

## California Department of Forestry and Fire Protection

### Assistance to RPFs to Avoid Plan Returns

March 27, 2007

The Forest Practice Act specifies that a timber harvesting plan prepared by a Registered Professional Forester (RPF) is required to be submitted to the California Department of Forestry and Fire Protection (CAL FIRE) before any timber operations can be conducted on private timberlands in California (ref. PRC § 4581). CAL FIRE and other review team agencies review the plans for compliance with state and federal laws and regulations. The Forest Practice Rules allow the Review Team 10 days to examine the plan to assist the Director in determining if the plan is acceptable for filing as submitted. When the Director finds a plan is inaccurate, incomplete, or otherwise not in proper order, the plan is returned to the submitter with written specifications of the deficiencies. Returned plans increase the cost of preparation to plan submitters and increase the cost of agency plan review. Furthermore, plan return and resubmission results in delays in project implementation, which is critical when landowners are faced with limited time periods to conduct harvesting operations.

In an effort to reduce the number of plans returned as unacceptable for filing, CAL FIRE has provided this report listing several common errors and omissions related to the plan preparation, including the noticing requirements. These errors and omissions are commonly encountered during plan review. The report includes those most common major or “fatal” errors which result in CAL FIRE being required to return the THP to the submitter without filing. It also identifies the most common correctable errors found during first review by the CAL FIRE staff. The discussion focuses on common plan filing issues, the underlying rule requirements precipitating plan return, and suggests ways to address each of the issues. This information is intended to provide a useful tool for RPFs in their task of preparing plans and notices that conform to the Forest Practice Rules. By sharing this information, CAL FIRE hopes to avoid mistakes, which will reduce or eliminate the time and cost associated with having plans returned or having to correct omissions or errors.

**Note:** CAL FIRE understands the hardships placed on RPFs and the landowners they represent when a plan is returned rather than accepted for filing. In preparing a plan, if you have any questions about the required contents, please contact the appropriate CAL FIRE Staff in your area by phone or e-mail PRIOR to submitting the plan. Such pre-consultation can save time and prevent needless frustration during the review process.

**Disclaimer:** This report does not attempt to list ALL potential reasons why a plan might be returned. It does contain a current listing of the most common problems seen by CAL FIRE staff involved in plan review. This list may be updated periodically if CAL FIRE identifies a change in errors encountered during plan review.

**I. Notice of Intent to Harvest Timber  
(14 CCR §§ 1032.7(c)-(g) and 1092.04(c)-(h))**

A Notice of Intent to Harvest Timber (NOI) is used to inform the public of proposed timber operations. An NOI is required where 1) any proposed plan boundary lies within 300 feet of any property not owned by the timberland owner, 2) substantial amendments change a plan boundary so that the new boundary lies within 300 feet of property not owned by the timberland owner, and 3) substantial amendments change the silvicultural method if an NOI was required with the original plan (timber harvesting plans and modified timber harvesting plans only, not program timber harvesting plans). The information contained in an NOI is specific and must be accurate in order to meet the notification requirements of the Forest Practice Rules and CEQA.

It is important for RPF's to recognize that much of the information included in an NOI compliments the information provided in a plan. The following table provides a cross-reference for RPFs to use in determining where the information required for an NOI is also included in a plan. One key to avoiding the return of a plan because of an incorrect or incomplete NOI is to ensure that the information in the plan is correctly transferred to the NOI.

<b>Specific NOI Information</b>	<b>NOI Item</b>	<b>Plan Item</b>
Timberland Owner on whose lands timber operation is to occur	1	2
RPF who prepared the plan or amendment	2	17*, 13**
Name of individual who submitted the plan or amendment	3	4
County	4	7*, 8**
Legal description	4	7*, 8**
Approximate direction and approximate distance of the timber operation from the nearest community or well-known landmark	4	Not in plan
The name of and distance from the nearest perennial stream and major watercourse flowing through or downstream from the timber operation	5	Not in plan

<b>Specific NOI Information</b>	<b>NOI Item</b>	<b>Plan Item</b>
Acres proposed to be harvested	6	7*, 8**, 8(a)*, 14(a)**
The regeneration methods and/or intermediate treatments to be used	7	8(a)*, 14(a)**
Whether a known overhead powerline, except lines from transformers to service panels, is within the plan area	8	Not in plan
The estimated earliest date that the Director may approve the plan	On form	Not in plan

\* Program timber harvesting plans (PTHPs)

\*\* Timber harvesting plans and modified timber harvesting plans

In addition to information contained in the plan, the NOI must also include information regarding 1) the direction and distance of the timber operation from the nearest community or well-known landmark; 2) name of, and distance from, the nearest perennial stream and major watercourse flowing through or downstream from the timber operation; 3) whether there are known overhead power lines, except lines from transformers to service panels within the plan area; and 4) the estimated earliest date that the Director may approve the plan.

In addition to the NOI itself, the RPF must furnish the names and mailing addresses of all property owners within 300 feet of the plan boundary. The list must be compiled from the latest equalized assessment roll or provided by a title company doing business in California, and the list must be compiled within 60 days of submission of the plan. Also, the RPF must supply a map that provides the approximate boundary of the plan area, containing a map legend and map scale.

Finally, prior to plan submission, the NOI and map required by 14 CCR §§ 1032.7(d)(8) and 1092.04(d)(8) must be posted at a conspicuous location on a public road nearest the plan site. The NOI must be on colored paper or identified with colored flagging to be easily visible to the public.

**Common NOI Errors That Cause Plans to Be Returned:**

- **All** timberland owners where timber operations will occur are not listed.
- The legal description is either incomplete—it does not show the location of **all** proposed timber operations-- or incorrect—it does not show the correct location of timber operations.
- The direction, distance, or both, of the timber operations from the nearest community or well-known landmark are incorrect or not provided.
- The name of, or the distance from the nearest perennial stream or major watercourse flowing through or downstream from the timber operations, or both, are incorrect or not provided.
- The acres to be harvested are not consistent with those listed in plan Items 7\*, 8\*\*, 8(a)\*, 14(a)\*\* or the plan map.
- The regeneration methods or intermediate treatments to be used, or both, are not consistent with those listed in plan Items 8(a)\* and 14(a)\*\*.
- There is no adjacent landowner list attached to the NOI and map.
- There is no NOI attached to the adjacent landowner list and map.
- A substantial amendment proposes to change the plan boundary so that the new boundary lies within 300 feet of property not owned by the timberland owner or proposes to change the silvicultural method where an NOI was required with the original plan, but the amendment does not include an NOI, adjacent landowner list, or map.
- The NOI map does not clearly show the plan or amendment boundary, does not have a scale, does not have a legend, or does not have all three.
- The NOI map for a substantial amendment is not consistent with the original plan map.

\* Program timber harvesting plans (PTHPs)

\*\* Timber harvesting plans and modified timber harvesting plans

**Suggestions to Avoid Plan Returns for NOI-Related Problems:**

- Check that the corresponding NOI and plan items are consistent with one another. This is especially true of acreage amounts contained in plan Items 7\*, 8\*\*, 8(a)\*, and 14(a)\*\*.
- Remember to state the approximate direction and the approximate distance of the timber operations from the nearest community or well-known landmark. Check that the direction and distance are correct on an appropriately scaled map.
- Remember to state the name and the distance from the nearest perennial stream and major watercourse flowing through or downstream from the timber operations. Check that the name and the distance are correct on an appropriately scaled map.
- In addition to regeneration methods and intermediate treatments, list any special prescriptions, alternative prescriptions (note the most nearly appropriate or feasible silvicultural method in parenthesis), road right-of-

- way, and timberland conversion proposed as part of the plan or substantial amendment.
- Check that the NOI, the adjacent landowner list, and the NOI map are included with the plan or substantial amendment.
  - Ensure the NOI map, which must contain a legend including descriptions of all symbols used to depict map features and a defined scale, is consistent with the original plan map. Also, ensure the NOI map clearly shows the boundary of the plan or amendment.
  - Ensure that all applicable timberland owners are included on the NOI. Sometimes timber operations are proposed, such as isolated road reconstruction or landing construction on an existing haul road, and the owner of the timberland on which the operations will occur is not included on the NOI.

\* Program timber harvesting plans (PTHPs)

\*\* Timber harvesting plans and modified timber harvesting plans

A copy of the NOI form can be obtained on the internet at:

[http://www.fire.ca.gov/php/rsrc-mgt\\_forestpractice\\_harvestingforms.php](http://www.fire.ca.gov/php/rsrc-mgt_forestpractice_harvestingforms.php)

## **II. Request for Information on Domestic Water Supplies** **(14 CCR §§ 1032.10 and 1092.07)**

Notification to downstream landowners is required for many timber harvesting plans, modified timber harvesting plans, program timber harvesting plans, and some amendments to such plans. The notice requests information about surface domestic use from watercourses located on or near the plan area (or both) and must contain specific information as outlined in 14 CCR §§ 1032.10 and 1092.07. The purpose of this notification is twofold: 1) It alerts surface domestic water users of potential impacts to their domestic water supplies, and 2) It allows the RPF to incorporate appropriate mitigation measures to prevent significant adverse impacts to the beneficial uses of water. Most errors associated with domestic water notification involve either failure to include all the information required by 14 CCR §§ 1032.10 or 1092.07 (or both) in the notification letters or newspaper publication, incorporating incorrect information in those notices, or submitting the plan prior to the required ten-day waiting period.

### **Common Domestic Water Supply Notification Errors That Cause Plans to Be Returned:**

- The plan area includes Class III watercourses that deliver surface drainage to adjacent properties located 1,000 feet downstream. However, the plan does not indicate whether the watercourses within 1,000 feet downstream are classified as Class I, II or IV watercourses.

- The plan indicates that no Class I, II or IV watercourses on or adjacent to other ownerships within 1,000 feet of the plan boundary receive surface drainage, but the plan description or plan map indicate there are Class I, II or IV watercourses on adjacent ownerships within 1,000 feet of the plan boundary that could receive drainage.
- Proof of notification by either letter or newspaper publication is not included in the plan and there is no request for an exemption from the notification requirements.
- No information indicating notification has occurred (proof of service) and no information requesting exemption from notification are provided with the plan or amendment.
- Notification was not made in a newspaper of general circulation in the area affected by the proposed project or no proof of publication is included with the plan.
- The legal description provided in the domestic water supply notification letters, the newspaper publication, or both, is incorrect.
- Notification does not identify the name, if any, of the watercourse the proposed timber operations may effect.
- Notification lacks a request for a response by the property owner within ten days of the post-marked date on the letter or the date of newspaper publication.
- An exemption from the notification requirements is requested; however, no explanation or justification is contained in the plan.
- The RPF has requested an exemption from the newspaper notification requirements; however, CAL FIRE has reason to believe that downstream water users may be affected by proposed timber operations and therefore, does not grant the exemption request.
- A plan proposes timber operations involving construction or reconstruction of watercourse crossings on a classified watercourse along an existing haul road, and the downstream landowners within 1,000 feet of the crossings have not been notified.

**Suggestions to Avoid Plan Returns for Domestic Water Supply Notification-Related Problems:**

- If the classification of watercourses is unknown on adjacent ownerships within 1,000 feet downstream of the proposed timber operations and these watercourses receive surface drainage from the plan area, then notify downstream landowners to ensure impacts to the beneficial uses of water are adequately mitigated.
- Ensure the plan description and maps are consistent with the stated need for domestic water supply notification. If the plan description or maps indicate there are Class I, II or IV watercourses on ownerships within 1,000 feet downstream of the plan boundary that receive surface drainage from the plan area, then the need for domestic water supply notification has been established.

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- Ensure that copies of either notice, proof of service, and proof of publication are all included in the plan.
- Ensure that copies of any responses are included in the plan.
- Ensure that the newspaper notification is published in a "newspaper of general circulation" (ref. GC § 6008) and that the newspaper has been adjudicated for the area in which the plan is located. Contact the individual newspaper to verify it has been adjudicated as a newspaper of general circulation for the county in which the plan is located.
- Ensure that all the information required by 14 CCR § 1032.10 or 1092.07 is included in the notification letters and newspaper publication: 1) Request that the plan submitter be advised of surface domestic water use from the watercourse, within the plan or within 1,000 feet downstream of the plan boundary; 2) Notify the party of the proposed timber operation; 3) Describe the timber operation's legal location; 4) Identify the name, if any, of the watercourse the timber operation may effect; and 5) Request a response by the property owner within ten days of the post-marked date on the letter or the date of publication as appropriate.
- If an exemption will be requested, then ensure an explanation and justification for such exemption is included in the plan.
- Ensure that the description of the location of timber operations and the areas considered 1,000 feet downstream of such timber operations takes into account all proposed timber operations as part of a plan. This means the description of the location of timber operations needs to take into account isolated areas where timber operations will occur, such as crossings on haul roads or landings proposed for construction or reconstruction.

### **III. Plan-Related Archaeological Information (14 CCR § 929.1 [949.1, 969.1](a)-(c))**

A Confidential Archaeological Addendum (CAA) must be submitted with every timber harvesting plan, modified timber harvesting plan, and program timber harvesting plan. The purpose of the addendum is to document the assessment of impacts the proposed timber operations may have on cultural and historical resources located on and in the vicinity of the plan area. The most common errors found in the CAA that result in a plan return include failure to provide proof of Native American notification or archaeological records checks, mistakes on (or lack of) an archaeological coverage map, and erroneous or incomplete notification letters.

Detailed instructions for the completion of a CAA are published by CAL FIRE in a document entitled *Instructions for Completing CDF's CAA Report Form*. Additionally, a report listing the most common errors in a completed CAA, including "fatal" errors resulting in plan returns is also published by CAL FIRE. This report identifies the most common correctable errors found during first

review. A copy of the CAA instructions and the list of common errors can be obtained on the internet at the following sites:

<http://www.indiana.edu/%7Ee472/CDF/forms/index.htm>

<http://www.indiana.edu/%7Ee472/CDF/caaerrors.html>

### **Common Archaeological Information Errors That Cause Plans to Be Returned:**

- The archaeological records check does not cover the entire plan area.
- The archaeological records check was conducted at an inappropriate information center
- Native American contact letters do not contain all the information required by 14 CCR § 929.1[949.1, 969.1](a)(2).
- Substantial amendments adding acreage fail to provide a description of archaeological survey methods and procedures for the additional area when the archaeological records check shows no previous survey coverage for this area.
- No Archaeological Survey Coverage Map was submitted for inclusion in the CAA, or the map submitted 1) does not accurately display the features, 2) does not contain a map scale, or 3) is not of the scale required by 14 CCR § 895.1.
- The CAA does not contain an example of the notification letter and maps submitted to the Native American contacts.

### **Suggestions to Avoid Plan Returns for Plan-Related Archaeological Information:**

- Ensure the archaeological records check covers the entire area where timber operations are proposed. This may mean including the largest possible area over which the proposed timber operations may occur in order not to exclude any potential areas.
- Ensure that the archaeological records check is made at the appropriate information center. There are twelve independent regional information centers in California that maintain and manage historical and cultural records. Each information center serves a specific county or counties and the records check required by 14 CCR § 929.1[949.1, 969.1](a)(1) must be acquired from the appropriate information center. A roster of regional information centers with the locations, contact information, and counties served by each is found at:  
  
<http://www.ohp.parks.ca.gov/pages/1068/files/ic%20roster.pdf>.
- Ensure that the Native American contact letters contain all the information required by 14 CCR § 929.1[949.1, 969.1](a)(2): 1) A request for

- information concerning the potential existence of any Native American archaeological or cultural sites within the plan boundaries; 2) Information concerning the location of the plan including the information required by 14 CCR § 929.1 [949.1, 969.1](a)(2)(A)-(G); 3) A statement that all replies, comments, questions, or other information submitted by Native Americans as a result of this notice be directed to the RPF, including the name, address, and phone number of the RPF; 4) Information concerning the available time for response, including (i) an indication that the RPF is requesting a response within ten days from the date of the notice so the information can be incorporated into the plan when initially submitted, (ii) the estimated date the plan will be submitted, and (iii) a statement that the earliest possible date the Director may approve the plan is 16 calendar days after it is submitted to the Director, although typically the plan is reviewed for at least 45 calendar days following plan submittal before the Director approves the plan; 5) A statement that the Native American groups may participate in the plan review process by submitting written comments to the Director before close of the public comment period; 6) A statement that locations of sites disclosed will be kept confidential; and 7) A statement that a CAA will be prepared for the plan and a copy of pertinent information contained within the CAA may, at the discretion of CAL FIRE, be obtained from them.
- When adding acreage to a plan, ensure all applicable requirements for protecting cultural and historical resources are followed for the additional area: 1) Archaeological records check at the appropriate Information Center; 2) Written notification to Native Americans of the preparation of an amendment; 3) A field survey for archaeological and historical sites within the site survey area; 4) Pre-field research; 5) Notification to Native Americans if a Native American Archaeological or Cultural Site is located; 6) Submission of a Confidential Archaeological Addendum; and 7) Submission of a completed site record for each site considered to be a significant archaeological or historical site. All of the applicable requirements may have been satisfied in the original plan's CAA preparation, depending on the area included in the assessment; however, if any of the requirements for the protection of cultural and historical resources have not been met for the area to be amended into the plan, then such requirements need to be satisfied prior to submission of the amendment.
  - Ensure the CAA contains an Archaeological Survey Coverage Map, and that the map contains a north arrow, a scale, and that it accurately displays the project boundary, the site survey area showing survey intensity, and the specific location of all archaeological and historical sites identified within the site survey area. Please note the map must be at a scale of 1:24,000. Additional maps at other scales may be required to more accurately display required information or increase clarity.
  - Ensure the CAA contains an example of the notification letter and maps submitted to the Native American contacts.

**IV. Mapping Standards  
(14 CCR §§ 1034(x) and 1092.09(l))**

The Forest Practice Rules under 14 CCR §§ 1034(x) and 1092.09(l) describe most of the mapping standards for timber harvesting plans, modified timber harvesting plans, and program timber harvesting plans. All of these rule sections require maps of a specific scale(s), require the features on the map to be clearly shown, and require a map legend describing the symbols used to depict the map features. Certain specific map features must be shown on a titled USGS or equivalent topographic map(s) at a scale of not less than 1:24,000. Others may be shown on a planimetric map or at smaller scales or both. There is some variation to this rule, depending on the specific code section. In addition to those code sections, there are other mapping requirements found in the Forest Practice Rules. Plan returns due to mapping errors occur usually because required features are not shown, the map is not clear, or the map is inconsistent with descriptions of timber operations contained in the plan.

**Common Mapping Errors That Cause Plans to Be Returned:**

- Not all map features required by the rules, such as unstable areas or watercourse crossings, are shown on the map.
- An item in the plan proposes timber operations that require specific mapping such as road construction or tractor use beyond the limitations of the standard Forest Practice Rules; however, the location of these timber operations is not shown on the map.
- The symbols on the map legend do not match the features on the map.
- Amendment boundaries are not clearly mapped.
- No symbols are contained in map legend.
- Not all map features required by the rules are clearly shown on the map.
- The superimposition of two specific map features appears as a third feature based on the symbols used to depict the three separate features. This makes the map difficult to read.
- Amendment map is not consistent with original plan map.

**Things to watch for are:**

- Heavy equipment use is proposed on unstable areas, or on areas for which tractor use is proposed beyond the limitations of the standard Forest Practice Rules in the plan; however, the plan map does not show the location of such proposed timber operations.
- A plan item indicates road construction or reconstruction will occur; however, the plan map does not show any proposed road construction or reconstruction.
- A plan item indicates 1) new roads exceed a grade of 15% or have pitches of up to 20% for distances greater than 500 feet, 2) roads are to be constructed or reconstructed (other than crossings) within the WLPZ of a

- watercourse, 3) roads or watercourse crossings will be abandoned, 4) landings will exceed one quarter acre in size, or 5) landings require substantial excavation; however, the plan map does not show the location of any such proposed timber operations.
- A plan item indicates there are watercourse crossings that require mapping per 14 CCR § 1034(x)(7); however, the map shows no watercourse crossings.
  - A plan item indicates there will be in-lieu practices; however, the plan map does not show the location of any in-lieu practices.
  - A plan item indicates there are snags that must be felled for fire protection or safety reasons, and snags will be felled along main ridge tops that are suitable for fire suppression; however, the plan map does not show the location of main ridge tops where snags will be felled.
  - A plan item indicates Late Succession Forest Stands are proposed for harvest, and such harvest will significantly reduce the amount and distribution of late succession forest stands or their functional wildlife habitat value so that it constitutes a significant adverse impact on the environment as defined in 14 CCR § 895.1; however, the plan does not contain a map(s) showing: 1) late succession forest stands within the planning watershed and any other stands that provide functional wildlife habitat for species primarily associated with late succession forest stands that are on the ownership, 2) those stands which are currently proposed to be harvested, and 3) known stands on other ownerships.

### **Suggestions to Avoid Plan Returns for Mapping–Related Errors:**

In order to ensure all applicable map features required by the rules are shown on the plan maps, consider the geographic features found on the plan area, the timber operations proposed thereon, and the mapping requirements found in the Forest Practice Rules. Rules pertaining to mapping for plans are primarily found in 14 CCR §§ 1034(x) and 1092.09(l); however, other mapping requirements are found throughout the Forest Practice Rules. Thus, some mapping requirements may be overlooked and failure to provide required information on the plan map can result in plan return.

The following highlights some specific rules pertaining to plan-related mapping content in the Forest Practice Rules (not including cumulative impacts assessment, confidential archaeological addendum, notice of intent to harvest timber, notice of preparation or sustained yield plan related mapping):

- BOARD OF FORESTRY TECHNICAL RULE ADDENDUM NO. 2 CUMULATIVE IMPACTS ASSESSMENT under Past and Future Activities requires showing 1) the location and boundaries of past, present and reasonably foreseeable probable future timber harvesting projects on land owned or controlled by the timberland owner of the proposed timber harvest within applicable planning watershed(s), 2) silvicultural methods

- for each of the timber harvesting projects, 3) associated THP number referenced in the map legend or on an annotated list, and 4) differentiation of silvicultural methods into one of four categories.
- 14 CCR § 913.2 [933.2, 953.2](b)(2) requires the RPF to delineate areas previously treated by the transition method on the plan map.
  - 14 CCR § 913.4 [933.4, 953.4](d)(8) requires the RPF to either provide in the plan a general description of variable retention aggregated group locations or a map, or both, showing the approximate location of the groups for each logging unit.
  - 14 CCR 914.2(f)(2)(ii) requires new tractor roads on slopes between 50 percent and 65 percent where the erosion hazard rating is moderate to be shown on the plan map.
  - 14 CCR §§ 954.4(f) and 915.4 [935.4, 955.4](f) require a map identifying the boundaries of site preparation areas, if different from logging area boundaries, and distinguishing areas by type of site preparation activity.
  - 14 CCR § 916.1 [936.1, 956.1] requires the RPF to “describe the specific locations” where any in-lieu practices will be applied.
  - 14 CCR § 916.4 [936.4, 956.4](a) requires the RPF or supervised designee to conduct a field examination of all lakes and watercourses and to map all lakes and watercourses which contain or conduct Class I, II, III or IV waters.
  - 14 CCR § 916.4 [936.4, 956.4](a)(2) requires the RPF or supervised designee to map the location of spawning and rearing habitat for anadromous salmonids.
  - 14 CCR § 916.9 [936.9, 956.9](r)(1)(A) requires a map of proposed water drafting locations.
  - 14 CCR § 919.1 [939.1, 959.1](a) requires mapping of main ridge tops that are suitable for fire suppression where snag removal will occur if required by CAL FIRE.
  - 14 CCR § 939.15 requires areas where trees within aspen stands, meadows, and wet areas will be clearcut and exempted from stocking provisions be shown on the plan map.
  - 14 CCR § 919.16 [939.16, 959.16](a)(1) requires that when late succession forest stands are proposed for harvesting and such harvest will significantly reduce the amount and distribution of late succession forest stands or their functional wildlife habitat value so that it constitutes a significant adverse impact on the environment as defined in 14 CCR § 895.1, the RPF provide a map(s) showing: 1) late succession forest stands within the planning watershed and any other stands that provide functional wildlife habitat for species primarily associated with late succession forest stands that are on the ownership, 2) those stands which are currently proposed to be harvested, and 3) known stands on other ownerships.
  - 14 CCR § 921.1 [961.1](b)(2) requires plan maps to show the location of and identify the following: 1) All log landings proposed to be used, 2) all main skid trails, 3) all logging roads, 4) all watercourses, lakes, and

- marshes, and 5) boundaries of Coastal Commission Special Treatment Areas within or contiguous to the plan area.
- 14 CCR § 923.1 [943.1, 963.1](a) requires all logging roads to be located and classified on the plan map as permanent, seasonal, or temporary; road failures on existing roads that will be reconstructed to be located on the plan map; and in addition to the requirements of 14 CCR § 1034(x), the probable location of those landings that require substantial excavation or that exceed one quarter acre in size to be shown on the plan map.
  - 14 CCR § 923.3 [943.3, 963.3](a) requires the location of all new permanent watercourse crossing drainage structures and temporary crossings located within the WLPZ to be shown on the plan map.
  - 14 CCR § 923.3 [943.3, 963.3](f) requires the RPF to show on the plan map any proposed exceptions to the requirement that permanent watercourse crossings and associated fills and approaches be constructed or maintained to prevent diversion of stream overflow down the road and to minimize fill erosion should the drainage structure become obstructed.

**Santa Clara County Rules**

- 14 CCR § 925.4(c)(1)-(2) requires mapping of the location of scenic roads as designated by the County General Plan or in another document officially adopted by the county and the location of all structures (including mobile homes or trailers) currently maintained for human habitation within 200 feet as measured along the surface of the ground from the boundary of the plan area.
- 14 CCR § 925.4(d) requires all routes to be used for removing forest products from the plan area to the mill or county line to be shown on a road map submitted with the plan.

**Santa Cruz County Rules**

- 14 CCR § 926.15 requires the RPF to include a map whenever new road construction is proposed and the plan submitter owns or controls any property contiguous to the parcel or parcels on which timber operations are proposed, and such contiguous property contains timberland.
- 14 CCR § 926.16 requires the location of proposed truck roads, constructed tractor roads, landings, and watercourse crossings to be designated on the plan map.
- 14 CCR § 926.23 requires the RPF to provide a map showing the location of the flagged property boundaries along with any documentation that substantiates the property line.

**Marin County Rules**

- 14 CCR § 927.2(c)(1)-(2) require mapping of the location of the Marin County Recreation Corridor, scenic corridors, conservation zones, as identified in the Marin Countywide Plan of April (1982), special treatment areas designated by the County General Plan of 1982 or in any other document officially adopted by the county, and the location of all structures (including mobile homes or trailers) currently maintained for human habitation within 200 ft. as measured along the surface of the ground from the boundary of the plan area.

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- 14 CCR § 927.2(d) requires all routes to be used for removing forest products from the plan area to the mill or county line to be shown on a road map submitted with the plan.
- 14 CCR § 927.2(e) requires plan maps to show the location of, and identify the following: 1) all log landings proposed to be used, 2) all main tractor roads on slopes over 50%, 3) all logging roads, 4) all watercourses, lakes, and marshes, and 5) boundaries of the Marin County Recreation Corridor within or contiguous to the plan area.
- 14 CCR § 927.2(h) requires the RPF to include a map whenever new road construction is proposed and the plan submitter owns or controls any property contiguous to the parcel or parcels on which timber operations are proposed, and such contiguous property contains timberland.

### **San Mateo County Rules**

- 14 CCR § 928.2(b)(1)-(3) require mapping of the location of scenic roads as designated by the County General Plan or in any other document officially adopted by the county, the location of all structures (including mobile homes or trailers) currently maintained for human habitation within 200 feet as measured along the surface of the ground from the boundary of the plan area and the location of existing and proposed firebreaks.
- 14 CCR § 928.2(c) requires all routes and encroachments onto county roads to be used for removing forest products from the plan area to the mill or county line to be shown on a road map submitted with the plan.

### **Lake County Rules**

- 14 CCR § 945.3(a) requires a map that clearly defines the location and extent of the Scenic Combining District occurring on the site to be harvested to be submitted with the plan.

### **Monterey County Rules**

- 14 CCR § 965.1 requires all haul routes for removing forest products to be shown on a road map submitted with the plan, including routes from the harvest site to the mill or county line.
- 14 CCR § 1034(x)(1)-(17) describes the specific mapping requirements for timber harvesting plans and modified timber harvesting plans.
- 14 CCR § 1034(ii) requires the locations and classifications of roads, watercourse crossings, and landings to be abandoned to be shown on a map complying with 14 CCR § 1034(x).
- 14 CCR § 1051.1 requires mapping of all items described in 14 CCR § 1034(x), except for 1034(x)(7).
- 14 CCR § 1051.1(a) requires the RPF to identify and map those areas currently understocked and not to be harvested that are at least three acres in size.
- 14 CCR § 1051.1(b) requires the RPF to use a topographic map base with a minimum scale of 1:12,000.
- 14 CCR § 1092.09(l)(1)-(11) describe the specific mapping requirements for program timber harvesting plans (PTHPs).

Other Mapping Considerations:

- Make sure all proposed timber operations described in the plan that require specific mapping are shown on the plan map.
- Ensure Maps are Consistent with the Operational Section of the Plan:
  - The most important thing to do to avoid having the plan returned because of inconsistencies between the description of the proposed timber operations and the plan maps is to carefully review the operational section of the plan for consistency with the plan maps.
- Ensure that each feature shown on the plan maps is depicted with a unique symbol that is clearly discernable, and shown and defined on the map legend. This should take into account any superimposition of more than one symbol. When this occurs, make sure the superimposition does not appear as any other symbol used to depict map features.
- Carefully review the plan or amendment maps to ensure all boundaries are clearly delineated.
- Ensure the map has a legend.
- Ensure that all map features are clearly shown on the map. The purpose of the map is twofold:
  - 1) It should provide direction to the LTO for the implementation of timber operations, and 2) it should provide information to reviewing agencies and the public about the extent of potential impacts represented by the proposed timber operations to allow review and assessment. The map should be clear enough to be easily readable to members of the public not involved in timber management. This means that anyone should be able to look at the map features and be able to tell from looking at the corresponding symbol and definition on the map legend what is proposed at any given location on the plan. A member of the public may not understand what is proposed; however, he or she should be able to easily decipher all features shown on the map based on the symbols and definitions contained in the map legend.
- When proposing an amendment to the plan, ensure the amendment map is consistent with original plan map.
- Ensure that any areas where unique rules will apply are clearly delineated from areas where other specific but different rules will apply. This often occurs when a portion of the plan is located in a watershed with threatened or impaired values, and another portion of the plan is located in a watershed without threatened or impaired values.