



CITY OF PORT ORCHARD

Permit Center

Office located at 720 Prospect Street
Mailing address: 216 Prospect Street
Port Orchard, WA 98366
(360) 874-5533 • permitcenter@portorchardwa.gov

SEPA ENVIRONMENTAL CHECKLIST APPLICATION FORM

<i>For Staff Use Only</i>	File #:	Receipt #:
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Use this Application when you submit a SEPA Environmental Checklist.
The SEPA Checklist form is available on the City's Permit Center website.

Incomplete Submittal Will Not Be Accepted.

1. SUBMITTAL INFORMATION.

Address 1 – 3 below by selecting the appropriate statement(s): *Check all that apply.*

- 1. This SEPA Checklist is submitted with a parent project permit application, to be processed concurrently.
- 2. This SEPA Checklist is **not** submitted with a parent project permit application.
Select the reason for submitting the SEPA Checklist separately:
 - 2A. The parent permit application was submitted previously.
Permit No.: _____
 - 2B. The parent permit will be submitted later.
Explain why the SEPA Checklist is being submitted ahead of the permit application:
- 3. The SEPA Checklist is for a Non-Project Action and includes Supplement D.

2. SUBMITTAL REQUIREMENTS.

Electronic submittals are required. Contact the Permit Center for formatting and resolution requirements.

Check the box for each item included with this application:

- The Master Permit Application Form, completed.
- The SEPA Environmental Checklist Application Form (*this form*), completed.
- The Environmental Checklist, completed, signed and dated.

The following list of documents may be required for a SEPA review.

Check the box for each document that is included with this SEPA Checklist Application:

- SEPA Checklist Supplement D, SEPA Checklist for Non-Project Action, completed.
- Site Plan. Must be scalable and clearly readable when printed at 11" x 17".
- Conceptual Architectural Renderings and Elevations.
- Stormwater Drainage Report and Plan.
- Wetland Report.
- Geotechnical Report.
- Traffic Impact Analysis.

Other documentation may be required in addition to what is listed above. Contact Planning Staff with questions or to discuss requirements.