



**Siskiyou County**  
**Planning Commission Staff Report**  
**February 19, 2025**

**New Business: Agenda Item Number 1**  
**JH Ranch Zone Change (Z-23-06) and**  
**Use Permit (UP-24-16)**

**Applicant:** JH Ranch Mountain Resort

**Property Owners:** JH Ranch Mountain Resort  
402 Office Park Drive, Suite 31  
Birmingham, AL 35223

**Representatives:** Kip Whipple  
8525 Homestead Lane  
Etna, CA 96027

**Project Summary** The applicant is requesting approval of the following:

- A Zone Change to amend the Planned Development Master Plan (approved October 1993) with the associated Planned Development Ordinance (Ordinance #93-41).
- A Use Permit to bring current uses into compliance with current operations of the property.

**Location:** The Project site is located on approximately 79 acres of a 165-acre parcel southwest of French Creek Road, 3.2 miles southwest of Highway 3, approximately 4 miles south of the city of Etna in Scott Valley; T41N, R9W, Sections 29 and 32, Mount Diablo Baseline and Meridian; Assessor Parcel Number (APN) 023-190-510.

**General Plan:** Soils: Erosion Hazard; Soils: Building Foundation Limitations; Excessive Slope; Flood Hazard; Critical Deer Wintering Area; Wildfire Hazard; Woodland Productivity; and Composite Overall Policies.

**Scott Valley Area Plan:** Excessive Slope, Critical Deer Wintering, Flood Plain, and Non-Resource Area

**Current Zoning:** Planned Development (P-D), Neighborhood Commercial (C-R), and Rural Residential Agriculture (R-R)

**Proposed Zoning:** Planned Development (P-D), Neighborhood Commercial (C-R), and Rural Residential Agriculture (R-R)

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**Exhibits:**

- A. Draft Resolution PC 2025-001
  - A-1. Notations and Recommended Conditions of Approval
  - A-2. Recommended Findings
  - A-3. Planned Development Master Plan
- B. Site Map
- C. Comments
- D. Fire Emergency Procedure Plan

## **Background**

### *Prior Approvals*

In 1970, JD Proctor filed a Use Permit application (UP-70-22) to establish the original JH Ranch which consisted of a trailer park with 14 spaces. On August 1, 1973, UP-73-55 was then approved to allow for up to 136 people on site at any given time. In 1979, the Rolland Gene Johnston family purchased JH Ranch from JD Proctor. In 1982, Mr. Johnston applied for a Use Permit to construct five (5) duplex buildings in conjunction with the guest ranch. The Use Permit was approved on November 19, 1982 (UP-82-.37)

1989, Mr. Johnston submitted a PD rezoning application (Z-89-15) and Use Permit application (UP-89-05) requesting approval to increase the summer recreational occupancy from the approved 136 occupancy level to a 250-occupancy level and to establish an educational facility for up to 96 students during the non-summer guest ranch usage periods of September through May. The applications were ultimately withdrawn.

The first zone change was approved by the Board of supervisors on July 28, 1981, which designated 6.48 acres to the C-1 zoning district as delineated on sectional district amendment map 10-6.205-422-7.

The first Planned Development District (P-D) for JH Ranch was approved in 1982 applied exclusively to land in T41N, R9W, Sections 29 and 32 (MDB&M), approximately 79 acres. The establishment of the PD district allowed for the construction of five duplex cabins as well as a zone change from Rural Residential (RR) to Planned Development (PD) under Siskiyou County Ordinance 82-1090.

Amendment #1 fixed a zoning error, changing the zoning classification from C-1 to Neighborhood Commercial (C-R) under Siskiyou County Ordinance 89-05.

Amendment #2 authorized the inclusion of 17 existing cabins, a laundry room, and a barn, under Siskiyou County Ordinance 93-41. This entitlement application was processed under a Class 1 CEQA exemption pursuant to Section 15301 (a Class 1 exemption involves negligible or no expansion of use). At that time, the application was thought of as a status quo application seeking approval for the then current activities.

Amendment #3, the presently proposed amendment, intends to bring the current uses of the property into full compliance with what is currently occurring at the Ranch, including a historic occupancy of 505 persons.

### *Existing Conditions*

JH Ranch (“the Ranch”) is an approximately 165-acre property with Planned Development (PD), Neighborhood Commercial (C-R), and Rural Residential Agriculture (R-R) zoning districts associated with APN 023-190-510. The Ranch is operating under the 1993 approval (Amendment #2). The uses and structures currently occurring on the property are identified on the Site Plan as well as the revised Planned Development Master Plan (PDMP).

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*Proposed Project Summary*

The proposed project seeks to establish a maximum occupancy of 505 persons at the Ranch, as well as bring the property into full compliance. The maximum occupancy includes all individuals on the property at any given time. No expansion of occupancy, uses, or structures are proposed as part of this project.

This project also includes a revocation of the previous use permits to consolidate all the approved uses into a single use permit. Conditions of approval that are no longer necessary, have been complied with, or would be satisfied/fulfilled with new conditions of approval may be eliminated. Should the proposed zone change (Z-23-06) and/or use permit (UP-24-15) not be approved, the existing use permit approvals would continue to be effective.

Section 10-6.1186 requires that any changes to a PD must be treated as changes to the zoning. This Zone Change proposal is to update the JH Ranch Master Plan to reflect current activities and uses and to remove the facilities and uses no longer planned or proposed as development plans have changed. An amendment master plan can be found in Exhibit A-3. The PD amendment includes the following updates:

- Inclusion of the current uses and structures located at the Ranch
- Inclusion of JH Ranch operation
- Removal of inconsistent language
- Removal of facilities and uses no longer planned or proposed within the Ranch
- Formatting updates as needed

Section 10-61183 outlines that a Use Permit (UP) is required for any and all uses within a multi-phase or multi-use P-D district. Considering that the JH Ranch property has multiple zoning districts, uses, and programs that occur onsite, Section 10-61183 applies.

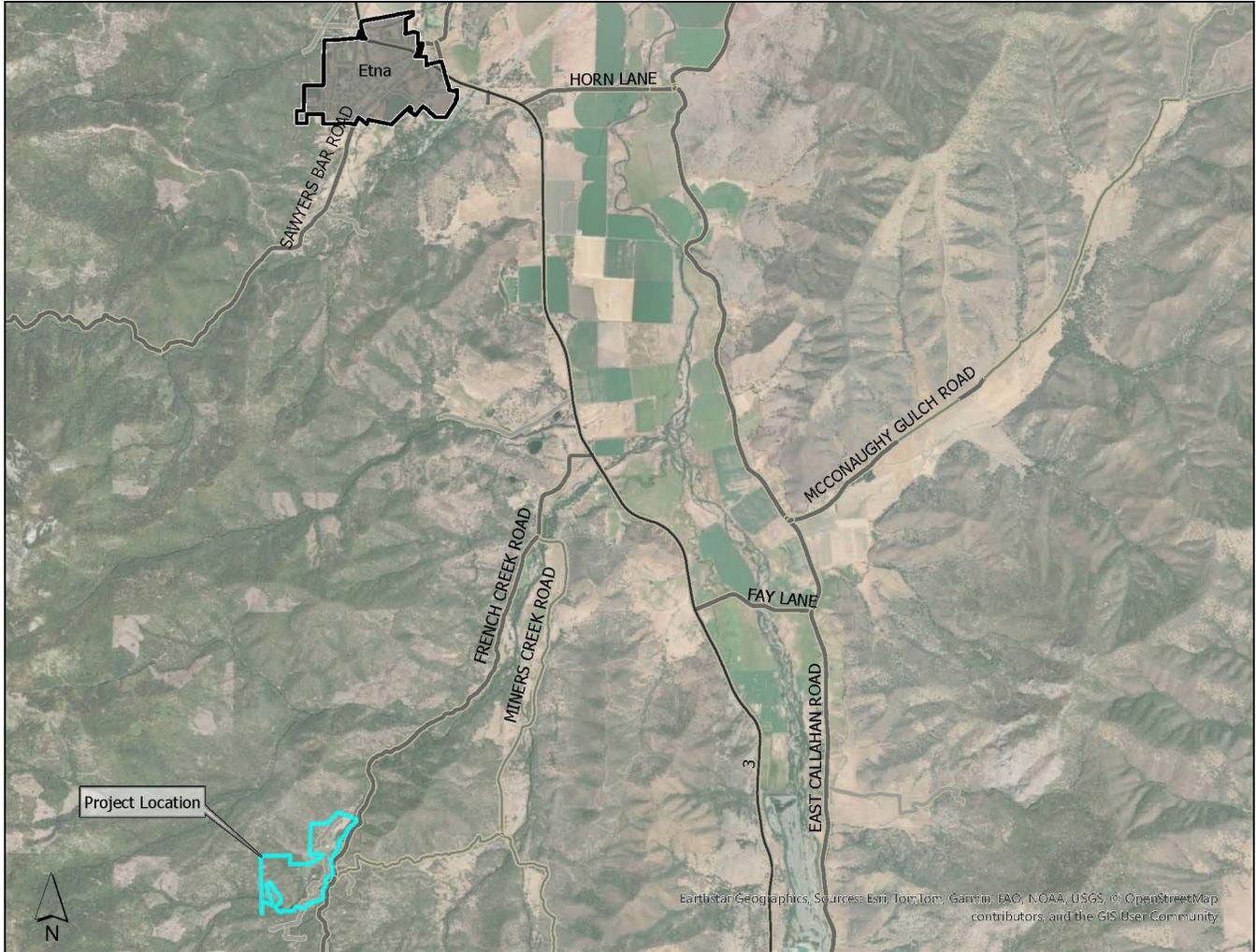


Figure 1: Project Location

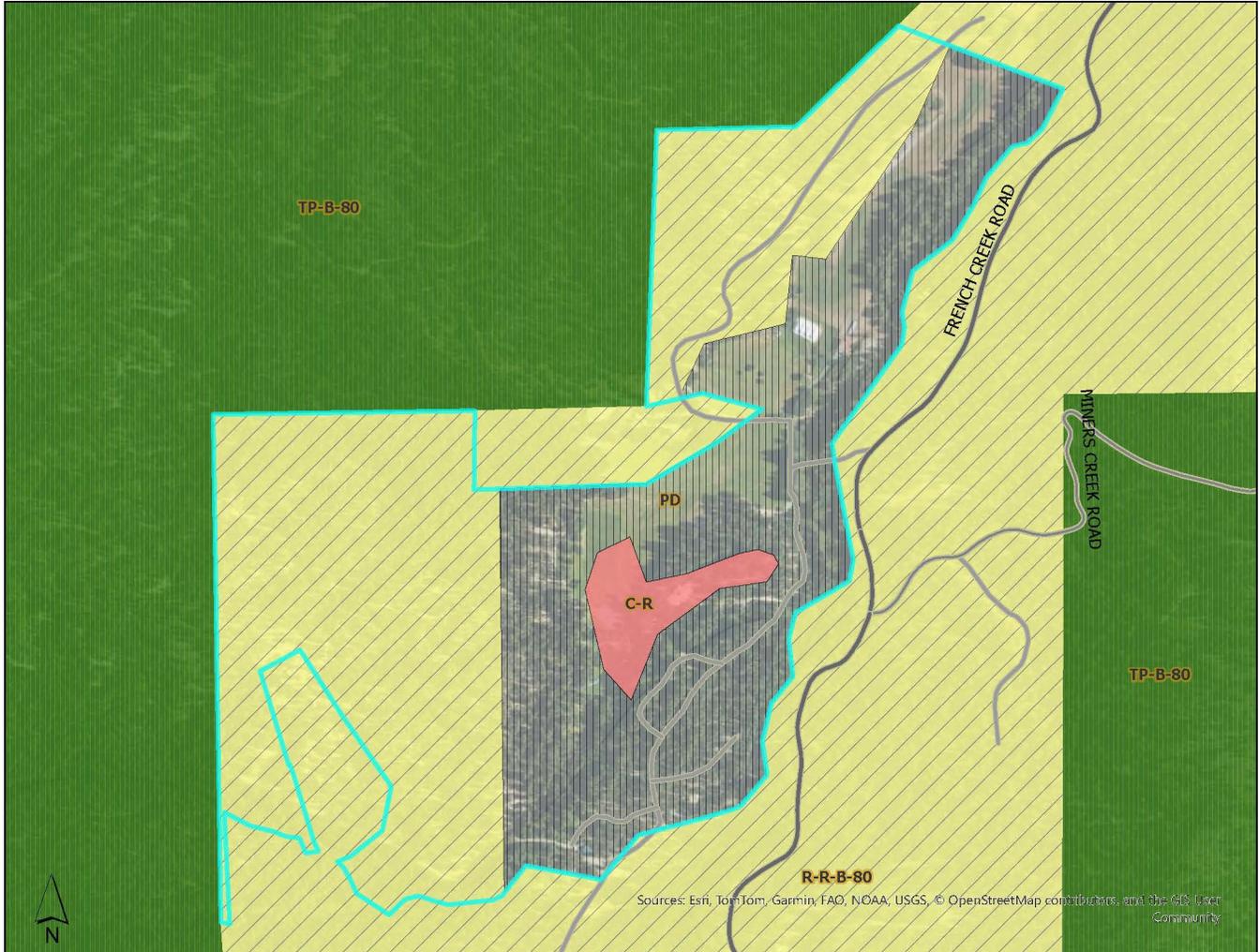


Figure 2: Zoning Map

## Analysis

### General Plan and Scott Valley Area Plan (SVAP) Consistency

The Land Use Element of the Siskiyou County General Plan identifies the project site as being within the mapped resource overlay area for Soils: Erosion Hazard; Soils: Building Foundation Limitations; Excessive Slope; Flood Hazard; Critical Deer Wintering Area; Wildfire Hazard; Woodland Productivity. Planning staff have identified that Composite Overall Policies 41.3(b), 41.3(e), 41.3(f), 41.5, 41.6, 41.7, 41.8, 41.9, 41.10, 41.12, 41.13, 41.15, 41.18, and 41.19(b) apply to the proposed project.

The proposed project falls under the following land use designations of the SVAP: Excessive Slope, Critical Deer Wintering, Flood Plain, and Non-Resource Area Policies. The project would not conflict with applicable plans that have jurisdiction over the project area. Consistent with the applicable County land use and Scott Valley Area Plan policies, the project is an organized camp, compatible with adjacent land uses.

Staff have conducted a detailed analysis of each of the required findings and found that the proposed project is consistent with the applicable General Plan policies governing the subject site. Additionally,

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the use of the property, is compatible with the surrounding land uses, would have adequate roadway access for transportation and public health and safety provisions, and would not create significant environmental impacts to on- or off-site resources. The recommended findings are detailed in the General Plan Consistency Findings section of Exhibit A-2 attached to this staff report and are submitted for the Commission's review, consideration, and approval.

**Zoning Consistency**

Pursuant to Siskiyou County Code Article 11-D. Planning Development Districts (P-D), the proposed project meets the requirements of the PD zoning. Since the PD is a multi-use development, a Use Permit is also required for the proposed project.

The Planned Development District is designated to accommodate various types of development or any other use or combination of uses which can be made appropriately a part of a planned development.

The P-D District is intended to enable and encourage flexibility of design and development of land in such a manner as to promote its most appropriate use; to allow diversification in the relationship of various uses, structures, and spaces; to facilitate the adequate and economical provisions of roads and utilities; and to preserve the natural and scenic qualities of open space and offer recreational opportunities close to home.

The regulation outlined in Section 10-61183(c), outlines that a Use Permit shall be required for any and all uses within a multi-phase or multi-use (more than one) P-D District. Additionally, the amendment to the PD allows for an up-to-date Master Plan document, which reflects the current uses, structures, programs, and operations that occur onsite. Based on staff's analysis of the proposed use, staff believes that the necessary findings can be made for the approval of this application.

**Discussion**

The amendment to the Planned Development Master Plan is necessary to account for the current uses, structures, programs, and operations of the Ranch. Additionally, since the Ranch is a multi-use ongoing development, a Use Permit is required to account for the variety of uses that occur on the property. The below uses and facilities, are the primary changes that have been included in the PD Master Plan, as part of this amendment:

- Accurate project description: an updated and accurate project description has been written to account for what is currently occurring on site.
- Development objectives: objectives of the PD Master Plan have been added to help guide development of the Ranch.
- Approved uses and structures: an updated list and description of all uses and structures that are on site.
- Operational information: language regarding programs and operations of JH Ranch have been added.
- Emergency Evacuation Plan: an updated and approved emergency evacuation plan has been added as an appendix to the PD Master Plan.

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- Compliance Review Procedures: consistent with previously approved PD Master Plans (and amendments), the compliance review process has been added to this amendment.
- Site Plan: an updated site plan which reflects what is currently on site has been added.

**Environmental Review**

Pursuant to CEQA Guidelines Section 15125 Environmental Setting, the lead agency must determine whether the proposed project creates an effect on the environment. Generally, the lead agency should describe physical environmental conditions as they currently exist. Environmental Setting can be described as the 'baseline' for what is currently occurring and shall not include hypothetical conditions.

Baseline considers existing uses (both authorized and unauthorized) because uses provide evidence of long-term continuous existing conditions. CEQA is not to be used as enforcement for violation of laws or entitlements.

As the proposed project is simply bringing the current property into compliance and there is no increase and/or expansion of occupancy, uses, structures, or programs, the project falls under the Class 1 (Existing Facilities) exemption. The Class 1 exemption consists of the "operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use". With there being no increase and/or expansion of occupancy, structures, or uses, the proposed project is able to utilize the Class 1 exemption.

**Comments**

A Notice of Public Hearing was published in the Siskiyou Daily News on January 29, 2025, and mailed to property owners within 300 feet of the applicant's property. Four public comments have been submitted in opposition to the project.

Michael Stapleton provided a comment letter bringing forward concerns regarding the baseline historical occupancy of the project, concerns related to whether or not the ranch would operate year-round, concerns on whether or not 4290 regulations are triggered, and concerns related to overall water usage.

Betsy Stapleton provided a comment letter bringing forward concerns regarding the CEQA analysis of the project, concerns related to the project description, concerns regarding the baseline historical occupancy of the project, concerns regarding wildfire and evacuation safety, concerns related to any proposed new construction, and concerns related to overall water usage.

Melinda Pearlman submitted a comment letter bringing forward concerns related to fire danger, water usage, congestion, and the impact of a year-round facility similar to Kidder Creek Orchard Camp (KCOC).

Ruth Hartman submitted a comment letter bringing forward concerns regarding occupancy, water storage, usage, and permitting, fire safety, whether or not the ranch would operate year-round, whether or not the property should be defined as a guest ranch, and concerns related to the overall operations of JH Ranch.

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*Planning Response:* The proposed project does not include year-round operations. JH Ranch offers programs during the months of May-September. The project is not proposing to increase operations or to change to a year-round facility. In order to strengthen the operations of the Ranch and provide safety to campers, the Ranch has met with Siskiyou County OES and CAL FIRE in order to create a Fire Emergency Procedure Plan. This plan was approved by both parties in November 2024 and is required to be reviewed and approved on an annual basis. As the proposed project purpose is to bring the property into compliance and nothing new is being proposed, 4290 regulations do not apply at this time. Related to water usage, the Ranch has approved permits for wastewater and potable water with the North Coast Regional Water Quality Control Board and the California Office of Drinking Water. Related to environmental consistency, a CEQA review was conducted, and staff will be proposing a Class 1 (Existing Facilities) exemption which states that the project involves no expansion of existing or former use as the project will be bringing the property into compliance and nothing 'new' is being proposed as part of the project.

Comments submitted can be found in Exhibit C.

**Siskiyou County Environmental Health Division – February 2025**

Environmental Health project review determined that the existing wastewater treatment facility (WDID 1A14143RSIS) under the authority of the North Coast Regional Water Quality Control Board (NCRWQCB), has sufficient capacity to accommodate the maximum of 505 persons on-site. Additionally, the Type N1, Transient Non-Community Water System is permitted under the jurisdiction of the State Office of Drinking Water, permit number 470087. Currently the water system has the capacity to serve the 505-maximum occupancy.

*Planning Response:* The comments provided by Environmental Health have been added to Conditions of Approval #9 and #10.

**California Department of Forestry and Fire Protection (CAL FIRE) – January 2025**

CAL FIRE had no substantive comments other than any future building on the parcel to be compliant with the applicable code sections of the Public Resource Code.

*Planning Response:* The recommendations described above are incorporated as Condition of Approval #4.

**Planning Staff Recommendations**

- Adopt Resolution PC 2025-001 taking the following actions:
  - Conditionally approve the proposed Use Permit based on the recommended findings and subject to compliance with all conditions of approval; and
  - Recommend the Board of Supervisors approve the Zone Change request based on the recommended findings and subject to the recommended conditions of approval; and
  - Recommend the Board of Supervisors determine the project to be categorically exempt from the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15301, Existing Facilities.

## **Suggested Motion**

I move that we adopt Resolution PC 2025-001 of the Planning Commission of the County of Siskiyou, State of California, conditionally approving Use Permit UP-24-16 and recommending that the Siskiyou County Board of Supervisors determine the Project exempt from the California Environmental Quality Act (CEQA) and amend the JH Ranch Planned Development Master Plan by approving Zone Change Z-23-06.

## **Preparation**

Prepared by the Siskiyou County Planning Division.

For project specific information or to obtain copies for your review, please contact:

Hailey Lang, Deputy Director of Planning  
Siskiyou County Planning Division  
806 S. Main Street  
Yreka, California 96097

**Resolution PC 2025-001**

**A Resolution of the Planning Commission of the County of Siskiyou, State of California, Conditionally Approving Use Permit UP-24-16 and Recommending that the Siskiyou County Board of Supervisors Determine the Project Exempt from the California Environmental Quality Act (CEQA) and Amend the JH Ranch Planned Development Master Plan by Approving Zone Change Z-23-06.**

**Whereas**, an application has been received from JH Ranch (“the Ranch”) to amend their Planned Development (P-D) on Assessor Parcel Number (APN) 023-190-510 to reflect the current uses and facilities of the Ranch; and

**Whereas**, the P-D amendment applies only to the portion of APN 023-190-510 which is already zoned as a P-D; and

**Whereas**, the project site is currently developed and has operated as a youth summer camp; and

**Whereas**, a Notice of Public Hearing was published in the Siskiyou Daily News on January 31, 2025; and

**Whereas**, public hearing notices were provided pursuant to Siskiyou County Code Section 10-6.2805 *et seq.*; and

**Whereas**, the proposed project was reviewed pursuant to the California Environmental Quality Act (CEQA); and

**Whereas**, the Planning Division recommended that the project be determined categorically exempt from CEQA pursuant to CEQA Guidelines Section 15301;

**Whereas**, the Planning Division presented its oral and written staff report on the JH Ranch Zone Change (Z-23-06) and Use Permit (UP-24-16) at a regular meeting of the Planning Commission on February 19, 2025; and

**Whereas**, the Planning Division recommends that the Planning Commission approve Use Permit 24-06 and adopt the Conditions of Approval set forth in Exhibit A-1; and

**Whereas**, the Planning Division recommends that the Board of Supervisors adopt the findings set forth in Exhibit A-2 and the amended Master Plan set forth in Exhibit A-3 and approve Zone Change Z-23-06; and

**Whereas**, on February 19, 2025, the chair of the Planning Commission opened the duly noticed public hearing on the JH Ranch Zone Change (Z-23-06) and Use Permit (UP-24-16) to receive testimony both oral and written, following which the Chair closed the public hearing, and the Commission discussed the project prior to reaching its decision.

**Now, Therefore, Be It Resolved** that the Planning Commission adopts the recommended findings set forth in Exhibit A-2 of the written staff report; and

**Be It Further Resolved** that the Planning Commission, based on the evidence in the record and the findings set forth in Exhibit A-2, hereby takes the following actions on the JH Ranch Zone Change (Z-23-06):

1. Conditionally approve Use Permit UP-24-26 based on the recommended findings and subject to the recommended conditions of approval; and
2. Recommends that the Board of Supervisors of Siskiyou County determine that the project is categorically exempt from CEQA pursuant to CEQA Guidelines Section 15301; and
3. Recommends that the Board of Supervisors of Siskiyou County approve Zone Change Z-23-06, including the amended Master Plan attached hereto as Exhibit A-3, based on the recommended findings and subject to the conditions of approval contained in Exhibits A-1 and A-2 of this resolution.

**It is Hereby Certified** that the foregoing Resolution PC 2025-001 was duly adopted on a motion by Commissioner Veale and seconded by Commissioner Hart at a regular meeting of the Siskiyou County Planning Commission held on the 19<sup>th</sup> day of February 2025 by the following vote:

Ayes: Commissioners Hart, Melo, Veale and Fowle

Noes:

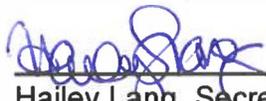
Absent:

Abstain: Commissioner Lindler

Siskiyou County Planning Commission

  
\_\_\_\_\_  
Jeff Fowle, Chair

Witness, my hand and seal this 19th day of February 2025

  
\_\_\_\_\_  
Hailey Lang, Secretary of the Commission

**Exhibit A-1 to Resolution PC 2025-001  
Notations and Recommended Conditions of Approval**

**Notations**

1. Within ten (10) days following the date of the decision of the Siskiyou County Planning Commission, the decision may be appealed to the Siskiyou County Board of Supervisors. The appeal shall be filed with the Clerk of the Board of Supervisors.
2. Upon adoption of the CEQA exemptions, a check in the amount of \$50 made payable to the Siskiyou County Clerk and submitted to the Siskiyou County Planning Division is necessary in order to file the Notice of Exemption. Failure to file the Notice of Exemption extends the statute of limitations for legal challenges to the CEQA exemptions from 35 days to 180 days

**Conditions of Approval (for UP 24-16)**

1. The project shall substantially conform to the project description and Planning Development amendment reviewed by the Planning Commission on February 19, 2025, and subsequently approved by the Siskiyou County Board of Supervisors. Any proposed amendment(s) shall be submitted for consideration to the Deputy Director of Planning to determine the review process pursuant to the Siskiyou County Code. Minor amendments shall be considered by the Community Development Director. Major amendments shall be considered by the Planning Commission.
2. Any future development or land uses shall comply with the P-D and C-R zoning districts.
3. Development of the subject property shall comply with all adopted rules and regulations of the Siskiyou County Code and all other pertinent local, State and Federal regulatory agencies.
4. Prior to the issuance of the Use Permit, the project must comply with all applicable standards identified by CAL FIRE.
5. The JH Ranch shall enter into and maintain a memorandum of understanding with the Local Office of Emergency Services for wildfire/disaster evacuation protocol.
6. The Emergency Evacuation Plan and a facility inspection will be reviewed by the Fire Marshall and Director of OES, or their representative(s), annually prior to the start of the summer operating season.
7. The maximum occupancy is 505 persons from the months of May to September. The maximum occupancy includes all individuals on the property at any given

time. To document compliance with this condition, a sign-in roster that contains a record of all individuals that are on the project site for each day of the calendar year shall be maintained. The roster shall be kept readily available for Community Development Department review.

8. For the months of October to April (i.e., "the off season"), the maximum occupancy shall be held to maintenance staff personnel, typically 12 persons but up to 20 persons for contractors to perform work when needed. Additionally, the hosting of several off-season congregations (i.e., an annual Christmas party, Rockside Ranch, and Bethel Church) may be held and shall not exceed the maximum of 100 individuals on the property at any given time.
9. 'On Property' shall mean all property within APN 023-190-510.
10. Any expansion of occupancy shall require a PD amendment and Use Permit modification.
11. Any increase or alteration of uses or current seasonal activities and associated occupancy shall require a PD amendment and Use Permit modification.
12. Any increase to the footprint of existing structures or construction of any new structures shall require a PD amendment and Use Permit modification.
13. Any change to the programs offered on the property shall require a PD amendment and Use Permit modification.
14. Any change or alteration to the information contained in the 'JH Ranch Planned Development Master Plan', will require a PD amendment and Use Permit modification.
15. The existing wastewater treatment facility (WDID 1A14143RSIS), under the authority of the North Coast Regional Water Quality Control Board (NCRWQCB) is satisfactory to accommodate the seasonal (May - August) maximum of 505 persons on-site at any time. Any update to the system will need to be approved by NCRWQB.
16. Drinking water is permitted and regulated by the California Office of Drinking Water and is classified as a transient non-community public water system (Permit No. 4700807). Any update to the system will need to be approved by the Office of Drinking Water.
17. The applicant shall defend, indemnify, and hold harmless the County, its agents, officers, and employees from any claim, action, or proceeding (collectively, "Action") against the County, its agents (including consultants), officers or employees to attack, set aside, void, or annul the approvals, or any part thereof, or any decision, determination, or Action, made or taken approving, supplementing, or sustaining, the project or any part thereof, or any related approvals or project conditions imposed by the County or any of its agencies, departments, commissions, agents (including consultants), officers or

employees, concerning the project, or to impose personal liability against such agents (including consultants), officer or employees resulting from their non-negligent involvement in the project, which action is brought within the time period provided by law, including any claim for private attorney general fees claimed by or awarded to any party from the County. Said responsibilities shall be pursuant to the County's standard Agreement for Indemnification in effect at the time of application approval or Agreement for Indemnification if signed and effective prior to the date the application is approved. In the event that the applicant fails to comply with the terms of the applicable agreement, the applicant does hereby consent and agree to all remedies in said agreement and does hereby agree and consent to the County rescinding all applicable project approvals.

18. Prior to issuance of the Use Permit, implementation of a fuel loads reduction plan conducted by a registered professional shall be completed.

# Findings

## Zoning Consistency Findings

1. The proposed Zone Change is consistent with the applicable elements and policies of the Siskiyou County General Plan, as documented herein.
2. The proposed Zone Change application is consistent with Siskiyou County Code, Title 10, Chapter 6, Article 11-D.
3. The proposed Zone Change to update the Planned Development is consistent with existing and permitted land uses surrounding the project site.
4. The proposed Zone Change is compatible with the surrounding zoning of Timberland Production (TP) and Rural Residential (R-R).
5. The Planning Commission has considered all written and oral comments received and based on its analysis of the public testimony and staff's analysis, the Commission has determined that the project as designed and conditioned would be compatible with existing and planned uses of the area.

## General Plan Consistency Findings

### Composite Overall Policies

Policy #41.3: The following policies shall determine the location of any proposed use of land:

- b. All light commercial, light industrial, multiple family residential, and commercial/recreational, public and quasi-public uses must provide or have direct access to a public road capable of accommodating the traffic that could be generated from the proposed use.

*The proposed project has existing access, and no improvements are proposed as no new development is proposed as part of this project.*

- e. All proposed uses of the land shall be clearly compatible with the surrounding and planned uses of the area.

*The current uses include open space, commercial, and recreational, which are compatible to the surrounding area.*

- f. All proposed uses of the land may only be allowed if they clearly will not be disruptive or destroy the intent of protecting each mapped resource.

*The current uses will not destroy or disrupt any mapping resource.*

Policy #41.5: All development will be designed so that every proposed use and every individual parcel of land created is a buildable site, and will not create erosion, runoff, access, fire hazard or any other resource or environmentally related problems.

*The land is a buildable site, and the current uses and structures will not create erosion, runoff, access, fire hazard, or any other resource or environmentally related problems.*

Policy #41.6: There shall be a demonstration to the satisfaction of the Siskiyou County Health Department and/or the California Regional Water Quality Control Board that sewage disposal from all proposed development will not containment ground water.

*The proposed project meets the requirements of the Siskiyou County Health Department, and the California Regional Water Quality Control Board related to sewage disposal and ground water contamination.*

Policy #41.7: Evidence of water quality and quantity acceptable to the Siskiyou County Health Department must be submitted prior to development approval.

*The proposed project is permitted and regulated by the California Office of Drinking Water and is classified as a transient non-community public water system (Permit No. 4700807). This policy is met through Condition of Approval # 16.*

Policy #41.8: All proposed development shall be accompanied by evidence acceptable to the Siskiyou County Health Department as to the adequacy of on-site sewage disposal or the ability to connect into an existing city or existing Community Services District with adequate capacity to accommodate the proposed development. In these cases, the minimum parcel sizes and uses of the land permitted for all development will be the maximum density and lands uses permitted that will meet minimum water quality and quantity requirements, and the requirements of the county's flood plain management ordinance.

*The proposed project has an existing wastewater treatment facility (WDID 1A14143RSIS), under the authority of the North Coast Regional Water Quality Control Board (NCRWQCB). This policy is met through Condition of Approval # 15.*

Policy #41.9: Buildable, safe access must exist to all proposed uses of land. The access must also be adequate to accommodate the immediate and cumulative traffic impacts of the proposed development.

*The proposed project has existing access, and no improvements are proposed as no new development is proposed as part of this project.*

Policy #41.10: All area plans adopted by the county will take precedence to any policies of the county wide Land use Element. Any area plan prepared for any area of the County must be geographically defined in a logical manner and contain all requirements of applicable state laws. Any plan approved by the Board of Supervisors will become a part of the County Land Use Element for that applicable portion of the county.

*The proposed project conforms to the requirements of both the General Plan and the Scott Valley Area Plan.*

Policy #41.12: All significant historic and prehistoric places and features when identified shall be preserved and protected in accordance with accepted professional practices.

*No new development (or altering the existing footprint of existing buildings) is proposed as part of this project. Therefore, the likelihood of historic or prehistoric features being found is low.*

Policy #41.13: All rare and endangered plant species identified and recognized by state and federal government shall be preserved and protected in accordance with accepted professional practices.

*No rare or endangered plant species have been identified on the JH Ranch site.*

Policy #41.15: The intent of all development policies specified by percentage of slope is that the percentage of slope determines the density. It is the intent of this policy to not prohibit a specified density in cases whereby a very small portion of a particular site may contain a excessive slope area, or varying terrains.

*No new development (or altering the existing footprint of existing buildings) is proposed as part of this project. Therefore, the slope will not be affected.*

Policy #41.18: Conformance with all policies in the Land Use Element shall be provided, documented, and demonstrated before the County may make a decision on any proposed development.

*The proposed project conforms to the policies identified in the Land Use Element.*

Policy #41.19: It is the intent of all the policies in the Land Use Element to accomplish the following:

b. Ensure compatibility of all land uses. (Subsections a, c, and d are not applicable to the project.)

*The proposed project is compatible with surrounding land uses.*

### **Map 2: Erosion Hazard**

Policy #7: Specific mitigation measures will be provided that lessen soil erosion, including contour grading, channelization, revegetation of disturbed slopes and soils, and project timing (where feasible) to less the effect of seasonal factors (rainfall and wind).

*No new development (or altering the existing footprint of existing buildings) is proposed as part of this project.*

### **Map 3: Building Foundation Limitations**

Policy #8: Enforce building construction standards (Uniform Building Code) and public works requirements.

*No new development (or altering the existing footprint of existing buildings) is proposed as part of this project.*

### **Map 5: Excessive Slope**

Policy #12: If areas designated as 30% or greater natural slope are proven to be less than 30% slope, the minimum parcel size shall be one acre on 0 – 15% slope, and 5 acres on 16-29% slope.

*The proposed project conforms to this policy.*

Policy #13: Proof that an area is not an excessive slope area can only be made by an on-site inspection.

*The proposed project conforms to this policy.*

Policy #14: Reducing the percentage of slope below 30% by grading is prohibited, and not acceptable as a means of conforming to the density requirement of Policy 12 for sewage disposal purposes.

*The proposed project conforms to this policy.*

Policy #15: Areas designated 30% of greater natural slope but proven to be less than 30% slope shall only be developed when a grading plan for roads, acceptable to the Department of Public Works, has been submitted.

*The proposed project conforms to this policy.*

### **Map 9: Deer Wintering Areas**

Policy #28: Single family residential, light industrial, light commercial, open space, non-profit and non-organizational in nature recreational uses, commercial/recreational uses, and public or quasi-public uses only may be permitted.

*The proposed project will not affect deer wintering areas.*

Policy #29: The minimum parcel size also permitted shall only be those as designated on the critical deer wintering area map.

*Parcel sizes are not changing as part of this proposed project.*

### **Map 10: Wildfire Hazard Area**

Policy #30: All development proposed within a wildfire hazard area shall be designed to provide safe ingress, egress, and have an adequate water supply for fire suppression purposes in accordance with the degree of wildfire hazard.

*The current ingress and egress are acceptable since no new development is proposed as part of this project.*

### **Map 11: Woodland Productivity**

Policy #31: The minimum parcel size shall be one acre on 0-15 percent slope, and five acres on 16 -29 percent slope.

The permitted density will not create erosion or sedimentation problems.

*The proposed project will not create erosion or sedimentation problems.*

Policy #32: Single-family residential, light industrial, light commercial, open space, nonprofit and non-organizational in nature recreational uses, commercial / recreational uses, and public or quasi-public uses only may be permitted.

*The proposed project includes non-profit and recreational uses which are allowable under this policy.*

Policy #33: All land uses, and densities shall be designed so as not to destroy timber productivity on large parcels and high suitability woodland soils. (Class I and II.)

*No timber productivity will be destroyed or affected by the proposed project.*

## **Scott Valley Plan Consistency Findings**

### **Critical Deer Wintering Areas**

Policy #5: The minimum parcel size permitted are those as specified on the deer wintering area map (Map IV).

*The proposed project is not altering the existing parcel size.*

Policy #6: Only agricultural, residential, open space, and small-scale commercial, industrial, recreational uses, and public or quasi-public uses may be permitted.

*The proposed project includes residential, open space, and recreational uses.*

Policy #7: Residential, small-scale commercial, industrial, recreational uses, and public or quasi-public uses only may be permitted when they are clearly compatible with the surrounding and planned uses of the land and will not create adverse effects to the areas utilization as a critical deer wintering area.

*The proposed project includes residential, open space, and recreational uses.*

### **Flood Plain**

Policy #8: No development shall be allowed within the designated floodways, and any development within the 100-year flood hazard boundary outside the designated floodways shall be in accordance with the requirements of the county's flood plain management ordinance. Proof that land is not within a designated floodway can only be made when so indicated by the county engineer. The county engineer must make this determination prior to any action by the county on any proposed development.

*No development will be allowed within designated floodways and any development within the 100-year flood hazard boundary will be built in accordance with the county's flood plain management ordinance.*

Policy #9: Only agricultural, residential, open space, and small-scale commercial, industrial, recreational uses, and public or quasi-public uses may be permitted.

*The proposed project includes residential, open space, and recreational uses.*

Policy #10: Residential, small-scale commercial, industrial, recreational uses and public or quasi-public uses may only be permitted when they are clearly compatible with the surrounding and existing uses of the land.

*The proposed project includes residential, open space, and recreational uses.*

Policy #11: In all secondary flood plains the minimum parcel size shall be 10 acres.

*The subject parcel is approximately 165 acres.*

### **Excessive Slope**

Policy #16: Reducing the percentage of slope below 20% by grading or other man related activities is strictly prohibited and not considered acceptable as a means of conforming to this density requirement. This policy is specifically intended to prohibit the grading of excessive slope areas to create buildable sites for any proposed use of the land.

Policy #17: Only agricultural, residential, open space, and small-scale commercial, industrial, recreational uses, and public or quasi-public uses may be permitted.

*The current uses include residential, open space, and recreational.*

Policy #18: Residential, small-scale commercial, industrial, recreational uses, and public or quasi-public uses may only be permitted when they are clearly compatible with the surrounding and existing uses of the land.

*The current uses include residential, open space, and recreational, which are compatible to the surrounding area.*

Policy #19: In all areas proven to be 20% or greater natural slope, the minimum parcel size shall be 40 acres. It is the intent of this policy that all areas entirely within excessive slope mapped areas shall have a 40-acre minimum parcel size, regardless of site specific slopes. This policy shall not apply to areas mapped as excessive slope, but adjacent to lands not otherwise restricted (non-resource areas), where the slope of the land is less than 20%, i.e. fringe areas between the valley floor and the mountainous areas. The fringe area density shall be the continuation of the prevalent non-resource density adjacent to the parcel.

*No new development (or altering the existing footprint of existing buildings) is proposed as part of this project.*

### **Non-Resource Area Policies**

Policy #31: Only agricultural, residential, open space, and small-scale commercial, industrial, recreational uses, and public or quasi-public uses may be permitted.

*The current uses include open space and recreational.*

Policy #32: Residential, small-scale commercial, industrial, recreational uses, and public or quasi-public uses may only be permitted when they are clearly compatible with the surrounding and planned uses of the land.

*The current uses include residential, open space, and recreational, which are compatible to the surrounding area.*

Policy #33: The minimum parcel size permitted are those as specified on the Comprehensive-Composite Plan map (Map XII).

*The proposed project is not altering the existing parcel size.*

Policy #34: If more than one development policy affects the same parcel of land, the most restrictive development policy shall apply, first, followed by the other policies in order of diminishing restrictions.

*The development policies contained in the Scott Valley Area Plan (SVAP), which include Critical Deer Wintering Area, Flood Plain, Excessive Slope, and Non-Resource Area policies, are all met.*

Policy #35: All development will be designed so that every individual parcel of land created is a buildable site, and will not create erosion, runoff, access, fire hazard, resource protection or any other environmentally related problems. This policy shall also apply to all proposed uses of the land.

*No new development (or altering the existing footprint of existing buildings) is proposed as part of this project.*

Policy #36: Safe buildable access must exist to all proposed uses of the land. The access must also be adequate to accommodate the immediate and cumulative traffic impacts of the proposed development.

*As no new no new development (or altering the existing footprint of existing buildings) is proposed as part of this project, access is adequate and required to continue to meet 4290 regulations, which is formalized in Condition of Approval #4.*

Policy #37: The policies of this plan shall not apply to developments functioning and legally existing prior to the adoption of this plan.

*The proposed project conforms to this policy.*

## **California Environmental Quality Act (CEQA) Findings**

1. This project is categorically exempt from CEQA in accordance with Section 15301 of the CEQA Guidelines.

JH Ranch

# Planned Development (PD) Master Plan

APPROVED 1982

AMENDMENT #1

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APPROVED MARCH 1989

AMENDMENT #2

APPROVED OCTOBER 1993

AMENDMENT #3

APPROVED FEBRUARY 2025

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## CHAPTER 1: INTRODUCTION AND FACILITY CAPACITY

JH Ranch (“the Ranch”) is a faith-based organization that offers a wide variety of outdoor recreational activities to groups of people from across the country. In addition to the facilities and activities provided in the commercial and planned development areas on the Ranch, current programs include off-premises activities such as river raft trips, wilderness camping, and mountaineering excursions. The Ranch is located approximately 4 miles south of the city of Etna.

Due to the nature and orientation of the activities, the heaviest uses occur during the summer vacation months (May through September). In the off season (October through April) minimal staff is onsite, and no programs are offered. However, the Ranch will typically host congregational groups to utilize the lodge during the off season.

The property to which this PD zone applies consists of land in T41N, R9W, Sections 29 and 32 (MDB&M), excluding the portion currently zoned Rural Neighborhood Commercial (C-R) and Rural Residential Agricultural, 80-acre minimum parcel size (R-R-B-80). The property is owned by or otherwise fully controlled by JH Ranch. The location of the subject property is shown in Appendix B: Site Plan. The existing portions of the Ranch that are zoned C-R or R-R-B-80 are not included in this PD amendment.

The Planned Development District (PD) approved in 1982 applied exclusively to land in T41N, R9W, Sections 29 and 32 (MDB&M), approximately 79 acres. The establishment of the PD district allowed for the construction of five duplex cabins as well as a zone change from Rural Residential (RR) to Planned Development (PD) under Siskiyou County Ordinance 82-1090.

Amendment #1 fixed a zoning error, changing the zoning classification of a portion of the property from C-1 to Neighborhood Commercial (C-R) under Siskiyou County Ordinance 89-05.

Amendment #2 authorized the inclusion of 17 existing cabins, a laundry room, and a barn, under Siskiyou County Ordinance 93-41.

Amendment #3 intends to bring the current uses of the property into full compliance with what is currently occurring at the Ranch, including a historic occupancy of 505 persons. The current development is discussed in Chapter 4: Allowed Uses and Structures.

Additionally, four Use Permits (UP-70-22, UP-73-55, and UP-82-37) were previously approved for various Guest Ranch activities. In 1970, JD Proctor filed a Use Permit application (UP-70-22) to establish the original JH Ranch which consisted of a trailer park with 14 spaces. On August 1, 1973, UP-73-55 was then approved to allow for up to 136 people on site at any given time. In 1979, the Rolland Gene Johnston family purchased JH Ranch from JD Proctor. In 1982, Mr. Johnston applied for a Use Permit to construct five (5) duplex buildings in

JH Ranch Planned Development Master Plan, Amendment #3

conjunction with the guest ranch. The Use Permit was approved on November 19, 1982 (UP-82-37).

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## CHAPTER 2: DEVELOPMENT OBJECTIVES

The development objectives of JH Ranch include:

**Objective 1:** Retain the existing maximum occupancy of 505 persons within the 79-acre PD area.

**Objective 2:** Conform all existing JH Ranch property and uses with the Siskiyou County Code (SCC).

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## CHAPTER 3: INFRASTRUCTURE CAPACITY

Overall design capacity of JH Ranch shall be deemed 505 individuals per day for the purposes of this ordinance, agency planning, environmental impact analysis, and compliance review. Infrastructure capacities shall be maintained which are sufficient to accommodate visitors to the Ranch in accordance with all applicable health and safety regulations.

Below are the current, planned, and potential capacities for infrastructure within the Ranch. Any additional capacity will be required to amend the Planned Development Master Plan.

Infrastructure Capacity	
<b>Sewage Disposal</b>	
<b>Current</b>	505 persons a day
<b>Potential</b>	Not to exceed 37,920 gallons per day. Any occupancy increase must update PD.
<b>Water Supply</b>	
<b>Current</b>	505 persons a day
<b>Potential</b>	Not to exceed 80 gallons per day. Any occupancy increase must update PD.
<b>Fire Flow</b>	
<b>Current</b>	Per CAL FIRE 4291 requirements
<b>Potential</b>	Per CAL FIRE 4291 requirements. Any occupancy increase must update PD.
<b>Access</b>	
<b>Current</b>	Not to exceed 505 persons a day
<b>Potential</b>	Any occupancy increase must update PD.
<b>Parking</b>	
<b>Current</b>	Must provide parking per County Code Section 10-6.5610.
<b>Potential</b>	Any parking that exceeds County Code Section 10-6.5610 must update PD.

TABLE 1: INFRASTRUCTURE CAPACITY

### Emergency Vehicle Access

Emergency vehicle access is provided by two vehicle bridges. The bridges have been constructed to provide emergency vehicle access and meet current CAL FIRE and County standards for fire truck load ratings. Paved and gravel roads provide all-weather access to developed portions of the property and structures and circular driveways and hammerhead turnarounds are provided at all structures. Please refer to the Site Plan for emergency access points.

### Roadway Capacity

JH Ranch is not proposing new structures or increasing existing baseline occupancy. When the Ranch proposes new structures and/or increases the occupancy, the Ranch will be required to comply with current Fire Safety Regulations for Public Resources Codes 4290 and 4291.

## CHAPTER 4: ALLOWED USES AND STRUCTURES

This section identifies the allowable uses within the Ranch. Any additional uses not defined in the ‘Uses Currently Approved’ section below are required to follow the Compliance Review Procedure explained in Chapter 7. The uses that have not been evaluated under a certified environmental document section are subject to a use permit approval as well as environmental review.

### Uses Currently Approved

This section applies to all uses that have been evaluated under previous PD amendments (i.e., 1982, 1989, and 1993). Should the Ranch wish to expand and/or modify their uses, structures, programs, or operations, review of the PD and environmental review will be triggered.

### OCCUPANCY

The PD will maintain the occupancy at 505 occupants within the property.

### HOUSING

The following housing is existing:

Housing Name	Housing Type	Square Footage	Occupancy
Cottonwoods	Two-Story Duplex Cabin, Guest Housing	2,092	32 persons
Dogwoods	Two-Story Duplex Cabin, Guest Housing	2,092	32 persons
Ponderosa	Single-Story Duplex Cabin, Guest Housing	1,664	28 persons
Redwoods	Single-Story Duplex Cabin, Guest Housing	1,664	28 persons
Hemlocks	Single-Story Duplex Cabin, Guest Housing	800	20 persons
Birches	Single-Story Duplex Cabin, Guest Housing	906	20 persons
Willows	Single-Story Duplex Cabin, Guest Housing	906	20 persons
Maples	Single-Story Duplex Cabin, Guest Housing	906	20 persons
Madrones	Single-Story Duplex Cabin, Guest Housing	906	20 persons
Alders	Single-Story Cabin, Staff Housing	713	8 persons
Oaks	Single-Story Cabin, Staff Housing	713	8 persons
Cedars	Single-Story Cabin, Staff Housing	713	6 persons
Firs	Single-Story Cabin, Guest Housing	713	8 persons

JH Ranch Planned Development Master Plan, Amendment #3

<b>Pines</b>	Single-Story Cabin, Guest Housing	713	8 persons
<b>Ranch House</b>	Single-Family House, Staff Housing	1,446	6 persons
<b>Manor</b>	Single-Family House	4,200	24 persons
<b>Eden</b>	Single-Story Bunk Cabin, Staff Housing	312	6 persons
<b>Breezeway</b>	Single-Story Bunk Cabin, Staff Housing	442	10 persons
<b>Clark Creek</b>	Single-Story Bunk Cabin, Staff Housing	183	6 persons
<b>Evergreens</b>	Single-Story Duplex Cabin, Guest Housing	1,664	28 persons
<b>Fairly Creek</b>	Single-Story Bunk Cabin, Staff Housing	183	6 persons
<b>Freedom Creek</b>	Single-Story Bunk Cabin, Staff Housing	183	6 persons
<b>Jordan River</b>	Single-Story Bunk Cabin, Staff Housing	324	12 persons
<b>Klamath River</b>	Single-Story Bunk Cabin, Staff Housing	324	12 persons
<b>Miners Creek</b>	Single-Story Bunk Cabin, Staff Housing	183	6 persons
<b>Patterson Creek</b>	Single-Story Bunk Cabin, Staff Housing	183	6 persons
<b>Paynes Creek</b>	Single-Story Bunk Cabin, Staff Housing	183	6 persons
<b>Rouge River</b>	Single-Story Bunk Cabin, Staff Housing	324	12 persons
<b>Salmon River</b>	Single-Story Bunk Cabin, Staff Housing	324	12 persons
<b>Scott River</b>	Single-Story Bunk Cabin, Staff Housing	324	12 persons
<b>Shasta River</b>	Single-Story Bunk Cabin, Staff Housing	324	12 persons
<b>Sugar Creek</b>	Single-Story Bunk Cabin, Staff Housing	183	6 persons
<b>Trinity River</b>	Single-Story Bunk Cabin, Staff Housing	324	12 persons
<b>Housing Occupancy Total</b>			458
<b>Square Footage Total</b>			27,114

TABLE 2: HOUSING CAPACITY

**NON-RESIDENTIAL STRUCTURES**

The following non-residential structures are existing:

Structure Name	Structure Type	Square Footage	Occupancy
Big Top Tent	Worship and Gathering Space	10,000	Per Fire Marshall
Chapel	Assembly/Offices	1,562	Per Fire Marshall
Dining Pavilion	Gathering/Food Service	9,400	Per Fire Marshall
Lodge	Food Service/Gathering/Infirmary/Offices/Store	8,800	Per Fire Marshall
S8	Storage	100	Per Fire Marshall
Tennis Court	Recreational	N/A	Per Fire Marshall
Pond	Recreational	NA	Per Fire Marshall
Pool	Recreational	N/A	Per Fire Marshall
<b>Building Occupancy Total</b>			N/A
<b>Square Footage Total</b>			29,862

TABLE 4: STRUCTURES AND USES LOCATED IN C-R PORTION OF PROPERTY

**STRUCTURES LOCATED OUTSIDE OF APN 023-190-510**

The following structures are existing and located outside the P-D property, but are still located within the larger JH Ranch project which consists of multiple parcels:

Structure Name	Structure Type	Square Footage	Occupancy
Bear Trap	Storage	1,940	Per Fire Marshall
Carlise	Private Home	4,500	6 persons
Convent	Staff Housing	1,606	8 persons
Green Bean	Staff Housing	1,222	8 persons
Manzanita	Staff Housing	2,100	4 persons
Old Shop	Maintenance	4,400	Per Fire Marshall
Pump House 4	Pump Systems	170	Per Fire Marshall
Ritz	Staff Housing	1,530	12 persons
Ritz Garage	Storage	672	Per Fire Marshall
S16	Storage	141	Per Fire Marshall

S17	Storage	230	Per Fire Marshall
S18	Storage/Garage	680	Per Fire Marshall
S19	Storage	192	Per Fire Marshall
S20	Storage	280	Per Fire Marshall
Sequoia	Staff Housing	1,300	6 persons
Van Barn	Storage	1,268	Per Fire Marshall
Water Tanks	Water Storage	640	Per Fire Marshall
Woodlands A	Staff Housing	2,300	6 persons
Woodlands B	Staff Housing	964	2 persons
<b>Building Occupancy Total</b>		26,135	
<b>Square Footage Total</b>		52 (for residential structures)	

TABLE 5: STRUCTURES LOCATED OUTSIDE OF APN 023-190-510

## Structure Locations

The locations of all identified structures are referenced in the Site Plan. Structures are not allowed to be moved or modified without County approval. Should the Ranch wish to move or modify any structures within the PD, JH Ranch must follow the steps outlined in Chapter 7: Compliance Review Procedure.

## Program Overview

Below is a summary of the programs and activities currently offered at JH Ranch.

### PROGRAMS OFFERED

JH Ranch offers programs during the summer months that include:

1. Six, one-week long **Parent/Child (PC)** programs that consist of approximately 250 guests per program. During selected weeks of the PC programs, JH Ranch also hosts its **Cloud Nine (CL9)** programs as well. The guest numbers of both PC and CL9 are included in the 250 total guest number referenced above. The PC program does not run concurrently with the Student Leadership program mentioned below.
2. Two, two-week long **Student Leadership (SL)** programs that consists of approximately 300 students per program.

### *Parent/Child (PC) and Cloud 9 (CL9) Programs*

Guests arrive and depart from the Ranch by private car and typically arrive between 4 p.m. and 9 p.m. on the day of arrival and depart between 6 a.m. and 10 a.m. on the day of

departure. **The days of arrival and departure occur on different days.** During the program, a combination of private guest vehicles and bus transportation are used to transport guests to off-site activities. All off-site activities are permitted either through the Forest Service or private guide companies. Lodging is provided for guests in one of several guest units as noted on the Site Plan. Housing is determined based on the program needs and varies depending on participant numbers and availability.

### *Student Leadership (SL) Programs*

The Ranch operates two, twelve-day SL programs that consist of approximately 300 students. Students arrive and depart from the Ranch by mass transportation and typically arrive at the Main Lodge between 7 p.m. and 10 p.m. on the day of arrival and depart early morning on the day of departure. During the program, group transportation is used to transport students to off-site activities. All off-site activities are permitted either through the Forest Service or private guide companies. Lodging is provided for guests in one of several guest units as noted on the Site Plan. Housing is determined based on the program needs and varies depending on participant numbers and availability.

Should the Ranch wish change the programs offered on the property, the Ranch will be required to follow the steps outlined in Chapter 7: Compliance Review Procedure.

## **RECREATIONAL USES**

Guests are offered a wide variety of recreational uses, including:

- Zip Line
- Ropes Course
- Climbing
- Tennis Court
- Soccer Field
- Swimming
- Walking
- Hiking (Onsite and Offsite)
- Student Retreats
- Horseback Riding (Onsite and Offsite)
- Pickleball
- Volleyball
- Diving
- Disc Golf
- Biking (Onsite and Offsite)
- Strength Training
- White Water Rafting (Offsite)

- Camping (Offsite)
- Mountain Climbing (Offsite)

## 1993 Planned Development Activities

There are a number of activities and uses that were approved in the 1993 Planned Development that have never been constructed or actualized:

- Bird Sanctuary
- Recreation Lake II
- Repelling Tower
- Equestrian Facility
- Barn Conversion
- Wilderness Chapel

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## CHAPTER 5: JH RANCH OPERATIONS

The following information provides additional context on the overall operation of the JH Ranch property.

### Overall Operations

#### ACCESS

JH Ranch is accessed by Highway 3 to French Creek Road. Primary access to the property is provided via a bridge across French Creek at the main JH Ranch entrance. This location provides a central access point for guests, staff and deliveries. The primary vehicular traffic occurs from the main access point at the bridge up to the main lodge and down to the guest cabin area. Parking for guest vehicles is provided adjacent to guest housing facilities. This access point will continue to be the main access to JH Ranch and will be the focal point for all guest arrivals and departures, access by staff and other general uses of the property. No changes to the access road are proposed at this time.

Secondary access to JH Ranch properties is provided by the bridge and access road at Homestead Lane. This road provides access to private residences, not currently associated with JH Ranch, as well as other JH Ranch properties. Built at the expense of JH Ranch, this bridge and access road was constructed to eliminate conflicts between local residents and guest ranch staff and visitors along the access road through the JH Ranch guest housing area. This road and bridge provide public access as well as secondary guest ranch access, emergency vehicle access and large highway load vehicle access that might not have been accommodated by the main access road. This bridge can accommodate tractor trailers and exceeds the minimum CAL FIRE 4290 Fire Safety Regulations.

### Infrastructure

#### HEAT SOURCES

Most buildings are heated by electric source (HVAC units or mini splits). Laundry facilities and mechanic shops are heated by propane.

#### WATER

JH Ranches provides water that is monitored and regulated by the State Water Resources Control Board (SWRCB) to its facilities through a series of existing groundwater wells with storage tanks. JH Ranch's potable water system is regulated by the California Department of Public Health (CDPH) as a Type N1, Transient Non-Community System (System No. 4700807).

#### WASTE DISPOSAL

Trash is disposed of by an onsite trash compactor and is serviced by the Yreka Transfer Station.

## LIGHTING

Lighting is provided by electric source.

## Health and Safety

### FOOD PREPARATION/COOKING

Food preparation and cooking occurs in the permitted Commercial Kitchen in the Lodge.

## Staffing

JH Ranch employs approximately 10-15 full-time staff that are based in the Etna area, who provide maintenance, program management and other administrative functions for the Ranch. Also, during the summer season, approximately 25 full time staff relocate to the Ranch from the winter office in Birmingham, Alabama. These staff augment the local full-time staff and assist in administrative and program management for operations of the Ranch.

Additionally, JH Ranch utilizes approximately 145 volunteer summer crew from across the United States to serve in many different program areas. All crew arrive and depart from the Ranch by group transportation. During the summer season, all the crew and full-time staff live on existing and contiguous property. Vehicle parking for full-time staff is provided at their housing units. Many of the Etna based full time staff (typically varies from 5-10 people) commute to the Ranch daily via private vehicles. Parking for this staff is provided in the Lodge parking area.

Housing is provided for all the crew and Birmingham-based full-time staff in one of several staff housing units.

## CHAPTER 6: EMERGENCY EVACUATION PLAN

An Emergency Evacuation Plan, otherwise known as the 'JH Ranch Fire Emergency Procedure Plan' was first prepared in May 2015 and was recently updated in November 2024. The plan has been reviewed and approved by the Siskiyou County Director of Office of Emergency Services (OES), Bryan Schenone. Any updates to the plan shall be required to be reviewed and approved by the Director of OES.

The plan in its entirety is attached to this document, under Appendix A.

## CHAPTER 7: COMPLIANCE REVIEW PROCEDURE

Periodically, the Ranch may care to confirm, or County staff may wish to review the consistency of a particular use or improvement proposal with the PD zone. Should either party wish a determination of compliance, administrative review may be accomplished as follows:

1. The Ranch shall provide an adequately detailed description of the proposed use or improvement to the County Planning Director for consideration.
2. The County Planning Director shall review the submittal and may inspect the site, request additional information, and suggest modifications and/or limitations as appropriate.
3. The Ranch shall respond accordingly by hosting inspection, providing additional information, and confirming in writing the incorporation of modifications and/or limitations as called for by Planning Director.
4. If the Planning Director deems the proposal consistent with the PD, the Ranch shall be advised accordingly in writing. The Ranch will then be free to proceed with the use and/or construction of the improvement subject to the satisfaction of other agency requirements and/or the issuance of a county building permit as applicable.
5. If the Planning Director deems the proposal potentially inconsistent with the PD zone or that the use/facility contemplated is of such nature that an amendment and use permit modification is required, established County procedures shall apply.

### Environmental Consistency

Over time, the Ranch may want to alter or expand their uses and/or capacity contained within this Planned Development Master Plan. For any uses, structures, or programs not identified in this Master Plan, an amendment will be required, and environmental review will be triggered.

Additionally, if the Ranch exceeds their occupancy of 505 daily individuals, an environmental review will also be triggered.

## APPENDIX A: EMERGENCY EVACUATION PLAN

### **JH Ranch Fire Emergency Procedure Plan**

**Prepared: 5/27/15**  
**Updated 11/18/2024**

**TABLE OF CONTENTS:**

Standard Fire Preparation Protocols

Director On Duty Protocol

Communication Protocol

Fire Protocol

On-Property

Off-Property

Evacuation Protocol

Preliminary Evacuation Protocol

Imminent Evacuation Protocol

Evacuation Protocol

Final Evacuation Protocol

Appendix A: Glossary

Appendix B: Emergency Action Kit List

Appendix C: Emergency Action Trailer Manifesto

Appendix D: Evacuation Routes

Appendix E: Liability Waivers

Appendix F: Emergency Phone Numbers List

Appendix G: Fire Extinguisher / Smoke Detector Inspection Log

Appendix H: Fire Drill Log

Appendix I: Director On Duty Log

Appendix J: Confirmation Of Bus Contract

Appendix K: Declaration of Hazardous Material

Appendix L: PACE Plan

Appendix M: Site Visit/Training Log

Upon discovering or being informed of an on-property fire, a Staff Member shall assess quickly whether the fire can be extinguished immediately. If the Staff Member believes the localized fire is able to be extinguished immediately (e.g., a fire in a toaster oven), staff members shall make every effort to do so while seeking to raise awareness of the fire among other staff members.

If the fire is successfully put out, the Director On Duty shall be informed and perform a personal inspection of the fire scene. The Director On Duty will review with the Full Time Staff Member responsible for the area of operation in which the fire occurred, along with all staff members assigned to that area, to ascertain the cause of the fire and determine what practices need to be enforced, fixed, or added to prevent any future fires. The Director on Duty will also take the opportunity to review with the staff members involved the protocol for on-property fires in entirety.

If the fire is too large to be quickly eliminated, the Staff Member should warn the guests to seek safety. He or she should designate someone with them or in their vicinity to specifically inform Ranch Leadership of the fire.

#### **On-Scene Commander**

It is critical that an On-Scene Commander be identified immediately. The staff member who first discovers or is informed of the fire shall act as the on-scene commander until such time as a staff member with greater seniority appears on scene. The arriving senior staff member shall identify whom the current On-Scene Commander is and verbally assume control of the situation by announcing themselves as the new On-Scene Commander.

#### **Awareness**

##### **Communication of a Fire's Discovery**

Upon learning of a fire, staff members not involved directly in combating it shall seek to inform Ranch Leadership, the Hospitality Hut, and the Logistics Team.

Upon learning of a fire, Ranch Leadership, the Hospitality Hut, and the Logistics Team shall seek to inform the Ranch Leadership Team through Slack, text, radio or email.

##### **Director On Duty's Awareness**

Assuming the fire has not already been extinguished, the Director On Duty upon learning of the fire shall seek to determine the location of the fire and its threat level to guests, staff, and facilities. If the fire is determined to not be an immediate danger to guests (e.g., a fire in the barn at night – over 1000 feet from the nearest guest location) the Director On Duty will direct all available resources and personnel to battle the fire directly. If the fire is a threat to guest or staff safety, the Director shall implement the Fire Response Protocol at his discretion.

To determine the best fire emergency response, the Leadership of JH Ranch will consider the following factors:

**Location of Fire Threat**

- On-property Fire
- Off-property Fire ("Wildfire")

**Time of Day**

- Daytime (0500 – 2200)
- Nighttime (2200 – 0500)

**Program In Session**

- Off-Season
- Shoulder-Season
- Crew Orientation
- Parent & Son/Daughter
- Student Leadership

**Type of Day**

- Arrival Day
- Activity Day
- Departure Day

**Evacuation Notices**

- No Evacuation Notice
- Preliminary Notice
- Recommended Notice
- Mandatory Notice

**ON-PROPERTY FIRE**

**Discovery**

**Discovery By A Guest or Visitor**

In all situations, should a Guest or Visitor discover a fire, they should seek to inform a staff member immediately rather than fight the fire on their own.

**Discovery By A Staff Member**

- Keith Hodge - Facilities Manager
- Trevor Craig - Logistics Manager
- Kip Whipple - SMD of Projects
- Carson Legg - Program Manager
- Payne Kellum - SMD of Admin
- Mack Ogren - SMD of Generosity
- Sean Cannon - SMD of Outback
- Clay Fontenot - Men's Crew Dean

**Communication**

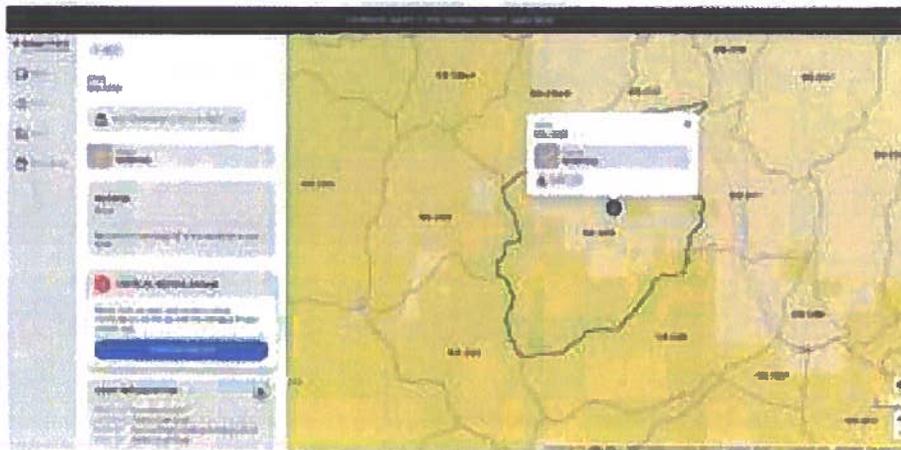
To ensure preparedness in the event of an emergency, each individual listed in the Director On Duty Roster shall always record his or her movement off-property with the Logistics Manager.

Whenever the current Director On Duty leaves property, it is his or her responsibility to notify and confirm with the subsequent Director On Duty that he or she is now the Director On Duty. This can be done via text or the Slack App.

In the event of a major incident (ie forest fire in the area) Contact the County OES (Office of Emergency Services) for any questions or concerns during the incident.

Siskiyou County Office of Emergency Services @ (530) 841-2155 main office  
Bryan Schenone Director Cell (530) 598-4241

Additional information can be found at:  
**Genasys Protect Zone SIS-2408**



**FIRE PROTOCOL (DECISION MAKING FACTORS)** (Jonathan LeDuc, Rob Hinckle, Keith Hodge)

**STANDARD FIRE PREPARATION (Keith Hodge)**

As part of our Standard Fire Preparation, JH Ranch complies with all regulations written by Cal-Fire as they apply to a "Camp" Setting.

While all regulations consider certain authority, we want to call close attention to the following regulations:

These regulations include:

- Fire Extinguishers located inside of every structure
  - Clearly labeled
  - Easily accessible
  - Inspected monthly
- Smoke Alarms located inside of every structure
  - Inspected monthly
- Defensible space created around all structures
  - Pine needles, leaves, etc. swept away from all structures in 30 foot radius
- Fire Drills conducted regularly
  - Within 24 hours of registered guests or crew arriving on-property
  - Night-time drill conducted if program lasts longer than 6 days
  - Log maintained of all Fire Drills
- Hazardous Materials labeled and stored properly
  - Propane
  - Gasoline
  - Other
- Exit Signs Posted Above Emergency Exits

**DIRECTOR ON DUTY (Jonathan LeDuc, Rob Hinckle, Keith Hodge)**

The Director On Duty is the ultimate authority on property and is responsible for all guests, staff, crew, families, visitors (NRC's), livestock and facilities.

- The Director On Duty will be the same throughout the year and follow the descending list below, in lieu of time-off.
  - The Director On Duty log will be kept in the back office.
- The Manager on Duty will maintain responsibilities in the evening.

**Roster**

The Director On Duty will be determined according to the following roster, in priority order:

- Jonathan LeDuc – Senior Managing Director (SMD) of JH Ranch
- Rob Hinckle – Chief of Staff

**Response**  
**Fire Response Protocol**

***Fire Siren***

The Director On Duty will designate a Staff Member to sound the Fire Siren, located in the Dining Pavilion, the Guest Cabin areas in front of Willows and the Fire truck. The Fire Siren will sound for a minimum of three minutes. In addition, the Fire Truck siren should be utilized to sound the alarm.

***Response to Fire Siren***

Upon hearing the Fire Siren:

- All Visitors and Guests shall head to their mustering area, the tennis courts
- All Crew shall head to their mustering area, the volleyball courts
- All Coaches with Guests currently in their care shall escort those guests to the Tennis Courts
- All guests, staff and crew will then move down to the Pasture 1 (Guests & Coaches) & Pasture 2 (Crew & Staff if necessary). This is the Temporary Point of Evacuation (TEP)
- Maintenance Staff & Maintenance Crew shall head directly to the Fire's Location
- All Area Leads & Full-time Staff shall make a sweep of their immediate vicinity to ensure that all Guests are heading to the Tennis Courts and all Summer Crew to the Volleyball courts
  - The Vehicle Manager shall head directly to the Fire Truck and then to the Fire's Location
  - The Heavy Equipment operator shall head directly to the Water Truck and then to the Fire's Location
  - If the fire is within an Area of Concern, the Facilities Director shall turn off all Propane and Gas lines, but leave all Power lines on
  - All Maintenance Staff shall head directly to the Fire's Location
  - The Logistics Team shall immediately implement their appropriate protocols
  - The Medical Staff shall gather all necessary items and establish a first-aid center at the Ranch House
  - The Wrangler Staff shall immediately gather the Travelers and begin soaking the areas around the TEP. The irrigation water cannons will be utilized for this purpose.

***Temporary Evacuation Point (TEP)***

- The standard TEP for all Guests is the Upper Pasture.
- The standard TEP for all Staff is the Orchard Pasture.
- Should the Director On Duty determine that either TEP is threatened by the fire's original location, the back-up safe zones are:
  - The Sports Field
  - Pasture #4 near the New Shop
  - Circular drive in front of the Woodlands

- As vehicles depart drivers will radio vehicle # and head count onboard to the logistics lead
- Once all visitors and nonessential staff are evacuated, if possible, Staff may evacuate livestock

**Contingency:**

- The Temporary Evacuation Point of gathering for Staff is Pasture 2 and Guest will gather in the upper pasture (Pasture 1)
- Fire alarm and sirens will be run continuously.
- Staff will place sprinklers in the gathering locations and turned on
- No personal belongings to be taken
- Logistics will have vehicles and drivers ready to leave as soon as the vehicle is full
- All vehicles will be used and filled to capacity.
- Guest will be loaded into vehicles and transported to an Alternate Evacuation Point, most likely the French Creek Fire Station
  - Guest will be off loaded here, and roll will be taken at this point
  - Vehicles will return to Ranch to reload guests and personnel as needed
- Once Guest and staff are at the Fire Station
- Logistics will have vehicles marked and ready to load guests on
  - All vehicles are to be used and will be filled to capacity.
- Once guest groups are accounted for, they may load into vehicles for departure to designated Evacuation Point.
- Livestock will be marked and released, and fences cut for their escape.

**Emergency:**

Shelter in place at TRP. This is an absolute last resort

## Appendix L

### JH Ranch Fire Evacuation PACE Plan

#### Primary:

- The Temporary Evacuation Point of gathering for Staff is Pasture 2 and Guest will gather in the upper pasture (Pasture 1)
- Dinner bell will be ring 5 times
- Staff will place sprinklers in the gathering locations and have them ready to turn on
- Roll call is taken
  - In the case of missing guests 2 designated staff members will locate the missing reporting in every 5-7 minutes.
- Logistics will have vehicles marked and ready to load guests on roadway between Pastures 1 and 2.
- Evacuation routes will be defined with supporting maps and descriptions
- Once guest groups are accounted for, they may load into vehicles for departure to designated Evacuation Point
- As vehicles depart drivers will radio vehicle # and head count onboard to the logistics lead
- Once all visitors and nonessential staff are evacuated, Staff may evacuate livestock

#### Alternate:

- The Temporary Evacuation Point of gathering for Staff is Pasture 2 and Guest will gather in the upper pasture (Pasture 1)
- Fire alarm and sirens will be ring for a 3-5-minute period then off for 1 minute and repeat
- Staff will place sprinklers in the gathering locations and turned on
- Evacuation routes will be defined with supporting maps and descriptions
- No excessive personal belongings to be taken
- A hasty roll call is taken
  - In the case of missing guests 4 designated staff members, familiar with the site, will locate the missing reporting in every 3 minutes.
- Logistics will have vehicles marked and ready to load guests on roadway between Pastures 1 and 2.
  - All vehicles are to be used and will be filled to capacity.
- Once guest groups are accounted for, they may load into vehicles for departure to designated Evacuation Point

**Appendix K**

**Declaration of Hazardous Materials**

<b>Location</b>	<b>Material</b>	<b>Flammable</b>
<b>Main Lodge</b>	Propane tank @ Generator	Y
	Portable Propane Tanks / Deck Heaters	Y
	Cooking Oil in Kitchen	Y
	Gas Cans in Chateau	Y
	Chlorine for Pool	N
<b>Fuel Tanks</b>	Regular Gasoline	Y
	Red Diesel	Y
	Highway Diesel	Y
<b>Old Shop</b>	Propane Supply Tank	Y
	Paints	Y
	Stain	Y
	Plastics	Y
	Acetylene Tanks	Y
	Oxygen Tanks	N
	Tires	Y
<b>New Shop</b>	New/ Old Engine Oil	Y
	Tires	Y
	Cleaning Supplies	Y
	Fuel cans	Y
<b>Bear Trap</b>	Fertilizer	Y/N
	Herbicides	N
<b>Guest Cabins</b>	Propane Tanks	Y

## Appendix J

### Confirmation of Bus Contract

This agreement is between  
First Student  
Greets Pass, OR  
Laura Hanson, Area General Manager

And JH Ranch/Second Wind Programs  
1825 Hineswood Lane  
Uma, CA 95057 (lin) 530-467-1800  
Phone: 530-467-3468

March 21, 2019

#### LETTER OF AGREEMENT

The Josephine County First Student Branch at Greets Pass, OR (the company) agrees to provide transportation services to JH Ranch as required by their summer programs in 2020 through August 31, 2023. Specifically, this agreement covers those transportation requirements during programs operated in May, June, July and August of each year.

#### Term

The Term of this agreement shall be from May 15, 2020 to August 31, 2023. This agreement may be extended for 3 additional years upon mutual agreement of the Parties. Written intent to extend shall be delivered to Contractor on or before January 15, 2023.

#### Services to be provided

A program schedule will be provided to the company, with preliminary schedules for all transportation services required. The schedule may be subject to minor revisions that may include additional transportation needs or elimination of some of the transportation services. Most trips on the schedule depart from JH Ranch in Uma, CA. Changes to the schedule will be communicated to the company as soon as they are known by JH Ranch. JH Ranch will appoint a "transportation coordinator" for communication regarding services. This person initially is Jonathan LeDuc, available at 530-467-3468. He will handle decisions, changes, and logistics communications regarding the services. JH Ranch will designate an alternate contact to facilitate communications when Jonathan LeDuc is not available. The company will provide names and numbers of the persons at First Student who will be managing and operating the services.

\*\*\*\*\*

**Appendix I**

**Director/Manager on Duty- (Ex. Sheet)**

Day	Director/Manager on Duty	
Monday	John Doe	Jane Smith
Tuesday	John Doe	Jane Smith
Wednesday	John Doe	Jane Smith
Thursday	John Doe	Jane Smith
Friday	John Doe	Jane Smith
Saturday	John Doe	Jane Smith
Sunday	John Doe	Jane Smith

## Appendix H

### Fire Drill Log

Included example program schedules demonstrating when these were done each week.

#### Master Schedule SW, Trac II, Challenge, 9-12: July 8 - July 20 (approximate)

##### Monday, July 8

8:45 p.m. Arrival at Ranch / Kitchen assignments / Clear lanes  
10:15 p.m. Breakfast served  
11:45 p.m. Lights-out

##### Tuesday, July 9

6:00 a.m. Budget Breakfast (all) / Pavilion (Monday)  
7:45 a.m. Breakfast  
9:45 a.m. TFW 911, no homing light  
11:00 a.m. Orientation (all) / Pavilion  
12:30 p.m. Lunch (all) / Deck  
1:45 p.m. Orientation, Time Drill - Lanes / serve out  
3:45-5:30 Breakfast served to guests from 5 Star restaurant  
5:30 p.m. TF-Delegation and Lane Report (Deputy Hilder / Sports Field)  
(all 911, no-Deputy)  
8:15-8:45 Breakfast Open  
9:15 p.m. Dinner (all) / Deck  
9:45 p.m. Early Orientation / Deputy and Under Street Deck / Pavilion  
10:45 p.m. Dinner on the main camp (all) / Deck (no-Deputy, no-Deputy)  
11:00 a.m. TF-Orientation of Challenge 911, TF-Orientation of Challenge  
1:30 p.m. Big Red-Lite Potpourri (Brew)  
6:15 p.m. TF-Chapel  
9:15 p.m. Beach Bar Open  
10:00 p.m. Coffee  
10:15 p.m. Nightly Group Camp of Area  
11:45 p.m. Lights-Out

##### Wednesday, July 10

7:45 a.m. Breakfast  
8:00 a.m. Breakfast (all) / Dining  
9:30 a.m. Breakfast and Day Orientation  
(all) / Pavilion, Adventure  
10:00 a.m. Potpourri serving breakfast  
9:00 a.m. TF-Camp Deck  
10:15 a.m. Ranch Activities  
11:45 p.m. Lunch (all) / Deck  
12:30 p.m. Lunch, Activities  
(all) / Pavilion  
3:45-5:30 Breakfast Bar  
8:00 p.m. TF-Chapel: Potpourri from Night / Hilder bar  
9:30 p.m. Dinner (all) / Deck  
10:30 p.m. Narrative (all) / Sports Field  
11:45 p.m. Bed, Top - Lane of Deck (Hilder)

**Appendix G**  
**Fire Extinguisher / Smoke Detector Inspection Log**

September 2022					Fire Extinguisher & Smoke Detector monthly log					
CPI Unit, as listed	Extinguisher LABEL	SMOKE Detector Operational	CPI In, as listed	CPI Unit, as listed	Extinguisher LABEL	SMOKE Detector Operational	CPI Unit, as listed	Extinguisher LABEL	SMOKE Detector Operational	
										1
1 Redwoods A	1 A	1		14 Maples A	9	27		Trinity		72
								Shasta		73
2 Redwoods B	1 B	66		Maples B		29		Scott		74
								26 Flammath	17 E	75
3 Evergreens A	2 A	3		15 Madrones A	10	31		Salmon		93
								Miner's		76
4 Evergreens B	2 B	4		Madrones B		33		Clark		77
								Sugar		78
5 Cottonwood A	3 A	5						27 Eden	17 F	
		6		16 Riga	11	72		28 Convent	18	82
6 Cottonwood B	3 B	7				36				20
		8				37				80
7 Dogwood A	4 A	9				38				81
		10						29 Greenbean	19	48
8 Dogwood B	4 B	64		17 Cedars	12	39				49
		12								50
9 Ponderosa A	5 A	23		18 Oaks	13	40				51
										44
10 Ponderosa B	5 B	63		19 Alders	14	41				
11 Hemlocks A	6	15		20 Pines	15	42		30 Manor	20 A	52
										53
Hemlocks B		17		21 Firs	16	43				54
										55
12 Birches A	7	19		22 Breckzway	17 A	45		31 Manor Apt	20 B	56
										57
Birches B		62		23 Patterson	17 B	42				11
										14
										16
				Fairy		67		32 Ranch House	36	58
13 Willows A	8	23		Freedom		68				59
				24 Payne's	17 C	69				60
Willows B		65		Rogue		70				5
				25 Jordan	17 D	71				2

All units checked to be (fill in) and in operating order on \_\_\_\_\_

By: \_\_\_\_\_

## Appendix F

### Emergency Phone Numbers List

Step 4: Radio or Call for Help- depending upon need

Begin with Medical Assistant on-site, then contact closest Wilderness First Responder (WFR)

a) Medical Assistant on Duty:		
Medical Assistant	Radio 19.0	800 242 1224
b) WFR: Courses-Carson	Radio 17.0	205 873 2038
River- Matthew Theonen	Radio 26.0	636 889 8591
Backcountry- Payne	Radio 26.0	205 936 8290
Challenge- Bobby	Radio 27.0	205 482 4851
Second Wind - Payne	Radio 26.0	205 936 8290
T2-Steven	Radio 25.0	769 257 9134
c) Sr. Managing Director- Jonathan LeDuc	Radio 18.0	205 936 2616
d) Program Director- Carson Legg	Radio 17.0	205 873 2038
e) Logistics Lead- Trevor Craig	Radio 18.0	405 323 8510

Appendix E

# RESPONSIBILITY WAIVER

Please read and sign for each person visiting or volunteering at JH Ranch and return to our office in person or via mail, fax or email.

JH Ranch/Second Wind does not have staff or facilities to properly care for individuals who, in our judgement, have medical, social, behavioral, or psychological disorders. Accordingly, we reserve the right to refuse enrollment to, or send home any non-registered guest or volunteer whose condition is, in our judgement, beyond our capability to provide proper care, or who in our judgement, poses an unreasonable threat to the health or safety of other volunteers, campers or staff. The JH Ranch is not responsible for items lost or stolen while attending a program.

I understand that the JH Ranch resides in a location that is 45 minutes from a local hospital.

In consideration of being allowed to visit, volunteer, or participate the undersigned does hereby discharge, acquit and covenant to defend, indemnify and hold harmless JH Ranch/Second Wind Programs and all of its respective agents, employees, successors, predecessors and assigns from any and all claims, demands, and/or liabilities by the undersigned or by the undersigned's child, on account of any injuries, losses, and/or damages to undersigned and/or undersigned's child and/or property that have or may be caused or may at any time arise by reason of my participation or my child's participation in a JH Ranch/Second Wind sponsored program, the intent being successors, predecessors and assigns from any and all liability arising wholly or partially from its operation of any of its programs or activities.

I realize and do hereby acknowledge the possible known and unknown dangers inherent in programs involving outdoor activities, as well as maintenance projects that utilize tools, power tools, and machinery. I will strive to conduct myself in a reasonable and safe manner. I assume responsibility for my own behavior and/or the behavior of my child and also will hold no other person, group or organization responsible in any way for any injury or harm not maliciously caused.

\_\_\_\_\_

Name

Signature of parent or guardian  
(if 18 or younger)

**STUDENT AGREEMENT:** I promise to conform to the rules and regulations of the JH Ranch. I understand that drinking, smoking (or the possession of alcohol, illegal drugs or tobacco), pornography, sexual misconduct and stealing result in immediate dismissal from the Ranch.

\_\_\_\_\_

Student Signature

Date

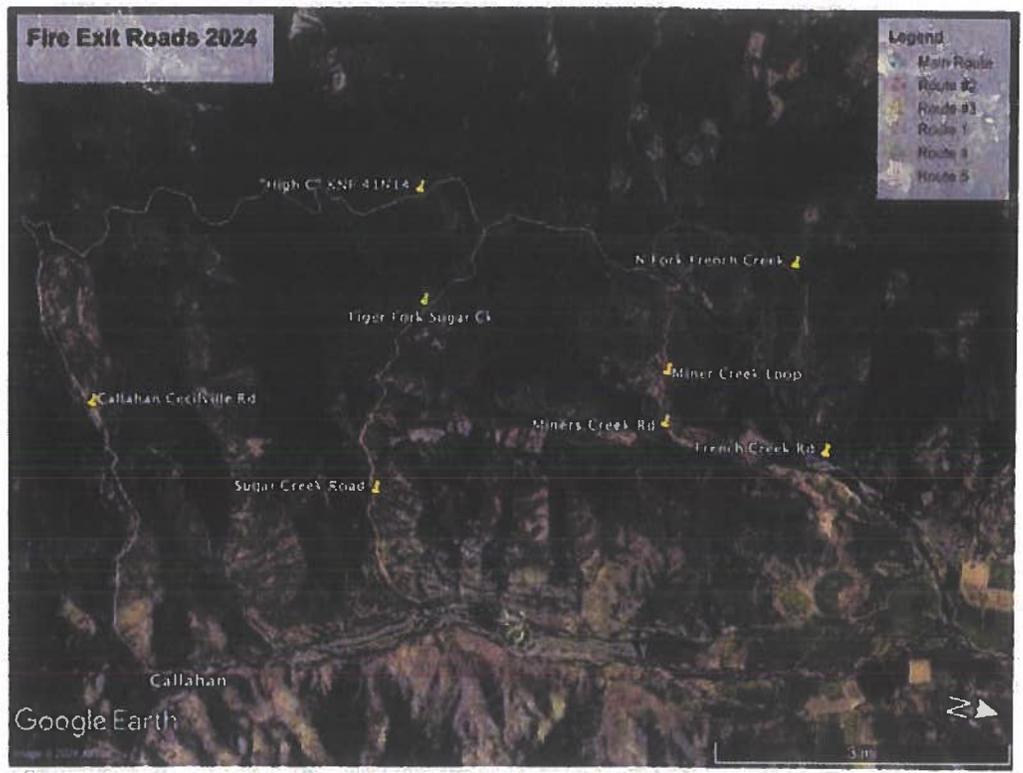


EXHIBIT A-3 - PLANNED DEVELOPMENT MASTER PLAN

**Route #2 (Red)**

Cross the bridge below lodge hill and take the immediate right merging onto French Creek Road heading south. In 0.1 mile turn left onto Miners Creek Loop. In approximately 1.7 miles turn right onto Sugar Creek Road (no signs). Stay on Sugar Creek Road for approximately 6.3 miles and arrive at Hwy 3 approximately 2.6 miles south of Callahan.

**Route #3 (Yellow)**

Cross the bridge below lodge hill and take the immediate right merging onto French Creek Road heading south. Stay on French Creek Rd for 2.8 Miles. Turn left onto Tiger Fork of Sugar Creek (KNF 40N22) Drive 2.7 miles to merge onto Sugar Creek Road, slight right turn. Then continue on Sugar Creek Road for 3.7 miles and arrive at Hwy 3 approximately 2.6 miles south of Callahan.

**Emergency: (Staff only)**

**Route #4 (Green)**

At Bottom of Lodge Hill turn right and travel through the guest area and turn right onto Homestead road then turn immediately to the right and go past the Laundry Building and up the Hill. At the first house at the top of the hill turn left and travel 0.1 miles and merge, slight right turn onto north bound dirt road travel 1.7 miles, staying left on this road, to a green gate. After the green gate turn right onto North French Creek Road, road is unmarked. Travel 2.1 miles and turn left onto French Creek Road. Hwy 3 is in 2.8 miles.

**Route #5 (White)**

Cross the bridge below lodge hill and take the immediate right merging onto French Creek Road heading south. Stay on French Creek Rd for 2.8 miles. Turn right at the tee intersection on Tiger Fork of Sugar Creek Rd (KNF 40N22) and continue for 0.7 Miles. Turn left at the next "Tee" intersection (KNF 40N14) Drive 7.0 miles to Callahan / Cecilville Rd. Turn left on to Callahan / Cecilville Rd and Drive 5.5 miles to Hwy 3 in Callahan.

**Appendix D**

**Emergency Evacuation Plan**

**JH Ranch  
Evacuation Routes**

**Primary:**

**Main Route (Blue) *see attached map***

Cross the bridge below lodge hill and stay left to merge onto French Creek Road. In approximately 4.5 miles you will arrive on CA Hwy 3, this is the main north south access road.

**Alternate:**

**Route #1 (Orange)**

Cross the bridge below lodge hill and take the immediate right merging onto French Creek Road heading south. In 0.1 mile turn left onto Miners Creek Loop. In approximately 1.7 miles turn left onto Miners Creek Road. In approximately 2.7 miles turn right onto French Creek Road and continue onto Hwy 3 in approximately 1 mile.

**Route #2 (Red)**

Cross the bridge below lodge hill and take the immediate right merging onto French Creek Road heading south. In 0.1 mile turn left onto Miners Creek Loop. In approximately 1.7 miles turn right onto Sugar Creek Road (no sign). Stay on Sugar Creek Road for approximately 6.3 miles and arrive at Hwy 3 approximately 2.6 miles south of Callahan.

**Contingency:**

**Route #1 (Orange)**

Cross the bridge below lodge hill and take the immediate right merging onto French Creek Road heading south. In 0.1 mile turn left onto Miners Creek Loop. In approximately 1.7 miles turn left onto Miners Creek Road. In approximately 2.7 miles turn right onto French Creek Road and continue onto Hwy 3 in approximately 1 mile.

## **Appendix C**

### **Emergency Action Trailer Manifesto**

- Generator
- Mini-fridge for medicine
- Sleeping Pads
- Sleeping Bags
- Pillows
- Off-Site Food
  - Granola
  - Camping food
  - Paper Sacks
- Water Jugs
- First-aid supplies
- Trash cans
- Trash bags
- Propane tanks
- Propane stoves
- Dry boxes
- Pots & Pans
- Cleaning materials
- Rope
- Blue folding chairs
- Coffee & Supplies
- Coffee carafes
- Tarps
- Camp Shovel
- Porta-shades

## **Appendix B**

### **Emergency Action Kit List**

- Flashlights and un-opened new batteries
- Halogen flood lamps
- Extension cords
- Plastic folding tables
- Clip boards
- Speaker boxes
- Reflective vests
- Fire extinguishers
- Fire extinguishers' map
- Hazardous materials' map
- Weekly Updated Attendance Rosters
- Director On Duty Log
- Step Ladder
- Pens & Highlighters
- Radios and un-opened new batteries
- Check-In Bracelets
- Ribbons

## Appendix A

### Glossary of Terms

- **Activity Day** - Program days characterized by organized and scheduled activities for guests. Typically on site at JH Ranch.
- **Area Lead** - Crew member in charge of a designated on-property course
- **Arrival Day** - Day where Registered Guests formally arrive on property for the first time
- **Big Top** - Large white tent that serves as a central meeting place for guests during each program night
- **Chapel** - Meeting place on property, primarily for Staff and Crew
- **Coadjutors** - Crew members assigned to lead a team of guests for the duration of their program
- **Crew** - College age volunteers who are on property during the Summer season
- **Departure Day** - Day where Registered Guests formally depart from JH Ranch property
- **Guests - Registered (paying)** individuals who are signed up to attend a program at JH Ranch
- **Hospitality Hut** - Front desk at the entrance to the JH Lodge. The Hospitality Hut serves as a check-in location for visitors, as well as an information center for guests while on property
- **Lakeside Chat** - A programmed talk that takes place during each activity day of a Parent Son/Daughter Program at the amphitheater located next to the lake
- **Non-Registered Guest (NRG)** - Any visitor that is not a Registered (Paying) Guest
- **Off Season** - October through May
- **Parent Son/Daughter Program** - A week long program attended by one parent and one child of a family
- **Program Leads** - The leader of our individual student programs (3 Program Leads total)
- **Ranch House** - Red house located near the entrance of JH Ranch
- **Second Wind** - A two-week long student leadership program for students ages 13+
- **Shoulder Season** - Period of time between Summer programs and the Off-season, typically mid-August through mid-October

**Final Evacuation Protocol**

After ensuring that all Guests and Summer Crew have left, the Logistics Team will provide the Director On Duty a complete and verified account of all people left on property at JH Ranch.

The Director On Duty will establish a three-man crew to remain property until Emergency Response Crews arrive. This crew will travel from structure to structure in a clockwise manner, inspecting every structure to ensure that all persons have evacuated, and that all areas were shut down appropriately. Having done so, they will mark the entrance to those facilities with a large "X" in chalk to indicate to Emergency Response Crews that the buildings have been officially cleared by JH Ranch Staff.

**Emergency Point of Evacuation Protocol**

Upon arriving at the emergency point of evacuation, the On-Scene Commander, dispatched by the Logistics Director, will connect with the local leader (OES).

The On-Scene Commander will then prepare for the arrival of staff and guests by:

- Establishing a Logistics Headquarters
- Establishing a Check-In Station
  - As Guests and Crew arrive, they will be issued a bracelet and checked-in off a Master Attendance list
- Determining where guests and crew may park
- Determining where guests and crew may congregate
- Determining where restroom facilities are
- As crew arrive, they will be assigned roles at the discretion of the Program Lead.

- **Logistics**
  - The Logistics Team will designate staff members to be posted at the rear entrance to the Ranch, where they will take an accurate list of everyone leaving the Ranch, confirming their exit
  - The Logistics Team will dispatch a pair of Crew members to the emergency point of evacuation to prepare to receive the guests and Crew & develop the "layover program". OES will help with site set up and informing guests and staff of the current situation.
  - The Logistics Team will safely power down and remove the networked drives and critical IT elements
- **Crew**
  - The Program Director will direct all Summer Crew to grab their personal effects and proceed to their assigned vehicle
  - The Program Director may direct a pair of Staff to perform a final visual inspection on all ropes courses to ensure they are shut down appropriately
  - An Area Lead will be designated to serve as a Captain for every vehicle, often it will be the Driver of the vehicle
- **Guests**
  - The Program Lead will communicate to all Guests gathered on the Upper Pasture that an evacuation order has been issued
  - Guests will be dismissed to their cars by the Program Lead by housing assignment
  - Their coach will go with them to their cabin and stand by the road once all guests have been accounted for in vehicles
  - The Program Lead will designate a senior staff member to dismiss each housing area once all guests are loaded into vehicles and ready to depart
    - Housing areas will dismiss from farthest from the exit point to nearest
    - Guests will be instructed to drive with their emergency lights flashing
  - Staff taking attendance at the exit point will have extra copies of the route and emergency numbers for guests
- **Livestock**
  - The Equine Manager will, with the help of designated staff (known to the Program Director and Logistics Director), be responsible for the safe evacuation of all Livestock, once guests and nonessential staff have left the property
- **Facilities**
  - The Facilities Director will coordinate with all Building and Area Managers to ensure that each is shut down properly
  - The Facilities Director will ensure that the Propane and Gas lines are turned off and all propane tanks returned to a unified location
- **Communication**
  - The Director On Duty will ensure that a clear message is communicated to all Guests' families regarding the evacuation

All guests and crew will depart via the chosen Evacuation Route and arrive at the chosen emergency point of evacuation. Once there the Logistics Team will establish a Headquarters and a Check-In Station to confirm that all persons have arrived at the emergency point of evacuation.

- The Program Director will go over the evacuation protocols with all of the staff
- All Crew will be instructed to return to their cabins at the first possible moment and gather all personal effect and place them in backpacks on the front of their cabins
- All Crew will be given copies of the evacuation route, the designated emergency point of evacuation, and a list of all relevant phone numbers
- Crew will continue to work in their assigned areas per their schedule
- Crew will be given an assigned evacuation vehicle by the Logistics Team
- Department and Area leaders will prepare their areas of work for a quick shutdown if needed as determined by Department
- **Facilities**
  - The Facilities Director shall review the hazardous materials on property and ensure that all propane tanks and gasoline containers are in their appropriate, marked areas.
  - The Facilities Director, time permitting, shall work with Staff to widen the defensible perimeter around structures by clearing away possible fuel elements such as sticks and pine needles
  - The Facilities Director shall work with the Logistics Team to determine what items need to be moved inside to protect them from possible smoke damage
  - The Facilities Director will ensure that the Water Truck is used to start soaking the Upper Pasture where Guests and Staff may stage
- **Livestock**
  - The Equine Manager shall prep for transporting the livestock off-property to a designated safe zone should it prove necessary
  - The Equine Manager shall confirm that their emergency point of evacuation is prepared to receive the animals
- **Route**
  - The Director On Duty shall confirm the best evacuation route based upon current and future understandings of the wildfire threat with local authorities, PACE plan, CalFire, OES and KNF.

**Evacuation Protocol**

The Evacuation Protocol will be initiated at the discretion of the Director On Duty.

- The Director On Duty shall designate a Staff Member to sound the Fire Siren continuously for a minimum of 5 minutes
- Upon hearing the Fire Siren, staff shall follow the Fire Response Procedures
- After all staff and guests are accounted for, the Director On Duty shall initiate the Evacuation Protocol

The protocol steps include:

- Setting up rally points for each housing unit for Guests and Crew with cones and signs and ribbons
- Setting up halogen flood lights should a night-time evacuation be necessary
- The Logistics Team will be sure that each Van and/or Bus has a illuminated number placed in its driver window
- The Logistics Team will prepare a truck and trailer with all needed supplies to establish a emergency point of evacuation off-property for Guests comfort and safety
  - See Appendix C for Evacuation Trailer List
- **Guests**
  - The Program Lead will receive from the Logistics Team an accurate list of all guests and coaches.
  - All coaches will gather in the Club for a briefing by the Program Lead on the situation and the protocol for evacuation should one be needed
  - At the next already scheduled gathering (meal time, lakeside chat, or Big Top session) the Program Lead will brief all guests about the situation
    - **During Parent Son & Daughter programs:**
      - Guests will be instructed to return to their cabins and gather their personal effects into order and place them into their personal vehicles
      - Guests will be instructed to orient their cars in an outward facing manner, to allow for a quicker egress should it be needed
      - Guests will be briefed on the evacuation protocols for attendance, route, and emergency point of evacuation
      - Guests will receive a printed map of the evacuation route, along with written instructions to the emergency point of evacuation site.
      - Guests will receive a printed list of all relevant phone numbers and be encouraged to save them in their phones' memory
    - **During Second Wind Programs**
      - Guests will be instructed to return to their cabins and gather their personal effects into small bags placed on their cabin porches (including their cell phones)
      - Guests will be briefed on the evacuation protocols for attendance, route, and emergency point of evacuation
      - Guests will receive a printed list of all relevant phone numbers
      - Coaches will be given an assigned bus for their teams' possible evacuation
  - The Program Lead will work with the Director On Duty to send out relevant updates to guests' families and the general public
- **Crew**
  - The Program Director is responsible for the safety of all volunteer summer crew except Coaches
  - The Program Director will hold an all-staff meeting in the dining pavilion following dinner while the guests are in the Big Top

- The Director On Duty will establish a communication plan with the Program Lead for informing the guests, if necessary, of the wildfire and prep them for the imminent Evacuation Protocol
- Staff
  - The Director On Duty will designate a staff member to send an email with all relevant information concerning the possible threat and the protocols being followed to the EMERGENCY SLACK Channel and ALLJHRanch@JHRANCH.COM email listserv.
- Facilities
  - The Facilities Manager shall review the hazardous materials on property and ensure that all propane tanks and gasoline containers are in their appropriate, marked areas.
- Livestock
  - The Equine Manager shall prep for transporting the livestock off-property to a designated safe zone should it prove necessary, livestock will be transported only after all guest and non essential staff are off property
- Route
  - The Director On Duty shall determine the best evacuation route based upon current and future understandings of the wildfire threat, following the PACE plan that's in place.

#### **Imminent Evacuation Protocol**

The Imminent Evacuation Protocol will be implemented at the discretion of the Director On Duty should authorities issue a Pre-Evacuation or Recommended Evacuation Notice.

The protocol steps include:

- Vehicles
  - The Vehicle Manager will line all vans in single column line in the grass along the trampoline fence line, facing in the same direction, with full gas tanks, spare tires, evacuation route maps, attendance logs, and keys in the vehicles
  - The bus(es) will muster at the Windmill parking lot, parked perpendicular to the road and not blocking the wagon wheel
  - Additional staff & crew cars will muster in the woodlands, redwoods, crew parking area to exit out the back bridge.
- Logistics
  - The Logistics Team will confirm the Evacuation Route and the emergency point of evacuation as determined by OES and with the Director on Duty
  - The Logistics Team will dispatch a Staff Member to inspect the Route and the emergency point of evacuation in case an evacuation is ordered
  - The Logistics Team will ensure the Director On Duty has an accurate report on all people on property, their current locations, and their planned movements.
  - The Director On Duty will at his discretion alter Guests and Crew Members' planned movements in the interest of safety and preparation (for example, cancelling off-property excursions)
  - The Logistics Team will prep the TEP for possible Evacuation Protocols by

**Response**

Upon learning of the fire, the Director On Duty shall head to the South Office, where he will meet with the Logistics Team and other Ranch Leaders to start reviewing the Emergency Evacuation Protocols should they prove necessary.

**Communication Channels**

The Director On Duty shall designate a Senior Staff Member to be the primary point person for all communication between JH Ranch and local authorities regarding the fire.

All radios shall be set to Channel 14.0 (Admin/Director channel)

**Evacuation Protocols**

**Preliminary Evacuation Protocol**

The Preliminary Evacuation Protocol is a level of readiness and preparation that the Ranch may adopt when a wildfire is burning off-property and nearby, but not directly threatening the Ranch. The Director on Duty may order the Preliminary Evacuation Protocol at his or her discretion.

The preparation steps include

- Contact OES with a number of guests and staff present, they can help to facilitate additional transportation needs.  
In the case of an evacuation OES will be contacted with the number of evacuees. These numbers will vary throughout the year. See below as a rough estimate.

Oct-April	< 20
May	< 200
June-Aug	< 505
September	< 400
- Vehicles
  - The Vehicle Manager will seek to arrange all vans in an accessible manner, facing out of their parking spots, with keys in the vehicle, full gas tanks, and spare tires in every van.
  - The Logistics Manager shall ensure that every van has a list of all emergency contact numbers as well as maps of all evacuation routes
  - The Water Truck & Fire Truck will be inspected and readied for use
- Logistics
  - The Logistics Team will review attendance records and brief the Director On Duty on the expected movements of all persons on property
  - The Logistics Team will inspect the Emergency Action Kit
  - The Logistics Team will place 1- Student Transportation on notice, the bus company contracted by the Ranch for transportation services.
- Guests

If any Guests are determined to have any special needs, they will be allowed to gather and wait at the Ranch House, next to Pasture 1 at the discretion of the Program Lead. The Program Lead will also designate a Crew Member to stay with these guests throughout the time needed.

**Consideration of Special Circumstances**

At all times, the Director On Duty shall have the authority to adjust the Fire Response Protocol should he or she deem it necessary.

**OFF-PROPERTY FIRE**

**Discovery**

**Discovery By A Guest Or Visitor**

If a fire is discovered off-property by a guest or visitor, they shall immediately call or return to JH Ranch and inform a Staff Member.

**Discovery By A Staff Member**

If a fire is discovered off-property by a staff member alone, he or she shall immediately call and return to JH and inform Ranch Leadership. If there are multiple staff members, a pair of staff members shall remain at a safe distance to monitor the fire's growth while other staff members seek to inform Ranch Leadership.

**On-Scene Commander**

It is critical that an On-Scene Commander be identified immediately. The staff member who first discovers or is informed of the fire shall act as the on-scene commander until such time as a staff member with greater seniority appears on scene. The arriving senior staff member shall identify whom the current On-Scene Commander is and verbally assume control of the situation by announcing themselves as the new On-Scene Commander.

**Awareness**

**Communication of a Fire's Discovery**

Upon learning of an off-property fire, staff members not involved directly in combating it shall seek to inform Ranch Leadership, the Hospitality Hut, and the Logistics Team.

Upon learning of an off-property fire, Ranch Leadership, the Hospitality Hut, and the Logistics Team shall seek to inform the Ranch Leadership Team through Slack, email, text, and radio. They shall clearly communicate that it is currently OFF-PROPERTY.

**Director On Duty's Awareness**

Assuming the fire has not already been extinguished, the Director On Duty upon learning of the fire shall seek to determine the location of the fire and its threat level to guests, staff, and facilities. If the fire is determined to not be an immediate danger to guests (e.g., a fire in the barn at night - over 1000 feet from the nearest guest location) the Director On Duty will direct all available resources and personnel to battle the fire directly without sounding the Fire Siren and implementing the Fire Response Protocol. If the fire is a threat to guest or staff safety, the Director shall implement the Fire Response Protocol at his discretion.

- Once all Crew are accounted for, the Program Director may at his discretion designate some Area Leads to assist the Logistics Team, the Operations Officer, or the Program Lead in their efforts
  - All other crew are to remain at the Pasture 2
- Crew shall remain in the TEP until an All-Clear Signal is given or an Evacuation Order is issued
  - If an All-Clear Signal is given by the Director on Duty or by the ringing of the Dinner Bell 5 times, all persons shall gather in the Big Top for an address from the Director On Duty
  - If an Evacuation Order is given, staff and guests will follow the Evacuation Protocol

#### *Staff Response At The Fire*

The staff at the scene of the fire shall continue to pursue extinguishing the blaze until the On-Scene Commander determines that it is outside of the capacity of Ranch Staff to handle. At this point, he or she will notify the Director On Duty, who will then authorize a Staff Member to call local Emergency Services. At this point, the staff members will switch their focus from extinguishing the blaze to containing the fire.

Upon calling the local Emergency Services, the Director On Duty will designate a Staff Member to greet the Emergency Response Crews at the main entrance to the Ranch and guide them directly to the fire.

All Emergency Contact numbers will be posted at every Ranch phone.

#### **Arrival & Departure Day Considerations**

Arrival and Departure Days are defined as days when Registered Guests are arriving formally for the first time or departing formally for the last time from JH Ranch property.

If Guests have yet to formally arrive for the start of a program:

- The Program Lead will designate several staff members to be posted at the entrance to the Ranch, to greet guests and explain the situation to them along with their next steps
- The Logistics Team will establish an official check-in station at Ranch House.
  - During Parent & Son/Daughter programs, guests will be directed to park their cars in the Barn parking lot and pasture
  - All guests will receive a check-in bracelet and their housing assignment and then be directed to the Pasture 1 to join their Housing group

If Guests will be formally departing that day:

- During Parent & Son/Daughter weeks, the Logistics Team will establish a check-out station to accurately record Guests as they leave the Ranch AFTER Emergency Response Crews have arrived

#### **Consideration Of Guests With Special Needs**

- Coaches will then return to their teams and do an initial roll call
  - After finishing the roll call, coaches will stand in front of their groups signifying that they are finished
- The Logistics Team will then perform an initial check with all the coaches to determine which guests are missing and their last known location
- The Logistics Team will confirm that the guests believed to be missing are indeed missing from their housing area rally point
- The Logistics Team will then pass this information along to the Program Lead, who will announce the names of the missing guests to ensure that they are not elsewhere in the Pasture 1
- If the guests are determined to be missing, the Program Lead will designate staff members in pairs to search for the missing guests at their last known location
  - Staff members will check back-in verbally every thirty minutes or in person every hour
  - If guests have no last known location, or are not immediately found, staff will search in the following order:
    - Housing assignment
    - Lodge
    - Ropes Courses (High Ropes, Low Ropes, Alpine Tower, Odyssey)
    - Cabin Areas
    - General Property
- All guests shall remain in the TEP until an All-Clear Signal is given or an Evacuation Order is issued
  - If an all-clear signal is given by the Director on Duty or by the ringing of the Dinner Bell, all persons shall gather in the Big Top for an address from the Director On Duty
  - If an Evacuation Order is given, staff and guests will follow the Evacuation Protocol

*Staff Response At TEP*

- The Program Director will assume responsibility for all Crew Safety
  - Except for Maintenance Staff, Logistics Staff and Coaches
- All crew will organize in the Pasture 2 according to Housing Unit
- Men's Crew Dean will perform a roll-call for all male summer crew members
- Women's Crew Dean will perform a roll-call for all female summer crew members
- If a Crew Member is found to be missing, the Program Director will designate staff members in pairs to search for the missing crew member at his or her last known location
  - Staff members will check back in verbally every 5-7 minutes or in person every hour
  - If missing crew have no last known location, or are not immediately found, staff will search in the following order:
    - Housing assignment
    - Lodge
    - Ropes Courses (High Ropes, Low Ropes, Alpine Tower, Odyssey)
    - Cabin Areas
    - General Property

*Logistics Team Fire Protocols*

The Logistics Team is responsible for the accurate roll call of all persons known to be on property.

The potential guest capacity is 505 guests and staff at 100 percent full. As soon as the actual number of guests and staff are confirmed, the team will relay this information to OES for additional transportation needs as required.

The Logistics Team will:

- Assess which staff & crew are known to be on-property and off-property
  - Check with the back office to determine staff off property for off-days
  - Check with Deans to determine if any crew is off-property.
- Designate staff members to create rally points for all housing areas in the Pasture 1 and Pasture 2.
  - Staff will use orange safety cones with signs marking each housing area
  - Numbered signs & cones will be stored in the Pump House on the Pasture 1
  - If needed, use halogen flood lights to light gathering areas
- Designate staff members to ensure Emergency Action Kit is complete and equip the Program Lead and Program Director with needed items
  - See Appendix for all items included in Emergency Action Kit & Humblaster
- After determining expected attendance lists, gather printed lists for Staff and Guests
  - Master Guest List Alphabetical
  - Master Guest List Housing
  - Team Lists
  - Master Crew List Alphabetical
  - Master Crew List Housing
  - List of Coaches
- Present all Guests Lists and List of Coaches to Program Lead (SW, T2, CH, PSD)
- Present all Staff Lists and List of Coaches to Program Director
- Establish a headquarters in front of the Windmill

*Guest Response At TEP*

Once at the designated TEP:

- The Program Lead will assume responsibility for all Guest Safety (& Coaches)
- The Program Lead will address all guests to share known information regarding the fire and inform them that a roll call will be taken presently
  - During Parent & Son/Daughter Weeks, Guests will be asked to gather in Parent/Child pairs according to their teams behind the appropriately marked sign on the fence.
  - During Second Wind Weeks, guests will be asked to arrange according to their teams behind appropriately marked sign on the fence.
- All coaches will gather by the lake to receive printed team lists and markers

**Appendix M**

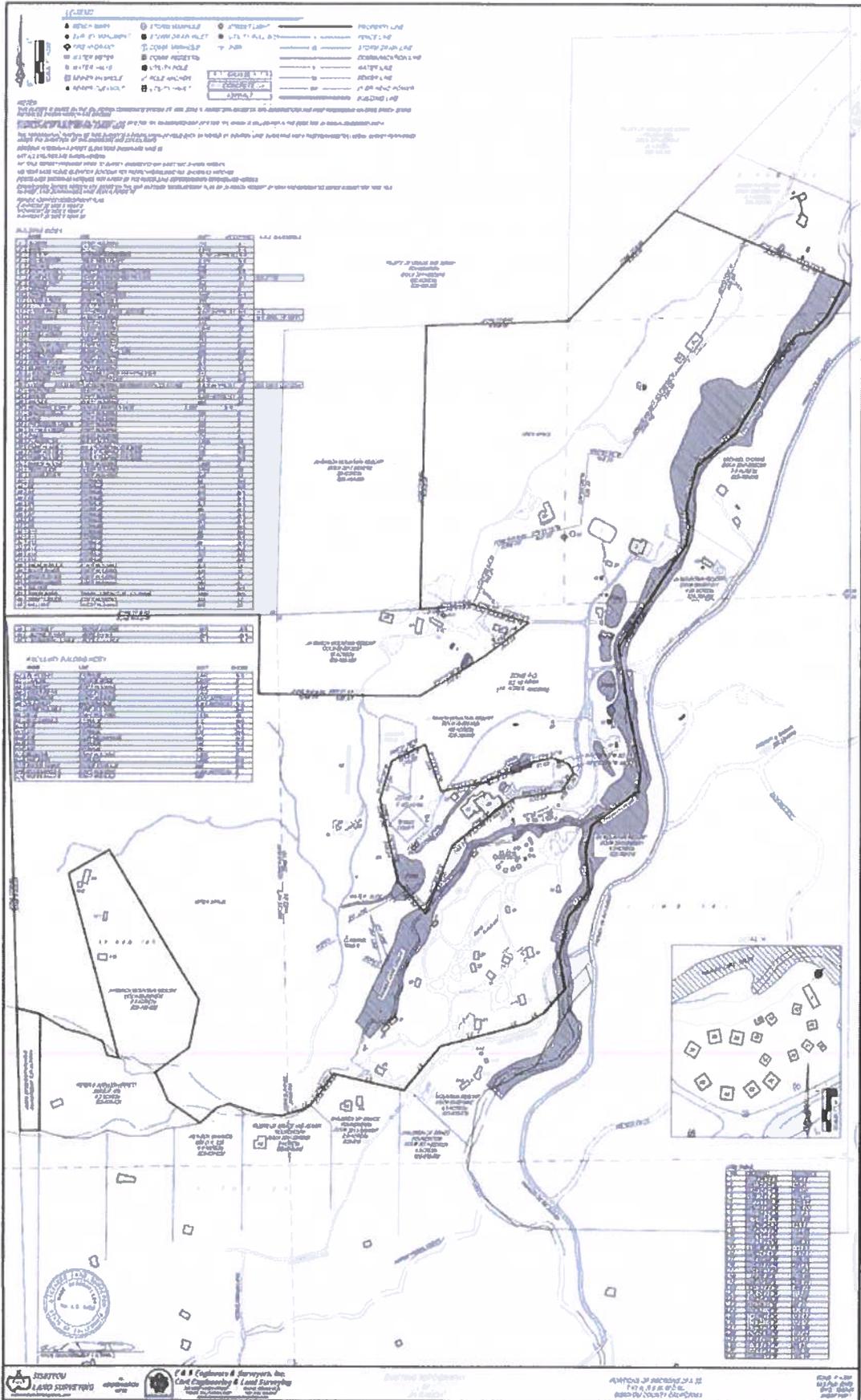
**Site Visit/Training Log**

JH Ranch has several employees that have basis fire training, was on the local fire dept for 10 years, another worked for CalFire on engine crews during the summer.

Every May JH Ranch invites the Ft Jones CalFire station to do a walk-through of the site to familiarize themselves with the roads and water sources that are onsite.

- 11/02/23 Calfire did a defensible space review of all structures onsite
- 8/6/24 Mercy Flights Landed Helicopter to inspect landing zone. We are a approved primary landing site.
- 8/6/24 Eina Ambulance on site to assist with Rodeo Day activities.
- 11/13/24 OES was onsite helping to developing a PACE Plan

# APPENDIX B: SITE PLAN



**From:** [Betsy Stapleton](#)  
**To:** [Janine Rowe](#)  
**Subject:** Re: JH Ranch Zone Change Update (Z2306) / Use Permit (UP2416)  
**Date:** Wednesday, February 5, 2025 11:14:02 AM  
**Attachments:** [B Stapleton JH letter.pdf](#)  
[Z-11-01 JH Ranch.pdf](#)  
[2017\\_09\\_27\\_JH\\_Ranch\\_site\\_tour\\_mtng\\_min.pdf](#)  
[11\\_20\\_ltr\\_to\\_cty.pdf](#)

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Good Day Janine,

Attached you will find my comments on this application, along with a couple of additional attachments. Would you please copy these materials and distribute them to the commissioners? I would appreciate your confirmation of having done so.

Betsy Stapleton

On Wed, Jan 29, 2025 at 8:16 AM Janine Rowe <[jrowe@co.siskiyou.ca.us](mailto:jrowe@co.siskiyou.ca.us)> wrote:

Per your request to receive notices regarding the above-referenced project, attached is a Notice of Public Hearing for the Planning Commission meeting on Wednesday, February 19, 2025, at 9:00 a.m.

**Janine Rowe**

**Executive Secretary, Siskiyou County Community Development Department**

**Commission Clerk, Siskiyou County Planning Commission**

**Commission Clerk, Siskiyou County LAFCo**

**806 S. Main St., Yreka, CA 96097**

**Main: 530-841-2100**

2/5/2025

Betsy Stapleton  
5104 French Cr. Rd  
Etna, Ca. 96027

Re: JH Ranch Zone Change Update (Z2306) / Use Permit (UP2416)

To Siskiyou County Planning Commissioners

Dear Commissioners,

I ask you to **deny or modify** the above referenced application because it is misleading and incomplete, thereby not achieving its stated objective to “modify the existing Development Plan for JH Ranch's existing operations and establish a formal occupancy limit.” (Section 1.1 Project Objectives P.3).

My request to deny or modify the application is based on the following:

1. **A CEQA analysis is required because JH is requesting to increase occupancy over the existing baseline (see paragraph 3 below) and the application, as written, leaves the door open to a potential 7 times increase in annual person use days.**

***Please deny this application until such CEQA analysis is completed.***

2. **An application objective is to modify the existing Development Plan. The application does not declare what the proposed change is.**  
In careful reading of the materials provided to the interested parties (attachment 1 below), I could find no mention of a modification to the existing Development Plan. To provide sufficient material for public review, the application must clearly state what the intended modification to the existing PD is. Are there materials or correspondence that is not available to the public that include an agreement from the County for a modification? If so, these materials need to be provided to the public for review and the hearing on the JH request should not proceed without the public having a chance to review them. If JH is not requesting a modification, the Project Objective is incorrectly stated, and the application should be denied on that basis. Perhaps JH is requesting an increase in occupancy over its existing PD occupancy allowance, in which case they are formally acknowledging that they have been in non-compliance with their existing PD and the County's

responsibility should be to sanction them for the violation before consideration is given to any change to the document.

***Please do allow this to proceed until the public can understand and review what the requested changes are.***

- 3. Another application objective is to establish a formal occupancy limit. The application presents confusing and contradictory information regarding what JH claims as the existing and historical use levels and if they are actually seeking to increase occupancy.** The second portion of the objective statement declares that JH desires to establish a formal occupancy limit. Further sections state that this limit should be 505 occupancy based on current and historical use. The application then goes on with details that give the purported basis for the JH claim for a historic 505 person occupancy. These are: 1) Housing capacity of 445 (P. 7), with an additional specification of programming with 250-300 guests, 10-15 local staff, 25 Alabama staff and 145 “crew” (P. 5). This totals 485 occupants at maximum.

***The JH application, by their own data, does not support 505 occupants as the “current and historic use”, so should be denied on that basis, or modified to align with their own documented usage. In fact, JH is requesting an occupancy increase which triggers the requirement for CEQA review.***

- 4. The Application also requests to establish a formal occupancy limit. The application leaves many aspects of what is meant by “occupancy” unclear, leading to future enforcement challenges and unauthorized and undesired expansion opportunities based on exploiting the ambiguities.** What does occupancy mean? Is it the number of bodies on the PD at any one time? If so, the zone change request should state that clearly. In the application there is a statement that program participants “arrival and departure occur on different days” (P.5), leaving unclear if there are overlap of those different days resulting in many more than the allowed number of occupants on the campus, perhaps for extended periods of time. The program description also says that participants leave for off-campus activities on public lands- what happens if those activities cannot take place due to fire or other events- do those guests return to the campus and exceed occupancy limits? Finally, the program description describes 6 one-week programs (with 250 guests per week + staff) resulting in 18,270 person use days inclusive of staff, and 2 two-week programs (with 300 guests per week + Staff) resulting in a 6,790 people use days for a total of 25,060 annual use days. However, section “3.1 Overall Use and Intent” states: “The use of the properties shown in the proposed PDPA is for a *year-round* “Guest Ranch” operation” (emphasis mine). The application materials clearly outline current and historic uses that are confined to an 8-week period in the year with a specific resulting annual usage. If JH alters their program from the existing baseline of an 8-week operating season to year-around the result would be 177,025 annual person usage, an approximately 7 times increase over the described baseline

***The application should be denied until the inaccuracies are resolved and clear and unambiguous parameters for occupancy included that do not increase occupancy on an annual basis.***

**5. The application makes many misleading and outright erroneous statements about fire safety issues and emergency evacuation routes. Leaving these statements standing in a document approved by the County would render attempting to correct them at some future time extremely difficult.** Let's consider each of the statements separately as this is a critically important issue, which, if handled incorrectly, will lead to the loss of life and property when the inevitable high intensity fire strikes this high housing density area deep in the Wildland Urban Interface.

- The application states (p. 12-13) "JH Ranch has provided reasonable evacuation routes from its facility, along existing public roads, as well as an Evacuation Plan for JH Ranch's operations." This statement is untrue as these routes do not provide reasonable egress for 485 guests and staff as well as many local residents with livestock trailers and possessions while allowing simultaneous ingress of emergency personnel. In 2014, a group of local residents evaluated the two proposed evacuation routes and found them entirely inadequate to meet CalFire 4290 safe road standards. The results of this analysis were sent to the County from "Friends of French Creek" dated 11/20/2014 and is attached below. The County followed up with a "JH Road Tour" and the resulting minutes contain specific actions for the escape routes to be deemed safe and adequate (document attached below). To my knowledge, none of the needed improvements have occurred.
- The application states "3 14 Cal. Code Regs., §1270.03(b), provides that SRA does not apply "where an application for a Building permit is filed after January 1, 1991," so long as the "parcel was formed from a parcel map or tentative map approved prior to January 1, 1991." (footnote p. 12), which appears to set the stage that JH would not be compelled to address Cal Fire State Resource Area requirements for future development. Please see the attached letter From Cal Fire dated April 19, 2016 that clearly states the requested change in occupancy at that time from 387 to 482 did require JH to meet 4290 requirements, which has been blatantly ignored and places both them and "us", local residents, in grave danger.

***These erroneous statements in regard to vitally important fire safety issues must be removed from the application in order to avoid setting a legal precedent that would prevent the County and Cal Fires' ability to meet their obligation to enforce these rules and prevent death and property loss.***

**6. There is new construction proposed in the project application.** On page 9 the application states: JH Ranch is also proposing additional storage tanks:

- 40,000-gallon storage facility above the Equipment Storage & Maintenance Buildings. The purpose of this is for emergency use, particularly fire suppression on the North end of the property.
- 13,000-gallon storage tank added to existing tank farm. The purpose of this is for additional potable water storage.

While improving water storage is a valuable objective that I believe we all can support, the request for new construction is obscured and the source of the water is not clarified. Understanding water sources for storage is increasingly important as regulation regarding water use in the Valley is continually escalated.

***Please deny the application until detail regarding water source for the water storage tanks is discussed to ensure that the proposed storage is in compliance with all applicable laws.***

7. **Water use. The application declares, without substantiation, that the JH water use does not adversely affect French and Paynes Lake Creeks. It also declares that there is sufficient water supply for 1600 people, attempting to pave the way for future expansion to that level.** The application states that the water supply is sufficient for 16,000 people. This is concerning because, in past expansion efforts, JH has taken the position that the only limitations on their desired expansion should be water supply and other infrastructure issues such as sewage capacity. Declaring that there is sufficient water for 1600 people only seems to serve the purpose of embedding it in an official County document to be used down the road. The section on p. 9 goes on to state that use of wells 4 and 5 do not impact French and Paynes Lake Creeks because they are sufficient to supply water needs for the requested occupancy level. This is an error in logic, the first statement is completely irrelevant to the second and should be disregarded as no evidence is given that the Creeks are not impacted. In this era of ever increasing water scarcity and related water management regulation it seems vitally important to understand how JH is utilizing all of their water sources and whether they are complying with the water regulation the rest of us must live with. Did JH have a Local Cooperative Solution for their ground and surface water uses in the past 3 years of curtailment requirements? Did they reduce their groundwater extraction by 30% as required by the regulation? If so, how does that affect their water supply sufficiency? If not, their continued use of groundwater at historic levels is by definition of the curtailment regulations affecting the streams.

***The application should be denied until JH explains their “water sufficiency” considering current regulations and likely long term future water use regulations and removes the language stating that their water extraction is not harming the Creek.***

Those of us who live in the French Creek watershed and are directly affected by the JH's never ending efforts to expand by creating misleading and ambiguous county

documents, and subsequently exploiting the loopholes, are exhausted. I, personally, have been fighting their “do as they wish and ask for forgiveness later” approach for 15 years. JH has deep, deep pockets and fancy lawyers who can craft confusing documents while being paid big bucks by tax exempt JH to do so. Local folks have to take their personal time to try and untangle deliberately misleading legal documents. I am not able to join you to share these comments in person because I have to go to work, whereas JH lawyers and employees can be paid to show up as many times as are necessary to wear us out.

Therefore, I ask you, our county representatives, to deny this application until the issues I identify above are resolved.

Thank you for your time and consideration

Betsy Stapleton



## DEPARTMENT OF FORESTRY AND FIRE PROTECTION

P.O. Box 128  
1809 Fairlane Road  
YREKA, CA 96097-0128  
(530) 842-3516  
Website: www.fire.ca.gov



June 22, 2016

Siskiyou County Department of Public  
Health and Community Development  
806 South Main Street  
Yreka, CA 96097-3321

Attn: Greg Plucker, Community Development Director  
Subject: JH Ranch Planned Development Plan Amendment (PDPA Z-11-01)  
Dated April 19, 2016

A review of the above referenced project has been completed. The overall occupancy proposed for this project will be more than currently allowed by Siskiyou County under the Planned Development use permit (refer to page two, paragraph one, of the August 28, 2014 letter to Rob Hayes St. Clair from Greg Plucker). The table in attachment C3 of the most current JH Ranch application packet shows a 2015 PDPA total occupancy of 482 people. This is 95 people more than the currently allowed 387 occupants.

Since the occupancy of the PDPA will be increased, the Public Resource Code 4290 requirements identified in our review letter date 3/31/2014 still apply.

A handwritten signature in blue ink, appearing to read "Monty Messenger".

Monty Messenger  
Fire Prevention Bureau Chief  
CAL FIRE, Siskiyou Unit

For: Phillip Anzo  
Unit Chief

*"The Department of Forestry and Fire Protection serves and safeguards the people and protects the property and resources of California."*



## COUNTY OF SISKIYOU

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COMMUNITY DEVELOPMENT DEPARTMENT  
**Building ♦ Environmental Health ♦ Planning**  
806 South Main Street · Yreka, California 96097  
Phone: (530) 841-2100 · Fax: (530) 841-4076  
[www.co.siskiyou.ca.us/page/community-development](http://www.co.siskiyou.ca.us/page/community-development)

**ALLAN CALDER, AICP**  
DIRECTOR  
**STEPHEN KOLPACOFF, MD**  
PUBLIC HEALTH OFFICER

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**BUILDING**  
Michael Crawford,  
Deputy Director  
Telephone: (530) 841-2100  
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**ENVIRONMENTAL HEALTH**  
William Navarre,  
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Vacant,  
Deputy Director  
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## DEPARTMENT OF FORESTRY AND FIRE PROTECTION

P.O. Box 128  
1809 Fairlane Road  
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(530) 842-3516  
Website: www.fire.ca.gov



June 22, 2016

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Since the occupancy of the PDPA will be increased, the Public Resource Code 4290 requirements identified in our review letter date 3/31/2014 still apply.

Monty Messenger  
Fire Prevention Bureau Chief  
CAL FIRE, Siskiyou Unit

For: Phillip Anzo  
Unit Chief



# COUNTY OF SISKIYOU

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[www.co.siskiyou.ca.us/page/community-development](http://www.co.siskiyou.ca.us/page/community-development)

ALLAN CALDER, AICP  
DIRECTOR  
STEPHEN KOLPACOFF, MD  
PUBLIC HEALTH OFFICER

September 14<sup>th</sup>, 2017

## JH RANCH - ROAD TOUR MEETING MINUTES

Date of Road Tour: September 12<sup>th</sup>, 2017

Date minutes were prepared: September 14<sup>th</sup>, 2017

In Attendance: Allan Calder – Siskiyou County Community Development Director, Scott Waite – Director of Public Works, Monty Messenger – CAL FIRE, Jim Free – JH Ranch

The following are minutes prepared by Allan Calder for the JH Ranch Road Tour on September 12<sup>th</sup>, 2017:

- “Looped Roads” do not satisfy CAL FIRE 4290 regulations. This implied that a secondary exit from French Creek Road to Miners Creek Road and back to French Creek Road will not satisfy 4290 regulations.
- Due to JH Ranches’ PDPA application submittal date of March 29<sup>th</sup>, 2016, the ranch would be held to the year 2013 4290 regulations (those that preceded the current version dated Jan 16<sup>th</sup>, 2017). This results in the secondary access road width requirement of 18’.
- Scott indicated that French Creek Road is currently appropriately signed for speeds (at 40 mph) and a reduction in speed is not warranted (to 30 mph).
- Scott Waite offered to review French Creek Road up to the camp from Hwy 3 for centerline and fog strip striping. He mentioned that striping of road can help to slow vehicles down. This level of traffic calming is desired by both JH Ranch and the Friends of French Creek (FOFC).
- If a secondary access route is brought up to 4290 regulations, French Creek Road could be mitigated without correcting the “pinch point”, with signs and lights. (Per Omni Means Report/recommendations from Nov. 8<sup>th</sup>, 2012)
- The County has right-of way (ROW) along both Miners Creek Road and Sugar Creek Roads. This could be prescriptive jurisdiction including the “top of the cut slope” to the “toe of the fill”. Any improvements within this zone would only be done with the land owner’s approval. Maintenance of brush encroachment is included as part of the County’s maintenance within this prescriptive ROW.
- Similarly, the County will not remove any “hazard” trees without the landowners’ approval. In some conditions, the tree can remain in place if there is adequate (18’) adjacent area in which to widen the road around the hazard tree.
- Road grades of 16% are allowed in the regulation. Variances have been granted up to 20% if the road is paved. This mitigates the issue of the steep roadway per 4290.
- PRC 4290 requires all bridges to be signed as to their weight rating. One such bridge was crossed on our tour that did not appear to be signed for its weight rating. This bridge will need to have a sign of its weight rating to be in compliance with the 4290 standard.

**BUILDING**  
Michael Crawford,  
Deputy Director  
Telephone: (530) 841-2100  
Fax: (530) 842-0111

**ENVIRONMENTAL HEALTH**  
William Navarre,  
Deputy Director  
Telephone: (530) 841-2100  
Fax: (530) 841-4076

**PLANNING**  
Vacant,  
Deputy Director  
Telephone: (530) 842-8203  
Fax: (530) 841-4076

### NEXT STEPS FOR JH RANCH:

1. Contract with civil engineer or other capable entity to investigate the ownership of the ROW for the entirety of the proposed secondary access route.
2. Civil engineer to evaluate proposed secondary access route for application of the 2013 4290 standards and provide an opinion of probable costs to JH Ranch. I.e.
  - a. 18' continuous roadway, provision of street signs at each key intersection,
  - b. Identification of all 16% or over gradients and related asphaltting mitigation,
  - c. Correction of all 50' radius's (some road conditions can accommodate widening of the shoulder for mitigation), and
  - d. Turns outs on either side of a road with good visibility that are narrower than 18'.
  - e. 2013 CAL FIRE 4290 regulations will need to be referenced for correct and final actions.
3. Jim Free indicated that there may be an alternative route back to Hwy 3 that is only 1 mile long. This would include utilizing Miner's Creek Road as a secondary access – and by utilizing this potential new route, would not create a “loop”. Jim said he will check in on this and report back to the County and Monty with his progress.

November 20, 2014

Re. JH Ranch PDPA Consistency with 4290 Code and the County General Plan

Dear Mr. Plucker,

The purpose of this letter is to share our thoughts and detailed information pertaining to JH Ranch's PDPA's consistency with 1) Public Resources Code 4290 and 2) Siskiyou County General Plan's Transportation section.

### **California Fire Protection, Fire Safe Regulations Consistency (Code 4290)**

Code requirements were spelled out in Cal Fire's letter to the Planning Department (March 31, 2014, subject: JH Ranch Planned Development Amendment [Z-11-01]) and to Rob Hayes-St. Clair of JH Ranch (September 8, 2014, subject: JH Ranch Planned Development Amendment [Z-11-01] Proposed Fire Emergency Procedure Program).

We are concerned about fire access not only because of our safety, individually, but that of our community. After the experience of this past August, when we were under evacuation advisory for two weeks, we took a closer look at the four alternative access routes that JH Ranch had proposed in its August 2014 letter to Cal Fire (i.e. its Proposed Fire Emergency Procedure).

We are convinced that each route is substandard for these reasons:

- 1) French Creek Road (County Rd. 3G002) middle segment does not meet the **roadway width requirement of two 9' lanes** (18 feet), as it is single lane for approximately 635 feet (see Sec. 1273.01 of Code).
- 2) Miner's Creek Tie Road (3G004) does not meet the **18' roadway width requirement** on a one-mile section, and has three sharp curves that do not meet **curve radius minimums of horizontal inside radius of curvature of at least 50'** (Sec. 1273.04). A fourth curve may just meet this minimum; however, on that curve the gradient is overly steep and possibly exceeds the **roadway gradient standard which is a maximum of 16%** (Sec. 1273.03). As a secondary access to French Creek Road, Miner's Creek Tie Road does not qualify because it loops back to French Creek Road (see Cal Fire's 9/8/14 letter).
- 3) French Creek Road-to-Sugar Creek Road access has **insufficient roadway width** on approximately one mile of French Creek Road and on most of the approximately four mile Forest Service section of Sugar Creek Road (FS Rd. 40N22). This road clearly does not meet the intent of Code 4290's roadway surface standard that the **"surface shall provide unobstructed access to conventional drive vehicles, including sedans and fire engines."** (Sec. 1273.02.)
- 4) Homestead Lane-to-timber company roads to North Fork French Creek Road to lower French Creek Road is also a loop route. It has **insufficient roadway width** on at least the entire North Fork section. For example, the lower quarter mile typically

did not even meet the definition of single lane, i.e. it was less than nine feet wide. **The roadway surface is of native material (unsurfaced) and would not meet Sec. 1273.02 intent** unless freshly maintained. The section from Homestead Lane to access timber company land would entail the construction challenges (and continual maintenance) associated with very steep slopes on weathered granitic soils.

We collected this data by walking sections of each route that were from  $\frac{3}{4}$  to 1  $\frac{1}{2}$  miles in length, using cloth survey tape or odometer to measure distance; cloth tape to measure width and radius; and clinometer to measure road grade. Radius was calculated using field measurements by following the protocol cited in Attachment A. Other details, such as the location by milepost of sampled road segments are in the attachment.

### **County General Plan Transportation Circulation Element Consistency**

The primary access to the JH Ranch, as well as to the entire French/Miner's Creek community is via French Creek Road. We appreciate the County's attention to the transportation analysis in its review of the JH Ranch PDPA so far. However, we are concerned that the Level of Service that your department may use as a standard is not appropriate for the rural nature of this community. In other words, **we strongly believe that French Creek Road was intended to be managed as a Level B road and not a Level C road.** This is based on the March 1988 General Plan update (Plan). Yet, in a recent meeting with the Friends of French Creek, you hinted that the standard against which you were analyzing PDPA traffic flow (speed, freedom to maneuver, driver comfort, etc.) was Level C. The Plan states on page 6 that Level B is "recommended for rural design standards" while Level C is "recommended for urban design standards".

Elsewhere in the Plan it lists potential traffic elements, which contribute to defining "prevailing roadway and traffic conditions" (page 6). These include pedestrians, bicyclists, wildlife and livestock as well as motorized traffic. We enjoy walking, horseback riding and bicycling on French Creek road, yet we find that we can no longer do so safely during the summer because of JH Ranch traffic volume, including semi-trucks with supplies.

We are confused as to why the Planning Department in a County that treasures its rural character and culture would not follow the recommendations of its own Plan. We are further concerned about this as a precedent for the numerous scattered communities with roads just like French Creek, which contribute to the unique character of Siskiyou County that attracts residents, visitors, and businesses alike. If we misread your intent at the October meeting, please clarify for us, and disregard the above concern.

Based upon the issue of Fire Protection Emergency Access alone, this proposal should be denied. Siskiyou County dodged several bullets in terms of loss of life

from wildfires this past summer. There have been many lessons learned about how quickly a wind-driven fire can consume homes and businesses, and how critical access routes are both for those trying to get to safety as well as firefighters and others attempting to safely respond.

Our Board of Supervisors recently passed resolutions regarding how other agencies could better help this County be less vulnerable to fire. Now is a clear chance for the County to contribute to solutions to the threats to safety, life and property from future emergencies.

Finally, it does not escape our notice that the current JH Ranch permit was approved two years **after** California instituted its 4290 Code of Regulations in 1991. Please, do not compound this mistake by approving an expansion that can only exacerbate the risks to guest and staff safety, as well as that of their neighbors and emergency responders.

Sincerely,

Friends of French Creek

CC: Monty Messenger, Cal Fire  
Planning Commissioner McMahon  
Planning Commissioner Melo  
Planning Commissioner Veale  
Planning Commissioner Hart  
Planning Commissioner Fowle  
District 1 Supervisor Criss  
District 1 Supervisor Valenzuela  
District 1 Supervisor Kobseff  
District 1 Supervisor Bennett  
District 1 Supervisor Armstrong

**From:** [Michael Stapleton](#)  
**To:** [planning](#)  
**Cc:** [Michael Stapleton](#); [Betsy Stapleton](#)  
**Subject:** Comments of JH Resort Application Planning Commision Meeting Feb. 19, 2025  
**Date:** Wednesday, February 5, 2025 11:54:02 AM  
**Attachments:** [Comments on PDPA Feb. 5, 2025 \(3\).pdf](#)  
[Attachment A.pdf](#)

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Thank you.

February 5, 2025

Siskiyou County Planning Commission  
Public Hearing February 19, 2025

Subject: JH Ranch Zone Change (Z-23-06) and Use Permit (UP-24-16)

Dear Commissioners:

Please consider these questions when approving this Zone Change for the JH Resort:

Occupancy

- Did the County negotiate with JH on the 505 person occupancy or just take the JH's word for it? Does it include guests and staff? Why can't they be held accountable for the 250 person limit in the 1993 PD Amendment?
- If this 505 person occupancy is for the 79 acres on the Plan Development, does this limit also apply for all other the additional acreage and homes that the JH has purchased / built in recent years outside the Planned Development?
- Does this occupancy limit include clients that are being entertained off site?

Year-round Guest Ranch Operation

- Page 8, Section 3.1 "Overall Use and Intent" of the Planned Development Plan Amendment Application submitted to Siskiyou County in November 2023 states: "The use of the properties shown in the PDPA is for a year-round "Guest Ranch" Operation". This request was not mentioned in the "Notice of Public Hearing"? How is this not an increase in occupancy?
- The residents of French Creek currently must endure the high levels of traffic and noise 4 months per year, now we have to endure it for 12 months? In the last few years, the JH Resort has totaled two JH Resort trucks by running them off of French Creek Rd at high speeds into a field next to the road on my ranch.
- The current sewage treatment system at the JH Resort separates the solids (and taken where?) from the liquids. The liquids are then pumped to a leach field positioned right next to French Creek. The liquids are dispersed into the soil via

emitters approximately 6” deep. How does this work when the ground is frozen and what keeps it from just entering French Creek? The existing sewage treatment system will not work for large occupancy year-round use.

- The JH Resort is located in “Critical Deer Wintering Ground” as dictated in the Scott Valley Area Plan and this level of occupancy is not allowed for year-round occupancy.

#### Cal Fire 4290 State Resource Area Regulations

- The JH Resort does not have the required fire emergency ingress and egress under the 4290 Regulations. The cutoff road between Miner’s Creek Rd. and French Creek Rd. does not meet the 4290 requirements both for curve radii and steepness of grades. With the JH Resort located in the Wildland Interface and being surrounded by volatile low elevation pine forests with hundreds of rental cars parked on the property, it is extremely important that these requirements are enforced.
- Last summer during the Shelly Fire, Klamath National Forest was shut down north of the Sawyers Bar Rd. Despite this closure, it was reported that the JH Resort took their teenage clients on a backpacking trip off of Salmon Summit to Meeks Meadow which is approximately a mile from the closure and endangering their lives.

#### Water Usage

- The JH Resort is a commercial user of our limited water supply just like agricultural users. While commercial agricultural users are subject to curtailments, the JH Resort should also be required to limit their water use.

Thank you for your consideration and also for your unpaid services to the citizens of Siskiyou County.

Michael Stapleton, PE  
5104 French Creek Rd  
Etna, CA 96027

Attachment A

- d. Firs (8 persons)
- e. Pines (8 Persons)

Currently, there are multiple additional living spaces named:

- a. Ranch House – Single-family house (8 persons)
- b. Manor – Single-family house (24 persons)
- c. Eden – Single story bunk cabin (5 persons)
- d. Breezeway – Single story bunk cabin (8 persons)
- e. Upper & Lower Village – Fourteen single-story tent-like cabins (112 persons)

#### Summary

In summary, the current total square footage of housing facilities is 27,110 SF.

### 3.0 General Development and Use

#### 3.1 Overall Use and Intent

The use of the properties shown in the proposed PDPA is for a year-round “Guest Ranch” operation. This use has not deviated from the solitary land use and Guest Ranch activities described and approved in the 1993 PD Amendment (J.H. Ranch Planned Development Amendment Z-93-11, Staff Report for Siskiyou County Board of Supervisors Resolution approving amendment, Oct. 26, 1993. Furthermore, this use is consistent with the SCC for a Planned Development described as a single use “Planned Development District” with a solitary land use. (SCC § 10-61183(e).)

Further information on JH Ranch programs can be found in Section 1.2.3, “Program Overview.” The intent of this section is to provide a description of current program use and operations that have been developed since the 1993 PD Amendment.

#### 3.2 Utility Systems

##### 3.2.1.1 Wastewater Capacity

JH Ranch has developed an on-site sewage treatment facility that has been approved for use by the Siskiyou County Environmental Health Department (SCEHD). Refer to the JH Ranch Existing Utilities Plan (Sheet A4) for the location of wastewater infrastructure components. The system currently treats all wastewater from all Ranch facilities within the existing PD zone. All existing wastewater treatment systems are capable of

**From:** [Ruth Hartman](#)  
**To:** [planning](#)  
**Cc:** [Rick Dean](#); [greg.roath@fire.ca.gov](mailto:greg.roath@fire.ca.gov); [Craig.Bunas@waterboards.ca.gov](mailto:Craig.Bunas@waterboards.ca.gov); [Barry.Sutter@waterboards.ca.gov](mailto:Barry.Sutter@waterboards.ca.gov); [dwessell@co.siskiyou.ca.gov](mailto:dwessell@co.siskiyou.ca.gov); [Janine Rowe](#)  
**Subject:** RE: JH Application being reviewed by the Siskiyou Planning Commission on February 19, 2025  
**Date:** Wednesday, February 12, 2025 6:32:10 PM  
**Attachments:** [Planning Commission JH ranch letter.docx](#)  
**Importance:** High

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Please find attached my comments and concerns on JH Ranch operations in the following letter.

Sincerely,

Ruth Hartman

Siskiyou County Department of Public Health  
and Community Development  
806 South Main Street  
Yreka, CA 96097-3321

February 7, 2025

SUBJECT: JH RANCH ZONE CHANGE UPDATE (Z2306)/USE PERMIT (UP2416)

ATTN: SISKIYOU COUNTY PLANNING COMMISSIONERS

Dear Commissioners:

I am a concerned citizen and farm owner downstream of JH Ranch, located on the banks of French Creek, with pertinent questions to be addressed by your department at the next meeting.

**Occupancy:** This has been a controversial, confusing and often misleading subject and not very clearly explained by JH Ranch or the planning dept. upon approval in the past. **What is their exact number for occupancy per each site they operate from?** Each site should be considered separately as water, waste and fire safety warrant evaluation by their location. Plus every habitable building needs to have max occupancy signs posted.

**Health Concerns:** Water needs to be potable number one. **Does their storage for water and required filtering system meet the Santa Rosa Water Boards health standards?** Waste needs to be disposed of by septic and leach fields located at least 100 feet from any stream or river. **Is that the case with JH Ranch and Scott River Lodge?**

**French Creek Water:** Is the aquifer being comprised by JH Ranch's wells being so close to French Creek? I assume they are as they are accessing underground water with wells. The farmers on French Creek have various ditch rights provided from water diverted from French Creek dating back at least 50 years or more. Due to the drought conditions over the past years we, as farmers, have been curtailed with the use of our water from these ditches. Their increase in occupancy directly affects the amount of water needed for drinking, bathing, and sanitation by JH. These are all things to be considered when making your decisions which directly affects all of us downstream of JH Ranch. Plus, the leach field is located right next to French Creek. There is livestock, like cattle, horses and goats that drink from water from French Creek including wildlife like coyotes, bears and beavers that make their homes on the creek. Not to mention our pets, as well. Does it endanger the Coho Salmon that we as farmers signed "take" letter to protect the fish. All these factors should be considered and factored into your decision and request upgrades if not meeting these standards.

**Fire Safety:** According to CALFIRE under their 4290 requirements French Creek and Miners Creek Roads do not meet 18 foot width for ingress and egress with plans to escape a wildfire. In some places the road is only wide enough for one car to traverse the road with not enough turnouts, so emergency vehicles would be able to reach their destination. Management of JH has a blatant disregard for the safety of their guests by engaging teenagers on a backpacking trip off Salmon Summit to Meeks Meadow one mile from the closure of the Klamath National Forest last year during the Shelly Fire. I would also recommend the Fire Marshal's office to inspect all cabins, main ranch house, and other living quarters for fire extinguishers and smoke/carbon monoxide alarms as required by law. During an emergency evacuation 2 years ago JH had to call neighbors in the area if they had any vehicles to transport children from the ranch as JH did not have enough transportation to safely remove the children from the wildfire danger.

**Year-Round Operation:** If JH Ranch is allowed to operate year-round it would hinder the aquifers being replenished on French Creek for farmers spring watering of crops. Add would add to increased traffic on French Creek Road. During present operating times, I personally endure their guests parking in front of my house and their buses in past years idling for hours parked in front of my barn and house and at the intersection of French Creek and Highway 3. NO PARKING signs are posted and disregarded. The speed limit at present is 40 MPH and I have requested it to be lowered to 25MPH due to five residential housing within the first two miles on French Creek Road. Due to the current speed limit everyone drives 50MPH.

**A little history lesson:** JH Ranch was a “Guest Ranch” prior to the Johnson’s buying it from the Proctors but does not qualify as a “Guest Ranch” today. JH is a “Christian Family Camp” and does not meet the standards to qualify as a “Guest Ranch” in the true sense of the definition: *A guest ranch is a facility that offers lodging, food, and recreational activities for guests. Guest ranches are a type of agrotourism that allow guests to experience the Western lifestyle of the Cowboy Way. They usually cater to families and never to children by themselves as that comes under Children Camps and a special license must be obtained to cater to children without the parents present. Plus, a full-time RN is required to be on the premise at the time of camp sessions, EX: Girl and Boy Scout camps, ETC. An infirmary or special designated area to treat sick or hurt children is required, as well. Most “Guest Ranches” offer a children’s program incorporated in the daily activities of their normal operations with parents present on site.*

*According to Google:* JH Ranch, Children's camp in Siskiyou County, California

I own Coffee Creek Ranch in Trinity County and operated it from 1976 to 2021 before our family lost it to the Haypress Fire. I am very familiar with all aspects of running a ranch resort and what is required by law to operate legally and safely complying with Federal, State, and County laws.

I appeal to you to do the right thing and not be swayed by their fancy lawyers who are paid by JH Ranch owners. Farmers are true conservationists and leave the land in better condition than when they first acquired that piece of land and traditional “Guest Ranches” follow the same rules as farmers as most guest ranches started as a secondary income to cattle herds and crops on their land.

If you have any questions, please feel free to contact me at my email address [frenchcreekcottageandfarm@gmail.com](mailto:frenchcreekcottageandfarm@gmail.com) or by my cell phone (530) 739-9482. I will not be able to attend meeting due to a recent injury, so please take my letter as my formal complaint to JH expansion.

Sincerely,



Ruth G. Hartman, owner  
French Creek Cottage and Farm  
4017 S. State Highway 3  
Etna, CA 96027

Cc: Rick Dean, Planning dept.; Dan Wessell, Environmental Health Dept.; Ray Haupt, supervisor; Greg Roath, Fire Warden & Chief of Siskiyou CALFIRE unit; Craig Bunas & Barry Sutter, CA Waterboards; Janine Rowe, Executive Secretary.

**From:** [truemelinda@gmail.com](mailto:truemelinda@gmail.com)  
**To:** [planning](#)  
**Subject:** JH Ranch zone change  
**Date:** Thursday, February 13, 2025 5:30:33 AM

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Here we are again..not protecting our ranchers and farmers first. My concerns are fire danger, water usage, congestion, the impact a year round operation on our small community. This along with the KCOC year round decision sets a precedent for more of these kinds of operations. Protect our people first! Melinda Field Perlman.

SISKIYOU COUNTY COMMUNITY DEVELOPMENT DEPARTMENT  
LAND DEVELOPMENT REVIEW

OWNER JH RANCH

FILE # 023-190-510

LOCATION 8525 HOMESTEAD LAND  
ETNA

T 41N , R 9W , SEC. 29 PD# Z-2306

REQUIREMENTS:

Sewage Disposal Test/Information:

- ( ) None Required: Connection to Approved Sewage System
- ( ) Engineered Percolation Tests –  
Parcels # \_\_\_\_\_
- ( ) Wet Weather Testing
- ( ) Engineered Sewage Disposal System
- ( ) Other \_\_\_\_\_

Water Supply Tests/Information:

- ( ) None Required: Connection to Approved Water System
- ( ) Well Logs (Existing Wells) ( ) Well Logs for Adjoining Property
- ( ) Drilled Well – Parcels # \_\_\_\_\_ ( ) Spring Source-Verification
- ( ) Pump Test (Static Level) \_\_\_\_\_ Hours
- ( ) Bacteriological Analysis ( ) Chemical Analysis ( ) Physical Analysis
- ( ) Other \_\_\_\_\_

Project Information:

- ( ) Location Map ( ) Mark Project Area ( ) Contour Map
- ( ) Food Establishment Plans ( ) Swim Pool/Spa Plans
- ( ) Waste Information (Non-Sewage)
- ( ) Other \_\_\_\_\_

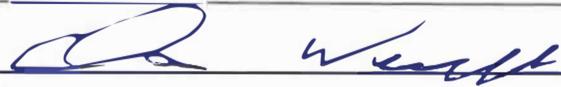
Comments/Conditions:

Environmental Health has no objections to formalize the existing use occurring on this 79-acre parcel and associated  
Maximum occupancy limit of 505 people.

The existing wastewater treatment facility, under the authority of the N.C.R.W.Q.C.B (I.D. 1A14143RSIS), conforms to  
Siskiyou County's sewage density standard for conventional onsite sewage disposal.

Drinking water is permitted and regulated by The California Office of Drinking Water and is classified as a transient-non  
community public water system.

REHS



DATE

3/8/24

**ENVIRONMENTAL HEALTH ACTION**

( x ) Application Accepted ( ) Application Rejected as Incomplete (see comments)

( x ) Approved ( ) Recommended for Denial

( ) Approved with conditions (see comments)

REHS



DATE

3/8/24

Date sent to Planning:



**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

P. O. Box 128  
1809 Fairlane Road  
YREKA, CA 96097-0128  
(530) 842-3516  
Website: [www.fire.ca.gov](http://www.fire.ca.gov)



Date: 1/16/2025

Siskiyou County Department of Public  
Health and Community Development  
806 South Main Street  
Yreka, CA 96097-3321

Attention: Dianne Johnson, Permit Planning Technician

Subject: Zoning Change: Z-23-06 JH Ranch

CAL FIRE has no comment regarding change in zoning for this project. CAL FIRE requires future building on the parcel to be compliant with the applicable code sections of Public Resource Code 4290.

If you have any questions, please call Heather Boyl at 530-598-2676 or Lilly Rivera at 530-598-2635.

Heather Boyl  
Forestry Technican

For: Greg Roath  
Siskiyou Unit Chief

Attachment cc: file

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

P.O. Box 128  
1809 Fairlane Road  
YREKA, CA 96097-0128  
(530) 842-3516  
Website: www.fire.ca.gov



January 16, 2025

Siskiyou County Department of Public  
Health and Community Development  
806 South Main Street  
Yreka, CA 96097-3321

Attention: Dianne Johnson, Permit Technician

Subject: Project Application Review: (UP 24-16)

The California Department of Forestry and Fire Protection does not have any requirements for the above referenced project due to the fact that no new uses, structures, or people are proposed as part of this project.

However, if any uses, structures, people or parcel changes are made then the following Public Resources Code 4290 requirements would apply. (reference Calif. Code of Regulations Title 14, Division 1.5, Chapter 7, Article 5, Subchapter 2, SRA Fire Safe Regulations):

**EMERGENCY ACCESS AND EGRESS**

1273.01, 1273.02, 1273.03, 1273.04, 1273.05, 1273.06, 1273.07, 1273.08, 1273.09

**SIGNING AND BUILDING NUMBERING**

1274.01, 1274.02, 1274.03, 1274.04

**FUEL MODIFICATION AND STANDARDS**

1276.01, 1276.02, 1276.03, 1276.04, 1276.05

**EMERGENCY WATER STANDARDS**

1275.00, 1275.01, 1275.02, 1275.03, 1275.04

**SEE THE ATTACHED "4290 SRA FIRE SAFE REGULATIONS" FOR SPECIFIC CODE REQUIREMENTS.**

**California Forest Practice Rules (Title 14, CCR Ch. 4, 4.5, 10) and Act (Z'Berg-Nejedly Forest Practice Act) that may apply to your project:**

"CAL FIRE enforces the Forest Practice Rules on Timberland ("Timberland" PRC § 4526) other than land owned by the federal government and land designated by the board as

experimental forest land. If you plan to cut or remove commercial tree species ("Commercial Species" 14 CCR § 895.1) for the purpose of converting timberland to land uses other than the growing of timber, it is considered Timber Operations ("Timber Operations; commercial purposes; criteria" PRC § 4527) and the property owner shall file an application for conversion with CAL FIRE per PRC § 4621 (a). A harvest document is required for conversion of timberland even if no sale, barter, exchange or trade of timber or other solid wood forest products occurs. Property owners may be eligible for a Conversion Exemption per Title 14, California Code of Regulations 14 CCR § 1104.1 if certain criteria are met. If you intend to convert timberland to land uses other than the growing of timber, contact a Registered Professional Forester for consultation."

If you have any questions please call me at (530) 598-2676.

Heather Boyl  
Forestry Technician  
CAL FIRE

For: Greg Roath  
Unit Chief

# State Minimum Fire Safe Regulations

## Board of Forestry and Fire Protection



FOR INFORMATIONAL USE ONLY

View the official California Code of Regulations online at  
[govt.westlaw.com/calregs](http://govt.westlaw.com/calregs)

As of April 1, 2023

California Code of Regulations

Title 14 Natural Resources

Division 1.5 Department of Forestry

Chapter 7 - Fire Protection

Subchapter 2 State Minimum Fire Safe Regulations

Articles 1-5

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## Article 1 Administration

### § 1270.00. Title

Subchapter 2 shall be known as the "State Minimum Fire Safe Regulations," and shall constitute the minimum Wildfire protection standards of the California Board of Forestry and Fire Protection.

### § 1270.01. Definitions

The following definitions are applicable to Subchapter 2.

- (a) Agriculture: Land used for agricultural purposes as defined in a Local Jurisdiction's zoning ordinances.
- (b) Board: California Board of Forestry and Fire Protection.
- (c) Building: Any Structure used or intended for supporting or sheltering any use or Occupancy, except those classified as Utility and Miscellaneous Group U.
- (d) CAL FIRE: California Department of Forestry and Fire Protection.
- (e) Dead-end Road: A Road that has only one point of vehicular ingress/egress, including cul-de-sacs and Roads that loop back on themselves
- (f) Defensible Space: The area within the perimeter of a parcel, Development, neighborhood or community where basic wildland fire protection practices and measures are implemented, providing the key point of defense from an approaching Wildfire or defense against encroaching Wildfires or escaping Structure fires. The perimeter as used in this regulation is the area encompassing the parcel or parcels proposed for construction and/or Development, excluding the physical Structure itself. The area is characterized by the establishment and maintenance of emergency vehicle access, emergency water reserves, Road names and Building identification, and fuel modification measures.
- (g) Development: As defined in section 66418.1 of the California Government Code.
- (h) Director: Director of the Department of Forestry and Fire Protection or their designee.
- (i) Driveway: A vehicular pathway that serves no more than four (4) Residential Units and any number of non-commercial or non-industrial Utility or Miscellaneous Group U Buildings on each parcel. A Driveway shall not serve commercial or industrial uses at any size or scale.
- (j) Exception: An alternative to the specified standard requested by the applicant that may be necessary due to health, safety, environmental conditions, physical site limitations or other limiting conditions, such as recorded historical sites, that provides mitigation of the problem.
- (k) Fire Apparatus: A vehicle designed to be used under emergency conditions to transport personnel and equipment or to support emergency response, including but not limited to the suppression of fires.
- (l) Fire Authority: A fire department, agency, division, district, or other governmental body responsible for regulating and/or enforcing minimum fire safety standards in the Local Jurisdiction.
- (m) Fire Hydrant: A valved connection on a water supply or storage system for the purpose of providing water for fire protection and suppression operations.
- (n) Fuel Break: A strategically located area where the volume and arrangement of vegetation has been managed to limit fire intensity, fire severity, rate of spread, crown fire potential, and/or ember production.
- (o) Greenbelts: open space, parks, wildlands, other areas, or a combination thereof, as designated by Local Jurisdictions, which are in, surround, or are adjacent to a city or urbanized area, that may function as Fuel Breaks and where Building construction is restricted or prohibited.
- (p) Greenways: Linear open spaces or corridors that link parks and neighborhoods within a community through natural or manmade trails and paths.

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- (q) Hammerhead/T: A "T" shaped, three-point Turnaround space for Fire Apparatus on a Road or Driveway, being no narrower than the Road or Driveway that serves it.
- (r) Hazardous Land Use: A land use that presents a significantly elevated potential for the ignition, prolonged duration, or increased intensity of a Wildfire due to the presence of flammable materials, liquids, or gasses, or other features that initiate or sustain combustion. Such uses are determined by the Local Jurisdiction and may include, but are not limited to, power-generation and distribution facilities; wood processing or storage sites; flammable gas or liquids processing or storage sites; or shooting ranges.
- (s) Local Jurisdiction: Any county, city/county agency or department, or any locally authorized district that approves or has the authority to regulate Development.
- (t) Municipal-Type Water System: A system having water pipes servicing Fire Hydrants and designed to furnish, over and above domestic consumption, a minimum of 250 gpm (950 L/min) at 20 psi (138 kPa) residual pressure for a two (2) hour duration.
- (u) Occupancy: The purpose for which a Building, or part thereof, is used or intended to be used.
- (v) One-way Road: A Road that provides a minimum of one Traffic Lane width designed for traffic flow in one direction only.
- (w) Residential Unit: Any Building or portion thereof which contains living facilities including provisions for sleeping, eating, cooking and/or sanitation, for one or more persons. Manufactured homes, mobile homes, and factory-built housing are considered Residential Units.
- (x) Ridgeline: The line of intersection of two opposing slope aspects running parallel to the long axis of the highest elevation of land; or an area of higher ground separating two adjacent streams or watersheds.
- (y) Road: A public or private vehicular pathway to more than four (4) Residential Units, or to any industrial or commercial Occupancy.
- (z) Road or Driveway Structures: Bridges, culverts, and other appurtenant Structures which supplement the Traffic Lane or Shoulders.
- (aa) Same Practical Effect: As used in this subchapter, means an Exception or alternative with the capability of applying accepted wildland fire suppression strategies and tactics, and provisions for fire fighter safety, including:
- (1) access for emergency wildland fire equipment,
  - (2) safe civilian evacuation,
  - (3) signing that avoids delays in emergency equipment response,
  - (4) available and accessible water to effectively attack Wildfire or defend a Structure from Wildfire, and
  - (5) fuel modification sufficient for civilian and fire fighter safety.
- (bb) Shoulder: A vehicular pathway adjacent to the Traffic Lane.
- (cc) State Responsibility Area (SRA): As defined in Public Resources Code sections 4126-4127; and the California Code of Regulations, title 14, division 1.5, chapter 7, article 1, sections 1220-1220.5.
- (dd) Strategic Ridgeline: a Ridgeline identified pursuant to § 1276.02(a) that may support fire suppression activities or where the preservation of the Ridgeline as an Undeveloped Ridgeline would reduce fire risk and improve fire protection.
- (ee) Structure: That which is built or constructed or any piece of work artificially built up or composed of parts joined together in some definite manner.
- (ff) Traffic Lane: The portion of a Road or Driveway that provides a single line of vehicle travel.
- (gg) Turnaround: An area which allows for a safe opposite change of direction for Fire Apparatus at the end of a Road or Driveway.
- (hh) Turnout: A widening in a Road or Driveway to allow vehicles to pass.

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- (ii) Undeveloped Ridgeline: A Ridgeline with no Buildings.
- (jj) Utility and Miscellaneous Group U: A Structure of an accessory character or a miscellaneous Structure not classified in any specific Occupancy permitted, constructed, equipped, and maintained to conform to the requirements of Title 24, California Building Standards Code.
- (kk) Vertical Clearance: The minimum specified height of a bridge, overhead projection, or vegetation clearance above the Road or Driveway.
- (ll) Vertical Curve: A curve at a high or low point of a Road that provides a gradual transition between two Road grades or slopes.
- (mm) Very High Fire Hazard Severity Zone (VHFHSZ): As defined in Government Code section 51177(i).
- (nn) Wildfire: Has the same meaning as "forest fire" in Public Resources Code Section 4103.

§ 1270.02. Purpose

- (a) Subchapter 2 has been prepared and adopted for the purpose of establishing state minimum Wildfire protection standards in conjunction with Building, construction, and Development in the State Responsibility Area (SRA) and, after July 1, 2021, the Very High Fire Hazard Severity Zones, as defined in Government Code § 51177(i) (VHFHSZ).
- (b) The future design and construction of Structures, subdivisions and Developments in the SRA and, after July 1, 2021, the VHFHSZ shall provide for basic emergency access and perimeter Wildfire protection measures as specified in the following articles.
- (c) These standards shall provide for emergency access; signing and Building numbering; private water supply reserves for emergency fire use; vegetation modification, Fuel Breaks, Greenbelts, and measures to preserve Undeveloped Ridgelines. Subchapter 2 specifies the minimums for such measures.

§ 1270.03. Scope

- (a) Subchapter 2 shall apply to:
  - (1) the perimeters and access to all residential, commercial, and industrial Building construction within the SRA approved after January 1, 1991, and those approved after July 1, 2021 within the VHFHSZ, except as set forth below in subsection (b).
  - (2) the siting of newly installed commercial modulars, manufactured homes, mobilehomes, and factory-built housing, as defined in Health and Safety Code sections 18001.8, 18007, 18008, and 19971;
  - (3) all tentative and parcel maps or other Developments approved after January 1, 1991; and
  - (4) applications for Building permits on a parcel approved in a pre-1991 parcel or tentative map to the extent that conditions relating to the perimeters and access to the Buildings were not imposed as part of the approval of the parcel or tentative map.
- (b) Subchapter 2 does not apply where an application for a Building permit is filed after January 1, 1991 for Building construction on a parcel that was formed from a parcel map or tentative map (if the final map for the tentative map is approved within the time prescribed by the local ordinance) approved prior to January 1, 1991, to the extent that conditions relating to the perimeters and access to the Buildings were imposed by the parcel map or final tentative map approved prior to January 1, 1991.
- (c) Affected activities include, but are not limited to:
  - (1) permitting or approval of new parcels, excluding lot line adjustments as specified in Government Code (GC) section 66412(d);
  - (2) application for a Building permit for new construction not relating to an existing Structure;

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- (3) application for a use permit;
- (4) Road construction including construction of a Road that does not currently exist, or extension of an existing Road.
- (d) The standards in Subchapter 2 applicable to Roads shall not apply to Roads used solely for Agriculture; mining; or the management of timberland or harvesting of forest products.

§ 1270.04. Provisions for Application of these Regulations

This Subchapter shall be applied as follows:

- (a) the Local Jurisdictions shall provide the Director of the California Department of Forestry and Fire Protection (CAL FIRE) or their designee with notice of applications for Building permits, tentative parcel maps, tentative maps, and installation or use permits for construction or Development within the SRA, or if after July, 1 2021, the VHFHSZ.
- (b) the Director or their designee may review and make fire protection recommendations on applicable construction or development permits or maps provided by the Local Jurisdiction.
- (c) the Local Jurisdiction shall ensure that the applicable sections of this Subchapter become a condition of approval of any applicable construction or Development permit or map.

§ 1270.05. Local Regulations

- (a) Subchapter 2 shall serve as the minimum Wildfire protection standards applied in SRA and VHFHSZ. However, Subchapter 2 does not supersede local regulations which equal or exceed the standards of this Subchapter.
- (b) A local regulation equals or exceeds a minimum standard of this Subchapter only if, at a minimum, the local regulation also fully complies with the corresponding minimum standard in this Subchapter.
- (c) A Local Jurisdiction shall not apply exemptions to Subchapter 2 that are not enumerated in Subchapter 2. Exceptions requested and approved in conformance with § 1270.07 (Exceptions to Standards) may be granted on a case-by-case basis.
- (d) Notwithstanding a local regulation that equals or exceeds the State Minimum Fire Safe Regulations, Building construction shall comply with the State Minimum Fire Safe Regulations.

§ 1270.06. Inspections

Inspections shall conform to the following requirements:

- (a) Inspections in the SRA shall be made by:
  - (1) the Director, or
  - (2) Local Jurisdictions that have assumed state fire protection responsibility on SRA lands, or
  - (3) Local Jurisdictions where the inspection duties have been formally delegated by the Director to the Local Jurisdictions, pursuant to subsection (b).
- (b) The Director may delegate inspection authority to a Local Jurisdiction subject to all of the following criteria:
  - (1) The Local Jurisdiction represents that they have appropriate resources to perform the delegated inspection authority.
  - (2) The Local Jurisdiction acknowledges that CAL FIRE's authority under subsection (d) shall not be waived or restricted.
  - (3) The Local Jurisdiction consents to the delegation of inspection authority.
  - (4) The Director may revoke the delegation at any time.
  - (5) The delegation of inspection authority, and any subsequent revocation of the delegation, shall be documented in writing, and retained on file at the CAL FIRE Unit headquarters that administers SRA fire protection in the area.
- (c) Inspections in the VHFHSZ shall be made by the Local Jurisdiction.

(d) Nothing in this section abrogates CAL FIRE's authority to inspect and enforce state forest and fire laws in the SRA even when the inspection duties have been delegated pursuant to this section.

(e) Reports of violations within the SRA shall be provided to the CAL FIRE Unit headquarters that administers SRA fire protection in the Local Jurisdiction.

(f) When inspections are conducted, they shall occur prior to: the issuance of the use permit or certificate of Occupancy; the recordation of the parcel map or final map; the filing of a notice of completion; or the final inspection of any project or Building permit.

### § 1270.07. Exceptions to Standards

(a) Upon request by the applicant, an Exception to standards within this Subchapter may be allowed by the Inspection entity in accordance with 14 CCR § 1270.06 (Inspections) where the Exceptions provide the Same Practical Effect as these regulations towards providing Defensible Space. Exceptions granted by the Local Jurisdiction listed in 14 CCR § 1270.06, shall be made on a case-by-case basis only. Exceptions granted by the Local Jurisdiction listed in 14 CCR § 1270.06 shall be forwarded to the appropriate CAL FIRE unit headquarters that administers SRA fire protection in that Local Jurisdiction, or the county in which the Local Jurisdiction is located and shall be retained on file at the Unit Office.

(b) Requests for an Exception shall be made in writing to the Local Jurisdiction listed in 14 CCR § 1270.06 by the applicant or the applicant's authorized representative.

At a minimum, the request shall state the specific section(s) for which an Exception is requested; material facts supporting the contention of the applicant; the details of the Exception proposed; and a map showing the proposed location and siting of the Exception. Local Jurisdictions listed in § 1270.06 (Inspections) may establish additional procedures or requirements for Exception requests.

(c) Where an Exception is not granted by the inspection entity, the applicant may appeal such denial to the Local Jurisdiction. The Local Jurisdiction may establish or utilize an appeal process consistent with existing local building or planning department appeal processes.

(d) Before the Local Jurisdiction makes a determination on an appeal, the inspector shall be consulted and shall provide to that Local Jurisdiction documentation outlining the effects of the requested Exception on Wildfire protection.

(e) If an appeal is granted, the Local Jurisdiction shall make findings that the decision meets the intent of providing Defensible Space consistent with these regulations. Such findings shall include a statement of reasons for the decision. A written copy of these findings shall be provided to the CAL FIRE Unit headquarters that administers SRA fire protection in that Local Jurisdiction.

### § 1270.08. Distance Measurements

All specified or referenced distances are measured along the ground, unless otherwise stated.



## Article 2 Ingress and Egress

### § 1273.00. Intent

Roads, and Driveways, whether public or private, unless exempted under 14 CCR § 1270.03(d), shall provide for safe access for emergency Wildfire equipment and civilian evacuation concurrently, and shall provide unobstructed traffic circulation during a Wildfire emergency consistent with 14 CCR §§ 1273.00 through 1273.09.

### § 1273.01. Width.

(a) All roads shall be constructed to provide a minimum of two ten (10) foot traffic lanes, not including shoulder and striping. These traffic lanes shall provide for two-way traffic flow to support emergency vehicle and civilian egress, unless other standards are provided in this article or additional requirements are mandated by Local Jurisdictions or local subdivision requirements. Vertical clearances shall conform to the requirements in California Vehicle Code section 35250.

(b) All One-way Roads shall be constructed to provide a minimum of one twelve (12) foot traffic lane, not including Shoulders. The Local Jurisdiction may approve One-way Roads.

(1) All one-way roads shall, at both ends, connect to a road with two traffic lanes providing for travel in different directions, and shall provide access to an area currently zoned for no more than ten (10) Residential Units.

(2) In no case shall a One-way Road exceed 2,640 feet in length. A turnout shall be placed and constructed at approximately the midpoint of each One-way Road.

(c) All driveways shall be constructed to provide a minimum of one (1) ten (10) foot traffic lane, fourteen (14) feet unobstructed horizontal clearance, and unobstructed vertical clearance of thirteen feet, six inches (13' 6").

### § 1273.02. Road Surface

(a) Roads shall be designed and maintained to support the imposed load of Fire Apparatus weighing at least 75,000 pounds, and provide an aggregate base.

(b) Road and Driveway Structures shall be designed and maintained to support at least 40,000 pounds.

(c) Project proponent shall provide engineering specifications to support design, if requested by the Local Jurisdiction.

### § 1273.03. Grades

(a) At no point shall the grade for all Roads and Driveways exceed 16 percent.

(b) The grade may exceed 16%, not to exceed 20%, with approval from the Local Jurisdiction and with mitigations to provide for Same Practical Effect.

### § 1273.04. Radius

(a) No Road or Road Structure shall have a horizontal inside radius of curvature of less than fifty (50) feet. An additional surface width of four (4) feet shall be added to curves of 50-100 feet radius; two (2) feet to those from 100-200 feet

(b) The length of vertical curves in Roadways, exclusive of gutters, ditches, and drainage structures designed to hold or divert water, shall be not less than one hundred (100) feet.

### § 1273.05. Turnarounds

(a) Turnarounds are required on Driveways and Dead-end Roads.

- (b) The minimum turning radius for a turnaround shall be forty (40) feet, not including parking, in accordance with the figures in 14 CCR §§ 1273.05(e) and 1273.05(f). If a hammerhead/T is used instead, the top of the "T" shall be a minimum of sixty (60) feet in length.
- (c) Driveways exceeding 150 feet in length, but less than 800 feet in length, shall provide a turnout near the midpoint of the Driveway. Where the driveway exceeds 800 feet, turnouts shall be provided no more than 400 feet apart.
- (d) A turnaround shall be provided on Driveways over 300 feet in length and shall be within fifty (50) feet of the building.
- (d) Each Dead-end Road shall have a turnaround constructed at its terminus. Where parcels are zoned five (5) acres or larger, turnarounds shall be provided at a maximum of 1,320 foot intervals.
- (e) Figure A. Turnarounds on roads with two ten-foot traffic lanes.  
Figure A/Image 1 on the left is a visual representation of paragraph (b).
- (f) Figure B. Turnarounds on driveways with one ten-foot traffic lane.  
Figure B/Image 2 on the right is a visual representation of paragraph (b).

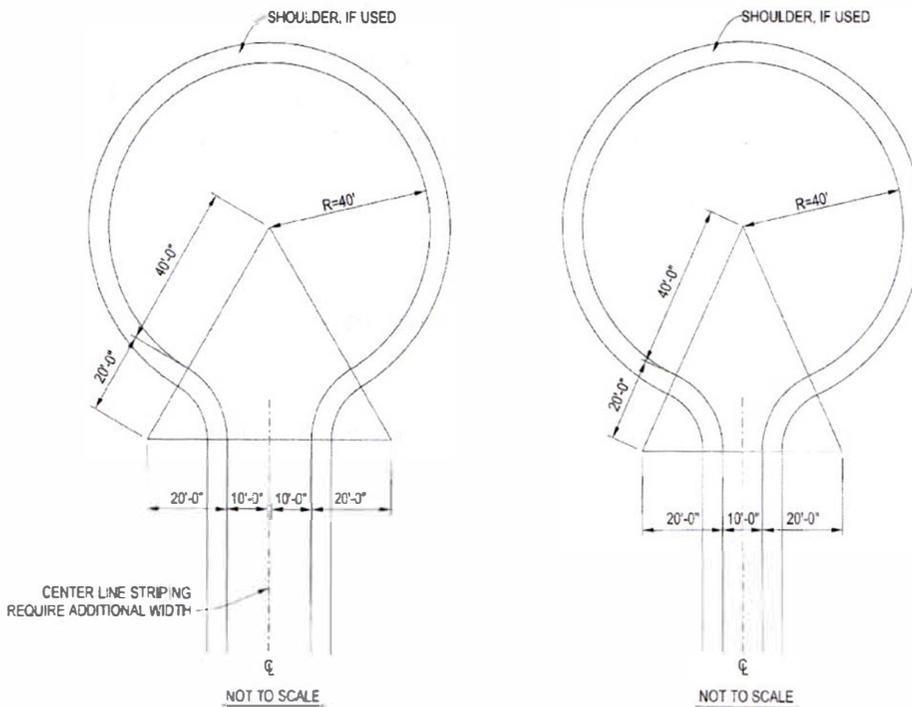


FIGURE FOR 14 CCR § 1273.05. TURNAROUND EXAMPLES

§ 1273.06. Turnouts

Turnouts shall be a minimum of twelve (12) feet wide and thirty (30) feet long with a minimum twenty-five (25) foot taper on each end.

§ 1273.07. Road and Driveway Structures

- (a) Appropriate signing, including but not limited to weight or vertical clearance limitations, One-way Road or single traffic lane conditions, shall reflect the capability of each bridge.
- (b) Where a bridge or an elevated surface is part of a Fire Apparatus access road, the bridge shall be constructed and maintained in accordance with the American Association of State and

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Highway Transportation Officials Standard Specifications for Highway Bridges, 17th Edition, published 2002 (known as AASHTO HB-17), hereby incorporated by reference. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted at both entrances to bridges when required by the local authority having jurisdiction.

(c) Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not designed for such use, barriers, or signs, or both, as approved by the local authority having jurisdiction, shall be installed and maintained.

(d) A bridge with only one traffic lane may be authorized by the Local Jurisdiction; however, it shall provide for unobstructed visibility from one end to the other and turnouts at both ends.

§ 1273.08. Dead-end Roads

(a) The maximum length of a Dead-end Road, including all Dead-end Roads accessed from that Dead-end Road, shall not exceed the following cumulative lengths, regardless of the number of parcels served:

- parcels zoned for less than one acre - 800 feet
- parcels zoned for 1 acre to 4.99 acres - 1,320 feet
- parcels zoned for 5 acres to 19.99 acres - 2,640 feet
- parcels zoned for 20 acres or larger - 5,280 feet

All lengths shall be measured from the edge of the Road surface at the intersection that begins the Road to the end of the Road surface at its farthest point. Where a dead-end road crosses areas of differing zoned parcel sizes requiring different length limits, the shortest allowable length shall apply.

(b) See 14 CCR § 1273.05 for dead-end road turnaround requirements.

§ 1273.09. Gate Entrances

(a) Gate entrances shall be at least two (2) feet wider than the width of the traffic lane(s) serving that gate and a minimum width of fourteen (14) feet unobstructed horizontal clearance and unobstructed vertical clearance of thirteen feet, six inches (13' 6").

(b) All gates providing access from a Road to a Driveway shall be located at least thirty (30) feet from the roadway and shall open to allow a vehicle to stop without obstructing traffic on that Road.

(c) Where a One-way Road with a single traffic lane provides access to a gated entrance, a forty (40) foot turning radius shall be used.

(d) Security gates shall not be installed without approval. Where security gates are installed, they shall have an approved means of emergency operation. Approval shall be by the local authority having jurisdiction. The security gates and the emergency operation shall be maintained operational at all times.



### **Article 3 Signing and Building Numbering**

#### **§ 1274.00. Intent**

To facilitate locating a fire and to avoid delays in response, all newly constructed or approved Roads and Buildings shall be designated by names or numbers posted on signs clearly visible and legible from the Road. This section shall not restrict the size of letters or numbers appearing on road signs for other purposes.

#### **§ 1274.01. Road Signs.**

(a) Newly constructed or approved Roads must be identified by a name or number through a consistent system that provides for sequenced or patterned numbering and/or non-duplicative naming within each Local Jurisdiction. This section does not require any entity to rename or renumber existing roads, nor shall a Road providing access only to a single commercial or industrial Occupancy require naming or numbering.

(b) The size of letters, numbers, and symbols for Road signs shall be a minimum four (4) inch letter height, half inch (.5) inch stroke, reflectorized, contrasting with the background color of the sign.

#### **§ 1274.02. Road Sign Installation, Location, and Visibility.**

(a) Road signs shall be visible and legible from both directions of vehicle travel for a distance of at least one hundred (100) feet.

(b) Signs required by this article identifying intersecting Roads shall be placed at the intersection of those Roads.

(c) A sign identifying traffic access or flow limitations, including but not limited to weight or vertical clearance limitations, dead-end roads, one-way roads, or single lane conditions, shall be placed:

(1) at the intersection preceding the traffic access limitation, and

(2) no more than one hundred (100) feet before such traffic access limitation.

(d) Road signs required by this article shall be posted at the beginning of construction and shall be maintained thereafter.

#### **§ 1274.03. Addresses for Buildings.**

(a) All Buildings shall be issued an address by the Local Jurisdiction which conforms to that jurisdiction's overall address system. Utility and miscellaneous Group U Buildings are not required to have a separate address; however, each Residential Unit within a Building shall be separately identified.

(b) The size of letters, numbers, and symbols for addresses shall conform to the standards in the California Fire Code, California Code of Regulations title 24, part 9.

(c) Addresses for residential Buildings shall be reflectorized.

#### **§ 1274.04. Address Installation, Location, and Visibility.**

(a) All buildings shall have a permanently posted address which shall be plainly legible and visible from the Road fronting the property.

(b) Where access is by means of a private Road and the address identification cannot be viewed from the public way, an unobstructed sign or other means shall be used so that the address is visible from the public way.

(c) Address signs along one-way Roads shall be visible from both directions.

(d) Where multiple addresses are required at a single driveway, they shall be mounted on a single sign or post.

(e) Where a Road provides access solely to a single commercial or industrial business, the address sign shall be placed at the nearest Road intersection providing access to that site, or otherwise posted to provide for unobstructed visibility from that intersection.

(f) In all cases, the address shall be posted at the beginning of construction and shall be maintained thereafter.

## **Article 4 Emergency Water Standards**

### **§ 1275.00. Intent**

Emergency water for Wildfire protection shall be available, accessible, and maintained in quantities and locations specified in the statute and these regulations in order to attack a Wildfire or defend property from a Wildfire.

### **§ 1275.01. Application**

The provisions of this article shall apply in the tentative and parcel map process when new parcels are approved by the Local Jurisdiction.

### **§ 1275.02. Water Supply.**

(a) When a water supply for structure defense is required to be installed, such protection shall be installed and made serviceable prior to and during the time of construction except when alternative methods of protection are provided and approved by the Local Jurisdiction.

(b) Water systems equaling or exceeding the California Fire Code, California Code of Regulations title 24, part 9, or, where a municipal-type water supply is unavailable, National Fire Protection Association (NFPA) 1142, "Standard on Water Supplies for Suburban and Rural Fire Fighting," 2017 Edition, hereby incorporated by reference, shall be accepted as meeting the requirements of this article.

(c) Such emergency water may be provided in a fire agency mobile water tender, or naturally occurring or man made containment structure, as long as the specified quantity is immediately available.

(d) Nothing in this article prohibits the combined storage of emergency Wildfire and structural firefighting water supplies unless so prohibited by local ordinance or specified by the local fire agency.

(e) Where freeze or crash protection is required by Local Jurisdictions, such protection measures shall be provided.

### **§ 1275.03. Hydrants and Fire Valves.**

(a) The hydrant or fire valve shall be eighteen (18) inches above the finished surface. Its location in relation to the road or driveway and to the building(s) or structure(s) it serves shall comply with California Fire Code, California Code of Regulations title 24, part 9, Chapter 5, and Appendix C.

(b) The hydrant head shall be a two and half (2 1/2) inch National Hose male thread with cap for pressure and gravity flow systems and four and a half (4 1/2) inch for draft systems.

(c) Hydrants shall be wet or dry barrel and have suitable freeze or crash protection as required by the local jurisdiction.

### **§ 1275.04. Signing of Water Sources.**

(a) Each hydrant, fire valve, or access to water shall be identified as follows:

(1) if located along a driveway, a reflectorized blue marker, with a minimum dimension of three (3) inches shall be located on the driveway address sign and mounted on a fire retardant post, or

(2) if located along a road,

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- (i) a reflectorized blue marker, with a minimum dimension of three (3) inches, shall be mounted on a fire retardant post. The sign post shall be within three (3) feet of said hydrant or fire valve, with the sign no less than three (3) feet nor greater than five (5) feet above ground, in a horizontal position and visible from the driveway, or
- (ii) as specified in the State Fire Marshal's Guidelines for Fire Hydrant Markings Along State Highways and Freeways, May 1988.

§ 1275.04. Signing of Water Sources.

- (a) Each Fire Hydrant or access to water shall be identified as follows:
  - (1) if located along a Driveway, a reflectorized blue marker, with a minimum dimension of three (3) inches shall be located on the Driveway address sign and mounted on a fire retardant post, or
  - (2) if located along a Road,
    - (i) a reflectorized blue marker, with a minimum dimension of three (3) inches, shall be mounted on a fire retardant post. The sign post shall be within three (3) feet of said Fire Hydrant with the sign no less than three (3) feet nor greater than five (5) feet above ground, in a horizontal position and visible from the Driveway, or
    - (ii) as specified in the State Fire Marshal's Guidelines for Fire Hydrant Markings Along State Highways and Freeways, May 1988.

**Article 5 Building Siting, Setbacks, and Fuel Modification**

§ 1276.00 Intent

To reduce the intensity of a Wildfire, reducing the volume and density of flammable vegetation around Development through strategic fuel modification, parcel siting and Building setbacks, and the protection of Undeveloped Ridgelines shall provide for increased safety for emergency fire equipment, including evacuating civilians, and a point of attack or defense from a Wildfire.

§ 1276.01. Building and Parcel Siting and Setbacks

- (a) All parcels shall provide a minimum thirty (30) foot setback for all Buildings from all property lines and/or the center of a Road, except as provided for in subsection (b).
- (b) A reduction in the minimum setback shall be based upon practical reasons, which may include but are not limited to, parcel dimensions or size, topographic limitations, Development density requirements or other Development patterns that promote low-carbon emission outcomes; sensitive habitat; or other site constraints, and shall provide for an alternative method to reduce Structure-to-Structure ignition by incorporating features such as, but not limited to:
  - (1) non-combustible block walls or fences; or
  - (2) non-combustible material extending five (5) feet horizontally from the furthest extent of the Building; or
  - (3) hardscape landscaping; or
  - (4) a reduction of exposed windows on the side of the Structure with a less than thirty (30) foot setback; or
  - (5) the most protective requirements in the California Building Code, California Code of Regulations Title 24, Part 2, Chapter 7A, as required by the Local Jurisdiction.

## § 1276.02. Ridgelines

(a) The Local Jurisdiction shall identify Strategic Ridgelines, if any, to reduce fire risk and improve fire protection through an assessment of the following factors:

- (1) Topography;
- (2) Vegetation;
- (3) Proximity to any existing or proposed residential, commercial, or industrial land uses;
- (4) Construction where mass grading may significantly alter the topography resulting in the elimination of Ridgeline fire risks;
- (5) Ability to support effective fire suppression; and
- (6) Other factors, if any, deemed relevant by the Local Jurisdiction.

(b) Preservation of Undeveloped Ridgelines identified as strategically important shall be required pursuant to this section.

(c) New Buildings on Undeveloped Ridgelines identified as strategically important are prohibited, as described in subsections (c)(1), (c)(2), and (c)(3).

(1) New Residential Units are prohibited within or at the top of drainages or other topographic features common to Ridgelines that act as chimneys to funnel convective heat from Wildfires.

(2) Nothing in this subsection shall be construed to alter the extent to which utility infrastructure, including but not limited to wireless telecommunications facilities, as defined in Government Code section 65850.6, subdivision (d)(2), or Storage Group S or Utility and Miscellaneous Group U Structures, may be constructed on Undeveloped Ridgelines.

(3) Local Jurisdictions may approve Buildings on Strategic Ridgelines where Development activities such as mass grading will significantly alter the topography that results in the elimination of Ridgeline fire risks.

(d) The Local Jurisdiction may implement further specific requirements to preserve Undeveloped Ridgelines.

## § 1276.03. Fuel Breaks

(a) When Building construction meets the following criteria, the Local Jurisdiction shall determine the need and location for Fuel Breaks in consultation with the Fire Authority:

- (1) the permitting or approval of three (3) or more new parcels, excluding lot line adjustments as specified in Government Code (GC) section 66412(d); or
- (2) an application for a change of zoning increasing zoning intensity or density; or
- (3) an application for a change in use permit increasing use intensity or density.

(b) Fuel Breaks required by the Local Jurisdiction, in consultation with the Fire Authority, shall be located, designed, and maintained in a condition that reduces the potential of damaging radiant and convective heat or ember exposure to Access routes, Buildings, or infrastructure within the Development.

(c) Fuel Breaks shall have, at a minimum, one point of entry for fire fighters and any Fire Apparatus. The specific number of entry points and entry requirements shall be determined by the Local Jurisdiction, in consultation with the Fire Authority.

(d) Fuel Breaks may be required at locations such as, but not limited to:

- (1) Directly adjacent to defensible space as defined by 14 CCR § 1299.02 to reduce radiant and convective heat exposure, ember impacts, or support fire suppression tactics;
- (2) Directly adjacent to Roads to manage radiant and convective heat exposure or ember impacts, increase evacuation safety, or support fire suppression tactics;
- (3) Directly adjacent to a Hazardous Land Use to limit the spread of fire from such uses, reduce radiant and convective heat exposure, or support fire suppression tactics;

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(4) Strategically located along Ridgelines, in Greenbelts, or other locations to reduce radiant and convective heat exposure, ember impacts, or support community level fire suppression tactics.

(e) Fuel Breaks shall be completed prior to the commencement of any permitted construction.

(f) Fuel Breaks shall be constructed using the most ecologically and site appropriate treatment option, such as, but not limited to, prescribed burning, manual treatment, mechanical treatment, prescribed herbivory, and targeted ground application of herbicides.

(g) Where a Local Jurisdiction requires Fuel Breaks, maintenance mechanisms shall be established to ensure the fire behavior objectives and thresholds are maintained over time.

(h) The mechanisms required shall be binding upon the property for which the Fuel Break is established, shall ensure adequate maintenance levels, and may include written legal agreements; permanent fees, taxes, or assessments; assessments through a homeowners' association; or other funding mechanisms.

### § 1276.04 Greenbelts, Greenways, Open Spaces and Parks

(a) Where a Greenbelt, Greenway, open space, park, landscaped or natural area, or portions thereof, is intended to serve as a Fuel Break, the space or relevant portion thereof shall conform with the requirements in § 1276.03 (Fuel Breaks).

### § 1276.05 Disposal of Flammable Vegetation and Fuels

The disposal, including burning or removal to a site approved by the Local Jurisdiction, in consultation with the Fire Authority, of flammable vegetation and fuels caused by site construction, Road, and Driveway construction shall be in accordance with all applicable laws and regulations.

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