

WAC 197-11-430 Format. (1) A cover letter or memo from the lead agency shall precede the EIS (WAC 197-11-435). A fact sheet (WAC 197-11-440(2)) shall be the first section of every EIS.

(2) The following format should be used unless the lead agency determines that a different format would improve clear presentation of alternatives and environmental analysis for a particular proposal (except that the fact sheet shall always be the first section of an EIS):

(a) Fact sheet.

(b) Table of contents (may include the list of elements of the environment).

(c) Summary.

(d) Alternatives, including the proposed action.

(e) Affected environment, significant impacts, and mitigation measures (other than those included in the proposed action).

(f) Distribution list (may be included in appendix).

(g) Appendices, if any (including, for FEIS, comment letters and any separate responses).

(3) The EIS text is divided into two sections: (d) and (e) above. Agencies have wide latitude to organize and present material as they see fit within these two basic sections. Agencies are not required to discuss each subject in WAC 197-11-440 (5) and (6) and 197-11-444 in a separate section of the EIS.

(4) *Additional format considerations.*

(a) Where relevant to the alternatives and impacts of a proposal, the analysis specified in WAC 197-11-440 shall be included regardless of the format of a particular statement.

(b) The format of a FEIS may differ, as specified by WAC 197-11-560.

(c) Additional flexibility is provided in WAC 197-11-442 and 197-11-443 for environmental impact statements related to nonproject proposals.

(d) The elements of the environment for purposes of analyzing environmental impacts are stated in WAC 197-11-444.

(e) Additional guidance on the distinction between environmental and other considerations is given in WAC 197-11-448 and 197-11-450.

(f) EISs may be combined with other documents (WAC 197-11-640).

[Statutory Authority: RCW 43.21C.110. WSR 84-05-020 (Order DE 83-39), § 197-11-430, filed 2/10/84, effective 4/4/84.]