

Ohio EPA Monitoring Report Guidelines

Monitoring Reports should be submitted in the following format:

- ✓ Ohio EPA Checklist
- ✓ Cover Page
- ✓ Table of Contents

SECTION 1: Project Overview

- a. Include Army Corps of Engineers Permit Number and Ohio EPA 401 Permit Numbers, name and location of mitigation areas, and site conditions of mitigation areas.
- b. List name(s) of company responsible for mitigation and party responsible for monitoring along with dates of inspections. Include start and end dates of mitigation construction/monitoring, and current year of monitoring.
- c. Brief description of the purpose of the project, size and type of area impacted, size of mitigation area and type of aquatic resources created as compensation for impacts.
- d. Description of location, including identifiable landmarks of mitigated area, coordinates, etc.

SECTION 2: Requirements

- a. List the monitoring requirements and performance standards from the approved mitigation plan or permit. (Include copy of 401 Certification from Ohio EPA, and the USACE 404 Permit)
- b. Evaluate whether the mitigation project is achieving performance standards or is heading towards success by the end of the monitoring period. *If Necessary: Use a table to compare performance standards to current mitigation site conditions.
- c. Include Corrective Action Plan, if applicable.

SECTION 3: Summary

- a. Describe the success and/or challenges associated with the mitigation project as well as possible solutions. Include how this site will be managed in the future to maintain or improve current conditions and meet performance requirements.
- b. Summarize field data, such as V-IBI, HHEI, HMF EI, etc., that was required in the Ohio EPA permit to assess quality of mitigated areas. Include a current description of the mitigation area including vegetation, hydrology, and soils data. Also include adjacent land use and any other pertinent information.

SECTION 4: Conclusion

- a. Overall assessment of the mitigation project. If there are problem areas, address ways these can and will be fixed by the end of the monitoring period. If performance standards are not expected to be met by the end of the monitoring period, suggest an extended monitoring plan.

SECTION 5: Appendices

A. Maps & Plans

- a. Approved Site Plan Map shall be provided to show the location of the mitigation site relative to landscape features, surrounding habitat types, locations of photographic reference points, sampling data points, transects, and all other features pertinent to the mitigation plan.
- b. Current Site Map containing similar information listed under (a).

[All Maps shall clearly delineate site perimeter(s), and be formatted to print on standard 8 ½ by 11” or 11 by 17” paper. Include a legend and the location of any photos submitted for review. As-built plans may be included.]

B. Other Important Legal Documents

- a. If there is an environmental covenant, conservation easement, etc., on the mitigation site, include a copy of these documents.
- b. If credits have/will be purchased for mitigation, include Mitigation Bank agreement and proof of payment.

C. Photos

- a. Include required and/or supplemental photographs. Photographs should be formatted to print on a standard 8 1/2" by 11" paper, dated, and labeled with the direction from which the photo was taken and the coordinates if possible.

D. Assessments and Data Sheets

- a. Include tests and raw data for all assessments/tests used (V-IBI, HMFEI, Wetland Delineation, etc.) *This can be attached using a CD/Disc depending on file size.
- b. Make sure to include monitoring data for vegetation, hydrology, soils, and any other tests that are required by the permit.