Retention and Classification Report

Agency: Washington County (Utah) (3293)

Washington County Admin Bldg
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Records Officer Cheyenne Bentley

26632		Habitat Conservation Plan Advisory Committee minutes
26653		Habitat Conservation Plan Technical Committee minutes
28345	*	Habitat conservation plan policy and program correspondenc

AGENCY: Washington County (Utah)

SERIES: 26632 3
TITLE: Habitat Conservation Plan Advisory Committee minutes

DATES: 1996-
ARRANGEMENT: Chronological.
DESCRIPTION:

This record contains meeting minutes for the Habitat Conservation Plan Advisory Committee (HCAC), which serves in an advisory capacity to the county commission regarding the survival of threatened and endangered species. The committee oversees the administration of the Habitat Conservation Plan (HCP) which was approved by the United States Fish and Wildlife Service for the protection of the Mojave Desert tortoise, a threatened species in Washington County. The HCAC works with the Habitat Conservation Technical Committee to administer the conservation plan.

RETENTION:

Retain permanently.

DISPOSITION:
Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:
Retention and disposition for this series is authorized by Archives general schedule CNT 1, Item 15.

AUTHORIZED: 03/08/2012

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year and then transfer to Agency Record Center. Retain in Agency Record Center permanently.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in Agency Record Center permanently.

APPRAISAL:

AGENCY: Washington County (Utah)

SERIES: 26632
TITLE: Habitat Conservation Plan Advisory Committee minutes

(continued)

PRIMARY DESIGNATION:
Public

AGENCY: Washington County (Utah)

SERIES: 26653 3
TITLE: Habitat Conservation Plan Technical Committee minutes
DATES: 1996-
ARRANGEMENT: Chronological
DESCRIPTION:

This record contains meeting minutes for the Habitat Conservation Plan Technical Committee, which provides technical support and information to the Habitat Conservation Plan Advisory Committee on threatened and endangered species. The Habitat Conservation Plan, which is being implemented in Washington County, was approved by the United States Fish and Wildlife Service for the protection of the Mojave Desert tortoise.

RETENTION:

Retain permanently

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 1, Item 15.

AUTHORIZED: 12/17/2007

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year and then transfer to Agency Record Center. Retain in Agency Record Center permanently.

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Microfilm duplicate: Retain in Agency Record Center permanently.

APPRAISAL:

Administrative Fiscal Historical

AGENCY: Washington County (Utah)

SERIES: 26653
TITLE: Habitat Conservation Plan Technical Committee minutes

(continued)

PRIMARY DESIGNATION:
Public

AGENCY: Washington County (Utah)

SERIES: 28345 3
TITLE: Habitat conservation plan policy and program correspondence
DATES: 1978-1996.
ARRANGEMENT: Chronological by year and thereunder by month and day.
DESCRIPTION:

These records are business-related correspondence, drafts, reports, studies, plans, maps, and permits which provide unique information about the Habitat Conservation Plan (HCP) which later became the Red Cliffs Desert Reserve. Records include information on HCP from conception to issuance of the "take permit" by United States Fish and Wildlife Services (USFWS) in February, 1996.

RETENTION:

Retain Permanently

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 1, Item 7.

AUTHORIZED: 07/17/2013

FORMAT MANAGEMENT:

Paper: Retain in Office permanently.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in Office permanently.

APPRAISAL:

Historical

AGENCY: Washington County (Utah)

SERIES: 28345
TITLE: Habitat conservation plan policy and program correspondence

(continued)

PRIMARY DESIGNATION:
Public