

## **Invasive Plant Control Practice Plan – Specifications and Checklist**



- Property Overview.** This section must include:
  - a basic description of the property, its location and general topography,
  - a description of the basic types of landcover surveyed, e.g., forest, field edge(s), wetland edge(s), and any special habitats worthy of mention that may be relevant to the content of the plan,
  - size of eligible Surveyed Areas (acres) and total size of property (acres),
  - landowner’s current uses/goals and any known future uses/goals,
  - and any other relevant property information such as points of access, road conditions, gated areas, etc. that could be useful for the landowner or a treatment contractor in carrying out the recommendations of the plan.

In the text of this section, please reference maps included with the Plan that show the Property boundaries and Surveyed Acres.

Table 1. **Minimum** survey effort based on 100-250 acres/qualified FORP/day (refer to program manual for more detail)

Level of infestation	Acres	50	100	150	200	500
Low		2-4 hours	4 hours	6 hours	8 hours	20 hours
Medium		3-4 hours	5-8 hours	7-12 hours	9-16 hours	22-32 hours
High		4+ hours	8+ hours	12+ hours	16+ hours	32+ hours

- Survey Description and Summary of Survey Effort.** List the dates survey(s) was conducted, the total hours spent surveying, and generally describe what parts of the property were surveyed for invasive plants. Please reference Table 1 above for minimum survey efforts. In the text of this section, please reference a map showing the survey route (aka track) taken through the property.
- Description of Invasive Plants Found - Paragraphs.** Describe in words the invasive plant situation on the property and highlight key findings. See example plans provided for suggested items to include. This section could summarize acres infested and/or number of records for key species. Note any plants Not Yet Widespread in Maine, and explain the importance of containing and managing these.

- Table of Invasive Plants Found.** Provide a table with all the columns listed in the example below, including all invasive plants found on the site. You can add other info if you like.

Common name	Scientific name	Growth form	Level of infestation	Areas where found
Asiatic bittersweet	<i>Celastrus orbiculatus</i>	Woody vine	Low: two areas	One in woods, one at field edge

- Explanation of Prioritization Strategy.** Explain in words what approach you took to prioritizing management of invasive plants on the site. Example language reflecting the most common approach (EDRR, then Early Management, then Widespread Issues) is provided in the example plans, but if there were particular circumstances that caused you to recommend something different than usual, explain. For example if a certain stand will be harvested soon, that stand may have received priority – note this. Or if the landowner is planning to build a new road soon in an area that is badly infested, perhaps that area took precedence over managing plants in medium abundance elsewhere on the site. Or if there is a high-value wildlife habitat or rare natural community on the property (identified through Beginning with Habitat map viewer), that area could be top priority.

- Prioritized Management Recommendations.** List the prioritized management recommendations, with #1 being the item you recommend doing first, then #2, etc. Include language about prevention in this section (see example plans for suggested language).

- (Optional) Invasive Plants to Watch Out For (Not Found but Appropriate Habitats Exist).** List the invasive plants you did not find, but which could likely invade the site given the habitats present.

- Five Year Management Timeline.** Provide a timeline going out to five years showing suggested management tasks broken down by Task, Year, and Time of Year. Suggested format is a table, to make this easier to read – see the example plan for a suggested format. Remember to include monitoring of treated sites and follow-up treatments. Be sure your timeline is consistent with the Prioritized Management Recommendations section.

You may include a “Responsible Party” column if this is appropriate, for example if you are a land trust steward and the plan is for a property you manage, you should note what tasks will be done by staff vs. volunteers vs. contractor, etc. For consulting professionals this may not be known.

- (Optional) Images.** You may include photographs with captions showing particular infestations/sites, if desired to drive home a point or show something particularly important.

*Please note, this is NOT a substitute for submitting photos in iMap data records. Photos in iMap*

*data records must be submitted with each iMap record until you have verified your ability to correctly identify each species.*

**List of Maps.** Provide a complete list of the maps associated with the IPCPP. Minimum required maps include:

- Property boundary map** showing property boundaries. The property boundary map can be in any format that is accurate; tax maps may be used if nothing better is available.
- Surveyed acres map** showing the surveyed acres that are included in survey and IPCPP. The surveyed acres map can be in any format that is accurate.
- Survey route map** (aka track map) showing the path walked when searching for invasive plants. Areas where no survey was done cannot be guaranteed to be free of invasive plants, that is why it is important to show your track on a map. The survey route map can be in any format that is accurate.
- Overall map of all invasive plant species** mapped on the property; and
- Individual maps for each invasive plant species** present, one species per map. Species only found in 1 location may be grouped into a single map, see example reports.

Maps A, B, and C may be combined into one-two map(s) if desired, however the map(s) must clearly show the difference (if any) between the surveyed acres and the property boundary.

Maps can be in any format that is spatially accurate (Google Maps, ArcGIS, etc.); maps do not have to be made using iMap.

**Digital information.** The following are required:

Required to be present in iMap at the time the IPCPP is finalized, and tagged to the “MFS Invasive Plant Management Program” project:

- Surveyed acres, entered as Searched Area(s) in iMap,
- and all invasive species data (points, polygons).

Required to be given to Greg Miller of Maine Forest Service with the IPCPP: Digital spatial file of property boundaries, or a series of coordinates from which a digital spatial file can be created (“digitized”). Federal reporting requires that the woodlands covered by IPCPPs be mapped in a Geographic Information System (GIS). This information will be considered confidential, the same as any and all personally identifiable information in the IPCPP. The polygons are being collected for federal reporting purposes only, and will be used in an aggregate form only. There are several options for plan writers to meet this requirement:

1. Provide a list of the latitude and longitude coordinates of the corners of the property boundary [parcel(s) surveyed in the IPCPP]. The coordinates must be listed in a

consecutive order around the perimeter of each area. The datum (NAD 83 or WGS 84) must be stated.

2. Provide a polygon shapefile of the corners of the property boundary [parcel(s) surveyed in the IPCPP], with the following coordinate system: Datum NAD83, Projection UTM Zone 19N. The shapefiles must be attributed with sufficient information to uniquely identify the landowner with the land in the plan.

3. Provide a Google Earth .kml or .kmz file of the corners of the property boundary [parcel(s) surveyed in the IPCPP]. Make sure to use an appropriate scale that clearly depicts the land on current aerial photography. Mark enough vertices in the polygon so the land is depicted accurately. Include sufficient information in the label so the landowner is uniquely identified with the polygon.

Other methods of meeting the GIS requirement may be considered on a case by case basis.

**Please contact Greg Miller at (207) 287-8121, or [greg.t.miller@maine.gov](mailto:greg.t.miller@maine.gov), with any questions regarding the property boundary requirements.**