



Community Planning & Economic Development

2000 Lakeridge Dr. S.W., Olympia, WA 98502


(360)786-5490 / (360)754-2939 (Fax)

TTY/TDD Line 711 or 1-800- 833-6388

Email: permit@co.thurston.wa.uswww.thurstoncountybdc.com

Supplemental Application

ENVIRONMENTAL CHECKLIST (SEPA)

STAFF USE ONLY	DATE STAMP
<p style="text-align: center; font-size: 2em; font-weight: bold;">LABEL</p> <p style="text-align: center;">PLEASE NOTE: ALL APPLICATIONS AND SITE PLANS MUST BE COMPLETED IN BLACK OR BLUE INK <u>ONLY</u></p>	
	Intake by: _____

This application form cannot be submitted alone. In addition to this form, a complete application package includes:

Applicant Use	SUBMITTAL CHECKLIST	Staff Use Only
<input checked="" type="checkbox"/>	Master application.	<input type="checkbox"/>
<input type="checkbox"/>	Applicable processing fees. <i>Refer to current fee schedules. Depending on the adopted fee structure, additional fees may occur if base hours/fees at intake are exhausted.</i>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Site plan – One copy of a site plan, drawn to scale on 8 ½ x 11 or 11 X 17 paper, which depicts all items outlined in the attached site plan submittal requirements.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Environmental reports (wetland report, mitigation plan, geotechnical report, etc.) as required.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Signature and date.	<input type="checkbox"/>

Instructions for Applicants

This Environmental Checklist asks you to describe some basic information about your proposal. Governmental agencies use this checklist to determine whether the environmental impacts of your proposal are significant, requiring preparation of an Environmental Impact Statement (EIS). Answer the questions briefly, with the most precise information known, or give the best description you can. **DO NOT WRITE IN THE AREA THAT IS SPECIFIED FOR AGENCY USE ONLY AND USE ONLY THE ENVIRONMENTAL CHECKLIST APPLICATION PROVIDED BY THURSTON COUNTY.**

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write "do not know" or "does not apply." Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline, and landmark designations. Answer these questions if you can. If you have problems, the governmental agencies can assist you.

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 a significant adverse impact.

Use of Checklist for Non-Project Proposals:

Non-project proposals are those which are not tied to a specific site, such as adoption of plans, policies or ordinances. Complete the Environmental Checklist for non-project proposals even though questions may be answered “does not apply.” In addition, complete the Supplemental Sheet for Non-project Actions (Part D).

For non-project actions, the references in the application to the words “project,” “applicant,” and “property” should read as “proposal,” “proposer,” and “affected geographic area,” respectively.

Supplemental and Site Plan Submittal Requirements

This application shall contain and/or address the following in a clear, accurate and intelligible form. Submit this checklist with your application. Check the box for each item addressed. Provide an explanation for any unchecked item.

Applicant Use	<u>Supplemental and Site Plan Submittal Requirements</u>	Staff Use Only
<input checked="" type="checkbox"/>	1. The project site must be identified in the field by posting an identification sign visible from the access road and by flagging the property corners and the center of the driveway/road access location. The purpose of the sign is for project identification rather than public notification. The sign and flagging are provided by Thurston County and can be obtained at the Building Development Center.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	2. One copy of a site plan, drawn to scale (standard engineer scale) on 8 ½” x 11” or 11” X 17” paper, which depicts the following:	<input type="checkbox"/>
<input checked="" type="checkbox"/>	a. All information drawn to scale (standard engineer scale).	<input type="checkbox"/>
<input checked="" type="checkbox"/>	b. A north arrow, map scale, date and site address.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	c. Property boundary lines and dimensions for <u>all</u> affected parcel(s).	<input type="checkbox"/>
<input checked="" type="checkbox"/>	d. The location of all existing structures, including, but not limited to, mobile homes, houses, sheds, garages, barns, fences, culverts, bridges, and storage tanks.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	e. All means, existing and proposed 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 checked="" type="checkbox"/>	f. The location of all existing and proposed easements	<input type="checkbox"/>
<input checked="" type="checkbox"/>	g. The location of all existing proposed public and on-site utility structures and lines, such as on-site septic tanks, drainfields and reserve areas, water lines, wells and springs.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	h. The location of all critical areas including, but not limited to, shorelines, wetlands, streams, flood zones, lakes, high groundwater, and steep slopes.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	i. Vicinity sketch, at a scale of not less than three (3) inches to the mile, indicating the boundary lines and names of adjacent developments, streets and boundary lines of adjacent parcels, and the relationship of the proposed development to major roads and highways.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	j. Include acreage and square footage within each parcel.	<input type="checkbox"/>
<input checked="" type="checkbox"/>	k. 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"/>

Applicant Use	<u>Supplemental and Site Plan Submittal Requirements</u>	Staff Use Only
<input checked="" type="checkbox"/>	l. 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 checked="" type="checkbox"/>	m. 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"/>
<input checked="" type="checkbox"/>	3. Environmental reports (wetland report, mitigation plan, geotechnical report, etc.) as required.	<input type="checkbox"/>