



DEVELOPMENT ASSISTANCE BROCHURE #9

Wetland Delineation Reports

(effective August 20, 2015)

The City of Kent has prepared this brochure to assist in providing guidance on submittals of wetland delineation reports.

Wetland Delineation reports are required to be submitted to the permit center with a Critical Area Review Application form. Reports will be reviewed by the City (or their consultant) and a determination letter will be written confirming the delineation and required buffers. If corrections and re-submittals are required, additional fees may be assessed. Please refer to the Critical Area Review Application form for submittal requirements.

All project sites within the City of Kent which have wetlands or wetland buffers within them or immediately adjacent to them require a Wetland Delineation Report to be approved prior to issuance of any permits. Wetlands may be identified by the City of Kent Wetland Inventory Maps, or when any other credible evidence suggests that wetlands or wetland buffers could be present. All activities and development occurring in or adjacent to a wetland or wetland buffer, as defined in Kent City Code (KCC) 11.06.030 are subject to the requirements of KCC Chapter 11.06.

This Development Assistance Brochure is provided for guidance purposes only, and should not be considered a substitution for codes, regulations, or professional services. Contact the City for more information, or visit KentCityCode.com to view the complete Critical Areas Code.

The purpose of a wetland delineation report is to identify the wetland boundary and assist in determining wetland classification(s) at a given site. The report is to be based on the collection of field data and review of any pertinent background information. A report must contain field data sheets, an accurate map of the site including wetland boundaries and the location of all the data collection points, and a narrative that explains the delineator's approach to collecting data, as well as their conclusions.

1.0 Introduction

- a. Who authorized the wetland delineation and/or owner.
- b. Summary and proposed project.
- c. Location of site, including address if known, and property owner.
- d. Tax Parcel Number(s).
- e. Date of site visit(s) and weather conditions when the delineation occurred.
- f. Identification of delineator(s).

1.1 Site Description

- a. Topography.
- b. Plant communities/ habitats.
- c. Soils mapped and found (include a map).
- d. Hydrologic information (general drainage patterns and features).
- e. Existing inventory wetland mapping (i.e., City of Kent/NWI).

2.0 Field Procedures and Standards

The exact location of wetland boundaries shall be determined through the performance of field investigation by a qualified professional (as defined in KCC 11.06.430) in accordance with the approved federal wetland delineation manual and applicable regional supplements per WAC 173-22-035, as amended.

Delineators shall evaluate and affirm in writing that the entire project site and surrounding vicinity, within a minimum of 275 feet of the project boundaries were examined on the ground (except where access was denied) and whether wetlands and/or streams are present in these areas.

Delineators shall uniquely identify the boundaries of each wetland in the field by affixing colored, lettered, and numbered flagging to fixed objects such as woody vegetation or survey stakes. Flagging shall be placed at intervals no greater than 25 feet in wooded areas, or up to 40 feet in open areas.

Delineators shall uniquely identify in the field each sample plot site for which data are recorded by affixing colored, lettered and numbered flagging to fixed objects such as woody vegetation or survey stakes. As a rule, large and/or complex sites with broad transition zones are likely to need many sample points to adequately reflect ground conditions, whereas smaller, less complex sites may only need a few sample points.

Soils must be sampled in accordance with the appropriate delineation manual. Soil characteristics (i.e., Munsell colors, hydric soil indicators, texture, moisture content, etc.) must be described throughout the entire soil profile examined.

To facilitate field verification by City staff, wetland flagging shall be in place and be easily readable when City staff conducts field verification of the delineation.

Field observations of hydrologic connections among wetlands, or between on-site or off-site streams and wetlands shall be noted on the data sheets, shown on the wetland delineation map, and fully discussed in Section 2.0 of the report. Field sampling data must include sampling plots in representative locations for each vegetation unit present.

Delineators shall take at least two color ground photographs of each wetland and stream for inclusion as an appendix to the wetland report. Photo points shall be labeled on the map indicating the direction of the photograph.

3.0 Results and Discussion

This Section must include the rationale for the determination of the wetland boundary and how it was subsequently marked or flagged. This discussion must also be supported by the data, as documented on the field data sheets. Other information to support the conclusions of the delineator that may be included are: a discussion of site topography, the location of plant communities, site land use history, City of Kent wetland inventory information, soil survey mapping and soils descriptions, and unusual site characteristics.

At a minimum, the results and discussion section shall contain the following information:

3.1 Types of wetlands identified (e.g., Cowardin, et al 1979)

- a. Description, location, area/acreage
- b. Buffer description (including degraded buffer analysis per KCC 11.06.600)
- c. How was boundary chosen (e.g., feature on the landscape)

3.2 Types of other waters identified (e.g., streams, lakes, ponds)

- a. Description, location, area/acreage
- b. Buffer description (including degraded buffer analysis per KCC 11.06.680)
- c. How was boundary chosen (e.g., feature on the landscape)

4.0 Conclusion

This section should briefly summarize and conclude the results of the field investigation. Wetlands shall be rated in accordance with the current *Washington State Wetland Rating System for Western Washington* (Ecology Publication No. 14-06-029) This section should outline the habitat score for each wetland, classification of each wetland, and standard buffers for each wetland pursuant to KCC 11.06.600.

5.0 Literature Cited

6.0 Appendices and Maps

The following information shall be included:

- Vicinity map.
- Site map, showing existing site features (i.e., lot lines, roads, trails, culverts, storm water facilities, structures, streams and wetlands).
- Associated City of Kent inventoried wetland maps, if such associated maps are present. These should be included even if the area in question is outside of the identified City of Kent wetland but the two are associated hydrologically, or if activities in the area of question could impact the associated wetland.
- A map identifying wetland boundaries and the locations of all data collection points (for large and/or complex projects, a large scale [1":400' to 1":100'] aerial photo with overlays displaying site property and wetland boundaries is helpful). This map must also clearly delineate the boundaries of the area evaluated. Each wetland identified must be distinctly identified (i.e., Wetland A, Wetland B, etc.).
- Soil survey map(s).
- Field data sheets (complete set that were filled out during the wetland determination and delineation).
- Current Washington State Department of Ecology Wetland Rating Forms and associated plant community distribution depictions.
- Site photographs.