

Appendix J  
**Reserve Unit Management Plan Template**

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## **PLACER COUNTY CONSERVATION PROGRAM**

# **Reserve Unit Management Plan TEMPLATE**

**May 15, 2017**

*This management plan template is a companion document to the Placer County Conservation Program conservation or agriculture easement templates and are intended to provide a general outline to assist in the development of site-specific management plans for properties (i.e., Reserve Units) included in the Placer County Conservation Program Reserve System.*

## General Notes to Reviewers

**Reserve Unit Management Plan; Relationship to Conservation/Agricultural Easement.** This template anticipates the concurrent preparation of a conservation easement or agricultural easement (collectively, “easements”). The easements outline the primary prohibitions and restrictions that apply to the reserve unit; conversely, the reserve unit management plan (management plan) describes the primary activities that are planned to occur or are otherwise allowed to occur in the reserve unit in the future. As part of the implementation of the Placer County Conservation Program (PCCP), the Placer Conservation Authority (PCA) will develop management plans that prescribe management practices suitable for specific covered species and their associated habitat types and will be used by the PCA to inform management and allowed uses in each reserve unit. For reserve units not acquired by the PCA in fee, the PCA will work with each landowner to develop a management plan that is suitable to the specific conditions of the site and is mutually agreed upon by the landowner, the PCA, the California Department of Fish and Wildlife, and the U.S. Fish and Wildlife Service.

The PCA recognizes that changes (e.g., in agricultural practices and technologies, weather cycles, natural resource management technologies, conservation practices) may dictate changes in the management of the reserve unit, consistent with the purposes of the easements and the PCCP. The management plan may be revised from time to time only with the written approval of both the Landowner (for lands not owned by the PCA in fee) and the PCA (and easement holder in situations where the PCA is not the easement holder), so long as the revisions are consistent with the PCCP. Any requested changes that are not consistent with the PCCP must receive approval from California Department of Fish and Wildlife and U.S. Fish and Wildlife Service. A full and complete copy of the current management plan, including any such revisions, shall be kept on file at the offices of the PCA.

For each reserve unit, the final easement and management plan **will work together** to specify (among other things) allowed, restricted, and prohibited uses and activities. The easement will generally include terms that will apply **permanently** to uses and activities on the reserve unit, while the management plan will contain terms relating to covered species management and monitoring, agricultural uses, and other uses that may—with the consent of the landowner (if applicable), PCA, and state and federal wildlife agencies—**vary over time** due to changing conditions. Additionally, each reserve unit’s management plan may contain terms relating to recreational uses, public access, and other uses and activities that are of interest to an individual landowner, or the PCA, at their request, as long as the uses are determined to be compatible with the reserve unit’s conservation values and approved by the California Department of Fish and Wildlife and the U.S. Fish and Wildlife Service.

### **Text Color Code Legend:**

**[Blue Bracketed Text]** includes general notes to the reader intended to provide additional explanation.

**[Green Bracketed Text]** notes where site-specific information needs to be included. The description of the type of information is written within the brackets.

Acceptable variations to the primary text will be provided in grey text surrounded by brackets, like this: *[replace “PCA” with the “Easement Holder” if the PCA is not the Easement Holder]*

**{Purple Bracketed Text}** provides references to associated sections of the PCCP that may contain additional explanation or detail.



Table of Contents

1: Introduction..... 6  
    1.1 Purpose of Establishment..... 6  
    1.2 Purpose of Management Plan ..... 7  
    1.3 Land Ownership, Management, and Monitoring Entities..... 7  
2: Property Description ..... 9  
    2.1 Location and Setting ..... 9  
    2.2 Historic and Current Land Use ..... 10  
    2.3 Site Soils, Topography, and Hydrology ..... 10  
    2.4 Existing Easements ..... 10  
    2.5 Adjacent Land Uses ..... 10  
3: Habitat and Species Descriptions ..... 11  
    3.1 Conditions and Conservation Values of the Easement ..... 11  
    3.2 Summary of Enhancement Activities..... 11  
    3.3 PCCP Covered Species..... 11  
4: Management..... 12  
    4.1 General Site Activities and Management..... 12  
    4.2 Agricultural Practices ..... 13  
    4.3 Natural Lands Practices..... 14  
    4.4 Avoidance and Minimization Measures..... 15  
5: Monitoring..... 16  
    5.1 General Biological Monitoring ..... 16  
    5.2 Covered Species and Natural Community Monitoring ..... 16  
    5.3 Actions Based on Monitoring ..... 17  
6: Amendments, Transfers, and Notices ..... 18  
    6.1 Amendments to Management..... 18  
    6.2 Transfer of Responsibilities..... 18  
    6.3 Notices ..... 18

# 1: INTRODUCTION

## 1.1 Purpose of Establishment

The Placer Conservation Authority (PCA) is currently implementing a Habitat Conservation Plan/Natural Community Conservation Program (Placer County Conservation Program, PCCP) for western Placer County, California. The PCCP provides for the conservation of covered species<sup>1</sup> and protects regional biodiversity by protecting, restoring, enhancing, and managing covered species habitat and important natural communities across western Placer County, including natural and agricultural landscapes that support covered species. As part of this program, the PCA may acquire conservation easements on lands within the PCCP plan area from willing landowners that include conservation and management requirements consistent with the biological goals and objectives of the PCCP.

An *[insert “agricultural” or “conservation” here, depending on the specific form of easement recorded against the Reserve Unit]* easement has been established on an *[insert acreage of easement]* acre portion of the *[insert name of site or sites]* property (Reserve Unit). The *[insert site name]* *[insert “agricultural” or “conservation”]* easement (Easement) was filed with the Placer County Recorder’s Office on *[insert date]* and is identified as *[insert County Document code shown in top right corner of recorded easement document DOC-YEAR-restofcode-xx]*. This Management Plan was developed concurrently with the development of the Easement. Both the Easement and this Management Plan are intended to be consistent with the biological goals and objectives of the PCCP and to partially fulfill the PCCP conservation strategy.

The Conservation Values of the Reserve Unit are:

- *[Insert description of the Conservation Values as they are described in the Easement]*

The Reserve Unit contributes to the conservation strategy by:

*{See Chapter 5 of the PCCP for the full description of the PCCP conservation strategy.}*

*[Insert a separate bullet here for each PCCP conservation strategy objective that is addressed {See Table 5-2 of the PCCP}. An example format for describing a conservation strategy objective is provided below.]*

- Maintaining *[insert acreage]* acres of *[insert habitat type (e.g., nesting, foraging, upland, aquatic)]* for *[insert covered species {a complete list of covered species is found in Table 1-1 of the PCCP}]* and *[insert land cover type providing the abovementioned habitat {this includes the land cover type(s) present on the site that*

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<sup>1</sup> For a complete description of status, range, life history, threats, and modeled habitat for each covered species associated with the PCCP, see Appendix D of the PCCP. Available: <http://www.XXXX.XXX>  
Placer County Conservation Program Site-Specific Management Plan Template  
Draft Date: May 15, 2017

provide habitat for the identified covered species and are included in Section 1.2.3 of the PCCP (e.g., rice, riparian woodland, vernal pool) along with the habitat function that the identified land cover type provides (e.g., foraging, nesting, aquatic, upland habitat)].

## 1.2 Purpose of Management Plan

The purpose of this Management Plan is to ensure the Reserve Unit is managed, monitored, and maintained in perpetuity for the covered species. This document includes a description of biological resources identified for protection and establishes specific guidelines, roles, and responsibilities for the management and monitoring of the Reserve Unit. It was developed concurrently with the development of the Easement. This Management Plan is a binding and enforceable agreement implemented in accordance with the requirements of the PCCP and the terms of the Easement covering the property.

## 1.3 Land Ownership, Management, and Monitoring Entities

The parties responsible for ensuring that the Reserve Unit is maintained in a manner consistent with the Easement are listed below. The PCA is responsible for overseeing implementation of all management activities and site requirements of this Management Plan. *[If the PCA wishes to formally designate all or a portion of this responsibility to another entity such as a Land Manager, lessee or an entity that the PCA has willingly delegated the responsibility of all or portion of site management (crop management, habitat enhancement activities, etc.) then state so here and provide contact information below the PCA contact information].*

### **Placer Conservation Authority (PCA)**

The PCA is responsible for managing the Reserve Unit in a manner that is consistent with the Easement and this Management Plan. Contact information for the PCA is as follows:

**Name:** *[insert contact person and organization/entity where applicable]*

**Contact Name:** Delete if landowner is an individual

**Address:**

**Phone number:**

**Email:**

*[In cases where the PCA is not the Landowner, a separate contact entry will be added for the Landowner:*

### **Landowner**

The landowner owns fee title to the Reserve Unit and is responsible for cooperating with the PCA to ensure that the Reserve Unit is managed and maintained in a manner that is consistent with the Easement and this Management Plan. Contact information for the landowner is as follows:

**Name:** *[insert contact person and organization/entity where applicable]*

**Contact Name:** Delete if landowner is an individual

**Address:**

**Phone number:**

**Email:]**

*[In cases where the PCA is not the Easement holder, a separate contact entry will be added for the*

**Easement Holder:**

The Easement holder is responsible for enforcing the terms of the Easement and for conducting, at minimum, annual compliance monitoring to ensure the Reserve Unit is managed and maintained in accordance with the PCCP, the Easement, and this Management Plan.

**Name:** *[Insert contact person and organization/entity]*

**Contact Name:**

**Address:**

**Phone number:**

**Email:]**

## 2: PROPERTY DESCRIPTION

### 2.1 Location and Setting

The property is located at *[insert address or other location description]*, in Placer County, California. The Reserve Unit is shown on the general vicinity map (Figure 1), location map (Figure 2), and the site map (Figure 3). The general vicinity map shows the Reserve Unit in relation to cities, towns, or major roads, and other distinguishable landmarks. The location map shows the Reserve Unit and adjacent lands, and the site map shows the Reserve Unit and specific land management areas defined within the Easement.

**Assessor's Parcel Number(s):** *[insert APN(s)]*

**U.S. Geological Survey 7.5-minute quadrangle:** *[insert name of quad map]*

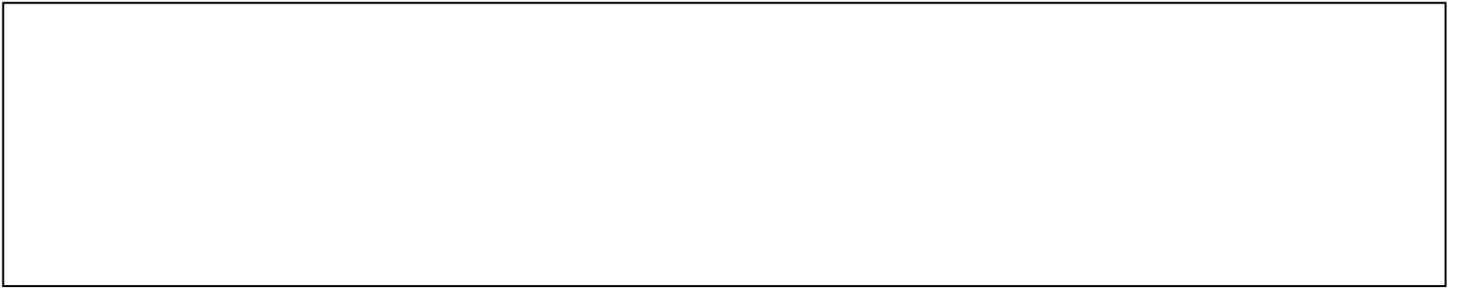
**Township, Range, & Section:** *[insert Township, Range, & Section]*



**Figure 1:** *[insert name of site]* vicinity map



**Figure 2:** *[insert name of site]* location map showing adjacent land uses as captured in aerial photography taken *[insert date of aerial photography]*



**Figure 3:** *[insert name of site]* site map showing specific land management areas as defined by the Conservation Easement

### **2.2 Historic and Current Land Use**

*[Describe past and present land use including crop types, grazing practices and/or other significant land use activities as applicable. Describe all existing structures including roads, levees, fencing, and buildings, and whether they are located in the Reserve Unit or within a reserved development envelope, for sites that contain development envelopes severed from the Easement-protected portion of the Reserve Unit.]*

### **2.3 Site Soils, Topography, and Hydrology**

*[Note any significant topographic features, soil conditions, hydrologic conditions associated with the site. Identify any significant hydrologic natural community types or land cover types (e.g., fresh emergent wetland, riverine, etc.) {as further described in Section 1.2.3 of the PCCP}. Show the location of any hydrologic land cover types in Figure 3 if applicable. If the site is a cultivated agricultural lands site and present soil conditions restrict crop types that may be of interest – note as such]*

### **2.4 Existing Easements**

*[If there are existing encumbrances, include descriptions/locations of existing easements located on the property, their nature (buried pipeline, overhead power, ingress/egress, etc.), authorized users (if known), access procedures, etc. Depict easements, rights of way, ingress, and egress routes in a map. If there are no existing encumbrances on the site, state so here – DO NOT DELETE THIS SECTION.]*

### **2.5 Adjacent Land Uses**

*[Provide a description of the adjacent land uses at the time in which the Reserve Unit was established. These land uses may change over time; however, the description of the baseline conditions will give the manager some idea of the conditions present when the management plan was first developed and can bring to light areas that may be of management concern or items outside of the Reserve Unit that may support or compromise the integrity of the*

*Conservation Values over time. Note any known conservation easements existing within a 2-mile radius of the property at the time in which the Reserve Unit was established, identify if any are part of the PCCP Reserve System, and show them in Figure 2.]*

## **3: HABITAT AND SPECIES DESCRIPTIONS**

### **3.1 Conditions and Conservation Values of the Easement**

*[Include a specific description of the Conservation Values of the site that includes a summary of their baseline condition. Include any applicable information about how the protection of this site fits in with protection of other adjacent sites or of specific natural community types that have been designated as important.]*

### **3.2 Summary of Enhancement Activities**

*[For sites where the PCA may implement habitat enhancements (e.g., sites that could provide additional, or improved, habitat for covered species, include a summary of the enhancement effort and the intended outcome of the effort. This would include items such as: planting hedgerows to increase prey habitat; planting nest trees to provide additional nest habitat; creation, restoration, or enhancement of vernal pools, other wetlands, or riparian habitat; modification of crop type from a low habitat value crop to a high habitat value crop to increase forage value; invasive species removal, etc. Include the estimated time in which enhancements will reach mature/final desired status and what benefits those enhancements will have for covered species, other species, and the natural community at-large. Identify who is responsible for implementing the enhancement activities and who will be responsible for management over time.]*

### **3.3 PCCP Covered Species**

*[Describe all covered species that occur or may occur on the site {a complete list of covered species is found in Table 1-1 of the PCCP}.]*

## 4: MANAGEMENT

(This section describes both allowed and restricted management practices. Descriptions are provided below for conditions that are likely to apply to most sites. Additional management provisions will be added as applicable for specific species and land cover types. Once developed, Reserve Unit Management Plans will provide the provisions applicable to specific species habitats and land cover types.)

### 4.1 General Site Activities and Management

(This section summarizes general site management measures that are not specific to a land type. Activities that would be included in this section include items such as public access, fencing and gates, trash, signage, etc. This section may be modified to fit the prohibitions contained in the actual Easement recorded for the Reserve Unit; the list below is included as an example only)

**4.1.1 Vehicle Use:** Use of vehicles on existing roads is allowed. *[Describe vehicle use and access on other portions of the site that are allowed and/or restricted as part of ongoing site management activities.]*

#### 4.1.2 Site Improvements:

Construction, operation, or maintenance of buildings and facilities, not in existence at the time the conservation easement becomes effective, are prohibited except within any designated Development Envelope. This includes antennas, towers, and facilities for the generation and transmission of electrical power or telecommunications. The erection and maintenance of windmills, wind farms, wind generating facilities, or other facilities with exposed spinning blades are prohibited, including within the established Development Envelope (if applicable).

*[add this language for agricultural parcels:*

Electrical distribution and telecommunication facilities reasonably necessary in connection with agricultural and other authorized uses on the Reserve Unit shall be allowed. Solar power generation shall be allowed in quantities commensurate with agricultural power consumption on the Reserve Unit and electrical distribution and telecommunication facilities reasonably necessary in connection with agricultural uses on the Property. Solar power generation facilities are to be located within the established Development Envelope areas. Solar panels placed directly adjacent to water pumps or similar agricultural equipment used to maintain the agricultural function of the site are allowed, so long as the disturbance area does not exceed 25 square feet in total size, and no more than one such solar panel facility exists for every 10 acres of real property within the Reserve Unit (areas within Development Envelopes are not subject to this size restriction).]

Existing fencing may be repaired and new fences may be built anywhere on the property for purposes of reasonable and customary agricultural management or natural resource management, and for security in connection with authorized or reserved uses of the property. *[Describe any other site improvements (e.g., the construction, reconstruction, or relocation of signs, roads, temporary structures, etc.) that are allowed within the Reserve Unit.]*

Paving or covering with other impervious material of any area that is presently unpaved is prohibited, except (1) land within the established Development Envelope, or (2) to comply with a specific governmental directive (e.g., written requirement in connection with a binding permit) regarding air quality laws, fire safety regulations, or other governmental regulations applicable to the Reserve Unit. The use of gravel, crushed rock, or the lime treatment of soils is prohibited, except on (1) any roads that exist on the Reserve Unit as of the date of Easement recordation, so long as said use does not expand the currently existing roads, or (2) any roads located wholly within the Development Envelope, so long as Grantor obtains Grantee's and Third Party Beneficiaries' prior written consent for the location of the same. Notwithstanding the foregoing, however, the application of lime to soils on the Property for the purpose of adjusting levels of soil pH to achieve optimal agricultural production is permitted.

**4.1.3 Dumping and Waste:** The dumping or accumulation of any kind of refuse or hazardous waste, other than the temporary storage of farm-related trash and refuse produced on the property prior to offsite disposal is prohibited. This shall not prevent the storage of chemicals, fertilizers, soil amendments, products, byproducts, and other materials for agricultural use or for habitat management, restoration, creation, or enhancement on the Reserve Unit, so long as it is done in accordance with all applicable government laws and regulations, this Management Plan, and the Conservation Easement.

**4.1.4 Mining:**

Mining is prohibited as set forth in the Conservation Easement.

**4.1.5 Tree Removal or Cutting:**

The removal or cutting of trees on the site is prohibited except as required to implement this Management Plan or as reasonably necessary and/or prudent for: (1) construction of fire breaks, (2) prevention or treatment of disease, or (3) removal of vegetation and debris which pose a health and safety hazard or a threat to standard agricultural operations.

**4.2 Agricultural Practices**

*(For applicable sites, this section will identify the specific locations in which agricultural activities occur and/or are allowed to occur, provide a general description of the agricultural practices within the defined areas, and any details regarding timing, duration, and/or quantity of practices. These items may include, but are not limited to, Placer County Conservation Program Site-Specific Management Plan Template  
Draft Date: May 15, 2017*

methods and/or timing of crop harvest under conditions where species are present, management of irrigation canals, etc. Below are examples of some topics that are applicable to this section)

**4.2.1 Crops and Crop Management:**

*[Describe types of crops typically planted on the site, typical rotation cycles, frequency of fallowing, etc., and identifies any crops that are prohibited based on the covered species associated with the site]*

**4.2.2 Herbicide, Pesticide, Biocide, and Other Chemical Use:**

*[Describe chemical applications allowed as applicable to site management for cultivated lands.]*

**4.2.3 Soil Amendments:**

*[If applicable, describe any applications of soil, compost, application of lime, or other soil amendments that are allowed as part of ongoing site management activities.]*

**4.2.4 Water Management:**

*[Describe water source(s) used for cultivated lands, application methods for irrigating crops (flood, drip, etc), canal management, etc.]*

**4.2.5 Pest Management:**

*[Describe any pest management approaches used or otherwise allowed on the site, if applicable. Note that rodenticides use is prohibited on all easement sites.]*

**4.2.6 Cover Strips and Hedgerows**

*[Describe typical management of cover strips and/or hedgerows, if applicable.]*

**4.3 Natural Lands Practices**

(For applicable sites, this section would summarize natural lands management practices, locations in which natural lands activities occur and/or are allowed to occur and details regarding timing, duration, and/or quantity of practices. These items may include, but are not limited to, methods and timing of invasive species management, specific allowable livestock grazing practices, etc. Below are examples of some topics that may be applicable to this section; the topics included in each Reserve Unit Management Plan would be specific to that Reserve Unit and may vary.)

**4.3.1 Vegetation Management:**

*[Describe general vegetation management practices including management for both native species and invasive species. If applicable, describe any efforts to maintain, enhance, or restore nest trees or other vegetative habitat features. Describe any herbicide applications allowed as applicable to invasive species]*

*management here.]*

#### **4.3.2 Water Management:**

*[Describe water source(s) used for natural lands (e.g., for pasture, nest tree establishment, managed wetlands, livestock watering, etc.), application methods for distributing or applying water, canal management, etc.]*

#### **4.3.4 Grazing Management:**

*[If applicable, describe any grazing that occurs on the site or is otherwise allowed to occur on the site.]*

#### **4.3.5 Pest Management:**

*[Describe any pest management approaches used or otherwise allowed on the site, if applicable. Note that rodenticides use is prohibited on all easement sites.]*

#### **4.3.6 Non-native predator control:**

*[Describe any non-native predator control approaches used or otherwise allowed on the site.]*

*(Additional sub-section categories will vary based on site-specific conditions and uses. Some examples of additional sub-section categories include: Erosion Control, Pond Management, Installation and Management of Artificial Nest Burrows, Basking Habitat Enhancement and Management)*

### **4.4 Avoidance and Minimization Measures**

*(This section will list all of the Avoidance and Minimization Measures applicable to the site including: general AMMs, natural community specific AMMs, and covered species specific AMM {see Table X-X of the PCCP})*

## 5: MONITORING

(These sections would describe the specific techniques and protocols that will be used to monitor habitats and species in the PCCP reserve system. Because standard monitoring methods (e.g., accepted Wildlife Agency survey protocols for long-term monitoring) do not exist for all species or habitats, the methods described here will be based on, in this order of preference, methods prescribed by the PCCP in Chapter 7, Agency-accepted protocols, or methods commonly used to monitor these species and habitats in similar contexts (e.g., in mitigation or conservation banks and similar sites preserved as compensatory mitigation to satisfy Wildlife Agency permit requirements). The methods described in this section are intended to be starting points from which the approach to monitoring the PCCP Reserve system will evolve over time.)

### 5.1 General Biological Monitoring

The Reserve Unit will be visited once annually, at a minimum, by the PCA or its assigned representative. General biological monitoring is intended to document compliance with the site's Management Plan and Easement requirements. During these surveys, the PCA will document the extent to which invasive plants, inappropriate management (e.g., as evidenced by very high or very low amounts of residual dry matter, for Reserve Units with natural communities managed through livestock grazing), adjacent land uses, and similar factors are affecting the Reserve Unit's Conservation Values.

*[Insert any language regarding specific timing of monitoring based on species or habitat factors (e.g., timing of species presence or a particular life stage)].*

### 5.2 Covered Species and Natural Community Monitoring

*[Include any species or habitat monitoring that might not otherwise be incorporated into the site-specific annual monitoring. Things like covered species counts or invasive species monitoring that occurs across the Reserve Unit. Provide any details regarding timing, location, and methods. {see PCCP Chapters 7.4 and 7.5 for specific requirements for species and natural community monitoring, which will be incorporated into this section}. Specific monitoring requirements will be included for Grassland, Oak Woodland, Riverine/Riparian Complex, Vernal Pool Complex, Aquatic/Wetland Complex, Swainson's Hawk, California Black Rail, Western Burrowing Owl, Tricolored Blackbird, Giant Garter Snake, Western Pond Turtle, Foothill Yellow-legged Frog, California Red-legged Frog, Salmonids: Central Valley Steelhead and Central Valley Fall-/Late Fall-run Chinook Salmon, Valley Elderberry Longhorn Beetle, and Vernal Pool Crustaceans, as applicable for each Reserve Unit.]*

### 5.3 Actions Based on Monitoring

Monitoring results will be used to ensure compliance with the Management Plan and to make recommendations with regard to:

- Habitat enhancement measures;
- Problems that need near-term or long-term attention (e.g., invasive species removal, fence repair); and
- Changes in the monitoring or management program to better maintain covered species populations and the natural communities that provide habitat for these species.

Noncompliance with Easement and/or Management Plan provisions will be addressed in accordance with the provisions of the Easement and the [{adaptive management framework described in PCCP Chapter 7}](#).

## 6: AMENDMENTS, TRANSFERS, AND NOTICES

### 6.1 Amendments to Management

It is recognized that future unforeseen circumstances may arise that warrant the review and modification of the terms of the Management Plan to achieve the management goals. Any of the participating parties may request a modification to this Management Plan as long as the requested change meets or exceeds the existing ability of Management Plan activities to meet the management objectives and preserves the Conservation Values of the property. Any changes to the terms outlined in this Management Plan will require agreement of the PCA, the Landowner (if not the PCA), and the Easement Holder (if not the PCA). Parties that have been identified as third-party entities in the Easement shall also be provided with notification and an opportunity to review and provide comments on any proposed amendments.

All proposed amendments shall be formalized in writing with the agreement of all parties as an update to this Management Plan. All modifications must be consistent with the requirements of the PCCP and the terms of the Easement.

### 6.2 Transfer of Responsibilities

Any subsequent Landowner (if not the PCA) of the Reserve Unit assumes the responsibilities described in this Management Plan and as required in the Easement. The Easement holder [*and PCA– if the PCA is not the Easement holder*] shall be notified in writing of any transfer of land ownership or land management responsibilities under this Management Plan. Any transfer of responsibilities shall be incorporated into an updated version of this Management Plan and kept on file by all parties.

### 6.3 Notices

*[This section is a place to insert contact information for Easement third-party entities or other entities that should receive notifications beyond those listed in Section 1.2. If this is not needed, this Section can be removed]*

In addition to the entities named in Section 1.2, the following entities shall be provided with written notice of any proposed modifications to this Management Plan: