



KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

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“Building Partnerships – Building Communities”

SEPA ENVIRONMENTAL CHECKLIST

PURPOSE OF CHECKLIST:

The State Environmental Protection Act (SEPA), chapter 43.21C RCW. Requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An environmental impact statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the agency identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the agency decide whether an EIS is required.

INSTRUCTIONS FOR APPLICANTS:

This environmental checklist asks you to describe some basic information about your proposals. Governmental agencies use this checklist to determine whether the environmental impacts or your proposal are significant, requiring preparation if an EIS. Answer the questions briefly, with the most precise information known, or give the best description you can.

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write “don not know” or “does not apply” Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline and landmark designations. Answer these questions if you can. If you have problems, the governmental agencies can assist you.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

USE OF CHECKLIST FOR NONPROJECT PROPOSALS:

Complete this checklist for non-project proposals, even though questions may be answered “does not apply.” IN ADDITION, complete the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS.

For non-project actions, the references in the checklist to the words “project,” “applicant” and “property or site” should be read as “proposal,” “proposer” and “affected geographic are” respectively.

APPLICATION FEES:

490.00 Kittitas County Community Development Services (KCCDS)

70.00 Kittitas County Department of Public Works

\$560.00 Total fees due for this application (One check made payable to KCCDS)

FOR STAFF USE ONLY

Application Received By (CDS Staff Signature):	DATE:	RECEIPT #	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>
_____	_____	_____	
			DATE STAMP IN BOX

COMMUNITY PLANNING • BUILDING INSPECTION • PLAN REVIEW • ADMINISTRATION • PERMIT SERVICES • CODE ENFORCEMENT

FORM LAST REVISED: 4-21-11

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TO BE COMPLETED BY APPLICANT

FOR STAFF USE

A. **BACKGROUND**

1. Name of proposed project, if applicable: _____

2. Name of applicant: _____

3. Address and phone number of applicant and contact person: _____

4. Date checklist prepared: _____

5. Agency requesting checklist: _____

6. Proposed timing or schedule (including phasing, if applicable): _____

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. _____

8. List any environmental information you know about that had been prepared, or will be prepared, directly related to this proposal. _____

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. _____

10. List any government approvals or permits that will be needed for your proposal, if known. _____

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.) _____

- a. What types of emissions to the air would result from the proposal (i.e. dust, automobiles, odors, industrial wood smoke) during construction and when the project is completed? If any, generally describe and give approximate quantities if known. _____
- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. _____
- c. Proposed measures to reduce or control emissions or other impacts to air, if any: _____

3. WATER

- a. Surface
 - 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what streams or river it flows into. _____
 - 2) Will the project require any work over, in or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. _____
 - 3) Estimate the fill and dredge material that would be placed in or removed from surface water or wetlands, and indicate the area of the site that would be affected. Indicate the source of fill material. _____
 - 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known. _____
 - 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. _____
 - 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. _____

- b. Ground
 - 1) Will ground water be withdrawn, or will water be discharged to surface waters? If so, give general description, purpose, and approximate quantities if known. _____
 - 2) Describe waste materials that will be discharged into the ground from septic tanks or other sources, if any (for example: domestic _____

sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

c. Water Runoff (including storm water):

1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

2) Could waste materials enter ground or surface waters? If so, generally describe.

d. Proposed measures to reduce or control surface, ground, and runoff water impacts, if any:

4. PLANTS

a. Check or circle types of vegetation found on the site:

- ___ deciduous tree: alder, maple, aspen, other
- ___ evergreen tree: fir, cedar, pine, other
- ___ shrubs
- ___ grass
- ___ pasture
- ___ crop or grain
- ___ wet soil plants: cattails, buttercup, bulrush, skunk cabbage, other
- ___ water plants: water lily, eelgrass, milfoil, other
- ___ other types of vegetation: _____

b. What kind and amount of vegetation will be removed or altered?

c. List threatened or endangered species known to be on or near the site.

d. Proposed landscaping use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

5. ANIMALS

a. Circle any birds and animals which have been observed on or near the site or are known to be on or near the site:

- ___ birds: hawk, heron, eagle, songbirds, other:
- ___ mammals: deer, bear, elk, beavers, other:
- ___ fish: bass, salmon, trout, herring, shellfish, other: _____

- b. List any threatened or endangered species known to be on or near the site. _____

- c. Is the site part of a migration route? If so, explain. _____
- d. Proposed measures to preserve or enhance wildlife, if any. _____

6. ENERGY AND NATURAL RESOURCES

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the competed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. _____

- b. Would your project affect the potential use of solar energy by adjacent properties? If so, describe. _____

- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any. _____

7. ENVIRONMENTAL HEALTH

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe. _____

 - 1) Describe special emergency services that might be required. _____

 - 2) Proposed measures to reduce or control environmental health hazards, if any. _____

- b. Noise _____
 - 1) What types of noise exist in the area which may affect your project (for example, traffic, equipment, operation, other)? _____

 - 2) What types and levels of noise would be created by or associated with the project on a short-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. _____

 - 3) Proposed measures to reduce or control noise impacts, if any. _____

8. LAND AND SHORELINE USE
- a. What is the current use of the site and adjacent properties? _____

 - b. Has the site been used for agriculture? If so, describe. _____

 - c. Describe any structures on the site. _____

 - d. Will any structures be demolished? If so, what? _____

 - e. What is the current zoning classification of the site? _____

 - f. What is the current comprehensive plan designation of the site? _____

 - g. If applicable, what is the current shoreline master program designation of the site? _____

 - h. Has any part of the site been classified as an:
 environmentally sensitive area? _____

 - i. Approximately how many people would the completed project displace? _____

 - j. Approximately how many people would reside or work in the completed project? _____

 - k. Proposed measures to avoid or reduce displacement impacts, if any. _____

 - l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any. _____

9. HOUSING
- a. Approximately how many units would be provided, if any? Indicate whether high, middle or low-income housing. _____

 - b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle or low-income housing. _____

 - c. Proposed measures to reduce or control housing impacts, if any. _____

10. AESTHETICS
- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? _____

 - b. What views in the immediate vicinity would be altered or obstructed? _____

c. Proposed measures to reduce or control aesthetic impacts, if any. _____

11. LIGHT AND GLARE

a. What type of light or glare will the proposal produce? What time of day would it mainly occur? _____

b. Could light or glare from the finished project be a safety hazard or interfere with views? _____

c. What existing off-site sources of light or glare may affect your proposal? _____

d. Proposed measures to reduce or control light and glare impacts, if any. _____

12. RECREATION

a. What designated and informal recreational opportunities are in the immediate vicinity? _____

b. Would the proposed project displace any existing recreational uses? If so, describe. _____

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: _____

13. HISTORIC AND CULTURAL PRESERVATION

a. Are there any places or objects listed on, or proposed for, national, state, or local preservation registers known to be on or next to the site? If so, generally describe. _____

b. Generally describe any landmarks or evidence of historic, archaeological, scientific, or cultural importance known to be on or next to the site. _____

c. Proposed measures to reduce or control impacts, if any. _____

14. TRANSPORTATION

- a. Identify public streets and highways serving the site, and describe proposed access to the existing street system. Show on site plans, if any. _____

- b. Is site currently served by public transit? If not, what is the approximate distance to the nearest transit stop? _____

- c. How many parking spaces would the completed project have? How many would the project eliminate? _____

- d. Will the proposal require any new roads or streets, or improvements to existing roads or streets, not including driveways? If so, generally describe (indicate whether public or private). _____

- e. Will the project use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. _____

- f. How many vehicular trips per day would be generated by the completed project? If known, indicate when peak volumes would occur. _____

- g. Proposed measures to reduce or control transportation impacts, if any. _____

15. PUBLIC SERVICE

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, health care, schools, other)? If so, generally describe. _____

- b. Proposed measures to reduce or control direct impacts on public services, if any. _____

16. UTILITIES

- a. Circle utilities currently available at the site: electricity, natural gas, water, refuse services, telephone, sanitary sewer, septic system, other. _____

- b. Describe the utilities that are proposed for the project, the utility _____

providing the services, and the general construction activities on the site or in the immediate vicinity which might be needed.

C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: _____

Date: _____

Print Name: _____

THE REMAINING QUESTIONS ARE EXCLUSIVELY FOR REZONE APPLICANTS AND FOR AMENDMENTS TO COUNTY COMPREHENSIVE PLAN AND CODE. UNLESS THESE APPLY TO YOU, THIS IS THE END OF THE SEPA CHECKLIST.

SEPA ENVIRONMENTAL CHECKLIST QUESTIONS FOR NON-PROJECT ACTIONS ONLY. WHEN ANSWERING THESE QUESTIONS, BE AWARE THE EXTENT OF THE PROPOSAL, OR THE TYPE OF ACTIVITIES LIKELY TO RESULT FROM THE PROPOSAL, WOULD AFFECT AN ITEM AT A GREATER INTENSITY OR AT A FASTER RATE THAN IF THE PROPOSAL WERE NOT IMPLEMENTED. RESPOND BRIEFLY AND IN GENERAL TERMS (ATTACH ADDITIONAL SHEETS AS NECESSARY)

FOR STAFF USE

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise? Proposed measures to avoid or reduce such increases.

2. How would the proposal be likely to affect plants, animals, fish or marine life: Proposed measures to protect or conserve plants, animals, fish or marine life.

3. How would the proposal be likely to deplete energy or natural resources? Proposed measures to protect or conserve energy and natural resources.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands? Proposed measures to protect such resources or to avoid or reduce impacts.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses? Proposed measures to avoid or reduce shoreline and land use impact.

6. How would the proposal be likely to increase demands on transportation or public services and utilities? Proposed measures to reduce or respond to such demand(s).

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.
