

1.1 Mandatory Procedures & Best Practices

For the majority of road administration issues, this chapter provides guidance and direction to BC Timber Sales, Timber Operations and Pricing to ensure that an industrial user is able to obtain the necessary permits for their road use or is able to be relieved of the obligations of a permit upon the completion of their use.

Much of the due diligence on the part of BC Timber Sales, Timber Operations and Pricing staff relates to providing timely actions to issue or cancel permits, and ensuring that necessary information is contained in the permits being issued.

Following is a table that summarizes in chronological order of the mandatory procedures and best practices with respect to the administration of forest roads. Links are provided to direct the reader to the location in the manual text where the item is discussed.

Table 1-1 Road Administration

<p>Results to be achieved:</p> <ul style="list-style-type: none"> issuing authorities for industrial road use (Forest Act s. 115-121) for non-industrial use of an FSR, protecting against damage, sediment delivery or endangerment to property, health or safety (FRPA s. 22.1, 22.2; Forest Service Road Use Regulation s. 6, 9, 10, 11; Land Title Act Regulation section 15) consent to connect to an FSR (FRPA s. 23) 	
B1	Limit activities on non-status roads to minimize any site-specific risks (to users or the environment) that come to the attention of the TSM/District Manager. [see Types of Roads]
B2	When acquiring legal access, ensure that FLNR Forest Land Acquisitions is consulted early in the process and are involved in negotiating appropriate compensation for the land and improvements, which is based on fair market value [see Legal Access]. Compensation value estimates are to be documented and defensible.
M1	The status or clearance width for both FSRs and road permit roads must be 75 m (37.5 m each side of the proposed centreline of the road) [see Road Status]
B3	When including dumps, drop sites, and service landings in a Road Permit, ensure that the permittee provides, for each one: <ul style="list-style-type: none"> its location and size, how long it will be needed for use, and a reclamation prescription for the site.

	[see Issuing Road Use Permits]
B4	<p>Ensure that a Road Use Permit:</p> <ul style="list-style-type: none"> • limits the weights and sizes of vehicles, when necessary; • controls seasonal use; • provides indemnification to the Crown for the permittee's actions; • provides deposits for works near utilities such as private railway crossings, or in other situations to indemnify the Crown against any damages or losses the Crown might suffer; and • identifies maintenance responsibility for the road or road section. <p>[see Issuing Road Use Permits]</p>
B5	<p>Before the Road Use Permit of the designated road being maintained 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 use, as evidenced by:</p> <ul style="list-style-type: none"> • structural integrity of the road prism and clearing width are protected; and • drainage systems of the road are functional. <p>[see Cancelling Road Use Permits]</p>
M2	<p>Except where an industrial user has been delegated responsibility for maintenance under a Road Use Permit, BCTS must be responsible for ensuring that maintenance is carried out on those FSRs that:</p> <ul style="list-style-type: none"> • BCTS (or its predecessor, the Small Business Forest Enterprise Program [SBFEP]) has constructed or established since the inception of the program; or • BCTS has not constructed or established, but will be using exclusively for industrial purposes • there has been no agreement with Timber Pricing and Operations Division to shift the responsibility back to the District Manager <p>[see Administration of Existing FSRs]</p>
B6	<p>Ensure that any surface maintenance of an FSR undertaken by a commercial or public user is authorized by a Forest Service Road Maintenance Agreement (FS 1205). [see Entering into FSR Maintenance Agreements]</p>
M3	<p>Any non-transportation-related works (facilities) constructed within an FSR right-of-way must be authorized by a Works Permit (NRS 103)(DOC). [see Issuing Works Permits]</p>
M4	<p>All traffic control signs used on Forest Service rights-of-way must conform to Ministry of Transportation and Infrastructure standards, if those standards include a sign to deal with the traffic control issue. [see Signs on Forest Service Roads]</p>

B7	Ensure that a TSM/District Manager authorizes any connection to an FSR. [see Road Junctions]
B8	When reviewing a request for subdivision access from an FSR, ensure that the road is built to a sufficient standard to safely handle the type and volume of traffic. [see Subdivisions Off Forest Service Roads]
M5	FSRs that are surplus to the requirements of BC Timber Sales, Timber Operations and Pricing, as determined through some local access planning process carried out by the District Manager, must be permanently closed as an FSR by the District Manager following deactivation by Timber Pricing and Operations Division/BCTS or preceding transfer by the District Manager through either deactivation or transfer to another user or agency. [see Discontinuing and Closing FSRs]
B9	<p>Ensure that a licensee deactivates a road permit road when:</p> <ul style="list-style-type: none"> • there is no apparent future industrial use for the road; • no other party is able or willing to assume responsibility for the road after the Road Permit is cancelled; and • the District Manager determines that the road will not be required for ongoing public access. <p>[see Cancelling Road Permits]</p>
M6	<p>When a TSM/District Manager agrees with a licensee that the latter no longer needs a road permit road, confirms that there are no other industrial users that currently require the road, and decides that the road should not be deactivated, the TSM/District Manager must:</p> <ul style="list-style-type: none"> • cancel the Road Permit; and • declare the road to be an FSR. <p>[see Declaring FSRs]</p>

In the above table of chronological events:

- **M** = Mandatory procedures
- **B** = Best practices