



January 11, 2010

Re: 2010 USACE Wetland Maintenance Permit Application
Annual USACE Permit Processing and SRCD Program Support Fee

Dear Suisun Marsh Landowners:

Two years ago, the Suisun Resource Conservation District (SRCD) and the Department of Fish and Game (DFG) were issued a new 5-year U.S. Army Corps of Engineers (USACE) Regional General Permit 3 (RGP 3) authorizing maintenance activities in the managed wetland areas of the Suisun Marsh. This permit is similar to past permits, although it contained many special Terms and Conditions, construction Best Management Practices, reporting requirements, pre-construction notification requirements, and required on site monitoring for certain work activities.

This annual application form is the only one that will be mailed to your property. If you are not the person responsible for maintenance and work activities on your property, please forward this information to the appropriate individual within your club. The RGP 3 and application form are also available on SRCD's website at www.suisunrcd.org.

Enclosed is a copy of the 2010 USACE RGP 3 Wetland Maintenance Application and the \$4.00 per acre annual Permit Processing and SRCD Program Support Fee request. SRCD encourages you to sit down and carefully read the previously provided USACE RGP 3. Remember, there are many special requirements and Terms and Conditions

SUMMARY OF PROCEDURES:

- Fill out the "Proposed Work Application" and submit it to SRCD. SRCD will compile the information and submit it to the USACE on the last business day of each month. The USACE will review ALL proposed work activities and provide a written approval to each property. If you do not have this approval letter from the USACE your work application is not authorized to proceed. **NOTE:** These requests will be processed once per month, so it's in your best interest to complete these applications and return them to SRCD as soon as possible!
- Please accurately fill out the maps and designate the work activity by number and color on the maps. Each work activity has a designated number (found in the far-left column of the USACE application). You may use this number to denote work activity locations on the map that will be submitted with the work application.

- If during the work season you find a need to conduct work activities you didn't apply for on your original application, then you must fill out a "Request for Maintenance Amendment" form and submit it to SRCD. This request will also have to be reviewed and approved by the USACE.
- If an emergency situation occurs you must fill out the "Request for Urgent or Unforeseen Activity" form and fax it directly to the USACE and SRCD. This will trigger immediate review and possible approval of work activities.
- After October 1st of each year, SRCD will send a letter requesting the amount of work activities you actually completed. **NOTE:** You should keep a photocopy of the "Proposed Work Application" for your files. Upon receiving the letter from SRCD, fill in the columns of actual work completed and return the completed form to the SRCD office by **November 15, 2010**.
- During (or shortly after) the construction season the Regulatory Agencies will conduct a random audit of any or all work activities on selected properties. This audit will verify that the landowners are complying with the Terms and Conditions, best management practices, and are accurately reporting and conducting approved work activities. As a landowner this means that you must be familiar with the permit conditions and ensure you or the contractors you hire are conducting work activities consistent with the permit.

As a landowner working under this permit you need to thoroughly understand and agree to the conditions and requirements prior to initiating any permitted work activities. It is your responsibility to ensure that you or your contractors comply with the Terms and Conditions, Best Management Practices and reporting requirements of this permit. This new permit contains additional permitting requirements and oversight (see ATTENTION Landowners! section of this letter below).

TERMS AND CONDITIONS

The following five activities had significant new conditions including construction methods, timing of work initiation, 15-day pre-construction agency notification, pre, during, and post-construction photo documentation, and an on site monitor to ensure compliance.

1. Replacement of previously existing rip-rap on exterior levees
2. Pipe replacement for exterior flood structure
3. Pipe replacement for exterior drain structure
4. Pipe replacement for exterior dual-purpose flood and drain structure
5. Installation of a new exterior drain structure

The Corps and the applicant (**the landowner**) must comply with the following Terms and Conditions, which implement the reasonable and prudent measures described in the Biological Opinion. Required reporting/monitoring requirements are outlined below. These Terms and Conditions are not discretionary and **must be adhered to**.

The following Terms and Conditions implement reasonable and prudent measure 1:

- a. The Corps shall notify the NMFS Santa Rosa Area Office, by letter stating the project commencement date, at least 14 days prior to implementation. The letter shall be sent to the NMFS Santa Rosa Area Office, Attention: Supervisor of Protected Resources Division, 777 Sonoma Avenue, Room 325 Santa Rosa, California, 95404-6528.
- b. The Corps, its permittee, or their contractors shall allow any NMFS employee(s) or any other person(s) designated by NMFS, to accompany field personnel to visit the project site during activities described in this opinion.
- c. All work to be performed on the exterior side of levees (below mean high tide) shall commence and be completed within the 6-hour period from 3 hours prior to low tide to 3 hours following low tide.
- d. A biologist or on-site monitor shall evaluate each site during project implementation to document project actions for the purpose of identifying any condition that could adversely affect salmonids, green sturgeon, or their habitat. Whenever conditions are identified that could adversely affect salmonids, green sturgeon, or their habitat, in a manner not described in this opinion, the Corps, its permittee, or their contractor shall immediately notify NMFS biologist Dan Logan at (707) 575-6092 or Dan.Logan@NOAA.gov.
- e. If the Corps, its permittee, or their contractor identifies a project-related condition that could adversely affect salmonids, green sturgeon, or their habitat in a manner not anticipated in this biological opinion, the Corps, its permittee, or their contractor will be responsible for rectifying such changes in a timely manner.
- f. Construction equipment used for this project will be checked each day prior to work and, if necessary, action will be taken to prevent fluid leaks. If leaks occur during work, the Corps, its permittee, or their contractor will contain the spill and remove the affected soils.
- g. All contractors must have a supply of erosion and pollution control materials onsite to facilitate a quick response to unanticipated storm events or emergencies.

ATTENTION LANDOWNERS

Below are Best Management Practices for the proposed wetland maintenance activities that the USACE has determined may adversely affect, but are not likely to adversely affect, ESA-listed salmonids, green sturgeon, and essential fish habitat. There are also Terms and Conditions that must be adhered to while performing the wetland maintenance activities below. These Terms and Conditions and Best Management Practices MUST be observed

and carried out under the 5-year RGP 3 (File Number 242156N), for maintenance activities in Suisun Marsh.

BEST MANAGEMENT PRACTICES

- **Repair exterior existing levees**
 - No in-water work.
 - Emergent vegetation not disturbed.
 - All material shall remain on the crown or interior side of the levee.
 - Levee repair not done in the rain.
 - Dredging from tidal sloughs for levee maintenance is not permitted.

- **Coring of existing exterior levees**
 - No in-water work.
 - Excavated material remains on the crown of the levee.
 - Levee coring is not done in the rain.

- **Repair, replacement, or installation of exterior water control structures (couplers, gates, and risers)**
 - All work done at low tide.
 - In-water work done by hand.
 - Maintenance will not change the existing use or diversion capacity.
 - Fish screens will be installed on any new or enlarged water control structures.

- **Pipe replacement for existing exterior flood or dual-purpose gate or drain gate**
 - No in-water work.
 - All work done at low tide.
 - New pipe pre-assembled before installation.
 - Pipe placed below depth of emergent vegetation.
 - Pipe replacement is not done in the rain.
 - Replacement will not change the existing use or diversion capacity.

- **Install, repair, or re-install water control bulkheads**
 - No in-water work.
 - No excavation of sediments from exterior slough.
 - Bulkhead in place prior to backfilling the trench.

- **Installation of drain pump and platforms**
 - No in-water work.
 - Installation done entirely within managed wetland.
 - Levee material not deposited to outboard side of exterior levee below mean high water.

- **Replace existing riprap on exterior levee**
 - Riprap only placed where previously existing riprap was present.
 - Riprap is replaced in the minimum amount necessary.
 - Riprap not placed on emergent vegetation.
 - Riprap is placed during low tide.

In addition, the policy of the SRCD Board of Directors requires payment of a \$4.00 per acre fee for your property to work under the USACE permit. Landowners that do not pay their annual fees will not be eligible to participate in SRCD Suisun Marsh programs such as wetland enhancement cost share programs, Phragmites spraying, early flooding program, mosquito abatement, or seed programs.

SRCD thanks you in advance for your cooperation and patience in the administration of this permit and the new oversight and reporting requirements. SRCD has attempted to minimize reporting confusion and complications, but the permit adds significant new requirements that SRCD and the landowners must comply with. If you have any questions please contact the SRCD main office at (707) 425-9302 or the SRCD Water Manager office at (707) 426-2431 for assistance.

Sincerely,

Steven Chappell
Executive Director
Suisun Resource Conservation District

2010 ANNUAL APPLICATION FOR
THE USACE WETLANDS MAINTENANCE PERMIT
(File Number 242156N)

Return to: Suisun Resource Conservation District
2544 Grizzly Island Road
Suisun, CA 94585
(707) 425-9302 or e-mail to: srcd@suisunrcd.org

<u>FOR SRCD USE ONLY</u>	
Date received _____	
Entered _____	
Reviewed _____	
Corrections entered _____	
Date sent to Corps _____	
Corps approval date _____	
Corps file number _____	

CLUB NAME _____

OWNERSHIP NUMBER _____

OWNER/Phone number _____

MANAGER/Phone number _____

ACRES OF PRIMARY MANAGEMENT AREA IN OWNERSHIP _____

NOTE: You must submit a map of your property showing all work locations (differentiate work locations using corresponding numbers in far left column of application, not X's or any other markings). Please fill in all applicable blanks on application grid.

Example: How to calculate acreage -

500 feet X 500 feet = 250,000 square feet / 43,560 square feet per acre = 5.74 acres
1,000 feet X 1,000 feet = 1,000,000 square feet / 43,560 square feet per acre = 22.95 acres

Example: How to calculate cubic yardage for grading -

Assume you are grading 2.5 acres to a depth of 6 inches (0.5 feet)
2.5 acres X 43,560 square feet per acre = 108,900 square feet X 0.5 feet = 54,450 square feet / 27 cubic feet per cubic yard = 2,016.6 cubic yards

Assume you are grading 2.5 acres to a depth of 12 inches (1.0 feet)
2.5 acres X 43,560 square feet per acre = 108,900 square feet X 1.0 feet = 108,900 cubic feet / 27 cubic feet per cubic yard = 4,033.3 cubic yards

Plug your numbers into the underlined portion of the formulas below and enter the result into the appropriate box in the application grid.

To calculate acreage: length of area X width of area = square feet of area / 43,560 square feet per acre = acreage

To calculate cubic yardage for grading: acreage X 43,560 square feet per acre = total square feet X depth of grade = cubic feet / 27 cubic feet per cubic yard = cubic yards

To calculate cubic yardage for ditch cleaning or levee work:
length x width x depth / 27 = cubic yards

Note additional requirements to work activities on second and third page!

ATTENTION Landowners!

Below are Best Management Practices for proposed wetland maintenance activities that NOAA has determined that may adversely affect, but are not likely to adversely affect, ESA-listed salmonids, green sturgeon, and essential fish habitat. There are also Terms and Conditions that must be adhered to while performing the wetland maintenance activities below. **These Terms and Conditions and Best Management Practices MUST be observed and carried out under the new Regional General Permit 3 (RGP 3 Corps file number 242156N)** for maintenance activities in Suisun Marsh.

Terms and Conditions

The Corps and the applicants (**landowners**) must comply with the following terms and conditions, which implement the reasonable and prudent measures described in the Biological Opinion and outline below required reporting/monitoring requirements. These terms and conditions are not discretionary and **must be complied with**.

1. The following terms and conditions implement Reasonable and Prudent Measure 1:
 - a. The Corps, its permittees (the SRCD and DFG), or their contractors shall allow any NMFS employee(s) or any other person(s) designated by NMFS, to accompany field personnel to visit the project site during activities described in this opinion.
 - b. All work to be performed on the exterior side of levees, below mean high water, shall commence and be completed within the 6-hour period from 3 hours prior to low tide to 3 hours following low tide.
 - c. A biologist or on-site monitor shall evaluate each site during project implementation to document project actions for the purpose of identifying any condition that could adversely affect salmonids, green sturgeon, or their habitat.
 - d. If the Corps, its permittees (SRCD and DFG), or their contractor identifies a project-related condition that could adversely affect salmonids, green sturgeon, or their habitat in a manner not anticipated in this biological opinion, the Corps, its permittee, or their contractor will be responsible for rectifying such changes in a timely manner.
 - e. Construction equipment used for this project will be checked each day prior to work and, if necessary, action will be taken to prevent fluid leaks. If leaks occur during work, the Corps, its permittee, or their contractor will contain the spill and remove the affected soils.
 - f. All contractors must have a supply of erosion and pollution control materials onsite to facilitate a quick response to unanticipated storm events or emergencies.

Best Management Practices

• Repair exterior existing levees

- No in-water work.
- Emergent vegetation shall not be disturbed.
- All material shall remain on the crown or interior side of the levee.
- Levee repair shall not be done in the rain.
- Dredging from tidal sloughs for levee maintenance is not permitted.

• Coring of existing exterior levees

- No in-water work.
- Excavated material shall remain on the crown of the levee.
- Levee coring shall not be done in the rain.

- **Repair, replacement, or installation of exterior water control structures (gates, couplers, and risers)**

- All work done at low tide (completed within the 6-hour period from 3 hours prior to low tide to 3 hours following low tide).
- In-water work done by hand.
- Existing use or diversion capacity must not change.
- Fish screens will be installed on any new or enlarged water control flood structures.

- **Pipe replacement for existing exterior flood or dual-purpose gate**

- No in-water work.
- All work done at low tide (completed within the 6-hour period from 3 hours prior to low tide to 3 hours following low tide).
- New pipe must be pre-assembled before installation.
- Pipe must be placed below depth of emergent vegetation.
- Pipe replacement must not be done in the rain.
- Replacement will not change the existing use or diversion capacity.

- **Pipe replacement for existing exterior drain gate**

- No in-water work.
- All work done at low tide.
- New pipe must be pre-assembled before installation.
- Pipe must be placed below depth of emergent vegetation.
- Pipe replacement must not be done in the rain.
- Replacement will not change the existing use or diversion capacity.

- **Install, repair, or re-install water control bulkheads**

- No in-water work.
- No excavation of sediments from exterior slough.
- Bulkhead must be in place prior to backfilling the trench.

- **Installation of drain pump and platforms**

- No in-water work.
- Installation done entirely within managed wetland.
- Levee material not deposited to outboard side of exterior levee below mean high water.

- **Replace existing riprap on exterior levee**

- Riprap may only be placed where previously existing riprap was present.
- Riprap must only be replaced in the minimum amount necessary.
- Riprap must not be placed on emergent vegetation.
- Riprap may only be placed during low tide.

- **Installation of new exterior drain structure**

- New drain must be placed where discharge channel already exists.
- New drain must be installed where exterior levees have no emergent vegetation.
- No in-water work.
- Pipe must be placed at low tide.
- Pipe must be pre-assembled to minimize work time.
- Pipe must be placed at a depth below emergent vegetation.

Club name:

Ownership number:

Primary contact phone number:

2010 APPLICATION
USACE WETLANDS MAINTENANCE PERMIT (File Number 242156N)

	TYPE OF WORK	# OF UNITS	SIZE OR ACREAGE	PROPOSED LINEAR FEET	PROPOSED CUBIC YARDS	PROPOSED WORK START (mm/dd/yy)	ACTUAL LINEAR FEET	ACTUAL CUBIC YARDS	Actual # of units/ size or acreage	ADDITIONAL COMMENTS
1	REPAIR EXISTING EXTERIOR WATER CONTROL STRUCTURES (gates, couplers and risers)			X	X		X	X		<u>indicate size, type, and location of each on enclosed map</u>
2	INSTALL, REPAIR, OR RE-INSTALL WATER CONTROL BULKHEADS		X		X			X		<u>indicate size, type, and location of each on enclosed map</u>
3	REPAIR EXISTING INTERIOR WATER CONTROL STRUCTURES (gates, couplers and risers)			X	X		X	X		<u>indicate size, type, and location of each on enclosed map</u>
4	INSTALLATION OF NEW INTERIOR WATER CONTROL STRUCTURES				X			X		<u>indicate size, type, and location of each on enclosed map</u>
5	PIPE REPLACEMENT FOR EXISTING INTERIOR WATER CONTROL STRUCTURE				X		X			<u>indicate type, size and location of each on enclosed map</u>
6	POND BOTTOM SPREADER V DITCHES	X	circle one 18X18 24X24		X			X		<u>indicate location on enclosed map</u>
7	CLEARING EXISTING INTERIOR DITCHES	X	X						X	<u>what was done with the material removed?</u>
8	CONSTRUCT NEW INTERIOR DITCHES	X	X						X	<u>what was done with the material removed?</u>
9	REPLACE PREVIOUSLY EXISTING RIP-RAP ON INTERIOR LEVEES/DITCHES	X	X						X	<u>this area must have previously existing rip-rap</u>

Club name:

Ownership number:

Primary contact phone number:

2010 APPLICATION
USACE WETLANDS MAINTENANCE PERMIT (File Number 242156N)

	TYPE OF WORK	# OF UNITS	SIZE OR ACREAGE	PROPOSED LINEAR FEET	PROPOSED CUBIC YARDS	PROPOSED WORK START (mm/dd/yy)	ACTUAL LINEAR FEET	ACTUAL CUBIC YARDS	Actual # of units/ size or acreage	ADDITIONAL COMMENTS
10	REPAIR INTERIOR EXISTING LEVEES	X	X						X	<u>material source and type?</u>
11	REPAIR EXTERIOR EXISTING LEVEES	X	X						X	<u>material source and type?</u>
12	CORING OF EXISTING LEVEES	X	X						X	<u>indicate location on enclosed map</u>
13	GRADING POND BOTTOMS FOR WATER CIRCULATION	X		X			X			<u>what was done with the graded material?</u>
14	DISCING	X		X	X		X	X		<u>state location on map</u>
15	INSTALL NEW OR RELOCATE / REPLACE EXISTING BLINDS		X	X	X		X	X		<u>state size, type, and location on map</u> (can not replace more than 5 blind sites per year)
16	INSTALLATION OF DRAIN PUMP AND PLATFORMS			X	X		X	X		<u>state size, type, and location on map</u>
17	EXISTING ROAD MAINT., ADDING SURFACE MATERIAL, AND GRADING	X	X				X		X	<u>material source and type?</u>
18	EXISTING PARKING LOT MAINT., ADDING SURFACE MATERIAL, AND GRADING	X		X			X		X	<u>material source and type?</u>

Club name:
 Ownership number:
 Primary contact phone number:

	TYPE OF WORK	# OF UNITS	SIZE OR ACREAGE	PROPOSED LINEAR FEET	PROPOSED CUBIC YARDS	PROPOSED WORK START (mm/dd/yy)	ACTUAL LINEAR FEET	ACTUAL CUBIC YARDS	Actual # of units/ size or acreage	ADDITIONAL COMMENTS
* 19	REPLACE PREVIOUSLY EXISTING RIP-RAP ON EXTERIOR LEVEE	X	X						X	this area must have previously existing rip-rap
* 20	PIPE REPLACEMENT FOR EXISTING EXTERIOR FLOOD GATE				X			X		Indicate size, type, and location of each on enclosed map Is there a bulkhead associated with the pipe(s)? YES NO
* 21	PIPE REPLACEMENT FOR EXISTING EXTERIOR DRAIN GATE				X			X		Indicate size, type, and location of each on enclosed map Is there a bulkhead associated with the pipe(s)? YES or NO
* 22	PIPE REPLACEMENT FOR EXISTING EXTERIOR DUAL PURPOSE GATE				X			X		indicate size, type, and location of each on enclosed map Is there a bulkhead associated with the pipe(s)? YES or NO
* 23	INSTALLATION OF A NEW EXTERIOR DRAIN STRUCTURE				X			X		indicate size, type, and location of each on enclosed map

*** Activities with Asterisks Have Additional Requirements (See Bottom of Page)**

***Pipe replacement for existing exterior drain, flood, or dual-purpose gate**

No in-water work.
 All work done at low tide (3 hours prior to low tide to 3 hours after low tide).
 New pipe pre-assembled before installation.
 Pipe placed below depth of emergent vegetation.
 Pipe replacement is not done in the rain.
 Replacement will not change the existing use or diversion capacity.

***Replace riprap on exterior levee**

Riprap only placed where previously existing riprap was present.
 Riprap is replaced in the minimum amount necessary.
 Riprap not placed on emergent vegetation.
 Riprap is placed during low tide.

***Installation of new exterior drain structure**

New drain placed where discharge channel already exists.
 New drain is installed where exterior levees have no emergent vegetation.
 No in-water work.
 Pipe placed at low tide (3 hours prior to low tide to 3 hours after low tide).
 Pipe is pre-assembled to minimize work time.
 Pipe placed at a depth below emergent vegetation.

SRCD USE ONLY

Date received

Corps approval date

USACE WETLANDS MAINTENANCE PERMIT (File Number 242156N)
APPLICATION 2010
REQUEST FOR AMENDMENT TO MAINTENANCE PERMIT

Return to: Suisun Resource Conservation District
2544 Grizzly Island Road
Suisun, CA 94585
(707) 425-9302 or e-mail to: srcd@suisunrcd.org

CLUB NAME _____

OWNERSHIP NUMBER _____

OWNER/Phone number _____

MANAGER/Phone number _____

ACRES OF PRIMARY MANAGEMENT AREA IN OWNERSHIP _____

Please give details of requested maintenance amendment to original application.
Attach map showing exact location of requested maintenance amendment.

Type of work: _____

No. of units: _____

Size or acreage: _____

Proposed linear feet: _____

Proposed cubic yards: _____

Proposed work start: _____

Make photocopy of this page for each amendment requested.

Name and title of person requesting amendment (please print)

Signature of person requesting amendment

Date

SRCD USE ONLY

Date received

Corps approval
date

USACE WETLANDS MAINTENANCE PERMIT (File Number 242156N)
APPLICATION 2010
AUTHORIZATION REQUEST FOR
URGENT OR UNFORESEEN MAINTENANCE ACTIVITY

Return by fax ASAP to: USACE, Attn: David Wickens (415) 503-6690 (ph. no. 415-503-6787) + Jane Hicks (ph. no. 415-503-6771) and SRCD, Attn: Steven Chappell (707) 425-4402 (ph. no. 707-425-9302)

CLUB NAME _____

OWNERSHIP NUMBER _____

OWNER/Phone number _____

MANAGER/Phone number _____

ACRES OF PRIMARY MANAGEMENT AREA IN OWNERSHIP _____

Please give details of requested for urgent or unforeseen maintenance activity.
Attach map showing exact location of requested maintenance activity.

Describe urgent maintenance requested:

No. of units: _____

Size or acreage: _____

Proposed linear feet: _____

Proposed cubic yards: _____

Proposed work start: _____

Make photocopy of this page for each maintenance request.

Name, title, phone number, and e-mail address of person requesting approval of urgent or unforeseen maintenance activity (please print)

Signature of person requesting approval

Date