

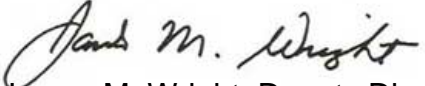
Memorandum

To: Deputy Directors
Assistant Deputy Directors
Region Chiefs
Assistant Region Chiefs
Unit Chiefs

Date: April 19, 2005

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From: 
James M. Wright, Deputy Director
Chief of Fire Protection
Department of Forestry and Fire Protection

Subject: Revisions to Policy regarding Community Wildfire Protection Plans (CWPP)

This memo **REVISES DIRECTION AND POLICY** on Community Wildfire Protection Plans (CWPP) initially provided in my earlier memo dated October 25, 2005 and provides new guidance. The CWPP issue has undergone rapid change and evolution during the last six months. **Disregard the previous policy requirement for all CDF Unit Wildfire Management Plans to be fully CWPP compliant.** The background information on CWPPs in the October 25th memo is still valid. This memo will explain that at the Unit Chief's discretion, a Unit Wildfire Management Plan may be fully, partially, or not at all compliant with the requirements of a CWPP. This memo also contains guidance regarding CWPPs prepared by others and brought to you for review and "approval."

CWPPs prepared by entities other than CDF

Federal law dictates that the state agency responsible for forest management (CDF), must agree to the contents of a CWPP. This responsibility and authority is delegated to Unit Chiefs. When reviewing a CWPP look for the following:

By federal law a CWPP at a minimum must:

- A. Be collaboratively developed. Interested parties and federal land management agencies managing land in the vicinity of the at-risk community must have been consulted. The level of collaboration should be consistent with the complexity of the land ownership patterns, resource management issues, and the number of interested stakeholders.

- B. Identify and prioritize areas for hazardous fuel reduction treatments and recommend the types and methods of treatment that will protect one or more at-risk communities and essential infrastructure.
- C. Recommend measures that homeowners and communities can take to reduce the ignitability of structures throughout the area addressed by the plan. (These community or individual actions and building construction mitigation measures should reduce the ignitability of homes and other structures when exposed to firebrands, radiation, and convection from a wildfire.)

Additional information a CWPP should contain may include but not be limited to:

1. Certification and agreement page (attached)
2. A map showing the specific geographic boundaries of the plan. This will be useful later for producing statewide maps of CWPPs.
3. Acres contained in the plan.
4. An action plan to accomplish goals.
5. Other items as outlined in the 12 page guide found at:
<http://www.safnet.org/policyandpress/cwpphandbook.pdf>

The CDF Unit Chief should review the plan for completeness and consistency with neighboring CWPPs. Since all CWPPs must come to CDF, the Unit Chief is in a unique position to have a “global” landscape picture of things.

The Unit Chief will need to exercise discretion to determine the level of detail necessary to meet the above-mentioned standards.

To the extent that you want the plan to include additional information, request CWPP preparers to furnish that information. The CWPP is not complete until the following three entities agree to the contents of the plan:

- the applicable local government,
- the applicable local fire department,
- and CDF.

If any of the above doesn't agree with the contents of the plan, there is no CWPP.

Since a CWPP must be collaboratively developed, the preparers of a CWPP should be engaging CDF in its development. When a CWPP is finished, the contents of the plan should be of no surprise to CDF.

Attached to this memo is a certification and agreement page. The purpose of this is to document agreement by the three official entities. Please provide copies of this certification page to CWPP preparers. This document and additional CWPP information will soon be available on the Fire Alliance web site.

When the three official entities are satisfied that the standards have been met and agree to the contents of the plan, the Unit notifies the Region Fire Plan Coordinator who then notifies the Sacramento Fire Plan Coordinator. Staff is working with the Fire Alliance to develop a process to post completed CWPPs on the Fire Alliance web site.

CDF-sponsored CWPP

Communities may partner with CDF to obtain a CWPP. This option can assist communities that may have one or two fuel reduction projects they want to pursue, but don't have the resources or desire to prepare their own plan. A CDF-Sponsored CWPP may be in one or more different formats. A Unit Wildfire Management Plan may be developed to be CWPP compliant and include those communities that wish to be included. This option will only work if the "applicable local fire department" and the "applicable local government" are engaged in the Unit Wildfire Management Plan development and the collaboration requirements can be met. In this case the community sponsors should assist in engaging the applicable local fire department, and the applicable local government. This will be easier if CDF is the applicable local fire department. It is possible that one Unit may contain several CDF-sponsored CWPPs in different geographic areas. All CDF-sponsored CWPPs should have a well defined geographic boundary depicted on a map. If a Unit Wildfire Management Plan contains a CWPP, there must be a separate CWPP certification and signature page for each CDF-sponsored CWPP where there are different local fire departments and local governments. The size of a CDF-sponsored CWPP may vary greatly depending on the jurisdiction of the local fire department and local government involved. It may be as big as an entire county or Unit.

The Unit Chief may provide letter(s) to community(s) with projects contained within a CDF-sponsored CWPP, certifying the projects as CWPP-compliant. This letter will serve as proof that the community's plan is CWPP-compliant for federal grant decision making purposes.

Community Wildfire Protection Plan Certification and Agreement

The Community Wildfire Protection Plan developed for/by [insert community(s) name here]:

- Was collaboratively developed. Interested parties and federal land management agencies managing land in the vicinity of [insert community(s) name here] have been consulted.
- This plan identifies and prioritizes areas for hazardous fuel reduction treatments and recommends the types and methods of treatment that will protect [insert community(s) name here].
- This plan recommends measures to reduce the ignitability of structures throughout the area addressed by the plan.

The following entities attest that the standards listed above have been met and mutually agree with the contents of this Community Wildfire Protection Plan:

[Insert a name and identify the applicable local government here – add as many lines as necessary]

[Insert a name and identify the applicable local fire department here – add as many lines as necessary]

[Insert Unit Chief's name here], Unit Chief
California Department of Forestry and Fire Protection