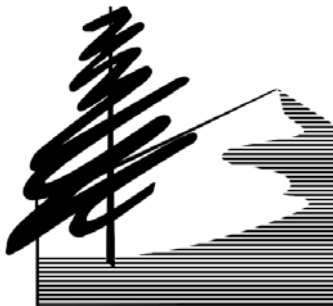


**Annotated Outline of
Standard Format Management Plan
for Resource and Habitat Conservation Areas

Five-Year Management Plan**

Provided to:

[Name of regulatory agency(ies)]



Prepared by:

[Preserve Manager]

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Executive Summary

I. Introduction

Indicate the goal of the management plan—to provide a comprehensive, cost-effective plan that states the information, management, and funding requirements necessary to ensure an ecologically sustainable conservation area. Indicate the scope of the management plan: could include background information about population and development trends in the County and surrounding areas that provide context for planning and longterm management; a brief overview of general tenets of conservation biology for natural areas management; the goals for management and success criteria; and sufficient direction to allow development of specific annual work plans.

II. Background

- A. History of Preserve *Indicate prior use, history of ownership (as known), and process by which it came under management. Indicate relationship between Steward and Preserve (i.e., own fee title, management contract, etc.).*
- B. Surrounding Area Characteristics and Conservation Context *Describe location and include maps. Include a discussion of surrounding land uses, management districts, easements, dedications, general plan zoning. Mention adjacent or nearby conservation areas or relevant regional conservation planning programs or reserve systems.*
- C. Management Context *Include brief description of the organization and its mission.*
- D. Scientific Guidance *Identify the biological principles and assumptions that will guide management, particularly as they pertain to managing small or fragmented populations, endangered or threatened species, and invasive or exotic species; and loss or degradation of ecosystem processes (such as gene flow or natural disturbances).*
- E. Legal and Policy Guidance *Describe the federal, state, and other laws or policies that inform the management of this preserve. Indicate any requirements pursuant to such laws (e.g., holding permits for required monitoring of biological resources).*
- F. Adaptive Management *Explain how new information will be incorporated into management practices and plans, and at what anticipated frequency.*

III. Preserve Site Characteristics

Describe the Preserve according to each of the topics below. Similarly, describe the surrounding area insofar as it affects Preserve characteristics or management. Provide additional (e.g., vegetation, topographic) maps, if available, or describe the need for any such maps (and appropriate scale) for proper management of a site.

A. Physical (abiotic) Characteristics *Describe hydrology—including water source and sinks, geology, soils, climate, air quality if relevant*

B. Biological Characteristics *Describe common, rare, and special status species*

C. Ecosystem Type(s) and Processes *Describe predominant ecosystem type(s), either former or current; describe natural dynamics, either current or historic (e.g., flooding, fires, wind, etc.*

D. Physical Improvements, Previous Enhancement and Management History

E. Current Issues *Describe biological or other issues that affect or potentially affect the values associated with the Preserve*

F. Constraints to Management *Describe issues or conditions that may put restrictions on management—such as public perceptions or sensitivities, historical use of site, limitation in water availability, funding limitation, adjacent land uses, fire risk or lack of ability to use prescribed fire, etc.*

IV. Future Potential Growth of Preserve

Address the Preserve's potential growth or improvements as future developments and/or conservation programs are completed. Mention adjacent areas that would be desirable preserves or areas that could be effectively linked with corridors. Can include future needs, funding for and supply of land that could be added to the Preserve.

V. Management Goals and Objectives

State the purpose(s) for establishing the Preserve and associated goal(s).

A. Ecological Objectives

Identify the ecological objectives that serve the overall goals; state the objectives in measurable terms, where possible; relate objectives to the purpose, characteristics, and needs of the site. This section emphasizes that ecological objectives are primary with respect to programmatic objectives, and if necessary, will also prioritize among competing ecological objectives. Both short and long-term strategies for achieving the objectives should be identified.

B. Programmatic Objectives

This section addresses other objectives to be achieved as appropriate, for example, interpretive/public education programs, research programs, recreational programs, or cooperative industries (e.g., farming, bee-keeping).

VI. Management Strategies

Construct a table that relates each of the objectives to one or more of the following strategies. Provide more detail about how the strategies will serve the objectives in a narrative section. Provide a schedule that shows when activities should occur seasonally and/or over a 5-10 year period. Enough detail should be provided so as to allow annual work plans to be easily derived. Where appropriate, provide success criteria that can be used to guide achievement of objectives.

A. Coordination and Partnerships

Can include working with agencies, educational or research institutions, volunteers. Include any needs for research to provide critical information needed for Preserve management.

B. Permit and Legal Requirements

Can include mitigation permit or water rights requirements.

C. Inventory and Monitoring

Inventory and monitoring are used to track the condition of targeted habitats and populations relative to the ecological goals that have been set for them. Provide baseline/inventory information if available or describe what is required. Describe both required and desirable monitoring activities and how the data will be assembled for interpretation.

D. Restoration, Enhancement and Reintroduction

Can include planting of native species, improving water management or hydrology, providing nesting habitat, reintroduction of rare or extirpated species. If any reintroduction is anticipated, explain risk management process.

E. Invasive/Exotic Plant and Insect Control

Can include inventory, monitoring, and active control or removal of pests or exotics. Briefly outline priorities and indicate any tolerance of these species (e.g., exotic plants that serve as habitat for native wildlife, domestic bees, etc.)

F. Guidelines for Sensitive Species/Sensitive Habitats

This section will provide detailed information, including maps and diagrams as appropriate, on listed or sensitive species or habitats. A general discussion of management, monitoring and restoration/enhancement issues and recommendations will be provided for each species/habitat.

G. Public Use and Services Program

Can include recreation, interpretation, education, volunteer programs, and enforcement.

H. Maintenance Program

Can include facilities, road, trail, sign, fence and gate maintenance. Can combine this section with 'Public Use and Services' if similar.

I. Cultural Resources Management

Describe any cultural or paleontological resources. Can include protection, interpretation, and management of public access.

J. Real Estate Issues

Can include property taxes, title considerations, Williamson Act, relevant county initiatives, mineral rights, easements and maintenance, conservation, water or assessment districts.

K. Land Acquisition

Can include future needs, funding for and supply of land that could be added to the Reserve.

L. Implementation of Short-Term Strategies

This section is to focus attention on the highest priority management issues to be addressed in the early years of Preserve establishment/management.

VII. Funding Mechanisms

Describe funding mechanism for Preserve management (nonwasting endowment, annual home owner fees, etc.)

VIII. Reporting Requirements

Describe requirements of annual reports (e.g., monitoring data or results; any success criteria); document intended recipients of reports and provide contact information; identify required dates for reporting, if any.

IX. Workload and Budgets

A. First Year Work Plan (*Depending upon the site and nature of the workload, this could potentially be a two- to three-year work plan*). Identify need for and timing of preparing annual work plans and budgets; Determine timeframe or circumstances for preparing next management plan.

B. Supervision and Staffing

C. Staff and Benefits Budget

D. Budgets

E. Invoicing Procedures (*if appropriate*)

X. List of Preparers *Provide names and titles of those who prepared and reviewed the plan.*

XI. References *Include references to cited laws and policies, legal documents including conservation easements, management plans, scientific literature, etc.*

XII. Appendices

