

Appendix F Pre-activity Survey Form

The purpose of the Pre-activity Survey Form (PSF) is to determine the presence or absence of sensitive resources on or in the vicinity of a project area. Pre-activity surveys may be appropriate for any type of Water Authority field operation in a natural area or where Covered Species may occur. Prior to activities in potential sensitive habitat areas, an Environmental Surveyor (as defined in the Water Authority's Natural Community Conservation Plan/Habitat Conservation Plan [NCCP/HCP or Plan]) conducts a pre-activity survey and records the findings on a PSF. The pre-activity survey documents information including, but not limited to:

- Type, location, and size of project;
- Date, time, weather, and surrounding land uses;
- Evaluation of type and quality of habitat;
- Work description and methods which will be used to avoid or minimize disturbance to Covered Species from construction-related activities, including biological monitoring during construction;
- Anticipated direct and indirect impacts (if any) to a Covered Species and its habitat, and proposed mitigation (i.e., enhancement or deduction from mitigation credits);
- Additional permitting that is needed (e.g. United States Army Corps of Engineers); and
- Map of location of work area.

The Conditions provided by the Environmental Surveyor regarding how to complete the project while avoiding or minimizing impacts to environmental resources are detailed verbally to field personnel and followed by written documentation. The pre-activity survey will be conducted no earlier than 30 days before the surface disturbing activity. If surface disturbance has not commenced within 30 days, the Environmental Surveyor will conduct a verification study. The site-specific Conditions provided by the Environmental Surveyor will be submitted to the field crew within one week of conducting the study, and prior to project commencement.

If the Environmental Surveyor determines during the initial pre-activity survey that a project will completely avoid impacts to Covered Species and their habitat, the Water Authority's project may proceed during this time if necessary. If impacts to habitat and/or Covered Species cannot be avoided, the Environmental Surveyor shall be called in to

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perform follow-up surveys following methodologies accepted by the Wildlife Agencies prior to project commencement.

In both cases, the data recorded on the PSF will then be entered into a Water Authority computer database, which is used to develop the Water Authority's annual report to the Wildlife Agencies.

ATTACHMENT 1
SAMPLE PRE-ACTIVITY SURVEY FORM

Pre-Activity Survey Form

Date			
Date Due			
Tracking Number			
Project Name			
Address/Location			
TB Coordinate(s)			
Project Type			
Project Description	See attached.		
Type of Activity	Maintenance <input type="checkbox"/> New Facility <input type="checkbox"/>		
Client Lead			
Client Lead Contact Info	Office: Mobile: Email:		
Contract Number			
Environmental Surveyor	Biologist: Company:		
Date of Field Survey			
Weather Conditions	Temp: ° F	Wind: mph	Weather:
Site Elevation	ft		
Survey Start/End Times	Start:	End:	Total: hours
Types of Surveys Conducted (e.g. protocol)			
Preserve	Inside Preserve <input type="checkbox"/> Outside Preserve <input type="checkbox"/>		
Additional Permitting	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Comments			

PROPOSED WORK DESCRIPTION

[Attach map of project area]

SURROUNDING LAND USE/HABITAT

[Describe surrounding land use and habitat. Reference photographs here.]

HABITAT EVALUATION

[Quantify habitat value. List Covered Species present or with potential to occur that may be affected.]

IMPACTS

[Quantify permanent and temporary habitat impacts and potential direct and indirect impacts to Covered Species.]

ENVIRONMENTAL SURVEYOR LIST OF PROJECT CONDITIONS

[Conditions for avoidance or minimization. Outline required mitigation measures with references to the specific sections and condition numbers from Chapter 6 and Appendix B of the Water Authority’s Plan.]

GRAPHICS AND PHOTOGRAPHS

