

PRO 431–b: Identifying Impacts to “Waters” and Wetlands (NEPA)

See also: EPM Chapter [431](#), [TSK 431-a](#), [Wetland Discipline Report checklist](#), and [Wetland Discipline Report](#) **Effective June 2011**

Start procedure: The wetland specialist provides the WSAR to the wetland discipline report author.

End procedure: The Wetland Discipline Report is distributed to the Project Engineer’s Office (PEO) or NEPA staff.

Actor:	Action:
Discipline Report Author	<ol style="list-style-type: none"> 1. Uses Wetland and Stream Assessment Report and project footprint to determine wetland and buffer impacts. 2. If there are wetland impacts, writes full Wetland Discipline Report (see Task 431-b). <ol style="list-style-type: none"> a. Attaches Wetland and Stream Assessment Report as appendix to Wetland Discipline Report. 3. If there are no wetland impacts writes abbreviated Wetland Discipline Report (see Task 431-b). <ol style="list-style-type: none"> a. Attaches Wetland and Stream Assessment Report as appendix to Wetland Discipline Report. 4. If only isolated wetlands are to be impacted, follows the isolated wetland guidance. 5. Updates report as impact area changes.
Mitigation Specialist	<ol style="list-style-type: none"> 6. Uses Impacts and Wetland and Stream Assessment Report to generate mitigation concept. Conceptual WSDOT Wetland and Stream Mitigation Report or NEPA/SEPA Mitigation Memorandum (38 kb).
PEO	The Wetland Discipline Report is distributed to the Project Engineer’s Office (PEO) or NEPA staff.

TSK 431–b: Writing Wetland Discipline Reports (NEPA)

See also: EPM Chapters [411](#), [412](#) and [431](#), [PRO 431-a](#), [Discipline Report Guidance](#). **Effective June 2011**

Start task: Discipline Report Author gets request from Project Engineer's Office (PEO) for Wetland Discipline Report.

End task: Wetland Discipline Report distributed to PEO.

1. **Receive** [Wetland and Stream Assessment Report](#) (WSAR) and footprints for project alternatives being considered.
2. **Determine potential wetland and buffer impacts for alternatives:**
 - a. Overlay wetland boundary map with alternative footprints
 - b. Determine the direct, indirect, temporary (short and long-term) and cumulative impacts (jurisdictional ditch impacts are included in the total impact numbers but not the mitigation calculations)
3. **Coordinate** with wetland mitigation specialist on range of impacts
4. **Write** Wetland Discipline Report
 - a. The level of detail should be right-sized and sufficient to allow transportation staff to make informed decisions about alternative selection, mitigation measures, and the need for early consultation with regulatory agencies.
 - b. Follow [Wetland Discipline Report](#) guidance
 - c. Use [Wetland Discipline Report checklist](#)
 - d. [FHWA Technical Advisory T 6640.8A](#) - provides guidelines for preparing environmental documents. WSDOT's Discipline Reports are structured to meet these requirements.
 - e. Append mitigation concepts and WSAR
 - f. Update as impact area changes with project evolution
5. **Send draft** report to HQ for review
6. **Distribute** Wetland Discipline Report to PEO.