

# Long-term Forest Practices Application Information and Instructions for Eastern Washington

## Table of Contents

Do I qualify for a Long-term Forest Practices Application? _____	1
Where can I get forms and maps? _____	1
Help For Small Forest Landowners _____	2
Department of Natural Resources Region Offices _____	2
Overview of Long-term Forest Practices Application _____	3
How do I fill out Step 1 of the Long-term FPA? _____	6
How do I fill out Step 2 of the Long-term FPA? _____	12
How do I fill out the 5 Day Notice of Operation for the Long-term FPA? _____	25
Activity Map Information and Requirements _____	27
Water Typing Procedures _____	30
Eastern Washington Water Type Classification Worksheet _____	31
Hydraulic Project Approval (HPA) Information _____	32
Type S or F Riparian Management Zone (RMZ) Cross-section _____	33
Inner Zone Hardwood Conversion Worksheet _____	34
Natural Regeneration Plan _____	35
Watershed Analysis Worksheet _____	36
Law and Rules _____	38
Long-term Forest Practices Application Fees _____	38
Web References _____	39

## Do I qualify for a Long-term Forest Practices Application (FPA)?

Answer these questions to see if you qualify for a long-term FPA:

1. Are you planning on converting your property to a use other than growing commercial timber in the next six years?  
[ ] Yes: You don't qualify for a long-term FPA.
  - See page 2 for a list of DNR region offices and counties that they include. Contact the appropriate region to find out if you need to fill out a standard FPA.[ ] No: go to number 2.
2. In the past 3 years, have you harvested an average annual timber harvest volume of less than two million board feet from your lands in Washington?  
[ ] Yes: you are a small forest landowner. This qualifies you for the long-term FPA.
  - Get long-term FPA forms at <http://www.dnr.wa.gov/forestpractices> OR
  - See page 2 for a list of DNR region offices and counties that they include. Contact the appropriate office and explain that you are a small forest landowner needing help with a Long-term FPA. The office will put you in touch with a field forester that works with small forest landowners.[ ] No: you aren't a small forest landowner and don't qualify for the long-term FPA.
  - You must fill out a standard FPA form. Get standard FPA forms at <http://www.dnr.wa.gov/forestpractices> or contact the DNR region office that covers the area your property is located in.

Reference: WAC 22-21-010(13)

## Where can I get forms and maps?

1. You can download forms and maps from the Forest Practices web site: <http://www.dnr.wa.gov/forestpractices>.
2. You can also get forms and maps from DNR region offices. See below for a list of DNR region offices and counties that they include.

## Help For Small Forest Landowners

The Small Forest Landowner Office serves as a resource for people who own forest land. Field foresters are located in regional offices around the state to offer the following types of assistance to small forest landowners:

- **Long-Term Application:** Landowners may apply for a Long-term Forest Practices Application (FPA) that will be valid for 3-15 years rather than the standard 2 year FPA. This application may require more work than the 2 year FPA, but allows the landowner more flexibility over time.
- **Forest Stewardship Program:** This program provides on-site forest management advice and help with the development of Forest Stewardship Plans. A stewardship plan could make you eligible for cost share, certification, or recognition programs.
- **Alternate plans:** These plans allow more flexibility than the forest practices rules typically allow for site specific management plans. All resources must still be adequately protected.
- **Forest Riparian Easement Program (FREP):** When harvesting near a stream, a riparian forest buffer is required to be left to protect the aquatic resource. FREP offers compensation to landowners for timber that is required by law to be left in the Riparian Management Zone.
- **Family Forest Fish Passage Program (FFFPP):** Many culverts on forest roads that cross streams are undersized and block fish passage. Fish passage barriers can be replaced with funding from the FFFPP.
- **Forest Practices Technical Assistance:** Landowners can find help with Forest Practices Applications and get answers to regulatory questions by contacting a regional office.

For more information, see our website [www.dnr.wa.gov/sflo](http://www.dnr.wa.gov/sflo) or contact one of the DNR Region Offices listed below:

### Department of Natural Resources Region Offices

(Business hours are 8:00 am to 4:30 pm)

#### **Southeast Region**

713 Bowers Road  
Ellensburg, WA 98926  
Tel: (509) 925-8510  
Fax: (509) 925-8522

**Includes:** Adams, Asotin, Benton, Chelan, Columbia, Douglas, Franklin, Garfield, Grant, Kittitas, Klickitat, Skamania, Walla Walla, Whitman, and Yakima counties

#### **Northeast Region**

**Mailing Address:**  
PO Box 190  
Colville, WA 99114

#### **Physical Address:**

225 S. Silke Road  
Colville, WA 99114  
Tel: (509) 684-7474  
Fax: (509) 684-7484

**Includes:** Ferry, Lincoln, Okanogan, Pend Oreille, Spokane, and Stevens counties

# Overview of Long-term Forest Practices Application (FPA)

Small forest landowner Long-term FPAs will be reviewed in two steps, with a written 5 Day Notice of Operation.

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## Step 1 Resources and Roads Assessment

1. Step 1 Resources and Roads Assessment, Long-term FPA form:
    - Instructions for this form start on page 5.
    - This step is only for resource and existing roads assessment.
      - Resource topics included in this step: critical wildlife habitat, unstable slope features, streams, water bodies, wetlands, historic sites, and archaeological sites.
      - Road topics included in this step: existing forest roads and their conditions within the area that you are including in a Long-term FPA.
  2. Activity Maps:
    - Map information and requirements start on page 26.
    - Show locations of all resources and existing roads in the area that you want to include in a Long-term FPA as per the Step 1 form and instructions.
    - Use additional maps to help explain your assessment, if needed.
    - **NOTE: The following information must be on a separate map.**
      - Critical wildlife habitat. See WAC 222-16-080.
      - Archaeological sites
      - Historic sites
  3. Other documents that may be needed for the assessment of resources and roads:
    - Water Classification Worksheet
    - Water Type Modification forms are recommended, but not required. See page 30 for more information.
    - Marbled Murrelet form if you answered “yes” to number 4c of Step 1.
    - Informal Conference Note(s) from DNR staff regarding any site visits or discussions about Step 1.
  4. Time line: The department will review Step 1 and issue a decision within forty-five days of receiving a complete resource and roads assessment.
    - You must have a “validated” Step 1 Long-term FPA before proceeding to Step 2.
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## Step 2 Resource Protection Strategies

1. Step 2 Resource Protection Strategies, Long-term Forest Practices Application form:
  - Instructions for this form start on page 12.
  - This step includes your harvest and road plans for the duration of your Long-term FPA.
2. Activity Maps:
  - Map information and requirements start on page 27.
  - Show proposed harvest boundaries, buffers, and road work.
    - The Step 2 form and instructions explain what needs to be on the Activity Map.
    - Include information from your Step 1 Activity Map(s).
  - Use additional maps to help explain your proposal, if needed.
  - **REMINDER: The following information must be on a separate map.**
    - Critical wildlife habitat. See WAC 222-16-080.
    - Archaeological sites
    - Historic sites
3. Other documents:
  - The Step 2 form and instructions explain what other documents need to be included. They may include:
    - Qualified Expert report for timber harvest or road work on potentially unstable slope features
    - State Environmental Policy Act (SEPA) checklist or determination
    - Conversion Option Harvest Plan (COHP) from the local government
    - Alternate Plan(s)
    - Habitat Conservation Plan (HCP) or Watershed Analysis prescriptions and/or crosswalks
    - Hardwood Conversion form
    - Natural Regeneration Plan
  - Informal Conference Note(s) from DNR staff regarding site visits or discussions about Step 2.

## Step 2, continued

4. Permits from other agencies, if required. Your Long-term FPA must be consistent with permits from other agencies.

The form and instructions will tell you when you need to attach other permits. These may include, but aren't limited to:

- Bald Eagle Management Plans from the U.S. Fish and Wildlife Service.
  - Any required local government permits (i.e. clearing or grading permits) if you answered yes to 5b.
  - Shorelines Substantial Development permits or a letter of exemption from the local government if you answered yes to 5e.
  - Hydraulic Project Approval(s) (HPAs) from Washington State Department of Fish and Wildlife (WDFW):
    - Step 2 will serve as your application for an HPA. See page 32 for more information.
    - Include copies of any HPAs that you already have for projects included in your proposal.
  - Cooperative Habitat Enhancement Agreement
  - Landowner Option Plan for Northern Spotted Owl
  - Archaeological Excavation and Removal permit from the Department of Archaeological and Historic Preservation. See WAC 222-25-048.
5. Time line: The department will review and approve, approve with conditions, or disapprove Step 2 within forty-five days of receiving a complete resource protection strategies portion of the long-term FPA.
    - Except if a detailed environmental statement is necessary, additional time for approval or disapproval as specified in RCW 76.09.050 will be required.
    - You must have an approved long-term FPA and give DNR a 5 Day Notice of Operation to start operations.

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## 5 Day Notice of Operation

1. 5 Day Notice of Operation form: this is a required written notice to the DNR.
  - Instructions begin on page 24.
  - Specifies operating time frame of specific forest practice activities.
  - The information in your Notice(s) must be consistent with the information included in your long term FPA. A Notice isn't a request for an amendment.
2. Activity Map:
  - Show specific harvest boundaries and road activities for the Notice.
    - Include relevant information from your Step 1 and 2 Activity Maps.
  - **REMINDER: The following information must be on a separate map.**
    - Critical wildlife habitat. See WAC 222-16-080.
    - Archaeological sites
    - Historic sites

Reference: WAC 222-20-020(1)(d), WAC 222-20-016,

## How do I fill out Step 1 of the long-term FPA?

Your application must be legible for electronic scanning. Please:

- Type or use ink
- Do not use whiteout. If you make mistakes, cross them out and initial your changes.
- Do not write in the margins
- There is room for comments on the last page of the form. You may add pages if you need more writing space. Include the number to which each comment refers.
- If you need assistance, see page 2 for information.

### 1. Landowner:

Print the name, address, and telephone number of the landowner. An email address is optional. DNR will mail a “Notice of Decision” to the landowner.

**IMPORTANT NOTE:** You will get either a “Validated” or “Rejected” decision for Step 1. If you get a validated Step 1 you may proceed to Step 2 Resource Protection Strategies of the long-term FPA. A VALIDATED STEP 1 ISN'T AN APPROVED FPA. If you get a rejected Step 1 the region office will list the reasons on the “Notice of Decision.”

### Contact person:

Print the name and telephone number of the primary contact person. An email address is optional. This person will be contacted only during application processing. DNR will not send copies of the approval or disapproval to the contact person.

### 2. Are you a small forest landowner? Yes No *If no, don't use this form; use the standard FPA/N form. See the instructions and WAC 22-21-010(13) for a small forest landowner definition.*

The definition of “small forest landowner” that applies to Long-term FPAs is in WAC 22-21-010(13). A small forest landowner is one who has harvested an average annual timber volume of less than 2 million board feet from their lands in Washington State three years before the year of application. For assistance, contact the DNR region Small Forest Landowner Specialist.

### 3. What are the legal descriptions of the areas included in this assessment?

Example:

¼ ¼ (quarter quarter)	Section	Township	Range	E/W	Tax Parcel Number	County
SW, NE	4	29	40	E	2940004012345	Stevens

Enter the legal description(s) of the locations of your forest practices. If you don't know the information required in this section, see your property deed or contact the county assessor's office. Enter the 40-acre sub-division (for example, NW¼ NW¼), the section, township, range (East or West), and county.

### 4. Is the area included in this assessment: *(Answer each question)*

a.  No  Yes Within 500 feet of a public park? Park name: \_\_\_\_\_

If you answered “Yes” enter the name of the public park.

References: WAC 222-20-100(1)

b.  No  Yes Using forest roads that are included in a Road Maintenance and Abandonment Plan (RMAP)?

- *If Yes, what is the RMAP number?* \_\_\_\_\_

*For any forest roads that aren't included in an RMAP complete number 8, Road Assessment.*

- If “Yes,” enter the number assigned to the RMAP in the space provided.
  - NOTE: You still need to fill out the Road Assessment if you have a small forest landowner RMAP Checklist as opposed to a standard RMAP. See instructions for number 8.
  - Small forest landowners have the option of doing a standard RMAP.
- If you do not have a standard RMAP:
  - Complete number 8. Road Assessment.
  - Show the locations of and identify all existing roads, along with their identifiers, on the Activity Map.

Show the locations of all spoils areas and rock pits on the Activity Map.

- If you don't know, contact the appropriate DNR Region listed on page 2.

**# 4 continued**

- c.  No  Yes Within 50 miles of saltwater, and do you own more than 500 acres of forest land in Washington State? *If Yes - include the "Marbled Murrelet Form" or attach/reference HCP prescriptions.*

Mark "Yes" and complete the Marbled Murrelet form only if:

- The area included in Step 1 is within 50 miles of saltwater, and
- You own 500 acres or more forest land in Washington State, and
- You don't have an approved state and/or federal conservation agreement with prescriptions that include the marbled murrelet. If you have an agreement, submit a copy of the prescriptions (or reference the prescriptions on file at the DNR region office) and list the forest practices rules that are being substituted.

- d.  No  Yes Including areas of critical wildlife habitat? *If yes, document types of habitat and their locations on a separate Activity Map from the one(s) used for the rest of your assessment.*

- If you mark "Yes", show the location of nest sites, den sites, breeding sites, and roosting sites on a separate Activity Map.
- Finding critical habitats will help you plan your activities in Step 2. Failure to identify critical habitats could delay processing Step 2 of the Long-term FPA.
- The Washington Department of Fish and Wildlife (WDFW) can assist you in locating known information. A field inspection will be necessary. WDFW website: <http://www.wdfw.wa.gov> or call (360) 902-2200.

Reference: WAC 222-16-080

- e.  No  Yes Including areas with unstable slope features? Read the instructions carefully before answering this question. *Describe in number 11 how you reviewed the proposed activity area to determine if potentially unstable features are present. If yes, mark unstable features on your activity map.*

If you mark "Yes", show the location of all unstable features on the Activity Map.

Unstable features include bedrock hollows, convergent headwalls, inner gorges, toes of deep-seated landslides, groundwater recharge areas for glacial deep-seated landslides, outer edges of meander bends and other areas that indicate instability. See Forest Practices Board Manual Section 16 for help in identifying these features on the ground.

Failure to identify unstable features could result in rejection of Step 1 or delay processing Step 2. DNR region offices can provide a map of potentially unstable areas. You can not rely on this map alone. Field inspection is necessary.

**5. Streams, Lakes, and Ponds inventory. List each one separately. Show them, along with their Identifiers, on your Activity Map.**

Example:

<i>Stream Segment, Lake, or Pond, Identifier</i>	<i>DNR Mapped Water Type</i>	<i>Field Verified Water Type (see instructions)</i>	<i>Site Class, Type S or F water, only (see instructions)</i>	<i>Bank Full Width (feet)</i>	<i>Length (feet)</i>	<i>Is there a CMZ? (Y or N; see instructions)</i>
A	F	F	I	100'	500'	N
B	F	Np		2'	1050	N
C	F	F	II	75'	650	Y
D	N	F	III	4'	1200	N

Stream Segment, Lake or Pond Identifier:

Enter a unique identifier for each stream segment, lake, or pond. Use numbers or letters other than "S", "F", or "N." Identify the features on the Activity Map by using the identifiers that you entered on the form.

DNR Mapped Water Type:

Enter the water type (S, F, or N) as shown on DNR's Activity Map. Enter this for each identifier. If DNR's map doesn't show streams or water bodies for the segment you are identifying, leave this box blank or write "none."

Type S waters are "Shorelines of the State." Local governments and the DNR both regulate shorelines. See the instructions for number 5e of Step 2 on page 12 for more information.

Reference: RCW 90.58.140

### Field Verified Water Type:

Enter the actual water type (F, Np, or Ns) as verified in the field. Enter only one water type per identifier. You must verify type N waters or any water bodies that exist in the field but not on DNR's map. You don't need to verify type S waters.

- See Water Typing Procedures on page 29 and the Water Type Classification Worksheet on page 30.
- NOTE: Leave this column blank for Type S waters. These are determined by the Department of Ecology (DOE) and can't be changed by any person or agency other than the DOE.
- Changing a Type F stream requires an interdisciplinary team meeting conducted by DNR Forest Practices staff. A Water Type Modification form must be turned in if you want a change to show on DNR's maps. Download these forms from the Forest Practices web site or get them from a DNR region office.
- Water Type Modification Forms are recommended for verification of all Type N waters, water type changes from Type F to Type N, and for indicating water type breaks from Type F to Type N. See page 2 for assistance.

### Site Class:

Enter site class only for Type S or F streams. Refer to DNR's site class maps. These are available from the Forest Practices web site and DNR region offices.

### Bank Full Width (BFW):

Enter the BFW in feet of the stream, lake, or pond. As defined in the Forest Practices Board Manual Section 2, bankfull width means:

- (a) For streams - the measurement of the lateral extent of the water surface elevation perpendicular to the channel at bankfull depth. In cases where multiple channels exist, bankfull width is the sum of the individual channel widths along the cross-section.
- (b) For lakes, ponds, and impoundments - line of mean high water.
- (c) For tidal water - line of mean high tide.
- (d) For periodically inundated areas of associated wetlands - line of periodic inundation, which will be found by examining the edge of inundation to ascertain where the presence and action of waters are so common and usual, and so long continued in all ordinary years, as to mark upon the soil a character distinct from that of the abutting upland.

### Length:

Enter the segment length, in feet, of:

- The stream or stream segment
- Lake or pond border, in whole or part.
- When determining segment extents, consider the following:
  - Water type breaks
  - Site class changes
  - Stream confluences
  - Future considerations for Step 2, Resource Protection Strategies
    - Changes in stream widths that effect riparian management zone widths
    - Changes management prescriptions (i.e. an alternate plan prescription vs. standard rules)

### Is there a CMZ?

Enter "Yes" or "No."

CMZ stands for channel migration zone. As defined in WAC 222-16-010, channel migration zone "means the area where the active channel of a stream is prone to move and this results in a potential near-term loss of riparian function and associated habitat adjacent to the stream, except as modified by a permanent levee or dike. For this purpose, near-term means the time scale required to grow a mature forest. See Forest Practices Board Manual Section 2 for descriptions and illustrations of CMZs, delineation guidelines.

If a CMZ is present in your proposed activity area, provide the details of the physical and historical evidence used to delineate the CMZ on the ground on a separate 8 1/2 by 11 inch piece of paper. Show the location of the CMZ on the Activity Map.

See Forest Practices Board Manual Section 2 for guidance.

Show the following on your Activity Map:

- Field verified water types: verify type N waters shown on the Activity Map.
- Draw in all streams that are on the ground, but not printed on the Activity Map.
- Cross out (draw a series of “x’s” or hatch marks) typed waters that are shown on the map, but don’t exist on the ground.
- Or, you may map the features using GIS and the map standards on page 26. If you use a GIS map of your own creation, DNR may ask you to also include a DNR Activity map and circle the area that you are referencing.

Reference: WAC 222-16-030

**6. Wetlands Inventory. List each wetland separately. Show the boundaries of each wetland, along with its Identifier, on your Activity Map. Include all type A and B wetlands that are within 200 feet of the area covered by Step 1. . Don’t include forested wetlands that are less than 3 acres in size.**

Example:

Wetland Identifier	Wetland Type (A, B, or Forested)	Total Wetland Area (acres)	Wetland Identifier	Wetland Type (A, B, or Forested)	Total Wetland Area (acres)
W1	A	2.5	W4	Forested	4.0
W2	B	0.5			
W3	Forested	4.5			

Wetland Identifier:

- Enter a different wetland identifier for each wetland.
- Include type A and B wetlands within 200 feet of the area included in Step 1.
- Don’t list forested wetlands that are less than 3 contiguous acres in size.

Wetland Type:

Enter the type of each separate wetland. See WAC 222-16-035.

Total Wetland Area:

Enter the total area (contiguous acres) of each wetland.

Show the following on your Activity Map:

- Wetland boundaries, along with their identifiers, of each wetland listed on the inventory. You don’t need to show forested wetlands less than 3 contiguous acres.

References: Forest Practices Board Manual Section 8, WAC 222-16-035, 222-30-020 (6), (7), and (8)

**7. Sensitive Site Inventory for Type Np waters. List each site separately and show it, along with its Identifier, on your Activity Map.**

Example:

Site Identifier	Type of Site	Describe how you marked sensitive sites on the ground.
SS1	Headwater Spring	Marked with orange plastic tags nailed to trees around the edge of the spring.
SS2	Side-slope seep	Marked with orange plastic tags nailed to trees around the edge of the seep.

Site Identifier: List one identifier per site. Use letters and/or numbers.

Type of Site: See “sensitive sites” in general definitions, WAC 222-16-010. Enter one of the following:

- Headwall seep
- Side-slope seeps
- Type Np Water intersection or confluence
- Headwater spring
- Alluvial fans

Describe how you marked sensitive sites on the ground: List the colors and types of markers used to mark the features in the field. Mark the extents of each sensitive site in the field. Markings must be able to last fifteen years. You may list the coordinates and datum type in this space, but they aren’t required. If you choose to use GPS coordinates, you still need to mark the sites on the ground.

Show the following on your Activity Map:

- Locations, along with their identifiers, of each sensitive site listed on the inventory.  
Reference: WAC 222-16-010 (see “sensitive sites”)

**8. Roads assessment. *Show roads, water crossings, spoil areas, and rock pits, along with their identifiers, on an Activity Map.***

Example:

Road Identifier	Date Assessed	Road issue assessed ( <i>see instructions for categories</i> )	Comments
A-100	10/15/2007	Water from the road or ditch runs directly into typed water	This is only for the east side of the road. Crosses one type F stream (fish passable).
A-300	10/15/2007	Water from the road or ditch runs directly into typed water.	Ditches have evidence of scour. Road crosses one type Ns and one type Np stream
A-400	10/2007	No issues	One type F and two type Np water crossings are up to forest practices standards.
C-1	10/16/2007	Water flows under, over or around the culvert	Type Np crossing on the A-300 road.

Road Identifier: Enter a road identifier for each road or location of a specific road section or water crossing being assessed. Include all existing forest roads within the area covered by Step 1.

Exemptions from this section:

- Forest roads included in a standard (large landowner) road maintenance and abandonment plan (RMAP). If you have a standard (large landowner) RMAP number, enter that number in the space provided after number 4b. A Small Forest Landowner Checklist RMAP is unacceptable, even if DNR assigned a RMAP number. Contact the region office if you have questions about this.
- Public roads such as state and county highways and city streets.

Date assessed: Enter the month and year the road or road segment was assessed.

Road issue assessed: Enter one of the categories from the list below.

- Water from the road or ditch runs directly into typed water.
- Water flows under, over, or around the culvert.
- The culvert keeps filling with dirt.
- The road has large cracks.
- The road has sinkholes. (Not a pothole, but a hole that you can’t drive over.)
- Dirt from the uphill side of the road keeps falling into the ditch-line before regularly scheduled maintenance.
- Dirt for the cut-slope keeps falling downhill into or near a stream, pond, or wetland.
- The road crosses typed water (a culvert, bridge, or ford exists).
- Other (explain).
- No issues.

Comments: Give details that will clarify the location and/or condition of the road or water crossing structure that you are assessing. Don’t include road maintenance schedules or work plans in this section. Reserve them for Step 2, Resource Protection Strategies.

**ROAD MAINTENANCE OBLIGATIONS:** All forest landowners have a legal obligation to maintain all their forest roads on all their forest land to the extent necessary to prevent damage to public resources. Maintenance rules are in WAC 222-24-052. Best Management Practices (BMPs) for road maintenance are in the Forest Practices Board Manual Section 3.

References: WAC 222-24-052, Board Manual Sec. 3,

**9. How are the following marked on the ground? (Flagging, paint, road, fence, etc)**

Extents of unstable feature(s): \_\_\_\_\_

Channel Migration Zone(s): \_\_\_\_\_

F/N water type breaks: \_\_\_\_\_

Np/Ns water type breaks: \_\_\_\_\_

Markings at water type breaks must be able to last 15 years. Use something durable such as metal or plastic tags or blazes on trees. GPS coordinates are recommended. If you use GPS coordinates, you must still mark the features in the field.

**10. Have you reviewed the proposed activity area to determine if it may involve historic sites and/or Native American cultural resources? Read the instructions carefully before answering this question.**

No  Yes

DNR will review your application to determine whether it may involve Native American cultural resources. If it does, you are required to meet with the affected tribe or tribes with the objective of agreeing on a plan for protection of the archaeological or cultural value.

If you know or are unsure that your application involves Native American cultural resources, you are encouraged to contact the affected tribe or tribes as soon as possible. If the activity meets any of the criteria below it is recommended that the landowner consult with the affected Indian Tribe(s) as to possible impacts before submittal of the FPA.

Areas that are most likely to contain Native American cultural resources are:

- Along defined ridge lines and at saddles
- Flat ground near natural water (including terraces)
- Talus slopes
- Cedar tree stands containing older, scarred trees

For tribal contact information, visit the Washington State Tribal Directory at <http://www.goia.wa.gov>. Your DNR region office can also identify which tribe(s) to contact.

**11. Additional Information: (This is optional. You may add extra pages if needed.)**

You may include additional information in the space provided or on a separate page. Include the number that each comment refers to. You may also include multiple maps to help explain your assessment.

**Landowner signature block:** The Landowner must legibly print and sign their name and record the date of signature before this Long-term FPA can be accepted. Stamped signatures and/or electronic signatures are not acceptable.

**\*NOTE: If you are a "Perpetual Timber Rights Owner," and are submitting this without the Landowner's Signature, provide written evidence the landowner has been notified.**

A perpetual timber rights owner does not own the land, but has permanent rights to all the timber on the land. They may submit Step 1 of the Long-term FPA without the forest landowner's signature if:

- The perpetual timber owner's name is in the landowner block in number 1;
- The perpetual timber owner signs Step 1 of the Long-term FPA as the landowner;
- The perpetual timber owner gives DNR proof that the forest landowner has a copy of the Long-term FPA.

References: RCW 76.09.067

## How do I fill out Step 2 of the Long-term FPA?

Your application must be legible for electronic scanning. Please:

- Type or use ink
- Do not use whiteout. If you make mistakes, cross them out and initial your changes.
- Do not write in the margins
- There is room for comments on the last page of the form. You may add pages if you need more writing space. Include the number to which each comment refers.
- If you need assistance, see page 2 for information.

**1. Landowner:** Print the name, address, and telephone number of the landowner. An email address is optional. DNR will mail a "Notice of Decision" to the landowner.

**IMPORTANT NOTE:** You will get either a "Validated" or "Rejected" decision for Step 1. If you get a validated Step 1 you may proceed to Step 2 Resource Protection Strategies of the Long-term FPA. A VALIDATED STEP 1 ISN'T AN APPROVED FPA. If you get a rejected Step 1 the region office will list the reasons on the "Notice of Decision."

**Contact person:** Print the name and telephone number of the primary contact person. An email address is optional. This person will be contacted only during application processing. DNR will not send copies of the approval or disapproval to the contact person.

**2. Long-term FPA number:** \_\_\_\_\_

*This is the number DNR assigned to your Step 1, Resource and Roads Assessment.*

Enter the FPA number printed on the Decision Page DNR sent you to validate Step 1 of your Long-term FPA. If you didn't get a Step 1 validation, call the region office to check the status of your Long-term FPA. You can't submit Step 2 without a valid Step 1.

Reference: WAC 222-20-016(2)(b)

**3. For how many years do you want this Long-term FPA to be valid?** *Long-term FPAs are valid from 3 to 15 years.*  
\_\_\_\_\_ years

Enter a number from 3 to 15 for the number of years that you want a valid Long-term FPA.

**4. Are you selling standing timber?**  Yes  No\*

**\*If No, record your Forest Tax Registration Account Number:** \_\_\_\_\_

Contact the Washington State Department of Revenue's Forest Tax Program to look up an existing Forest (timber) tax number or to apply for a new one. Their phone number is 1-800-548-8829. You can get tax forms and information from their website at: <http://www.dor.wa.gov>.

**5. Is this forest practice application: (Answer each question)**

a.  No  Yes For timber harvest or road construction on unstable slope features? *If yes, include a Qualified Expert Report.*

Reference: WAC 222-10-030

b.  No  Yes Within the city limits or inside an urban growth area? *If Yes, SEE INSTRUCTIONS FOR ADDITIONAL REQUIRED DOCUMENTS.*

If you do not know if the property is located within a city or an urban growth area, contact your county planning department or assessor's office.

If you answered "Yes," include **one** of the following:

- A SEPA Environmental Checklist or SEPA Determination, and copies of approved clearing and grading permits from the local government (if required). Make sure your Long-term FPA reflects any SEPA conditions.
- A Conversion Option Harvest Plan (COHP). See number 5d.
- A signed statement of intent to keep the property in forestry for 10 years. Include also a 10 year management plan if your Long-term FPA is valid for less than 10 years.

References: RCW 76.09.050(1), WAC 222-16-050(2)(d).

c.  No  Yes Within a public park? *If Yes, include SEPA Environmental Checklist or SEPA Determination - except for harvesting/salvaging less than 5,000 board feet within a developed public park.*

If you answered "Yes", a SEPA Environmental Checklist or SEPA Determination is required unless you are harvesting/salvaging less than 5,000 board feet within a developed public park. Make sure your Long-term FPA reflects any SEPA conditions.

References: WAC 222-16-050(1) (c).

**# 5 continued**

- d.  No  Yes Include an approved Conversion Option Harvest Plan (COHP) from the local government? *If yes, include a copy.*

A COHP is a local government approved plan that allows you to harvest your timber and keep the option to either convert or replant it. Not every local government allows COHPs. Contact the local government planning department for more information.

If you answered "Yes", include a copy.

References: WAC 222-16-010.

- e.  No  Yes Within 200' of the Ordinary High Water Mark (OHWM) or floodway of Type S water? *If yes, include either a copy of a Shorelines Substantial Development Permit or a letter of exemption from the local government.*

If "Yes," include either:

- A copy of the local government approved Shorelines Substantial Development Permit
- OR a letter from the local government that states a permit isn't needed.

Reference: WAC 222-50-020, RCW 90.58

- f.  No  Yes Include an Alternate Plan? *If yes, include a copy.*

An alternate plan offers alternatives to certain Forest Practices rules.

If you answered "Yes", include copies of one of the following:

- A plan fulfilling the requirements listed in WAC 222-12-0401(3), contents of alternate plans
- OR Template prescriptions (i.e. "overstocked stand template") for small forest landowners.

Reference: WAC 222-12-040, 222-12-0401, 222-12-0403, and Forest Practices Board Manual Section 21

**6. Are you substituting prescriptions from an approved state or federal conservation agreement or watershed analysis?**

No.  Yes. *Write "Using Prescriptions" in tables that apply. Attach or reference prescriptions/crosswalk on file.*

State or federal conservation agreement (habitat conservation plan / HCP)

If you answered "Yes" because of an HCP:

- Write "HCP" in the tables that apply.
- Include a copy of the HCP prescriptions and indicate which WACs are being substituted.
- OR If you have HCP prescriptions or an HCP crosswalk on file, please reference which prescriptions you will be using and which WACs are being substituted.

Watershed analysis:

Contact your local DNR region office to see if your land is within an approved Watershed Analysis Unit (WAU) and if prescriptions apply.

If your land is within a Watershed Analysis Unit (WAU) you may have to follow the prescriptions from the WAU. If you do not want to use the prescriptions your Long-term FPA will be a Class IV-Special and require a SEPA Environmental Checklist or SEPA determination.

If your land is within a Watershed Administrative Unit that has approved prescriptions you must complete the Watershed Analysis worksheet and submit with you FPA/N. See page 36 of these instructions.

References for Watershed Analysis: WAC 222-16-050 (1) (d) (iii), Chapter 222-22 WAC. Each Watershed Analysis is online at <http://www.dnr.wa.gov/forestpractices>.

Reference: WAC 222-12-041

7. If constructing or abandoning forest roads, complete the table below. If you are installing or removing crossings in typed water, complete the table below. Show new water crossings, along with their identifiers or sizes, on an attached map. Include abandonment plan for temporary roads and abandonment projects. Installation and removal of crossings in Type S or F Waters also require a Hydraulic Project Approval (HPA) permit from the Washington State Department of Fish and Wildlife (WDFW).

Example:

Road Identifier (Name, Number)	Road Construction		Abandonment Plans		Installing or Removing Structures in Typed Water				
	Length (feet)	Steepest Side-slope (%)	Length (feet)	Abandonment Date	Crossing Identifier (Letter, Number)	Water Type (S, F, Np, Ns)	Activity (Install, Replace, Remove)	Structure (Culvert, Bridge, Ford)	Proposed Size or Dimensions of New Structure
Spur 1	1250	10	1250	8/15/09	1	F	Install	Culvert	72" x 35'
Spur 2	2150	35			2	Np	Install	Culvert	24" x 40'

Road Identifier: This is the same number or name of the road shown on your Activity Map.

Road Construction: This is new forest roads and any roadwork (except routine maintenance) outside an existing forest road prism.

Length: Enter the total road construction length (in feet), including temporary roads.

Steepest Side Slope: Enter the percent (%) of the steepest side slope (not road grade) crossed during construction.

Abandonment Plans: Include temporary roads and existing roads you plan to abandon. You must include a written plan that shows how the road will be left to:

- Control erosion
- Maintain water movement within wetlands and other natural drainages
- Prevent four-wheeled highway vehicles from entering the point of closure
- Restore water crossings - such as remove culverts and fill, etc.

Length: Enter the total road abandonment length (in feet).

Abandonment Date: This is the date the abandonment will be completed by.

Contact the DNR region office when your road abandonment is complete. If the abandonment is acceptable, DNR will send written approval.

Installing or Removing Structures in Typed Water: Enter one activity per crossing.

If you are planning to replace a culvert or bridge through the Family Forest Fish Passage Program, enter FFFPP in the minimum size of new structure.

Installing, removing, or replacing water crossings may require a Hydraulic Project Approval (HPA) from the Washington Department of Fish and Wildlife (WDFW). Your Long-term FPA is also your application for a HPA. See page 31 to find additional information.

Crossing Identifier: Enter one identifier per crossing. Show crossings along with their identifiers on your Activity Map.

Water Type: Enter the water type S, F, Np, or Ns at the crossing as validated in Step 1.

Activity: Enter the activity that you are proposing.

Structure: Enter the structure type you propose to install.

- Installing, removing, or replacing water crossings on S and F Waters always require HPAs.
- You are required to submit a plan view and a cross-section view diagram for each Type Np water crossing.

Proposed Size or Dimensions of New Structure: Enter the size or dimension of the structure you are proposing to install.

- If an activity requires a HPA, the HPA will specify the structure size and installation or removal process requirements.
- Minimum structure sizes on Type S or F waters:
  - DNR requires they are large enough to pass 100-year flood waters
  - WDFW conditions their HPA to protect fish (sizes, installation, etc)
- **Minimum** structure sizes in Type Np or Ns waters:
  - Permanent culverts must be at least 24" for Type Np Waters and 15" for Type Ns Waters.
  - Structures must be large enough to pass 100 year flood waters.
  - Structures must be large enough so branches from adjacent trees will not plug them (consideration for passage of woody debris)
  - There are two charts in Forest Practices Board Manual Section 3 to determine culvert sizes
    - Use either chart
    - Landowners can offer different methods to determine culvert size, but DNR must accept the method

You must show the following on your activity map:

- Existing roads (from Step 1)
- Right-of-way harvest areas (list these separately from other harvest types in number 10)
- Forest road construction
- Temporary forest roads
- Forest road abandonment
- End haul and overhaul areas
- New or replaced water crossings (culverts, bridges, and fords)

References: WAC 222-16-010, WAC 222-24-040, WAC 222-24-052(3), and Forest Practices Board Manual Section 3

**8. If depositing spoils and/or expanding or developing a rock pit for forestry use, complete the table below. Show their locations, along with their identifiers, on your Activity Map.**

Spoil Area Identifier (Number, Letter)	Cubic Yards of Spoils Deposited	Rock Pit Identifier (Name, Number, Letter)	Acres of New Rock Pit Developed	Acres of Existing Rock Pit Expanded
1	800	1		.5

Spoil Area Identifier: Enter the same number or letter of the spoil area that you show on your Activity Map.

Cubic Yards of Spoils Deposited: Enter the spoil volume in cubic yards. If you need to cut or remove timber, show this as a separate harvest unit in number 10.

Rock Pit Identifier: Enter the same name, number, letter of the pit that shows on your Activity Map.

Acres of Rock Pit Developed: This is the acres of new rock pit. **If you need a Surface Mine Reclamation Permit for this pit - do not include it on this chart - instead put the amount of timber that will be removed for the project in number 10.** Enter the acres of forest land that will be disturbed as part of the project. Show any timber cut as a separate harvest unit in number 10. If the new rock pit includes more than one forest landowner, each landowner will need to sign the Long-term FPA or submit separate FPAs.

Acres of Rock Pit Expanded: This is the acres of expansion of an existing rock pit. **If you need a Surface Mine Reclamation Permit for this pit - do not include it on this chart - instead put the amount of timber that will be removed for the project in number 10.** Enter the acres of forest land that will be disturbed as part of the expansion project. Show any timber cut as a separate harvest unit in number 10. If the rock pit includes more than one forest landowner, each landowner will need to sign the Long-term FPA or submit separate FPAs.

You must show the following on your activity map:

- Spoil areas and identifiers
- Locations and identifiers of new and expanded rock pits

References: WAC 222-24-060

**9. If operating in or within 200 feet of a wetland, complete the table below. Show the boundaries of each wetland, along with its Identifier, and WMZ on your Activity Map.**

Wetland Identifier (Number, Letter)	Wetland Type (A, B or Forested Wetlands > 3 acres)	Planned Activities in Wetland (Y or N)	Planned Activities in WMZ (Y or N)	Total Wetland Area (acres)	How many acres are you draining?	How many acres are you filling?
1	Forested	Y	N	3.8	0	.1
2	B	N	Y	.9	0	0

Wetland Identifier: Enter a different wetland identifier for each wetland. Show the identifiers on the activity map.

Wetland Type: Enter the type of each separate wetland. To determine wetland type, see WAC 222-16-035.

Planned Activities in Wetland: Enter the type of activity in each separate wetland. For timber harvest restrictions, see WAC 222-30-020.

Planned Activities in WMZ: Enter the type of activity in each separate wetland management zone.

Acres of Wetland: Enter the total area (in acres) of each separate wetland.

How many acres are you draining?: Enter the total acres of each separate wetland you will drain. If draining more than ½ an acre of an individual wetland, include a SEPA Environmental Checklist or SEPA Determination. For additional mapping and substitution requirements, see WAC 222-24-015.

How many acres are you filling?: Enter the total acres of each separate wetland you are filling. If filling more than ½ an acre of an individual wetland, include a SEPA Environmental Checklist or SEPA Determination. For additional mapping and substitution requirements, see WAC 222-24-015.

You must show the following on your Activity Map:

- Wetland boundaries, types (forested, A, or B), and identifiers (how you marked it on your map) of all wetlands inside your forest practice and within 200 feet of your forest practice
- Wetland management zones (WMZs)

References: Forest Practices Board Manual Section 8, WAC 222-16-035, WAC 222-16-036, WAC 222-30-020(6), (7), and (8).

**10. Complete the table below for timber harvest and/or salvage. Show all harvest areas, along with their Unit Numbers, on your Activity Map.**

Unit Number	Harvest Type (even-aged, uneven-aged, salvage, rock pits, rights-of-way, spoils area)	Biomass Harvest (Y or N)	Harvest Method (cable, ground, animal, helicopter)	Acres to be Harvested	Volume to be Harvested (mbf)	Volume to be Harvested (tonnage)	Volume to be Harvested (%)	Estimated Number of Trees Per Acre Remaining After Harvest (partial cut, only)		Steepest Slope in Harvest Unit (%)
								Less than 10" dbh	Greater than or equal to 10" dbh	
1	Even- and uneven-aged.	Y	Rubber tired skidder	15	900	7	99%	100	25	20%
2	Salvage	N	Shovel	25	10.5		30%			10%
4	Rock pit	N	Dozer	0.5	5		100%			10%

Unit Number: Each unit must have a separate number. Show this number on the activity map. Do not use letters or symbols. You may be asked to provide directions or a map to your harvest unit(s).

Harvest Type: Enter one or more of the following for each harvest unit: even-aged, uneven-aged or salvage. Right-of-way, rock pit, or spoils area must be listed as separate units.

Even-aged Methods:

- Clearcut: If clearcutting on islands, see WAC 222-30-110.
- Seed tree: leave 20 or fewer trees per acre. Leave trees must be at least 10 inches in diameter with at least 1/3 live crown.

- Shelter-wood: leave 20 or fewer trees per acre. Leave trees must be at least 10 inches in diameter with at least 1/3 live crown.
- Shelter-wood: leave less than 150 trees per acre. Leave trees must be at least 5 years old or average 4 feet in height.
- Partial cutting: leave less than 50 trees per acre. Leave trees must be at least 10 inches in diameter with at least 1/3 live crown.
- Over-story removal: take more than 5, 000 bf per acre and leaving less than 50 trees per acre. The leave trees must be at least 10 feet high.
- Other methods: leave 6 or fewer trees per acre. Leave trees must be at least 10 inches in diameter with at least 1/3 live crown.

Uneven-aged Methods: Any removal of standing trees other than those listed under Even-aged Methods.

Salvage: Removing snags, down logs, windthrow, stumps, bolts, dead or dying wood.

Biomass Harvest (Y or N): Enter Y if you are removing material to be transported for energy generation; if not, enter N.

- Harvest Method: Use the following harvest methods: Ground-based – Identify if rubber tired skidder, dozer, shovel, tracked skidder, chipper-forwarder, or slash bundler.
- Cable – Identify if full suspension, leading end suspension, or no suspension. Include landing locations on your Activity Map.
- Helicopter
- Animal

Acres to be Harvested: Enter the number of acres harvested in each unit.

Volume to be Harvested (mbf): Enter the volume in thousand board feet (mbf) that will be harvested (includes salvage).

Example: 13,000 board feet = 13 mbf.

Volume to be Harvested (tonnage): Enter the tonnage of biomass material that will be harvested.

Volume to be Harvested (salvage only) (%): Enter the percent (%) of the volume to be salvaged for each unit.

Estimated Number of Trees Per Acre Remaining After Harvest: This is for partial cutting only. Include wildlife reserve trees (WRTs) and green recruitment trees (GRTs).

Steepest Slope in Harvest Unit (%): Enter the percent (%) of the steepest slope within the unit.

You must show the following on your Activity Map:

- Unit Boundaries, along with their identifiers.
- Clumped WRTs and GRTs
- Landings on cable units

References: WAC 222-16-010, WAC 222-24-060, and 222-30-020

**11. Mark the following harvest activities that will be done in or over typed water. Describe them in number 19, Additional Information.**

Activity	Type S Water	Type F Water	Type Np Water	Type Ns Water
Equipment Crossing			x	x
Ground Skidding				
Suspending Cables		x		
Cable Yarding				
Falling and Bucking				x

- Show the activity location(s) on your Activity Map or describe them in number 20 or on additional pages.
- Describe how the activities will take place.
- See page 31 for additional information needed for your HPA.

Equipment crossing is driving equipment across water, not taking equipment on a road across an existing bridge or culvert.

## If not using the exempt 20 acre parcel RMZ rule, skip to number 15.

12. If using the exempt 20-acre parcel RMZ rule on Type S, F, or Np waters answer the following questions. Show all RMZs on your Activity Map.

- a.  No  Yes Was this parcel 20 acres or less before June 5, 2006?  
b.  No  Yes Have you owned less than 80 forested acres on or before June 4, 2006?

Answer these questions to see if you qualify to use the 20-acre riparian management zones (RMZs).

1. Has the water type been field verified?  
Yes: Go to 2  
No: Contact your local DNR region office
2. Is there a Watershed Analysis Riparian Prescription in effect as of 1/1/99? (ask your local DNR region office)  
Yes: You do not qualify to use the 20-acre exempt rule. Instead, you must follow the prescription. Leave numbers 12, 13, and 14 blank, and go to number 15.  
No: Go to 3
3. Do you own less than 80 acres of forest land in the state?  
Yes: Go to 4  
No: You do not qualify to use the 20-acre exempt rule. Leave numbers 12, 13, and 14 blank, and go to number 15.
4. Is this forest practice in a tax parcel that is 20 contiguous acres or less?  
Yes: Go to 5  
No: You do not qualify to use the 20-acre exempt rule. Leave numbers 12, 13, and 14 blank, and go to number 15.
5. You qualify to use the 20-acre exempt rule, but you could choose to leave the RMZ buffers described in numbers 15 and 16. There are consequences to using the 20-acre exempt rule. Not every landowner who uses this rule will be authorized under DNR's Incidental Take Permits. Read the following information before making your decision.

### Background:

- The U.S. Fish and Wildlife Service and the National Marine Fisheries Service have listed some fish species in Washington State as threatened or endangered under the Endangered Species Act (ESA).
- Cutting trees along streams can affect threatened or endangered fish and cause "incidental take", as defined in the ESA.
- If you cause "incidental take" without authorization, you may be in violation of the ESA.
- DNR received authorization (called Incidental Take Permits) for "incidental take" of listed fish.
- Landowners who comply with an approved FPA/N may be included as part of DNR's Incidental Take Permits, and therefore be in compliance with the ESA.
- If you use RMZ buffers described in numbers 15 and 16, you are authorized under DNR's Incidental Take Permits.
- If you use the 20-acre exempt RMZ rule, you may not be authorized under DNR's Incidental Take Permits.

Answer these questions to see if your 20-acre exempt parcel is authorized under the Incidental Take Permits.

### 12a. Was this parcel 20 acres or less before June 5, 2006?

**Yes:** Go to 12b

**No:** Your parcel is **not** authorized, unless you use the RMZ buffers in numbers 15 and 16.

### 12b. Have you owned less than 80 forested acres on or before June 4, 2006?

**Yes:** You are authorized if you use the 20-acre exempt RMZ rule.\*

**No:** If you use the 20-acre exempt RMZ rule on any of your forest land, you are not authorized under DNR's Incidental Take Permits. You will be authorized if you use the RMZ buffers in numbers 15 and 16.

\* This authorization is subject to change depending on changes to habitat. Please contact your local DNR Region office for more information.

For more information on Incidental Take permits, see the Forest Practices Habitat Conservation Plan (FPHCP) section of the Forest Practices Division website at <http://www.dnr.wa.gov/forestpractices>. Included on this site is a complete list of species covered by the FPHCP: see table 1.3, pages 25-28.

**13. If harvesting within the Maximum RMZ widths of a Type S or F water on a 20-acre exempt parcel, complete the table below. Show RMZs, along with their associated stream segment identifiers, on your Activity Map.**

Stream Segment, Lake, or Pond Identifier (Letter)	Water Type (S, F)	Segment Length (feet)	Bank Full Width (feet)	Maximum RMZ width to be harvested in (feet)	Volume to be harvested (percent of RMZ)
A	F	835	35	86	30%
B	F	225	4	29	10%

Add information to this table only if you are harvesting within the maximum riparian management zone of a Type S or F water on a 20-acre exempt parcel. See WAC 222-30-023 for RMZ requirements.

Stream Segment, Lake or Pond Identifier: These should correspond to the ones entered in number 5 of Step 1. If segment lengths and associated identifiers have changed, add the new identifiers to this table. Use numbers or letters other than "S", "F", or "N." Identify the features on the Activity Map by using the identifiers that you entered on this form.

Water Type: Enter the water type (S or F).

Segment Length: Enter the length of the segment in feet. This includes stream lengths or any portion of the perimeter of a lake or pond to which you are applying an RMZ.

Stream width: Enter the width in feet measured at bankfull width. See Forest Practices Board Manual Section 2.

Maximum RMZ width to be harvested in: Enter the appropriate RMZ width from the chart in WAC 222-30-023(1)(f). For **S and F Waters**, the widths of the required RMZs depend on the bankfull width. You may harvest within the maximum RMZ if:

- You leave all available shade (Forest Practices Board Manual Section 1) EXCEPTION: WAC 222-30-040(5) allows the harvest of shade trees for constructing and maintaining road crossings and for yarding corridors.
- You leave the required wildlife trees (5 per acre)
- You leave the required riparian area leave trees (on the chart in WAC 222-30-023)
- You must show the RMZs on your Activity Map

References: WAC 222-30-023, WAC 222-30-040, WAC 222-30-060

**14. Are you harvesting within 29 feet of Type Np water on a 20 acre exempt parcel?**

[ ] No Skip to number 17.

[ ] Yes See instructions and describe leave tree strategy in number 20, then skip to number 17.

**No:** Skip to number 17.

**Yes:** You will need to describe your leave tree strategy in the Additional Information (number 20).

**Your leave tree strategy must be arranged to accommodate the following on EACH side of the Np water:**

- Leave at least 29 conifer or deciduous trees every 1000 lineal feet
- Leave trees are within 29 feet of bankfull width
- Leave trees need to be 6 inches in diameter or larger

**15. If harvesting within 130 feet of any Type S or F water, complete the table below. Include stand information for all inner zone harvest, unless you have HCP prescriptions. Show RMZ's and CMZ's, along with their associated Stream Segment Identifiers, on your Activity Map.**

Stream Segment, Lake, or Pond Identifier (Letter)	Water Type (S, F)	Site Class (I, II, III, IV, or V)	Bankfull Width (feet)	RMZ Harvest Code(s)	Total width of RMZ (feet)
A	F	III	6	B, L	90
B	F	II	12	D, N	110

This section should correspond to number 5 of Step 1 as validated by the DNR.

Stream Segment, Lake or Pond Identifier: These should correspond to the ones entered in number 5 of Step 1. If segment lengths and associated identifiers have changed, add the new identifiers to this table. Use numbers or letters other than "S", "F", or "N." Identify the features on the Activity Map by using the identifiers that you entered on this form.

Water Type: Enter the stream type (S or F) for each stream segment identifier. If the landowner is substituting prescriptions from an approved HCP, write "HCP" in the space and follow the instructions for number 6.

Site Class. Enter only one site class for each identifier. Exception: You may enter multiple site classes if you are submitting an Alternate Plan (harvest code A). Site class maps are at <http://www3.wadnr.gov/dnrapp5/website/fpars> or at DNR Region Offices.

Bankfull Width: Enter the bankfull width in feet. See Forest Practices Board Manual Section 2.

Is there a CMZ? Enter "Yes" or "No." If there is a CMZ, include written details of the physical and historical evidence used to delineate the CMZ on the ground. See Forest Practices Board Manual Section 2.

RMZ Harvest Code:

- RMZs are required on both sides of a stream.
- Treat each side of a stream as a separate RMZ segment.
- Measure RMZs for Type S or F waters horizontally from the outer edge of the BFW or CMZ, whichever is greater.
- Shade Requirements for S and F Waters: Leave all appropriate shade if you are harvesting within 75 feet of the bankfull width or Channel Migration Zone, whichever is greater. See the Forest Practices Board Manual Section 1 for guidance. EXCEPTION: WAC 222-30-040(5) allows the harvest of shade trees in connection with the construction and maintenance of road crossings or the creation and use of yarding corridors. See WAC 222-30-060 for yarding corridor restrictions.

**Enter the code(s) from the list below**

RMZ HARVEST CODES
<b>Inner and Outer Zones</b>
<b>A</b> Alternate Plan. <i>(Include Alternate Plan)</i>
<b>Inner Zone</b>
<b>B</b> No Inner Zone Harvest
<b>C</b> Ponderosa Pine Habitat Type <i>(Provide basal area information or leave tree count by diameter class)</i>
<b>D</b> Mixed Conifer Habitat Type <i>(Provide basal area information or leave tree count by diameter class)</i>
<b>E</b> High Elevation Habitat Type <i>(Provide basal area information)</i>
<b>F</b> High Elevation Habitat Type – Hardwood Conversion <i>(Include Hardwood Conversion Form)</i>
<b>G</b> Salvage. <i>(Provide basal area information or leave tree count by diameter class)</i>
<b>H</b> Existing Stream-adjacent Parallel Road
<b>I</b> Constructing a New Stream Crossing
<b>J</b> Road Construction or Day-lighting
<b>K</b> Yarding Corridors
<b>Outer Zone</b>
<b>L</b> No Outer Zone Harvest
<b>M</b> Ponderosa Pine Habitat Type
<b>N</b> Mixed Conifer Habitat Type
<b>O</b> Dispersal (High Elevation Habitat Type only)
<b>P</b> Clumping (High Elevation Habitat Type only) - Leave trees clumped around sensitive features
<b>Q</b> Outer zone leave trees exchange for CMZ basal area (High Elevation Habitat Type only)
<b>R</b> –Outer zone leave trees exchanged for LWD placement (strategy available for all habitat types)
<b>S</b> Salvage <i>(A down wood count may be required)</i>

Inner and Outer Zones RMZ Harvest Codes

**A Alternate Plan:** Include a copy.

Inner Zone RMZ Harvest Codes - Choose all that apply. Include basal area information or leave tree count by diameter class for all inner zone harvest. See Board Manual Section 7 (Appendix H) for more information.

**B No Inner Zone Harvest**

**C Ponderosa Pine Habitat Type:** If the proposal is between 0' and 2500' elevation, use the Ponderosa Pine Habitat Type inner zone width and stand requirements in WAC 222-30-022(1)(b)(i).

- D Mixed Conifer Habitat Type:** If the proposal is between 2501' and 5000' elevation, use the inner zone width and stand requirements in WAC 222-30-022(1)(b)(ii).
- E High elevation Habitat Type:** If the proposal is above 5000' elevation, see WAC 222-30-021(1) (b)(iii) for the inner zone widths and see WAC 222-30-021(1)(b) for the stand requirements. *NOTE: You cannot choose Option 2 (leaving trees closest to water) in Eastern Washington.*
- F High Elevation Habitat Type – Hardwood Conversion:** Use the Inner Zone Hardwood Conversion Worksheet is on page 33 to see if your stand qualifies.

Include the following:

- Provide evidence (such as conifer stumps, historical photos, or a conifer understory) the conversion unit area can be successfully re-forested with conifer and support development of a conifer stand.
- Provide information of where, when and how the landowner has successfully completed a hardwood conversion to conifer.
- Provide evidence that the proposed conversion unit does not meet desired future conditions required in WAC 222-30-021(1)(b). (Provide basal area information)
- Provide a detail map of the stream for the proposed conversion unit that shows the ownership a minimum of 500 feet upstream and downstream of the conversion unit. Show the conversion units and no harvest units on the map. Note, each continuous conversion unit cannot be more than 500 feet in length: two conversion units will be considered "continuous" unless the no harvest area separating the two conversion areas is at least half the length of the larger of the two conversion areas.
- Indicate the percent harvest proposed within the conversion units.
- Provide evidence that the shade requirements 500 feet upstream, downstream, and adjacent to the conversion units are being met or where there will be a 75-foot buffer of trees at least 40 feet tall.

- G Salvage:** Salvage is harvest. If salvaging on any habitat type, include basal area information or leave tree count information.

- H Stream-adjacent parallel road:** For all habitat types, if there is an existing road within the inner zone, you may have harvest and/or salvage restrictions. See WAC 222-030-022(1)(b)(iv) for restrictions.

**I Constructing a new stream crossing:**

- In all habitat types in the Core Zone, you can remove trees (including shade trees) from the site unless they are part of a large woody debris placement strategy.
- In the Inner Zone, the following restrictions apply:
  - Ponderosa Pine Habitat Type: You may cut and remove trees (including shade trees) for stream crossings.
  - Mixed Conifer Habitat Type: You may cut and remove trees (including shade trees) for stream crossings.
  - High Elevation Habitat Type (WAC 222-30-021(1)(b): You may cut trees (including shade trees) for stream crossings but you cannot remove them from site unless there is excess basal area.

**NOTE:** If the crossing is not adjacent to a harvest unit, use only the trees within the right-of-way limits for basal area calculations.

- J Road construction or day-lighting:** *Proposals for new stream adjacent parallel roads require an on-site Interdisciplinary (ID) team.* DNR invites the appropriate federal representative(s) to attend the ID team to determine if the proposal complies with the Endangered Species Act. (WAC 222-24-020(2) and WAC 222-16-010)

**K Yarding Corridors:**

- In all habitat types, you may cut trees (including shade trees) in the Core Zone as long as you leave them on site.
- In the Inner Zone, the following harvest restrictions apply:
  - Ponderosa Pine Habitat Type: You may cut and remove trees (including shade trees) for yarding corridors.
  - Mixed Conifer Habitat Type: You may cut and remove trees (including shade trees) for yarding corridors.
  - High Elevation Habitat Type (WAC 222-30-021(1)(b): You may cut trees (including shade trees) for yarding corridors but you cannot remove them from site unless there is excess basal area.

Outer Zone RMZ Harvest Codes - Choose all that apply

**L No Outer Zone Harvest**

**M Ponderosa Pine Habitat Type:** If the proposal is between 0' and 2500' elevation, use the Ponderosa Pine Habitat Type outer zone width and leave **10** dominant or co-dominant trees per acre, unless following an approved LWD placement plan as in WAC 222-30-022(1)(c)(ii).

**N Mixed Conifer Habitat Type:** If the proposal is between 2501' and 5000' elevation, use the Mixed Conifer Habitat Type outer zone width and leave **15** dominant or co-dominant trees per acre, unless following an approved LWD placement plan as in WAC 222-30-022(1)(c)(ii).

**High Elevation Habitat Type.** If the proposal is above 5000' elevation, use the high elevation habitat type outer zone width (WAC 222-30-022(1)(c) and WAC 222-30-021(1)(c)) and choose only one of the codes O, P, Q, or R for each segment identifier to indicate your outer zone leave tree strategy. If a sensitive feature is present in the high elevation habitat type outer zone, you must choose P clumping. You may also choose P if sensitive features are not present in the high elevation habitat type outer zone. Sensitive features are listed in WAC 222-30-021(1)(c)(ii).

**O Dispersal (high elevation habitat type only):** Leaving 20 trees per acre evenly dispersed.

**P Clumping (high elevation habitat type only):** Leaving 20 trees per acre clumped on sensitive features; or if a sensitive feature is not present, leaving well dispersed clumps throughout the outer zone.

**Q Outer zone leave trees exchanged for CMZ basal area (high elevation habitat type only).** You must include:

- The CMZ basal area calculations; and
- The number of leave trees that will remain in the outer zone.

**R Outer zone leave trees exchanged for LWD placement (strategy available for all habitat types).**

You must include with the FPA/N:

- A copy of the LWD placement plan; and
- A copy of the approved HPA.

See WAC 222-30-022(1)(c)(ii).

**S Salvage:** In the outer zone, include a leave tree count that will remain after harvest. A down wood count is needed if removing down wood and may be required if needed to meet riparian leave tree requirements. See WAC 222-30-045. Stumps and snags are *not* downed wood.

Total width of RMZ: RMZ widths for Type S or F waters are dependent on stream width and site class.

- 1) Look up the site class on the maps at <http://www3.wadnr.gov/dnrapp5/website/fpars/>
- 2) Measure the bankfull width - see the Forest Practices Board Manual Section 2
- 3) Look up the RMZ width - they are the same for no inner zone harvest, Option 1, or Option 2.

References: RMZ diagram on page 33, WAC 222-30-021 and Forest Practices Board Manual Section 7.

You must show the following on your activity map:

- Stream segment identifiers (don't use the letters S, F, or N - use numbers or other letters)
- Channel Migration Zone (CMZ)
- New road crossings (Harvest Code H)
- Road construction or day-lighting (Harvest Code I)
- Yarding corridors where trees will be removed from the Inner Zone (Harvest Code J)
- Location of a trees that are left to make up basal area deficiency due to the presence of a stream adjacent parallel road (Harvest Code G)

References: WAC 222-30-060, WAC 222-30-022

**16. If harvesting within 50 feet of any Type Np water, complete the table below. Include stand information. Show RMZ's on your Activity Map:**

Example:

Stream Segment Identifier (Letter)	Selected Strategy (Partial Cut or Clearcut)	Stream Segment Identifier (Letter)	Selected Strategy (Partial Cut or Clear Cut)
A	Clearcut		
B	Partial Cut		
C	Clearcut		

Choose partial cut or a clearcut harvest strategy for each unit harvested. If your harvest strategy is approved by DNR, it will become a "Continuing Forest Land Obligation" which means:

- You cannot change the harvest type until July 1, 2051. See WAC 222-20-055.
- If you sell the land, you and the buyer must sign a "Notice of Continuing Forest Land Obligation Form" and give a copy to DNR. The DNR region office has copies of the form.

You can choose to partial cut if:

- The area within the buffer meets the basal area and leave tree requirements in WAC 222-30-022(2)(b)(i).
- NOTE: If you have a stream adjacent parallel road and/or a side-slope seep there are additional leave tree requirements in WAC 222-30-022(2) (b)(i)(D).
  - See WAC 222-16-010 for definitions of stream adjacent parallel road and side slope seep (found under the definition for sensitive site).
- Include a leave tree tally by diameter class with your FPA/N that shows how these requirements are met.

You can choose to clearcut if:

- The leave areas meet the basal area requirements in WAC 222-30-022(1)(b); AND
- Streamside boundaries required in WAC 222-20-022(b)(ii)(C) are left.
- NOTE: If you have a stream adjacent parallel road, there are additional requirements in WAC 222-30-022 (2)(c).
- Include a leave tree tally by diameter class that shows how these requirements are met.

You must show the following on your activity map:

- Stream Segment Identifiers
- Streams that are on the ground, but not on the DNR Activity Map
- Boundaries of all RMZs
- Locations of side slope seeps

References: WAC 222-30-022(2), WAC 222-16-010, WAC 222-16-031

**17. Is the taxpayer eligible for the EARR Tax Credit ? [ ] Yes [ ] No**

If you are paying state forest excise taxes on this timber harvest and your harvest is impacted by certain forest practices rules, you may be eligible for a tax credit. State law requires the applicant to answer this question and for DNR to verify it. DNR's verification is on the Notice of Decision Page.

- Answer "Yes" if any portion of your timber haul route is within an approved Road Maintenance and Abandonment Plan (this includes small forest landowner Checklist RMAP).
- Answer "Yes" if this timber harvest is limited due to the Forest Practices rules, Habitat Conservation Plan, or Approved Watershed Analysis in the following areas:
  - Riparian areas
  - Wetlands
  - Steep or unstable slopes
- Answer "No" if none of the above apply.

References: RCW 84.33.0775

**18. How are the following marked on the ground? (Flagging, paint, road, fence, etc) You may only need to do a sample boundary marking. See instructions for which boundaries you are required to mark.**

Harvest Boundaries: \_\_\_\_\_

Clumped Wildlife Reserve Trees/Green Recruitment Trees: \_\_\_\_\_

Right-of-way limits/road centerlines: \_\_\_\_\_

Riparian Management Zone Boundaries and Leave/Take Trees: \_\_\_\_\_

Channel Migration Zone: \_\_\_\_\_

Wetland Management Zone Boundaries and Leave/Take Trees: \_\_\_\_\_

**19. Have you reviewed the proposed activity area to determine if it may involve historic sites and/or Native American cultural resources? Read the instructions carefully before answering this question.**

No  Yes

DNR will review your application to determine whether it may involve Native American cultural resources. If it does, you are required to meet with the affected tribe or tribes with the objective of agreeing on a plan for protection of the archaeological or cultural value.

If you know or are unsure that your application involves Native American cultural resources, you are encouraged to contact the affected tribe or tribes as soon as possible. If the activity meets any of the criteria below it is recommended that the landowner consult with the affected Indian Tribe(s) as to possible impacts before submittal of the FPA.

Areas that are most likely to contain Native American cultural resources are:

- Along defined ridge lines and at saddles
- Flat ground near natural water (including terraces)
- Talus slopes
- Cedar tree stands containing older, scarred trees

For tribal contact information, visit the Washington State Tribal Directory at <http://www.goia.wa.gov>. Your DNR region office can also identify which tribe(s) to contact.

**20. Additional Information:**

You may include additional information in the space provided or on a separate page. Include the number that each comment refers to. You may also include multiple maps to help explain your proposal.

**21. Signature Block:** The Landowner must legibly print and sign their name and record the date of signature before this Long-term FPA can be accepted. Stamped signatures and/or electronic signatures are not acceptable.

## How do I fill out the 5 Day Notice of Operation for the Long-term FPA?

Your 5 Day Notice of Operation (Notice) must be legible for electronic scanning. Please:

- Type or use ink
- Do not use whiteout. If you make mistakes, cross them out and initial your changes.
- Do not write in the margins
- There is room for descriptions and comments in number 4 of the form. You may add pages if you need more writing space. Include the number to which each comment refers.
- If you need assistance, see page 2 for information.

**NOTE:** Although this Notice isn't subject to an approval or disapproval, it must be complete to be accepted and recorded as "received" by the DNR. You are authorized to start operations 5 days after the DNR region office receives your Notice.

### 1. Landowner, Timber Owner, and Operator

Print the name, address, and phone number of the Landowner, Timber Owner, and Operator.

If all three are the same, write "Same as Landowner" in the TIMBER OWNER and OPERATOR boxes. Email addresses are optional.

This form identifies the timber owner and operator for the activities subject to this Notice.

If any of the landowner, timber owner, or operator change during operation under this Notice, you must submit a Notice of Transfer form. See pages 1 or 38 for forms information.

### 2. Long-term Forest Practices Application (FPA) number: \_\_\_\_\_

Enter the FPA number printed on the Decision Page DNR sent you to approve your Long-term FPA (Step 2). If you didn't get a Decision Page, call the region office to check the status of your Long-term FPA. You can't operate without an approved FPA.

Reference: WAC 222-20-016(2)(b)

### 3. What is the Forest Tax Registration Account Number? \_\_\_\_\_

Contact the Washington State Department of Revenue's Forest Tax Program to look up an existing Forest (timber) tax number or to apply for a new one. Their phone number is 1-800-548-8829. You can get tax forms and information from their website at: <http://www.dor.wa.gov>.

### 4. Expected start and end dates of operation (month/year to month/year): \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_

Enter the months and years that you expect to start and end your operations.

**5. Describe the forest practices activities that you will be starting.** You may attach additional paper. Include any harvest unit number(s) and/or identifiers for road(s), spoil area(s), wetland(s), and/or stream segment(s) that you plan on operating on or around as approved or approved with conditions in Step 2 of your Long-term FPA. Indicate the type(s) of harvest that will be taking place for each unit under this Notice. Show these activities on an Activity Map, including green up information for even-aged harvests.

You choose the format to describe the activities that you will be starting.

The operations that you will be starting with this Notice must be relevant to Step 2 of your Long-term FPA.

You must show the following on your activity map:

- Activity Map information and requirements for this Notice are on pages 26-28.
- Harvest unit boundaries
- Riparian management zones for each management prescription being applied
- Wetland management zones
- Even-aged harvest must show adjacent land information on the Activity Map ("green-up")

**6. Reforestation. Check all that apply. If you aren't harvesting or salvaging timber, skip to number 7.**

- Planting. Tree Species: \_\_\_\_\_
- Natural. *Include a Natural Regeneration Plan*
- Not required because of the following:
  - Only individual dead, dying, down, or windthrown trees will be salvaged
  - Trees are removed under a thinning program reasonably expected to maximize the long-term productivity of commercial timber
  - I am leaving at least 100 vigorous, undamaged, and well-distributed saplings or merchantable trees per acre
  - There is an established plantation and my harvest will not damage it
    - o Western Washington: an established plantation is an average of 190 seedlings per acre
    - o Eastern Washington: an established plantation is an average of 150 seedlings per acre
  - Road right-of-way harvest, only

Reforestation can be artificial (planting tree seedlings) or natural (relying on leave trees to re-seed).

An established plantation is an average of 190 seedlings per acre in Western Washington or 150 seedlings per acre in Eastern Washington.

References: WAC 222-34-010

**7. How are the following marked on the ground? (*Flagging, paint, road, fence, etc*)**

Harvest Boundaries: \_\_\_\_\_

Clumped Wildlife Reserve Trees/Green Recruitment Trees: \_\_\_\_\_

Right-of-way limits/road centerlines: \_\_\_\_\_

Riparian Management Zone Boundaries and Leave/Take Trees: \_\_\_\_\_

Channel Migration Zone: \_\_\_\_\_

Wetland Management Zone Boundaries and Leave/Take Trees: \_\_\_\_\_

**8. Signature Blocks:** The Landowner, Timber Owner, and Operator (as shown in number 1) must EACH legibly print and sign their names and record the date of signature before this Notice can be accepted. If all three are the same, only the LANDOWNER box needs to be signed and dated. Stamped signatures and/or electronic signatures are not acceptable.

***\*NOTE: If you are a "Perpetual Timber Rights Owner," and are submitting this without the Landowner's Signature, provide written evidence the landowner has been notified.***

**Note:** A perpetual timber rights owner may sign as the Landowner. A perpetual timber rights owner does not own the land, but has permanent rights to all the timber on the land. They may submit a FPA without the forest landowner's signature if:

- The forest practice is not a conversion;
- The perpetual timber owner's name is in the timber owner block in number 1;
- The perpetual timber owner signs the Long-term FPA as the timber owner;
- The perpetual timber owner gives DNR proof that the forest landowner has a copy of the Long-term FPA.

References: RCW 76.09.067

## Activity Map Information and Requirements

### Which map type do I submit with my Long-term FPA?

Use the Activity Map for Step 1, Step 2, and the 5 Day Notice of Operation. You can download Activity Maps from DNR's mapping web site. The web site also offers Base, Resource, and Site Class Maps. These are for reference and use as work maps. These maps also allow users to turn GIS layers on and off for customized maps.

### What are the Map Standards?

- Use 1":1000' DNR Activity map – *this can be found at [www.dnr.wa.gov/forestpractices](http://www.dnr.wa.gov/forestpractices)*
- You may use larger scale maps or company GIS maps to show details of harvest and road activities; you still must submit a 1":1000' scale Activity Map showing harvest boundaries and road locations
- Use black ink
- Do not use whiteout
- Do not use color pencils or highlighters - do not use yellow or red shading
- Include a legend
- Do not write in the margins
- Use more than one map if you need to
- Don't fax these maps to DNR

### What Additional Items Must Company GIS Maps Show?

- Current DNR water and wetland layers
- DNR Geographic registration TIC marks using NAD83
- Contour lines with elevations (maximum 40' interval)
- Section, township and range lines and numbers & corners
- Scale bar - scale within the range of 1" = 200' to 1" = 1,000'
- North arrow
- ¼" margin on all sides
- Sizes: Letter, Legal, or Tabloid

### Example of a ¼, ¼ breakdown of a section

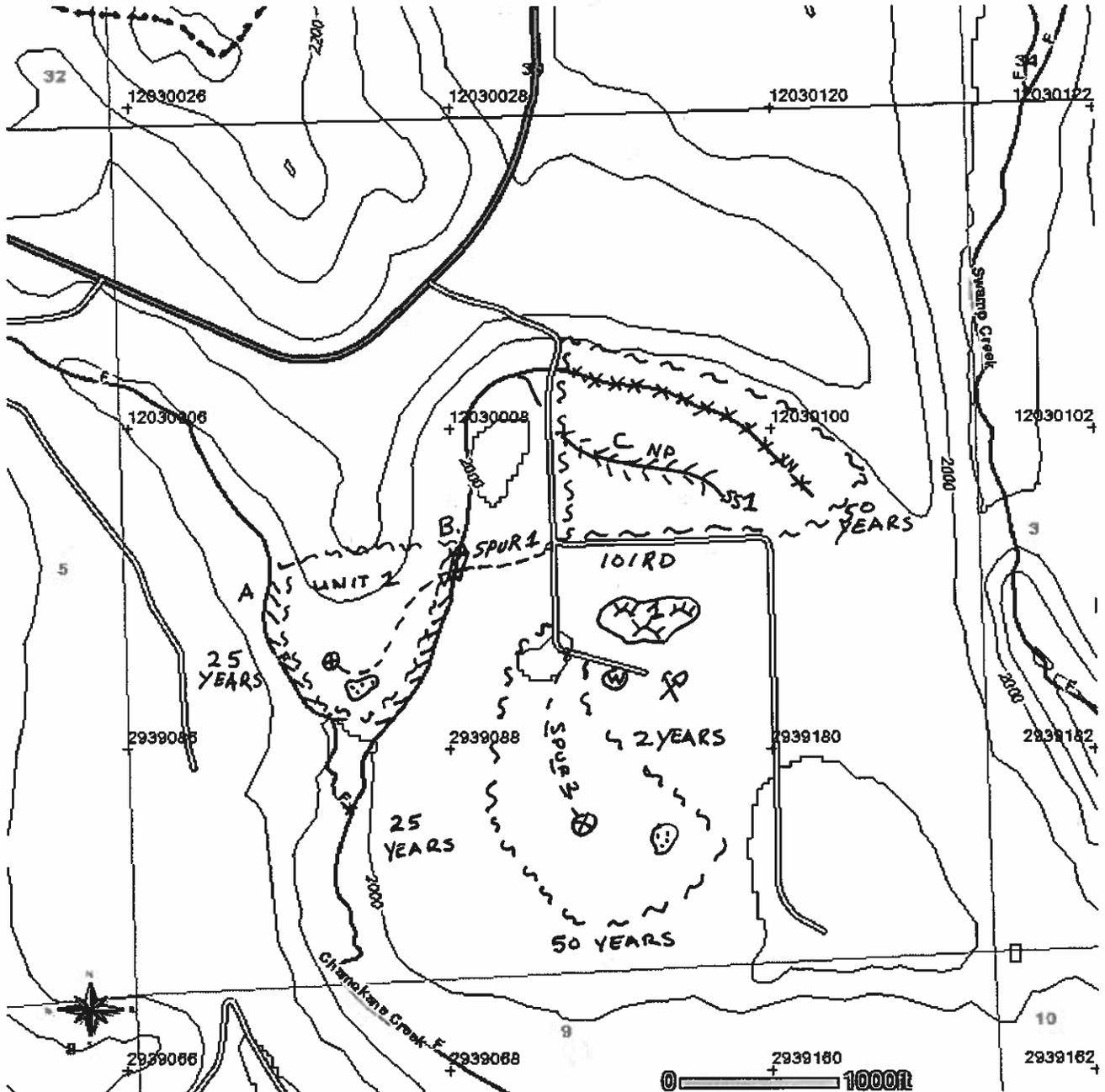
The southwest quarter of the northeast quarter is tinted gray in the section breakdown, below. Unit 3 is in the same quarter on the example Activity Map and legend on the next page. This shows as "SW, NE" in the first box in number 3 of Step 1.

NW, NW	NE, NW	NW, NE	NE, NE
SW, NW	SE, NW	SW, NE	SE, NE
NW, SW	NE, SW	NW, SE	NE, SE
SW, SW	SE, SW	SW, SE	SE, SE

# FOREST PRACTICE ACTIVITY MAP

TOWNSHIP 29 NORTH HALF 0, RANGE 40 EAST (W.M.) HALF 0, SECTION 4

Application #: \_\_\_\_\_



Please use the legend from the FPA Instruction or provide a list of symbols used.

- |                    |                       |
|--------------------|-----------------------|
| UNIT BOUNDARY      | WETLANDS              |
| EXISTING ROADS     | RMZ                   |
| NEW ROADS          | STREAMS               |
| LANDINGS           | STREAM DOES NOT EXIST |
| ROCK PIT           | WASTE AREA            |
| NEW WATER CROSSING |                       |
| WRTS + GRTS        |                       |

Tuesday, March 27, 2012 10:11:45 AM  
NAD 83  
Contour Interval: 40 Feet

## What Must Be Shown on the Activity Map?

---

**Step 1:** Refer to the Long-term FPA and instructions for further clarification.

NOTE: Make copies of your final Step 1 Activity Maps so you can add to them as your Step 2 Activity Maps.

**Water:**

- All streams, lakes or ponds and their associated identifiers (number 5)
- All wetlands and their associated identifiers (number 6)
- All sensitive sites and their associated identifiers (number 7)
- Cross out streams, lakes, or wetlands that don't exist on the ground but are shown on the Activity Map

**Landscape features:**

- Unstable slope features (number 4e)
- Extents of channel migration zones (number 5)

**Roads:**

- All existing roads and their associated identifiers (number 8)

**The following information must be on a separate map from the information listed above:**

- Areas of critical wildlife habitat (number 4d)
  - Archaeological sites (number 10)
  - Historic sites (number 10)
- 

**Step 2:** Add the following to the information shown on your Step 1 Activity Map(s).

**Proposed Road Activities:** numbers 7 and 8

- New roads
- Abandonment roads
- Temporary roads
- New or replaced water crossings
- End haul and/or overhaul
- New or expanded rock pits
- Spoil areas

**Harvest boundaries:**

- Wetland Management Zones (number 9)
- Unit numbers and their boundaries (number 10)

**Harvest boundaries (continued):**

- Landings on cable units
  - Riparian Management Zones (numbers 13-16)
  - Yarding corridors through Type S and F Water RMZs (number 11)
  - Clumped WRTs and GRTs
  - Overhead utility lines
  - Location of trees left for basal area deficiency due to stream adjacent parallel road
  - Other boundaries that may exclude unstable slope features, buffers for critical wildlife habitat, or archaeological or historic sites
- 

**5 Day Notice of Operation:** Only include maps that your 5 day notice of operation is intended for.

**Information on your Steps 1 and 2 Activity Maps:**

- Include all the information from Steps 1 and 2 that apply to your 5 Day Notice(s) of Operation.

**“Green up” information:**

- Even-aged harvest must show adjacent land information.
  - If not forest land, label it “Not Forest Land.”
  - If you do not own the adjacent land, write “Not Owned.”
  - Estimated average forest age class;
  - Estimated total acres of contiguous stands that are less than 4 feet tall or 5 years old or less, on land that you own.
- Estimated linear feet of the perimeter (total distance around) each harvest unit by age-class.

**Harvest activities:**

- Harvest boundaries that apply to this 5 day notice of operation
- Landing locations, other than cable landings, not shown in Step 2

**NOTE: This is not an amendment. If you want to propose something different than what was approved and conditioned by Step 2 of your Long-term FPA, you must submit an amendment request.**

# Water Typing Procedures

See WAC 222-16-031 and Forest Practices Board Manual Section 13

DNR can only change the Activity Map layers (water types and locations) if someone submits a Water Type Modification Form. Submitting this form is recommended for the Long-term FPA, but it isn't required. Forms can be downloaded from the Forest Practices web site or see page 2 for assistance.

1. Get an activity map. These can be downloaded from Forest Practices FPARS website <http://www.dnr.wa.gov/forestpractices/>. They are also available at DNR region offices. The water types and/or locations may not be correct.
2. Check the location and types of all streams, ponds, lakes, and wetlands
  - Within the boundaries of your forest practice and
  - 200 feet on all sides of the outer boundaries of your forest practice.
    - See WAC 222-16-031 for water typing information
    - See the Water Typing Worksheet in these instructions for help
    - See WAC 222-16-035 for wetland typing information
    - See Forest Practices Board Manual Section 13 for water typing information
3. If you disagree with the water types and/or locations shown on the DNR Activity map, ask DNR for help. This may require a site visit.

If there are typed waters (streams, ponds, lakes, wetlands) **on the map, but not on the ground**, you must do all of the following:

- Cross out the stream (use X's) on a water type map or activity map
- Include the following information in the comment section of Step 1 of the Long-term FPA:
  - How you decided the stream didn't exist (maps, photos, site visit)
    - Where you looked (your property, your Long-term FPA area, etc)
    - What you observed (no channel, no water, etc)

If there are typed waters (streams, ponds, lakes, wetlands) identified in on the ground Step 1, but aren't on the DNR Activity map, you must do the following:

- Show the water type and location on the activity map
- Then, either include a copy of the Eastern Washington Water Type Classification Worksheet (page 30); or
- Tell us the following in the comment section of Step 1 of the Long-term FPA:
  - How you determined the water type.
    - Where you looked (your property, your Long-term FPA area, etc)
    - What you saw (channel, flowing water, width of the stream)
    - For Np Water – describe how you found the uppermost point of perennial flow

If you want to **change the water type for this Long-term FPA only**, you must do the following:

- Show the water type and location on the activity map
- Then, either include a copy of the Eastern Washington Water Type Classification Worksheet (page 30); or
- Tell us the following in the Additional Information section in Step 1 of the long-term FPA:
  - How you determined the water type.
    - Where you looked (your property, your Long-term FPA area, etc)
    - What you saw (channel, flowing water, width of the stream)
    - For Np Water – describe how you found the uppermost point of perennial flow

# Eastern Washington Water Type Classification Worksheet

Stream/Segment ID: \_\_\_\_\_

Stream/Segment ID: \_\_\_\_\_

Stream/Segment ID: \_\_\_\_\_

1. Do you have a protocol survey? (See the Forest Practices Board Manual Section 13.) **Or**, does the stream have waiver characteristics? (See WAC 222-16-031(3)(b)(ii).)

No. Continue  
 Yes.  
 Fish found. Type F water. Stop.  
 No fish. Continue.  
 Yes. Meets waiver criteria.

No. Continue.  
 Yes.  
 Fish found. Type F water. Stop.  
 No fish. Continue.

No. Continue.  
 Yes.  
 Fish found. Type F water. Stop.  
 No fish. Continue.

2. List the date Stream observations were made for water typing.

Date observed: \_\_\_\_\_  
 Continue.

Date observed: \_\_\_\_\_  
 Continue.

Date observed: \_\_\_\_\_  
 Continue.

3. Were fish observed or are fish known to use the stream any time of the year?

Yes. Type F water. Stop.  
 No. Continue.

Yes. Type F water. Stop.  
 No. Continue.

Yes. Type F water. Stop.  
 No. Continue.

4. Is the average BFW three feet or wider? **AND**, is the average stream gradient less than or equal to 16%?

Yes. Type F water. Stop.  
 No. Continue.

Yes. Type F water. Stop.  
 No. Continue.

Yes. Type F water. Stop.  
 No. Continue.

5. Is the average BFW three feet or wider? **AND**, is the average stream gradient between 16% and 20%? **AND**, is the contributing basin to the stream greater than 175 acres?

Yes. Type F water. Stop.  
 No. Continue.

Yes. Type F water. Stop.  
 No. Continue.

Yes. Type F water. Stop.  
 No. Continue.

6. Does the stream segment contain water at all times during a normal rainfall year?

Yes. Type Np water. Go to 9.  
 No. Continue.

Yes. Type Np water. Go to 9.  
 No. Continue.

Yes. Type Np water. Go to 9.  
 No. Continue.

7. Is the stream segment downstream of a perennial source of water?

Yes. Type Np water. Go to 9  
 No. Continue.

Yes. Type Np water. Go to 9.  
 No. Continue.

Yes. Type Np water. Go to 9.  
 No. Continue.

8. Does the stream physically connect by an above ground channel to Type S, F or Np water?

Yes, Type Ns water.  
 No, non-typed water.

Yes, Type Ns water.  
 No, non-typed water.

Yes, Type Ns water.  
 No, non-typed water.

9. Describe how you determined the uppermost point of perennial flow. Include a description of its location and show the point on a map (Use a separate piece of paper if necessary).

**Stream/Segment ID** \_\_\_\_\_

**Description:**

## Hydraulic Project Approval (HPA) Information

**NOTE:** You are required to submit plan and cross-section view diagrams for each Type Np water crossing.

Work in or over Type S and F water requires a Hydraulic Project Approval (HPA) permit from the Washington Department of Fish and Wildlife (WDFW).

If you already have a blanket HPA from WDFW, you don't need to submit these views. Instead, write the HPA number in the Additional Comments (number 20) of Step 2 of the long-term FPA.

**You can get a Hydraulic Project Approval in two ways:**

1. Apply for a Joint Aquatic Resource Permit Application (JARPA) through WDFW.
2. Answer numbers 7 or 11 and submit the plan and cross section views as detailed below.

**NOTE:** HPAs are valid for up to 5 years. If work subject to a HPA isn't completed in the first 5 years of your Long-term FPA, you may be required to apply for a JARPA.

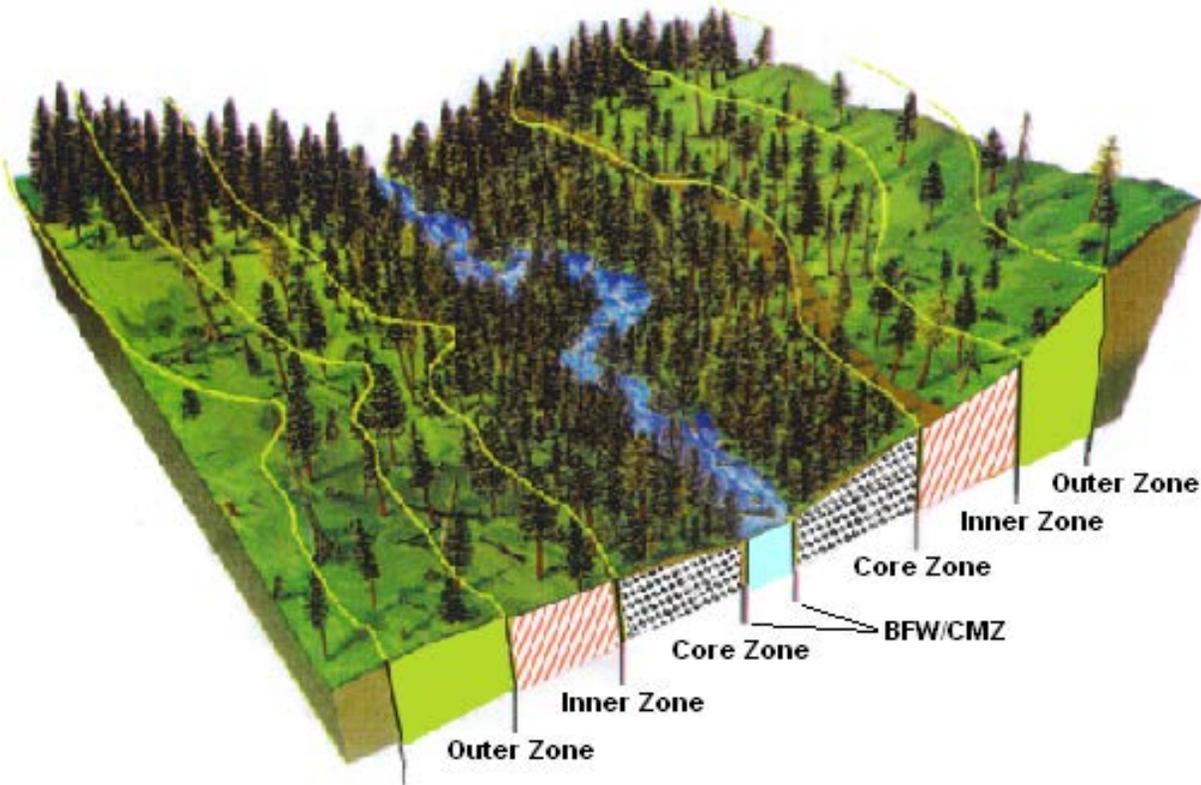
**Your HPA may be delayed if you don't include the information below with your long-term FPA.**

Drawings must be sized to scale, prepared with black ink, drawn clearly, have legible writing, and use the fewest number of sheets possible.

- A. Plan View. This drawing illustrates the project area as if you were looking down at the site from overhead. The Plan View drawing must contain the following existing and proposed information:
  - 1) Latitude and longitude of the crossing;
  - 2) North arrow;
  - 3) Name of water body and direction of water flow;
  - 4) Dimensions of the activity or structure, distance from property lines, and the distance it extends into the water body beyond the bankfull width;
  - 5) Show all existing structures found on the site and on adjoining properties;
  - 6) If fill material will be deposited, identify the type of material, amount of material in cubic yards, and area in acres to be filled;
  - 7) If the project requires dredging, identify the type of material, amount of material in cubic yards, and area in acres to be dredged;
  - 8) Show all completed portions of the activity;
  - 9) Show the location and type of all existing aquatic, wetland, riparian, and upland vegetation; and
  - 10) Show erosion control measures, including the stabilization of disturbed areas, etc.
- B. Cross-Section View. These drawings provide a side and/or front illustration of your proposed project area as if you were looking at it from the side and/or front. Cross Section View drawing must contain the following existing and proposed information:
  - 1) Location of water lines;
  - 2) Water depth or tidal elevation on the water-ward or waterside of your project;
  - 3) Dimensions of the activity or structure, and the distance it extends into the water body beyond the bankfull width;
  - 4) Indicate dredging and/or fill grades;
  - 5) Indicate contours and elevations;
  - 6) Indicate the type and location of material to be used for construction purposes and the method of construction; and
  - 7) Indicate the height of all structures.

Additional information may be required depending on project type. For details visit <http://wdfw.wa.gov/hab/hpapage.htm>.

## Type S and F Riparian Management Zone Cross-Section



### Bankfull Width (BFW) means:

- (e) For streams - the measurement of the lateral extent of the water surface elevation perpendicular to the channel at bankfull depth. In cases where multiple channels exist, bankfull width is the sum of the individual channel widths along the cross-section. See the Board Manual Section 2.
- (f) For lakes, ponds, and impoundments - line of mean high water.
- (g) For tidal water - line of mean high tide.
- (h) For periodically inundated areas of associated wetlands - line of periodic inundation, which will be found by examining the edge of inundation to ascertain where the presence and action of waters are so common and usual, and so long continued in all ordinary years, as to mark upon the soil a character distinct from that of the abutting upland.

**Channel Migration Zone (CMZ)** means the area where the active channel of a stream is prone to move and this results in a potential near-term loss of riparian function and associated habitat adjacent to the stream (See Board Manual Section 2 for descriptions and illustrations of CMZs, delineation guidelines), except as modified by a permanent levee or dike. For this purpose, near-term means the time scale required to grow a mature forest.

**Core Zone** means the 30 foot buffer of a Type S or Type F water, measured horizontally from the outer edge of the bankfull width or the outer edge of the channel migration zone, whichever is greater.

**Inner Zone** means the area measured horizontally from the outer boundary of the core zone of a Type S or F water to the outer boundary of the inner zone. The outer boundary of the inner zone is 45 feet (for streams less than 15 feet wide) or 70 feet (for streams more than 15 feet wide) from the outer boundary of the core zone.

**Outer Zone** means the area measured horizontally between the outer boundary of the inner zone and the total RMZ width as specified in the Eastern Washington RMZ tables in WAC 222-30-022. RMZ width is measured from the outer edge of the bankfull width or the outer edges of the channel migration zone whichever is greater.

### References:

- See Board Manual Section 2 for information about bankfull width and channel migration zones.
- See WAC 222-30-022 for information about Eastern Washington core, inner, and outer zones

## Inner Zone Hardwood Conversion Worksheet

*Do not include this with your Long-term FPA*

1. Do you own 500 feet upstream and 500 feet downstream of the conversion unit?  
 Yes. Go to question 2.  
 No. Stop, does not qualify
2. Do the riparian areas next to the conversion unit have the required shade described in WAC 222-30-040 or have a 75-foot buffer with trees 40 feet tall on both sides of the stream 500 feet above and below the harvest unit?  
 Yes. Go to question 3.  
 No. Stop, does not qualify.
3. Is there evidence that the conversion unit area can be successfully reforested with conifer and support development of a conifer stand?  
 Yes. Go to question 4.  
 No. Stop, does not qualify.
4. Does the RMZ core or inner zone within the conversion unit contain a stream adjacent parallel road?  
 Yes. Stop, does not qualify.  
 No. Go to question 5.
5. Has the landowner successfully performed post-harvest treatment to convert a hardwood dominated stand to a conifer stand?  
 Yes. Go to question 6.  
 No. Go to question 6.
6. Are there fewer than 57 conifer trees per acre equal to or larger than 8 inches in diameter at breast height in the conversion unit area?  
 Yes. Go to question 7.  
 No. Stop, does not qualify.
7. Are there fewer than 100 conifer trees per acre larger than 4 inches in diameter at breast height in the conversion unit area?  
 Yes. Go to question 8.  
 No. Stop, does not qualify.
8. Does the stand meet desired future condition requirements (WAC 222-30-021(1) (b))?  
 Yes. Stop, stand does not qualify.  
 No. Provided you correctly answered all the above questions the proposed unit qualifies for hardwood conversion in the inner zone.



**Forest Practices Application/Notification  
Natural Regeneration Plan  
Eastern Washington**

For DNR Region Office Use Only	
FPA/N #:	
Region:	
Received Date:	

Landowner Name: \_\_\_\_\_

*The landowner is responsible for meeting Forest Practices reforestation requirements.*

Legal Description: \_\_\_\_\_

Harvest is scheduled to occur (month/year): \_\_\_\_\_

Check one of the following:

The landowner proposes an alternate plan (WAC 222-34-020(6)) for natural reforestation as attached.

**OR**

The landowner agrees to follow the requirements in WAC 222-34-020(5)

- There is a seed source available that is capable of producing well-formed trees of a commercial tree species

- The landowner will not harvest this seed source until \_\_\_\_\_, or earlier if DNR issues a reforestation inspection report.

- Check all that apply:

Seed blocks of \_\_\_\_\_ acres each will be retained as shown on the attached map.

\_\_\_\_\_ seed trees per acre will be left. Seed trees will be \_\_\_\_\_, \_\_\_\_\_, & \_\_\_\_\_  
species age height

- The regeneration will be protected from competing vegetation and allowed to establish, grow, and survive.

## Watershed Analysis Worksheet

(Use a separate worksheet for each Watershed Administrative Unit)

Watershed Administrative Unit Name:

Check all of the following that apply:

- I have reviewed the Watershed Analysis Prescription documents. My proposal is not located on or adjacent to any of the described features. Prescriptions do not effect my proposal.
- I have reviewed the descriptions and maps for all prescriptions.  
My proposal is located on or adjacent to the following prescription areas:
  - Surface Erosion Prescriptions
  - Mass Wasting Prescriptions
  - Hydrology Prescriptions
  - Water Quality
  - Water Supply / Public Works
  - Riparian – applicable to landowners using the 20 acre exempt RMZ rule

Complete the following information for each prescription that affects your proposal or is adjacent to your proposal. Identify the resource sensitivity name and if you are implementing the prescriptions or not. Attach required reports and additional information as necessary.

Resource Sensitivity Name/No: \_\_\_\_\_ Implementing Prescription:  Yes  No

Describe harvest techniques proposed	
Describe road techniques proposed	
Describe other techniques proposed	

Resource Sensitivity Name/No: \_\_\_\_\_ Implementing Prescription:  Yes  No

Describe harvest techniques proposed	
Describe road techniques proposed	
Describe other techniques proposed	

Resource Sensitivity Name/No: \_\_\_\_\_ Implementing Prescription:  Yes  No

Describe harvest techniques proposed	
Describe road techniques proposed	
Describe other techniques proposed	

**DNR USE ONLY**

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

## Watershed Analysis Worksheet Instructions

This form must be submitted along with your Forest Practice Application/Notification (FPA) form if:

- You are harvesting timber (including salvage) or constructing roads within or adjacent to an approved Watershed Administrative Unit. OR
- If you answered yes to Question # 5 of the FPA because you are substituting Watershed Analysis Prescriptions.

A separate worksheet should be used for each Watershed Administrative Unit.

The following information must be included in the space provided or on additional pages.

- The name of the Watershed Administrative Unit where your proposal is located.
- Check all of the boxes that apply regarding your review of Watershed Analysis Prescriptions.
- Indicate each Resource Sensitivity Name (prescription name) that may affect your proposal.
- Indicate if you are implementing the prescription.
- Describe the specific harvest, road and other techniques you will use to implement the prescription.

Many prescriptions provide a landowner with a variety of different operational options. Sufficient detail needs to be included so that we can evaluate your proposal.

If your proposal is located on an area of resource sensitivity (prescription) AND you are choosing not to follow the prescription your FPA will processed as a Class IV-Special and require a State Environmental Policy Act (SEPA) checklist.

## Laws and Rules

Copies of the laws and rules can be found at <http://www.dnr.wa.gov/forestpractices> and DNR Region Offices. The Revised Code of Washington (RCW) for forest practices are Chapter 76.09 RCW and Chapter 76.13 RCW. RCWs are state laws. Forest Practices rules are Washington Administrative Code (WAC) 222. The Forest Practices Board Manual provides technical advice to help follow the rules.

### Hazardous Leave Trees & Utility Lines

Trees that fall into any electrical utility lines have serious consequences. Not only can they injure people or property near the line, but hitting a line may cause power outages, surges, fires and other damage. Downed lines still conducting electricity are especially dangerous. Leave trees left within one and one half lengths of electrical lines have the potential to fall into utility lines. This is a very serious situation and the leave trees must be removed.

**Contact your local electrical utility for assistance with removals.**

### Long-term Forest Practices Application Fees

Fees are charged **only if** you are harvesting timber. Harvesting timber includes salvaging snags, down wood, dying trees, or stumps. Make checks payable to the "Department of Natural Resources".

Note: Long-term FPAs can't be for a use incompatible with growing timber (conversion to non-forestry use).  
Reference: WAC 222-12-035.

Fee amount	Your forest land is located:
<b>\$50.00</b>	<ul style="list-style-type: none"> <li>• <u>Outside</u> city limits and Urban Growth Areas.</li> </ul> <p style="text-align: center;"><b>AND</b></p> <ul style="list-style-type: none"> <li>• Is left in forestry use for the next six years or the life of your Long-term FPA, whichever is greater.</li> </ul>
	<ul style="list-style-type: none"> <li>• <u>Inside</u> city limits or Urban Growth Area.</li> </ul> <p style="text-align: center;"><b>AND</b></p> <ul style="list-style-type: none"> <li>• Includes with the long-term FPA documentation for one of the following choices:                             <ul style="list-style-type: none"> <li>○ A statement signed by the landowner stating the landowner will not convert the land to a non-commercial forestry use for ten (10) years AND a written forest management plan approved by the DNR;</li> </ul> </li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>○ A Conversion Option Harvest Plan (COHP) approved and signed by the county or city.</li> </ul>
<b>\$500.00</b>	<ul style="list-style-type: none"> <li>• <u>Inside</u> city limits or Urban Growth Area.</li> </ul> <p style="text-align: center;"><b>AND</b></p> <ul style="list-style-type: none"> <li>• Doesn't include with the long-term FPA either a statement signed by the landowner stating the landowner will not convert the land to a non-commercial forestry use for ten (10) years <b>OR</b> Conversion Option Harvest Plan.</li> </ul>

Reference: RCW 76.09.065

## Web References

### At the DNR Forest Practices Homepage <http://www.dnr.wa.gov/forestpractices>:

If you click on “Forest Practices Rules”, you will find:

- Washington State Laws (RCW):
  - Forest Practices Act (Chapter 76.09 RCW)
  - Stewardship of Non-industrial Forest and Woodlands (Chapter 76.13 RCW)
  - Salmon Recovery Act - Legislative Findings Pertaining to Forest Practices Laws (RCW 77.85.180)
- Reports:
  - Forests and Fish Report ( April 29, 1999)
- Forest Practices Rules (WAC)
  - Title 222 WAC

If you click on “Forest Practices Board”, you will find

- Forest Practices Board Manual (*Sections 1-26*)

If you click on “Complete and Print Forest Practices application supplemental forms” you will find:

- Long-term FPA forms and instructions
- FPA/N and instructions
- Marbled murrelet form and instructions
- Aerial chemical form (*instructions attached*)
- Activity Map standards (*these are also in the FPA/N instructions*)
- Notice of Moratorium on Non-Forest Use of Land (*6 year moratorium*)
- FPARS Reviewer Profile (*submit this if you want to view submitted FPA/N's on the internet*)
- Alternate Plan Form (*Optional - but recommended if you are proposing an alternate plan*)
- Renewal (*Request to renew an approved FPA/N. Instructions are on form*)
- Notice of Transfer (*Required if changing Landowner and/or Timber Owner and/or Operator*)
- Amendment Request (*Required if requesting a change to an approved FPA/N*)
- Small Forest Landowner Checklist RMAP
- Overstocked Stand Template (*Required if your alternate plan is requested due to this reason*)
- Application for Fish Passage Barrier Evaluation (*For small forest landowners to apply to the Family Forest Fish Passage Program cost-share*)
- Water Type Modification Form and instructions (*Required to request permanent changes to the water types or water locations shown on the Activity Maps*)
- FPARS Water Type Data Dictionary (*For cartographers*)
- Notice of Continuing Forest Land Obligation Form (*May be required if you sell forest land*)
- Desired Future Condition Worksheet and Instructions (*Required for Inner Zone Harvests*)

### Other State Agencies Websites:

- Department of Fish and Wildlife’s Habitat website: <http://www.wdfw.wa.gov/>
- Department of Revenue’s website: <http://www.dor.wa.gov/>
- Department of Ecology’s On-Line Permit Assistance Center: (*On-line questionnaire to see which permits you need for your project*) <http://www.ecy.wa.gov/programs/sea/pac/index.html>
- Code Revisers website: <http://www1.leg.wa.gov/legislature>. (*Includes all the state’s laws – Revised Code of Washington (RCW) – and rules – Washington Administrative Code (WAC)*)
- The Department of Archeology and Historic Preservation (DAHP) - <http://www.dahp.wa.gov/>.
- State Tribal Directory - <http://www.goia.wa.gov>
- Environmental Hearings Office. (*Information on appealing FPA/N Decisions and DNR’s enforcement actions*): <http://www.eho.wa.gov/Boards/FPAB.asp>
- U.S. Fish and Wildlife Service: <http://www.fws.gov/pacific/eagle/guidelines/disturbnestingbaea1.html>