

# Hazardous Materials Discipline Report Checklist

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Project Name: \_\_\_\_\_ Job Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_ Reviewer: \_\_\_\_\_

Hazardous materials discipline reports are prepared in accordance with [Chapter 447](#) of the *Environmental Procedures Manual*. The reports support NEPA/SEPA documentation requirements and are also utilized by project offices during design, PS&E and construction. Discipline reports are completed to evaluate how hazardous materials will (1) affect the environment during construction, (2) create significant construction impacts, and/or (3) incur cleanup liability to the department. In general, the report describes existing conditions, predicts and analyzes impacts of project implementation, helps identify the least damaging alternative, and provides information to others interested in the subject areas.

This document is intended to supplement information presented in [Section 447.05](#) and the Discipline Report Guidance by providing a checklist of specific elements that should be included or considered in a hazardous materials discipline report. All discipline reports should follow a similar format so the information can be easily incorporated into the EIS. A hazardous material discipline report should include a summary, a bibliography, and the following:

- I. Introduction
- II. Affected Environment (Existing Conditions)
- III. Potential Impacts
- IV. Mitigation Measures
- V. Recommendations and Cost Estimates

The following checklist identifies specific elements that should be considered in each section. Each element on the checklist should be addressed to the extent that information is available.

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## I. Introduction

The discipline report should provide a general description of the project alternatives, define the discipline report study units, and describe the information-gathering methodology used for the report.

- 1.1 Project Description
  - 1.1.1 Identify the project purpose, goals, and needs.
  - 1.1.2 Describe the build alternatives.
  - 1.1.3 Develop study area(s).
  - 1.1.4 Discuss the relationship between the project alternatives and the study area(s).
  - 1.1.5 Describe the potential extent of property acquisition requirements.
- 1.2 Discipline Study Overview (state objective of report)
- 1.3 Regulatory Considerations (reference appendix)
- 1.4 Describe the Study Methodology.
  - 1.4.1 Describe the process of the geologic review.

- 1.4.2 Describe the process of the regulatory review conducted.
  - 1.4.3 Describe the process of historical research conducted.
  - 1.4.4 Describe windshield survey
  - 1.4.5 Describe criteria used to screen and validate the sites of concern identified in steps 1.4.2 to 1.4.4.
  - 1.4.6 Describe criteria for agency website and file review.
  - 1.4.7 Describe deviations from WSDOT standards as necessary.
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## **II. Affected Environment (Existing Conditions)**

The discipline report should provide a characterization of the affected environment as impacted by the known or suspected contaminated sites. The characterization should include a discussion of the land use history and the physical environment considerations that may impact the distribution, migration, and cleanup of contamination. This part of the report includes not only a discussion of contaminated site distribution, but also an assessment of the relative importance of the known or suspected contamination impacts to the overall project.

### **Yes**

- 2.1 Provide a discussion of the physical environment, including:
  - 2.1.1 The local or regional topography and how it impacts distribution and migration of contaminants.
  - 2.1.2 Soils, fill, or subsurface conditions in the area and how they impact distribution and migration of contaminants.
  - 2.1.3 Groundwater and surface water conditions in the area and how they impact distribution and migration of contaminants.
- 2.2 Provide a discussion of the study area land use, including:
  - 2.2.1 Changes and evolution of land use over time.
  - 2.2.2 The mix, density, and relative importance of land uses in the study areas.
- 2.3 Develop a general study area summary of the known and suspected contaminated properties.
- 2.4 Develop a summary of sites of concern identified during the research described in the methodology section.

## **III. Potential Impacts**

The discipline report should discuss the potential impacts that the existence of contamination has on project development. This assessment should consider the general scope of project involvement, construction impacts, and regulatory impacts.

### **Yes**

- 3.1 Prepare a summary of the standard impacts included in an appendix.

- 3.2 Prepare project-related impacts for the sites of concern with project-related impacts. If project-related impacts were not identified, continue to Section IV.
  - 3.2.1 Prepare project-related environmental/sensitive receptors impacts for each alternative.
  - 3.2.1a Prepare a summary of direct impacts to the environment/sensitive receptors.
  - 3.2.1b Prepare a summary of indirect impacts to the environment/sensitive receptors.
  - 3.2.1c Prepare a summary of cumulative impacts to the environment/sensitive receptors.
  - 3.2.2 Prepare project-related construction impacts for each alternative design.
  - 3.2.3 Prepare project-related agency liability impacts for each alternative design.
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## **IV. Mitigation Measures**

The discipline report should identify and discuss mitigation measures for avoiding or controlling contaminated site impacts, commitments, and identification of cleanup methods. Mitigation measures and cost estimates should be site-specific.

### **Yes**

- 4.1 Prepare a summary of the standard mitigation included in an appendix.
- 4.2 Prepare project-related mitigation measures for the sites of concern with project-related mitigation measures. If project-related mitigation measures were not identified, continue to Section V.
- 4.2.1 Prepare project-related environmental/sensitive receptors mitigation measures for each alternative design.
- 4.2.1a Prepare a summary of direct mitigation measures to the environment/sensitive receptors.
- 4.2.1b Prepare a summary of indirect mitigation measures to the environment/sensitive receptors.
- 4.2.1c Prepare a summary of cumulative mitigation measures to the environment/sensitive receptors.
- 4.2.2 Prepare project-related construction mitigation measures for each alternative design.
- 4.2.3 Prepare project-related agency liability mitigation measures for each alternative design.

## **V. Recommendations and Cost Estimates**

This assessment should consider the general scope of project involvement, recommendations and scope of further investigation, construction impacts, and regulatory impacts. A cost estimate based on the level of investigation is also appropriate. A summary of the costs estimates for project-specific mitigation measures and cleanup projections is also appropriate to provide information to the project office to complete a cost benefit analysis.

- 5.1 Prepare recommendations for further investigation and provide cost estimates.
- 5.1.1 Identify study data gaps or other unknowns, as necessary.
- 5.1.2 Identify specific sites needing a Phase I ESA and develop high/low cost estimates as necessary.
- 5.1.3 Identify specific sites that should have a Phase II ESA conducted and develop high/low cost estimates as necessary.
- 5.2 Summarize cleanup options and cost estimates for specific properties discussed in the “Project-Specific Mitigation Measures” section as necessary.