimize the effects of the use of ground based equipment should be listed.

NOTE. Use of “slopes without flattening” can only be proposed through an alternative and all required measures must be supplied. If the ground based equipment will not enter the prohibited area and is able to yard logs by endlining to a point outside the prohibited area the use will not be considered an exception since it is equivalent to ground lead cable. Endlining within a prohibited area, without the exception requirements, is also allowed on existing haul roads and landings, if construction or reconstruction was not required solely to provide access for the tractor. Endlining use without an exception should be specified by location in the space provided.

22. Indicate if there are any alternative practices or other exceptions to the standard harvesting or erosion control rules proposed for this plan. If yes, include and list specific operational instructions for the LTO. Provide all the information as required per CCR 914 (934, 954).9 in Section III.

23. a. Indicate if timber operations will occur during the winter period, between November 15 and April 1, except as noted under special County Rules at 14 CCR 925.1, 926.18, 927.1, and 965.5. State if exempt from Winter Operations Plan or the in-lieu option, due to yarding system of cable, helicopter or balloon. If not exempt include the Winter Operating Plan per “d.”, or the in-lieu option “c.”

b. Indicate if mechanical site preparation will occur during the winter period, between November 15 and April 1, except as noted under special County Rules at 14 CCR 925.1, 926.18, 927.1, and 965.5. Incorporate a winter operating plan per “d.”

c. If this option is chosen, specify the procedures listed in xxx.7(c)(1) and (2), and list the site specific measures for operations in the WLPZ and unstable areas as required by subsection 14 CCR 914 (934, 954) .7 (c) (3); if there will be no operations in these areas, so state.

d. If this option is chosen, complete the Winter Operating Plan per 14 CCR 914 (934, 954) .7 (b).

The definition of winter period changed as of January 1, 2000, hence the revised footnote: **“Winter period” means the period between November 15 and April 1, except as noted under special County Rules at 14 CCR 925.1, 926.18, 927.1, and 965.5... All waterbreaks shall be installed no later than the beginning of the winter period of the current year of timber operations... The installation of drainage facilities (which includes waterbreaks and rolling dips) and structures is required from October 15 to May 1 on all**

constructed skid trails and tractor roads prior to sunset if the National Weather Service forecast is a “chance” (30% or more) of rain within the next 24 hours.

24. Indicate if any roads or landings will be constructed or reconstructed. Reconstruction does not include routine or annual maintenance or rehabilitation that does not require substantial change in the original prism of the road. If yes, answer (a) through (k). The location of all new permanent watercourse crossing drainage structures and temporary crossings on Class I and II watercourses on logging roads must be shown on the THP map. If permanent culverts are proposed provide the minimum diameters and lengths for each in item 25. All landings in the WLPZ must be shown on the map as well as any outside the WLPZ greater than 1/4 acre and involving substantial excavation.

25. Provide clear guidance to the LTO by listing the site specific mitigation measures and operating procedures chosen to address the situations described in Items 24 (a) through (k). Describe roads, watercourse crossings, and landings to be abandoned and show on map.

26. a. Indicate if there are any watercourses or lakes with class I, II, III, or IV waters in or adjacent to the THP area (adjacent watercourses are any watercourses outside the THP area for which the WLPZ extends into the THP area). If yes, each watercourse must be mapped and evaluated for appropriate WLPZ widths and protection measures per 14 CCR 916.4-.5, 936.4-.5, or 956.4-.5. The appropriate WLPZ widths and protection measures determined from Table I, and/or according to 916.4 (936.4, 956.4) (c), must be stated in the THP. Designate on the map each watercourse found on the THP. State for each watercourse the class, the WLPZ width, and appropriate protection measures. Consolidate watercourses where appropriate by class, WLPZ width and/or protection measures. For watercourses Class III and IV, specify WLPZ or ELZ, or both.

b. Any watercourse crossings per CCR 1034 (x) (7)? Include mapping them and highlight those requiring a 1603 Agreement with DFG.

c. If tractor road watercourse crossings involve the use of a culvert, state the minimum diameter and length for each culvert (may be shown on a map). If a 1603 Agreement is necessary, go on to and complete “d.”

d. State if this THP process is to be used to meet the DFG CEQA review requirements. Section 1606 of the Fish and Game Code spells out the information requirements for THP submitters in order to meet the notification requirements of 1603. To fulfill the CEQA requirement of full disclosure of impacts and potential mitigation measures, additional analysis and descriptive information will have to be included in the THP if a project proposes activities that trigger section 1603. The RPF should include the following information and impact assessment.

In Section II, item 26, provide the basic information for the project and list instructions for the LTO; in Section III, item 26, provide the supporting information and analysis.

This information is optional (however, without it, the landowner will have to prepare the environmental documentation for DFG for each 1603. DFG will charge for reviewing the documents and it will take longer to

get the 1603 permit. DFG charges \$1250 for a Negative Declaration review and \$850 or more for an EIR, as of 01/01/1999).

THP Addendum Questions for 1603 Agreements:

[] Yes [] No

Are there any drainage facilities or drainage structures, or other activities proposed in the THP which might substantially divert or obstruct the natural flow or substantially change the bed, channel, or bank of any river, stream, or lake; or is the use of any material from the bed of such water features proposed? If yes, a Fish & Game Code 1603 Agreement is required. For each, provide the following information as appropriate.

Activity/Facility Description:

- (a) The volume, type, and equipment to be used in removing or displacing any one or combination of soil, sand, gravel, or boulders;
- (b) the volume of water, intended use, and equipment to be used in any water diversion or impoundment, if applicable;
- (c) the equipment to be used in road or bridge construction or reconstruction;
- (d) the type and density of vegetation to be affected and an estimate of the area involved;
- (e) the THP map shall include a diagram or sketch of the location of the operation which clearly indicates the stream or other water and access from a named public road. Locked gates shall be indicated. The compass direction must be shown; and
- (f) a description of the period of time in which operations will be carried out.

Fish & Wildlife Resources Potential Affected:

- (g) aquatic species
- (h) riparian species.

Mode of Impact:

(i) e.g., changes in sediment and or flow delivery rates, dewatered or impounded watercourses, bank destabilized, eliminated riparian vegetation, disturbance effects, and reduced canopy affects on microclimate and/or water temperature.

Mitigation Measures Proposed:

- (j) detail measures proposed to mitigate each possible impact.

27. Indicate if there are any site-specific practices proposed in-lieu to the standard WLPZ practices enumerated in (a) through (j). Also, indicate if there are any other in-lieu or alternative practices proposed in (j). If yes, the in-lieu or alternative practice must be clearly described and located for the LTO. Reference the in-lieu or alternative practice location to the watercourse designated on the map. (14 CCR 916.1, 936.1, 956.1, 916.6, 936.6 and 956.6)

28. a. Indicate if all other landowners within 1000 feet downstream of the THP whose ownership adjoins or includes a Class I, II, or IV watercourse that receives drainage from the THP were notified by letter for information regarding domestic water supplies. Indicate if a newspaper notice for domestic water supplies was published. Copies of all notification letters or one copy with a list of names and addresses where it was sent, and a copy of the newspaper notice or proof of publication must be included in Section V.

b. If the notices were not made, an exemption must be explained and justified in Section III.

c. Indicate if any domestic water supplies were noted that may be affected by timber operations. Provide clear guidance to the LTO by listing any necessary mitigation measures for each domestic water supply noted. (14 CCR 1032.10)

29. Indicate if any portion of the THP is located within a BOF designated Sensitive Watershed. If so, identify the Sensitive Watershed by name and/or planning watershed by CALWATER version number, name, and identification number. The planning watershed maps should be available on the Internet as of spring 2000 through the CDF Web Page, www.fire.ca.gov. List any special rules, operating procedures or mitigations, that will be used to protect the resources at risk. Include any offsite mitigations to be used to compensate for on-site impacts within the same watershed.

30. a. List the type of improvement requiring protection, such as a public road or cabin; the distance from the improvement within which slash treatment will be required; and the method to be used to treat slash, such as "machine pile and burn by April 1 of the year following its creation," or "lop and/or crush slash to a height of 12" or less". (See 14 CCR 917.2 [937.2, 957.2], 917.4, 957.4, 917.5 [937.5, 957.5]; also, if applicable, read rules applicable to subdistricts, counties with special rules and Special Treatment areas.)

b. Any alternative must be explained and justified, to provide equal fire protection.

31. The RPF should make it clear to the person responsible for compliance the nature and extent of work required. In all instances, the LTO is responsible for slash disposal. The responsibility cannot be transferred.

32. a. Indicate if there are any listed species, including their habitat, associated with the THP area. Identify the species and the provisions to be taken for protection of the species and/or the habitat. (14 CCR 1034 [w])

b. Indicate if there will be any non-listed species that will be significantly impacted by the operation. If yes, identify the species and the provisions to be taken for the protection of the species.

From the following CDF Guidelines, include mitigation measures and instructions for the LTO in this item 32, either following "a." or "b.", and place additional supporting information and analysis in Section III:

CDF GUIDELINES FOR SPECIES SURVEYS, AVOIDANCE OF SIGNIFICANT IMPACTS AND IDENTIFIED MITIGATIONS

The Department has long recognized the need to evaluate the potential for THPs, Nonindustrial Timber Management Plans (NTMPs), or PTHPs (plans) to have a significant impact on any species and, where the impact may be significant, implement appropriate survey and mitigation measures. Further, CDF has, in the past, requested information or surveys prior to plan approval for listed species or unlisted species where potential significant impacts have been identified in the plan review process. These actions are based on code sections 14 CCR 895.1, 1034 (w), 919.4[939.4, 959.4], 15380, and Fish and Game Code Sections 3503.5, 3511, 4700, and 5050.

CDF believes that these procedures need to be more clearly included in the plan review process in order to comply with all the applicable laws, including California Environmental Quality Act (CEQA). Failure to provide complete and accurate information about all species on which a significant impact may occur only slows down the plan review process since such information must be included and considered before a plan can be approved.

CDF has provided the following information to assist the RPF in meeting the various legal requirements, and in particular sections 14 CCF 1034(w) and 919.4 [939.4, 959.4]. While each circumstance confronting the RPF will dictate the precise procedures to use, the process we recommend begins with scoping, followed by surveys and mitigation development, if needed. The RPF should also remember that an assessment area which extends well beyond the plan boundaries may be needed for certain species.

Scoping

1. The scoping process would normally begin with the identification of species (plants, invertebrates, fish, and wildlife) and habitats (e.g. wetlands, vernal pools, serpentine outcrops) that may be impacted by the project. Sources for identification of these species could include, but are not limited to, state and federal resource agency lists, Department of Fish & Game Natural Diversity Database (NDDDB a.k.a. RAREFIND), California Wildlife Habitat Relationship System (CWHR), California Native Plant Society (CNPS) Inventory, agency contacts, environmental documents for other projects in the vicinity, academics, and professional or scientific organizations. (For more information regarding appropriate sources for the identification of species of management concern refer to the September 6, 1995, mass mailing). For landowners with SYPs, the RPF should remember that the document needs to provide guidance on each species, where necessary, within a particular project's assessment area. In regards to habitat issues, the RPF would normally identify their characteristics, describe their presence in the direct and cumulative assessment area, and where potentially impacted, a description of the impact, measures to minimize the impacts, and an analysis of the significance.

The RPF may, at this point, only proceed with those species on which this identification phase indicates there could be a significant impact.

2. For each individual species that might be significantly effected:

a. A succinct, yet informative discussion of the species' relevant habitat and life history needs, including risks, limiting factors, and current status (e.g. Federal Endangered Species Act (ESA), State ESA, Board Sensitive, California Species of Special Concern, etc.). This indicates to reviewing agencies,

general public, and courts the RPF's familiarity with the species. This also provides vital information for impact analysis to both the RPF preparing the project and the reviewers.

b. A discussion regarding the availability, quality, and quantity of suitable habitat both within the project and assessment area. If habitat for the particular species is not present within the project and/or assessment area, it should be so stated as well as the justification for the statement.

c. If suitable habitat is present, a discussion regarding the actual or potential presence of the species within both the project and assessment area. For the assessment area this should be detailed enough to allow the reviewing agencies and public to understand and evaluate potential impacts. For species within or immediately adjacent to the project area, detailed information (e.g., a map, UTM coordinates, or description) on its location(s) should be provided as appropriate. The term "immediately adjacent" varies with species and mechanism of impact. The determination of "immediately adjacent" should be based on the proposed action's potential to result in a direct impact to a species.

Surveys

A discussion of the efforts made to determine the presence or absence of the species within and immediately adjacent to the project area when there is suitable habitat. This includes a discussion of the methods, survey dates, duration, weather conditions, and personnel involved in the effort. Alternately, the RPF should be prepared to discuss why no effort was expended to confirm species presence.

Surveys can be utilized in the THP process in one of two ways:

a. Surveys are conducted and the results of the survey work included in the plan prior to public review; or

b. The plan identifies habitat and excludes it from timber operations, or the RPF identifies specific mitigation measures in the plan prior to public review in the event the species is found in subsequent surveys. Major amendments to the plan could also be made based on the survey results. For NTMPs, subsequent species surveys and reporting requirements may also be required prior to the conduct of any future operations.

Mitigation Development

The RPF should keep the following concepts in mind when developing mitigations:

a. An analysis of the hazards posed by the proposed action to result in either a direct, indirect, or cumulative significant adverse effect on the species. If the RPF concludes "no significant adverse effect," then it is appropriate to have a justification for the assessment.

b. If it is determined that the proposed action will result, or potentially result, in a significant adverse effect, then a discussion or reference to the mitigation measures proposed to substantially lessen or avoid these impacts should be included.

c. Where mitigation measures are proposed to avoid significant adverse effects, the RPF should identify monitoring proposals for the measure.

Northern Spotted Owl Consultations

The Department of Fish and Game (DFG) has notified CDF that it will no longer conduct consultations for Northern Spotted Owls (NSO) on THPs and NTMPs as of June 30, 1999. At the request of CDF, the U.S. Fish and Wildlife Service (USFWS) will begin processing NSO consultations on July 1, 1999. The DFG and USFWS desire the transition to occur without noticeable disruption. Therefore, much of the current procedure for processing consultations will remain unchanged. As a response to workload, submittals from private consulting biologists (PCB) will receive priority, but all requests will be processed provided the consultation packet contains the same information and level of detail as under the current program.

Until directed otherwise by the USFWS, PCBs and RPFs should continue to receive consultation request numbers and process their NSO database inquiries through the Santa Rosa, Fortuna, and Redding CDF offices. These requests will be forwarded to the Arcata office of the USFWS and held in suspense pending submittal of their consultation packet. The consultation package must include language with protection measures that are enforceable under the THP.

The USFWS will process your consultation packet similar to DFG's procedure and provide you a letter of technical assistance for inclusion with the THP or NTMP. To our knowledge, the USFWS will process presurvey consultations (Option C) according to workload. Contact the USFWS prior to submittal.

With the departure of DFG from the process, landowners and RPFs in the Counties of Mendocino, Sonoma, Lake, Napa, and Glenn are encouraged to hire and utilize PCBs for their NSO consultations.

For further details on the process, contact Mr. Ken Hoffman of the USFWS, 1125 16th Street, Room 209, Arcata, CA 95521, (707) 822-7201.

33. Indicate if there are any snags that must be felled for fire protection or other purposes. Describe the snags and their location sufficiently to enable the LTO to know which are to be felled or left.

34. Indicate if there are any Late Succession Forest Stands proposed for harvest. If yes, describe the measures required by the rules to be implemented by the LTO to avoid long-term significant adverse effects on fish, wildlife and listed species known to be primarily associated with late succession forests.

35. Indicate if there are any other provisions for wildlife protection required by the rules. If yes, identify for the LTO the required protective measures including: protection for identified nest trees and buffer zones around all active nest trees. Meadow areas proposed to be cut for wildlife and exempted from stocking (14 CCR 939.15 and 959.15) must be shown on a THP map.

36. Indicate for the area to be harvested: if an archaeological records check was made with a state archaeological center, if an archaeological survey was conducted, and if there are any archaeological or cultural sites. All other information relating to archaeology is confidential and should be placed in Section VI.

37. Indicate whether or not any inventory, or growth and yield information was submitted with the THP in a separate confidential envelope as "trade secret". See instructions for Item 14 in Section III.

38. This item shall be used by the RPF to inform the Timber Operator of any special operating procedures required by the rules and not otherwise presented in the THP. Identify by name each special area or resource to be protected. These include Special Treatment Areas as defined in 14 CCR 895.1, protection of a camp site, the leaving of a visual screen, special hauling restrictions to limit interference with school bus or commute traffic, slash treatment beyond rule requirements, and others as appropriate.

Continuation of subjects listed above where inadequate space was provided: if a hard copy of the THP form is used, and there is inadequate space provided, then complete the response on numbered pages following Section II. Give the item number then continue the response.

THP Maps and Drawings

The THP maps and drawings in Section II are those required to conduct operations. Biological assessment areas, watershed and cumulative effects maps are found in other sections of the THP. Maps and drawings are often the most difficult part of a THP to understand. If the THP requires that a great deal of information be portrayed on a map, then the RPF should consider enlarging the map scale or using multiple maps, each depicting only a portion of the total information required. Certain information must be provided on topographic maps [see 14 CCR 1034(x)]. The topographic map must be, or equivalent to, a 7 1/2 minute USGS Quadrangle. In addition to the topographic map(s), it may be helpful to portray the same or additional information on a planimetric map(s), or use drawings to instruct the plan reviewers and LTO.

SECTION III

SUPPORTING DOCUMENTATION

This section is to be used by the RPF to:

* Elaborate upon any numbered item in Sections I and II. The RPF may wish to go into greater detail than is required in the preceding sections for the purpose of assisting the THP reviewers in understanding the harvest being proposed.

* Provide information that is required by the rules but may or may not result in operational procedures found in Section II.

* Explain and justify that part of the harvest which is at variance to the standard rule.

* The THP must be consistent with an approved SYP. If this plan relies on information contained in a SYP to satisfy a requirement, provide a cross-reference to the SYP by page and paragraph number.

Because of the variability found in California timberlands, the BOF provided the RPF with the ability to propose and the Director to approve a variance to nearly all of the rules. Depending on the specifics of variance being requested, the RPF must provide different levels of substantiation of need and description of the variance being proposed. The types of variances are:

* General Alternative [14 CCR 897(e)]. This alternative can be applied to nearly all of the rules of the board where the application of the rules will not achieve the intent of the act or rules, but the alternative proposed would meet the requirements. The RPF must provide the information specified in 14 CCR 897(e)(1-4). Refer to 14 CCR 897(f-h) for limitations on use of the general alternative.

* Explain and justify. Many of the rules have been written so the RPF can suggest and the Director may approve an alternative to a specific rule. The terms "alternative" and "exception" are used in specific language. Like the General Alternative, the RPF may present a different method to meet objectives of the act and rules. The RPF must read the specific rule to determine what constitutes a complete explanation and justification for an exception or alternative to the rule. Some of the rules that have the "explain and justify" provision are: 14 CCR 912.7(c)(1); 914.9; 916.2(c); 916.6; 923.1(i); and 1034.

* In Lieu Practices to Watercourse and Lake Protection (14 CCR 916.1 [936.1, 956.1]). All variances allowed to and contained within a standard Watercourse and Lake Protection rule are considered "in-lieus" except for 14 CCR 916.6 (936.6, 956.6) alternatives. The RPF must reference the standard rule, explain and describe each practice being proposed, how the proposed practice differs from the standard practice, and specific location(s) where the practice will be applied. The degree of explanation and justification required and limits imposed are contained in 14 CCR 916.1 (936.1, 956.1).

When preparing Section III, the RPF shall reference the specific numbered item in Sections I or II being elaborated. In order to lessen confusion the RPF should organize Section III according to the numerical structure of Section I and II. A mitigation measure developed in Section III must be included in Section I or II if it is an operational requirement or constraint to be implemented by the LTO.

As required by 14 CCR 1034 (jj) the RPF shall provide a general description of physical conditions at the plan site, including general soils and topography information, vegetation and stand conditions (see Item 14, Section III), and watershed and stream conditions. Since the timber site class is used to calculate age requirements for evenage management, minimum stocking levels and Long Term Sustained Yield (LTSY), this description should include a determination of site quality. The choice of site trees should be discussed and appropriate published information should be referenced. If there is more than one site class for the THP each class should be shown on the map, down to at least a 20-acre minimum. If the stand contains Group B species,

which have the potential to reduce the relative ratio of Group A species to Group B species, the description should note this fact and include mitigation, explanation and justification in Item 14(f). This site description should be the first component of Section III, followed by discussions as warranted for individual items of Sections I and II.

The following instructions designate the THP items that must be addressed in Section III:

Item

7. If the THP area includes more than one rule area, i.e. Coast Forest District with part of the THP in a Coastal Zone Special Treatment area, the RPF may elect to have the entire THP subject to the more restrictive set of rules. This could eliminate some confusion in understanding or implementing the THP. Explain what rules the operator is to follow in Section II, item 38.

10. A Sustained Yield Plan (SYP) is not a required document; it is optional with the landowner. Provide information in the appropriate item in sufficient detail to demonstrate how this plan is consistent with the SYP. If there is an approved SYP which must be augmented with additional information or analysis applicable to this THP, include it in this Section of the THP under the appropriate item [see 14 CCR 1091.1 (b), 1091.5 (c), 1091.6 (b), and 1091.14].

11. When a THP or NTMP exists without a report of satisfactory stocking, explain the circumstances under which this THP is submitted, and justify why this THP should be approved.

13(e). If the timber operation with the included mitigation measures will have a significant adverse impact on the environment, the RPF must explain why any alternatives or additional mitigation measures that would significantly reduce the impact are not feasible (14 CCR 898) and provide a statement of overriding considerations why the THP should be approved.

14. The RPF must describe the stand sufficiently to allow the Director to determine if the intent of 14 CCR 897 is being met by the choice and application of the Silvicultural Method. This stand information should be incorporated in the general site description located at the beginning of Section III. The manner in which the THP demonstrates achievement of Maximum Sustained Production of High Quality Timber Products (MSP) determines the amount and accuracy of the stand information necessary. If the THP proposes to achieve MSP through compliance with the provisions of an SYP, the RPF should reference the appropriate sections that apply to the THP.

If the THP proposes to achieve MSP by complying with subsection (a) of 14 CCR 913.11 (933.11, 953.11), the description must include pre and post harvest estimates of volume, growth projection, stocking, and species composition. Also needed for the ownership or assessment area would be a projection of the LTSY and actual harvest volume amounts for the previous 10 years. This data must then be used in an analysis that

demonstrates MSP according to subsections 1-5 of option (a). If the total ownership is not used to demonstrate a balance of growth and harvest over time, the assessment area should be a logical division based on biological parameters and reflect good information on growth and yield. The assessment area cannot be used to segment out areas solely for the purpose of increasing the calculated harvest limit.

If the THP demonstrates achievement of MSP by complying with subsection (c) of 14 CCR 913.11 (933.11, 953.11), the stand description need only be sufficient to show the Director that the choice of Silvicultural Method was appropriate. Specific information that may assist in this determination would be general estimates of preharvest basal area, growth, age distribution and species composition.

The BOF has agreed that specific information on growth and inventory for an ownership could be considered "trade secrets" if requested by the landowner. Specific growth and inventory information for individual THPs that are part of a larger ownership would not normally be considered "trade secrets" unless justified by the landowner. If the landowner so requests, the ownership information will be treated as confidential by CDF. The information should not be included within the body of the THP. It should be put in a separate manila envelope sealed only with the clasps. The envelope must be marked "confidential trade secrets" and submitted in Section VI of the THP. If a request for confidentiality is made but the information is not separated, the THP will be returned. The entire THP cannot be treated as confidential. Since the THP also serves as the mechanism for public review, the quantitative information removed from the body of the THP must be replaced with qualitative information sufficient to allow the public to understand the effects of the THP.

Information required to utilize specific methods should be included in the stand description. An example would be the average stand age when an evenage method is chosen or how many times previous the transition method had been used in the stand. Refer to each method or treatment in the rules for specific requirements.

If the acreage limits for evenage management are proposed for exception, the RPF must demonstrate by providing substantial evidence of compliance with 14 CCR 913.1 [933.1, 953.1] (a)(2) (A)-(E).

If a request for waiver of the marking requirement is made, the RPF must explain and justify that the trees to be harvested are easily distinguished from those to be retained.

If hardwoods are proposed for management, the species to be managed should be listed and preharvest basal area percentages of Group A and Group B should be provided. The long term site occupancy provided by Group A species cannot be reduced relative to Group B. If Group B species will be used for stocking in excess of preharvest levels, it must be explained and justified as per 14 CCR 912.7 (932.7, 952.7) (c). Indicate if Group B species need to be reduced to maintain the relative site occupancy of Group A species. If yes, provide any specific instructions needed by the LTO to conform to standards in 14 CCR 912.7 (932.7, 952.7), including list the species to be managed, describe the treatment, and provide the necessary guidance for felling and slash treatment. Explain who is responsible and what additional follow-up measures, such as manual treatment or herbicide treatments, will be expected to maintain relative site occupancy of Group A species. Depending upon who is using what kind of herbicide where, a Pest Control Advisor's services may or may not be warranted; so explain when a licensed PCA would have to be involved in this process.

If any exceptions to the stocking standards or harvesting restrictions of the standard silvicultural methods are proposed, the RPF must explain and justify according to the rules.

If an Alternative Prescription is used, include all items required for the most closely related standard method plus any other information required under 14 CCR 913.6 (933.6, 953.6).

The LTSY requirement is not necessary for a timberland conversion.

15. Describe the forest health problem and the expected results of the practice proposed. Use Technical Rule Addendum Number 3 as required in 14 CCR 917.9 (937.9, 957.9) if operating in pine stands.

18. If the soil stabilization measures proposed by the RPF differ from those required by the rules and an explanation is necessary to justify the use of such measures, the RPF should provide the explanation here.

20. If answered "yes", the RPF must explain and justify the use of ground based equipment in cable yarding areas. (14 CCR 1034 aa).

21. Refer to 14 CCR 914.2, 934.2 or 954.2.

If (a) is answered "yes", the RPF must explain and justify the use of ground based equipment on unstable soils or slides. The explanation shall contain reasons why avoidance of such areas is not possible and the measures that will minimize the effect of operations on slope stability. The measures must meet the requirements of 14 CCR 914.2 (934.2, 954.2).

(b) If ground based equipment is proposed for use on slopes over 65%, or

(c) On slopes over 50% with high or extreme EHR, these activities must be explained and justified in this section in terms that comply with 14 CCR 914.2 (934.2, 954.2). The explanation and justification must clearly explain why the application of the standard rule is not feasible or would not comply with 14 CCR 914.2 (934.2, 954.2).

(d) A proposal to use ground-based equipment on slopes over 50% which lead without flattening into a watercourse is an alternative practice. See Item 22.

22. If an alternative is proposed, include the required explanation, justification, and other information required in 14 CCR 914.9 (934.9, 954.9).

23. The rules for winter period activities changed January 1, 1999, as well as January 1, 2000. Include the appropriate provisions of the new rules.

24. & 25. Prior to answering these questions, review the appropriate rules regarding road and landing construction: 14 CCR Article 12, 923 – 923.8 (943 – 943.8, 963 – 963.8). If any answer in item 24 is “yes”, provide an explanation and justification. Where exceptions or alternatives, in addition to those listed in Item 24 are proposed, provide the required explanation and justification. Any mitigation measures or operating procedures chosen to address situations on the plan area shall be included in Section II (Plan of Operations).

26. a. Provide explanation for determinations of Watercourse class when there is disagreement with USGS maps. Indicate if there are any watercourses or lakes with class I, II, III, or IV waters in or adjacent to the THP area. (Adjacent watercourses are any watercourses outside the THP area for which the WLPZ extends into the THP area.) If yes, each watercourse must be mapped and evaluated for appropriate WLPZ widths and protection measures per 14 CCR 916.4-.5, 936.4-.5, or 956.4-.5. The appropriate WLPZ widths and protection measures determined from Table I, and/or according to 916 (936, 956) .4(c), must be stated in the THP. Designate on the map each watercourse found on the THP. State for each watercourse the class, the WLPZ width, and appropriate protection measures. Consolidate watercourses where appropriate by class, WLPZ width and/or protection measures. For watercourses Class III and IV, specify WLPZ or ELZ, or both.

b. Any watercourse crossings per CCR 1034 (x) (7)? Include mapping them and highlight those requiring a 1603 Agreement with DFG.

c. If tractor road watercourse crossings involve the use of a culvert, state the minimum diameter and length for each culvert (may be shown on a map). If a 1603 Agreement is necessary, go on to and complete “d.” Include the methodology for culvert sizing.

d. State if this THP process is to be used to meet the DFG CEQA review requirements. Section 1606 of the Fish and Game Code spells out the information requirements for THP submitters in order to meet the notification requirements of 1603. To fulfill the CEQA requirement of full disclosure of impacts and potential mitigation measures, additional analysis and descriptive information will have to be included in the THP, if a project proposes activities that trigger section 1603. The RPF should include the following information and impact assessment. This information is optional (however, without it, the landowner will have to prepare the environmental documentation for DFG for each 1603. DFG will charge for reviewing the documents and it will take longer to get the 1603 permit. DFG charges \$1250 for a Negative Declaration review and \$850 or more for an EIR).

THP Addendum Questions for 1603 Agreements:

[] Yes [] No

Are there any drainage facilities or drainage structures, or other activities proposed in the THP which might substantially divert or obstruct the natural flow or substantially change the bed, channel, or bank of any river, stream, or lake; or is the use of any material from the bed of such water features proposed? If yes, a Fish & Game Code 1603 Agreement is required. For each, provide the following information as appropriate.

Activity/Facility Description:

(a) The volume, type, and equipment to be used in removing or displacing any one or combination of soil, sand, gravel, or boulders;

- (b) the volume of water, intended use, and equipment to be used in any water diversion or impoundment, if applicable;
- (c) the equipment to be used in road or bridge construction or reconstruction;
- (d) the type and density of vegetation to be affected and an estimate of the area involved;
- (e) the THP map shall include a diagram or sketch of the location of the operation, which clearly indicates the stream or other water, and access from a named public road. Locked gates shall be indicated. The compass direction must be shown; and
- (f) a description of the period of time in which operations will be carried out.

Fish & Wildlife Resources Potential Affected:

- (g) aquatic species
- (h) riparian species.

Mode of Impact:

(i) e.g., changes in sediment and or flow delivery rates, dewatered or impounded watercourses, bank destabilized, eliminated riparian vegetation, disturbance effects, and reduced canopy affects on microclimate and/or water temperature.

Mitigation Measures Proposed (be sure and also include these in Section II, item 26):

- (j) detail measures proposed to mitigate each possible impact.

27. If other than standard protection measures are proposed, give specific information and/or justifications that are required by 14 CCR 916.6 (936.6, 956.6) for Alternative Practices, 14 CCR 916.1 (936.1, 956.1) for In-Lieu Practices, and/or 14 CCR 897 (e) for a general alternative. Provide explanation and justification as required by 14 CCR 916.6, 936.6 or 956.6 for each in-lieu proposed.

(a) "Except at prepared crossings" is not considered an in lieu. Prepared crossings are crossings that comply with 14 CCR 914.8, 934.8 or 954.8. An in-lieu for heavy equipment use within a WLPZ should be addressed in (f).

(b) If yes, explain and justify.

(c) If yes, explain and justify.

(d) A decrease cannot exceed 25% of the standard width. A decrease cannot result in a WLPZ less than 50 feet wide for a Class I or II watercourse. If soil surfaced roads exist within the WLPZ then no decrease is allowed.

(e) Exception is allowed when protection is inconsistent with the management objectives of the man made watercourse.

(f) Title 14 CCR 916.4 (936.4, 956.4) (d) does not contain as part of the standard rule the exception for prepared crossings. Heavy equipment use for timber falling, yarding, site preparation or hauling (use of heavy equipment to assist log trucks) in the WLPZ must be explained and justified. The location of equipment use must be flagged, marked or clearly described in the THP. Flagging of equipment use within a Class I watercourse WLPZ and for all tractor road watercourse crossings of all watercourses must be completed prior to

the preinspection or start of operations if a preinspection is not made. For all other watercourses that require a WLPZ, flagging may be optional, but the location of the activity must be clearly described in the THP. The LTO must be given sufficient instruction in Section II to know, without question, where heavy equipment can be operated in the WLPZ.

- (g) If yes, explain and justify.
- (h) If yes, explain and justify.
- (i) If yes, explain and justify.

If a waiver of the requirement for the RPF to mark all trees was requested, the WLPZ tree marking requirement must then be addressed. Instruction should be given to the LTO in Section II as a site specific instruction in this event.

28. Title 14 CCR 1032.10 requires that if domestic water supplies are noted (see instructions for Item 28 in Section II), the plan shall contain mitigation necessary to protect domestic water supplies. Provide an explanation of the need or lack of need for mitigation. Any mitigation measures chosen shall be included in Section II. The RPF may propose an exemption to the notification requirements. An explanation and a justification are required for this exemption.

29. If the applicable Sensitive Watershed rules contain explanation and/or justification requirements they should be included here.

30. and 31. 14 CCR 917.2 (937.2, 957.2) contains specifications for treatment of logging slash for hazard reduction purposes. The rules allow the RPF to propose and the Director to approve an alternative to the standard rule specification when adequate explanation and justification are provided.

32. a. Provide the basis for the RPF's determination of the presence or absence of listed species and any required justification for the provisions listed in Section II. Include no take for spotted owl and/or marbled murrelet survey if appropriate. Provide evidence of consultation with Department of Fish and Game if it was required. List sources of information (databases, surveys, inspections, etc.).

b. Provide the information and sources used to determine the presence or absence of non-listed species that may be significantly impacted by timber operations. Include evidence of Department of Fish and Game consultation if required.

From the following CDF Guidelines, include mitigation measures and instructions for the LTO in Section II, item 32, either following "a." or "b.", and place additional supporting information and analysis in Section III, item 32:

CDF GUIDELINES FOR SPECIES SURVEYS, AVOIDANCE OF SIGNIFICANT IMPACTS AND IDENTIFIED MITIGATIONS

The Department has long recognized the need to evaluate the potential for THPs, Nonindustrial Timber Management Plans (NTMPs), or PTHPs (plans) to have a significant impact on any species and, where the impact may be significant, implement appropriate survey and mitigation measures. Further, CDF has, in the past, requested information or surveys prior to plan approval for listed species or unlisted species where potential significant impacts have been identified in the plan review process. These actions are based on code sections Title 14 CCR 895.1, 1034 (w), 919.4 (939.4, 959.4), 15380, and Fish and Game Code Sections 3503.5, 3511, 4700, and 5050.

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1. The scoping process would normally begin with the identification of species (plants, invertebrates, fish, and wildlife) and habitats (e.g. wetlands, vernal pools, serpentine outcrops) that may be impacted by the project. Sources for identification of these species could include, but are not limited to, state and federal resource agency lists, Department of Fish & Game Natural Diversity Database (NDDB a.k.a. RAREFIND), California Wildlife Habitat Relationship System (CWHR), California Native Plant Society (CNPS) Inventory, agency contacts, environmental documents for other projects in the vicinity, academics, and professional or scientific organizations. (For more information regarding appropriate sources for the identification of species of management concern refer to the September 6, 1995, mass mailing). For landowners with SYPs, the RPF should remember that the document needs to provide guidance on each species, where necessary, within a particular project's assessment area. In regards to habitat issues, the RPF would normally identify their characteristics, describe their presence in the direct and cumulative assessment area, and where potentially impacted, a description of the impact, measures to minimize the impacts, and an analysis of the significance.

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a. A succinct, yet informative discussion of the species' relevant habitat and life history needs, including risks, limiting factors, and current status (e.g. Federal Endangered Species Act (ESA), State ESA, Board Sensitive, California Species of Special Concern, etc.). This indicates to reviewing agencies, general public,

and courts the RPF's familiarity with the species. This also provides vital information for impact analysis to both the RPF preparing the project and the reviewers.

b. A discussion regarding the availability, quality, and quantity of suitable habitat both within the project and assessment area. If habitat for the particular species is not present within the project and/or assessment area, it should be so stated as well as the justification for the statement.

c. If suitable habitat is present, a discussion regarding the actual or potential presence of the species within both the project and assessment area. For the assessment area this should be detailed enough to allow the reviewing agencies and public to understand and evaluate potential impacts. For species within or immediately adjacent to the project area, detailed information (e.g., a map, UTM coordinates, or description) on its location(s) should be provided as appropriate. The term "immediately adjacent" varies with species and mechanism of impact. The determination of "immediately adjacent" should be based on the proposed action's potential to result in a direct impact to a species.

Surveys

A discussion of the efforts made to determine the presence or absence of the species within and immediately adjacent to the project area when there is suitable habitat. This includes a discussion of the methods, survey dates, duration, weather conditions, and personnel involved in the effort. Alternately, the RPF should be prepared to discuss why no effort was expended to confirm species presence.

Surveys can be utilized in the THP process in one of two ways:

a. Surveys are conducted and the results of the survey work included in the plan prior to public review; or

b. The plan identifies habitat and excludes it from timber operations, or the RPF identifies specific mitigation measures in the plan prior to public review in the event the species is found in subsequent surveys. Major amendments to the plan could also be made based on the survey results. For NTMPs, subsequent species surveys and reporting requirements may also be required prior to the conduct of any future operations.

Mitigation Development

The RPF should keep the following concepts in mind when developing mitigations:

a. An analysis of the hazards posed by the proposed action to result in either a direct, indirect, or cumulative significant adverse effect on the species. If the RPF concludes "no significant adverse effect," then it is appropriate to have a justification for the assessment.

b. If it is determined that the proposed action will result, or potentially result, in a significant adverse effect, then a discussion or reference to the mitigation measures proposed to substantially lessen or avoid these impacts should be included.

c. Where mitigation measures are proposed to avoid significant adverse effects, the RPF should identify monitoring proposals for the measure.

Northern Spotted Owl Consultations

The Department of Fish and Game (DFG) has notified CDF that it will no longer conduct consultations for Northern Spotted Owls (NSO) on THPs and NTMPs as of June 30, 1999. At the request of CDF, the U.S. Fish and Wildlife Service (USFWS) will begin processing NSO consultations on July 1, 1999. The DFG and USFWS desire the transition to occur without noticeable disruption. Therefore, much of the current procedure for processing consultations will remain unchanged. As a response to workload, submittals from private consulting biologists (PCB) will receive priority, but all requests will be processed provided the consultation packet contains the same information and level of detail as under the current program.

Until directed otherwise by the USFWS, PCBs and RPFs should continue to receive consultation request numbers and process their NSO database inquiries through the Santa Rosa, Fortuna, and Redding CDF offices. These requests will be forwarded to the Arcata office of the USFWS and held in suspense pending submittal of their consultation packet. The consultation package must include language with protection measures that are enforceable under the THP.

The USFWS will process your consultation packet similar to DFG's procedure and provide you a letter of technical assistance for inclusion with the THP or NTMP. To our knowledge, the USFWS will process presurvey consultations (Option C) according to workload. Contact the USFWS prior to submittal.

With the departure of DFG from the process, landowners and RPFs in the Counties of Mendocino, Sonoma, Lake, Napa, and Glenn are encouraged to hire and utilize PCBs for their NSO consultations.

For further details on the process, contact Mr. Ken Hoffman of the USFWS, 1125 16th Street, Room 209, Arcata, CA 95521, (707) 822-7201.

33. Provide any information, explanation and justification as required by 14 CCR 919.1 (939.1, 959.1).

35. Late successional forest stand harvesting may have an effect on certain plant and animal species. The following describes late successional forest stands of concern and the information that should be developed and presented in this section of the THP.

Definition: Late successional forest stands are stands of dominant and predominant trees that meet the criteria of WHR class 5M, 5D, or 6 with an open, moderate or dense canopy closure classification, often with multiple canopy layers, and are at least 20 acres in size. Functional characteristics of late successional forests include large decadent trees, snags, and large down logs.

When late successional forest stands are proposed for harvesting and such harvest will significantly reduce the amount and distribution of these types of stands or will reduce their WHR class below 5D, 5M, or 6

the Registered Professional Forester (RPF) shall provide habitat structure information. A statement of objectives shall be included for late successional forest stands over time on the ownership, and a discussion of how the proposed harvesting will affect the existing functional habitat for species primarily associated with these stands. The RPF shall include information including impacts on vegetation structure, connectivity, and fragmentation.

1. The RPF shall provide the following basic information for such stands when identified as habitat for wildlife species:

A map showing late successional stands within the planning watershed and on the ownership. Include stands that are currently proposed to be harvested, and known stands on other ownerships.

Basal area can be converted to WHR size class. Contact a CDF wildlife biologist located in Sacramento Headquarters, Region or Area Offices for the formula.

2. Will harvesting change the habitat description from any of those given for late successional forest stand? If yes, continue the information needs below.

Identify whether any of the late successional forest species are present and/or the THP is within the range of the species. Include information from Wildlife Habitat Relationships System (WHR, CNDDDB, and field survey data, records and reports). Cite pertinent literature.

Describe if the existing habitat appears to be functional for supporting nesting or denning, foraging, or cover needs for wildlife species.

Describe the anticipated long-term landscape patterns, recruitment procedures for important wildlife habitat elements.

Provide an analysis of the long-term significant adverse effects on fish, wildlife, and listed species known to be primarily associated with old growth or late successional forests.

Where timber operations will result in long-term significant adverse effects on fish, wildlife, and listed species known to be primarily associated with late successional forest in a THP, feasible mitigation measures to mitigate or avoid such long-term significant adverse effects shall be described in the THP. Where long-term significant adverse effects cannot be avoided or mitigated, the THP shall identify the measures that will be taken to reduce those remaining effects and provide reasons for overriding concerns pursuant to 14 CCR 898.1, including a discussion of the alternatives and mitigation considered.

36. Explain and justify any exceptions or alternatives to standard wildlife rules not previously covered.

37. All information related to archeological records search, field investigations and protection measures are to be placed in the confidential Section, Section VI.

Maps and Drawings

Attach any maps or drawings that are necessary to support or aid in understanding information presented in Section III.

SECTION IV

CUMULATIVE IMPACTS ASSESSMENT

1. The RPF, in conducting a Cumulative Impacts Assessment (CIA) must base his assessment on an evaluation of closely related past, present, and reasonable foreseeable probable future projects within the same ownership and matters of public record (Title 14 CCR 898).
2. The CIA and maps accompanying the CIA shall be included as a supporting document and shall be included in Section IV of the THP.
3. Cumulative impacts must be assessed based on methodology described in Board of Forestry and Fire Protection Technical Rule Addendum No. 2. (14 CCR 898).
4. Mitigation measures developed to reduce cumulative impacts of a THP must be included in THP Section II (Plan of Timber Operations).
5. Cumulative impact resource assessment areas can be described in written text or shown on maps. RPFs are encouraged to provide assessment area maps to assist in the environmental review. Maps shall clearly be labeled as Cumulative Impacts Assessment Maps, with a legend describing symbols used. Different assessment area boundaries shall be clearly delineated using different symbols. The RPF shall provide the rationale for determining the boundary for each assessment area, 14 CCR 912.9 (932.9, 952.9). The RPF is encouraged to provide the acreage for the Watershed and Biological Assessment Areas.
6. It is suggested that the following references, at a minimum, be considered prior to conducting a Cumulative Impacts Assessment:
 - a) Title 14 CCR 895.1. Definition of the following:
 - "cumulative impacts"; "past projects"; "project";
 - "reasonable foreseeable probable future projects".
 - b) 14 CCR 898. "Feasibility Alternatives".
 - c) 14 CCR 912.9 [932.9, 952.9]. Cumulative Impacts Assessment Checklist and Technical Rule Addendum No. 2.
 - d) CDF Guidelines for Assessment of Cumulative Impacts.
 - e) California Licensed Foresters Association Training Manual "Cumulative Impacts For Foresters".

7. Include an assessment of local Public Protection issues, such as flooding and sedimentation levels of streams.

SECTION V

ATTACHMENTS

Include in this section any attachments that are not required to be in a specific Section. Such as:

1. Estimated surface soil erosion hazard calculations
2. Written notices to those who did not sign THP
3. Domestic water supply notices
4. Assessor's parcel map (optional)
5. Etc.

SECTION VI

CONFIDENTIAL DOCUMENTS

As required in Title 14 CCR 929.1 (949.1, 969.1) (b) all archaeological information prepared for the THP shall be kept confidential. Forms and specific direction for completion of the records check can be obtained from the CDF Sacramento Headquarters, Region or Area Offices and local Information Centers of the California Historical Resource Information System. Site recording forms are also available at these locations. The form that must be used to document the required archaeological survey and research the archaeological addendum is attached. RPFs are encouraged to use electronic versions of the archaeology forms. Electronic versions are available upon request from the CDF Sacramento Headquarters Office, Archaeology Program.

Information to be treated as "trade secret" shall be submitted in a separate envelope and clearly labeled as "Confidential Trade Secrets" documents.