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SEPA ENVIRONMENTAL CHECKLIST

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Kittitas County CDS

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

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.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals:

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the [SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS \(part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. Background [\[HELP\]](#)



Community Food Bank Proposed Warehouse Expansion

1. Name of proposed project, if applicable:

FISH Community Food Bank and Food Pantry Expansion

2. Name of applicant:

FISH Community Food Bank

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

**Applicant: Jeff Duncan, Operations Director
FISH Community Food Bank
804 Elmview Rd.
Ellensburg, WA 98926
509-925-5990, ext 805**

**Contact: Karen Berg, Environmental Consultant
Berg Consulting & Design
211 S. Anderson St.
Ellensburg, WA 98926
509-859-4707**

4. Date checklist prepared:

October 26, 2021

5. Agency requesting checklist:

Kittitas County Community Development Services

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

The proposed construction period for the project is approximately June 2022 through May 2023.

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

There are no future additions, expansions, or further at this site or connected with this proposal.

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



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No environmental review outside of this checklist has been prepared 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.

There are no known applications or proposals affecting this project.

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

FISH will apply for architectural, civil, electrical, mechanical, and structural permits needed for construction. In addition to this SEPA environmental review, any of these may be needed also: NPDES, Department of Labor and Industries Plan Review, Stormwater Management Permit and Design Review, Fire Department Review/Permit, Kittitas County Health Department, and Washington Department of Archeology and Historic Preservation Approval.

Kittitas County Community Development Services met with FISH in a preapplication conference (required prior to submittal of a building permit); no significant Kittitas County Code compliance issues were identified.

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.)

The scope of the project includes the construction of new and expanded food bank, a renovated and improved food pantry, and an expanded and improved administrative spaces designed to serve the FISH food bank for the next 50 years. It will result in an improvement in food security and associated factors (health and safety, food handling and storage) for at least 12,512 low- and moderate-income (LMI) clients and 4,863 LMI households.

The building site is an existing developed site with no change of use, only expansion of services. This project is an addition and remodel of an existing facility in a designated industrial business park, in line with the Kittitas County Comprehensive



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Plan desired development for the area.

Existing site conditions are flat, fill soils, without wetlands or valuable habitat, and not working farm or forest.

The existing food bank, food pantry, and administrative spaces are currently in a 6,000 SF building. The proposed building will be 6,376 SF located adjacent to the existing building on the southwest end. It will include an expanded and improved warehouse, food pantry, reception area, and client consultation space; the remodeled administrative spaces will include a conference room, 12 offices, and other spaces.

- Phase 1 remodel area is 2,695 sf and includes client reception, food pantry, consult office, toilet rooms and housekeeping.
- Phase 2 remodel area is 3,681 sf and includes staff offices, conference room, support spaces and staff toilet rooms.
- The Phase 1 addition is 5,671 sf and includes the warehouse and 2 offices.
- An exterior concrete pad of 2,066 sf will house freestanding cooler and freezer units, included in Phase 1.

The building addition and concrete pad will add 7,737 sf of development to the total. It is estimated that 60% of the site will be improved (building or site/landscape) with this project.

The building is to remain open and serving clients during the majority of the upgrades.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

This site is in the Kittitas County Unincorporated Area.

Address: 804 Elmview Road, Ellensburg, WA 98926

Parcel #: 957715

Map #: 50-19-07226

See attached site plan.

B. Environmental Elements [\[HELP\]](#)



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1. **Earth** [\[help\]](#)

a. General description of the site:

(circle one): Flat, rolling, hilly, steep slopes, mountainous, other _____

b. What is the steepest slope on the site (approximate percent slope)?

Approximately 9% maximum slope within project area from the existing building to Falcon Road, north to south.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

This is a developed industrial park with known site conditions from previous site disruption. These original Kittitas Valley floor soils are clay/silt unconsolidated deposits of a sloping alluvial fan surface. Today, the site is composed of rocky fill material with very low organic content.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

We are not aware of any history of unstable soils. Existing facilities and site features present no indication of settlement or similar.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

The site would be converted from existing gravel and grass to a building, driveway, asphalt and gravel lots, and landscaped areas over a total affected area of 2.24 acres.

The approximate sizes of the proposed new surfaces are as follows:

Concrete pad for cooler/freezer – 2,066 sf

Concrete area – 7,550 sf

Gravel area – 23,957 sf

Asphalt area – 29,050 sf

Grass/landscape area – 15,210 sf

At this time site cut and fill is estimated to be neutral. This is a flat, existing developed site requiring no tear up of the existing soils.



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- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

Temporary surface erosion may occur during clearing and grading operations, although it is expected to have minor impact given the flat slope of the site (the project site is composed primarily of slopes under 3%). Minor localized erosion may occur as a result of construction activities that will not extend outside the project limits. Wind blown dust is also a concern, typical for this area, and will need to be managed throughout the construction process.

- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

The total parcel area for the site is 2.24 acres of existing development. This project will redevelop approximately 1.2 acres of the site for safety and 0.4 acres will be converted to landscaping and bioinfiltration swale. A new gravel yard will be installed along with a concrete apron and building addition. The new impervious area totals 0.93 acres.

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

The disturbed area of the project site will be limited to minimize any erosion potential to the extent possible. Use of on-site erosion control measures including silt fences, construction entrances and other standard construction erosion control practices will control potential on-site erosion. Measures laid out in the Temporary Erosion Sedimentation Control (TESC) plan will mitigate potential impacts. All work will be performed in compliance with local and state code and permitting requirements.

2. Air [\[help\]](#)

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.

While typical construction emissions are expected, these minor air quality impacts would be temporary, occurring during construction activities. There will be a small increase (approximate quantities are unknown) in exhaust emissions from construction vehicles and equipment, and a temporary increase in dust due to earthwork for the project. Exhaust emissions would also be generated from construction worker vehicles and equipment traffic to and from the site. The contractor will use best management practices (BMPs) to reduce or eliminate these emissions of dust particles and vehicle exhaust. The number of workers at the project site at any one time would vary depending upon the nature and construction phase of the project.



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Upon completion of construction, air quality in the vicinity of the site is anticipated to remain the same, as there are no anticipated changes to delivery or ongoing operations. Some of the administrative services will be moving to a new building in downtown Ellensburg, thereby removing some of the existing daily employee traffic.

This project is not anticipated to create any additional traffic, but it will better manage existing traffic flows for greater efficiency and safety by organizing the vehicular environment. Permit and local regulations require compliance with applicable standards.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

There are no known off-site sources of emissions or odors that would affect the proposed project.

- c. Proposed measures to reduce or control emissions or other impacts to air, if any:

The project will comply with all applicable guidelines and regulations applying to the control of airborne dust generation and other emissions. An Erosion and Sedimentation Control Plan will be created and implemented for construction activities associated with the project.

The project is pursuing LEED Silver and as such, control of airborne or waterborne dust is a requirement. Additionally, indoor air quality will meet and exceed industry standards, documented by the LEED certification.

3. **Water** [\[help\]](#)

- a. Surface Water: [\[help\]](#)

- 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 stream or river it flows into.

There are no surface waterbodies on or in the immediate vicinity of the site.

- 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.

Not applicable.

- 3) Estimate the amount of 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.



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Not applicable.

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

Not applicable.

- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

The project does not lie within a 100-year floodplain, as shown in FEMA Special Flood Hazard Area map #53037C1070D, effective 9/24/2021. (<https://msc.fema.gov/portal/search?AddressQuery=804%20Elmview%20Rd%2C%20Ellensburg%2C%20WA%20%2098926#searchresultsanchor>).

- 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.

The project does not involve any discharges of waste materials to surface waters.

b. Ground Water: [\[help\]](#)

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

No groundwater will be withdrawn. Evidence of a high groundwater table has been reported. It is likely that stormwater will mingle with the groundwater. Stormwater will be infiltrated into the ground in accordance with City of Ellensburg/Kittitas County Code and the Stormwater Management Manual for Eastern Washington (SWMMEW). The project includes converting 0.4 acres of the existing development to landscaping and bioinfiltration swale to ease stormwater flow impacts and provide water quality treatment.

- 2) Describe waste material 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.

Not applicable. The site is served by the City of Ellensburg sewage system. There is no septic system and no waste material will be discharged into the ground associated with this project.



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c. Water runoff (including stormwater):

- a. 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.

The project site is within the Wilson Creek watershed which drains into the Upper Yakima River.

The primary source of stormwater runoff will be rainfall. Stormwater will be collected in catchbasins and piped to above-ground bioinfiltration systems in accordance with City of Ellensburg/Kittias County County code and guidelines set forth in the Stormwater Management Manual for Eastern Washington (SWMMEW). Full retention of the 10 year storm will be achieved within the biofiltration swales and predevelopment design flows for the 25 year storm will be matched for stormwater leaving the site via the County storm drain system in accordance with the Code. Non-pollutant generating surface runoff will be piped to catchbasin systems to avoid co-mingling of pollutant and non-pollutant laden stormwater. Water quality treatment for the 6 month storm will occur within the bioinfiltration swales.

Rainfall landing upon the roof and freezer/cooler surfaces (concrete pad) will run to drains connected to the public storm drain system at the south sides of the roofs.

Engineered stormwater plans are required as the project generates an impervious surface exceeding 5000 square feet. Plans will be created that comply with the SWMMEW. □

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

No waste materials will enter the ground or surface waters.

- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

No, the proposed project does not significantly alter existing topography or conditions and therefore drainage patterns will be maintained.

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

Landscaping islands will be used where possible for pretreatment of stormwater generated from pollutant laden surfaces. Stormwater will be piped to a code-compliant detention facility providing flow control and water quality treatment. Overflow



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water will be given outlet to the County drainage system, maintaining natural drainage systems within the watershed basin.

4. **Plants** [\[help\]](#)

a. Check the 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
- Orchards, vineyards or other permanent crops.
- wet soil plants: cattail, buttercup, bullrush, 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?

It is estimated that 29,000 SF of the existing unmaintained/undeveloped site will be disrupted to accommodate the building footprint, vehicle circulation, parking and landscape areas. Ten juniper trees are proposed to be removed within this figure.

The areas where vegetation is removed or altered will be either converted to gravel surface or re-landscaped with plants appropriate to the climatic site conditions.

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

None known. There is no Priority Habitats and Species listing with Washington State Department of Fish & Wildlife.

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

New landscaping will be appropriate for the climatic conditions of the site (Columbia Plateau) and existing soils to minimize resource use and maintenance requirements. All plant species will be low-maintenance and drought-tolerant. As much as is reasonable, the species selected will be native to the region.

e. List all noxious weeds and invasive species known to be on or near the site.



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Several noxious weeds exist on this site; they include Hawkweed, Knapweed, Yellow Salsify, Russian Thistle, Field Bindweed, Wild Mustard, and Herb Robert.

5. **Animals** [\[help\]](#)

- a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site.

Birds: hawk, eagle, songbirds.

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

None observed or known to be on site.

- c. Is the site part of a migration route? If so, explain.

None known.

- d. Proposed measures to preserve or enhance wildlife, if any:

New plantings will incorporate mostly native plants which will provide habitat opportunities and food sources for birds. The low-maintenance landscape will also be designed to require no chemical treatments that could harm wildlife. Landscaping will also maximize the use of low-water use 'dryscape' and reduce the need for water, site disruption and ongoing maintenance.

- e. List any invasive animal species known to be on or near the site.

None known.

6. **Energy and Natural Resources** [\[help\]](#)

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

All new HVAC and refrigeration systems are planned to be electric. The building structural design accommodates an extra 5#/ square foot load in anticipation of future photovoltaic panel load. The actual energy generation potential is to be determined in the final design.



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

This building would not affect use of solar energy by adjacent properties.

- 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:

- **HVAC systems will be Variable Refrigerant Flow (VRF) heat pumps, aiming for 15% higher energy efficiency than the current standard. Dedicated Outdoor Air Systems (DOAS) including Energy-Recovery Ventilators (ERV) will be used for both the office and warehouse areas. These units address ventilation separately from heating and cooling to reduce energy consumption and thus their carbon footprint while improving indoor air quality.**
- **Exterior joints at windows, openings at penetrations of utility services through walls and roofs and all other openings in the building envelope shall be sealed, caulked, gasketed or weather-stripped to limit air leakage.**
- **All exterior walls and roof will be fully insulated to meet or exceed current energy codes.**
- **This project is pursuing LEED certification at a Silver standard or higher, which will include energy efficiency measures.**
- **Energy efficient LED lighting will be used as the primary source of artificial light on the interior of the building and for all exterior and site illumination.**
- **Motion control light dimming will be used to reduce energy when the building is unoccupied.**
- **Plumbing efficiencies include low consumption toilets, lavatories faucets and kitchen sink faucets.**
- **All equipment will meet or exceed Washington State Energy Code (WSEC) requirements. Additionally, the project is pursuing LEED Silver and as such, it is seeking energy conservation in both the construction and operation phases. These conservation achievements will be documented by the LEED certification process.**

7. Environmental Health [\[help\]](#)

- 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.

None known.

- 1) Describe any known or possible contamination at the site from present or past uses.



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This site is not known to have any contamination and no environmental health hazards are expected to result from this proposal.

- 2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

There is a natural gas service stub to the lot, but no gas transmission lines located within the project area. No other hazardous chemicals/conditions that might affect project development are known.

- 3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.

Gasoline and diesel fuel for equipment will be used and stored properly on-site during construction. Standard fuels and oils will be stored in individual vehicles (standard gas tanks and in engine) during operation. No other toxic or hazardous materials are proposed.

Once construction is completed and the warehouse is under normal operation, no toxic or hazardous chemicals are expected to be stored, used, or produced.

- 4) Describe special emergency services that might be required.

No special emergency services are expected. Standard fire, police, and emergency medical services are available.

- 5) Proposed measures to reduce or control environmental health hazards, if any:

Safely store all fuels for equipment. Implement source control BMPs and SWPPP.

b. Noise

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

Air traffic from Bowers Field and standard vehicle traffic along adjacent roads are the primary generators of noise. None of these would impact the proposed project.



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

Standard short term construction noise is expected. Site construction is targeted to occur in the summer season construction window, commencing as soon as April 2022. It is anticipated that construction will be completed May 2023.

The only noise associated with this site during operation is vehicular traffic. No change is expected to traffic volumes or patterns, except slight variations during construction due to employee personal vehicles. The project will ultimately better manage existing traffic flows.

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

Construction activities would be restricted to hours and levels designated by Kittitas County Noise Control Ordinance requirements.

8. Land and Shoreline Use [\[help\]](#)

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

The site currently houses the FISH operations, including a food warehouse, food pantry, client reception, and office space. Adjacent properties are warehouse/ light industrial uses and the Bowers Field Airport. The proposed project will not change the current use or affect the nearby/adjacent properties.

- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

Not in the recent past. Bowers Airfield and the Kittitas County Airport Business Park have long replaced what used to be irrigated pastureland.

- 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:

No.

- c. Describe any structures on the site.



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On site there is a building that contains a food warehouse, food pantry, client reception, and office space. There are two other small storage buildings and three shipping containers.

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

The three shipping containers will be removed. One of the storage sheds will be demolished. The main building on site will not be demolished as part of this project, except minimal exterior demolition as required for the addition and selective interior demolition necessary for renovations.

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

This site is in Unincorporated Kittitas County, within the Airport Overlay (AO) zoning, Airport Operation Zone, 3 unit maximum density.

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

Airport Overlay (AO) Zone

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

Not applicable.

h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

No.

i. Approximately how many people would reside or work in the completed project?

Approximately 15 staff will work on the site. The site will be frequented by approximately 5 suppliers and 100 clients daily.

j. Approximately how many people would the completed project displace?

None.

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

Not applicable.

L. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:



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The addition and revisions to the existing building will not change the use of the building or the site. This use is compatible with existing Kittitas County zoning and the Comprehensive Plan.

- m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:

Not applicable. No agricultural or forest lands are impacted by this project.

9. *Housing* [\[help\]](#)

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

No housing units are proposed. This is a commercial storage and office building.

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

None.

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

Not applicable.

10. *Aesthetics* [\[help\]](#)

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

The tallest height of the proposed building is approximately 20 feet. Proposed exterior building materials include: steel and aluminum metal panel siding, EIFS.

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

The project would have no discernible effect on the views in the area.

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

None.



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11. Light and Glare [\[help\]](#)

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

There may be a small amount of glare off the building during the day from the sun.

Exterior lighting will be placed on site that adheres to International Dark-Sky Association and Illuminating Engineering Society of North America recommendations to minimize spillover and glare. These lights will be cut off at 0 degrees or at the horizon, with no up-light. Special design coordination has been provided due to proximity to Bowers Field.

Minimal artificial illumination could be visible through exterior glazing after dark. Motion control dimming systems will be used to reduce artificial light into the site after regular occupancy hours. In this system, lighting will remain very low, such as 10% (user adjustable) until they sense motion. At that point, lights come up to 100% for a selected time period, and return to the dimmed state after they no longer sense motion.

Adjacent properties will not be impacted.

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

No. Lighting from the completed project is not expected to be a safety hazard or interfere with views. Special design coordination has been provided due to proximity to Bowers Field.

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

None. There are no off-site sources of light or glare that would adversely affect the project.

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

The majority of the building is windowless and will not provide spillover from interior lighting. The exterior lighting of the building and parking areas will use well-shielded, downward facing outdoor lighting systems and no uplight area or street lighting.

12. Recreation [\[help\]](#)

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



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The nearby Kittitas County Airport (Bowers Field) offers aviation recreation facilities.

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

No. The proposed building is in a light industrial area.

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

None proposed.

13. Historic and cultural preservation [\[help\]](#)

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.

The Bowers Field airport is over 45 years old, but is not registered as a historic site.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.

None known or expected. All construction is on previously disturbed land, and no landmarks or artifacts have been found on site.

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

Background research consisted of a review of historic and precontact archaeological site and report files at national and state historic databases (Department of Archaeology and Historic Preservation, Wisard), a review of pertinent environmental and historical reports, (airport building site form circa 2002, Archaeological Assessment for the Kittitas County Airport Business Park Expansion, Parcel No. 086233, Ellensburg, Washington, 2008), and a site visit were used to identify any cultural and historic resources. None identified any artifacts or historical significance on the site or in the vicinity.

A report made on the parcel of land immediately to the north of the building site evaluated the historic quality of three building foundations as older development. This report states that “No artifacts were observed in vicinity of any of the three



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building foundations.” The surrounding area indicates that historic resources are very unlikely.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

In the event that deeply buried artifacts are observed over the course of pending construction ground disturbance, work will cease in the immediate area, and the Department of Archaeology and Historic Preservation in Olympia will be contacted immediately.

14. Transportation [\[help\]](#)

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

Public streets serving the site include Elmview Road, Beech Road, and and Falcon Road. The site has entrances to all three public streets, and each access will be improved in this project.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?

Yes, this site is served by public transport. Central Transit’s Route 13 encircles the property and a bus stop is located on Beech Road on the east side of the project site. The site is served by bus every hour from roughly 7 a.m. to 7 p.m. Details are listed here: <https://ci.ellensburg.wa.us/1051/Ellensburg-Central-Transit>

- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?

The parking spaces for the proposed project include 45 stalls on asphalt and a large gravel lot suitable for semi-trucks or overflow parking. This will include 4 ADA van accessible stalls and aisles. Currently, there is unmarked parking across the east side of the site. By marking the stalls, the project will effectively double or triple the useful space for parking.

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

No new roads or streets will be required for this project. Modifications will be made



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connecting driveway entrances to each adjacent public street. A culvert on Beech road will be rerouted and curbing and striping will be installed to channelize Beech south of the entrance. Culverts to continue the County stormdrain system will be required at all driveway entrances.

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

This project is in the vicinity of Kittitas County Airport (Bowers Field), but it will not use air transportation. There is no water or rail transportation nearby.

- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?

The project will not substantially change the number of vehicular trips to or from the site. Some administrative function will move to another site, relieving a small number of trips at this site. While food storage capacity will increase by 300%, neither delivery nor pickup traffic is expected to change in any substantial manner.

Peak volumes occur Monday through Thursday from 1:00-2:30, with a maximum of 15 additional vehicles in the parking lot that serve an average of 20 families per day. Friday peak volume is 9:00-10:30, serving about the same number of families on average but only averaging 10 additional vehicles in that time.

Semi-truck deliveries will remain on the same schedule, numbering approximately 6 per month. No new truck traffic is associated with this project.

- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

No, this proposal will not interfere with agricultural or forest product movement on roads or streets.

- h. Proposed measures to reduce or control transportation impacts, if any:

No transportation impacts are expected, so no measures are proposed to reduce or control them.

15. Public Services [\[help\]](#)



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

The anticipated project has no increase in need for schools, healthcare, police, fire, or other public service is expected.

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

No impacts to public services are expected, so no measures are proposed to reduce or control them.

16. Utilities [help]

- a. Circle utilities currently available at the site:

electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other _____

- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

The building is currently powered by electricity for lighting and heating/cooling, provided by both Puget Sound Energy. Water and sewer are provided by City of Ellensburg Utility Services. Waste Management provides refuse services. Telephone and internet service is provided by Fairpoint Communications.

A service water line may be required from the City main to the site for support of a potential fire sprinkler system within the building and/or fire hydrant. This determination will be made in compliance with county, fire, and public works review upon the final project design.

C. Signature [HELP]

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: [Handwritten Signature]

Name of signee: Jeff Duncan

Position and Agency/Organization: Deputy Director, FISH Community Food Bank

Date Submitted: October 26, 2021