

APPENDIX B  
*Habitat Assessment and Burrowing Owl  
Site Assessment Form*

INSTRUCTIONS FOR CONDUCTING A BURROWING OWL SITE ASSESSMENT		
O&M	Action	Supporting Information
<b>Schedule Assessment</b>	<p>An assessment must be conducted within 14 days prior to conducting any maintenance activities.</p> <p>a) Assessment may be conducted same day of work, however if owls are found, work may have to be postponed.</p> <p>b) Conduct assessment only when there has been no rain within the past 5 days.</p>	<p>See <i>Appendix B</i> of this report for the <i>Habitat Assessment and Burrowing Owl Site Assessment</i> form.</p>
<p><b>Conduct Assessment</b></p> <p>Check for Burrows/ Burrowing Owls within the Work Area</p>	<p>Using the <i>Habitat Assessment and Burrowing Owl Site Assessment Form</i>, assess the <u>entire work area including access road and 250 foot buffer, if feasible</u>, for active burrows and/or burrowing owls <u>prior to</u> conducting any work in the area.</p> <p>a) Visually inspect access roads (before driving on them) and work area for burrows big enough to fit a baseball; sign or presence of burrowing owl.</p> <p>b) Take site photos to document conditions of the work area and a 250 foot buffer in all directions, if feasible.</p> <p>c) Count number of <u>active</u> burrows, and burrowing owls, if any (fill in form).</p> <p>d) <u>If active burrows or owls are present, stop work and contact the District immediately.</u></p> <p>e) If not, proceed with work.</p> <p><i>Note: If burrows are present, but they are not active or there is no sign of burrowing owls (pellets, whitewash etc.), you may proceed with scheduled maintenance activities.</i></p>	<p>See <i>Sections 2 and 3</i> of this report for information regarding burrowing owls and their habitat. See <i>Appendix A</i> of this manual for photos showing burrowing owls and their habitat.</p> <p><u>Do not approach any burrowing owl by vehicle or on foot.</u></p> <p><u>Only approach burrows if confident that no owls are present.</u></p> <p><b>If active burrows or burrowing owls are observed, stop all work, leave the area, and contact ERS staff immediately:</b></p> <p>1:Randy Sheppeard 951-955-1306 or 2:Joan Valle 951-955-8856 or 3:Carol Thompson 951-955-2313 or 4:Mekbib Degaga 951-955-8411</p> <p>Do not return to the work area until ERS has given approval to the O&amp;M Division Chief.</p>
<b>Complete Form and Email to ERS</b>	<p>Complete the <i>Habitat Assessment and Burrowing Owl Site Assessment</i> form to the best of your ability.</p> <p>Email forms that document owl sign or presence and any photos to ERS attn: George Gutierrez and CC Carol Thompson.</p> <p>Forms with no owl or sign place here: Q:\ERS (new)\Nesting Bird_ BUOW Completed Forms</p>	<p>George Gutierrez 951-955-1411 <a href="mailto:gegutier@RIVCO.ORG">gegutier@RIVCO.ORG</a></p> <p>Carol Thompson 951-955-2313 <a href="mailto:cthompso@RIVCO.ORG">cthompso@RIVCO.ORG</a></p>
ERS	Action	Supporting Information
<b>Follow-up</b> <i>For ERS use only.</i>	<p>If O&amp;M results are inconclusive, or if active burrows or owls were observed or suspected, conduct site visit.</p> <p>a) Inspect entire 500 foot radius buffer area.</p> <p>b) If owls are present, request focused survey.</p>	<p>Focused surveys should be completed by a qualified biologist. Take photos every time you visit a site; take GPS waypoints.</p>
<b>Reporting</b>	<p>Reports must be prepared for submittal to appropriate authority if:</p>	<p>ERS staff will prepare a report pursuant to the <i>2015 Burrowing</i></p>

<i>For ERS use only.</i>	a) Suitable habitat and/or active burrows are present, but there are no owls; or b) Owls are present.	<i>Owl Regulatory Compliance Procedures.</i>
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**HABITAT ASSESSMENT AND BURROWING OWL SITE ASSESSMENT FORM**

**District Contact(s):** 1) Randy Sheppard, or 2) Joan Valle, or 3) Carol Thompson, or 4) Mekbib Degaga

**PROJECT INFO**

<b>Facility Name</b>	<b>Project No. (X-X-XXXXX)</b>	<b>Project Location/Limits</b>
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<b>Site/Facility Description</b>	<b>Proposed Work</b>
<input type="checkbox"/> Concrete Channel <input type="checkbox"/> Levee <input type="checkbox"/> Earthen Channel <input type="checkbox"/> Dam <input type="checkbox"/> Inlet/Outlet Structure <input type="checkbox"/> Basin <input type="checkbox"/> Underground Pipe <input type="checkbox"/> Other _____	<input type="checkbox"/> None at this time <input type="checkbox"/> Rodent Control <input type="checkbox"/> Trash & Trim <input type="checkbox"/> Herbicide Application <input type="checkbox"/> Mowing/Veg Removal <input type="checkbox"/> Graffiti Removal <input type="checkbox"/> Grading Access Road <input type="checkbox"/> Fence Repair <input type="checkbox"/> Sediment Removal <input type="checkbox"/> Other _____ <input type="checkbox"/> Erosion Repair

**SITE CONDITIONS (at time of assessment)**

<b>Date of Assessment</b>	<b>Estimated Date of Work</b>	<b>Assessment Conducted By (Print Full Name)</b>	
<b>Purpose of Assessment</b> <input type="checkbox"/> Inspection Only <input type="checkbox"/> 14-day Prior to Work <input type="checkbox"/> Follow up/Re-check	<b>Time of Assessment</b>	<b>Wind Speed</b> <input type="checkbox"/> Calm <input type="checkbox"/> Breezy <input type="checkbox"/> High winds	<b>Vegetation (v applicable)</b> <input type="checkbox"/> Bare ground <input type="checkbox"/> Grasses <input type="checkbox"/> Trees <input type="checkbox"/> Shrubs
	<b>Temperature (°F)</b>		

**BURROWING OWL ASSESSMENT (at time of assessment)**

<b>Access Road Checked?</b>	<b>Photos Taken?</b>	<i>Please take photos whenever possible. Photos should be taken of the work area and 250 feet outward in all directions. Submit photos with form.</i>	
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Burrows Present?</b>	<b>Burrowing Owls Present?</b>
(at least 4") <input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> Yes, if so how many?	<input type="checkbox"/> No <input type="checkbox"/> Yes, if so how many?	<i>If active burrows or burrowing owls are present STOP WORK and contact the District. Do not proceed with work until authorized by the District.</i>

**Notes (Continue on back side if needed)**

<b>Signature</b>	<b>Date</b>	<i>Return form and photos to ERS as soon as possible.</i>
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**HABITAT ASSESSMENT (ERS will complete this section)**

<b>ERS Staff Name</b>	<b>Authority</b>	<b>Overall Suitability</b>	<b>No. of Active Burrows</b>	<b>Photos Taken?</b>
<b>Site Rechecked?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> WRMSHCP <input type="checkbox"/> CVMSHCP <input type="checkbox"/> Tribal <input type="checkbox"/> MBTA <input type="checkbox"/> CDFW	<input type="checkbox"/> Not Suitable Habitat <input type="checkbox"/> Potential Habitat <input type="checkbox"/> Suitable Habitat (Any active burrows, or burrows ≥ 4 inches)	<b>No. of Adults</b>	<b>GPS Points?</b>
			<b>No. of Young</b>	<b>Reported to CDFW?</b>
<b>Date Rechecked</b>				<input type="checkbox"/> Yes <input type="checkbox"/> No

**Notes/Instructions to O&M** *(Continue on back side if needed)*