



DatePlaceholder5/12/09

TO: ToPlaceholder
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THRU: ThruPlaceholder

FROM: FromPlaceholder
PhonePlaceholder

SUBJECT: Project Name, NEPA/SEPA Mitigation Memorandum

First Paragraph - Introduction and discussion of the proposed project (1 paragraph in length)

Include:

- Project name
- Project location
- Project description and proposed work
- Project construction timeline
- Vicinity map

Second Paragraph – Proposed project impacts (1 paragraph in length)

Include:

- The total number of wetlands and streams impacted by the project
- The total area of wetland impacts listed by Category, HGM, and Cowardin classification
- A brief description of the type and quality of the wetland functions impacted
- The total area of streams impacted listed by stream type – include impacted channel length and area of the impact
- A brief description of the type and quality of the stream functions impacted
- The total area of the buffers impacted and a description of the vegetation impacted
- A brief description of the type and quality of the buffer functions impacted

Third Paragraph – Proposed mitigation strategy (1 paragraph each for wetland and stream mitigation)

Include:

- The avoidance and minimization measures to be employed
- Proposed compensatory mitigation strategy including:
 - General location of the proposed wetland and stream mitigation site(s) (WRIA, basin, sub-basin, etc.)

- Anticipated wetland rating, Cowardin, and HGM classification
- Regulatory requirements and approximate amount of compensatory mitigation required based on existing ratios and proposed impacts
- Anticipated buffer width per local Critical Areas Ordinance
- Anticipated wetland functions to be provided
- Anticipated amount of stream mitigation
- Anticipated location of the stream mitigation, if known
- Anticipated stream mitigation proposal, if known
- Anticipated stream mitigation functions, if known
- Discussion of the proposed site management, adaptive management, contingencies, and mitigation monitoring
- Include a summary table (Table 1) of project impacts to wetlands, stream and buffers and proposed compensatory mitigation

Table 1. Summary of project wetland impacts and compensatory mitigation.

Region	Region	
Contract Name and Number (NWR only)	##-### ####(###)	
Township/Range/Section (impact)	TRS	
Permanent Wetland Impact	##.## acres	
Indirect Wetland Impact	##.## acres	
Temporary Wetland Impact	##.## acres	
Permanent Buffer Impact	##.## acres	
Temporary Buffer Impact	##.## acres	
Jurisdictional Wetland Impact Areas	XX.XX acres	XX.XX acres
	Regulated by USACE and Ecology	Regulated by Ecology (Isolated)
Mitigation Location	Location description, XX County, TRS	
Total Area of Mitigation Site	XX.XX acres	
Area & Type of Mitigation	##.## acres of Wetland Creation	
Area & Type of Mitigation	##.## acres of Wetland Re-establishment	
Area & Type of Mitigation	##.## acres of Wetland Rehabilitation	
Area & Type of Mitigation	##.## acres of Wetland Enhancement	
Area & Type of Mitigation	##.## acres of Wetland Preservation	
Area & Type of Mitigation	##.## acres of Buffer Enhancement / ###-foot wide buffer	
Total Area of Mitigation	##.## acres	
Years of Monitoring	X Years	

This is a preliminary document and changes could occur with both impact areas and corresponding mitigation as the project design evolves.

To_Placeholder
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Page 3

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