



ENVIRONMENTAL CONSULTANTS

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January 2, 2020

Camille Leung, Senior Planner
County of San Mateo, Building and Planning Department
455 County Center, Second Floor
Redwood City, CA 94062

**Re: San Mateo Highland Estates Subdivision Project (Lots 9 and 10) Monthly Progress Report –
December 2019**

Dear Ms. Leung:

The following monthly progress report has been prepared to document compliance with environmental requirements for the San Mateo Highland Estates Project (project) during the time period of December 1, 2019 through December 31, 2019. This report is limited to project activities associated with Lots 9 and 10. Grading and building permits have not been issued for Lots 5, 6, 7, 8, or 11; therefore, information regarding these lots are not covered under this report.

PROJECT STATUS UPDATE

No active construction (e.g., grubbing, grading, building) occurred during the reporting period. Erosion and sediment control best management practices (BMPs) were installed and maintained throughout the project site by NextGen crewmembers. SWCA conducted weekly inspections on December 2, 13 and 19, 2019 to inspect for compliance with the project's Mitigation Monitoring and Reporting Program (MMRP) and Conditions of Approval (COA). Furthermore, NextGen's Qualified Stormwater Pollution Prevention Plan Practitioner (QSP) was onsite to inspect for compliance with the project's Stormwater Pollution Prevention Plan (SWPPP).

PUBLIC INQUIRY UPDATE

No public information requests or concerns were communicated to the County or County-contracted mitigation monitor during the reporting period.

COMPLIANCE SUMMARY

During the reporting period, five compliance issues were observed by SWCA at Lots 9 and 10. All issues were documented on the Weekly Inspection Reports as a Notice of Violation and immediately reported to NextGen and the County. The following table summarizes these issues and the associated corrective actions that were taken:

Table 1. Lots 9 and 10 Compliance Summary

Compliance Concern	Compliance Resolution
Silt fence was not keyed-in per the specifications outlined in the SWPPP.	Portions of silt fence were keyed in, and check dams were installed to slow and divert stormwater flowing across the site.
Silt fence was damaged by storm events and required repair.	Silt fence was repaired following the storm events.
Erosion rills were formed during storm events.	Check dams were installed to slow stormwater sheetflow and minimize erosion.
Weekly inspections were not being conducted by a QSP per the requirements of the SWPPP.	A QSP was notified of the start of construction and began routine SWPPP inspections.
Secondary containment was missing from beneath the portable toilet.	The portable toilet was removed from the project site due to the lack of active construction.

No Stop Work Notices were issued during the reporting period. Follow-up inspections will continue to be conducted to ensure compliance with the project’s environmental requirements.

Please direct any questions you may have to me at (650) 440-4160, extension 6404, or e-mail at koutten@swca.com.

Sincerely,



Kristen Outten
 Project Manager / Senior Biologist
 SWCA Environmental Consultants