

DEPARTMENT OF PARKS AND RECREATION
NATURAL RESOURCES DIVISION

CALIFORNIA NATURAL LANDMARKS PROGRAM
INSTRUCTIONS FOR APPLICANTS

The California Natural Landmarks Program (CNLP) provides a procedure for nominating, modifying, and rescinding the designation of **California Natural Landmarks** (CNL). Specifically, the program is based on interested landowners offering properties they own to be evaluated against specific scientific criteria. The evaluation determines if the offered lands are “...*natural areas that best illustrate the biological and geological character of the state*”, and is land that “*enhances the scientific and educational values of preserved areas, strengthens public appreciation of natural history, and fosters a greater concern for the conservation of the state's heritage.*”

All expenses for the evaluation are the responsibility of the applicant landowner. Evaluation of the site must be completed by qualified scientific personnel as approved by the California Department of Parks and Recreation. A list of qualified evaluators is maintained by the Department. Landowner participation in the program is completely voluntary and does not mandate nor restrict any changes in land use practices. Upon completion of review of an application the Department will prepare an estimate of costs associated with the required studies and program administration. The landowner applicant will be given the opportunity to accept or deny the financial obligation before the process will go forward.

A CNLP application must be submitted by the owner of the property. Although other interested parties may cooperate with the landowner in preparation of the application or contribute to funding the necessary studies, the application and cost are the responsibility of the landowner. In the case of multiple owners for one parcel or multiple parcels within the same proposed CNL boundary, all landowners must be signatories to the application. The Department may require the posting of a bond to assure payment is available for costs associated with program administration and scientific work. The landowner(s) may withdraw his/her/their application at any time during the process, however they will be responsible for any costs incurred.

Completed California Natural Landmarks Program nomination materials include the APPLICATION FOR DESIGNATION as well as the required property description, maps, photographs, and any accessory documentation itemized in the checklist below.

- Please answer all questions fully. If a question is not applicable to your proposal, indicate N/A.
- Be sure the required attachments on the checklist are included.
- Incomplete applications may be returned for additional information.
- All exhibits must be legible.

The completed nomination packet must be submitted to the California Natural Landmarks Coordinator in the Natural Resources Division of the California Department of Parks and Recreation, at the following address:

California Natural Landmarks Program, Coordinator c/o
California Department of Parks and Recreation
Attn: Natural Resources Division
P.O. Box 942896
Sacramento, CA 94296-0001

FAX: (916) 657-3355

For more information please contact the Natural Resources Division at (916) 653-6725.

The following checklist is provided for the convenience of applicants in gathering necessary application materials. Additional information may be requested during application review process.

- Application form. Submit four copies of the application form.
- Legal description of nominated property.
- Title or other ownership verification.
- Assessors parcel map(s) relative to nominated property.
- USGS 7 ½ quad map with property highlighted and boundaries delineated.
- Two stamped envelopes self-addressed to applicant.
- Envelopes stamped and addressed for the Governor, affected Assembly Member, affected State Senator, city mayor, and chairman of the county board of supervisors for the affected county.
- Copy of any geology, soil, paleontology, fire history, vegetation, wildlife, air quality, water quality, or other pertinent study that may have been completed for the affected property.
- Description and documentation of all known archeological features, historic structures, facilities or other features.
- Photographs of features supporting nomination of the property.
- All landowners must provide contact information and sign the application.