

# State Environmental Policy Act (SEPA) Review and Checklist

Permit Type: SEPA  
Permit Subtypes: Checklist

City of Tukwila -  
Permit Center  
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## ABOUT SEPA

The State Environmental Policy Act (SEPA), chapter 43.21C RCW, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An environmental impact statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the agency identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the agency decide whether an EIS is required.

### Applicable Regulations:

- [Tukwila Municipal Code Title 21 – Environmental Regulations](#)

### Resources:

- [City Maps](#)
- [Land Use Permit Portal](#)
- [Permit Fees](#)
- [Dept. of Ecology SEPA Guidance](#)

## REQUIREMENTS

SEPA review is required for any action associated with the following construction thresholds:

1. For single-family residential projects, developing 31 or more dwelling units.
2. For multi-family residential projects, developing 201 or more dwelling units.
3. Developing agricultural structures over 40,000 s.f.
4. Developing office, school, commercial, recreational, service or storage buildings over 30,000 s.f.
5. Developing parking lots with over 90 spaces.
6. Landfills and excavations over 1,000 cubic yards.

SEPA review is also required for the following:

- Installation of impervious underground tanks with a capacity over 10,000 gallons.
- Projects that are undertaken wholly or partly on lands covered by water.
- Projects requiring a license governing discharges to water that is not exempt under RCW 43.21C.0383.
- Projects requiring a license governing emissions to air that is not exempt under RCW 43.21C.0381 or WAC 197-11-800 (7) or (8).
- Projects requiring a land use decision that is not exempt under WAC 197-11-800(6).

## PROCEDURES

At the time you submit your application you must have all of the items listed under Attachments Required as well as the submittal for the underlying action (building permit, subdivision etc.).

You may request a waiver from items on the checklist that are not applicable to your project. Please discuss this waiver request with City staff either at a pre-application meeting or at the time of application submittal.

Within 28 days of receiving your application, City staff will determine if it is complete based on the attached checklist. If not complete City staff will mail to you a letter outlining what additional information is needed. If you do not submit requested materials within 90 days from the City's request for additional information the City may cancel your application. Once the application is "complete," substantive review will begin and a "Notice of Application" must be posted/mailed to begin a public comment period.

# SEPA CHECKLIST

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After completing the environmental analysis and considering public comments, the Director will issue a determination for the project.

- A Determination of Non-Significance (DNS) says that the project as proposed will not have probable, significant, negative environmental impacts.
- A mitigated DNS will be issued if the project must be modified to mitigate its negative impacts.
- An Environmental Impact Statement (EIS) must be prepared if the probable negative impacts are unavoidable.

## PRE-APPLICATIONS

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When preparing to submit an application in the City of Tukwila, it's highly recommended that applicants complete a pre-application process first. This step can help you identify any potential issues early, clarify the requirements, and streamline the overall application process. By engaging in a pre-application meeting with the City's planning staff, you'll gain valuable insights that can save time and resources down the line, ensuring that your final application is more likely to meet the necessary criteria for approval.

## SUBMITTAL CHECKLIST

A PDF of each document is required at time of submittal. Please label files as listed below:

CHECKLIST	FILE NAME	DESCRIPTION
DOCUMENTS		
	<b>Affidavit</b>	Completed and notarized Affidavit of Ownership and Hold Harmless Permission to Enter Property
	<b>Project Narrative</b>	The project narrative should describe the proposed development, including any anticipated phases
	<b>SEPA Checklist</b>	Completed SEPA Environmental Checklist (next page)
PLANSETS		
	<b>Plan Set</b>	Refer to the <a href="#">Land Use Application Plan Set Guide</a> for preparing plans.