

Draft Project Review Checklist
Attachment H

Version 4b Draft Environmental Checklist

**State Environmental
Policy Act**

For Agency Use Only

SEPA Case #: _____
Project Case #: _____
Related Case #: _____
Date of complete application: _____
Date of notice of application: _____
(If applicable)

Part A

[If the Applicant, Preparer, or Property Owner is a business, please also include name of contact person.]

1.1 Applicant

Name:
Mailing address:

Phone:
FAX:
Email:

1.2 Preparer (if different from applicant)

Name:
Mailing address:

Phone:
FAX:
Email:

1.3 Property Owner (if different from applicant)

Name:
Mailing address:

Phone:
FAX:
Email:

1.4 Location

Street address:

County:
County Assessor's number(s):

Section: ____ Township: ____ Range: ____
Legal description:

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Part B

1.5 Project Description

Project name: _____

Project Description:

(Describe your proposal below; attach additional pages if desired. Include dimensions, volumes, and units where appropriate; and all phases proposed, such as site preparation, construction, operation/use, and closure; as well as offsite aspects such as transportation, utility extensions, and waste discharges/disposal.)

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1.6 Proposed Timing or Schedule

(Include start of construction and/or operation, closure date, etc.)

1.7 Phased and Future Projects

Is this project a continuation or expansion of a previous proposal or are there other related actions planned (e.g. existing facilities, future additions, remodel, etc.) ?

Yes

Describe any pieces that are not described as part of your proposal in this document, including expected timing or schedule of any future projects and if future environmental analysis is expected. (Include additional sheets as needed.)

No

Is this proposal a “Planned Action” under a county/city ordinance?

Yes

No

1.8 Special Reports

(List any special reports, studies, or environmental documents that provide information about the proposal, the site, or the area. You should include comprehensive plans or other planning documents that you know about that provide specific environmental information relevant to your proposal)

| Report No. optional | Name of Report and Location for Review | Date of Completion (past or expected) |
|---------------------|--|---------------------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

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1.9 Permit Information

(Indicate all known required permits and licenses for the proposal)

| Permit or approval/Issuing Agency | Application Date | Application / Permit # (if known) |
|-----------------------------------|------------------|-----------------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Agency Comments

2.1 Acreage

Total Acreage: _____

Project Site:
(Portion changed or used by project, including rezone, land division, construction phase, etc.) _____

2.2 Land Uses

Existing Land Uses:

Past Known Land Uses:

Existing Adjacent Uses

North:

South:

West:

East:

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2.2 Land Uses, continued

Proposed Land Use

(Check all that apply and provide the number of new units, lots, or square footage proposed.)

- Multiple-family/apartments
_____ number of units proposed
- Residential subdivision
_____ lots/units proposed
- Industrial development
_____ new square footage proposed
- Commercial development
_____ new square footage proposed
- Public Facility
_____ new square footage proposed
- Agriculture
- Natural Resource such as mining or timber harvest
- Other _____

2.3. Service Providers

School District: _____

Police Services: _____

Fire Services: _____

Other Emergency Services: _____

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2.4 Utility Needs

(Check any/all utilities where there would be a new or increased need as a result of the project, and provide related details requested.)

WATER

Gallons per day proposed: _____

Water source:

public utility / name: _____

surface water / name: _____

private well

private water system / name: _____

Is a new well, diversion, line, or connection required?

Yes

No

ENERGY

Electricity/public utility name: _____

Natural gas/utility name: _____

Fuel / type: _____

Is a new facility, generator, line, or connection required?

Yes

No

SANITARY WASTE

Gallons per day _____

Discharge to:

Public utility / name: _____

Septic system

Other _____

Is a new system, line, or connection required?

Yes

No

INDUSTRIAL WASTEWATER

Gallons per day _____

Discharge to:

Public utility / name: _____

Other: _____

STORMWATER

Gallons per day _____

Drain/discharge to:

Public utility/name: _____

On-site

Other _____

Is a new facility, system, line, or connection required?

Yes

No

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2.5 Property/Site Information

(Contact your local development services/planning office for assistance)

Current Zoning: _____ None

Planning Area: _____

Shoreline Master Plan Designation: _____

Flood Zone: _____

Closest Surface Water: _____

Distance: _____

WRIA #: _____

Natural Resource Areas designated by the county or city:

| | <u>Yes</u> | <u>No</u> |
|-------------|--------------------------|--------------------------|
| Forest land | <input type="checkbox"/> | <input type="checkbox"/> |
| Agriculture | <input type="checkbox"/> | <input type="checkbox"/> |
| Mineral | <input type="checkbox"/> | <input type="checkbox"/> |

Critical Areas designated by the county or city:

(Within 200 yds of Project Site)

| | <u>Yes</u> | <u>No</u> |
|--|--------------------------|--------------------------|
| Wetland | <input type="checkbox"/> | <input type="checkbox"/> |
| Frequently flooded | <input type="checkbox"/> | <input type="checkbox"/> |
| Aquifer recharge | <input type="checkbox"/> | <input type="checkbox"/> |
| Geologic hazard | <input type="checkbox"/> | <input type="checkbox"/> |
| Fish and wildlife habitat conservation | <input type="checkbox"/> | <input type="checkbox"/> |
| Other: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| _____ | <input type="checkbox"/> | <input type="checkbox"/> |

| <u>Local, State, or Federal</u> | <u>Listed</u> | <u>Proposed</u> | <u>No</u> |
|---------------------------------|--------------------------|--------------------------|--------------------------|
| Historic Register: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Cultural Site: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Other applicable plans or local/state/federal designations?

None known

Yes: _____

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2.6 Plants

Circle the types of plants found on the site:

Deciduous trees: Alder, maple, aspen, other: _____

Evergreen trees: Fir, cedar, pine, other: _____

Shrubs, grass, pasture

Wet soil plants: Cattail, buttercup, bullrush, skunk cabbage,
other _____

Water plants: Water lily, eelgrass, milfoil, other: _____

Unique habitat: _____

Other types of vegetation: _____

None

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

None known

2.7. Fish and Wildlife

Circle any animals that have been observed or are known to be on or near the site or to use the site as a travel corridor

Birds: Hawk, heron, eagle, songbirds, other:

Mammals: Deer, bear, elk, beaver, other:

Fish: Bass, salmon, trout, herring, shellfish, other:

Other: _____

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

None known

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2.8 Site Changes

Estimate the area of the site with each of the following cover types before and after the project (before and after totals should be equal):

Please name units used. When Project
Is Completed

| | Currently | When Project Is Completed |
|--|-----------|------------------------------|
| Roads, buildings and other impervious surfaces | | |
| Agricultural (includes orchards, cropland, pasture, etc.) | | |
| Meadow or Brushland (Non-agricultural) | | |
| Forested | | |
| Wetland (freshwater or tidal) | | |
| Water surface area | | |
| Unvegetated (rock, earth or fill) | | |
| Other: _____ | | |
| TOTAL: | | |

(Check those project activities that apply and provide related information.)

Forest practices/harvest Acres proposed: _____

Demolition or Renovation
Method: _____

Waste use or disposal site: _____

Grading Cubic yards proposed: _____

Filling (import material to site)
Cubic yards proposed: _____ Source of fill: _____

Excavating (export material off site)
Cubic yards proposed: _____

Disposal site or use: _____

Is fill or excavation proposed within surface waters, wetlands, or frequently flooded areas?

No

Yes

Fill Cubic yards: _____

Excavation/dredging Cubic yards: _____

Describe area(s) where this would occur:

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2.9 Transportation

Will transportation methods other than roads/motorized vehicles be used to access the site? (Air, water, rail, pedestrians, bicycles, etc.)

Yes Describe:

No

Vehicular traffic generated by project:

| | <u>Peak hours trips/day</u> | <u>Time of peak hours</u> |
|-----------------------|-----------------------------|---------------------------|
| During construction: | _____ | _____ |
| During operation/use: | _____ | _____ |

Proposed new roads (Include details on site plan)

Proposed road improvements Location/description:

| | <u>Existing spaces:</u> | <u>Spaces after project:</u> |
|--------------------------|-------------------------|------------------------------|
| On-site parking: | _____ | _____ |
| Off-site parking: | _____ | _____ |

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C. SCREENING QUESTIONS

| | | | |
|--|--|-----------------------------|---|
| <p>Answer the following questions. For each “yes” or “maybe”, complete Part D. If all your answers are “no”, you may proceed to Part E. Refer to the SEPA Project Review Form Guidance Document to provide more specific information about each of the questions.</p> | | | |
| 3.1 EARTH AND GEOLOGY | Will the project occur in an area that contains steep slopes, unstable soils, surface indications or history of unstable soils; or other geologic hazard with the potential of landslide, mass wasting erosion, faulting, subsidence, or liquefaction? | No <input type="checkbox"/> | Yes <input type="checkbox"/> Maybe <input type="checkbox"/> ⇒ Go to Part D |
| 4.1 WATER QUALITY - WETLANDS AND SURFACE WATER | Will the proposal involve any activities (construction, installation of utility lines, grading, placement or removal of fill alteration of vegetation, realignment or diversion of stream, etc.) on a steep slope, area of unstable soils, or within a surface water body, wetland, or their buffer areas (where buffer areas have not been designated, allow 200 feet), or within a floodplain)? | No <input type="checkbox"/> | Yes <input type="checkbox"/> Maybe <input type="checkbox"/> ⇒ Go to Part D |
| 4.2 WATER QUALITY – DISCHARGES | Will the proposal discharge wastewater (septic systems, process waters, dairy waste, etc.) to on or off site surface waters, wetlands, or the ground? (do not include discharges to utilities) | No <input type="checkbox"/> | Yes <input type="checkbox"/> Maybe <input type="checkbox"/> ⇒ Go to Part D |
| 4.3 WATER QUALITY – STORMWATER RUNOFF | Does the proposal involve any potential sources of stormwater contamination from: <input type="checkbox"/> Drainage of impervious surfaces <input type="checkbox"/> Erosion from disturbed soils, lost vegetation, etc. <input type="checkbox"/> Animal wastes <input type="checkbox"/> Fertilizers or decomposing organic material <input type="checkbox"/> Pesticides or other chemical usage <input type="checkbox"/> Surface mining operations <input type="checkbox"/> Other _____ | No <input type="checkbox"/> | Yes <input type="checkbox"/> Maybe <input type="checkbox"/> ⇒ Go to Part D |
| 4.4 WATER QUANTITY – WATER USE, | Will the proposal involve a new withdrawal, diversion, retention, or use for water not received from a utility? | No <input type="checkbox"/> | Yes <input type="checkbox"/> Maybe <input type="checkbox"/> ⇒ Go to Part D |
| 4.5 WATER QUANTITY – RUNOFF, STORMWATER AND POINT DISCHARGES | Is the project likely to result in changes in flow or volume in any water body or aquifer? Consider changes in vegetation, blocking of recharge by new impervious surfaces, grading, filling, discharges, water use, etc. | No <input type="checkbox"/> | Yes <input type="checkbox"/> Maybe <input type="checkbox"/> ⇒ Go to Part D |
| 5.1 PLANTS AND ANIMALS | Will the project occur in or near an area that contains plants or animals (excluding site landscaping)? | No <input type="checkbox"/> | Yes <input type="checkbox"/> Maybe <input type="checkbox"/> ⇒ Go to Part D |
| 6.1 AIR QUALITY | Will the project have either indoor or outdoor air pollution emissions or the potential to produce an odor nuisance, other than those related to construction or traffic? | No <input type="checkbox"/> | Yes <input type="checkbox"/> Maybe <input type="checkbox"/> ⇒ Go to Part D |
| 6.2 WASTE MANAGEMENT | Will the project generate large quantities of waste during either construction or operation other than those listed as a discharge under Water Quality or Air? | No <input type="checkbox"/> | Yes <input type="checkbox"/> Maybe <input type="checkbox"/> ⇒ Go to Part D |
| 6.3 ENERGY AND OTHER NATURAL RESOURCES | Will the project, because of type, size, or design, require the consumption or removal of substantial quantities of natural resources including energy (electricity, petroleum, etc.), rock minerals, trees/wood, peat, etc. during either construction or operation? | No <input type="checkbox"/> | Yes <input type="checkbox"/> Maybe <input type="checkbox"/> ⇒ Go to Part D |

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| | | | |
|---|---|------------------------------------|--|
| <p>7.1 ARCHAEOLOGICAL, CULTURAL, AND HISTORICAL RESOURCES</p> | <p>Will the project occur in an area or location that includes the following? Archaeological or cultural resource site Any known landmarks or evidence of historic, archaeological, scientific or cultural importance Is listed or is eligible to be listed on a local, state, or federal historic register</p> | <p>No <input type="checkbox"/></p> | <p>Yes <input type="checkbox"/> ⇒ Go to Maybe <input type="checkbox"/> ⇒ Part D</p> |
| <p>8.1 LAND USE, NATURAL RESOURCE LANDS, AND SHORELINES COMPATIBILITY</p> | <p>Will the proposal involve or result in any of the following (include likely future proposals that will occur <u>as a result of this action</u>, such as increased development from newly created lots or extension of services, etc.) <input type="checkbox"/> Change in land use <input type="checkbox"/> Change in intensity of land use <input type="checkbox"/> Provide new or improved service to an area (e.g. transportation, utilities, entertainment, etc.)</p> | <p>No <input type="checkbox"/></p> | <p>Yes <input type="checkbox"/> ⇒ Go to Maybe <input type="checkbox"/> ⇒ Part D</p> |
| <p>8.2 LIGHT, GLARE, NOISE, AND AESTHETICS</p> | <p>Will the project transmit light, glare, or noise onto adjacent areas or alter or obstruct any views in the immediate area?</p> | <p>No <input type="checkbox"/></p> | <p>Yes <input type="checkbox"/> ⇒ Go to Maybe <input type="checkbox"/> ⇒ Part D</p> |
| <p>8.3 EXISTING SITE CONTAMINATION</p> | <p>Is there any evidence that the project site(s) contain(s) potentially hazardous materials including toxic chemicals, volatile gases or other poisonous or hazardous substances?</p> | <p>No <input type="checkbox"/></p> | <p>Yes <input type="checkbox"/> ⇒ Go to Maybe <input type="checkbox"/> ⇒ Part D</p> |
| <p>8.4 HAZARDOUS MATERIALS</p> | <p>Will the project involve the removal, use, or disposal of hazardous materials that involve toxic chemicals, asbestos, risk of fire or explosion, and/or spill or danger to public health and the environment?</p> | <p>No <input type="checkbox"/></p> | <p>Yes <input type="checkbox"/> ⇒ Go to Maybe <input type="checkbox"/> ⇒ Part D</p> |
| <p>8.5 HOUSING</p> | <p>Will the project be likely to displace or otherwise affect existing or future housing, particularly housing for low and moderate income households?</p> | <p>No <input type="checkbox"/></p> | <p>Yes <input type="checkbox"/> ⇒ Go to Maybe <input type="checkbox"/> ⇒ Part D</p> |
| <p>9.1 TRAFFIC AND TRANSPORTATION</p> | <p>Will the project be likely to cause any of the following in relationship to the local and regional transportation system? <input type="checkbox"/> Reduce the level of service (LOS) in an area <input type="checkbox"/> Restrict vehicular use <input type="checkbox"/> Increase demand of vehicular use <input type="checkbox"/> Potential to create or increase local safety hazards <input type="checkbox"/> Increase or decrease transit and non-vehicular use such as buses, bikes, and walking <input type="checkbox"/> Project's role in long term cumulative demands upon the transportation system (refer to your transportation report, if one is prepared)</p> | <p>No <input type="checkbox"/></p> | <p>Yes <input type="checkbox"/> ⇒ Go to Maybe <input type="checkbox"/> ⇒ Part D</p> |
| <p>9.2 PUBLIC SERVICES AND FACILITIES</p> | <p>Will the project be likely to increase use of public services and facilities such as fire protection, law enforcement, schools, parks and recreation, public open space, social services or general government?</p> | <p>No <input type="checkbox"/></p> | <p>Yes <input type="checkbox"/> ⇒ Go to Maybe <input type="checkbox"/> ⇒ Part D</p> |
| <p>9.3 UTILITIES</p> | <p>Will the project be likely to increase demand for public or privately owned water, sewer, storm water, solid waste, communication or energy utilities?</p> | <p>No <input type="checkbox"/></p> | <p>Yes <input type="checkbox"/> ⇒ Go to Maybe <input type="checkbox"/> ⇒ Part D</p> |

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D. CHANGES, IMPACTS AND MITIGATION

For each time you answered “yes” or “maybe” in Part C, answer the following questions:

Note:

1. Refer to the SEPA Project Review Form Guidance Document to provide more specific information about the following questions.
2. If there are reports, studies, or plans that are existing, planned, or required (but may not be completed) relating to the issue being discussed below, make sure it is listed in 1.9 and either name it or reference its number from 1.9. You may attach the document but will still be expected to provide short summary answers to the questions in this section. (Oftentimes, reports and plans provided by applicants are not forwarded with the SEPA checklist during the SEPA comment period)

Part C Question # and name _____ (e.g. 3.1. Earth and Geology)

1. Describe the existing condition, including any existing problems associated with the issue being discussed.
2. Describe the activities associated with the proposal and the likely changes to the existing condition.
3. Briefly summarize in a few sentences the measures to avoid or otherwise mitigate adverse impacts that will be implemented as part of your proposal, including those required by applicable laws ("complies with code" is not an acceptable answer):
4. (Optional for applicant) Summarize impacts and any types of mitigation measures that are under consideration.

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E. Site Plan

Attach a site plan that contains the information requested on the attached Site Map Checklist.

Agency comments

F. Signature of Preparer:

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. I also understand that additional information may be requested of the applicant by the lead agency upon review of this checklist.

Signature: _____ Date Submitted: _____

Additional agency notes:

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SITE MAP CHECKLIST

Case #:

A Complete Site Map must include the following information:

If you are unable to include all necessary information on a single site map, you may submit several versions that provide different layers of information.

You may wish to prepare the map as you move through the form. The check boxes are provided for your convenience to assist you to remember to include all information

Map
Source #
See
footnote

- Recommended but not required: On the map, identify the latitude and longitude of the site to the nearest second or provide the GPS coordinate and mark the location on the site where the GPS coordinate was taken. A north arrow, map scale, date, site address and directions to the site
- A vicinity map (scale - no smaller than 1 inch equals 200 ft)
- Identify soil types using NRCS Soil Conservation Survey
- Identify and locate existing adjacent land uses (identified in 2..2.3)
- The location of all existing and proposed property boundaries and easements, including dimensions
- The location and dimensions of proposed and required setbacks
- The location of adjacent roadways, including access, ingress, and egress to the project site
- The location of existing and proposed structures, improvements, wells, on-site roadways, trails, parking areas and utilities (including those identified in 2.3.2 and 2.3.4)
- The location of any new roads and road improvements off-site
- The boundaries of all proposed clearing and grading (identified in 2.3.3)
- Topographic contours sufficient to accurately describe existing and proposed topography
- The location of any natural resource lands and critical areas and their required buffers or setbacks (identified in 2.2.1, 3.1.2, 4.1.2, 5.1.2 and 7.1.2)
- The location of any water features such as streams, lakes, shorelines, springs, seeps and wetlands. Include names, if appropriate (identified in 3.2.2)
- The location of any geologic hazard areas, including steep slopes and landslide hazards (identified in 2.2.1, 5.1.3 and 6.1.1)
- The location of any historical, archaeological or cultural resource located on the property or affected by the project (identified in 2.2.1, 6.1.2 and 6.2.2)

Note: If including information on more than one map, identify maps and link with the information on that map by noting the map number (or name) in the column to the right of the requested information. Bundle the maps together and attach to the checklist. Use the legend below to link the map number with the map name as needed.

Map sources/names:

- #1
- #2
- #3
- #4