

(This page intentionally left blank)

Copies of this Form

In order to identify your project, it is necessary to include a copy of the Project specific Cover Sheet below with your report: please retain for your records. If you need to obtain a copy of the Cover Sheet you may download a copy of this Order as follows:

1. Go to: http://www.waterboards.ca.gov/water_issues/programs/cwa401/certifications.shtml
2. Find your Order in the table based on Applicant, Date, and Subject headers.

Report Submittal Instructions

1. Check the box on the Report and Notification Cover Sheet next to the report or notification you are submitting.
 - **Part A (Annual Report):** This report will be submitted annually from the anniversary of Order effective date until a Notice of Project Complete Letter is issued.
 - **Part B (Project Status Notifications):** Used to notify the Regional Water Boards of the status of the Project schedule that may affect Project billing.
 - **Part C (Conditional Notifications and Reports):** Required on a case by case basis for accidental discharges of hazardous materials, violation of compliance with water quality standards, notification of in-water work, or other reports.
2. Sign the Report and Notification Cover Sheet and attach all information requested for the Report Type.
3. **Electronic Report Submittal Instructions:**
 - Submit signed Report and Notification Cover Sheet and required information via email to appropriate Water Board staff.

Definition of Reporting Terms

1. **Active Discharge Period:** The active discharge period begins with the effective date of this Order and ends on the date that the Permittee receives a Notice of Completion of Discharges Letter or, if no post-construction monitoring is required, a Notice of Project Complete Letter. The Active Discharge Period includes all elements of the Project including site construction and restoration, and any Permittee responsible compensatory mitigation construction.
2. **Request for Notice of Completion of Discharges Letter:** This request by the Permittee to the Regional Water Boards pertains to projects that have post construction monitoring requirements, e.g. if site restoration was required to be monitored for 5 years following construction. The Regional Water Board(s) will review the request and send a Completion of Discharges Letter to the Permittee upon approval. This letter will initiate the post-discharge monitoring period and a change in fees from the annual active discharge fee to the annual post-discharge monitoring fee.

3. **Request for Notice of Project Complete Letter:** This request by the Permittee to the Regional Water Board(s) pertains to projects that either have completed post-construction monitoring and achieved performance standards or have no post-construction monitoring requirements, and no further Project activities are planned. The Regional Water Board(s) will review the request and send a Project Complete Letter to the Permittee upon approval. Termination of annual invoicing of fees will correspond with the date of this letter.
4. **Post-Discharge Monitoring Period:** The post-discharge monitoring period begins on the date of the Notice of Completion of Discharges Letter and ends on the date of the Notice of Project Complete Letter issued by the Regional Water Board(s). The Post-Discharge Monitoring Period includes continued water quality monitoring or compensatory mitigation monitoring.
5. **Effective Date:** Date of Order issuance.

Map/Photo Documentation Information

When submitting maps or photos, please use the following formats.

1. **Map Format Information:**

Preferred map formats of at least 1:24000 (1" = 2000') detail (listed in order of preference):

- **GIS shapefiles:** The shapefiles must depict the boundaries of all project areas and extent of aquatic resources impacted. Each shape should be attributed with the extent/type of aquatic resources impacted. Features and boundaries should be accurate to within 33 feet (10 meters). Identify datum/projection used and if possible, provide map with a North American Datum of 1983 (NAD38) in the California Teale Albers projection in feet.
- **Google KML files** saved from Google Maps: My Maps or Google Earth Pro. Maps must show the boundaries of all project areas and extent/type of aquatic resources impacted. Include URL(s) of maps. If this format is used include a spreadsheet with the object ID and attributed with the extent/type of aquatic resources impacted.
- **Other electronic format** (CAD or illustration format) that provides a context for location (inclusion of landmarks, known structures, geographic coordinates, or USGS DRG or DOQQ). Maps must show the boundaries of all project areas and extent/type of aquatic resources impacted. If this format is used include a spreadsheet with the object ID and attributed with the extent/type of aquatic resources impacted.
- Aquatic resource maps marked on paper **USGS 7.5 minute topographic maps** or **Digital Orthophoto Quarter Quads (DOQQ)** printouts. Maps must show the boundaries of all project areas and extent/type of aquatic resources impacted. If this format is used include a spreadsheet with the object ID and attributed with the extent/type of aquatic resources impacted.

2. **Photo-Documentation:** Include a unique identifier, date stamp, written description of photo details, and latitude/longitude (in decimal degrees) or map indicating location of photo. Successive photos should be taken from the same vantage point to compare pre/post construction conditions.

REPORT AND NOTIFICATION COVER SHEET

Project: Riverside County Flood Control & Water Conservation District Flood Control Facilities Maintenance Authorized Under U.S. Army Corps of Engineers Regional General Permit 99 (RGP 99)

Permittee: Riverside County Flood Control & Water Conservation District

Reg. Meas. ID: 402541 **Place ID:** 817463

Order Effective Date:

Report Type Submitted

Part A – Project Reporting

Report Type 1 **Annual Report**

Part B - Project Status Notifications

Report Type 2 **Commencement of Construction**

Report Type 3 **Request for Notice of Project Complete Letter**

Part C - Conditional Notifications and Reports

Report Type 4 **Accidental Discharge of Hazardous Material Report**

Report Type 5 **Violation of Compliance with Water Quality Standards Report**

Report Type 6 **In-Water Work/Diversions Water Quality Monitoring Report**

Report Type 7 **Modifications to Project Report**

"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."

Print Name ¹

Affiliation and Job Title

Signature

Date

¹STATEMENT OF AUTHORIZATION (include if authorization has changed since application was submitted)

I hereby authorize _____ to act in my behalf as my representative in the submittal of this report, and to furnish upon request, supplemental information in support of this submittal.

Permittee's Signature

Date

***This Report and Notification Cover Sheet must be signed by the Permittee or a duly authorized representative and included with all written submittals.**

Part A – Project Reporting

Report Type 1	Annual Report
Report Purpose	Notify the Regional Water Board(s) of Project status.
Report Contents	<p>The contents of the annual report shall include the topics indicated below for each project period. Report contents are outlined in Annual Report Topics below.</p> <p><u>During the Active Discharge Period</u></p> <ul style="list-style-type: none"> • Topic 1: Maintenance Summary • Topic 2: Restoration for Temporary Impacts Status • Topic 3: Mitigation Report <p><u>During the Post-Discharge Monitoring Period</u></p> <ul style="list-style-type: none"> • Topic 2: Restoration for Temporary Impacts Status • Topic 3: Mitigation Report
Annual Report Topics (1-3)	
Annual Report Topic 1	Maintenance Summary
Report Contents	<ol style="list-style-type: none"> 1. Attach the Compliance Report that was submitted to the Corps, listing all maintenance activities authorized under the RGP during the previous year, which includes the following: <ol style="list-style-type: none"> a. Summary of all authorized maintenance activities completed under the RGP, including locations, dates of work, type of activity, quantity of sediment removed, quantity and type(s) of vegetation removed, and total area of impact at each location; b. Summary of any authorized maintenance activities not completed and their status (postponed, in-progress, etc.); c. Compliance with BMPs applied to each completed maintenance activity; d. Representative “before and after” photographs of completed maintenance activities. 2. An updated facilities inventory spreadsheet that includes the following: <ol style="list-style-type: none"> a. Location Information: (lat/long; Regional Board, County); b. Impact Information: (actual amount of temporary impacts in comparison to as-built dimensions); c. Facility Information: (Facility ID, classification, name, type)

Annual Report Topic 2	Restoration for Temporary Impacts Status
Report Contents	<ol style="list-style-type: none"> 1. Planned date of initiation and map showing locations of restoration for temporary impacts to waters of the state and all upland areas of temporary disturbance which could result in a discharge to waters of the state. 2. If restoration for temporary impacts has commenced, provide a map and information documenting restoration plan performance standard status.
Annual Report Topic 3	Mitigation Report
Report Contents	<ol style="list-style-type: none"> 1. The Permittee shall submit with the annual report a compensatory mitigation summary that shows the current year's mitigation obligations by aquatic resource type and method, and then the cumulative total over previous years including the current year for temporary impacts using the suggested format below:

Aquatic Resource Type	Comp Mit. Type ²	Units	Method ³					
			Est.	Re-est.	Reh.	Enh.	Pres.	Unknown
Lake	PR	Choose an item						
Riparian Zone	PR	Choose an item						
Stream Channel	PR	Choose an item						
Wetland	PR	Choose an item						

¹ For Staff use only: Record quantities in CIWQS table side A for Compensatory Mitigation for Permanent Physical Loss of Area.

² Compensatory mitigation type may be: In-Lieu-Fee (ILF); Mitigation Bank (MB); Permittee-Responsible (PR)

³ Methods: establishment (Est.), reestablishment (Re-est.), rehabilitation (Reh.), enhancement (Enh.), preservation (Pres.). Unknown applies to advance credits with an unknown method and or location.

Part B – Project Status Notifications

Report Type 2	Commencement of Construction
Report Purpose	Notify Regional and State Water Boards prior to the start of construction.
When to Submit	Must be received via email, delivered written notice, or other verifiable means at least seven (7) days prior to start of initial ground disturbance activities.
Report Contents	<ol style="list-style-type: none"> 1. Date of commencement of construction. 2. Anticipated date when discharges to waters of the state will occur. 3. Project schedule milestones including a schedule for onsite compensatory mitigation, if applicable.

Report Type 3	Request for Notice of Project Complete Letter
Report Purpose	Notify the Regional Water Board(s) that construction and/or any post-construction monitoring is complete, or is not required, and no further maintenance activity will occur.
When to Submit	Must be received by the Regional Water Board(s) within thirty (30) days following completion of all maintenance activities, including post-maintenance monitoring, if applicable.
Report Contents	<p>Part A: Mitigation for Temporary Impacts</p> <ol style="list-style-type: none"> 1. A report establishing that the performance standards outlined in the restoration plan have been met for Project site upland areas of temporary disturbance which could result in a discharge to waters of the state. 2. A report establishing that the performance standards outlined in the restoration plan have been met for restored areas of temporary impacts to waters of the state. Pre- and post-photo documentation of all restoration sites. <p>Part B: Post-Construction Storm Water BMPs</p> <ol style="list-style-type: none"> 1. Date of storm water Notice of Termination(s), if applicable. 2. Report status and functionality of all post-construction BMPs.

Part C – Conditional Notifications and Reports

Report Type 4	Accidental Discharge of Hazardous Material Report
Report Purpose	Notifies the appropriate Regional Water Board(s) that an accidental discharge of hazardous material has occurred.
When to Submit	Within five (5) working days following the date of an accidental discharge. Continue reporting as required by the Regional Water Board(s).
Report Contents	<ol style="list-style-type: none"> 1. The report shall include the OES Incident/Assessment Form, a full description, and map of the accidental discharge incident (i.e. location, time and date, source, discharge constituent and quantity, aerial extent, and photo documentation). If applicable, the OES Written Follow-Up Report may be substituted. 2. If applicable, any required sampling data, a full description of the sampling methods including frequency/dates and times of sampling, equipment, locations of sampling sites. 3. Locations and construction specifications of any barriers, including silt curtains or diverting structures, and any associated trenching or anchoring.

Report Type 5	Violation of Compliance with Water Quality Standards Report
Report Purpose	Notifies the Regional Water Board(s) that a violation of compliance with water quality standards has occurred.
When to Submit	The Permittee shall report any event that causes a violation of water quality standards within three (3) working days of the noncompliance event notification to the Regional Water Board(s).
Report Contents	The report shall include: the cause; the location shown on a map; and the period of the noncompliance including exact dates and times. If the noncompliance has not been corrected, include: the anticipated time it is expected to continue; the steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance; and any monitoring results if required by the Regional Water Board(s).

Report Type 6	In-Water Work/Diversions Water Quality Monitoring Report
Report Purpose	Notifies the Regional Water Board(s) of the completion of in-water work.
When to Submit	Within three (3) working days following the completion of in-water work. Continue reporting in accordance with the approved water quality monitoring plan.
Report Contents	As required by the approved water quality monitoring plan.

Report Type 7	Modifications to Project Report
Report Purpose	Notifies the Regional Water Board(s) if the Project, as described in the application materials, is altered in any way or by the imposition of subsequent permit conditions by any local, state or federal regulatory authority.
When to Submit	If Project implementation as described in the application materials is altered in any way or by the imposition of subsequent permit conditions by any local, state or federal regulatory authority.
Report Contents	A description and location of any alterations to Project implementation. Identification of any Project modifications that will interfere with the Permittee's compliance with the Order.