

REPORT FORMAT

FOR

FOREST/TIMBER MANAGEMENT PLAN REPORTS

Spokane County Assessor's Office requires a specific format and content of information regarding the Forest/Timber Management Plan, see attached. This will ensure that all the necessary information is contained in your report and is presented in a consistent manner to the Spokane County Assessor. The information must be attached to the application for Designated Forest Classification to determine if the applicant qualifies for a reduction of assessed value of the property tax pursuant Chapter 84.33 RCW.

These instructions should be given to the qualified forester that you have retained to prepare the timber land management plan.

If you have suggestions for improving the Timber Management Plan report format and content please contact us at (509) 477-2096

Note, your TIMBER MANAGEMENT PLAN must include all the Titles and words of the attached "sample" that are not printed in *italics*. The *italic words* are the narrative instructions for the content of the Plan and are not to be duplicated except as written into your response. Please follow the attached format.

TIMBER MANAGEMENT PLAN

File No. _____

PROPERTY OWNER:

Name of Applicant

Address

City, State, Zip

phone number(s)

PROPERTY DESCRIPTION:

cut and paste or type legal description here

Continue to back of this page if necessary

SIZE OF PROPERTY:

??? Acres

PROPERTY PURCHASE DATE:

Month Day, Year

PREPARED BY:

Company Name, if any

Name of Forester, Title

Address

City, State, Zip

phone number(s)

DATE PREPARED:

Month Day, Year

GOALS AND OBJECTIVE

GOAL: *This statement should address "commercial production and harvesting of timber" and any other timber related long term goals.*

OBJECTIVE: *This statement should in (general and brief terms) identify "how" the property owner intends to accomplish their above Goal, such as -- planting, thinning, fire access, disease control, erosion control, control of competitive plants and trees, harvest and other topics of growth or production. The details and specifics of these topics will be addressed below.*

GENERAL PROPERTY DESCRIPTION

COUNTY ASSESSOR MAP:

- 1 Identify the Assessor tax parcel number(s) in this paragraph.*
- 2 Identify the boundary of the property boundary (with as solid RED line) on an attached current copy of an Assessor Map.*

GENERAL PROPERTY DESCRIPTION - CONTINUED

USGS MAP:

1. *Identify the boundary of the property boundary (with as solid RED line) on an attached copy of a 7112' Quad United States Geological Survey Map. This map must have topography lines to show slope and drainage.*

TOPOGRAPHY:

1. *Identify the general topography of the property in this paragraph. Give approximate % slopes, the direction of the slopes and describe the drainages and direction of flow of the drainage.*
2. *Reference to the attached USGS map.*

WATER BODIES OR WETLANDS:

1. *Identify any water bodies, streams or wetlands on or adjacent the property.*
2. *Reference to the attached USGS map and/or Aerial Photograph.*

SOILS MAP:

1. *Identify the boundary of the property boundary (with as solid RED line) on an attached copy of a Soil Map. This map must have the soil type name and boundaries of the soils types.*

GENERAL SOIL DESCRIPTION:

1. *Identify the overall soil types (with % of the property and general location). Describe the ability to grow and harvest timber regarding climate, rainfall, seedling mortality, wind throw hazard, erosion and equipment limitations.*
2. *Define the property's soil productivity and site index (poor, moderate, good, excellent). Reference to the attached soils map.*

AERIAL PHOTOGRAPH:

1. *Identify the property size and reference its general location on an attached aerial photograph in this paragraph.*
2. *Identify the date of the photograph and the source of the photograph.*
3. *Identify (with as solid RED line) the boundary of the property on the photograph.*

TIMBER STAND:

1. *In this paragraph, provide a general overall description of the timber, non-commercial trees and ground cover on the property, such as, acres of land with timber, non-commercial trees and ground cover overall (average) status of timber (harvested, age, height and type of timber stand, other); acres of open areas (without timber) and any other*

GENERAL PROPERTY DESCRIPTION - CONTINUED

TIMBER STAND: - continued

general characteristics of the overall timber stand (density, overstory condition, other). Note, specific details of the timber stand is described below -- see DESCRIPTION OF TIMBER STAND.

2. *Reference to the attached aerial photograph or site plan.*

WILDLIFE:

1. *Identify the type of wildlife (mammals, birds, reptiles) on the property. Specify if any are known as endangered or protected species. Explain if there are any critical area wildlife habitats on the property. Briefly explain how the growing and harvesting of commercial timber will be coordinated with the wildlife or wildlife habitat.*
2. *Reference to one or more of the attached maps or aerial photograph.*

USES OTHER THAN TIMBER:

1. *Identify and describe the other uses on the property that are not timber, such as dwellings, cultivated fields, pastures, roads and other non-timber uses of the property. Identify the number of acres for each.*
2. *Reference to one or more of the attached maps, aerial photograph or attach a site plan of the property showing the location and extent of these non-timber uses.*
3. *Describe the extent of existing or planned grazing of domestic animals (cows, horses, sheep, other), specifically in the timber areas. Explain your measures to protect the timber and ensure the growth and production of timber.*

DESCRIPTION OF TIMBER STAND

PAST HARVESTS:

1. *Describe the location, extent and when timber harvest(s) have occurred on the property. Describe any resulting aspect of that harvest that may affect or impede the growth, production or harvest of commercial timber.*
2. *If necessary, reference to one or more of the attached maps, aerial photograph or attach a site plan of the property.*

EXISTING TIMBER:

1. *By generic species tree name, generally (average or range) describe the number, % of timber stand, age, size, density, and condition. If necessary, reference attached maps, photograph or site plan .*

DESCRIPTION OF TIMBER STAND • continued

TIMBER HEALTH:

1. *Generally describe the health of the timber stand (by type). Describe timber disease by type and extent. If necessary, reference attached maps, photograph or site plan . This should include competing ground cover or non-commercial trees, grazing and/or other competing land uses.*

TIMBER PRODUCTION:

1. *Generally describe the estimated existing board feet (MBF) of lumber of the timber stand and the projected board feet by timber type, as it would exist if the Action Plan and Schedule were accomplished. List the estimated \$ value of each at today's prices.*

FOREST FIRES

EMERGENCY FIRE ACCESS:

1. *Describe how the timber stand is and will be protected from forest fire, such as cleared access trails, removal of slash or undergrowth or other.*
2. *If necessary, reference attached maps, photograph or site plan .*

ACTION PLAN

*Note, this description must be what the property owner agrees to do.
This Action Plan can NOT be only the recommendation of a qualified forester's.*

This paragraph must start with - - "The property owner agrees to the following Action Plan." Generally describe what action the property owner is going to accomplish to ensure the growth, production and harvest of commercial timber on the property. If necessary, reference attached maps, photograph or site plan. Depending on the timber stand's characteristics, health and circumstances, briefly explain what action will be taken for the following, if applicable:

<i>Clean up slash ---</i>	<i>Thinning ---</i>
<i>Fire protection access ---</i>	<i>Planting ---</i>
<i>Clear out or control ground cover ---</i>	<i>Disease control ---</i>
<i>Erosion control ---</i>	<i>Open areas ---</i>
<i>Selective harvest ---</i>	<i>Harvest ---</i>
<i>Update Action Plan and Schedule (after major harvest)</i>	
<i>Other timber related improvements or treatments---</i>	
<i>Other non-timber related improvements or activities---</i>	

SCHEDULE

This paragraph must start with - - " The property owner agrees to the following Schedule." Note, this description should be realistic and within the property owners ability (time and \$). This Schedule should identify a range of time for each activity, but can be specific if the exact year is know. See the example:*

1 ST AND 2ND YEAR:

Thinning - Area #3. Followed by a brief description and reference to site plan.

Planting - Area #1 . Followed by a brief description and reference to site plan.

Fire Access - Area #2, #4 and #6. Followed by a brief description and reference to site plan.

2ND THRU 5TH YEAR.

Thinning - Area #4 and Area #2. Followed by a brief description and reference to site plan.

Disease - Area #6 and Area #2. Followed by a brief description and reference to site plan.

Ground Cover - Area #3 and Area #1. Followed by a brief description and refer to site plan.

**3RD YEAR:*

Harvest - Area #5. Followed by a brief description and reference to site plan.

**4TH YEAR:*

Clear Slash - Area #5. Followed by a brief description and reference to site plan.

Planting - Area #5. Followed by a brief description and reference to site plan.

4TH THRU 10TH YEAR: (Note overlap of year ranges, which allows flexibility)

Selective Harvest - Area #?. Followed by a brief description and reference to site plan.

Thinning - Area #? and Area #?. Followed by a brief description and reference to site plan.

Ground Cover - Area #?. Followed by a brief description and refer to site plan. Clear Fire

Access - Area #?, #? and #?. Describe and reference to site plan.

8TH THRU 15TH YEAR:

Major Harvest - Area #?, #? and #?. Followed by a brief description and reference to site plan.

Amend Mgmt Plan and Schedule - Area #? and Area #?. Describe and reference to site plan.

Planting - Area #?. Followed by a brief description and reference to site plan.

12TH THRU 20TH YEAR: (the schedule should be 20 years but can be longer)

Harvest - Area #? and Area #?. Followed by a brief description and reference to site plan.

Amend Mgmt Plan and Schedule - Area #? and Area #?. Describe and reference to site plan.

Planting - Area #?. Followed by a brief description and reference to site plan.

NOTE, All the topics and timber management tasks in the above ACTION PLAN must be identified for action in this SCHEDULE.

FORESTER:

As a qualified Forester, I have inspected and inventoried the property regarding the above timber and related information, as required by Chapter 84.33 RCW. I have advised and recommended to the property owner(s) the above ACTION PLAN and SCHEDULE. The TIMBER MANAGEMENT PLAN information is accurate and correct to the best of my knowledge.

Date _____

NAME OF FORESTER

TITLE

PROPERTY OWNER(S):

As owner(s) of the herein described property I (we) indicated by my (our) signature(s) that I (we) am (are) aware of and understand the TIMBER MANAGEMENT PLAN information, the ACTION PLAN and the SCHEDULE. I (we) further affirm that the TIMBER MANAGEMENT PLAN information is accurate and correct to the best of my (our) knowledge.

Date _____

OWNER(S)

ADDRESS

CITY, STATE ZIP

Date _____

(MUST BE SIGNED BY ALL OWNERS)

ADDRESS

CITY, STATE ZIP

Date _____

(MUST BE SIGNED BY ALL OWNERS)

ADDRESS

CITY, STATE ZIP

Parcel Number(s): _____

