

**617.20**  
**Appendix A**  
**State Environmental Quality Review**  
**Full Environmental Assessment Form**

Purpose: The Full Environmental Assessment Form (EAF) provides an orderly and comprehensive means for evaluating the potential environmental significance of a proposed action. The question of whether an action may be significant is not always easy to answer. Frequently, there are aspects of a project that are subjective or unmeasurable. It is also understood that those who determine significance may have little or no formal knowledge of the environment or may not be technically expert in environmental analysis. In addition, many who have knowledge in one particular area may not be aware of the broader concerns affecting the question of significance. The lead agency must use the Full EAF for Type I actions and may use it for Unlisted actions.

The Full EAF consists of three parts and when completed it will serve as the determination of significance:

**Part 1** - Is completed by the project sponsor. Part 1 provides basic information including a description of the proposed action, proposed site location and its environmental resources. The information provided in Part 1 is later used by the reviewing agency to complete Parts 2 and 3.

The questions in Part 1 are grouped in sections A-G:

- Section A gathers information that identifies the project sponsor, the proposed action, and the proposed action's location.
- Section B requests information about government approvals or funding.
- Section C requests information about planning, zoning and community services.
- Section D requests information about the proposed action.
- Section E requests information about resources on or adjacent to the proposed site.
- Section F provides the project sponsor the opportunity for supplying additional information including project elements that may avoid or reduce impacts.
- Section G is where the certifying signature of the preparer is provided.

**Part 2** - Is completed by the lead agency. Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed action and to determine the potential size of the impact by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. Part 2 is designed to help a reviewer identify any element of a proposed project that may have a potentially significant adverse impact on the environment.

**Part 3** - Is completed by the lead agency. Part 2 questions where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact should be explored in a series of written, well reasoned statements in Part 3. The discussion of impacts in Part 3 will serve as the supporting documentation for the determination of significance.