

SITE SELECTION PROCEDURES

3323

(Sept 1999)

The suitability of any operational facility site considered for lease or acquisition by the department is determined principally on the basis of six major considerations:

- Will the site serve the administrative function for the particular class of facility being proposed?
- Is the site practical from an engineering standpoint and is development economically feasible?
- Is the project compatible with the environment of the area?
- Is the probable initial purchase price or long-term lease cost justifiable, particularly in relation to the requirements of the above four considerations, and within the funds available?
- Is the current owner willing to sell?
- Is the site consistent with the Department Strategic Plan and the Board of Forestry Fire Plan?

The merits of alternative sites are evaluated by considering researched data for a number of site suitability factors. To provide for efficiency in use of administrative and technical manpower, site selection is to be accomplished in three phases: Field Review, Engineering Review, and Detailed Investigation.

PHASE I: FIELD REVIEW

3323.1

This phase encompasses the field review and evaluation of several alternative sites, each meeting program requirements and suitable from an administrative point of view. During this phase the applicable administrative site suitability factors listed in [\(see section 3324\)](#) should guide site evaluation.

PHASE II: ENGINEERING REVIEW

3323.2

This phase encompasses the engineering review at minimal cost and effort of each site covered in Phase I. Applicable site suitability factors referenced in Sections 3325, 3326, 3327 and 3329 are considered on a preliminary basis during this phase. Marked USGS quad sheets are adequate for the location mapping required.

SITE SELECTION REPORT

3323.3

The results of the studies of Phase I and II, and a statement of the region's recommendation as to the best site, are then set forth in a report titled SITE SELECTION REPORT, a sample of which is shown in Exhibits ([see exhibit](#)), This report is then transmitted to Technical Services and CAPCOM, ([see section 3020](#)), for review and approval.

After approval, the selected site may be considered firm for inclusion in the region's next upcoming land acquisition budget request. When so requesting inclusion, the region must make reference to the approved Site Selection Report.

PHASE III: DETAILED INVESTIGATION

3323.4

This phase consists of a detailed on-site review and evaluation of the site suitability factors (section 3324 through 3329) for one or more selected sites. Usually preparation of this site suitability report will take place during the first year of budget funding.

SITE SUITABILITY REPORT

3323.5

Set forth one copy of the marked Site Suitability Factors Checklist ([see exhibit](#)) in a report entitled: SITE SUITABILITY REPORT.

The preface page must contain the following data:

- Type of Facility.
- General location of the selected site.
- Approximate elevation of the site.
- Gross land area encompassed within proposed boundaries.
- Net area free of encumbrances available for construction or physical utilization.
- Reference to the approved Site Selection Report.

Two copies of the bound report are then transmitted to Technical Services with every report for acquisition initiation, with each request for land lease of any new active operation site, or with any substantial addition to such an existing site ultimately to be used for the construction of CDF facilities.

OPERATION SITE SIZE

3323.6

The following list includes the department operation sites and the range of acreage's normally required to support such installations:

<u>APPROXIMATE SITE</u>	<u>ACREAGE REQUIRED</u>
(a) Region Headquarters	10 to 12
(b) Unit Headquarters	5 to 10
Unit Headquarters w/FFS)	10 to 15
(c) Forest Fire Stations	2 to 5
(2 acres with public utilities and 5 acres without public utilities; FFS's with additional program requirements may require additional acreage)	
(d) Lookout	1
(e) Radio Repeater Tower and/ or Vault Installations	.5 to 1
(f) Air Attack Bases	.5 to 12
(g) Helitack (Heliport) Bases	.5 to 7
(h) State Forests	10 to - (Within the guides in PRC***)
(l) Conservation Camps	80 to 120

*** Public Resources Code Section 4631

FORMS AND/OR FORMS SAMPLES: RETURN TO ISSUANCE HOME PAGE FOR FORMS/FORMS SAMPLES SITE LINK.

[\(see next section\)](#)

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