



Forest
Service

Cibola National Forest
and National Grasslands

Sandia Ranger District
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Route To:

Subject: Sandia Ranger District Recreation Special Uses Policy 2013

To: Sandia District Employees

Recreation Special Uses Policy for the Sandia Ranger District – 2013

1. We are accepting proposals for new recreation special events and outfitter/guide applications on the Sandia Ranger District but we are not able to process them at this time due to the amount of applications and limited staff to handle them and administer permits to standard. We are filing new applications in the order received and will process them at an unknown future point in time.
2. We will give new outfitter/guide applicants an update every six months on the status of processing applications. We will give special event applicants an update every twelve months (at the end of each calendar year) on the status of processing applications. When we give applicants an update, we will also ask them if they are still interested in a special use permit. If they are not, we will return their application.
3. Once we are able to process a new recreation special event application, we need 60 to 90 days of lead time before the scheduled event, depending on the size and scope of the event. We will screen new applications before filing them to make sure the planned use is consistent with any laws, policies, regulations, the Forest Land and Resource Management Plan, etc. If the suggested event does not pass the screening criteria, the planned use will be declined and the application returned.
4. Groups that hold multiple recreation events under one special use permit will be limited to two events per calendar year. A third event would constitute a new proposal and will be filed and handled in the order received (see #1). Requests will be considered on a case by case basis.
5. No scoping is required for an established event (same activity) that takes place in the same area. If the group would like to hold the established event (same activity) in a



different location, we will need ample time (at least 90 days) in advance of the event in order to do the scoping, etc.

6. We will try and suggest alternative locations (other Forest Service districts, BLM, City of Albuquerque Open Space, Bernalillo County Open Space, etc.) for a new recreation special event if we cannot accommodate the request at this point in time.
7. We are still processing non-commercial group permits, commercial filming/photography permits and research permits as usual. For commercial filming/photography permits, we require 60 to 90 days of processing time before the event depending on the scope and size of the project.
8. We will not allow any two recreation special events on the same day in the same area and try to avoid any two recreation special events on the same day even if they were to occur in different areas (due to limited staff to monitor the events).
9. We will not have recreation special events on holidays or holiday weekends or during the annual Balloon Fiesta.
10. We will not allow special events in the wilderness (except for the La Luz Trail Run).
11. We will avoid granting special use permits to allow use that is otherwise not allowed or not designated for a specific area (i.e., overnight camping in picnic areas).



SUSAN S. MILLSAP
Acting District Ranger

cc: pdl r3 cibola d5, Cid H Morgan, Karen A Oleary, Ruth Doyle, Cynthia I Piirto, Karen Lessard, Tyler Albers, pdl r3 cibola flt, Robert Heiar