

DOCUMENTATION REQUIREMENTS Windbreak/Shelterbelt Renovation – 650

Requirements for all Windbreak Renovation Projects:

- Name, address, and phone # of landowner or decision maker
- Include any habitat evaluation completed for the management unit
- Record field number, field boundary and field acres on plan map
- Document NRCS cultural resource policy compliance
- If ground disturbing practice, document NRCS buried utility policy compliance
- Locations of practice marked on aerial photo, conservation plan map, scaled drawing, or arc view image. As appropriate the practice can be recorded in the conservation plan.
- Particular renovation method(s) to be used
- Extent of area to be renovated
- Date of planned renovation
- Name of renovation designer
- Date renovation completed
- Initials of certifying official

Design and documentation requirements for renovations that include planting.

- For windbreak renovation methods that include tree and shrub planting the ND-CONS-4 or ND-CONS-4e may be used for design and documentation of the windbreak.
- For windbreak renovation methods that include grass planting within the windbreak/shelterbelt the ND-CPA-9 or ND-CPA-9e may be used for design and documentation of the grass cover within the windbreak.

If neither of these forms is used then the following documentation is required for renovation practices that include tree and shrub or grass planting.

For Woody or Herbaceous Cover Plantings document the following:

- Aerial photo, scaled sketch, or arc view image showing location of planting
- Legal description of planting site (to ¼ -section level or closer)
- Extent- planned and actual (acres)
- Site preparation method- planned and actual
- Planned planting date (calendar period)
- Stocking rate, planting density, or bulk seeds per acre of each species - planned/actual
- Stock type and specific planting method(s)
- Locations of species within the planting - planned/actual
- Establishment and maintenance requirements (years 1-3)
- Operation and Management plan (could be referenced to a landowner-specific forest management plan or appropriate NRCS or Extension pamphlets)
- Signature and date of planner
- Date of actual planting
- Temperature, wind, humidity, sunshine at time of planting (woody and vegetative plugs)
- Site conditions at planting time (wet, dry, chunky, weeds, etc.)
- Dated and signed certification that planting was installed according to NRCS standards and specifications - **OR** -
- Describe elements not meeting NRCS standards and specifications.

Additional Information specific to woody plantings

- Design soil(s) and windbreak suitability group(s)
- For direct seeding of trees and shrubs, provide the anticipated percent germination for each species.

Additional Information specific to herbaceous cover plantings

- Design soil(s) and ecological site or pasture/hayland group(s)
- # Pure Live Seed/acre seeding rate of each species and/or vegetative stock type and specific planting method(s) – planned and actual
- Seed tag data, and germination results if retested

Renovation Method-Specific Documentation Requirements:

- Copping
 - Objective of coppice regeneration (What are the desired results?)
 - Time of year to perform operation
 - Species to be coppiced
 - Estimated age of species to be coppiced
- Gap Planting
 - Note distance from existing trees or shrubs
 - Tree, shrub and/or grass planting - See planting requirements listed above.
- Natural Regeneration
 - Objective of natural regeneration
 - Height and species of trees and shrubs to be left
 - Targeted density (basal area or plant to plant spacings)
 - Herbicides used, if any, to control re-sprouts (Follow label directions)
- Pruning
 - Objective of pruning
 - Species to be pruned
 - Targeted pruning height from ground, or canopy density, if appropriate
- Root Pruning
 - Objective root pruning
 - Age and species of existing trees
 - Distance from existing trees to root pruning trench
- Row Removal and Replacement
 - Objective of removal and replacement
 - Specific removal method (just cutting tops, removing tops and roots, etc.)
 - Species being removed
 - Site preparation methods prior to replacement
 - Tree, shrub and/or grass planting - See planting requirements listed above.
- Shearing
 - Objective of shearing
 - Species to be sheared
 - Time of year for shearing to occur
 - How much (percentage or length) of the foliage to be removed in each shearing operation.

- Sod Release
 - Objective of sod release
 - Windbreak species to be released
 - Sod species to be managed
 - Management methods (herbicide, tillage, mowing, prescribed grazing, etc.)
 - Time of application
- Supplemental Planting
 - Objective of supplemental planting
 - Location with respect to existing windbreak
 - Site preparation needs (tillage, chem fallow, etc.)
 - Tree, shrub and/or grass planting - See planting requirements listed above.

Optional Documentation

- Any job sheets or other management guides used in development of the plan.
- Document off-site conditions relevant to the plan.