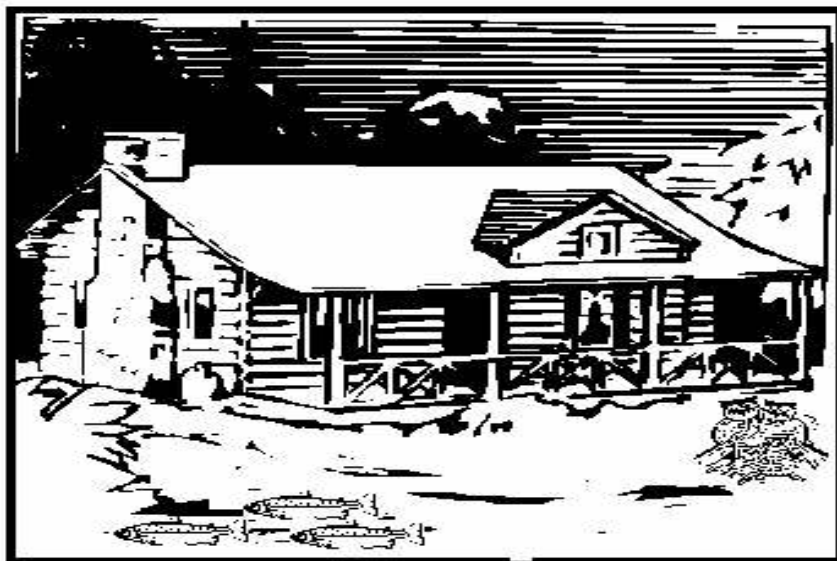


Recreation Residence Special Use Permit Appendix A

Zigzag Ranger District Recreation Cabin Program Operations and Maintenance Plan



Effective January 1, 2009

<http://www.fs.fed.us/r6/mthood/summerhomes>

Information and forms posted on the website will be updated as changes in policy or direction occur. Please check the website for updated forms, requirements and information.

Zigzag Ranger District Recreation Cabin Program Operations and Maintenance Plan

OPERATION AND MAINTENANCE PLAN PROCEDURES

The construction, reconstruction, and maintenance standards define the appearance and structure that represent the recreation cabin experience in the northwest forest environment. It is recognized that many cabins now exceed or deviate from these standards. Existing improvements that exceed these standards, unless otherwise directed here or on an individual permit, can currently remain but will be brought into compliance with these standards as replacement, maintenance, and change of ownership occur.

Part I: Responsible person(s) and other contacts

1. The permit holder is responsible for implementing the provisions of this plan, and for ensuring that all cabin guests and any hired workers or contractors comply with the provisions of the special use permit and this Operation and Maintenance Plan.
2. The permit holder will provide the Forest Service with his/her current address and telephone contact information.
3. The permit holder will provide the Forest Service with contact information of individuals to be notified in case of emergency at the cabin, such as break-ins or damage due to windstorms.

Part II: Inspections

1. Annual self-inspections by permit holders are required and are due by July 15 of each year. Permit holders should use the Recreation Cabin Permit Holder Inspection Form to document their inspection. The form is available on the Summerhome website (www.fs.fed.us/r6/mthood/summerhomes), or by calling the Zigzag District Information Office at 503-622-3191.
2. The Forest Service will conduct Compliance Inspections at each recreation cabin and lot at least once every five years. Permit holders are responsible for complying with specific items listed on the inspection form within the specified timeframes. The permit holder should contact the permit administrator to request a time extension if necessary.

Part III: Site Plan Maps

1. Permit holders must update their site plan map whenever changes are made to lot improvements, including: below-ground and above-ground improvements, such as power lines and waterlines, propane tanks, septic systems and drain fields, in-ground cisterns or holding tanks, and any other improvements.

Part IV: General Standards for Improvements

A. Cabins and outbuildings

1. Recreation cabins and outbuildings should be designed to meet simple and rustic standards and to be compatible with the natural setting. All additions and exterior improvements must match the original buildings as much as practical. This includes siding, windows, doors, roofing, and general architectural style.
2. Exterior colors shall harmonize with the surroundings without strong contrast between walls and trim. Earth tones and forest colors shall be used to blend with the natural environment. Darker greens and browns are recommended; subdued greys are also acceptable. Bright colors, such as white, red, blue, yellow, orange, turquoise, or purple, shall not be used for buildings or trim. When at all possible, an entire building should be painted one color with appropriate trim. All colors must be approved in advance by the Authorized Officer. The process description and form for requesting color approval are located on the Zigzag Summerhome website.
3. The maximum allowed cabin footprint is 1,200 square feet measured on the outside of the foundation. A loft may also be allowed. Neither the loft size nor an open deck or porch will be included in the total square footage of the building. The area of an enclosed porch attached to a cabin must be included in the maximum 1,200 square foot standard. Loft square footage should be two thirds or less of the ground floor square footage. The loft shall be open without intervening partitions or bathroom.
4. Not every cabin will be approved at the 1,200 maximum square footage, depending upon environmental and other factors.
5. On reasonably level lots, homes shall be no more than 26 feet from the ground to the peak of the roof (no more than one story and a loft above ground level). A full second story is not permissible. Basements are not allowed. Crawlspace and below deck areas may not be converted to storage or living spaces.
6. All roofs shall be designed to support the local snow load. The entire roof shall be one material. Roll roofing is not acceptable. The roof shall have adequate pitch to support the roofing materials. Roof colors shall be darker tones of greens or browns and should harmonize with the cabin siding. Written authorization for roof material and color is required from the authorized officer prior to implementation. Metal roofs are generally not approved for tracts or cabins that are eligible for inclusion on the National Register of Historic Places.
7. Metal buildings and in many cases, metal roofs, shall not be permitted.

8. Mobile homes or modular structures shall not be authorized for use on a recreation cabin lot.

B. Outbuildings

1. Only one storage building and one outside toilet will be allowed. Buildings in excess of one storage building and one outside toilet will be phased out as opportunity allows: (1) change of ownership; (2) expiration of the permit; (3) a request for new construction; or (4) destruction of the structure. All outbuildings on the lot must be authorized on the face of the permit.
2. Authorized storage buildings should be low profile, measuring no more than 12 feet from ground level to peak with a footprint no greater than 130 square feet measured on the exterior of the outbuilding. Outbuilding piers, supporting overhangs and coverings are included in the 130 square foot permitted size total. Outbuilding plans must be approved in writing by the authorized officer before construction occurs.
3. Existing guest cabins must be converted to storage structures or removed. Exceptions may be made for the preservation of National Register eligible historic sleeping cabin features on a summer home lot at the discretion of the authorized officer.
4. Outbuildings cannot be used to expand the living space of a cabin. Nor can they be converted into sleeping quarters, guest cabins or office spaces. As such, furniture such as beds, desks and chairs are not allowed in outbuildings.

C. Decks and Porches

1. Decks are defined as unroofed structures, generally raised above ground level. 400 square feet is the maximum combined size that will be allowed for all decks at a cabin. In some cases, authorization of the maximum of 400 square feet will not be granted. The outer edge of the deck must be set back at least five feet from the edge of a hillside. Deck size, material and configuration must be approved in writing by the authorized officer.
2. Porches and patios (roofed structures, generally not raised above ground level) shall be limited to 25 percent of the total square footage of the building. They should not be enclosed without prior approval of the Authorized Officer. If enclosed, the porch is included in the square footage of the dwelling.

D. Hot Tubs and Saunas

1. Hot tubs installation must be approved by the authorized officer. Hot tub citing and installation requirements and the form for requesting the authorization of a hot tub are available on the Summerhome website: www.fs.fed.us/r6/mthood/Summerhomes.

2. If a sauna is approved by the authorized officer, it must be installed in either the dwelling or in the storage utility building, and not in another structure.

E. Signing

1. One sign may be permitted for each cabin. Rustic, routed type signs on boards approximately 18 inches by 8 inches by 2 inches in thickness may be approved. No signs may be attached directly to trees.
2. Permit holders will maintain a lot number mounted on a post or in conjunction with a name sign at the intersection of their driveway with the main access road to their cabin.

F. Other Improvements

1. Septic systems and drain fields may be approved after environmental review. The timeline for this review is 45 to 60 days. In limited cases, existing septic systems and drain fields that do not meet current code may be conditionally accepted on the permit with replacement being required in the future.
2. When feasible, all water, power, or other utility transmission lines shall be buried. Where practical, water systems, including wells, shall be incorporated into building design, and screened from public view or buried. All projects that involve ground disturbance require prior approval from the Forest Service.
3. The majority of the recreation cabins on the Zigzag District are served by the Lady Creek or the Rhododendron Water Systems. Permit holders who wish to install an alternate system must obtain written approval from the authorized officer and a State-issued water right before proceeding.
4. Yard lights for safety or security must be approved by the Authorized Officer. Such lights shall be mounted on buildings or treated posts/poles. All yard light electrical lines shall be buried (prior approval is required). No lights that illuminate automatically with darkness are allowed. Motion activated sensors are allowed but must be turned off when the cabin is not in use.
5. Fences are allowed only in to provide protection against a steep drop-off or cliff, and only with written authorization from the authorized officer.
6. Gate installation is approved on a case-by-case basis. They must be approved in writing by the Authorized Officer prior to installation. Chain and cable gates are not permitted. Gate and lock specifications and requirements are available from the permit administrator.

7. Where practical, propane tanks shall be incorporated into building design or screened from public view in accordance with State and other agency laws and regulations.
8. Small satellite dishes may be approved on a case-by-case basis. The Authorized Officer can require removal of existing dishes upon change of cabin ownership.
9. Inconspicuous whip antennas and wire antennae may be approved. They will be required to be placed on outbuildings or the cabin in an approved location. Only one antenna will be allowed per dwelling.
10. A temporary firewood rack may be approved by the authorized officer.
11. Fire rings, normally of a temporary nature, may be permitted at the discretion of the Authorized Officer. No new, permanent, outdoor fireplaces should be allowed. Existing, permanent, outdoor fireplaces should be removed when they fall into disrepair or upon transfer of the permit. Exceptions may be made for the preservation of unique historic fireplace features on a summer home lot at the discretion of the authorized officer. All fire rings must be located on the lot.
12. Generally, off-lot improvements will not be permitted, including fire rings and streamside benches and tables, and use areas. However, unique conditions in local situations may be considered by the Authorized Officer for allowing specific improvements.

Part V: Plans and Procedures for Construction and Reconstruction

1. **All work to the exterior of the cabin or outbuilding, or to the lot, must be approved in writing by the authorized officer.** All plans and proposals must be submitted in writing to the permit administrator. Requests will be processed in the order they are received. Environmental and Archaeological evaluations will often need to be completed before authorization to proceed can be granted.
2. The timeline for project approval is generally 45 to 60 days. Simple requests, such as for paint color approval will generally be responded to within one to two weeks.
3. Permit holders should request project approval using the Project Request Form available on the Summerhome website at www.fs.fed.us/r6/mthood/summerhomes or by calling the Zigzag District Information Office at 503-622-3191.
4. County and State building codes must be followed, and County building permits must be obtained when required. The permit holder will provide the permit administrator with copies of any building permits, electrical permits or

other authorizations issued by other agencies for proposed or approved projects.

5. Improvement must be located within the lot boundary. If there is a question of the lot line locations, lot boundaries may be reestablished by a survey conducted by a licensed surveyor at the expense of the permit holder.
6. Projects such as a new cabin or additions to existing structures must be completed within two years or the approval is void. The plan may be resubmitted, but approval must be subject to review under policies and guidelines in place at that time.

Part VI: Maintenance Standards

1. Permit holders will maintain the lot in a sanitary and orderly manner and the cabin and outbuilding in good condition.
2. All roofs shall be kept reasonably clear of debris.
3. Sheet plastic and blue tarps shall not be used on any buildings for walls, roofing, screening, or protection from the elements. Seasonal plastic storm windows are acceptable.
4. Attachments or nails are not allowed on trees. Such attachments include, but are not limited to gates, yard lights, power lines, fences, benches, signs, clotheslines, dog runs and wires. Clotheslines and dog runs should be temporary in nature and removed when the cabin is not in use.
5. Maintenance of roads and/or driveways providing access to recreation cabin areas is normally the responsibility of the permit holders being served by the road. The Forest Service will provide a permit and specifications to permit holders or the permit holder association for road work in the recreation cabin tracts. Gravel and other material used for surfacing must be certified to be weed-free.
6. The permit holder shall dispose of all garbage and refuse in an appropriate manner off National Forest land. Garbage may not be left outside the cabin or in an outbuilding when the cabin is not being used. Food garbage should not be stored outside the cabin or outbuilding even on an over-night or temporary basis in order to avoid attracting bears and other animals.
7. Miscellaneous Items Stored or Installed on the Lot:
 - Building supplies and materials must be removed from the lot within two weeks of project completion.
 - No more than two cords of firewood may be stored on the lot outside of a woodshed or storage building. One cord is 4' x 4' x 8'. Wood piles may

be covered by earth tone tarps (green or brown). Blue tarps are not allowed.

- Items such as wheelbarrows, wagons/carts, tools, and toys must be stored inside the cabin or outbuilding when the cabin is not in use.
- Playground equipment must be authorized before it is installed. Such structures will only be approved if they blend in with the forest setting and are easily removable wood structures that are rustic in appearance. preferred.
- Decorative yard items such as plastic flowers, plastic animals, wooden signs, figurines, or show lawn ornaments are not authorized and must be removed.

Part VII: Occupancy Standards

1. Incidental renting of recreation cabins may be allowed for up to 30 days per year or six weekends, whichever occurs first, when approved in advance by the Authorized Officer. Any use above this level would be considered commercial use in violation of permit terms and conditions. The permit holder is responsible to ensure that renters comply with all terms and conditions of the Operation and Maintenance Plan. The application for authorization to rent-out a recreation cabin and further information is available on the Summerhome website: www.fs.fed.us/r6/mthood/summerhomes.
2. Permit holders must notify the permit administrator upon placing their cabin on the market for sale and must provide a copy of the Forest Service pre-sale inspection and the permit and Operation and Maintenance Plan to realtors and interested buyers or their real estate agents. One "For Sale" sign may be placed at the driveway entrance and another sign next to cabin.
3. No advertising is allowed in the recreation cabin tracts, including signing posted by contractors that are working on recreation cabins.
4. The Forest Service will not normally approve plowing of Forest Service roads due to resource and other concerns. Permit holders who wish to obtain a permit to plow in the recreation cabin tracts must first obtain a plowing permit from the authorized officer.
5. No animals, other than common household pets, shall be kept upon the premises. Pets must not be left unattended. Permanent pet enclosures are not allowed.
6. Tents, canopies, and recreational vehicles (RV) may be used on the lot on a short-term basis such as holiday weekends, family reunions, and other social occasions not to exceed two weeks. No motor homes, trailers, or similar items should be stored at the recreation cabin or within the tract.

7. Use of internal combustion power equipment is discouraged within the recreation cabin tracts. When this type of equipment is used, it must be during daylight hours only, and must not impact other users of the National Forest.

Part VIII. Natural Resource Standards (vegetation, soils, wildlife and water)

1. Lawns and/or ornamental shrubs, trees, or flowers non-native to the area are not permitted. Native species may be planted (contact the Zigzag District for a list of true area native species before planting). Existing lawns and non-native plantings must be removed and the area rehabilitated. The Zigzag Ranger District can provide information on native plants that are appropriate for rehabilitating lawns and bare areas around recreation residences.
2. Permit holders will take measures to eradicate and control the presence of invasive species on their lot.
3. Cutting, trimming, or removing streamside vegetation for any purpose, including for “view” improvement, is prohibited.
4. Large trees, streamside vegetation and woody debris must be left in place to provide shade and protection to the stream.
5. It is not permissible to remove logs or woody debris from streams, or to use debris, rocks or any other material to create artificial dams in streams.
6. Lot vegetation must be maintained to resemble the natural forest conditions. The removal or damaging of any trees or other vegetation is not allowed unless provided for by written authorization from the Forest Service.
7. Bird and animal feeders, including salt licks, are not permitted on recreation cabin lots.
8. Parking areas must be limited in nature. The permit holder may be required to reduce the size of excessively large parking areas as identified by the authorized officer.
9. Vehicles must be kept on existing driveways and parking areas. Vehicles should not be driven over or parked on vegetated areas.
10. Permit holders will take measures to prevent erosion from occurring from their lot by covering exposed soil with weed-free mulch or by planting native vegetation (contact District Office for allowable native plant list).
11. The use of pesticides, including poison meant for rodents, is not allowed on National Forest Lands. Permit holders may use limited amounts of pesticides in the interior area of the cabin only.

12. No waste or byproducts shall be discharged that might result in substantial harm to fish and wildlife, or to human water supplies.
13. Storage facilities for materials capable of causing water pollution if accidentally discharged shall be located in a manner to prevent any spillage into waters or channels leading into water.
14. Permit holders will pump and inspect the septic tanks/systems that serve their cabins on a regular basis and will ensure that these systems are in good working order.

Part IX: Hazard Tree and Safety Standards

1. The permit holder is responsible to inspect the lot for dangerous trees or other hazards that may be present, and to request to remove or mitigate the hazard. The process and form for requesting hazard trees removal is available on the Summerhome website: www.fs.fed.us/r6/mthood/Summerhomes. The permit holder is responsible for removing or mitigating the hazard tree or other hazard after receiving written approval from the Forest Service.
2. The Forest Service will consider the assessment of a qualified silviculturalist or other knowledgeable professional trained in the area of tree defect and disease in determining the degree of hazard that an identified tree poses.
3. The permit holder must follow Forest Service written instructions on the disposition of a hazard tree that has been approved for removal once it is on the ground. Generally, the tree must be left on the ground, uncut, as large woody debris for the benefit of wildlife and watershed values.
4. In the event that a tree has fallen on a cabin or outbuilding, the permit holder may remove the tree without written authorization from the Forest Service, but must notify the Forest Service regarding the incident, and obtain instructions and authorization for the disposition of the wood.

Part X: Fire Safety Standards

1. It is the permit holder's responsibility to manage slash and other fire hazards on their recreation cabin lot. Permit holders must practice the following fire precautions:
 - a. Maintain spark screens that comply with current applicable codes on all chimneys.
 - b. Keep roofs reasonably free from leaves, branches and other debris.
 - c. Keep crawl spaces and above and below ground deck areas free of burnable materials.
 - d. Store combustible and flammable material in an appropriate manner.
 - e. Observe all fire restrictions.

- f. Keep campfires small, and in established fire pits located in safe areas.
 - g. No fireworks shall be used or stored on the land and/or structures covered under this permit, or on any National Forest System lands.
 - h. Clear readily-burnable vegetation such as dry grass, dead vegetation and forest needles ten feet away from the cabin and outbuildings.
 - i. Pile and burn slash annually (see below).
- 2. Campfires: The Forest Service will attempt to notify permit holders by mail when campfire closures within the Zigzag Ranger District are in effect. Permit holders may also call the Ranger District Information Office at 503-622-3191 to check on campfire closure status. Campfire closures on state or county lands do not apply to National Forest land.
- 3. Permit holders must remove or burn yard debris (slash) such as fallen branches on an annual basis. Permit holders should establish a single burn pile per lot, placed away from trees, overhanging branches and other burnable materials or vegetation. The permit administrator will assist permit holders in the identification of a safe burning area if requested.
- 4. Slash burning requires a burning permit from the Hoodland Rural Fire Department (503-622-3256).
- 5. Power equipment: This includes, but is not limited to, internal combustion engines such as chainsaws, power tools and generators. This type of equipment should be used during daylight hours only and in a manner that does not impact other users of the National Forest. All power equipment must have an approved and properly installed spark arrestor.
- 6. Power equipment operators must comply with Industrial Fire Precaution Level (IFPL) requirements such as observing allowable hours of operation. Information about the IFPL and the current level is available at www.fs.fed.us/mthood/fire or by calling the Zigzag Information Office at 503-622-3191.