

# Checklist for Major Siting Applications – EIA Contents § 15-10-206



## A. SITE EVALUATION, ASSESSMENT, AND PLANNING

Required Documents	Notes
Applicant's name (legal entity that owns project)	
Applicant's representative (letter from legal entity)	
Names of persons responsible for developing construction plans w/ cert. details	
Property Identification & Ownership (Lease / Title documents)	
Project Name	
Estimated costs for improvements affixed to property	
Application fee payment based on estimated costs	
Copies of CNMI and federal permits / status including:	
Business license	
Submerged lands (if applicable)	
Army Corps (if applicable – in water)	
USFWS / DFW ESA clearance (if applicable)	
Zoning Permit with Attachments:	
Master site plan	
Floor plan	
Approved site coverage plan w/ density (%) : open space etc.	
View corridor plan (if 6 stories or greater, at Director's discretion)	
Location & Current Condition (Site map and description)	
Conceptual erosion control & drainage plans including	
Copies of final master site plan and construction plans stamped by a CNMI licensed architect and engineer	
Slope & elevation map / topographic map	
Watershed and drainage map	
Preliminary drainage and erosion control map	
Preliminary storm water NSP management plan	
Map showing distance of all proposed structures from APCs	
Vicinity map	
Adjacent property description	
Names of and letters notifying adjacent property owners of proposal	
Estimates of daily peak utilities demands based on CUC rates and estimate of when demand will come online	
Elevation plans	
Affidavit of truth	

**B. EIA Narrative Includes – See 15-10-206(e) for more details**

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Project summary, justification, size, and alternatives assessed	
Description of existing environment	
Description of socio-economic characteristics re impacts of project including income, employment, education, infrastructure, and services	
Discussion of alternatives and how preferred alternative was selected	
Description of direct, indirect, and cumulative environmental and socio-economic effects, both positive and negative, which are reasonably foreseeable to result from the project including:	
Plant / wildlife impacts	
Traffic impact analysis	
Solid waste estimates / management plan	
Traffic analysis if required by DPW (standard for projects proposing fifty (50) or more rooms or twenty-five (25) or more full time staff positions)	
Description of how impacts have been avoided, minimized, or will be mitigated	
Evaluation of alternative management measures to control nonpoint source pollution	

Submitted by \_\_\_\_\_ on \_\_\_\_\_.  
(Applicant / Authorized Rep.) (Date)

Reviewed by \_\_\_\_\_ on \_\_\_\_\_.  
(CRM Staff) (Date)