

# *State Responsibility Area Classification System*



STATE OF CALIFORNIA  
RESOURCES AGENCY  
BOARD OF FORESTRY  
CALIFORNIA DEPARTMENT OF FORESTRY  
AND FIRE PROTECTION  
REVISED October 6th, 2010

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1 OVERVIEW

2  
3 This classification system has five levels. They are:

- 4  
5 1. Field evaluation  
6 2. Regional review  
7 3. State review  
8 4. Director's approval  
9 5. Board of Forestry and Fire Protection approval.

10  
11 The field evaluation is accomplished at the Unit or Contract County. This  
12 evaluation identifies lands that may warrant reclassification. When a Unit/  
13 Contract County staff proposes a SRA to LRA (Local Responsibility Area) or  
14 LRA to SRA change, they should consult with staff from the local fire  
15 agencies that will be affected by the change. Following the 2010 SRA map  
16 update, local agency consultation shall include contacting both the fire  
17 agencies and planning departments. Any area so identified is documented and  
18 forwarded for Regional review (second level).

19  
20 The Regional review ensures that the system has been consistently applied at  
21 the Unit or Contract County level. After completing the review, the Region  
22 SRA Coordinator forwards the areas identified for possible reclassification  
23 to the State SRA Coordinator.

24  
25 The State Review Team (third level) reviews the documentation. The State  
26 Review Team also conducts on-site inspections as needed. The State Review  
27 Team then forwards its recommendations to the Director (fourth level).

28  
29 The Director reviews all proposed changes in classification. Those changes  
30 that the Director approves are sent to the Board of Forestry and Fire  
31 Protection so that public hearings may be scheduled. At this time the  
32 Director notifies all affected local government agencies of the proposed  
33 changes and their potential impacts.

34  
35 The Board of Forestry and Fire Protection is fifth level. Under PRC Section  
36 4125, the Board is the final authority for approving changes in  
37 classification of SRA.

38  
39 LEGAL BASIS

40  
41 This classification system, which defines land for which the state assumes  
42 primary financial responsibility for protecting natural resources from  
43 damages from fire, is based on existing law (PRC 4125-4128). It is important  
44 to understand that the system is not based on the ability to protect an area  
45 from fire, but rather on the vegetative cover and natural resource values  
46 enumerated in PRC 4126:

- 47  
48 a) Lands covered wholly or in part by forests or by trees producing or  
49 capable of producing forest products. Lands covered wholly or in part  
50 by timber, brush, undergrowth, or grass, whether of commercial value or  
not, which protect the soil from excessive erosion, retard runoff of

1 water or accelerate water percolation, if such lands are sources of  
2 water which is available for irrigation or for domestic or industrial  
3 use.

4 b) Lands in areas which are principally used or useful for range or  
5 forage purposes, which are contiguous to the lands described in  
6 subdivisions (a) and (b).

7  
8 Lands which do not qualify as SRA are defined in PRC Section 4127: "The  
9 Board shall not include within state responsibility areas any of the  
10 following lands:

11  
12 a) "Lands owned or controlled by the federal government or any agency  
13 of the federal government.

14  
15 b) "Lands within the exterior boundaries of any city.

16  
17 c) "Any other lands within the state which do not come within any of  
18 the classes which are described in Section 4126."

19  
20 In addition, PRC, Section 4128, states that, "The Board may, for purposes of  
21 administrative convenience, designate roads, pipelines, streams, or other  
22 recognizable landmarks as arbitrary boundaries."

23  
24 These definitions provide the basis for the field evaluation of SRA.

25  
26 REVIEW SCHEDULE

27  
28 State Review shall occur in 2010 and every five years thereafter.

29  
30 Automatic exclusion and inclusion will be updated as needed by the State GIS  
31 coordinator. The State SRA Coordinator will prepare an update and summary  
32 for the Board of Forestry and Fire Protection as needed and at a minimum  
33 annually.

34  
35 Special Reviews may occur as needed.

36  
37 Adjustments and special reviews may be made at more frequent intervals, if  
38 major land-use changes occur or if inconsistencies are discovered in the CAL  
39 FIRE corporate SRA GIS data layer. Changes to or from SRA can occur from  
40 expanding urbanization or changes to agricultural use. For example, an area  
41 previously used for cultivated and irrigated crops may revert to natural  
42 vegetation and go from LRA to SRA. Upon notification from the State Board of  
43 Equalization, the State SRA Mapping Coordinator will update the corporate SRA  
44 GIS data layer with approved incorporations or land-use changes.

1 FIELD EVALUTION

2  
3 STEP I - DEFINING EXISTING CLASSIFICATION STATUS

- 4  
5  
6 A. Download the most current SRA map for your Unit/Contract County from the  
7 designated site and print as many maps as necessary for the SRA review.  
8 B. Print as many GIS generated maps as are necessary to be used for the  
9 field evaluation of specific areas in question, using the following  
10 guidelines.  
11  
12 1. Include the following GIS Data Layers, which can be found on the  
13 Fire Plan data GIS library, on the map.  
14 a. Most current SRA Data Layers for the area being evaluated  
15 b. Current road layer  
16 c. Current incorporated city layer  
17 d. Any other layer you might need (public land survey, hydro, 7.5  
18 quad background, hill shade, etc.)  
19  
20 2. Shade all current (original) SRA polygons light yellow.  
21  
22 3. Use a light gray background for any areas that are "Lands within the  
23 exterior boundaries of incorporated cities" Shade LRA area light  
24 gray.  
25  
26 4. Lands owned or controlled by the federal government or any agency of  
27 the federal government (include all federal lands regardless of  
28 existing fire protection responsibilities) - shade light green.

29  
30 NOTE: Incorporated cities and federally owned or controlled lands are  
31 automatic exclusions from SRA. Their boundaries must be kept current on the  
32 official SRA maps. The procedure for recording these changes is described in  
33 Appendix VIII.

34  
35 STEP II - IDENTIFYING AREAS FOR FIELD EVALUATION

36  
37 The working map prepared in Step I describes the current SRA classification.  
38 Two basic questions remain to be answered.

- 39  
40 1. Are there any lands currently not classified SRA on either side of  
41 the SRA/LRA (Local Responsibility Area) boundary line which meets  
42 the criteria for SRA in PRC Section 4126?  
43  
44 2. Are there any lands currently classified as SRA which do not meet  
45 the criteria for SRA and would be excluded by PRC Section 4127?

46  
47 The accompanying classification key has been developed to assist in answering  
48 these questions. The key is intended to provide standard criteria to  
49 evaluate each area. It provides a method of screening many areas rapidly in  
50 order to focus quickly on areas that may need change in classification.

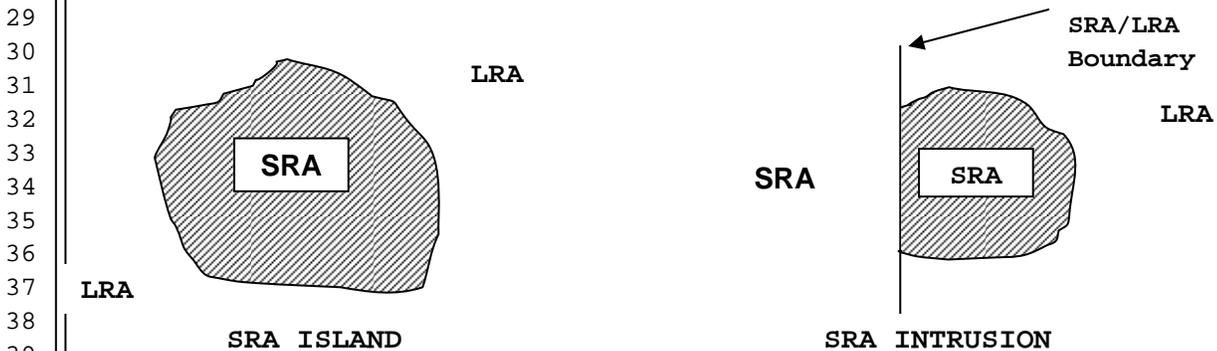
1 The key has a residential/commercial structure density criterion and a  
 2 minimum-acreage criterion. It is important to understand the rationale  
 3 behind these two criteria. The rationale for the residential/commercial  
 4 structure-density criterion is that lands having this level of development  
 5 (three or more structural units per acre) typically require a significantly  
 6 higher level of fire flow hydrants, and pressurized community water systems.  
 7 These areas are typified by complete, or nearly complete, modification to  
 8 native vegetation. Manmade structures to control runoff of rainfall instead  
 9 of reliance on natural percolation is an element of subdivision planning and  
 10 development.

11  
 12 For the initial review of SRA under this system in 1981, all lands were  
 13 evaluated against a 40-acre minimum criterion. After reviewing all proposed  
 14 changes, the State Review Team recommended that the minimum island size be  
 15 250 acres for Development and 1,000 acres for Permanent Crops (agriculture).  
 16 This recommendation was approved by the Director and adopted by the Board of  
 17 Forestry and Fire Protection.

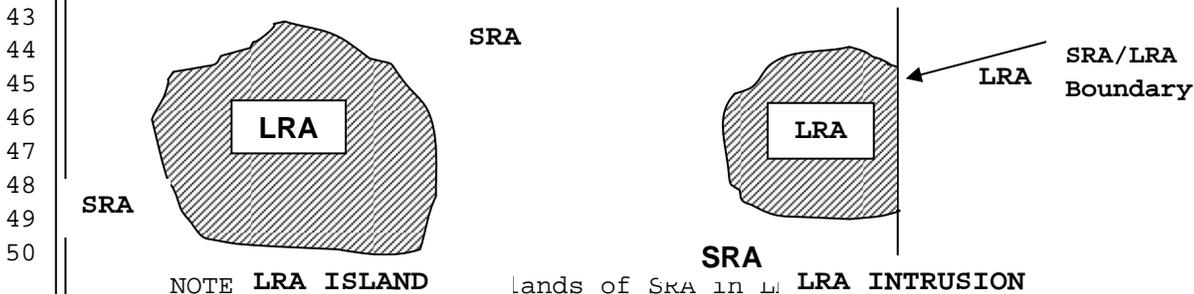
18  
 19 Begin the evaluation process by reviewing the key carefully. Identify all  
 20 areas that may fit the key. Be very liberal in applying the elements of the  
 21 key at this point. If there is any chance that an area may fit the key,  
 22 include it. The intent is to identify all areas that may deserve further  
 23 evaluation.

24  
 25 Delineate these areas in the following manner on the work map:

- 26  
 27 1. Possible change from SRA to LRA - delineate and cross hatch in blue.



- 41  
 42 2. Possible change from LRA to SRA - delineate and cross hatch in orange.



1 Three types of areas should emerge at this point.

- 2
- 3 1. Islands of SRA that are surrounded by LRA on all sides (exterior
- 4 changes).
- 5
- 6 2. Islands of LRA that are surrounded by SRA on all sides (interior
- 7 changes).
- 8
- 9 3. Intrusions of either SRA or LRA along the existing SRA/LRA boundary line
- 10 (boundary line adjustments).
- 11

### 12 STEP III-CONDUCTING FIELD EVALUATION USING CLASSIFICATION KEY

13

14 The key is designed to ensure that all Units and Contract Counties view all

15 areas in question in a uniform manner. The key also focuses on only those

16 lands that may need reclassification.

17

18 All areas identified for potential change in classification will be evaluated

19 against the criteria in the key that leads the evaluator through a series of

20 questions/conditions. The answer to the question/condition either leads to a

21 conclusion or another question/condition. Using the key requires some

22 interpretation of the question/condition.

23

24 Each area identified on the work map will require an inspection. The best

25 way to inspect an area is from the air. An on-the-ground inspection may be

26 required in addition to aerial inspection; however, experience has shown that

27 most areas can be successfully and accurately keyed from the air. CAL FIRE

28 air resources have administrative flight time built into their budget. If

29 digital photos taken from the air are necessary, make arrangements through

30 the appropriate Unit Headquarters for use of CAL FIRE air resources for

31 administrative flights. All Contract Counties will make arrangements through

32 the appropriate region for use of CAL FIRE air resources for administrative

33 flights. Additionally, photographic documentation is necessary for each area.

34 Digital orthophotos viewed in GIS software should be used if possible. Aerial

35 digital photos can be used if the orthophotos do not provide good detail.

36

37

38 Adjustments of boundary lines shall be made following these basic rules of

39 thumb.

- 40 1. Whenever possible, use parcel boundaries or obvious lines of land-use
- 41 change to define the area where the SRA change is recommended.
- 42
- 43 2. Whenever possible, boundary lines will be identifiable and easily
- 44 administered in the field. Roads, pipelines, streams, fences in
- 45 subdivisions, or other recognizable landmarks can be used. Irregular
- 46 lines that follow irrigated and cultivated fields and fences are
- 47 permissible if they are clearly definable. Extended fingers should be
- 48 avoided.
- 49
- 50 3. If lines of convenience are used, small areas of LRA may be included in
- SRA. However, SRA should not be eliminated by lines of convenience.

1 Boundary lines should be located as close as possible to the place of  
2 obvious change between LRA and SRA.

3  
4 4. "Contiguous rangeland" extends only from the toe of the first  
5 significant slope to the first good line of convenience.

6  
7 5. "Watershed lands" will only be submitted for State Review when, as a  
8 guide, they have ten inches of mean annual rainfall combined with  
9 upsloping topography and evidence of water storage and use.

10  
11 STEP IV - DOCUMENTATION

12  
13 The key will result in one of two conclusions:

14  
15 1. No change in existing classification is warranted, but future  
16 evaluation should take place.

17  
18 2. A change is proposed due to the fact that the current classification is  
19 questionable.

20  
21 A. No Change, future evaluation.

22  
23 If the key directs to a conclusion that results in no change in  
24 classification the following situation may exist:

25  
26 "The area is developing, but at this time an overriding state interest  
27 still remains. Areas such as this may in the future develop to the  
28 extent that no state interest remains."

29  
30 If this situation exists, check the "No change (Future Evaluation)" box in  
31 the field evaluation results section of the "FIELD EVALUATION DOCUMENTATION  
32 FORM". This will provide documentation for the Unit/Contract County staff  
33 during the next SRA review or during a special review if major land use  
34 changes occur prior to the next review.

35  
36 **Year of Survey: Resurvey 5 yr ( ) 20 Less than 5 yrs. ( ) 20**

37 Documentation is required for all areas evaluated regardless of the  
38 conclusion obtained from the key. If the key directs the evaluator to  
39 Conclusion 1 above, the following documentation will be retained in a  
40 permanent file at the Unit/Contract County level:

41  
42 1. GIS generated map containing the boundary of the proposed SRA changes  
43 with a digital orthophoto imagery background.

44  
45 a) Create a GIS data layer to store features of all proposed changes (use  
46 map symbols and labels which will clearly identify them on the map).  
47 Use parcel data to create SRA change boundaries where possible.

48  
49 b) If the orthophoto does not clearly display the reason for recommending  
50 the SRA change, provide additional digital photos to provide better  
detail of the area in question.

1 c) Use map symbols and labels that will clearly display the possible SRA  
2 boundary change on the map.  
3

4 2. The Field Evaluation Form including any information which supports the  
5 findings.  
6

7 3. GIS data layer containing features of the area in question.  
8  
9

10 B. Proposed Change

11  
12 If the key directs to a conclusion, which refers the area for statewide  
13 review, the following documentation is necessary:  
14

15 1. GIS generated map containing the boundary of the proposed SRA change  
16 with a digital orthophoto imagery background.  
17

18 a) If the orthophoto does not clearly display the reason for recommending  
19 the SRA change, provide digital photos to provide better detail of the  
20 area in question.  
21

22 b) Use map symbols and labels that will clearly display the proposed SRA  
23 boundary change on the map.  
24

25 c) Place ID number (from for each boundary change feature on the map to  
26 clearly identify  
27

28 2. GIS generated map delineating the proposed change and any other  
29 pertinent features to clearly identify the location and area of the proposed  
30 change.  
31

32 a) Use the Unit boundary, Region boundary, road, city boundary, hydro,  
33 7.5' quad or other GIS data layers as needed on the map.  
34

35 b) Provide the ID number for each record on each map and in the attribute  
36 table of the GIS data layer which will match the ID number on the Field  
37 Evaluation Documentation Form for each proposed SRA change.  
38

39 3. Create a GIS data layer to store features of all proposed changes (use  
40 map symbols and labels which will clearly identify them on the map). Use  
41 parcel data to create SRA changes where possible.  
42  
43

44 4. Field Evaluation Documentation Form describing the area and explaining  
45 why the change should be made. Also list the acres affected by Unit and  
46 County. These forms will be signed by the Unit Chief indicating his/her  
47 approval for the potential change.  
48  
49  
50

1 REGIONAL REVIEW

2  
3 The Region Review Team will evaluate all potential reclassifications  
4 identified in the field evaluation process. Units/Contract Counties will  
5 upload GIS data layers and documentation forms to the location specified in  
6 the SRA Review instructions and send signed copies of all documentation to  
7 the Region SRA Coordinator. The Region SRA Coordinator will ensure that the  
8 classification process has been correctly applied and that documentation is  
9 complete. The Region SRA Coordinator will obtain written approval for each  
10 Unit from the Region Chief. The Unit and Region SRA Coordinators will retain  
11 a copy of all maps, photos, and documentation for their records. Contract  
12 Counties will require approval from their Administrative Unit Chief.

13  
14  
15 Upon completion of all fieldwork and the Regional review, the Region SRA  
16 Coordinator will notify the State SRA Coordinator as soon as the Unit maps  
17 and documentation have been checked and are ready for the state review. The  
18 Region SRA Coordinator will coordinate scheduling the state review and will  
19 appoint its representative to the State Review Team.

20  
21  
22 STATE REVIEW

23  
24 MEMBERSHIP

25  
26 The State Review Team shall consist of the following members:

- 27  
28 1. A member of the Fire Plan Staff.  
29  
30 2. A member of the Board of Forestry and Fire Protection.  
31  
32 3. The Region SRA Coordinator where the areas for review are located.  
33  
34 4. A representative for the affected Contract County as needed.

35  
36  
37 USE OF ADVISORS

38  
39 A Unit level representative will be appointed as an advisor to the team (if  
40 needed). The review team may also request technical advice from others in  
41 the Department or from any other public agency.

42  
43  
44 DOCUMENTATION

45  
46 The review team will have all documentation from the field evaluation  
47 available to it at the review. The team will document the basis for its  
48 recommendations.

1 REVIEW PROCESS

2  
3 Where a change in classification is proposed, the review team may accept the  
4 proposed change based on the documented justification or it may conduct an  
5 on-site inspection.  
6

7  
8 REVIEW CRITERIA

9  
10 The state review criteria are set forth in a key format similar to the Field  
11 Evaluation Key. The question/condition statements in this key are designed  
12 to measure the elements of PRC Sections 4126-4128.  
13

14  
15 SPECIAL REVIEW

16  
17 The normal period between classification efforts is five years. However, the  
18 State Review Team may set a shorter period of time for a particular area if,  
19 in the opinion of the team, the area's land-use pattern indicates that the  
20 classification of that area is likely to change in less than five years.  
21 Likewise the Unit or Contract County may submit for review, any area in which  
22 significant land-use changes occur between review periods.  
23

24  
25 REVIEW TEAM'S RECOMMENDATION

26  
27 The only recommendations forwarded to the Director are those which change the  
28 existing classification of land. For all other areas, a permanent file shall  
29 be maintained for use during the next formal review (5 years) or special  
30 review.  
31

32  
33 DIRECTOR'S APPROVAL

34  
35 The Director will review all State Review Team recommendations for changes in  
36 land classification. He/she will forward all approved recommendations to the  
37 Board of Forestry and Fire Protection together with supporting documentation.  
38 He/she will also notify the affected local government agencies of his/her  
39 recommendations and advise the Contract Counties of any potential fiscal  
40 impacts.  
41

42  
43 BOARD OF FORESTRY AND FIRE PROTECTION

44  
45 The Board of Forestry and Fire Protection will act upon the Director's  
46 recommendations for changes in classification of SRA, after appropriate  
47 public hearings. The Board's decision will be transmitted through channels  
48 to all administrative levels and to the affected local governments.  
49  
50

1 To provide sufficient lead time for the Board to schedule hearings for the 5-  
2 year review and to notify local government of its decisions, all areas must  
3 have fourth level review (Director's approval) by July 1 of any year. This  
4 allows sufficient time for public notification and to conduct hearings. Once  
5 the Board's decision is final, an implementation date will be set by the  
6 Board.

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APPENDICES

APPENDIX I

FIELD EVALUATION KEY

This key is to be used by the Unit/Contract County to identify areas to be reviewed for possible change in classification.

A. The area being considered is currently classified as:

State Responsibility Area . . . . . Go to B

Local Responsibility Area . . . . . Go to C

B. State Responsibility Area:

I. The area has been modified by man to permanent crops or development.

Discussion:

Limiting the scope to man's modifications eliminates from consideration natural areas such as large rock outcroppings typical to the high Sierra regions. Man's modifications, must have substantially changed the character of the area so that it no longer produces or is capable of producing forest products, forage, or water for domestic, irrigation, or industrial use.

1. Crops - - Long term non-flammable crops such as orchards and vineyards which are irrigated and cultivated. (Annuals such as row crops and grain, are not, a long-term modification.)

2. Development - - Continuous urbanization averaging more than three residential and/or commercial units per acre over 250 or more acres.

Yes . . . . . Go to II  
No . . . . . SRA

II. The area has definable boundaries.

Discussion:

To be identifiable, an area must have clearly definable boundaries; for example: (1) jurisdictional boundaries of public service entities; (2) man-made features such as roads; and (3) natural features such as streams and lakeshores; or (4) assessor's parcel boundaries.

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Yes . . . . . Go to III  
No . . . . . SRA

III. The area is or creates:

An LRA island . . . . . Go to IV  
A boundary line adjustment . . . . Refer to State Review

IV. The area is larger than:

- (1) 250 acres for Development or,
- (2) 1,000 acres for Permanent Crops

Yes . . . . . Go to C. III  
No . . . . . Remains SRA

C. Local Responsibility Area.

I. The area is covered wholly or in part by forests or by trees producing or capable of producing forest products.

Yes . . . . . Go to IV  
No . . . . . Go to II

II. The area is covered wholly or in part by timber, brush, undergrowth, or grass, whether of commercial value or not, which protects the soil from excessive erosion, retards runoff of water, or accelerates water percolation, if such lands are sources of water which is available for irrigation, or domestic, or industrial use. As a guide, these "Watershed Lands" should have ten inches of mean annual rainfall combined with upsloping topography and evidence of water storage and use.

Yes . . . . . Go to IV  
No . . . . . Go to III

III. The area is principally used or useful for range or forage purposes and is contiguous to forest or watershed lands. "Contiguous Rangeland" extends only from the toe of first significant slope to first good lines of convenience.

Go to IV

IV. The area is principally used or useful for range or forage purposes but is (1) separated from forest or watershed lands by man's development; (2) irrigated or covered by cultivated crops so that the vegetation is not ordinarily flammable, or (3) beyond the toe of first significant slope and first good line of convenience.

YES - LRA

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No - Refer for review

V. The area is:  
An island of LRA in SRA or a boundary line adjustment.

Refer to Review

The area creates:

An island of SRA in LRA            LRA

APPENDIX II  
STATE REVIEW

KEY

This key is to be used by the State Review Team to evaluate proposed changes in classification. A "yes" answer to any item in Part A is sufficient to classify the land as SRA. All items in Part A must be addressed and documented.

PART A

I. Is there a significant threat of fire originating from within the area and spreading to other SRA (consider configuration, topography, location, past fire history)?

- Yes . . . . . SRA  
(DOCUMENT)
- No . . . . . Go to II

II. Do substantial values exist for the production of forest products, forage, or water?

- Yes . . . . . SRA  
(DOCUMENT)
- No . . . . . Go to III

III. Does or will the omission from SRA seriously impairs the state's ability to provide needed protection to adjoining SRA lands?

- Yes . . . . . SRA  
(DOCUMENT)
- No . . . . . Go to IV

IV. If a fire denudes the area will it initiate a fire/flood sequence?

- Yes . . . . . SRA  
(DOCUMENT)
- No . . . . . Go to V

V. Will or does removal from SRA cause administrative inefficiency?

- Yes . . . . . SRA  
(DOCUMENT)
- No . . . . . LRA

1 PART B

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If Part A indicates that the land should be classified as SRA, complete Part B.

I. Does or will inclusion in SRA (by providing state-funded fire protection) unduly tend to encourage land-use changes that are inconsistent with the protection of forest, watershed or range values?

- Yes . . . . . LRA  
(DOCUMENT)
- No. . . . . SRA

II. The area is fully developed. No substantial further development is likely, but an overriding state interest still remains.

- Yes (DOCUMENT)

APPENDIX III

REVIEW SCHEDULE FOR NORMAL 5-YEAR REVIEWS

1. Level one - Field evaluation process by March 15.

2. Level two - Regional review by April 1.

3. Level three - State Review by June 15.

4. Level four - Director's Review by July 1.

Notify local government July 1.

Notify contract counties of fiscal impacts July 1.

5. Level five - Board of Forestry and Fire Protection.

Board will hold public hearings.

If approved, the board will, at its choosing:

1) Set an implementation date no earlier than 90 days from approval date.

OR

2) Set a July 1 (next calendar year) implementation date for all changes.

REVIEW SCHEDULE FOR SPECIAL REVIEWS

1. Level one - Field evaluation process.

2. Level two - Regional review within 30 days of receipt of package from the Unit/Contract County SRA Coordinator.

3. Level three - State Review within 30 days of receipt of package from the Region SRA Coordinator.

4. Level four - Director's Review within 30 days of receipt of package from the State SRA Coordinator.

Notify local government.

Notify contract counties of fiscal impacts.

5. Level five - Board of Forestry and Fire Protection.

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Board will hold public hearings.

If approved, the board will, at its choosing:

1) Set an implementation date no earlier than 90 days from approval date.

OR

2) Set a July 1 (next calendar year) implementation date for all changes.

FIELD EVALUATION DOCUMENTATION FORM

I.D. Number:

Descriptive name:

Year of Survey: \_\_\_\_\_

Type of review: 5 year SRA review ( ) Special Review ( )

Resurvey 5 yr ( ) 20\_\_ Less than 5 yrs. ( ) 20\_\_

Field Evaluation Key Results:

No Change ( ) Future Evaluation State Review ( )

Key Item Leading to Conclusion: B-I B-II B-III C-I C-II C-III C-IV

Circle one or Leave one (delete all others)

Check one:

SRA to FRA  SRA to LRA

FRA to SRA  FRA to LRA

LRA to SRA  LRA to FRA

Total acres to be changed \_\_\_\_\_

DESCRIPTION OF AREA AND COMMENTS

If appropriate: Local Fire Jurisdiction and Planning Department

Name, Signature and Date

Unit Chief Approval: \_\_\_\_\_

Signature

Date

Unit Chief \_\_\_\_\_

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1 Appendix V

2 INSTRUCTIONS FOR COMPLETING THE  
3 FIELD EVALUATION DOCUMENTATION FORM  
4

5 A Field Evaluation Documentation Form will be completed for all areas shown  
6 on the work map.  
7

8  
9 ID Number: Use Unit/Contract County three letter designator, the initials  
10 SRA, the year of the review (for example 2004), and a sequential number  
11 (starting at 1). The ID number on this form must match the ID number  
12 correlating to this feature (SRA change) in the attribute table of the  
13 GIS data layer.  
14

15 For example:

16 ORCSRA2004\_1  
17 ORCSRA2004\_1.2  
18 ORCSRA2004\_2  
19 ORCSRA2004\_3  
20

21 Descriptive Name: Insert descriptive name of the area and the reason for the  
22 SRA change. Example: Auburn Lake Trails. For all SRA intrusions to LRA  
23 write into this block "SRA INTRUSION CORRECTION".  
24

25 Year of Survey: Insert year of survey (for example 2004).  
26

27 Type of Survey: check appropriate box.  
28  
29

30 Field Evaluation Key Results: If land use in an area is changing, but not to  
31 the point that an SRA change is necessary, check the "No Change (future  
32 evaluation)" box to prompt the Unit staff to evaluate the area in the future.  
33 Check the appropriate box as follows: where a SRA change is being proposed,  
34 check the "state review" box.  
35

36 Key Item: Check the box next to appropriate reason for recommending the  
37 change. If the other box is checked, state why the change is being  
38 recommended in the box to the right.  
39

40 Description of Area and Comments: Describe area in narrative form. Included  
41 Assessor's Parcel Number(s) (APN) if the area consists of larger parcels, but  
42 not when many small parcels are involved as in the example below. Provide  
43 comments describing the reason for recommending the SRA change.  
44

45 EXAMPLE: Auburn Lake Trails is a 750-acre subdivision with  
46 approximately 10% of 2,130 lots developed. It currently keys out as  
47 State Responsibility Area. However, at full build out it may not meet  
48 the criteria for SRA. The best estimate of full build out is 1990.  
49 This area should be re-evaluated at the next normally scheduled  
50 classification.

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Unit Chief Approval: \_\_\_\_\_

\_\_\_\_\_  
Signature Date

Unit Chief \_\_\_\_\_

\_\_\_\_\_  
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Appendix VI  
DOCUMENTATION REQUIREMENTS

No Change Key Results

<b>Unit/Contract County Field Evaluation</b>	<b>Region Review</b>	<b>State Review Team</b>
Field Evaluation Documentation Form		
Orthophoto map and Digital Pictures of the area needed		
GIS Data Layer		

State Review Key Result

<b>Unit/Contract County Field Evaluation</b>	<b>Region Review</b>	<b>State Review Team</b>
Field Evaluation Documentation Form	Field Evaluation Documentation Form	Field Evaluation Documentation Form
Unit planimetric map	Unit planimetric map	Unit planimetric map
Orthophoto map for each change	Orthophoto map for each change	Orthophoto map for each change
Digital pictures if needed	Digital pictures if needed	Digital pictures If needed
GIS Data Layers	GIS Data Layers	GIS Data Layers

It is also required that each Unit, Contract County, Region and State SRA Coordinators retain a copy of each map, digital photo and all documentation.

Appendix VII  
MATERIALS LIST

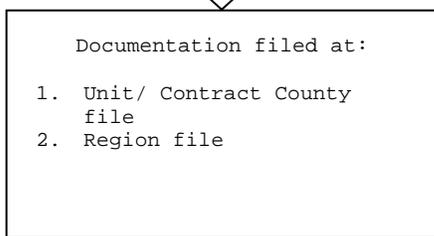
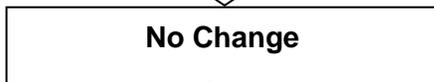
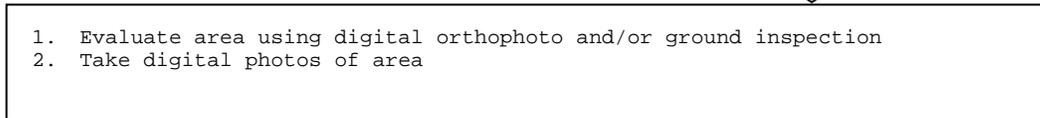
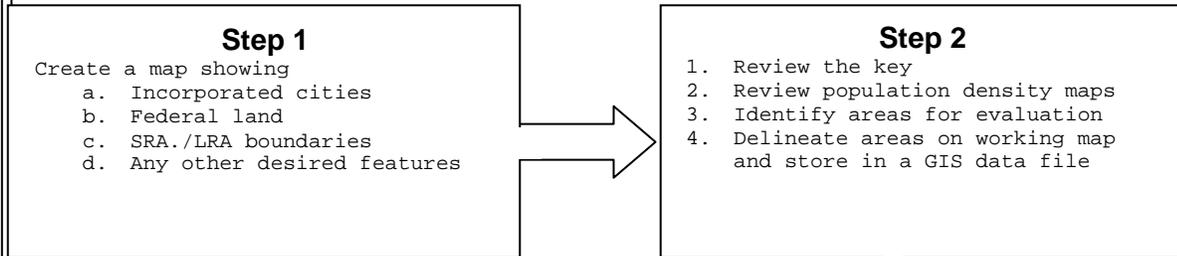
ITEM	SOURCE*
Working Map and GIS Data Layers	Fire Plan or FRAP GIS Library
2. Documentation	Local photocopies
3. Digital Camera	purchase if necessary
4. Aircraft administrative flights	Unit, Region, or Sacramento Headquarters

\* Region will provide all local source items to Contract Counties

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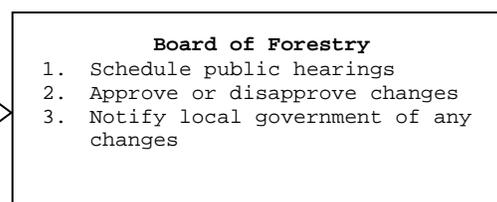
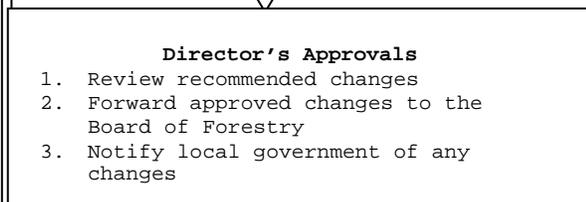
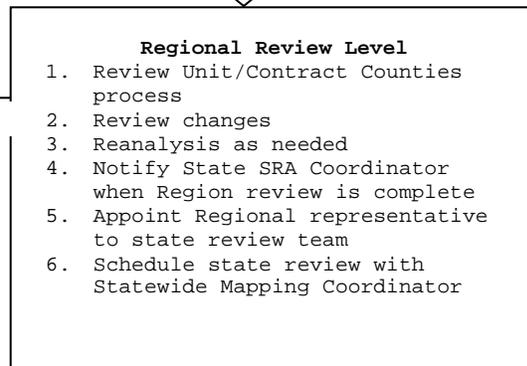
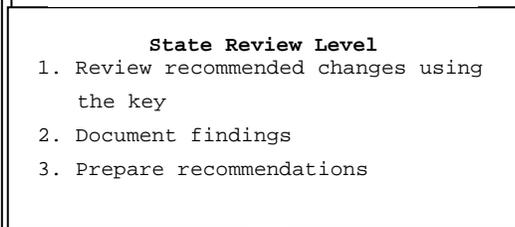
Appendix VIII  
SRA Classification System Flow Chart

*First Level*



*Third Level*

*Second Level*



1 APPENDIX IX  
2 RECORDING AUTOMATIC EXCLUSIONS AND INCLUSIONS  
3

4 **Automatic Exclusions - incorporated city or additions to federal lands**  
5

6 Change to the status of State Responsibility Area resulting from city  
7 incorporation/annexation or transfer of private ownership to federal  
8 ownership shall be reported to the State SRA Mapping Coordinator by the Unit,  
9 Contract County, local government entity or State Board of Equalization) as  
10 they occur. Upon notification, the State SRA Mapping Coordinator will update  
11 the corporate SRA GIS data layer with any approved incorporated areas or  
12 ownership changes and exclude these areas from SRA. Federal partners may  
13 report changes in federal ownership to the State SRA Mapping Coordinator.  
14 Update the CAL FIRE corporate SRA GIS data layer with the changes and then  
15 post the updated data to the appropriate GIS data layer storage location.  
16

17  
18 **Automatic Inclusions - federal land sales or trades to private ownership**  
19

20 Automatic inclusions to SRA status may be granted without Board of Forestry  
21 and Fire Protection approval for lands which meet the criteria provided in  
22 PRC 4126. Upon receipt of notification of a federal land sale or trade to  
23 private ownership, the State SRA Mapping Coordinator will notify the  
24 Unit/Contract County SRA Coordinator of the ownership change. If the  
25 Unit/Contract Counties are notified of a land sale or trade, the State SRA  
26 Mapping Coordinator should be notified of the change.

27 The State SRA Mapping Coordinator shall make an initial determination if the  
28 land meets the requirements of becoming SRA. The Unit/Contract County SRA  
29 Coordinator shall make the final determination as to whether the land meets  
30 the requirements of becoming SRA.  
31

32  
33 **Automatic Inclusions or Exclusions- SRA GIS data layer inconsistencies in**  
34 **relation to errors fixes and boundary issues**  
35

36 Inconsistencies are occasionally discovered in the SRA corporate GIS data  
37 layer. The majority of these findings involve incorrect federal/private  
38 ownership or isolated parcels/fragments in the data. These discrepancies may  
39 result in improper SRA classification. The intent of this section is to  
40 provide a process for the State SRA Mapping Coordinator to follow in order to  
41 correct inconsistencies when found.

42 When data inconsistencies are discovered, the same processes for automatic  
43 exclusions and inclusions described above are to be followed to make the  
44 appropriate determination of change, and document the change. This will often  
45 result in an automatic change, but in some cases may require going through  
46 the full Board approval process.

47 One common change involves inaccurate boundaries. The State SRA Mapping  
48 Coordinator has the ability to move SRA boundaries up to 300 meters, if this  
49 change is to improve the accuracy of an SRA boundary and is consistent with  
50 the original intent of the boundary. For example, if the shape of an SRA

1 boundary clearly indicates it should follow a highway, the SRA boundary may  
2 be moved up to 300 meters to align with that highway using a digital aerial  
3 photograph. These error changes would qualify as automatic inclusions or  
4 exclusions as previously described, not requiring full Board approval.

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