

# *State Responsibility Area Classification System*



STATE OF CALIFORNIA  
RESOURCES AGENCY  
BOARD OF FORESTRY  
CALIFORNIA DEPARTMENT OF FORESTRY  
AND FIRE PROTECTION  
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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. ~~Statewide~~ 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. Any area so identified is  
16 documented and forwarded for Regional review (second level).

17  
18 The Regional review ensures that the system has been consistently applied at  
19 the Unit or Contract County level. After completing the review, the Region  
20 SRA Coordinator forwards the areas identified for possible reclassification  
21 to ~~Sacramento~~ the State SRA Coordinator.

22  
23 The ~~Statewide~~ State Review Team (third level) reviews the documentation. The  
24 ~~Statewide~~ State Review Team also conducts on-site inspections as needed. The  
25 ~~Statewide~~ State Review Team then forwards its recommendations to the Director  
26 (fourth level).

27  
28 The Director reviews all proposed changes in classification. Those changes  
29 that the Director approves are sent to the Board of Forestry and Fire  
30 Protection so that public hearings may be scheduled. At this time the  
31 Director notifies all affected local government agencies of the proposed  
32 changes and their potential impacts.

33  
34 The Board of Forestry and Fire Protection is fifth level. Under PRC Section  
35 4125, the Board is the final authority for approving changes in  
36 classification of SRA.

37  
38 LEGAL BASIS

39  
40 This classification system, which defines land for which the state assumes  
41 primary financial responsibility for protecting natural resources from  
42 damages from fire, is based on existing law (PRC 4125-4128). It is important  
43 to understand that the system is not based on the ability to protect an area  
44 from fire, but rather on the vegetative cover and natural resource values  
45 enumerated in PRC 4126:

- 46  
47 a) Lands covered wholly or in part by forests or by trees producing or  
48 capable of producing forest products. Lands covered wholly or in part  
49 by timber, brush, undergrowth, or grass, whether of commercial value or  
50 not, which protect the soil from excessive erosion, retard runoff of  
water or accelerate water percolation, if such lands are sources of

1 water which is available for irrigation or for domestic or industrial  
2 use.

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

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

10  
11 a) "Lands owned or controlled by the federal government or any agency  
12 of the federal government.

13  
14 b) "Lands within the exterior boundaries of any city.

15  
16 c) "Any other lands within the state which do not come within any of  
17 the classes which are described in Section 4126."  
18

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

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

#### 25 REVIEW SCHEDULE

26  
27 Statewide State Review, normal 2000 shall occur in 2010 and each every five  
28 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.  
45  
46  
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49  
50

1  
2 FIELD EVALUATION  
3

4 STEP I - DEFINING EXISTING CLASSIFICATION STATUS  
5  
6

7 A. Download the most current SRA map for your Unit/Contract County from the  
8 designated site and print as many maps as necessary for the SRA review.

9 B.A. Print a 7 ½ minute quad map as many GIS generated maps as are necessary  
10 to be used for the field evaluation of specific areas in question, using  
11 the data found on the Fire Plan database following guidelines.  
12

- 13 1. ~~On that map use~~ Include the following GIS Data Layers, ~~also~~ which can  
14 be found on the Fire Plan database; GIS library, on the map.  
15 a. Most current SRA Data Layers for the area being evaluated  
16 b. Current road layer  
17 c. ~~Current ISO city boundary~~ incorporated city layer  
18 d. Any other layer you might need (public land survey, hydro, 7.5  
19 quad background, hill shade, etc.)  
20  
21 2. Shade all current (original) SRA polygons light ~~red~~ yellow.  
22  
23 3. ~~Shade~~ Use a light gray background for any areas that are "Lands  
24 within the exterior boundaries of incorporated cities" (ISO layer)  
25 light yellow. Shade LRA area light gray.  
26  
27 4. ~~"Lands owned or controlled by the federal government or any agency of~~  
28 the federal government" (include all federal lands regardless of  
29 existing fire protection responsibilities) - shade ~~dark~~ light green.  
30

31 NOTE: Incorporated cities and federally owned or controlled lands are  
32 automatic exclusions from SRA. Their boundaries must be kept current on the  
33 official SRA maps. The procedure for recording these changes is described in  
34 Appendix VIII.  
35

36 STEP II - IDENTIFYING AREAS FOR FIELD EVALUATION  
37

38 The working map prepared in Step I describes the current SRA classification.  
39 Two basic questions remain to be answered.  
40

- 41 1. Are there any lands currently not classified SRA on either side of  
42 the SRA/LRA (Local Responsibility Area) boundary line which meets  
43 the criteria for SRA in PRC Section 4126?  
44  
45 2. Are there any lands currently classified as SRA which do not meet  
46 the criteria for SRA and would be excluded by PRC Section 4127?  
47

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

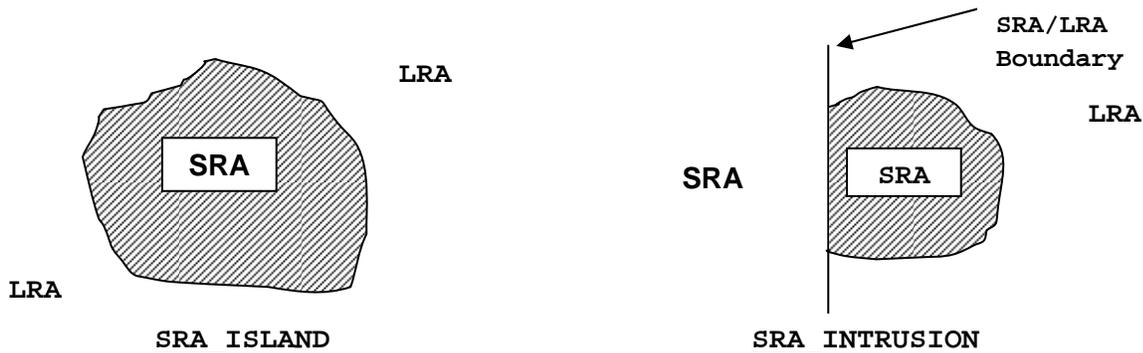
1 The key has a residential/commercial structure density criterion and a  
2 minimum-acreage criterion. It is important to understand the rationale  
3 behind these two criteria. The rationale for the residential/commercial  
4 structure-density criterion is that lands having this level of development  
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 Statewide Review Team recommended that the minimum island size  
15 be 250 acres for Development and 1,000 acres for Permanent Crops  
16 (agriculture). This recommendation was approved by the Director and adopted  
17 by the Board of Forestry and Fire Protection.

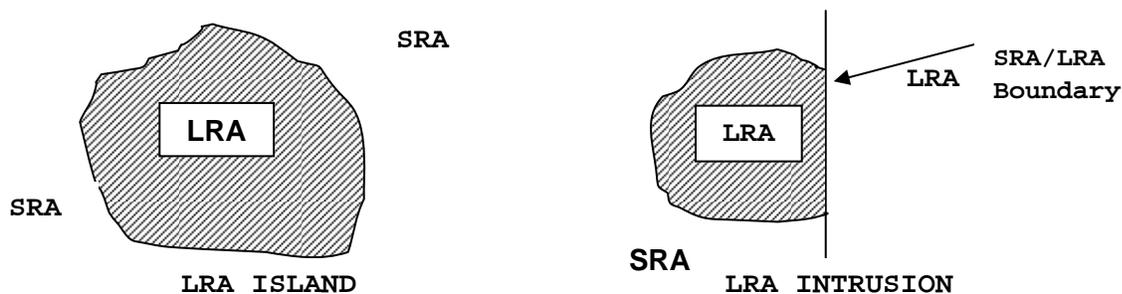
18  
19 Begin the evaluation process by reviewing the key carefully. Identify all  
20 areas that may fit the key. Be very liberal in applying the elements of the  
21 key at this point. If there is any chance that an area may fit the key,  
22 include it. The intent is to identify all areas that may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



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



1 NOTE: Avoid small islands of SRA in LRA or LRA in SRA.

2  
3 Three types of areas should emerge at this point.

- 4  
5 1. Islands of SRA that are surrounded by LRA on all sides (exterior  
6 changes).
- 7  
8 2. Islands of LRA that are surrounded by SRA on all sides (interior  
9 changes).
- 10  
11 3. Intrusions of either SRA or LRA along the existing SRA/LRA boundary line  
12 (boundary line adjustments).
- 13

14 STEP III-CONDUCTING FIELD EVALUATION USING CLASSIFICATION KEY

15  
16 The key is designed to ensure that all Units and Contract Counties view all  
17 areas in question in a uniform manner. The key also focuses on only those  
18 lands that may need reclassification.

19  
20 All areas identified for potential change in classification will be evaluated  
21 against the criteria in the key that leads the evaluator through a series of  
22 questions/conditions. The answer to the question/condition either leads to a  
23 conclusion or another question/condition. Using the key requires some  
24 interpretation of the question/condition.

25  
26 Each area identified on the work map will require an inspection. The best  
27 way to inspect an area is from the air. An on-the-ground inspection may be  
28 required in addition to aerial inspection; however, experience has shown that  
29 most areas can be successfully and accurately keyed from the air. ~~CDFCAL~~  
30 ~~FIRE~~ air resources have administrative flight time built into their budget.  
31 ~~If aerial photography is digital photos taken from the air are is necessary,~~  
32 ~~make arrangements through the appropriate Unit Headquarters for use of~~ ~~CDFCAL~~  
33 ~~FIRE~~ air resources for administrative flights. All Contract Counties will  
34 make arrangements through the appropriate region for use of ~~CDFCAL FIRE~~ air  
35 resources for administrative flights. Additionally, photographic  
36 documentation is necessary for each area. Digital orthophotos viewed in GIS  
37 software should be used if possible. Aerial ~~color slides~~ digital photos can be  
38 used if ~~digital is not available~~ the orthophotos do not provide good detail.

39  
40 ~~The classification of SRA will be evaluated at least every five years.~~  
41 ~~Adjustments shall be made at more frequent intervals, special reviews, if~~  
42 ~~major land use changes occur. Changes from SRA to LRA can occur from~~  
43 ~~expanding urbanization or changes to agricultural use. Changes can go both~~  
44 ~~ways. For example, an area previously used for cultivated and irrigated~~  
45 ~~corps may revert to natural vegetation and go from LRA to SRA. T the SRA~~  
46 ~~Mapping Coordinator in Sacramento will send to the Unit SRA mapping~~  
47 ~~coordinator, notification from the State Board of Equalization of any~~  
48 ~~approved incorporations or land use changes.~~

49  
50 Adjustments of boundary lines shall be made following these basic rules of  
thumb.

1. Whenever possible, use parcel boundaries or obvious lines of land-use change ~~will be used~~ to define the area where the SRA change is recommended.
2. Whenever possible, boundary lines will be identifiable and easily administered in the field. Roads, pipelines, streams, ~~backyards of fences in subdivisions~~, or other recognizable landmarks can be used. Irregular lines that follow irrigated and cultivated fields and fences are permissible if they are clearly definable. Extended fingers should be avoided.
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. Boundary lines should be located as close as possible to the place of obvious change between LRA and SRA.
4. "Contiguous rangeland" extends only from the toe of the first significant slope to the first good line of convenience.
5. "Watershed lands" will only be submitted for Statewide Review when, as a guide, they have ten inches of mean annual rainfall combined with upsloping topography and evidence of water storage and use.

STEP IV - DOCUMENTATION

The key will result in one of two conclusions:

1. No change in existing classification is warranted, but future evaluation should take place.
  2. A change is proposed due to the fact that ~~the~~ the current classification is questionable ~~— refer to review.~~
- A. No Change, future evaluation.

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

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

If this situation exists, ~~be sure you~~ check the "No change (Future Evaluation)" box in the field evaluation results section of the "FIELD EVALUATION DOCUMENTATION FORM" ~~that pertains to the future survey requirements and fill in the appropriate year when the next survey should be done.~~ This will provide documentation for the Unit/Contract County staff during the next SRA review or during a special review if major land use changes occur prior to the next review.

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

1 Documentation is required for all areas evaluated regardless of the  
2 conclusion obtained from the key. If the key directs the evaluator to  
3 Conclusion 1 above, the following documentation will be retained in a  
4 permanent file at the ~~local~~ Unit/Contract County level ~~and also forwarded to~~  
5 Region:  
6

7 1. GIS generated map containing the boundary of the proposed SRA changes  
8 with a digital orthophoto imagery background.  
9

10 ~~1. Aerial photographs (digital pictures or color slides) identified so as~~  
11 ~~to allow orientation to the map.~~

12 a) Create a GIS data layer to store features of all proposed changes (use  
13 map symbols and labels which will clearly identify them on the map).  
14 Use parcel data to create SRA change boundaries where possible.  
15

16 b) If the orthophoto does not clearly display the reason for recommending  
17 the SRA change, provide additional digital photos to provide better  
18 detail of the area in question.  
19

20 c) Use map symbols and labels that will clearly display the possible SRA  
21 boundary change on the map.  
22

23 2. The Field Evaluation ~~Documentation~~ Form including any ~~data~~ information  
24 which supports the findings.  
25

26 3. ~~ArcMap~~ GIS data layer containing features of the area in question.  
27  
28

29 B. Possible ~~Proposed~~ Change  
30

31 If the key directs to a conclusion, which refers the area for statewide  
32 review, the following documentation is necessary:  
33

34 ~~1. Aerial photographs (digital pictures or color slides) identified~~  
35 ~~so as to allow orientation to the map.~~  
36

37 ~~2. A copy of the ArcMap Data Layer containing the change.~~  
38

39 1. GIS generated map containing the boundary of the proposed SRA change  
40 with a digital orthophoto imagery background.  
41

42 a) If the orthophoto does not clearly display the reason for recommending  
43 the SRA change, provide digital photos to provide better detail of the  
44 area in question.  
45

46 b) Use map symbols and labels that will clearly display the proposed SRA  
47 boundary change on the map.  
48

49 c) Place ID number (from for each boundary change feature on the map to  
50 clearly identify



1 Upon completion of all fieldwork and the Regional review, the Region ~~Mapping~~  
2 ~~SRA~~ Coordinator will notify the ~~Sacramento Mapping~~ State SRA Coordinator as  
3 soon as the Unit maps and documentation have been checked and are ready for  
4 the ~~statewide~~ review. The Region ~~Mapping~~ SRA Coordinator will coordinate  
5 scheduling the ~~statewide~~ review and will appoint its representative to the  
6 ~~Statewide~~ Review Team.

7  
8 STATEWIDE REVIEW

9  
10 MEMBERSHIP

11  
12 The ~~Statewide~~ Review Team shall consist of the following members:

- 13  
14 1. A member of the ~~Fire Protection Staff~~ Fire Plan Staff ~~(Chairman)~~.  
15  
16 2. A member of the Board of Forestry and Fire Protection ~~staff~~.  
17  
18 3. The Region ~~Mapping~~ SRA Coordinator where the areas for review are  
19 located.  
20  
21 4. A representative for the affected Contract County as needed.  
22

23  
24 USE OF ADVISORS

25  
26 A Unit level representative will be appointed as an advisor to the team (if  
27 needed). The review team may also request technical advice from others in  
28 the Department or from any other public agency.  
29

30  
31 DOCUMENTATION

32  
33 The review team will have all documentation from the field evaluation  
34 available to it ~~for~~ at the review. The team will document the basis for its  
35 recommendations.  
36

37  
38 REVIEW PROCESS

39  
40 Where a change in classification is proposed, the review team may accept the  
41 proposed change based on the documented justification or it may conduct an  
42 on-site inspection.  
43  
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1 REVIEW CRITERIA

2  
3 The statewide review criteria are set forth in a key format similar to the  
4 Field Evaluation Key. The question/condition statements in this key are  
5 designed to measure the elements of PRC Sections 4126-4128.  
6

7  
8 SPECIAL REVIEW

9  
10 The normal period between classification efforts is five years. However, the  
11 Statewide Review Team may set a shorter period of time for a particular area  
12 if, in the opinion of the team, the area's land-use pattern indicates that  
13 the classification of that area is likely to change in less than five years.  
14 Likewise the Unit or Contract County may submit for review, any area in which  
15 significant land-use changes occur between review periods.  
16

17  
18 REVIEW TEAM'S RECOMMENDATION

19  
20 The only recommendations forwarded to the Director are those which change the  
21 existing classification of land. For all other areas, a permanent file shall  
22 be maintained for use during the next formal review (5 years) or special  
23 review.  
24

25  
26 DIRECTOR'S APPROVAL

27  
28 The Director will review all Statewide Review Team recommendations for  
29 changes in land classification. He/she will forward all approved  
30 recommendations to the Board of Forestry and Fire Protection together with  
31 supporting documentation. He/she will also notify the affected local  
32 government agencies of his/her recommendations and advise the Contract  
33 Counties of any potential fiscal impacts.  
34

35 BOARD OF FORESTRY AND FIRE PROTECTION

36  
37 The Board of Forestry and Fire Protection will act upon the Director's  
38 recommendations for changes in classification of SRA, after appropriate  
39 public hearings. The Board's decision will be transmitted through channels  
40 to all administrative levels and to the affected local governments.  
41

42 To provide sufficient lead time for the Board to schedule hearings for the 5-  
43 year review and to notify local government of its decisions, all areas must  
44 have fourth level review (Director's approval) by July 1 of any year. This  
45 allows sufficient time for public notification and to conduct hearings. Once  
46 the Board's decision is final, an implementation date will be set by the  
47 Board.  
48  
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APPENDICES

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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.

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

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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~~ 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
- No - Refer for review

V. The area is:

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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  
STATEWIDE REVIEW TEST

KEY

This key is to be used by the Statewide 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

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PART B

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 - Statewide 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 MappingSRA Coordinator.
3. Level three - Statewide Review within 30 days of receipt of package from the Region MappingSRA Coordinator.
4. Level four - Director's Review within 30 days of receipt of package from the Statewide MappingSRA 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~~ DESCRIPTION OF AREA AND COMMENTS

\_\_\_\_\_  
If appropriate: Local Fire Jurisdiction Name, Signature and Date

Unit Chief Approval: \_\_\_\_\_  
Signature Date

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



This area should be re-evaluated at the next normally scheduled classification.

Unit Chief Approval: \_\_\_\_\_  
Signature Date

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

Appendix VI  
DOCUMENTATION REQUIREMENTS

No Change Key Results

<b>Unit/Contract County Field Evaluation</b>	<b>Region Review</b>	<b>Statewide Review Team</b>
Field Evaluation Documentation Form	<del>Field Evaluation Documentation Form</del>	
<u>Orthophoto map and Digital Pictures of the area needed</u> <del>Digital Pictures (preferred) or 35MM Color Slides</del>	<del>Digital Pictures (preferred) or 35MM Color Slides</del>	
<u>ArcMap GIS Data Layer</u>	<del>ArcMap Data Layer</del>	

Statewide Review Key Result

<b>Unit/Contract County Field Evaluation</b>	<b>Region Review</b>	<b>Statewide Review Team</b>
Field Evaluation Documentation Form	Field Evaluation Documentation Form	Field Evaluation Documentation Form
<u>Unit planimetric map</u>  <u>Orthophoto map for each change</u>  Digital pictures <u>if needed (preferred)</u> <del>or 35MM Color Slides (three copies each slide)</del>	<u>Unit planimetric map</u>  <u>Orthophoto map for each change</u> Digital pictures <u>if needed (preferred)</u> <del>or 35MM Color Slides (two copies each slide)</del>	<u>Unit planimetric map</u>  <u>Orthophoto map for each change</u> Digital pictures <u>If needed (preferred)</u> <del>or 35MM Color Slides (one copies each slide)</del>
<del>ArcMap GIS Data Layers</del>	<del>ArcMap GIS Data Layers</del>	<del>ArcMap GIS Data Layers</del>

It is also required that each ~~Ranger~~ Unit, Contract County, Region and ~~Statewide Mapping~~ SRA Coordinators retain a copy of each map, digital photo ~~or slide~~ and all documentation.

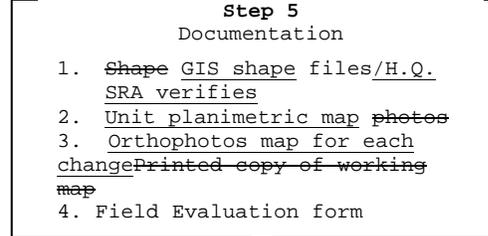
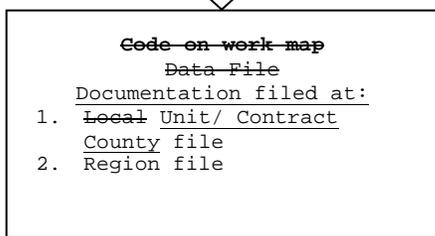
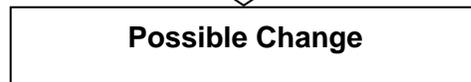
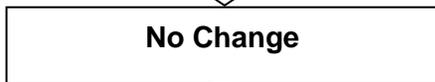
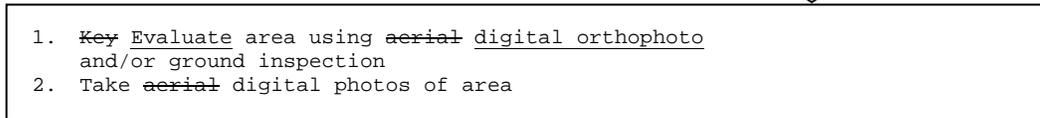
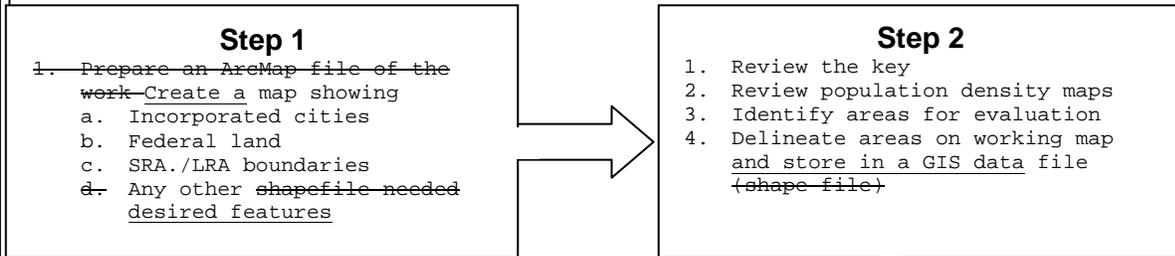
Appendix VII  
MATERIALS LIST

ITEM	SOURCE*
Working Map and GIS Data Layers	Fire Plan or FRAP GIS Library Data Base
2. Documentation	Local photocopies
3. Digital Camera or <del>35MM color film</del>	<del>Retain or purchase locally if</del> <u>necessary</u>
4. <del>7½" Topographic Maps</del>	<del>Fire Plan data Base</del>
54. Aircraft administrative flights	Unit, Region, or Sacramento Headquarters

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

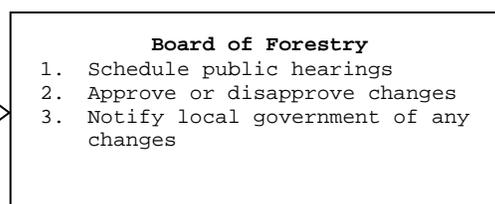
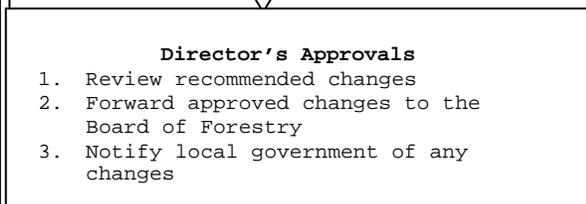
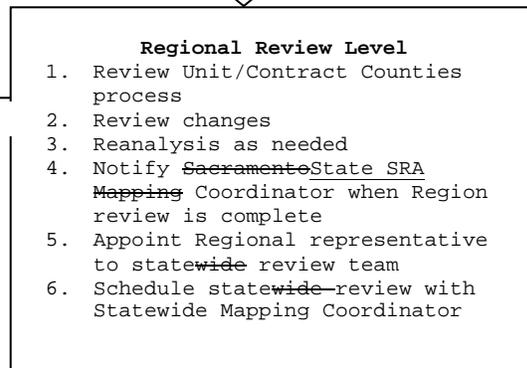
Appendix VIII  
SRA Classification System Flow Chart

**First Level**



**Third Level**

**Second Level**



1 APPENDIX VIII 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 ~~Director's~~  
9 ~~office (Fire Protection Section by the Unit, or Contract County, local~~  
10 government entity or State Board of Equalization) as they occur. ~~The~~  
11 ~~Statewide Mapping Coordinator will send notification to the Units as he/she~~  
12 ~~gets notified from the State Board of Equalization.~~Upon notification, the  
13 State SRA Mapping Coordinator will update the corporate SRA GIS data layer  
14 with any approved incorporated areas or ownership changes and exclude these  
15 areas from SRA. Federal partners may report changes in federal ownership to  
16 the Statewide FRAPState SRA Mapping Coordinator. ~~The Unit will report~~  
17 ~~verified changes by sending the ArcMap data layer with an attached~~  
18 ~~explanation to the Region Mapping Coordinator, who will the review the~~  
19 ~~changes and notify the Sacramento Mapping Coordinator. The Sacramento The~~  
20 ~~State SRA Mapping Coordinator will then have the changes digitized and a new~~  
21 ~~statewide SRA Data Layer will be posted on the Fire Plan Database.~~ update the  
22 CAL FIRE corporate SRA GIS data layer with the changes and then post the  
23 updated data to the appropriate GIS data layer storage location.  
24

25 ~~Use the Field Evaluation Documentation Form. In the "DESCRIPTION AREA",~~  
26 ~~provide the following:~~

- 27  
28 a) ~~Region, Unit, and County identification.~~  
29 b) ~~Description of the change; name of the city of federal ownership~~  
30 ~~involved.~~  
31 e) ~~Acres of State Responsibility Area deleted.~~  
32 d) ~~Effective date of change.~~  
33 e) ~~Name of person preparing the map and date prepared.~~  
34

35 **Automatic Inclusions - federal land sales or trades to private ownership**

36  
37 Automatic inclusions to SRA status may be granted without Board of Forestry  
38 and Fire Protection approval for lands which meet the criteria provided in  
39 PRC 4126. ~~From~~ Upon receipt of notification of a federal land sale or trade  
40 to private ownership, the StatewideState SRA Mapping Coordinator will notify  
41 the Unit/Contract County ~~Mapping~~SRA Coordinator within 30 days of the  
42 ownership change. ~~If~~ ~~the~~ Unit/Contract Counties ~~may be~~ notified of a land  
43 sale or trade, ~~before~~ the StatewideState SRA Mapping Coordinator should be  
44 notified of the change. ~~In this case the Unit/Contract County must initiate~~  
45 ~~the process and then submit the documentation to the Regional Coordinator~~

46 The State SRA Mapping Coordinator shall make an initial determination if the  
47 land meets the requirements of becoming SRA. The Unit/Contract County  
48 MappingSRA Coordinator ~~has 30 days to~~ shall verify ~~make~~ the final determination  
49 as to whether the land meets the requirements of becoming SRA. ~~and to forward~~  
50 ~~all the documentation to the Region Mapping Coordinator. The documentation~~

1 will include the "Field Evaluation Documentation Form" and an ArcMap GIS Data  
2 Layer of only the polygon to be changed.

3  
4 120 days after the Statewide Mapping Coordinator receives the documentation  
5 from the Region Mapping Coordinator, the new area will become SRA. During  
6 those 120 days, the Director's office will notify the County of the change.

7  
8 Use the Field Evaluation Documentation Form and provide the following

- 9  
10 a. ~~Region, Unit, and County identification.~~  
11 b. ~~Description of the change use the following text "Federal land sale~~  
12 ~~or trade to private ownership Automatic inclusion to SRA"~~  
13 c. ~~Acres of State Responsibility Area added.~~  
14 d. ~~Name of person preparing the map and date prepared.~~  
15 e. ~~Signature of the Unit Chief approving the change~~

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18 **Automatic Inclusions or Exclusions- SRA GIS data layer inconsistencies in**  
19 **relation to errors fixes and boundary issues**

20  
21 Inconsistencies are occasionally discovered in the SRA corporate GIS data  
22 layer. The majority of these findings involve incorrect federal/private  
23 ownership or isolated parcels/fragments in the data. These discrepancies may  
24 result in improper SRA classification. The intent of this section is to  
25 provide a process for the State SRA Mapping Coordinator to follow in order to  
26 correct inconsistencies when found.

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

32 One common change involves inaccurate boundaries. The State SRA Mapping  
33 Coordinator has the ability to move SRA boundaries up to 300 meters, if this  
34 change is to improve the accuracy of an SRA boundary and is consistent with  
35 the original intent of the boundary. For example, if the shape of an SRA  
36 boundary clearly indicates it should follow a highway, the SRA boundary may  
37 be moved up to 300 meters to align with that highway using a digital aerial  
38 photograph. These error changes would qualify as automatic inclusions or  
39 exclusions as previously described, not requiring full Board approval.  
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