

## **9.0 MITIGATION MONITORING AND REPORTING PROGRAM**

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### **Douglas Family Preserve Management Plan and Off-leash Dog Park Location Study MST#2000-00699 and MST#1999-01031**

#### **MITIGATION MONITORING AND REPORTING PROGRAM**

##### **PURPOSE**

The purpose of the Douglas Family Preserve Management Plan and Off-leash Dog Park Location Study Mitigation Monitoring and Reporting Program (MMRP) is to ensure compliance with all mitigation measures identified in the Initial Studies and Environmental Impact Report to mitigate or avoid potentially significant adverse environmental impacts resulting from the proposed project. The implementation of this MMRP shall be accomplished by City staff and the project developer's consultants and representatives. The program shall apply to the following phases of the project:

- Plan and specification preparation
- Pre-construction conference
- Construction of the site improvements
- Post Construction

##### **I. RESPONSIBILITIES AND DUTIES**

A qualified representative of the developer, approved by the City Planning Division and paid for by the developer, shall be designated as the Project Environmental Coordinator (PEC). The PEC shall be responsible for assuring full compliance with the provisions of this mitigation monitoring and reporting program to the City. The PEC shall have authority over all other monitors/specialists, the contractor, and all construction personnel for those actions that relate to the items listed in this program.

It is the responsibility of the contractor to comply with all mitigation measures listed in the attached MMRP matrix. Any problems or concerns between monitors and construction personnel shall be addressed by the PEC and the contractor. The contractor shall prepare a construction schedule subject to the review and approval of the PEC. The contractor shall inform the PEC of any major revisions to the construction schedule at least 48 hours in advance. The PEC and contractor shall meet on a weekly basis in order to assess compliance and review future construction activities.

A. PRE-CONSTRUCTION BRIEFING

The PEC shall prepare a pre-construction project briefing report. The report shall include a list of all mitigation measures and a plot plan delineating all sensitive areas to be avoided. This report shall be provided to all construction personnel.

The pre-construction briefing shall be conducted by the PEC. The briefing shall be attended by the PEC, construction manager, necessary consultants, Planning Division Case Planner, Public Works representative and all contractors and subcontractors associated with the project. Multiple pre-construction briefings shall be conducted as the work progresses and a change in contractor occurs.

The MMRP shall be presented to those in attendance. The briefing presentation shall include project background, the purpose of the MMRP, duties and responsibilities of each participant, communication procedures, monitoring criteria, compliance criteria, filling out of reports, and duties and responsibilities of the PEC and project consultants.

It shall be emphasized at this briefing that the PEC and project consultants have the authority to stop construction and redirect construction equipment in order to comply with all mitigation measures.

Once construction commences, field meetings between the PEC and project consultants, and contractors shall be held on an as-needed basis in order to create feasible mitigation measures for unanticipated impacts, assess potential effects, and resolve conflicts.

II. IMPLEMENTATION PROCEDURES

There are three types of activities which require monitoring. The first type pertains to the review of the Conditions of Approval and Construction Plans and Specifications. The second type relates to construction activities and the third to ongoing monitoring activities during operation of the project.

A. MONITORING PROCEDURES

The PEC and required consultant(s) shall monitor all field activities. The authority and responsibilities of the PEC and consultant(s) are described in the previous section.

B. REPORTING PROCEDURES

The following three (3) types of reports shall be prepared:

1. Schedule

The PEC and contractor shall prepare a monthly construction schedule to be submitted to the City prior to or at the pre-construction briefing.

2. General Progress Reports

The PEC shall be responsible for preparing written progress reports submitted to the City. These reports would be expected on a weekly basis during grading, excavation and construction, activities. The reports would document field activities and compliance with project mitigation measures, such as dust control and sound reduction construction.

3. Final Report

A final report shall be submitted to the Planning Division when all monitoring (other than long term operational) has been completed and shall include the following:

- a. A brief summary of all monitoring activities.
- b. The date(s) the monitoring occurred.
- c. An identification of any violations and the manner in which they were dealt with.
- d. Any technical reports required, such as noise measurements.
- e. A list of all project mitigation monitors.

C. MMRP MATRIX

The following MMRP Matrix describes each initial study and EIR mitigation measure, monitoring activities and the responsibilities of the various parties, along with the timing and frequency of monitoring and reporting activities. For complete language of each condition, the matrix should be used in conjunction with the mitigation measures described in full in the Initial Studies and EIR. Note that where the EIR has provided equivalent mitigation measures the EIR mitigation measures are listed and the initial study mitigation measures are not listed in the MMRP. Since they have been superceded.

The MMRP Matrix is intended for used by all parties involved in monitoring the project mitigation measures, as well as project contractors and others working in the field. The Matrix should be used as a compliance checklist to aid in compliance verification and monitoring requirements. A copy of the MMRP matrix shall be kept in the project file as verification that compliance with all mitigation measures has occurred.

**DOUGLAS FAMILY PRESERVE MANAGEMENT PLAN AND OFF-LEASH DOG PARK LOCATION STUDY (MST#1999-10131 AND 2000-00699)  
MITIGATION MONITORING AND REPORTING PROGRAM MATRIX**

MITIGATION MEASURE	MITIGATION REQUIREMENT	APPLICABLE SITE,ALTERNATIVE	RESPONSIBLE ENTITY	MONITOR	ACTION BY MONITOR	MITIGATION FREQUENCY	MONITORING FREQUENCY	REPORTING FREQUENCY	COMPLIANCE CHECK	VERIFICATION
IS AES-1	Locate toilet near property line and screen with vegetation	DFPMP	Applicant	PEC	Check building is located near property line	Once	Once at building permit issuance	Annually	Building and Safety	
IS AQ-1	Transport soils suing covered vehicles and use water to reduce dust	DFPMP	Contractor	PEC	Check trucks are covered	When soils are moved off-site	Biweekly during construction	Annually	Applicant	
IS AQ-2	After construction use standard techniques to minimize erosion	DFPMP	Applicant	PEC	Check	Once after soils disturbance for construction	Monthly after construction	Annually	Applicant	
Air-1	Maintain “mutt mitt” stations	All/A+C-F	Applicant	PEC	Check	Daily	Monthly	Annually	Applicant	
Air-2	Install lidded waste containers	All/A+C-F	Applicant	PEC	Check	Annually	Monthly	Annually	Applicant	
Air-3	Require Dog owners to pick up dog waste	All/A+C-F	Applicant	PEC	Check	Daily	Monthly	Annually	Applicant	
Air-4	Pick up dog waste left on the ground	All/A+C-F	Applicant	PEC	Check	Daily	Monthly	Annually	Applicant	
Air-5	Install signs indicating site rules and hours of operation	All/A+C-F	Applicant	PEC	Check	Once	Annually	Annually	Applicant	
Air-6	Coordinate with the County to maintain dog waste dispensers	SBA/A+C-F	Applicant	PEC	Check	Once	Annually	Annually	Applicant	
Bio-1	Relocate special status species prior to vegetation removal	DFPMP/A II	Contractor	PEC	Check	Once prior to vegetation clearance	Once each time vegetation is removed	Annually	Applicant	

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Bio-2	Seed disturbed areas with native vegetation	DFPMP/A II	Contractor	PEC	Check	Once after area is disturbed	During revegetation and once a month after revegetation has occurred	Annually	Applicant	
Bio-3	On the banks of the creek use vegetation that minimizes access, monitor enclosures, no disturbance during rainy season, use construction enclosures	DFPMP/A II	Applicant	PEC	Check	Weekly during revegetation	Monthly	Annually	Applicant	
Bio-4	Remove exotic invasive species in a mosaic pattern	DFPMP/A II	Applicant	PEC	Check	When revegetation is occurring	Once when revegetation is performed	Annually	Applicant	
Bio-5	Minimize use of herbicides and use trained personnel	DFPMP/A II	Applicant	PEC	Check	When using pesticides	Once when pesticides are applied	Annually	Applicant	
Bio-6	Submit restoration plans	DFPMP/A II	Applicant	PEC	Review plans	Once prior to restoration	Once	Annually	Applicant	
Bio-7	Use plants propagated in the area	DFPMP/A II	Applicant	PEC	Check	During revegetation	Once	Annually	Applicant	
Bio-8	A two year maintenance period is required after restoration	DFPMP/A II	Applicant	PEC	Check	Once a month during restoration	Once	Annually	Applicant	
Bio-9	A five year monitoring period shall follow the two year maintenance period.	DFPMP/A II	Applicant	PEC	Check	Once	Once	Annually	Applicant	

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Bio-10	Annual reports shall describe result of mitigation monitoring	DFPMP/A II	Applicant	PEC	Check	Annually	Annually	Annually	Applicant	
Bio-11	Signs are required to restrict access to sensitive areas	Hale/A+C -F	Applicant	PEC	Check	Once	Annually	Annually	Applicant	
Bio-12	A barrier shall restrict access to the hillside seeps	Hale/A+C -F	Applicant	PEC	Check	Once	Annually	Annually	Applicant	
Bio-13	Dogs shall remain on-leash within 200 yards of the tide pools	SBA/A+C -F	Applicant	PEC	Check	Daily	Biweekly	Annually	Applicant	
Bio-14	Dog to remain on-leash during snowy plover foraging period	SBA/A+C -F	Applicant	PEC	Check	Daily	Biweekly	Annually	Applicant	
Bio-15	Signs shall alert public about sensitive nature of Arroyo Burro Creek	SBA/A+C -F	Applicant	PEC	Check	Once	Annually	Annually	Applicant	
Bio-16	Place residence outside dripline of trees	DFPMP	Applicant	PEC	Check	Once	Once	Annually	Applicant	
Bio-17	Relocated trails to avoid disturbance under the dripline of trees	DFPMP	Applicant	PEC	Check	When trails are relocated	Once each time trails are relocated	Annually	Applicant	
Bio-18	All minor structures to be located outside dripline of all trees	DFPMP	Applicant	PEC	Check	When structures are proposed/constructed	Once each time a structure is built	Annually	Applicant/ City Arborist	

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IS CR-1	Provide a natural appearing barrier to riparian area access	DFP/All	Parks and Recreation	PEC	Check	Monthly	Annually	Annually	Applicant	
Geo-1	Build outside 75 foot bluff setback	DFPMP	Applicant	PEC	Check	Once	Once when residence is proposed	Annually	Applicant/ Building and Safety	
Geo-2	Divert drainage flows near the residence away from the bluff.	DFPMP	Applicant	PEC	Check	Once	Once when residence is proposed	Annually	Applicant/ Building and Safety	
Geo-3	Ensure positive drainage near bluff	DFPMP	Applicant	PEC	Check	Prior to structure construction and when trails are graded	Once after construction	Annually	Applicant/ Building and Safety	
Geo-4	Minimize erosion near DFP bluff	DFPMP	Applicant	PEC	Check	Monthly	Annually	Annually	Applicant/ Building and Safety	
IS Noise-1	Construction noise prohibited weekends and holidays and restricted to 8-5	DFPMP	Contractor	PEC	Check	Daily during construction	Weekly during construction	Annually	Applicant/ Building and Safety	
IS Noise-2	Construction equipment required to be properly maintained and mufflers installed	DFPMP	Contractor	PEC	Check	Daily during construction	Weekly during construction	Annually	Applicant/ Building and Safety	
Safety-1	Minimize exposure to herbicides	DFPMP	Applicant	PEC	Check	When vegetation control is proposed	Once when vegetation control is proposed	Annually	Applicant/ Building and Safety	

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Safety-2	Formulate guidelines for dog use consistent with existing laws	DFP, Hale and SBA/A+C-F	Applicant	PEC	Review guidelines	Once	Once	Annually	Applicant	
Safety-3	Establish dog-park complaint line	DFP, Hale and SBA/A+C-F	Applicant	PEC	Check	Once	Once	Annually	Applicant	
Safety-4	Provide signs requiring uncontrollable dogs to be removed	DFP, Hale and SBA/A+C-F	Applicant	PEC	Check	Once	Once	Annually	Applicant	
Safety-5	Designate a 3-4 acre area for off leash dogs or fence this area	DFP/A+C-F	Applicant	PEC	Check	Once	Once	Annually	Applicant	
Safety-6	Provide a fenced off-leash dog area at Hale Park	Hale/A+C-F	Applicant	PEC	Check	Once	Once	Annually	Applicant	
Safety-7	Create an exclusive off-leash dog area west of Arroyo Burro County Beach	SBA/A+C-F	Applicant	PEC	Check	Once	Once	Annually	Applicant	
Safety-8	Install signs warning of bluff safety hazards	DFP/A+C-F	Applicant	PEC	Check	Once	Once	Annually	Applicant	
Water-1	Protect stock piled soils from erosion	DFPMP	Contractor	PEC	Check	Daily during construction	Biweekly during earth moving	Annually	Applicant/ Building and Safety	
Water-2	Use BMPS to minimize erosion while vegetation is being established	DFPMP	Contractor	PEC	Check	Whenever revegetation occurs	Monthly during revegetation	Annually	Applicant	



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Water-3	Use erosion BMPs to minimize erosion where soils are disturbed for revegetation	DFPMP	Contractor	PEC	Check	Whenever revegetation occurs	Monthly during revegetation	Annually	Applicant	
Water-4	Use erosion BMPs to minimize erosion at building sites	DFPMP	Contractor	PEC	Check	Whenever structures are constructed	Monthly after construction for six months	Annually	Applicant/ Building and Safety	
Water-5	Maintain gopher population	DFPMP	Applicant	PEC	Ensure study findings are implemented	Annually	Annually	Annually	Applicant	
Water-6	Monitor grassland for trampling and reseed areas trampled	Hale/All	Applicant	PEC	Check	Monthly	Biannually	Annually	Applicant	
Water-7	Install vegetative barrier to access to riparian area	DFP/A+C -F	Applicant	PEC	Once	Monthly	Biannually	Annually	Applicant	
Water-8	Utilize BMPs to protect water quality	DFPMP	Contractor	PEC	When soils are exposed	Once after soil are exposed	Once after construction and once three months later	Annually	Applicant	
Water-9	Minimize use of herbicides using qualified applicators, mechanical means of control, single mixing area, and follow applicable regulations	DFPMP	Applicant	PEC	When vegetation control is required	Once each time vegetation management occurs	Once each time vegetation management occurs	Annually	Applicant	
Water-10	Install barrier to access of riparian area	Hale/A+C -F	Applicant	PEC	Once	Once installed and bi annually thereafter	Once a year	Annually	Applicant	

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Water-11	Install signs indicating riparian area is off limits	Hale/B	Applicant	PEC	Once	Once	Once	Once	Applicant	
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