

Habitat Conservation Plan Template

As part of our meeting materials, we have provided the Table of Contents in USFWS' Habitat Conservation Plan Template in order to give an idea of what components are necessary to complete an HCP. The full template is available at:
<http://www.fws.gov/ventura/esprograms/hconservation/hcps.html>

The full template is designed to meet most of the needs of a section 10(a)(1)(B) incidental take permit application. It is designed to provide a consistent format to follow and "canned" wording that would not be changed between HCPs (e.g. Regulatory Framework). Some sections may not be applicable to your specific HCP. Work will be done with U.S. Fish and Wildlife Service to determine which sections or partial sections need to be removed or modified for your specific project.

Contents

Executive Summary#

Section 1. Introduction and Background.....#

- Overview/Background#
- Permit Holder/Permit Duration.....#
- Permit Boundary/Covered Lands.....#
- Species to be Covered by Permit#
- Regulatory Framework#
 - Federal Endangered Species Act.....#
 - The Section 10(a)(1)(B) Process - Habitat Conservation Plan Requirements and Guidelines#
 - National Environmental Policy Act#
 - National Historic Preservation Act.....#
 - Other Relevant Laws and Regulations.....#

Section 2. Project Description/Activities Covered by Permit#

- Project Description#
- Activities Covered by Permit.....#

Section 3. Environmental Setting/Biological Resources#

- Environmental Settings.....#
 - Climate#
 - Topography/Geology#
 - Hydrology/Streams, Rivers, Drainages#
 - Existing Land Use#
- Covered Wildlife and Fish Species#
 - Species Name#
 - Status and Distribution.....#
 - Habitat Characteristics and Use.....#
 - Occurrence in the Project Area(s)#
- Covered Plant Species#
 - Plant Name#
 - Status and Distribution.....#

Habitat Characteristics and Use.....	#
Occurrence in the Project Area(s)	#
Section 4. Potential Biological Impacts/Take Assessment.....	#
Direct and Indirect Impacts.....	#
Anticipated Take of each Covered Wildlife or Fish Species	#
Anticipated Impacts of each Covered Plant Species.....	#
Effects on Critical Habitat (if applicable)	#
Cumulative Impacts.....	#
Anticipated Impacts of the Taking.....	#
Section 5. Conservation Program	#
Biological Goals.....	#
Biological Objectives	#
Avoidance, Minimization, and Mitigation Measures	#
Measures to Avoid Impacts <i>(as appropriate)</i>	#
Measures to Minimize Impacts	#
Measures to Mitigate Unavoidable Impacts	#
Monitoring	#
Performance and Success Criteria	#
Adaptive Management Strategy	#
Reporting.....	#
Section 6. Plan Implementation.....	#
Plan Implementation (Optional)	#
Changed Circumstances	#
Summary of Circumstances	#
Listing of New Species.....	#
<i>(Changed Circumstance Name, list other Changed Circumstances as appropriate)</i>	#
Unforeseen Circumstance	#
Amendments.....	#
Minor Amendments.....	#
Major Amendments.....	#
Suspension/Revocation.....	#
Renewal of the Section 10(a)(1)(B) Permit	#
Permit Transfer.....	#
Other Measures as Required by Director <i>(as appropriate)</i>	#
Section 7. Funding	#
Costs of HCP Implementation	#
Funding Source(s).....	#
Funding Mechanism and Management.....	#
Section 6. Alternatives	#
Summary.....	#
Alternative #1: No Action Alternative	#
Alternative #2: (Alternative Name)	#
Alternative #3: (Alternative Name).....	#

Section 8. Literature Cited #

Section 10. Appendixes #

Appendix A: Maps/Figures #

Appendix B: Biological Reports #

Appendix C: Implementing Agreement #

(Note: Not required for low-effect HCPs, but recommended if there are multiple signatories or 3rd party participation in the low-effect HCP)

Appendix D: Conservation Easement Deed **(if applicable)**..... #

Appendix E: State Management Agreements #

Appendix F: Financial/Account Information (e.g. Property Analysis Record or PAR Reports)..... #

Appendix G: Community Involvement Process #

Appendix H: Exotic Pest Control Plan..... #

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Tables and Figures

Table		Page
1	<i>(As needed)</i>	#
2	Compensation Ratios.....	#
3	Total Compensation Required for the Project.....	#

Figure		Follows Page
1	Vicinity Map of Project	#
2	Project Site(s) Map	#
3	Location of Covered Species/Habitat within Project Site(s)	#
4	Location of Mitigation Site(s)/Conservation Bank	#