



Community Development Department
1309 Myrtle Avenue
Enumclaw, WA 98022-3101
(360) 825-3593

Environmental Checklist for SEPA Review Application Form

To be completed by Staff:

Application # _____

Received by: _____ Date: _____

Processing Fee: \$350.00 plus public notification costs _____

A. Staff review determined that project:

- ___ Meets categorically exempt criteria.
- ___ Has no probable significant adverse environmental impact(s) and application should be processed without further consideration of environmental effects.
- ___ Has probable, significant impact(s) that can be mitigated through conditions. EIS not necessary.
- ___ Has probable, significant adverse environmental impact(s). An Environmental Impact Statement will be prepared.

Signature of Responsible Official

Date

B. Comments:

C. Type of Permit or Action Requested:

D. Zoning District:

To be completed by Applicant:

A. Background Information:

1. Name of Project: _____

2. Name of Applicant: _____

Mailing Address: _____

3. Contact Person: _____

Telephone: _____

(Note that all correspondence will be mailed to the applicant listed above unless a project contact is designated here and on an addendum attached to this page.)

4. Applicant is (owner, agent, other): _____

5. **Location.** Give general location of proposed project (street address, nearest intersection of streets and section, township and section). _____

6. **Legal description and tax identification number**

a. **Legal description (if lengthy, attach as separate sheet)**

b. Tax Identification number: _____

7. **Existing conditions:** Give a general description of the property and existing improvements, size, topography, vegetation, soil, drainage natural features, etc. (If necessary, attach a separate sheet). _____

8. Site Area (acres and/or square feet): _____ Site Dimensions: _____

9. **Project description:** Give a brief but complete description of the intended use of the property or project including all proposed uses, days and hours of operation and the size of the project and site. (Attach site plans as described in the instructions): _____

10. **Schedule:** Describe the timing or schedule (include phasing and phasing dates, if possible) _____

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

12. **Permits/Approvals:** List all permits or approvals for this project from local, state, federal, or other agencies for which you have applied or will apply as required for your proposal.

Agency	Permit Type	Date Submitted*	Number	Status**

* Leave blank if not submitted
 ** Approved, denied or pending

13. **Environmental Information:** List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

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

B. Environmental Elements

1. Earth

- a. General description of the site (circle one):
Flat, rolling, hilly, steep slopes, mountains, other: _____

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

- 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 prime farmland.

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

- e. Describe the purpose, type and approximate quantities of any filling or grading proposed. Indicate source of fill. _____

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

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

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

2. Air

a. What types of emissions to the air would result from the proposal (i.e., dust, automobile, 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

i. Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, salt, water, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. _____

ii. 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. _____

iii. 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. _____

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

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

vi. 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:

i. Will ground water be withdrawn, or will water be discharged to ground water? Give general description, purpose, and approximate quantities, if known: _____

ii. 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. _____

c. Water Runoff (including storm water):

i. 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. _____

ii. 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: cattail, 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, beaver, 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 completed 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, generally 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.

- i. Describe special emergency services that might be required.

- ii. Proposed measures to reduce or control environmental health hazards, if any: _____

b. Noise

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

- ii. 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 this site. _____

- iii. 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? If so, specify. _____

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

j. Approximately how many people would the completed project Displace? _____

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 proposals 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 immediately 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 Services

- 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 service, telephone, sanitary sewer, septic system, other. _____

- b. Describe the utilities that are proposed for the project, the utilities providing the service 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: _____

D. Supplemental Sheet for Nonproject Actions

Because these questions are very general, it may be helpful to read them in Conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

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 are:

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 are: _____

Proposed measures to protect or conserve energy and natural Resources are: _____

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 are: _____

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans? _____

Proposed measures to avoid or reduce shoreline and land use impacts are: _____

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) are: _____

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

SEPA Submittal Requirements Checklist

SUBMIT THE FOLLOWING INFORMATION FOR A COMPLETE APPLICATION

- ✓ A. Submit the original checklist form and two (2) copies (for a total of three (3)). Along with three (3) copies of each of the following:
 - 1. Vicinity map clearly showing the location of the project with respect to public streets and other parcels and development.
 - 2. Site plan (one at original size; the rest reduced to no larger than 11 x 17 inch size)

The site plan must show north arrow and engineering scale; any significant or natural features such as creeks, wetlands, steep slopes; dimensions and shape of lot; location and size of existing and proposed buildings and development, including parking and landscape areas, adjacent streets and points of ingress and egress, and adjacent uses.
 - 4. When appropriate, conceptual building elevations.
 - 5. Conceptual vehicle maneuvering diagram.
 - 6. \$350.00 filing fee plus public notification costs

- ✓ B. Submit three (3) copies of the following when appropriate:
 - 1. Wetland Delineation Report.
 - 2. Geotechnical and Geological Report.

All maps must be folded to fit into a 10 x 15 inch mailing envelope.