

Contents of Mitigation Monitoring Reports for U.S. Army Corps of Engineers, Regulatory Program Permits

July 2012

I. Project Overview (1 page)

(1) Department of the Army (DA) (Corps) Permit Number or Name of the Mitigation Bank or In-Lieu Fee Project.

(2) Name of party responsible for conducting the monitoring and the date(s) the inspection was conducted.

(3) A brief paragraph describing the purpose of the approved project, acreage and type of aquatic resources impacted, and mitigation acreage and type of aquatic resources authorized to compensate for the aquatic impacts.

(4) Written description of the location, any identifiable landmarks of the compensatory mitigation project including information to locate the site perimeter(s), and coordinates of the mitigation site (expressed as latitude, longitudes, UTM's, state plane coordinate system, etc.).

(5) Dates the compensatory mitigation project commenced and/or was completed.

(6) Short statement on whether the performance standards are being met.

(7) Dates of any recent corrective or maintenance activities conducted since the previous report submission.

(8) Specific recommendations for any additional corrective or remedial actions.

II. Monitoring Requirements and Performance Standards (1 page): List the monitoring requirements and performance standards, as specified in the approved mitigation plan, mitigation banking instrument, or special conditions of the DA permit, and evaluate whether the compensatory mitigation project site is successfully achieving the approved performance standards or trending towards success. A table is a recommended option for comparing the performance standards to the conditions and status of the developing mitigation site.

III. Summary Data (maximum of 4 pages): Summary data should be provided to substantiate the success and/or potential challenges associated with the compensatory mitigation project. Photo documentation may be provided to support the findings and recommendations referenced in the monitoring report and to assist the PM in assessing whether the compensatory mitigation project is meeting applicable performance standards for that monitoring period. Submitted photos should be formatted to print on a standard (8 ½" x 11") piece of paper, dated, and clearly labeled with the direction from which the photo was taken. The photo location points should also be identified on the appropriate map(s).

IV. Maps and Plans (maximum of 3 pages): Maps should be provided to show the location of the compensatory mitigation site relative to other landscape features, habitat types, locations of photographic reference points, transects, sampling data points, and/or other features pertinent to the mitigation plan. In addition, the submitted maps and plans should clearly delineate the mitigation site boundary and aquatic feature perimeter(s) to assist in identifying the location of the mitigation area(s) during subsequent site inspections. Each map or diagram should be formatted to print on a tabloid size (11" x 17") piece of paper, or smaller, and include a legend and the location of any photos submitted for review. As-built plans may be included.

V. Conclusion (1 page): A general statement should be included that describes the conditions of the compensatory mitigation project. If performance standards are not being met, a brief explanation of the difficulties and/or causes of the deficiency, and the potential remedial actions proposed by the permittee or sponsor, including a timetable for proposed remedial action, should be provided. The District Commander will ultimately determine if the mitigation site is successful for a given monitoring period.

VI. Supporting Data: Monitoring reports should include supporting data to assist in determining how the compensatory mitigation project is progressing towards meeting its performance standards. Supporting data may include the results of functions, condition, or other assessments used to provide quantitative or qualitative measures of the functions provided by the compensatory mitigation project.