# Use Agency Letterhead

# State Environmental Policy Act

## Withdrawal Notice Determination of [Enter type of threshold, e.g. DNS, MDNS, DS]

**Date of Issuance:** [Enter date]

**Lead Agency:** [Enter name of lead agency]

**Agency Contact:** [Enter name of staff contact]

**Email:** [Enter email of staff contact]

**Phone Number:** [Enter phone number of staff contact]

**Agency File Number:** [Enter agency file number, if applicable]

[Enter name and description of proposal – proposal is the total scope of the project or non-project, it is not limited to a description of the lead agency’s permit decision]

**Proposal Location**: [Enter proposal location address, parcel number and/or latitude-longitude if available]

**Applicant/Proponent:** [Enter name of applicant/proponent]

**Email:** [Enter email of applicant/proponent]

**Phone Number:** [Enter phone number of applicant/proponent]

[Lead Agency]is withdrawing the SEPA threshold [Enter the type of determination being withdrawn, e.g. DNS, MDNS, DS] issued on[Enter date of issuance of threshold being withdrawn]. If a new threshold determination is issued a new notice and comment period will be provided.

**Signature Date:** [Enter date]