



Pre-Filing Meeting Request Form
Clean Water Act Section 401 Water Quality Certification
Washington State Department of Ecology
Phone: (360) 407-6076 or E-mail: ecyrefedpermits@ecy.wa.gov

AGENCY USE ONLY

Date Received:
Aquatics ID No.:
County:

For projects that may require a Section 401 Water Quality Certification from the Department of Ecology (Ecology) a project proponents must submit a pre-filing meeting request at least 30 days prior to submitting a Section 401 Water Quality Certification (WQC) request. Pre-filing meeting requests must be submitted via email, mail submissions will not be accepted. Please submit this request form along with a project location map and any available project documents, including preliminary drawings to Ecology at ecyrefedpermits@ecy.wa.gov. With the following in the subject line: "401 Pre-Filing Meeting Request – [project name]."

Ecology has prepared this form for project proponent to use as their pre-filing meeting request. Ecology will review all requests for a pre-filing meeting to determine whether it is necessary or appropriate to hold a meeting for a specific project.

If Ecology determines that a pre-filing meeting is needed, staff will schedule a meeting with the project proponent. The meeting may be held in person or remotely. The project proponent should be prepared to discuss the project, available project documents, and potential water quality impacts if a meeting is scheduled. If you do not receive a response to your request for a pre-filing meeting and at least 30 days have passed since the date of receipt, you may submit a WQC request to Ecology.

See Ecology's Section 401 Water Quality Certification [webpage¹](#) for details on the pre-filing meeting request and Section 401 Request process.

I. Project Information:

Project Name:

Project Location (Please attach a project location map when submitting this form):

Project Address:

City:

County:

II. Identify the federal license or permit that applies to your project:

Permit/License Number (If known):

Federal Agency: ☐ U.S. Army Corps of Engineers (Corps) ☐ U.S. Coast Guard
☐ Federal Energy Regulatory Commission ☐ Environmental Protection Agency (EPA)
☐ Other:

a. Identify the U.S. Army Corps permit, if applicable:

☐ Individual ☐ Nationwide Permit # _____ ☐ Other _____

¹ <https://ecology.wa.gov/Regulations-Permits/Permits-certifications/401-Water-quality-certification>

- b. Have you obtained a jurisdictional determination from the Corps or EPA? ☐ Yes ☐ No
If yes, please attach the jurisdictional determination in PDF format.

III. Land ownership (check all that apply):

- | | |
|----------------------------------|--|
| <input type="checkbox"/> Private | <input type="checkbox"/> Tribal lands in trust |
| <input type="checkbox"/> State | <input type="checkbox"/> Local Government |
| <input type="checkbox"/> Federal | <input type="checkbox"/> Other |

IV. Brief Project Description and scope:

V. Waterbody (including wetlands) that the project is in or adjacent to:

Total Fill Area & Type(s) of Material (square feet), if known:
(Waterbody and/or Wetland(s) Impacted)

Total Excavation Area (square feet), if known:
(Waterbody and/or Wetland(s) Impacted)

Total Stream Impacts (linear feet), if known:

Will there be work in marine water? ☐ Yes ☐ No

Eelgrass Present: ☐ Yes ☐ No

If known, select the type: ☐ Native (e.g. *Zostera marina*) ☐ Non-Native

Will there be impacts to wetlands? ☐ Yes ☐ No

If yes, select the Wetland Category, if known: ☐ I ☐ II ☐ III ☐ IV

Wetland Rating Habitat Score(s), if known:

In or adjacent to contaminated soil or sediment, if known: ☐ Yes ☐ No

What is your anticipated timeline for construction and operation?

VI. Agency contacts:

If you have already coordinated with any government agencies including Ecology on this project, list them:

Agency Name	Contact Name	Phone # or E-mail
<hr/>	<hr/>	<hr/>
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VII. The following information may be helpful in our review of your pre-filing meeting request. If any of the following documents are available at this time, please include it with the form.

- Joint Aquatic Resource Use Application (JARPA)
- Status of State Environmental Policy Act (SEPA) determination or exemption (Note: If required, SEPA must be complete for a WQC decision to be issued)
- Project drawings
- Aerial photos

VIII. Availability:

Provide dates and times below you are available for a meeting (1-2 weeks minimum from submission of this form):

Date:	Time:
Date:	Time:

IX. Contact Information:

Project Proponent

First/Last Name:

Organization:

Phone #:	E-mail:
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Agent/Consultant

First/Last Name:

Organization:

Phone #:	E-mail:
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X. Certification Statement:

I understand the following statements per the Clean Water Act Section 401 Certification Rule:

- Submittal of this form completes the requirement of the Pre-Filing Meeting Request.
- I cannot submit my WQC request until at least 30 calendar days after submitting this pre-filing meeting request unless notified in writing by Ecology that this requirement is not needed or shortened.
- Ecology is not required to respond to this meeting request or to conduct a meeting.

Signature:

Date:

To request an ADA accommodation, contact Ecology by phone at (360) 407-6076 or email at ecyrefedpermits@ecy.wa.gov, or visit <https://ecology.wa.gov/accessibility>. For Relay Service or TTY call 711 or 877-833-6341.

Si necesita este formulario en español, por favor, llámenos a (360) 407-6076 o envíenos un correo electrónico a: ecyrefedpermits@ecy.wa.gov