

**FOREST SERVICE HANDBOOK
PACIFIC SOUTHWEST REGION (R5)
VALLEJO, CALIFORNIA**

**FSH 2709.11 - SPECIAL USES HANDBOOK
CHAPTER 40 - SPECIAL USES ADMINISTRATION**

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Approved: Randy Moore, Regional Forester

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Digest:

41.23g(1)d – Removes reference to Lot line Locations.

41.23 (2)e – Extra Sleeping Quarters and Garages – Deletes the sentence that references annual rental fee premium assessed for additional sleeping structures.

41 - RECREATION SPECIAL USES

41.02 - Objectives

The recreation residence permit is designed and administered to maintain a forest-related recreation experience. The laws, regulations, and policies governing the use and maintenance of recreation residences are those necessary to comply with federal, state, and county ordinances, building, and sanitation codes to safeguard the national forests' resources. Restrictions and special rules are designed to fit local conditions. Following are the Region 5 objectives:

1. Protect the forest environment including soil, vegetation, water quality, wildlife, air quality, and historic resources.
2. Prevent urbanization of recreation residence tracts.
3. Help assure safety of the general public and the permit holders.
4. Maintain the national forest setting.
5. Comply with the terms and conditions of the special use permit.
6. Comply with requirements for protection of threatened and endangered species, historic cabins and tracts, and archaeological properties.

41.03 - Policy

Authorized officers shall use all applicable standards and guidelines to administer recreation residence permits and evaluate proposals for modifications of permitted improvements.

41.05 - Definitions

Following are Region 5 definitions for recreation residence administration.

Commercial Use. Any activity which brings revenue to anyone using the permitted property, except for incidental rental that is not to exceed fourteen days. (see definition of commercial use in 36CFR251.51)

Maintenance. Maintenance is the act of keeping the facility in an ordinary, efficient operating condition. It includes preventative maintenance, normal repairs, and activities needed to preserve the improvement. On historic properties, some maintenance activities may require consultation with the authorized officer.

Permit Holder. Any applicant who has received a special use authorization (~~see FSM 2705~~ remove). A recreation residence permit holder must be an individual, a married couple, or a designated representative of a formally established living or family trust. The holder of the permit must be able to demonstrate ownership of the authorized improvements.

Principal Residence. The principal residence can be a house, apartment, mobile home, or other reasonable domicile, either owned or rented, and must be open and available to the permit holder at all times. The principal residence cannot be simply an address used to give the appearance of living in a home elsewhere. It must be the place where the permit holder routinely receives mail, is registered to vote, from which children attend school, and from where the permit holder normally commutes to work.

Recreation Residence. See FSM 2340.5 and FSM 2721.23.

General Recreation Residence Use. Recreation residences are only for personal recreation use of a non-commercial nature by the holder, members of the holder's immediate family and guests.

41.2 - Individual Use

41.23 - Recreation Residence Use

1. Application. New recreation residence owners or owners whose authorizations have terminated, must apply for authorizations to occupy National Forest System lands. Only those who may qualify as an eventual permit holder (see definition above) may submit an application, and be considered for, a recreation residence term special use permit. (See FSM 2721.23b).

Issue a new permit at termination or change of ownership in accordance with FSM 2347.1. Changes in public needs and environmental standards may result in new requirements. Changes may be incorporated in new permits, and the new holder will be subject to these terms. The permit grants certain privileges to use and occupy National Forest land. Buyers of a recreation residence may be granted a new permit, only if they qualify as a holder of a permit, as defined under Section 41.23, 2 (above), and they do not already hold a recreation residence special use permit elsewhere on National Forest System land. When a recreation residence special use permit is revoked or terminates, and a new permit is issued, the new permit may be revised to include terms and conditions consistent with the existing laws, regulations, and policies.

2. General Permit Requirements. In addition to the standard provisions of the recreation residence term permits, many permits also contain additional site-specific clauses addressing such things as power withdrawal or home owners' associations. If additional improvements are allowed, they must be stated in the permit (See FSM 2721.23a,6)
3. Destruction, Abandonment, Termination, and Revocation.
 - a. Destruction. See FSM 2721.23a(13). Following destruction or substantial damage (greater than 50 percent) of a recreation residence by catastrophic events or natural causes, allow rebuilding if the lot can be occupied safely and the use remains consistent with the Forest Land and Resource Management Plan. Give the permit holder the following options:
 - (1) The permit holder may rebuild a recreation residence on the lot if the authorized officer determines that the site can be safely occupied. Plans must be approved by the Forest Service, the applicable county agency, and others (where appropriate). The building must be completed within two years. Do not allow separate structures such as guest houses and garages to be rebuilt. Do not allow new buildings larger than 1400 square feet.
 - (2) The permit holder may elect to abandon the residence, in which case the permit will terminate after the Forest Service has received written notification of abandonment and given written agreement to the request. The permit holder is responsible for disposal of the improvements and restoration of the site.
 - b. Abandonment. After the authorized officer notifies the holder in writing (or other reasonable notice has been given in instances where the permit holder

cannot be contacted) that the Forest Service has reason to believe the property has been abandoned, and if the noncompliance is not resolved within a reasonable time after such notice has been served, the Forest Service will determine that the improvements have been abandoned and the permit holder will be notified that the permit has been terminated. The holder is obligated to comply with the permit requirement to remove and dispose of the improvements and restore the site to its natural condition under Forest Service supervision. Establish a maximum six-month time limit, subject to weather conditions. If the permit holder fails to remove the improvements and to restore the site, the Forest Service will have that work done and bill the permit holder as is required by the terms of the permit. This billing will also include the cost of compliance with all applicable laws, regulations and policies.

- c. Termination. All term permits within a tract are to have a common expiration date.

Issue new permits for existing recreation residences at the end of their current term when it is in the public interest to do so and no management use conflicts exist which cannot be mitigated (see FSM 2347.1, FSM 2721.23 a & e, FSH 2709.14, 23.1-3). Encourage permit holders to check with the authorized officer for information on anticipated future management requirements concerning their continued use of National Forest System lands. In addition, the authorized officer should make every effort to keep the permit holders informed of changes that might affect them.

- d. Revocation. Direction for revocation is contained in sections VIII, IX and X of the permit, 36 CFR 251.6 and FSM 2347.1, par. 5.

41.23e - Permit Administration

1. Inspections and Monitoring. Special use permit holders are required to maintain their recreation residence to acceptable standards to meet all federal regulations, the express terms of the permit, and the requirements of state law and local ordinances. While standards for neatness, appearance, and the appropriate use of National Forest System lands are established by the authorized officer, acceptable building health and safety standards are defined as those which meet state, county, or other local government rules. The Operation and Maintenance Plan, which is a part of each permit, provides the basic standards upon which the Forest Service inspections and state and local agency requirements are set forth.

Although the Forest Service does not enforce state and local health and safety laws, its authorized officers are responsible for determining compliance with the terms and conditions of the special use permit. When health and safety deficiencies are apparent, or when concern exists due to neatness, appearance, or resource damage, the authorized officer shall require permit holders to take appropriate actions. If the permit holder complies with direction, there should not normally be a need for more in-depth county inspections.

When the authorized officer suspects deficiencies, and determining their extent is beyond the authorized officer's knowledge or ability, the authorized officer may require a permit holder to have an inspection performed in accord with the holder's responsibilities described in the special use permit. If the holder does not comply by having an inspection performed, the authorized officer may ask the applicable county agency to perform an inspection.

2. Decision to Approve or Deny Application and Proposed Use (Conditionally Accepted). As part of the recreation residence special use authorization compliance process for issuance of new term permits, the authorized officer (Forest Supervisor), delegated subordinate officer (District Ranger), or designated representative, reviews existing structures and/or improvements related (on and off lot) to Recreation Residence lots and determines whether the structures or improvements conform to regulations, policy, permit requirements, and guidance (refer to Exhibit 01).
3. The construction, reconstruction, and maintenance standards in chapter 41 define the appearance and structure that represent the recreation residence experience in the forest environment. It is recognized that many improvements and/or structures now exceed or deviate from these standards. As opportunities develop during replacement, maintenance, and change of ownership of improvements and structures, National Forest staff should bring improvements and structures into compliance with these standards.
4. Approve the proposed use as submitted:
Structures and/or improvements that conform to regulations, policy, permit requirements, and guidance may be authorized, and shown on the face page of the new term permit.
5. Approve the proposed use with modification(s):
Structures and/or improvements which do not conform to regulations, policy, permit requirements, or guidance should be reviewed with the considerations listed in Exhibit 02. The authorized officer should consider each of the questions and make a reasoned decision of whether to authorize the improvement or structure with conditions or require that the improvement and/or structure be modified or removed. These questions are an effort to provide guidance in the use of discretion by the authorized officer. While each should be examined, the importance of each question to an individual decision will vary depending on the circumstances. If the authorized officer determines that the structure and/or improvement meet the considerations (refer to Exhibit 02), the structures and/or improvements may be conditionally accepted.

If the structure and/or improvement is conditionally accepted, it should be listed on the face page of the term permit as conditionally accepted with a statement and/or requirement that the improvement and/or structure shall be modified or removed when the improvement and/or structure is destroyed, substantially damaged (over 50%), or major structural changes are proposed. Damage in this context is defined as from catastrophic event or natural causes, including deterioration based on age or lack of maintenance. Modifications may include but are not limited to reduction in size or relocation on the lot. Resource concerns, non-compliance, change in ownership or previous agreement may trigger the modification or removal of conditionally accepted improvements and/or structures.
6. Transfer Inspections. Conduct an inspection when notified of intended sale or change in ownership of the improvements. This inspection is to ensure compliance with the terms of the permit and review the condition of the improvements and lot before a new permit is issued. Such transfer inspections are not required and may not be necessary if the cabin has recently been inspected. Do not issue a new term permit until all deficiencies are corrected.

7. Alternatives to County Inspections. An inspection by County health and safety personnel is the best measure of compliance with health and safety standards. Authorized officers have traditionally either asked counties to inspect, or required holders to have their residences inspected by the county. If the agencies are unable or unwilling to make those inspection, holders should be allowed to use qualified professional, technical, and administrative inspectors, as long as the county standards are met and the use of private inspectors is not prohibited by local ordinances.
8. Operation and Maintenance Plan. The recreation residence permit requires an Operation and Maintenance Plan (O&M Plan) to be jointly prepared by the holder and the authorized officer. The O&M Plan is reviewed annually and updated as necessary. The holder may be required to submit proposals in writing for improvements and repairs identified in the O&M Plan before such projects are initiated. Each year the holder must supply the anticipated schedule of use for the cabin and proof of a principal residence.

41.23f - General Recreation Residence Use

1. Residency. Do not allow holders to use their recreation residence as their principal residence. The recreation residence should be utilized at least 15 days per year by the permit holder, to ensure that the use granted by the permit is exercised.
2. Commercial Use. Enforce prohibition of commercial use of recreation residences as stated in national policy (see FSM 2347).
3. Rental Restrictions. When approved in advance by the authorized officer, the permitted improvements may be rented for recreational use. Rental for commercial use is prohibited. If authorized, renting shall be limited to no more than 14 days per year, and must be addressed in the O&M Plan.
4. Guest Buildings. Do not authorize construction of additional guest cabins or sleeping quarters. In cases where more than one dwelling currently occupies a single site, the use will be permitted to continue in accordance with the authorization. Such structures built without prior approval must be removed upon transfer of ownership of improvements and permit issuance.

Conversion of storage or other outbuildings to sleeping quarters or guest cabins is prohibited.
5. Animal Management. No animals, other than common household pets, shall be kept on the premises. Pets shall be under physical control when outdoors and shall not be left outside unattended. No permanent pet enclosures shall be allowed. Animals must not pose a health or safety threat to humans, native wildlife, or the forest habitat. Livestock is prohibited, except when this is the only means of access to the cabin. Such permission must be in writing, with stipulations to minimize the impacts to the soil, vegetation and adjacent cabin owners. Under no condition may any animal be released onto the National Forest System lands.
6. Vehicle Parking and Storage. All vehicles must be located within approved driveways and parking areas. Unregistered or inoperable vehicles are not allowed on the premises. Recreation vehicles (RV) may be used to expand the capacity of a recreation residence only on a short-term basis not to exceed two weeks.

The recreation residence lot is not an appropriate storage area for motor homes, trailers, or similar items. Unless approved by the authorized officer, only temporary seasonal storage of recreation equipment is permissible and must be included in the O&M Plan. Boats, trailers, snowmobiles and off-highway vehicles must be removed seasonally, as stated in the O & M Plan.

7. Public Use. The special use permit does not authorize exclusive use of National Forest System lands to recreation residence permit holders. The public is allowed free access for all lawful and proper purposes to National Forest System lands. Within recreation residence tracts, the general public may access National Forest System lands by walking across the permitted lot or parking in areas not under permit.

Where public use of the authorized area is materially interfering with the holder's authorized use of the permitted area for recreation residence purposes as determined by the authorized officer, work with the holder to mitigate the impacts of that interference.

41.23g - Construction/Reconstruction Standards

Emphasize maintaining the rustic appearance of each tract using natural materials. Wood and stone used in the original design of the buildings harmonizes well with the forest surroundings. Prior to any changes to the buildings or lot, the permit holder must consult with the authorized officer for specific requirements for that tract and lot.

1. Plans and Procedures. No construction or reconstruction may commence without the prior approval of the authorized officer. These activities are considered to be undertakings with potential adverse effects that may require compliance with the consultation procedures identified in Section 106 of the National Historic Preservation Act of 1966.
 - a. Maintenance. The dominant character of the tract must be the forest environment, not human improvements. The residences and lots should be cared for to retain the tract's visual and historic character. Minor maintenance involving repairs-in-kind do not need Forest Service approval if there are no effects to the resources and no structural changes. Examples of minor maintenance include replacing a few boards in a deck, a few shingles on a roof, or a broken windowpane. All other actions such as reconstruction, new construction, additions, and exterior modification require Forest Service approval.
 - b. Construction. The permit requires the holder to submit conceptual design and site plans for proposed development or changes. These plans should be detailed enough to allow preparation of an analysis, and should include roads, trees, rock outcrops, planned and existing improvement location, structure size, materials, and lot boundary as accurately as possible. Require that the holder solicit comments from effected neighbors for projects proposing construction of additional structures such as outhouses, sheds, or pump houses. The construction of additional structures is discouraged.

The authorized officer must review the proposal for environmental, visual, and historic concerns, and if there are no concerns, give written approval-in-concept. Before issuing written authorization to proceed, require that the permit holder submit construction plans to the county building department for

approval, obtain the required permits, and submit copies of these documents to the authorized officer.

New construction, alteration, addition, or substantial repair of existing improvements shall be authorized only when, in the opinion of the authorized officer, it does not exceed the acceptable size standards and meets visual, environmental, and historic property concerns.

- c. Codes. All construction must adhere to local, state, and county codes. Where there may be historic concerns, the State Historic Building Code should be referenced.
2. Structures. The desired condition is to have only one dwelling per lot (residence/sleeping cabin), as required in FSM 2721.23a. Authorized structures, either approved in writing or shown on the face of the permit, that do not conform to the standards in this section should be phased out. If they are destroyed, substantially damaged (greater than 50 percent) or major structural changes are proposed, the standards in this section should be immediately applied. If the structures are intact and no changes are proposed, use the results of continuation studies and Forest Land and Resource Management Plan direction to address the future of the structures, as required in FSM 2721.23a and FSH 2709.14, 23.1-3. If the Forest Supervisor determines the recreation residence tract should be managed for historic values, and the outbuildings are determined to be an integral part of the historic significance of the tract, the authorized officer may elect to vary from the one dwelling per lot direction.

Take appropriate action to remove buildings that were constructed without approval or are not authorized on the face of the permit. Unauthorized sleeping quarters or guest buildings must be removed upon transfer of ownership of the improvements, in accordance with FSM 2721.23a. In the case of outbuildings, this may be an immediate administrative action, but should occur no later than upon permit issuance or a change in ownership of the improvements.

The following are general standards for structures:

- a. Number of buildings. Allow only one recreation residence on each lot. Separate structures may be permitted for uses not logically attached to the main structure, such as an outhouse, pumphouse, or generator. The overall appearance of improvements should be inconspicuous and blend with natural land forms on the site.
- b. Size. Limit recreation residence floor space to a maximum of 1,400 square feet. Factors such as environmental, visual, and historic resources may cause the authorized officer to restrict building size of individual recreation residences to less than the maximum.

Determination of walled-in space includes the sum total of all habitable structures. A total of 1,400 square feet includes both floors of a two story residence (excluding loft which is defined as an unpartitioned open space under a roof), and where they already exist, authorized guest cabins and garages with living space.

- c. Height. Limit a recreation residence on level ground to one story and a loft. Where excavation has been allowed into a slope, limit recreation residences to two stories and a loft (the "day lighted" basement is considered the first story).

Total height must conform to county ordinances and Forest Service visual objectives.

- d. Decks, Porches, and Patios. Decks, porches, and patios must be attached to the residence. Combined deck, porch, and patio size (including walkways) is limited to 60 percent of the primary structure footprint. Small recreation residences may be authorized up to 250 square feet combined total which provides a usable deck/porch/patio. Do not authorize decks/porches/patios with a combined size exceeding 800 square feet.

The location of decks/porches/patios must conform with resource concerns, the setback requirements if applicable, be approved by the authorized officer prior to construction, and where applicable, by other local agencies. Decks on only one side of the residence are preferred, but wrap-around walkways may be considered depending on total square footage.

If the area beneath a deck is used for storage, it must be fully enclosed with solid material or lattice backed by a solid material. Porches may not be enclosed to provide additional living space. The use of screens requires prior written authorization. Authorized screens must be temporary and well maintained. Do not authorize colored canvas, plastic, and tarps as enclosures.

These limitations may be waived for reasonable accommodation under the Americans with Disabilities Act. Access ramps are not considered part of the deck's size limit.

- e. Extra Sleeping Quarters and Garages. Previously approved attached garages will be managed consistent with the structures to which they are attached. Do not authorize construction or reconstruction of guest cabins, sleeping cabins, or garages under any circumstances. Existing garages are allowed if they are attached to the dwelling. Remove existing detached garages upon the earliest opportunity or upon transfer of ownership of the improvements.
- f. Outbuildings. Before authorizing outbuildings, the authorized officer shall consider the following guidelines: Separate structures such as storage sheds, generators, pumphouses, and outhouses may be authorized if they cannot be logically incorporated into the main residence. Separate structures shall not exceed a combined total of 40 square feet. All separate structures must be constructed of materials and colors to blend with the cabin and other outbuildings.

Replacement or relocation of an outhouse must be approved by the authorized officer, and other agencies as applicable. Replacement outhouses should have a sealed vault where feasible or be a self-contained unit such as composting, chemical, or propane-fired. Whenever possible, outhouses should be replaced with a septic system.

- g. Off-lot Improvements. Off-lot improvements such as docks, individual water systems, power lines, and driveways may be authorized. Temporary, portable off-lot improvements are not allowed. When off-lot improvements are individually owned by a recreation residence owner, they may be authorized by citing them in the recreation residence special use permit (on the face of the permit as authorized uses) and on a map showing their location in relation to the lot. When off-lot improvements are owned and operated collectively by

several recreation residence owners, or an association of owners, they may be authorized under a separate permit, in the name of the owners and/or association. Assess and collect an applicable land use rental fee.

It is the responsibility of individual permit holders and permitted associations to maintain the quality of their water in accordance with California water quality standards. When water systems must be modified to meet those standards, the plans for new systems or modification to existing systems must be approved in writing by the authorized officer. Do not permit individuals to drill wells or install a private water system if a state approved system is available for hookup. Permit holders are encouraged to coordinate with adjacent cabin owners to develop a system that supplies a number of homes. The Forest Service must check existing water rights and use prior to authorizing water diversion.

3. Specific Construction Standards.

- a. Boat docks and moorings must be authorized by the authorized officer and by any other agencies responsible for the water resource at their location, or must be removed.
- b. Do not authorize metal buildings.
- c. Do not authorize mobile homes. Those presently existing must be removed at the earliest opportunity or upon transfer of ownership of improvements.
- d. The exterior color of all improvements must be compatible with the forest setting, and provide a quality visual experience for all forest visitors. To achieve that objective, owners of recreation residences must obtain approval of the authorized officer prior to painting any exterior surface. Only those paint colors that are similar to, or match, a Forest Service approved color list will be approved for use.

Colors must generally be neutral and darker than the landscape backdrop. Light and bright colors and highly reflective materials create a contrast and will usually not be approved. Natural materials and earth tones or soft shaded colors will blend with the surroundings and help to achieve the desired landscape character.

- e. New utility lines should be installed underground where feasible.
 - f. All signs must have a rustic appearance, and must be approved by the authorized officer prior to installation.
- (1) All cabins must display the lot number so that it is easily visible from the driveway. Cabins may also have signs that indicate the holder's last name and a county assigned street address.
 - (2) If the sign on the residence is not easily visible from the main road, a second sign may be posted at the driveway entrance, on a maximum 36-inch. Only approve signs which are black, white, or earth tones on a natural background and are appropriately sized to convey the necessary information. Signs shall not be nailed to trees. Painting on natural features such as rocks and trees is prohibited. Posting "Private Property" or "No Trespassing" signs is prohibited.

- (3) Authorization is required prior to placing "For Sale" signs on National Forest System lands. Approve only one sign and only on the lot. Signs are not allowed on trees or other vegetation.
 - g. Outdoor decorative-type lighting is prohibited. Yard lights must be attached to posts with all associated wiring underground or be attached to structures. Do not permit the use of several lights to light up the entire lot. High intensity dusk-to-dawn yard lights are not authorized.
 - h. Generally, do not approve or authorize fences. Exceptions may be made when a fence is appropriate to differentiate general public use access routes from cabin use areas, or to meet safety or other resource needs, and when it can be done within acceptable visual management constraints. Authorized officer may approve temporary enclosures.
 - i. Allow gates only to prevent or reduce resource damage. All proposals for a gate require advanced review and approval from the authorized officer. Gates may be closed only for resource protection, and health and safety. Require holder or association to have a Forest Service lock in addition to the locks of any other users of the gate and to submit a seasonal operation plan for the gate for Forest Service approval.
 - j. Propane tanks shall be located and screened or painted to be as inconspicuous as possible.
 - k. Inconspicuous satellite dishes and antennas may be approved for noncommercial personal use only.
 - l. Do not authorize new permanent outdoor fireplaces, fire pits, or barbecues.
 - m. Saunas, spas, and hot tubs may be approved if incorporated into the main structure or deck, are not visible by neighbors or from public vantage points, and do not cause negative environmental impacts.
 - n. Do not authorize swimming pools, either permanent or temporary.
 - o. Do not allow permanent installation of outdoor recreation equipment such as basketball hoops, and swing sets. Temporary use of such equipment may be authorized on request.
 - p. Mailboxes must be approved in writing by the authorized officer.
 - q. All cabins shall have skirting to screen the crawl space from view and enhance the visual appearance of the cabin. It is not necessary to enclose the entire crawl space. The area beneath decks is not required to be skirted, unless used for storage.
 - r. Installation of solar panels may be approved if constructed of a non-reflective color that blends with the forest setting and does not require routine removal of tree cover.
4. Building Style and Design
 - a. Building Materials. Any changes to the exterior of a cabin shall retain as much of the original building material as possible. The use of consistent type of materials throughout a structure is preferred. Missing elements should be replaced in-kind where possible; if not possible they should be replaced with

similar materials. Natural or organic materials are recommended as replacement; concrete, steel, glass, and other may be allowed if appropriately used. Do not allow the use of bright colored building materials. Natural looking material is required and may include rocks, logs, rough sawn lumber, or wood panels.

- b. Windows and Doors. Window and door casings, shutters, and other outside trim should harmonize with the main structure and the environment and should not present strong contrast. Trim colors shall be chosen from the approved color list. Window and door sashes must be bronze, black, or painted to match the cabin.
- c. Foundations. Continuous foundations must be maintained with approved materials. Exposed foundations shall extend above the ground only as far as necessary to conform with acceptable construction practices. The area between foundation and floor should be enclosed to comply with county ordinances and Fire Safe Guides for Residential Development in California.
- d. Chimneys and Flues. Every effort shall be made to retain the stone and masonry work of existing chimneys. Solid masonry chimneys must extend to a solid ground foundation with adequate footing. Metal flues must be nonreflective.
- e. Roofs. Any changes to roofs must be designed to withstand the maximum snow loads of the area. Materials, style, and color must be approved, and a county permit must be obtained. The following roof coverings are prohibited for new installation: corrugated fiberglass, painted metal (does not include color-impregnated metal), and unpainted metal. Skylights of appropriate design may be approved.

41.23h - Maintenance Standards

Apply the following maintenance standards:

- 1. Road, Trail, and Bridge Maintenance. Authorize those roads and vehicular bridges serving recreation residences that are not maintained by county, state, or other agency to a homeowner improvement association or individual holder. Require the permit holder to maintain these roads and bridges to Forest Service standards, described in the road maintenance agreement.
 - a. Authorize snow removal only after a careful review and evaluation of each case on its individual merits, including consistency with the Forest Plan, travel management plan, environmental needs, safety, user conflicts, and public impacts. If a plowing permit is issued, issue to the permit holder who would be responsible for the plowing to meet the requirements of the permit.
 - b. Limit construction of new driveways to one single-lane width with associated parking for two cars. Do not permit paving or graveling of driveways, except in those cases where erosion is occurring, and this is the only means of control. If approved, driveways and walks should be of native materials, or gravel in natural dark colors and textures.
 - c. Authorize necessary foot bridges and other non-vehicle crossings that serve only recreation residences to associations or individual cabin owners. Bridges that are unstable or in disrepair must be repaired, replaced, or removed.

Consultation with hydrologists, biologists, and/or engineers may be necessary. Bridges must be designed and constructed to meet county codes.

- d. Allow culverts to be installed in roads or trails for vehicular and foot traffic. Permit holders must regularly repair and clean out culverts on roads and trails which solely access tracts or lots to prevent erosion problems, and are responsible to restore the site as needed. Carefully evaluate requests for new culverts, considering the amount of fill, water drainage patterns, and other resource problems that could result from the installation.

2. General Lot Maintenance.

- a. Do not allow permanent-type attachments, nails, bolts, and so forth, on or in trees. Such attachments include, but are not limited to: yard lights, antennas, fences, tree houses, benches, signs, clotheslines, swings, and wires.
- b. Authorize landscaping, planting, or vegetation only to restore or maintain natural conditions or historic properties. Overall appearance should conform with the natural forest character of the area. Do not allow flower beds, lawns, ivy, and decorations such as bird baths and plastic flowers. Do not approve the use of whitewashed rocks or trees and other types of decorations foreign to the natural environment for use on the lot. Take immediate administrative action to require the removal of existing lawns, flower gardens, and other non-natural improvements.

Removal of native vegetation must be approved in advance. Do not approve removal simply to improve views. Where erosion or vegetation loss has occurred, recommend landscape rehabilitation with approved local, native plant species.

- c. Lots must be clean, neat, and free of litter and debris. Firewood must be neatly stacked in one area away from trees and buildings, and not exceed an amount that will be used within two years.
- d. Sheet Plastics and Tarps. Tarps may be used as temporary covering for protection from the elements. Colors should blend with the natural environment. Blue tarps are not appropriate and are not approved.

3. Hazard Tree Management.

- a. Assessment. Hold permit holders responsible for identification and removal of trees that are hazardous to their improvements, whether or not the trees are located on their lot. The Forest Service may identify hazard trees during inspections and authorize permit holders to remove them.
- b. Disposition. Do not allow cutting of trees without prior written authorization from the authorized officer. Hazard trees within the boundaries of the recreation residence lot may be authorized to be cut and used free of charge if (1) the volume is less than two cords and (2) the material is to be used on the lot. Forest products or timber removed from the lot requires a personal or commercial permit. Do not allow holders to sell the tree for firewood unless they have purchased it.

41.23(e)(2) - Exhibit 01

Improvement and/or Structure Conformance Flowchart

Conforming Improvements and/or Structures

Authorize in the Recreation Residence Term Special Use Permit by listing on the face page of the permit.

Nonconforming Improvements and/or Structures

1. Conditionally accept in the Recreation Residence Term Special Use Permit, based on the authorized officer's findings pursuant to review criteria (Exhibit 02). List on the face page of the permit with a statement that includes conditions to:
Modify or remove if destroyed, substantially damaged (over 50%), or major structural changes are proposed. Modification or removal may also be triggered by resource damage, non-compliance, change of ownership, or previous agreement.
2. If Compliance is required, annual permits may be issued in lieu of a term permit, based on the authorized officer's findings pursuant to review criteria (Exhibit 02). List on the face page of annual permit with requirement to repair, modify, or remove. A term permit may be issued if the holder qualifies after needed repair, modification, or removal is completed.

41.23(e)(2) - Exhibit 02

Considerations for Acceptance of Nonconforming Improvements and/or Structures

The authorized officer should consider the following questions and make a reasoned decision of whether to classify improvements and/or structures as Conditionally Accepted or Compliance Required. The criteria and decision shall be documented in the permit file.

1. Pre-existing documentation:
 - a. Is there documentation from term permit holder or Forest Service that states the improvement or structure was previously authorized or approved?
 - b. Is there pre-existing documentation from the Forest Service that required the permit holder to modify or remove improvements or structures?
2. Condition, character, and number:
 - a. Is the improvement or structure in compliance with health and safety laws, regulations, and ordinances?
 - b. Is the improvement or structure in good repair and serviceable for the foreseeable future?
 - c. Is there a need for the improvement or structure?
 - d. Does the improvement or structure harmonize with the existing setting?
 - e. How many other improvements or structures are there?
 - f. Can other improvements or structures serve the purpose?
 - g. Is the improvement or structure in a historic or unevaluated tract (consult the Recreation Residence Programmatic Agreement)?
3. Size:
 - a. Is the size of the improvement or structure proportionate to the other improvements or structures on the lot and appropriate for the use?
 - b. Consider whether the improvement or structure exceeds the following thresholds:
 - (1) For outbuildings, such as storage sheds, pump houses, and outhouses, how much does the improvement or structure exceed the current combined threshold of 40 square feet?
 - (2) For combined decks, porches and patio size including walkways, does the size exceed the 60% of the primary structure footprint or, for small cabins, the 250 square feet threshold or maximum 800 square feet? By how much?
4. Resource Impacts:
 - a. Is there a resource related concern with respect to the location or use of the improvement or structure, such as water quality, visual impact, wildlife habitat, archaeological sites, impacts to trees or other vegetation, or land coverage?
 - b. Does the improvement or structure restrict or discourage public access?

41.23(e)(2) - Exhibit 02 - - Continued

5. Does the improvement or structure generally fit within the agency's policy for the management of recreation residences?
 - a. Protect the forest environment including soil, vegetation, water quality, wildlife, air quality, and historic resources.
 - b. Prevent urbanization of recreation residence tracts.
 - c. Help assure safety of the general public and the permit holders.
 - d. Maintain the national forest setting.
 - e. Comply with the terms and conditions of the special use permit.
 - f. Comply with requirements for protection of threatened and endangered species, historic cabins and tracts, and archaeological properties.