

FSR PERMITS AND AGREEMENT PROCEDURES

FSR Road Use Permit:

All industrial users on a Forest Service Road (FSR) are required to obtain a ROAD USE PERMIT unless an exemption is granted in accordance with section 22.1 (4) of FRPA.

If the FSR is currently maintained to a wilderness level by the District Manager or Timber Sales Manager then the applicant must submit a reactivation prescription (plan). The plan must be prepared by a qualified registered professional*. The plan must address all improvements required to reactivate the road to a safe industrial standard and an environmentally sound manner. This plan may become integral to the Road Use Permit.

*Qualified Registered Professionals are expected to know and meet the requirements of the *Forest and Range Practices Act (FRPA)* legislation for Road Maintenance Practices and Standards. The *FRPA* approach is focused on achieving defined and measurable results.

Please refer to the attached Ministry of Natural Resource Operations Road Maintenance Standards FS1287a: (<http://www.for.gov.bc.ca/pscripts/isb/forms/forms.asp>)

The ministry will designate the user responsible for maintenance (Designated Maintainer). Please refer to the attached as an example of a Standard Road Maintenance Agreement (FS1287a)

Forest Service Road Use is a shared responsibility by industrial users. One user is assigned the title and responsibility of primary user or **designated maintainer**. Generally the designate is the predominant user of the road system over time. In taking on that responsibility the designate agrees to negotiate with secondary users the appropriate amount for contribution toward maintenance. The contributions would be commensurate with the use and may be monetary or work related.

Other requirements for application:

- Complete FS109 (<http://www.for.gov.bc.ca/pscripts/isb/forms/forms.asp>)
- Complete location map (see below for standards).

Email application form (FS109) and location map to: **FTA.DCKDSQ@gov.bc.ca**

For amendments to existing RUPs use same procedure above. Identify all branches in permit. State in email that application is an amendment.

FSR Road Use Permit Closure:

An industrial user may apply to the District Manager to be relieved of its Road Use Permit on an FSR when that road will not be required for industrial purposes. Before the Road Use Permit of the designated maintainer is cancelled, ensure that the road has been maintained to the level required for non-industrial use, to the extent necessary to ensure there is no material adverse effect on a forest resource, as evidenced by:

- structural integrity of the road prism and clearing width are protected; and
- drainage systems of the road are functional.

Or

- transferring the responsibility to another party

Otherwise, the permit will remain in force even while the user is idle for periods of time, and any designated maintenance obligations remain during those same periods.

[Road Use Permit Closure Request Form](#)

FSR Road Maintenance Agreement:

For situations where the wilderness level of maintenance is not sufficient for a commercial or public user, that user may elect to undertake some or all of the surface maintenance of the FSR as authorized by the Forest Service Road Maintenance Agreement .

Requirements for application:

- Complete FS1205: (<http://www.for.gov.bc.ca/isb/forms/lib/FS1205RdMaintAgree.doc>)
 - Identify FSR name, number and branch.
 - State Contractor name, address.
 - State Term - start date, completion date.
 - Complete location map (see below for standards).

Email FS1205 and location map to: FTA.DCKDSQ@gov.bc.ca

FSR Works Permit:

Any non-transportation-related works (facilities) constructed within an FSR right-of-way **MUST** be authorized by a Works Permit.

Requirements for application:

Complete FS103: (<http://www.for.gov.bc.ca/isb/forms/lib/FS103.PDF>)

Requirements of application:

- Identify FSR name, number and branch.
- State Permittee name, address.
- State Nature of work.
- State duration of permit - start date, completion date.
- Complete location map (see below for standards).

Email information and location map to: FTA.DCKDSO@gov.bc.ca

FSR Junction Permit:

A person must obtain the consent of the minister before connecting a road to a forest service road.

District Manager authorizes any connection to an FSR using a Road Junction Requirements Form Letter (FS 1209).

1. Sight distance must be maintained from the junction along the Forest Service road in both directions **metre distance metres** (from table below) in accordance with the normal travel speed on the Forest Service road.

Forest Service Road Speed KPH	Sight Distance-Metres
Up to – 65 km/h	100 m
65 – 80 km/h	150 m

2. The access road must join the Forest Service road at right angles.
3. The grade of the junction must not exceed 2% (plus or minus) for at least 30 m from the edge of the Forest Service road. The approach must drain from the Forest Service road surfacing to the ditch line.
4. You must locate, erect, maintain and remove roadway signs as directed by a Forest Officer.
5. The access must be constructed with a 500 mm metal culvert laid to maintain drainage in the Forest Service road ditch. The culvert must be of sufficient length to extend 1 metre beyond the roadbed on both sides. (The minimum culvert diameter is 500 mm which will normally be sufficient.)
6. Ditching and drainage must be constructed so that all surface water will drain as close as possible into the former natural watercourses.
7. To prevent the tracking of mud and soil onto the Forest Service road surface, the connecting road must be gravelled at least 30 metres from the edge of the Forest Service road to the satisfaction of the Forest Officer.

Requests from landowners for variance from the established alignment conditions must be accompanied by a Professional Engineer's recommendation.

Requirements for application:

- Identify FSR name, number and branch.
- State Permittee name, address
- Complete location map (see below for standards).
- Provide Km mark of junction.

Email application and location map to: FTA.DCKDSQ@gov.bc.ca

Contacts: Jeff Ladd, Engineering Officer – 604 702-5700
Ana Maria Gonzalez, Engineering Technologist- 604 702-5700

Location Map Standards:

- Date of application
- Use Mapview or IMAP (use BCGW base information - pdf format).
- Identify scale used.
- Use Scale most appropriate: 1:10,000, 1:20,000, 1:30,000, 1:50,000, 1:100,000,
- Show POC (point of commencement) and POT (point of termination) for each section of application (KM).
- Identify FSR name, number and branch.
- Place North arrow.

Location Map Example:

