# WSDOT 2024 Compensatory Mitigation Monitoring Request Form

Do you have a new compensatory mitigation site to monitor in 2024? The Monitoring Team needs the following information:

**1. WSDOT Mitigation Site Facts**

**2. WSDOT Essential Information Checklist**

**Submit this form with attachments:**

* Via email
* By navigating to the [2024\_CompensatoryMitigation](file:///%5C%5CWsdot.loc%5Chq%5CPublic%5C60Day%5C2024_CompensatoryMitigation) folder. Create a folder for your region/project. (Note: this is the P drive and it will get reset every 60 days)

**Electronic/PDF versions are preferred.** Hard copies may be mailed to Sean Patrick at:

|  |  |  |
| --- | --- | --- |
| WSDOT Internal Mail: MS 47332 | -or- | WSDOT, MottmanPO Box  473322214 RW Johnson Blvd SWTumwater, WA 98512-6111 |

***\*Monitoring cannot begin until the Mitigation Site Facts and the 9 Essentials are provided*.**

**Mitigation Site Facts for Monitoring**

|  |  |
| --- | --- |
| **Region** |  |
| **Requestor’s Name & Contact Information** |  |
| **Project Names (All projects using this site for mitigation)** |  |
| **Preferred Site Short Name** |  |
| **WIN Name and Number**  |  |
| **Mitigation Construction Costs** |  |
| **Site Acquisition Costs and Year** |  |
| **Mitigation Location**  |  |
| Ownership (if not WSDOT owned, send agreement and info on who is responsible for long-term care) |  |
| Construction Dates | 20XX-20XX |
| **Monitoring Period** | 20XX-20XX |
| Year of Monitoring | Year X of X  |
| **Area of Project Impact** | X.XX acres |
| **Mitigation Areas:** | **Type of Mitigation**  |  **Area of Mitigation**  |
|  | Wetland Establishment (Creation) |  X.XX acres |
|  | Wetland Re-establishment |  X.XX acres |
|  | Wetland Rehabilitation |  X.XX acres  |
|  | Wetland Enhancement |  X.XX acres |
|  | Wetland Preservation |  X.XX acres |
|  | Wetland Buffer Enhancement |  X.XX acres |
|  | Stream Buffer Enhancement |  X.XX acres |
|  | Other (specify) |  X.XX acres |

***See Submittal Checklist on next page***

### 9 Essentials Checklist:

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|[ ]  **1. Final Mitigation Plan:** * Final Mitigation Plan, with “Final” clearly marked.
* Include appendices
* Include addenda or modifications.
* Submit any baseline data if the mitigation plan relies on baseline data for monitoring.
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|[ ]  **2. Advance Mitigation Use Plan (if applicable):** * Include any permits for new projects that will use credit from an existing mitigation site.
 |
|[ ]  **3. Permits:** * 404 and 401 Water Quality Certification

*Don’t forget any modifications/updates and addenda!** HPA
* Local Agency Critical Areas Permit
* BO, BA and its concurrence letter, etc.
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|[ ]  **4. As-Built Plans**: **These are** **critically important!*** As-Built Grading Plan
* As-Built Planting Plan: Provide details on the actual numbers of installed plants if available.
* Property and Mitigation Site Map: A map clearly showing the WSDOT property boundary, and the boundary of the mitigation site.
* A Project Map: Including all areas of mitigation (e.g., areas not at the primary mitigation site like HPAs for culvert work)
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|[ ]  **5. Right of Way Plans**: * WSDOT certified right of way plan OR Sundry Site Plan if not in the ROW.

\*This is a necessary piece of information in order to close a site out.  |
|[ ]  **6. Fence/Gate Access**: Provide information regarding accessing the site. * Is the gate or fence locked? Provide a key to the Monitoring Team. (Send key through mail)
* Do we need to park on private property?
 |
|[ ]  **7. Critical Safety Information**:* Any important information to pass on related to safety? (e.g., confrontational neighbor or animal, steep slopes, difficult parking or access)
 |
|[ ]  **8. Spatial Information For Original Design Polygons**: Original delineation survey and mitigation site design data. * GIS feature classes in the following coordinate system: Washington State Plane, South Zone, NAD 83 HARN, units feet.
* Can be in the form of Microstation files bundled with the reference files.
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|[ ]  **9. Site Protection Plan**: Were cultural resources found on the mitigation site? * Provide a copy of the site protection plan.

This document should outline any site protection measures to be taken during construction, maintenance and monitoring activities.  |

**Additional Information Checklist:**

|  |
| --- |
|[ ]  **Driving Directions and Parking Location**: Provide clear written directions to the mitigation site and parking location. |
|[ ]  **Hydrology Data**:Information about wells/piezometers including:* Depth of pipe,
* Depth of well screen
* Any other specification information remaining on-site.

\*Include a map of the locations of the wells/piezometers.  |
|[ ]  **Biology/Wetland Report**: Unless it is included in the Mitigation Plan, provide the Bio-Wet Report. |
|[ ]  **Monitoring Report Distribution**: * List all agencies (addresses and contact persons, if appropriate) and WSDOT personnel that should receive annual monitoring reports.
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|[ ]  **Region Contact List**: * WSDOT Region staff the Monitoring Team should contact with questions, information, and feedback about the site.
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|[ ]  **Notes**: * Please inform the Monitoring Team about special circumstances, problems, or other items of interest particular to a site.
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