



ENVIRONMENTAL CHECKLIST COVER SHEET (SEPA)

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Staff Use Only

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Date Stamp/Staff Initials

1. Application Submittal Checklist - All items listed are required at the time of application. Incomplete applications will not be accepted.

- Master Application
- SEPA Environmental Checklist. This is a separate document available online at www.thurstoncountybdc.com
- Application Fee. Refer to the current fee schedule. *Additional fees may occur if the base hours/fees are exhausted.*
- One Site Plan. See Site Plan Submittal Requirements on page 2
- Special Reports if applicable. These may include wetland delineation, geotechnical report, mitigation plan, topographic survey or others. All special reports must be submitted as paper documents and PDF files on a flash drive.

2. Project Description (Provide as much detail as possible. Attach separate sheet if necessary):

3. Instructions for Applicants

Governmental agencies use the SEPA Environmental Checklist to determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental Impact Statement (EIS) will be prepared to further analyze the proposal.

The environmental checklist is a separate document available online at www.thurstoncountybdc.com. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.



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4. Site Plan Submittal Requirements

- Site plan shall be legible and drawn to a standard engineer scale on 11" X 17" or 8 1/2" x 11" sheet.
- Example scales include 1" = 30' or 1" = 100'
- Aerial photographs are not accepted as site plans.
- All applicable items noted below shall be addressed on the site plan.

Applicant	Site Plan Checklist	Staff
<input type="checkbox"/>	a. North arrow, site address, tax parcel number and map scale used	<input type="checkbox"/>
<input type="checkbox"/>	b. All property line boundaries and dimensions. Property owner is responsible for knowing their property line locations and flagging them onsite if requested.	<input type="checkbox"/>
<input type="checkbox"/>	c. All existing and proposed structures	<input type="checkbox"/>
<input type="checkbox"/>	d. All means, existing vehicular and pedestrian ingress and egress to and from the site, such as driveways, streets and fire access roads, including existing road names and existing county and state right-of-way.	<input type="checkbox"/>
<input type="checkbox"/>	e. Location of all existing and proposed utilities such as septic tanks, drainfields, reserve drainfield areas, sewer lines, water lines, wells, and springs.	<input type="checkbox"/>
<input type="checkbox"/>	f. The location of all existing and proposed easements	<input type="checkbox"/>
<input type="checkbox"/>	g. Description of proposed grading, including a written estimate of both cut and fill quantities in cubic yards and a map showing the location of cut and fill areas.	<input type="checkbox"/>
<input type="checkbox"/>	h. Location of all surveyed or delineated critical areas and/or buffers affecting the site, both on-site and on adjacent properties, including but not limited to shorelines, wetlands, streams, flood zones, high groundwater, steep slopes, special habitats and riparian or marine shoreline management zones.	<input type="checkbox"/>
<input type="checkbox"/>	i. Topographic information showing two-foot contours for the entire subject parcel or parcels and a minimum of fifty feet into adjacent parcels, based on available county information. The topographic information may be generalized to the smallest, even-numbered, contour interval that is legible in areas of steep slopes where two-foot contour lines would otherwise be illegible to read.	<input type="checkbox"/>

The project site must be identified in the field by posting an identification sign visible from the access road. The sign and flagging are provided by Thurston County to the applicant at the time of application.

Additional information may be necessary to make a determination. This could include full delineation and analysis of critical areas by a qualified professional at the applicant's expense.