United States Department of Agriculture | Forest Service | Idaho Panhandle National Forests | 3815 Schreiber Way Coeur d'Alene, ID 83815

File Code: 2720

Date: September 11, 2014

Dear Permit Holder:

The Idaho Panhandle National Forests (IPNF) starts our "Open Season" for proposals involving changes to your Recreation Residences on September 15. We will accept proposals between September 15 and December 31, 2014.

Construction proposals will be accepted during this time frame only. Proposals include requests for any changes you would like to make to your permitted cabin, other permitted improvements or lot that include ground disturbance, repair, removal or replacement of existing permitted structures, and new construction (other than docks). In order to submit a request, please fill out an "*Application for Modification/Construction for Recreation Residence Permit Holders.* Please send the completed application to Debbie Butler at the Priest Lake Ranger District – 32203 Highway 57, Priest River, ID 83856. Applications are available on line or by contacting Debbie.

Your application should be as complete and detailed as possible, however at this time only provide conceptual plans. If engineered, stamped plans are required; those will be requested at a later date. Please provide enough detail that someone who has never been to your cabin has a good idea of what it is you are proposing. Please use a straight edge when submitting initial proposed plans, and include all dimensions and proposed materials. Factors that will determine the time it takes to complete the analysis of your proposal include:

- Cabin and tract eligibility for the National Register of Historic Places
- Complexity of the proposal
- Date the proposal is received
- Completeness of the proposal

It will generally take between 3 months and 1 year to complete the analysis of your proposal.

Health & Safety Proposals – Proposals for health and safety related projects will continue to be accepted at any time. I encourage you to use some pre-planning if you know you have an item that may become an issue in the near future and apply under "open season" and not wait until it becomes a problem.

Contract Historic Architect - Most of you will need to hire your own historic architect to conduct the required heritage/archaeology documentation necessary for you to make changes to your cabin or lot. However we recommend that you wait to hire one until the Forest Service informs you that a historic architect or archaeological report is required for your proposal (not all proposals require these reports).

Cost Recovery – This is another option that *may* be open to you to complete the required heritage and archaeology analysis. Cost Recovery refers to regulations that were implemented in February 2006 that allow the Forest Service to recover costs associated with processing and administering special use applications when analysis of a proposal will take over 50 hours to complete. Cost recovery is at the Forest Service's discretion, and is invoked only when the Forest Service staff specialists are available to complete analysis. Information on cost recovery will be provided to you upon request.

Historic Site Status – Preliminary site status sheets have been completed for your individual cabin and lot. These sheets will give you basic information regarding the archaeological potential of your lot and heritage status of the cabin, outbuildings and tract. Please realize these site status sheets provide only baseline information. You may be required to hire a contract firm or enter into a cost recovery agreement as discussed above to conduct a full analysis prior to approval of your proposal. A copy of your individual site status sheet will be provided to you upon request.

If you have any questions regarding the "Open Season" process, please contact your Permit Administrator, Debbie Butler, at (208) 443-6822. You can also e-mail her at: dabutler@fs.fed.us. Please visit our "summer homes" website at www.fs.usda.gov/ipnf, then click on "Recreation Residences" under quick links and scroll to the Heritage section and you will find additional information.

Sincerely,

Carol McKenzie

For MARY FARNSWORTH
Forest Supervisor

cc: Debbie Butler, Shawn Gibson, Susan Colyer, Teri Woodland, Erick Walker, Chad Hudson, Wade Sims