



# California Regional Water Quality Control Board San Diego Region

Linda S. Adams  
Secretary for  
Environmental  
Protection

Over 50 Years Serving San Diego, Orange, and Riverside Counties  
Recipient of the 2004 Environmental Award for Outstanding Achievement from USEPA

9174 Sky Park Court, Suite 100, San Diego, California 92123-4340  
(858) 467-2952 • Fax (858) 571-6972  
[http:// www.waterboards.ca.gov/sandiego](http://www.waterboards.ca.gov/sandiego)



Arnold  
Schwarzenegger  
Governor

September 15, 2008

In reply refer to: WP:08C-043: cloflen

Matt Collings  
Moulton Niguel Water District  
26161 Gordon Road  
Laguna Hills, CA 92653

|              |                             |
|--------------|-----------------------------|
| WDID         | 9 000001796                 |
| CIWQS:       |                             |
| Place        | 719553                      |
| Reg. Measure | 347056                      |
| Party        | 29353                       |
| Cert. Mail   | 7007 1490 0003<br>8753 5759 |

Dear Mr. Collings:

**SUBJECT:** Action on Request for Clean Water Act Section 401 Water Quality Certification for the **Eastern Transmission Main Relocation** Water Quality Certification No. **08C-043**

Enclosed find Clean Water Act Section 401 Water Quality Certification for the **Eastern Transmission Main Relocation** (Project). A description of the project and project location can be found in the project information sheet, project location map, and project site maps, which are included as Attachments 1 through 4.

Any petition for reconsideration of this Certification must be filed with the State Water Resources Control Board within 30 days of certification action (23 CCR § 3867). If no petition is received, it will be assumed that the Moulton Niguel Water District has accepted and will comply with all the conditions of this Certification.

Failure to comply with all conditions of this Certification may subject you to enforcement actions by the California Regional Water Quality Control Board, San Diego Region (Regional Board), including administrative enforcement orders requiring you to cease and desist from violations, or to clean up waste and abate existing or threatened conditions of pollution or nuisance; administrative civil liability in amounts of up to \$10,000 per day per violation; referral to the State Attorney General for injunctive relief; and, referral to the District Attorney for criminal prosecution.

The heading portion of this letter includes a Regional Board code number noted after "In reply refer to:" In order to assist us in the processing of your correspondence please include this code number in the heading or subject line portion of all correspondence and reports to the Regional Board pertaining to this matter.

If you have any questions regarding this notification, please contact Chad Loflen directly at 858-467-2727 or by email via [cloflen@waterboards.ca.gov](mailto:cloflen@waterboards.ca.gov).

### California Environmental Protection Agency

*The energy challenge facing California is real. Every Californian needs to take immediate action to reduce energy consumption. For a list of simple ways you can reduce demand and cut your energy costs, see our Web-site at <http://www.swrcb.ca.gov>.*

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Mr. Matt Collings  
Moulton Niguel Water District  
401 Certification 08C-043

- 2 -

September 15, 2008

Respectfully,



JOHN H. ROBERTUS  
Executive Officer

Enclosure:

- Clean Water Act Section 401 Water Quality Certification No. 08C-043 for Eastern Transmission Main Relocation, with 5 attachments

cc: Refer to Attachment 2 of Certification 08C-043 for Distribution List.

***California Environmental Protection Agency***



# California Regional Water Quality Control Board San Diego Region



**Arnold Schwarzenegger**  
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Action on Request for  
Clean Water Act Section 401 Water Quality Certification  
and Waste Discharge Requirements  
for Discharge of Dredged and/or Fill Materials

**PROJECT:** Eastern Transmission Main Relocation  
(401 Project No. 08C-043)  
(WDID #9 000001796)

In reply refer to: WP:08C-043: cloflen

**APPLICANT:** Matt Collings  
Moulton Niguel Water District  
26161 Gordon Road  
Laguna Hills, CA 92653

**ACTION:**

|   |  |
|---|--|
| <input type="checkbox"/> Order for Low Impact Certification                         | <input type="checkbox"/> Order for Denial of Certification                 |
| <input checked="" type="checkbox"/> Order for Technically-conditioned Certification | <input checked="" type="checkbox"/> Waiver of Waste Discharge Requirements |

**STANDARD CONDITIONS:**

The following three standard conditions apply to all certification actions, except as noted under Condition 3 for denials (Action 3).

1. This certification action is subject to modification or revocation upon administrative or judicial review, including review and amendment pursuant to section 13330 of the California Water Code and section 3867 of Title 23 of the California Code of Regulations (23 CCR).
2. This certification action is not intended and must not be construed to apply to any discharge from any activity involving a hydroelectric facility requiring a Federal Energy Regulatory Commission (FERC) license or an amendment to a FERC license unless the pertinent certification application was filed pursuant to 23 CCR subsection 3855(b) and the application specifically identified that a FERC license or amendment to a FERC license for a hydroelectric facility was being sought.

**California Environmental Protection Agency**

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Recycled Paper



3. The validity of any non-denial certification action (Actions 1 and 2) must be conditioned upon total payment of the full fee required under 23 CCR section 3833, unless otherwise stated in writing by the certifying agency.

**ADDITIONAL CONDITIONS:**

In addition to the three standard conditions, the Moulton Niguel Water District must satisfy the following:

**A. GENERAL CONDITIONS:**

1. The Moulton Niguel Water District must, at all times, fully comply with the engineering plans, specifications and technical reports submitted to the California Regional Water Quality Control Board, San Diego Region (Regional Board), to support this 401 Water Quality Certification and all subsequent submittals required as part of this certification and as described in Attachment 1. The conditions within this certification must supersede conflicting provisions within such plans submitted prior to the certification action. Any modifications thereto, would require notification to the Regional Board and reevaluation for individual Waste Discharge Requirements and/or certification amendment.
2. The Moulton Niguel Water District must maintain a copy of this certification at the project site so as to be available at all times to site personnel and agencies.
3. The Moulton Niguel Water District must permit the Regional Board or its authorized representative at all times, upon presentation of credentials:
  - a. Entry onto project premises, including all areas on which wetland fill or wetland mitigation is located or in which records are kept.
  - b. Access to copy any records required to be kept under the terms and conditions of this certification.
  - c. Inspection of any treatment equipment, monitoring equipment, or monitoring method required by this certification.
  - d. Sampling of any discharge or surface water covered by this Order.
4. The Moulton Niguel Water District must notify the Regional Board within 24 hours of any unauthorized discharge, including hazardous or toxic materials, to waters of the U.S. and/or State; measures that were implemented to stop and contain the discharge; measures implemented to clean-up the discharge; the volume and type of materials discharged and recovered; and additional best management practice (BMPs) or other measures that will be implemented to prevent future discharges.

5. The Moulton Niguel Water District must, at all times, maintain appropriate types and sufficient quantities of materials onsite to contain any spill or inadvertent release of materials that may cause a condition of pollution or nuisance if the materials reach waters of the U.S. and/or State.
6. This Certification is not transferable to any person except after notice to the Executive Officer of the Regional Board. The Moulton Niguel Water District must notify the Regional Board of any change in ownership of the project area. Notification must include, but not be limited to, a statement that the property owner has provided the purchaser with a copy of the Section 401 Water Quality Certification and that the purchaser understands the permit requirements and must implement them; the seller and purchaser must sign and date the notification. The notification for transfer of mitigation responsibility shall include a signed statement from the new party demonstrating acceptance and understanding of the responsibility to meet the mitigation conditions and applicable requirements of the Certification. Notification must be provided within 5 days of the sale of the property.
7. In the event of any violation or threatened violation of the conditions of this certification, the violation or threatened violation must be subject to any remedies, penalties, process or sanctions as provided for under State law. For purposes of section 401(d) of the Clean Water Act, the applicability of any State law authorizing remedies, penalties, process or sanctions for the violation or threatened violation constitutes a limitation necessary to assure compliance with the water quality standards and other pertinent requirements incorporated into this certification.
8. In response to a suspected violation of any condition of this certification, the Regional Board may require the holder of any permit or license subject to this certification to furnish, under penalty of perjury, any technical or monitoring reports the Regional Board deems appropriate, provided that the burden, including costs, of the reports must bear a reasonable relationship to the need for the reports and the benefits to be obtained from the reports.
9. In response to any violation of the conditions of this certification, the Regional Board may add to or modify the conditions of this certification as appropriate to ensure compliance.

**B. PROJECT CONDITIONS:**

1. Prior to the start of the project, and annually thereafter, the Moulton Niguel Water District must educate all personnel on the requirements in this certification, pollution prevention measures, spill response, and BMP implementation and maintenance.

2. The Moulton Niguel Water District must notify the Regional Board in writing at least 10 days prior to the actual commencement of dredge, fill, and discharge activities.
3. The Moulton Niguel Water District must comply with the requirements of State Water Resources Control Board Water Quality Order No. 99-08-DWQ, the NPDES General Permit for Storm Water Discharges Associated with Construction Activity.
4. The treatment, storage, and disposal of wastewater during the life of the project must be done in accordance with waste discharge requirements established by the Regional Board pursuant to CWC § 13260.
5. Water containing mud, silt, or other pollutants from equipment washing or other activities, must not be discharged to waters of the United States and/or the State or placed in locations that may be subjected to storm flows. Pollutants discharged to areas within a stream diversion area must be removed at the end of each work day or sooner if rain is predicted.
6. All surface waters, including ponded waters, must be diverted away from areas undergoing grading, construction, excavation, vegetation removal, and/or any other activity which may result in a discharge to the receiving water. Diversion activities must not result in the degradation of beneficial uses or exceedance of water quality objectives of the receiving waters. Any temporary dam or other artificial obstruction constructed must only be built from materials such as clean gravel which will cause little or no siltation. Normal flows must be restored to the affected stream immediately upon completion of work at that location.
7. Substances hazardous to aquatic life including, but not limited to, petroleum products, raw cement/concrete, asphalt, and coating materials, must be prevented from contaminating the soil and/or entering waters of the United States and/or State. BMPs must be implemented to prevent such discharges during each project activity involving hazardous materials.
8. Construction activities shall be restricted during the breeding season for coastal California gnatcatcher, southwestern willow flycatcher, least Bell's vireo and migratory bird species protected under the Migratory Bird Treaty Act (e.g. raptors). If construction must occur during the breeding season, a qualified wildlife biologist must conduct a one-time biological survey of the site no more than 72 hours in advance of commencement of construction. If nesting birds are located within the project site, avoidance measures as described in the *Biological Resources Letter Report for the Moulton Niguel Water District Eastern Transmission Line* shall be taken.

9. The Moulton Niguel Water District must conduct photo documentation of the project site, including all areas of permanent and temporary impact, prior to and after project construction. Photo-documentation must be conducted in accordance with the State Water Resources Control Board Standard Operating Procedure 4.2.1.4: Stream Photo Documentation Procedure, included as Attachment 5. In addition, photo documentation must include GPS coordinates for each of the photo points referenced. The Moulton Niguel Water District must submit this information in a photo documentation report to the Regional Board within 30 days of completion of the project. The report must include a compact disc that contains digital files of all the photos (.jpeg or similar).
10. The Moulton Niguel Water District must submit GIS shape files of the impact area within 30 days of project impacts. All impact area shape files must be polygons.

**C. COMPENSATORY MITIGATION FOR LOSS OF WATERS OF THE U.S./STATE:**

1. No permanent discharges of fill are authorized by this Certification. Mitigation for temporary discharges to .003 acres (15 linear feet), must be achieved by restoration of temporary impacts.
2. The Moulton Niguel Water District must restore all areas of temporary impacts and all other areas of temporary disturbance which could result in a discharge or a threatened discharge to waters of the United States/State. Restoration must include grading of disturbed areas to pre-project contours, removal of invasive species, and revegetation with native species. The Moulton Niguel Water District must implement all necessary BMPs to control erosion and runoff from areas associated with this project.

**D. REPORTING:**

1. All information requested in this Certification is pursuant to California Water Code (CWC) section 13267. Civil liability may be administratively imposed by the Regional Board for failure to furnish requested information pursuant to CWC section 13268.
2. All reports and information submitted to the Regional Board must be submitted in both hardcopy and electronic format. The preferred electronic format for each report submission is one file in PDF format that is also Optical Character Recognition (OCR) capable.
3. All applications, reports, or information submitted to the Regional Board must be signed and certified as follows:

- a. For a corporation, by a responsible corporate officer of at least the level of vice president.
  - b. For a partnership or sole proprietorship, by a general partner or proprietor, respectively.
  - c. For a municipality, or a state, federal, or other public agency, by either a principal executive officer or ranking elected official.
4. A duly authorized representative of a person designated in Items 4.a. through 4.c. above may sign documents if:
- a. The authorization is made in writing by a person described in Items 4.a. through 4.c. above.
  - b. The authorization specifies either an individual or position having responsibility for the overall operation of the regulated activity.
  - c. The written authorization is submitted to the Regional Board Executive Officer.

5. All applications, reports, or information submitted to the Regional Board must be signed and certified as follows:

*"I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment."*

6. The Moulton Niguel Water District must submit reports required under this certification, or other information required by the Regional Board, to:

Executive Officer  
 California Regional Water Quality Control Board  
 San Diego Region  
 Attn: 401 Certification; Project No. 08C-043  
 9174 Sky Park Court, Suite 100  
 San Diego, California 92123

7. Required Reports: The following list summarizes the reports, excluding spill notifications and emergency situations, required per the conditions of this Certification to be submitted to the Regional Board.

| Report Topic        | Certification Condition | Due Date(s)   |
|---------------------|-------------------------|---|
| Notifications       | B.2                     | 10 days prior to initiation of project construction |
| Photo Documentation | B.9                     | Within 30 days of project completion                |
| GIS Shape Files     | B.10                    | Within 30 days of project completion                |

**PUBLIC NOTIFICATION OF PROJECT APPLICATION:**

On June 17, 2008 receipt of the project application was posted on the Regional Board web site to serve as appropriate notification to the public.

**REGIONAL WATER QUALITY CONTROL BOARD CONTACT PERSON:**

Chad L. Loflen  
California Regional Water Quality Control Board, San Diego Region  
9174 Sky Park Court, Suite 100  
San Diego, CA 92123  
858-467-2727  
cloflen@waterboards.ca.gov

**WATER QUALITY CERTIFICATION:**

I hereby certify that the proposed discharge from the Eastern Transmission Main Relocation (Project No. 08C-043) will comply with the applicable provisions of sections 301 ("Effluent Limitations"), 302 ("Water Quality Related Effluent Limitations"), 303 ("Water Quality Standards and Implementation Plans"), 306 ("National Standards of Performance"), and 307 ("Toxic and Pretreatment Effluent Standards") of the Clean Water Act. This discharge is also regulated under California Regional Water Quality Control Board, San Diego Region, Waiver of Waste Discharge Requirements (Waiver Policy) No. 17. Please note that this waiver is conditional and, should new information come to our attention that indicates a water quality problem, the Regional Board may issue waste discharge requirements at that time.

Except insofar as may be modified by any preceding conditions, all certification actions are contingent on (a) the discharge being limited and all proposed mitigation being completed in strict compliance with the applicants' project description and/or on the attached Project Information Sheet, and (b) on compliance with all applicable requirements of the Regional Water Quality Control Board's Water Quality Control Plan (Basin Plan).

  
\_\_\_\_\_  
JOHN H. ROBERTUS  
Executive Officer  
Regional Water Quality Control Board

9/15/2008  
Date

- Attachments:
1. Project Information
  2. Distribution List
  3. Location Map
  4. Site Map
  5. Stream Photo documentation Procedure

**ATTACHMENT 1  
PROJECT INFORMATION**

Applicant: Matt Collings  
Moulton Niguel Water District  
26161 Gordon Road  
Laguna Hills, CA 92653  
949-425-3552  
Fax: 949-643-2489  
mcollings@mnwd.com

Applicant  
Representatives: Mike Howard  
Dudek  
605 Third Street  
Encinitas, CA 92024  
760-479-4212  
Fax: 760-942-9976  
mhoward@dudek.com

Project Name: Eastern Transmission Main Relocation

Project Location: The project would be located within the City of Laguna Hills and City of Mission Viejo, near the interchange of Oso Parkway and Interstate 5 adjacent to the Orange County Transit Authority railroad tracks. The site is within the San Juan Creek Watershed and is an unnamed tributary to Oso Creek.

Latitude/Longitude: 33°34.48 N - 117°40.23W

Type of Project: Relocation of water main in preparation for Oso Parkway interchange improvements by CalTrans.

Project Description The proposed project is the relocation of the Moulton Niguel Water District's Eastern Transmission Water Main, which currently runs under the Oso Parkway Bridge at Interstate 5. CalTrans currently plans to conduct safety improvements to the Oso Parkway and Interstate 5 interchange, which requires the relocation of the Eastern Transmission Main.

The Project would relocate the Eastern Transmission Main to a point south of Oso Parkway, crossing east under the existing railroad tracks and connect with an existing 30 inch water main within Mission Viejo city limits.

Construction to connect the proposed water main with the existing main would result in a temporary impact to the existing unnamed creek due to the construction of a temporary culvert to access the construction site. Alternate access is not available due to the site's proximity to the railroad tracks.

Construction will take no longer than 17 days and will be begin in mid to late September. Immediately upon completion, the temporary culvert will be removed and the channel bank will be restored to pre-project conditions. The bank for the channel will be hydroseeded with a native seed mix and planted with willow cuttings.

|   |   |
|---|---|
| Federal Agency/Permit:  | U.S. Army Corps of Engineers §404, NWP 12   |
| Other Required Regulatory Approvals:                                | California Department of Fish and Game Streambed Alteration Agreement   |
| California Environmental Quality Act (CEQA) Compliance:             | The Moulton Niguel Water District issued a Final Mitigated Negative Declaration in June 2008  |
| Receiving Water:  | Oso Creek HSA 901.21  |
| Affected Waters of the United States:                               | Temporary:<br>Streambed: .001 acres<br>Wetland: .002 acres  |
| Dredge Volume:  | n/a   |
| Related Projects Implemented/to be Implemented by the Applicant(s): | CalTrans plans to make improvements to the Oso Parkway and Interstate 5 interchange to improve traffic safety. The current project is to move a water transmission main to allow for the improvements to take place.  |
| Compensatory Mitigation:  | Temporary fill areas will be restored to pre-project conditions. The temporary fill areas will also be enhanced by the removal of invasive species and replanting of natives within the impact area. Replanting will be done by hydro-seeding and planting willows. |

Best Management Practices (BMPs):

Equipment shall be cleaned and repaired (other than emergency repairs) at least 500 feet from waters of the United States. All contaminated water, sludge, spill residue or hazardous compounds from said activities shall be disposed of at a lawfully authorized designation.

The Moulton Niguel Water District shall develop and implement a plan to manage and prevent discharges of pollutants in storm water discharges associated with construction activities. The plan shall be kept on-site and shall address all potential discharges of pollutants, including, but not limited to those from spills, concrete/cement, fuel, lubricants and trash.

Substances hazardous to aquatic life including, but not limited to, petroleum products, raw cement/concrete, asphalt, and coating materials, must be prevented from contaminating the soil and/or entering waters of the United States and/or State. BMPs must be implemented to prevent such discharges during each project activity involving hazardous materials

To divert any flows from the temporary culvert, the Moulton Niguel Water District shall use a "Clear Water Diversion", as defined in the California Stormwater BMP handbook. Culvert materials shall be clean and free of pollutants. Upon project completion the temporary culvert and diversion shall be immediately removed.

The Moulton Niguel Water District shall implement construction BMPs as described in the Water Pollution Control Program including, but not limited to, soil stabilization, stream bank stabilization, silt fencing, fiber rolls, and street sweeping.

Public Notice:

On June 17, 2008 receipt of the project application was posted on the San Diego Regional Water Quality Control Board (Regional Board) web site to serve as appropriate notification to the public.

Fees:

Total Due: \$575  
Total Paid: \$575 (check No. 048193 & 049053)  
Remaining Due: \$0

**ATTACHMENT 2  
DISTRIBUTION LIST**

Mike Howard  
Dudek  
605 Third Street  
Encinitas, CA 92024

Jae Chung  
U.S. Army Corps of Engineers, Regulatory Branch  
Los Angeles Office  
P.O. Box 532711  
Los Angeles, CA 90053-2325

Tamara Spear  
California Department of Fish and Game  
South Coast Region  
Habitat Conservation Planning – South  
4949 Viewridge Avenue  
San Diego, CA 92123

State Water Resources Control Board, Division of Water Quality  
401 Water Quality Certification and Wetlands Unit  
Attn: Bill Orme  
P.O. Box 100  
Sacramento, CA 95812-0100

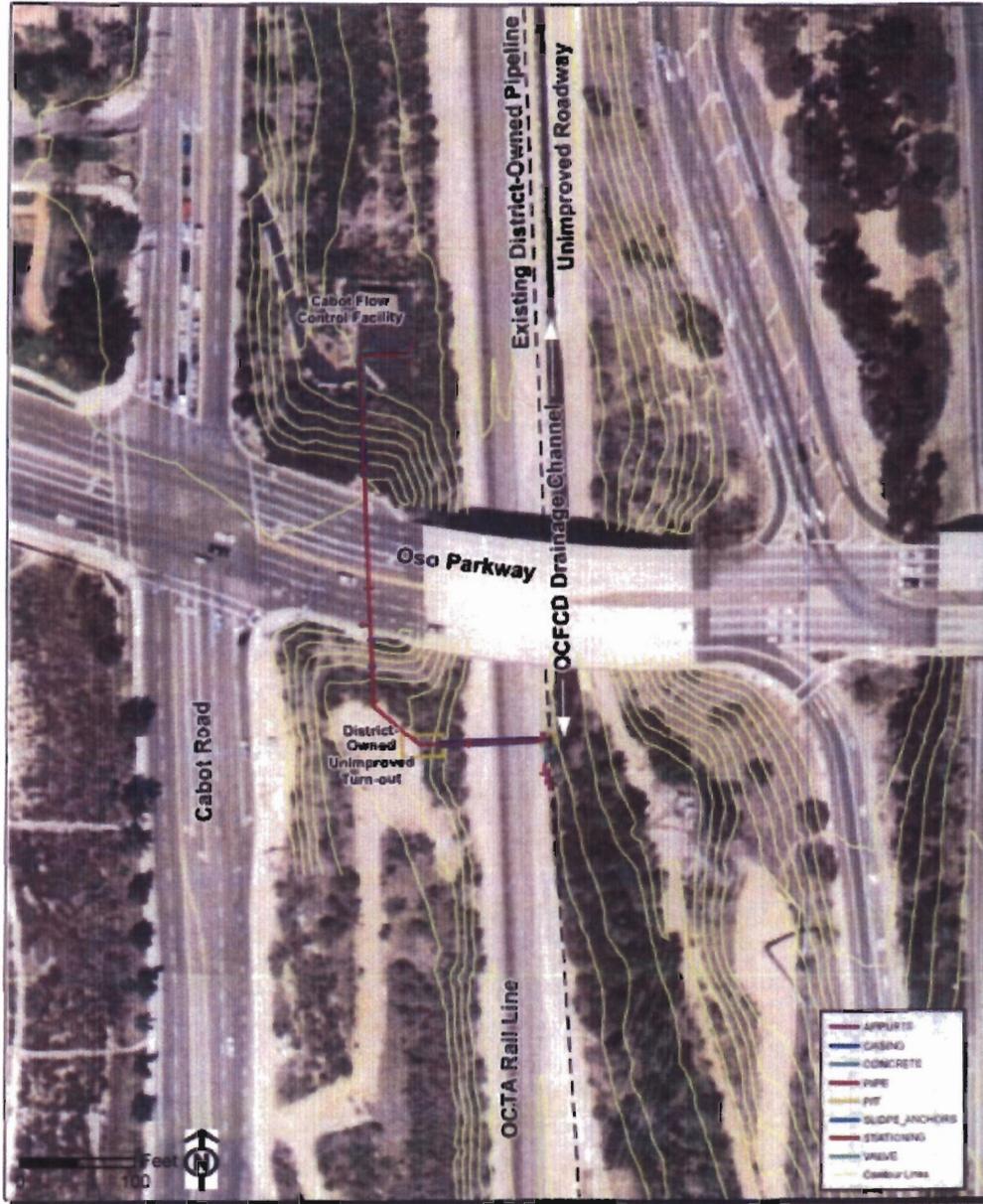
**ATTACHMENT 3  
PROJECT LOCATION**



**Moulton Niguel Water District Eastern Transmission Main Relocation  
Project Location Map**

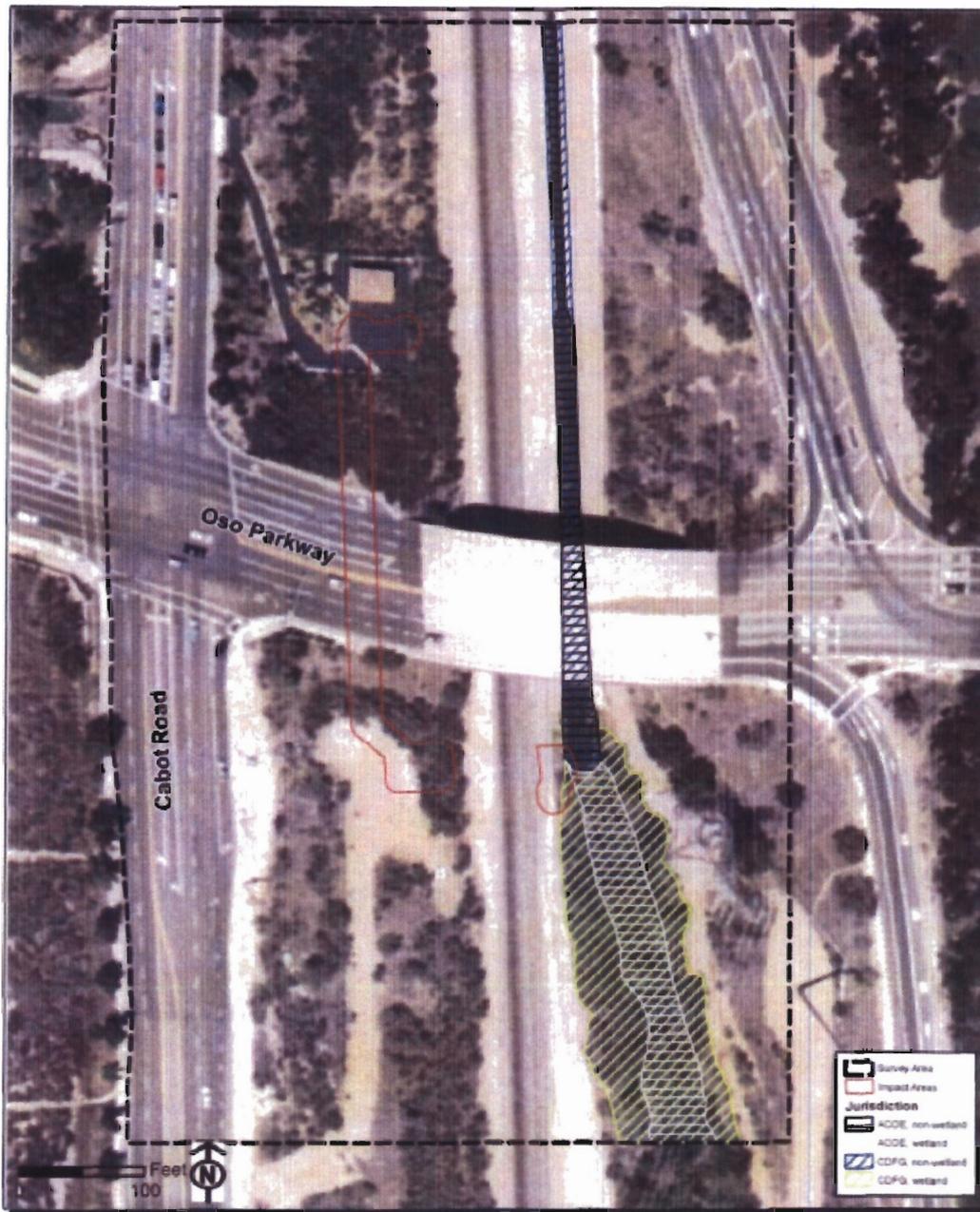
**FIGURE  
2**

**ATTACHMENT 4  
SITE MAP**



**Moulton Niguel Water District Eastern Transmission Main Relocation  
Proposed Project Alignment**

**FIGURE  
3**



**Moulton Niguel Water District Eastern Transmission Main Relocation  
Jurisdictional Boundaries and Impact Areas**

**FIGURE  
4**

## **ATTACHMENT 5 STREAM PHOTO DOCUMENTATION PROCEDURES**

### **Standard Operating Procedure (SOP) 4.2.1.4**

#### **Stream Photo Documentation Procedure**

(CARCD 2001, Written by TAC Visual Assessments work group)

#### **Introduction:**

Photographs provide a qualitative, and potentially semi-quantitative, record of conditions in a watershed or on a water body. Photographs can be used to document general conditions on a reach of a stream during a stream walk, pollution events or other impacts, assess resource conditions over time, or can be used to document temporal progress for restoration efforts or other projects designed to benefit water quality. Photographic technology is available to anyone and it does not require a large degree of training or expensive equipment. Photos can be used in reports, presentations, or uploaded onto a computer website or GIS program. This approach is useful in providing a visual portrait of water resources to those who may never have the opportunity to actually visit a monitoring site.

#### **Equipment:**

Use the same camera to the extent possible for each photo throughout the duration of the project. Either 35 mm color or digital color cameras are recommended, accompanied by a telephoto lens. If you must change cameras during the program, replace the original camera with a similar one comparable in terms of media (digital vs. 35 mm) and other characteristics. A complete equipment list is suggested as follows:

#### Required:

- Camera and backup camera
- Folder with copies of previous photos (do not carry original photos in the field)
- Topographic and/or road map
- Aerial photos if available
- Compass
- Timepiece
- Extra film or digital disk capacity (whichever is applicable)
- Extra batteries for camera (if applicable)
- Photo-log data sheets or, alternatively, a bound notebook dedicated to the project
- Yellow photo sign form and black marker, or, alternatively, a small black board and chalk

#### Optional:

- GPS unit
- Stadia rod (for scale on landscape shots)
- Ruler (for scale on close up views of streams and vegetation)
- Steel fence posts for dedicating fixed photo points in the absence of available fixed landmarks

### **How to Access Aerial Photographs:**

Aerial Photos can be obtained from the following federal agencies:

USGS Earth Science Information Center  
 507 National Center  
 12201 Sunrise Valley Drive  
 Reston, VA 22092  
 800-USA-MAPS

USDA Consolidated Farm Service Agencies  
 Aerial Photography Field Office  
 222 West 2300 South  
 P.O. Box 30010  
 Salt Lake City, UT 84103-0010  
 801-524-5856

Cartographic and Architectural Branch  
 National Archives and Records Administration  
 8601 Adelphi Road  
 College park, MD 20740-6001  
 301-713-7040

### **Roles and Duties of Team:**

The team should be comprised of a minimum of two people, and preferably three people for restoration or other water quality improvement projects, as follows:

1. Primary Photographer
2. Subject, target for centering the photo and providing scale
3. Person responsible for determining geographic position and holding the photo sign forms or blackboard.

One of these people is also responsible for taking field notes to describe and record photos and photo points.

### **Safety Concerns:**

Persons involved in photo monitoring should **ALWAYS** put safety first. For safety reasons, always have at least two 2 volunteers for the survey. Make sure that the

area(s) you are surveying either are accessible to the public or that you have obtained permission from the landowner prior to the survey.

Some safety concerns that may be encountered during the survey include, but are not limited to:

- Inclement weather
- Flood conditions, fast flowing water, or very cold water
- Poisonous plants (e.g.: poison oak)
- Dangerous insects and animals (e.g.: bees, rattlesnakes, range animals such as cattle, etc.)
- Harmful or hazardous trash (e.g.: broken glass, hypodermic needles, human feces)

We recommend that the volunteer coordinator or leader discuss the potential hazards with all volunteers prior to any fieldwork.

### **General Instructions:**

From the inception of any photo documentation project until it is completed, always take each photo from the same position (photo point), and at the same bearing and vertical angle at that photo point. Photo point positions should be thoroughly documented, including photographs taken of the photo point. Refer to copies of previous photos when arriving at the photo point. Try to maintain a level (horizontal) camera view unless the terrain is sloped. (If the photo can not be horizontal due to the slope, then record the angle for that photo.) When photo points are first being selected, consider the type of project (meadow or stream restoration, vegetation management for fire control, ambient or event monitoring as part of a stream walk, etc.) and refer to the guidance listed on *Suggestions for Photo Points by Type of Project*.

When taking photographs, try to include landscape features that are unlikely to change over several years (buildings, other structures, and landscape features such as peaks, rock outcrops, large trees, etc.) so that repeat photos will be easy to position. Lighting is, of course, a key ingredient so give consideration to the angle of light, cloud cover, background, shadows, and contrasts. Close view photographs taken from the north (i.e., facing south) will minimize shadows. Medium and long view photos are best shot with the sun at the photographer's back. Some artistic expression is encouraged as some photos may be used on websites and in slide shows (early morning and late evening shots may be useful for this purpose). Seasonal changes can be used to advantage as foliage, stream flow, cloud cover, and site access fluctuate. It is often important to include a ruler, stadia rod, person, farm animal, or automobile in photos to convey the scale of the image. Of particular concern is the angle from which the photo is taken. Oftentimes an overhead or elevated shot from a bridge, cliff, peak, tree, etc. will be instrumental in conveying the full dimensions of the

project. Of most importance overall, however, is being aware of the goal(s) of the project and capturing images that clearly demonstrate progress towards achieving those goal(s). Again, reference to *Suggestions for Photo Points by Type of Project* may be helpful.

If possible, try to include a black board or yellow photo sign in the view, marked at a minimum with the location, subject, time and date of the photograph. A blank photo sign form is included in this document.

### **Recording Information:**

Use a systematic method of recording information about each project, photo point, and photo. The following information should be entered on the photo-log forms (blank form included in this document) or in a dedicated notebook:

- Project or group name, and contract number (if applicable, e.g., for funded restoration projects)
- General location (stream, beach, city, etc.), and short narrative description of project's habitat type, goals, etc.
- Photographer and other team members
- Photo number
- Date
- Time (for each photograph)
- Photo point information, including:
  - Name or other unique identifier (abbreviated name and/or ID number)
  - Narrative description of location including proximity to and direction from notable landscape features like roads, fence lines, creeks, rock outcrops, large trees, buildings, previous photo points, etc. – sufficient for future photographers who have never visited the project to locate the photo point
  - Latitude, longitude, and altitude from map or GPS unit
- Magnetic compass bearing from the photo point to the subject
- Specific information about the subject of the photo
- Optional additional information: a true compass bearing (corrected for declination) from photo point to subject, time of sunrise and sunset (check newspaper or almanac), and cloud cover.

For ambient monitoring, the stream and shore walk form should be attached or referenced in the photo-log.

When monitoring the implementation of restoration, fuel reduction, or Best Management Practices (BMP) projects, include or attach to the photo-log a narrative description of observable progress in achieving the goals of the project. Provide supplementary information along with the photo, such as noticeable changes in habitat, wildlife, and water quality and quantity.

Archive all photos, along with the associated photo-log information, in a protected environment.

### **The Photo Point: Establishing Position of Photographer:**

1. Have available a variety of methods for establishing position: maps, aerial photos, GPS, permanent markers and landmarks, etc. If the primary method fails (e.g., a GPS or lost marker post) then have an alternate method (map, aerial photo, copy of an original photograph of the photo-point, etc).
2. Select an existing structure or landmark (mailbox, telephone pole, benchmark, large rock, etc.), identify its latitude and longitude, and choose (and record for future use) the permanent position of the photographer relative to that landmark. Alternatively, choose the procedure described in *Monitoring California's Annual Rangeland Vegetation* (UC/DANR Leaflet 21486, Dec. 1990). This procedure involves placing a permanently marked steel fence post to establish the position of the photographer.
3. For restoration, fuel reduction, and BMP projects, photograph the photo-points and carry copies of those photographs on subsequent field visits.

### **Determining the Compass Bearing:**

1. Select and record the permanent magnetic bearing of the photo center view. You can also record the true compass bearing (corrected for declination) but do not substitute this for the magnetic bearing. Include a prominent landmark in a set position within the view. If possible, have an assistant stand at a fixed distance from both the photographer and the center of the view, holding a stadia rod if available, within the view of the camera; preferably position the stadia rod on one established, consistent side of the view for each photo (right or left side).
2. Alternatively, use the procedure described in *Monitoring California's Annual Rangeland Vegetation* (UC/DANR Leaflet 21486, Dec. 1990). This procedure involves placing a permanently marked steel fence post to establish the position of the focal point (photo center).
3. When performing ambient or event photo monitoring, and when a compass is not available, then refer to a map and record the approximate bearing as north, south, east or west.

## **Suggestions for Photo Points by Type of Project:**

### **Ambient or Event Monitoring, Including Photography Associated with Narrative Visual Assessments:**

1. When first beginning an ambient monitoring program take representative long and/or medium view photos of stream reaches and segments of shoreline being monitored. Show the positions of these photos on a map, preferably on the stream/shore walk form. Subjects to be photographed include a representative view of the stream or shore condition at the beginning and ending positions of the segment being monitored, storm drain outfalls, confluence of tributaries, structures (e.g., bridges, dams, pipelines, etc.).
2. If possible, take a close view photograph of the substrate (streambed), algae, or submerged aquatic vegetation.
3. Time series: Photographs of these subjects at the same photo points should be repeated annually during the same season or month if possible.
4. Event monitoring refers to any unusual or sporadic conditions encountered during a stream or shore walk, such as trash dumps, turbidity events, oil spills, etc. Photograph and record information on your photo-log and on your Stream and Shore Walk Visual Assessment form. Report pollution events to the Regional Board. Report trash dumps to local authorities.

### **All Restoration and Fuel Reduction Projects – Time Series:**

Take photos immediately before and after construction, planting, or vegetation removal. Long term monitoring should allow for at least annual photography for a minimum of three years after the project, and thereafter at 5 years and ten years.

### **Meadow Restoration:**

1. Aerial view (satellite or airplane photography) if available.
2. In the absence of an aerial view, a landscape, long view showing an overlapping sequence of photos illustrating a long reach of stream and meadow (satellite photos, or hill close by, fly-over, etc.)
3. Long view up or down the longitudinal dimension of the creek showing riparian vegetation growth bounded on each side by grasses, sedges, or whatever that is lower in height
4. Long view of conversion of sage and other upland species back to meadow vegetation

5. Long view and medium view of streambed changes (straightened back to meandering, sediment back to gravel, etc.)
6. Medium and close views of structures, plantings, etc. intended to induce these changes

**Stream Restoration/stabilization:**

1. Aerial view (satellite or airplane photography) if available.
2. In the absence of an aerial view, a landscape, long-view showing all or representative sections of the project (bluff, bridge, etc.)
3. Long view up or down the stream (from stream level) showing changes in the stream bank, vegetation, etc.
4. Long view and medium view of streambed changes (thalweg, gravel, meanders, etc.)
5. Medium and close views of structures, plantings, etc. intended to induce these changes.
6. Optional: Use a tape set perpendicular across the stream channel at fixed points and include this tape in your photos described in 3 and 4 above. For specific procedures refer to Harrelson, Cheryl C., C.L. Rawlins, and John P. Potyondy, *Stream Channel Reference Sites: An Illustrated Guide to Field Techniques*, United States Department of Agriculture, Forest Service, Rocky Mountain Forest and Range Experiment Station, General Technical Report RM-245.

**Vegetation Management for Fire Prevention (“fuel reduction”):**

1. Aerial view (satellite or airplane photography) if available.
2. In the absence of an aerial view, a landscape, long view showing all or representative sections of the project (bluff, bridge, etc.)
3. Long view (wide angle if possible) showing the project area or areas. Preferably these long views should be from an elevated vantage point.
4. Medium view photos showing examples of vegetation changes, and plantings if included in the project. It is recommended that a person (preferably holding a stadia rod) be included in the view for scale

5. To the extent possible include medium and long view photos that include adjacent stream channels.

**Stream Sediment Load or Erosion Monitoring:**

1. Long views from bridge or other elevated position.
2. Medium views of bars and banks, with a person (preferably holding a stadia rod) in view for scale.
3. Close views of streambed with ruler or other common object in the view for scale.
4. Time series: Photograph during the dry season (low flow) once per year or after a significant flood event when streambed is visible. The flood events may be episodic in the south and seasonal in the north.
5. Optional: Use a tape set perpendicular across the stream channel at fixed points and include this tape in your photos described in 1 and 2 above. For specific procedures refer to Harrelson, Cheryl C., C.L. Rawlins, and John P. Potyondy, *Stream Channel Reference Sites: An Illustrated Guide to Field Techniques*, United States Department of Agriculture, Forest Service, Rocky Mountain Forest and Range Experiment Station, General Technical Report RM-245.



**PHOTO SIGN FORM:** Print this form on yellow paper. Complete the following information for each photograph. Include in the photographic view so that it will be legible in the finished photo.

Location:

Subject Description:

Date:

Time: