

# SEPA ENVIRONMENTAL CHECKLIST

## THE PURPOSE OF SEPA

The State Environmental Policy Act (SEPA) requires the City to consider the environmental impacts of a proposal before making decisions. The City will use this checklist to help determine whether the environmental impacts of your proposal are significant and decide whether an Environmental Impact Statement (EIS) is required from a Determination of Significance (DS), or a Determination of Non-Significance (DNS) may be issued. An EIS must be prepared for all proposals with probable significant adverse impacts on the environment. Frequently, however, the impacts of a proposal can be mitigated through certain conditions or voluntary measures agreed to by the applicant. Mitigation measures may include, for example, limiting construction hours to reduce noise, preserving significant trees or habitat, and a variety of other issues regarding the environment.

New development proposals may also place an added burden on public services. New residents and employees use public parks, require fire and police protection, and other general government services. These impacts are significant during the first few years after a proposal is submitted to the City, and before the tax the City receives generated by the project. City service providers must cover increasing expenses without compensating revenues. Impact mitigation under SEPA is designed to help reduce the strain on public services.

Also, capital costs associated with providing facilities for new residents and employees are not covered by these tax revenues. In a rapidly growing community, existing City taxpayers must make up unpaid short-term operational costs and capital expenses. Unless these impacts are mitigated, current City taxpayers would be put in the position of subsidizing new development and would not realize a full return on their tax dollars.

## WHEN A CHECKLIST IS REQUIRED

The SEPA review process generally begins when someone submits a permit application to the City, for example, a building permit, land use application such as a conditional use or a rezone, grading permits, or any such project where the City is required to issue a permit or approval. This is considered an “action” under SEPA, in the Washington Administrative Code WAC 197-11-704.

## EXEMPTIONS TO SEPA

To be exempt from SEPA review, the proposed project must be smaller than or equal to the following:

- ◇ The construction or location of any residential structures of twenty (20) dwelling units;
- ◇ For multifamily residential projects, up to sixty (60) dwelling units;
- ◇ The construction of an office, school, commercial, recreational, service, or storage building 12,000 square feet in size with forty (40) parking spaces;
- ◇ For agricultural structures, up to forty thousand square feet;
- ◇ Repair, remodel, and maintenance activities (unless associated with a non-exempt proposal);
- ◇ For parking facilities, up to forty (40) parking spaces;
- ◇ For landfills and excavations in WAC 197-11-800(1)(b)(v), up to one thousand cubic yards;
- ◇ The vacation of streets and roads;
- ◇ The granting of variances based on special circumstances.

## CRITICAL AREAS

Pursuant to the Washington Growth Management Act (GMA), the City requires protection of critical areas within the city limits. These areas, along with protective buffers, include wetlands and streams, frequently flooded areas, aquifer recharge areas, fish and wildlife habitat, and geologically hazardous areas (steep slopes, soils with high erosion rates). The Critical Areas Ordinance, as codified in Chapter 19.05 of the Port Townsend Municipal Code, establishes protection standards that minimize development impacts.

If your property is in a mapped critical area, or meets the criteria for a critical area, City staff may conduct a site investigation or you may need to obtain the services of a professional, such as an engineering geologist or wetlands specialist to determine if the mapping is correct. If it is, you may be required to obtain a Critical Area permit. Critical areas maps are available on the third floor of City Hall, 250 Madison Street, in the Development Services Department. You can request a City staff person to print this map for you.

## INSTRUCTIONS FOR APPLICANTS

The Environmental Checklist asks you to describe some basic information about your proposal. Please answer the questions descriptively, but briefly. Be as accurate as possible, and use the most precise information available 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. However, answers to some questions may require expertise or technical assistance from qualified persons. The cost of obtaining such information is the responsibility of the applicant.

If you do not know the answer, write, "do not know," or if it does not apply to your proposal, write "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 land use designations. Answer these questions if you can. If you need help, City staff can assist you. The Checklist questions apply to all parts of your proposal, even if you plan to do it 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 PROCESS

A pre-application conference with City Development Services Department (DSD) staff is required prior to submitting a SEPA environmental checklist. Filing a checklist with thorough answers the first time may avoid unnecessary delays later.

Within 14 days of determining that a SEPA application is complete, DSD will provide the public and adjacent property owners with notice and an opportunity to comment on the pending threshold determination.

The DSD will provide the applicant with a copy of the notice of the pending threshold determination posted on one (or in some cases two) public notice boards, and one (1) copy of an affidavit of posting. The applicant posts the notice(s), placing the board(s) in conspicuous locations on or near the property, and maintains them in place until the determination is issued. The affidavit of posting must be signed, notarized, and returned to the DSD no later than seven (7) days after the notices are provided. Upon issuance of the determination, any conditions imposed must be posted on the signboards and remain there until the project has been finalized.

The DSD will arrange one (1) publication of the notice to appear in a newspaper of general circulation within the City. Any person will then have a period of 20 days (30 days if a shoreline permit is involved) from the date of publication to submit information and comments to the DSD relating to the project. All comments received will be provided to the applicant. In addition to having the property posted and publishing the notice, DSD staff may opt to hold a public meeting to review the checklist, schedule a public site visit or informal meeting with the proponent, adjacent property owners, or interested citizens, or use any other reasonable method deemed appropriate by the staff.

The planning staff member who is the responsible official will make the threshold determination and issue either a Determination of Non-Significance (DNS), a Mitigated Determination of Non-Significance (MDNS), or a Determination of Significance (DS). An applicant may request in writing early notice if a DS is likely. A DS may not be appealed.

If the responsible official finds that a proposal is likely to have some potential significant environmental impacts, the applicant may modify the proposal to reduce such impacts, so that an MDNS could be issued. An MDNS lists specific mitigation measures to be implemented by the applicant to reduce impacts. If the project is approved with specific mitigating conditions, the applicant must post the conditions and return a signed, notarized affidavit of posting, and maintain the posted conditions during construction. The conditions must be removed upon completion of the project.

No threshold determination is final until expiration of the 15-day administrative appeal period. If it is appealed, then the determination is final when the decision is made on the appeal. If no written comments have been received on a threshold determination, no appeal is available.

A written statement appealing the threshold determination of the responsible official must be filed with the Development Services Department Director within fifteen (15) calendar days of the date of publication of the threshold determination. If any person has already filed comments on the pending determination, submittal of a written appeal letter is required. If a person has not commented previously, both a comment letter and a separate appeal letter must be submitted within the 15-day administrative appeal comment period.

The fee to appeal the Director's decision is \$369.04. The fee is waived if a valid petition is signed by 200 Port Townsend citizens and is submitted to DSD within the 15-day appeal period. The appeal must clearly list the names and addresses of each signatory.

Decisions on additional necessary permits for a proposal cannot take place until the environmental review process is completed. In addition, no site work, including clearing or grading, may commence prior to completion of the SEPA process. So, while a hearing before the Planning Commission or the Hearings Examiner may be held before the environmental review process is completed, decisions must await completion of SEPA review.

The SEPA review process can normally be accomplished within 90 days of the City receiving a complete application, unless the City requests additional technical studies. Please contact a City planner at 360.379.5095 if you have questions.

#### USE OF CHECKLIST FOR NON-PROJECT PROPOSALS:

For non-project 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.

**SEPA Application  
Submittal Requirements  
CHECKLIST**

- Completed Checklist
- Application fee
  - Minor:** \$728.08 (plus \$355.00 for notice fees)
  
  - Major:** \$1446.16 (Plus \$455.00 for notice fees) (*i.e. Planned Unit Developments, Full Subdivisions, Commercial projects in excess of 10,000 square feet and any other major projects*).
- Additional Fees:** Additional fees may apply should companion applications be required.
  
- The latest list of tax parcels and their owners within 300 feet of the property, prepared by a Title Company, with said owner's names and addresses typed on mailing labels. The City will supply envelopes. For minor SEPA, include 1 set of mailing labels; for major SEPA, include 2 sets of mailing labels.
- A vicinity map of the area as shown by the Jefferson County Assessor's Office
- Three copies of a site plan** showing the dimensions and shape of:
  - Existing lots
  - All existing or proposed structures/improvements
  - Existing and Proposed building floor space (if applicable)
  - Conceptual building elevations (if applicable)
  - Adjacent streets, alleys, driveways and off-street parking
  - Utilities, parking, landscape areas, adjacent land uses
  - All easements, deeds, restrictions or other encumbrances restricting the use of the property, if applicable
  - Significant natural features such as creeks, wetlands, steep slopes, etc.
  - The location of any critical areas and/or buffers as described in PTMC 19.05, including all floodplains, lying within or adjacent to the proposed variance; Critical Areas special reports where required by (PTMC 19.05 - Critical Areas)
  - North Arrow and scale
- If the above site plan is larger than 8-1/2" x 11", provide one 8-1/2" x 11" copy
- A drainage plan. If there are existing structures on-site, show and calculate the total amount of impervious surfaces (i.e. building roof areas, driveways) in square feet and current method of stormwater management (i.e. downspouts, drywells, etc.)
- Attach any additional information (reports, studies, maps, illustrations, leases, permits, etc.) that may further describe the proposal or as required by the Development Services Department.

## SEPA INFORMATION

### A. Background:

#### 1. Name of proposed project, if applicable:

*City of Port Townsend Capital Facilities Plan 2023-2028*

#### 2. Name of applicant:

*City of Port Townsend*

**Name of Contact person:** *Steve King, Public Works Director*

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

*250 Madison Street  
Port Townsend, WA 98368*

**Email Addresses:** [sking@cityofpt.us](mailto:sking@cityofpt.us)

#### 4. Date checklist prepared:

*10/31/22*

#### 5. Agency requesting checklist:

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

*A public hearing with the City Council is scheduled for December 5, 2022 for consideration for adoption of the Capital Facilities Plan (CFP). The hearing will be held at the Port Townsend City Hall during the regular business meeting.*

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

*This is a non-project action SEPA. Except where exempt from SEPA, projects will go through project action SEPA analysis along with compliance with the City code and permitting requirements. Refer to the Capital Facilities Plan for a list of projects. Note, that the CFP includes funded and un-funded tables. Project dates in the unfunded table are estimates and rely on the ability to secure funds prior to execution. These unfunded projects represent goals for future improvements.*

*The CFP is updated at a minimum of biannually in compliance with the Growth Management Act.*

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

*No environmental documents have 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.**

*This is a non-project action. Projects identified in the CFP will require future government approvals. Funded project environmental reviews may be under way as part of a project action. Those approvals do not impact this action given all governmental approvals have either already occurred or will be occurring associated with the respective project environmental review.*

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

*Given this is a non-project action, no other government approvals or permits are required for the CFP at this time. Individual project approvals are anticipated at the time of project development and initiation with compliance with Local, State, and Federal regulations.*

**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.**

**a. Brief Description:**

*The Growth Management Act requires a Capital Facilities Plan in accordance with RCW 36.70A.070(3) and WAC 365-196-415. The City of Port Townsend has also adopted code governing the capital facilities plan process (20.04 PTMC). This section of code allows for amendments to the CFP outside of the annual comprehensive plan process when the CFP is updated concurrent with the annual budgeting process.*

*The primary purpose of the plan associated with the Growth Management Act is to ensure that capital facilities are constructed concurrent with growth to ensure adopted level of service standards are met. This year's plan has been updated to include detailed information about capital needs and funding sources as reflected in other plans and initiatives by the City to assist with the concurrency goals and for overall fiscal sustainability of the City. The CFP is a living document and is expected to be modified year to year. This year's plan includes a number of placeholders in the unfunded tables to reflect current planning efforts. Such placeholders are primarily associated with Streets, Parks, and Housing/Economic Development/Environment.*

*All of the projects listed in the funded tables under the 2023 column are intended to be consistent with the adoption of the 2023 budget. Final adjustments to the plan will be made with the adoption of the final 2023 budget.*

**b. Have any known wetlands or their buffers been identified on the property?**

No  Yes

If yes, attach wetland report.

*N/A: Some projects will impact wetlands. This is a non-project action. When the project is undertaken, wetlands reports for critical area permits will be required associated with the project action.*

**c. Are there any steep slopes (greater than 15%) on the property?**

No  Yes

If yes, attach geotechnical report.

*N/A: Some projects will impact steep slopes. This is a non-project action. When the project is undertaken, geotechnical reports for critical area permits will be required associated with the project action.*



**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.**

*All of the projects listed in this non-project action are located within Jefferson County. The vast majority of the projects are located within the City Limits. Some projects associated with the water system, housing, economic development, and the environment may occur outside of the City Limits.*

**Property Legal Description: Assessor's Tax #:** \_\_\_\_\_ N/A \_\_\_\_\_

Addition: \_\_\_\_\_, Block(s): \_\_\_\_\_,

Lot(s): \_\_\_\_\_

Or Other Legal Description: \_\_\_\_\_

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Please print in ink or type each answer. Please do not write in area designated "Evaluation."	EVALUATION FOR AGENCY USE ONLY
<p><b>B. ENVIRONMENTAL ELEMENTS</b></p> <p><b>1. EARTH</b></p> <p>a. General description of the site (mark one):  X Flat      X Rolling      X Hilly      X Steep slopes  X Mountainous      <input type="checkbox"/> Other</p> <p>b. What is the steepest slope on the site (approximate percent of the slope)? <i>Not known at this time. Each project will be evaluated at the time of project development.</i></p> <hr/> <hr/> <p>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.  <i>Not known at this time. Each project will be evaluated at the time of project development.</i></p> <hr/> <hr/> <p>d. Are there surface indications or a history of unstable soils in the immediate vicinity? If so, describe.  <i>Not known at this time. Each project will be evaluated at the time of project development.</i></p> <hr/> <hr/> <p>e. Describe the purpose, type, total area, and approximate quantities of any filling, excavation, and grading proposed. Indicate source of fill.  <i>Not known at this time. Each project will be evaluated at the time of project development.</i></p> <hr/> <hr/>	

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<p>f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.</p> <hr/> <p><u>Some projects will require clearing. Through City and State permits, erosion will be controlled.</u></p> <hr/> <p>g. About what percent of the site would be covered with impervious surfaces after project construction (for example, asphalt or buildings)?</p> <p><u>Not known at this time. Each project will be evaluated at the time of project development.</u></p> <hr/> <p>h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:</p> <p><u>Projects that have the potential to cause erosion will individually evaluated. Compliance with stormwater construction standards and regulations apply to most projects.</u></p> <hr/>	
<p><b>2. AIR</b></p> <p>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.</p> <hr/> <p><u>Not known at this time. Projects often have emissions from construction equipment. Some projects have the potential to cause dust. The City strives to keep emissions low when reasonably feasible.</u></p> <hr/> <hr/> <hr/>	

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<p>b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.</p> <hr/> <p><u>Not known at this time. Each project will be evaluated at the time of development</u></p> <hr/> <p>c. Proposed measures to reduce or control emissions or other impacts to air, if any:</p> <hr/> <p><u>Projects typically are required to have dust control. Specific measures are not known at this time.</u></p> <hr/>	
<p><b>3. WATER</b></p> <p><b>a. Surface Water:</b></p> <p>1) Is there any surface water body on or in the immediate vicinity of the site (including year-round or seasonal streams, salt waters, lakes, ponds, and wetlands)? If yes, describe the type and provide names. If appropriate, state what stream or river it flows into:</p> <hr/> <p><u>The City of Port Townsend is surrounded by the Salish Sea. There are also 4 lagoons within the City limits (Kah Tai Lagoon, Chinese Garden, the Golf Course pond, and Froggy Bottoms). Impacts to these water bodies will be evaluated at the time of project development.</u></p> <p>2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, describe the work and attach the available plans.</p> <hr/> <p><u>Some projects may occur within the shoreline jurisdiction. Shoreline permitting ensures compliance with shoreline regulations and appropriate mitigation is performed.</u></p> <hr/>	

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<p>3) Estimate the amount of fill and dredge material that would be placed in or removed from the surface water or wetlands and indicate the area of the site that would be affected. Identify the source of the fill material.</p> <p><u>Not known at this time. Projects involving fill or dredging will be evaluated at the time of project development.</u></p> <hr/> <p>4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose and approximate quantities, if known.</p> <p><u>The City of Port Townsend water system is supplied with water from the Big Quilcene and Little Quilcene Rivers. No additional withdrawals or diversions are anticipated. All of the projects are expected to work within the permitted withdrawal water rights of the existing diversions.</u></p> <hr/> <p>5) Does the proposal lie within a 100-year flood plain? If so, note the location on the site plan.</p> <p><u>Some projects may lie within the 100-year flood plain. Impacts and mitigations measures will be evaluated at the time of project development.</u></p> <hr/> <p>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.</p> <p><u>Not known at this time. Projects will be evaluated at the time of project development.</u></p> <hr/> <p><b>b. Ground Water:</b></p> <p>1) Will ground water be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well,</p>	

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<p>proposed uses and approximate quantities withdrawn from the well. Will water be discharged to ground water? Give a general description, purpose, and approximate quantities, if known.</p> <p><i>Projects are not expected to increase water withdrawn from wells unless they involve installation of an irrigation well. Evaluation of the project will be required at the time of development.</i></p> <hr/> <p>2) Describe waste material that would 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:</p> <hr/> <p><u><i>None of the projects are expected to discharge waste to ground.</i></u></p> <p><u><i>The City has a wastewater collection and treatment system.</i></u></p> <hr/> <p><b>c. Water runoff (including stormwater):</b></p> <p>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.</p> <hr/> <p><u><i>Runoff is created from new impervious surfaces. Some projects are anticipated to create additional runoff. Mitigation of runoff volumes and water quality will be evaluated at the time of project development.</i></u></p> <hr/> <p>2) Could waste materials enter ground or surface waters? If so, generally describe.</p> <hr/>	

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<p><u>The City requires compliance with the Western Washington Stormwater Manual for applying best management practices to address wastes or pollutants removal in stormwater.</u></p> <hr/> <p>3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.</p> <p><i>Not known at this time. Projects will be evaluated at the time of development. The City has a Stormwater Management Plan to help address understanding of drainage patterns.</i></p> <hr/> <p>4) Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any.</p> <p><i>Not known at this time. Stormwater analysis will occur at the time of project development for projects that impact drainage patterns..</i></p> <hr/> <p><b>4. PLANTS</b></p> <p>a. Check the types of vegetation found on the site:</p> <p><u>Deciduous tree:</u>    X Alder        X Maple        X Aspen</p> <p>X Other: <i>a wide variety of native and non-native trees exist in Port Townsend.</i></p> <p><u>Evergreen tree:</u>    X Fir            X Cedar        XPine</p> <p>x Other: <i>a wide variety of native and non-native trees exist in Port Townsend</i></p> <p>x Shrubs</p> <p>x Grass</p> <p>x Pasture</p> <p><input type="checkbox"/> Crop or Grain</p> <p><input type="checkbox"/> Orchards, vineyards or other permanent crops</p>	

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<p><u>Wet Soil Plants:</u>    x Cattail    x Buttercup    <input type="checkbox"/> Bulrush</p> <p><input type="checkbox"/> Skunk Cabbage x Other: <i>a wide variety of native and non-native plants exist in Port Townsend</i> _____</p> <p><u>Water Plants:</u>                    x Water Lily    x Eelgrass    <input type="checkbox"/> Milfoil</p> <p>x Other: <i>a wide variety of native and non-native plants exist in Port Townsend</i></p> <p><input type="checkbox"/> Other types of vegetation <i>not known at this time. Projects will be evaluated at the time of development.</i></p> <p>b.      What kind and amount of vegetation would be removed or altered?</p> <p><i>Not known at this time. Projects will be evaluated at the time of development.</i></p> <hr/> <p>c.      List threatened or endangered species known to be on or near the site.</p> <p><u><i>Not known at this time. Projects will be evaluated at the time of development.</i></u></p> <hr/> <p>d.      Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:</p> <p><u><i>Not known at this time. Projects will be evaluated at the time of development.</i></u></p> <hr/> <p>e.      List all noxious weeds and invasive species known to be on or near the site:</p> <p><u><i>Not known at this time. Projects will be evaluated at the time of development.</i></u></p>	



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<p>d. List any invasive animal species known to be on or near the site.  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <p><b>6. ENERGY AND NATURAL RESOURCES</b></p> <p>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 would be used for heating, manufacturing, etc.</p> <hr/> <p><u>Projects requiring energy will likely use electricity, solar, or natural gas.</u></p> <hr/> <hr/> <hr/> <p>b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>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:</p> <p><u>The City strives to minimize energy consumption. Specifically, not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p><b>7. ENVIRONMENTAL HEALTH</b></p> <p>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.</p>	

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<p><u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <p>1) Describe any known or possible contamination at the site from present or past uses. <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>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. <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <p>3) Describe special emergency services that might be required. <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>4) Proposed measures to reduce or control environmental health hazards, if any: <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/>	
<p><b>b. NOISE</b></p> <p>1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>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.</p>	

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<p><u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <p>3) Proposed measures to reduce or control noise impacts, if any:</p> <p><u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/>	
<p><b>8. LAND AND SHORELINE USE</b></p> <p>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.</p> <p><u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/>	
<p>b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agriculture or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource land has not been designated, how many acres of farmland or forest land tax status will be converted to non-farm or non-forest use?</p> <p><u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/>	
<p>1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversized equipment access, the application of pesticides, tilling, and harvesting? If so, describe.</p> <p><u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <p>c. Describe any structures on the site.</p>	

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<p><u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>d. Will any structures be demolished? If so, what? <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>e. What is the current zoning classification of the site? <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>f. What is the current comprehensive plan designation of the site? <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>g. If applicable, what is the current Shoreline Master Program designation of the site? <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>h. Has any part of the site been classified as an "critical area" by the city or the county? If so, specify. <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>i. Approximately how many people would reside or work in the completed project? <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>j. Approximately how many people would the completed project displace? <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>k. Proposed measures to avoid or reduce displacement impacts, if any:</p>	

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<p><u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/>	
<p><b>10. AESTHETICS</b></p> <p>a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>b. What views in the immediate vicinity would be altered or obstructed?  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>c. Proposed measures to reduce or control aesthetic impacts, if any:  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/>	
<p><b>11. LIGHT AND GLARE</b></p> <p>a. What type of light or glare would the proposal produce? What time of the day would it mainly occur?  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>b. Could light or glare from the finished project be a safety hazard or interfere with views?  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>c. What existing off-site sources of light or glare may affect your proposal?  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <hr/>	

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<p>d. Proposed measures to reduce or control light and glare impacts, if any:</p> <hr/> <p><i>Not known at this time. Projects will be evaluated at the time of development.</i></p> <hr/> <p><b>12. RECREATION</b></p> <p>a. What designated and informal recreational opportunities are in the immediate vicinity?</p> <p><i>Not known at this time. Projects will be evaluated at the time of development.</i></p> <hr/> <p>b. Would the proposed project displace any existing recreational uses? If so, describe.</p> <p><i>Not known at this time. Projects will be evaluated at the time of development.</i></p> <hr/> <p>c. Proposed measures to reduce or control impacts on recreation, including recreational opportunities to be provided by the project or applicant, if any:</p> <p><i>Not known at this time. Projects will be evaluated at the time of development.</i></p> <hr/> <p><b>13. HISTORICAL AND CULTURAL PRESERVATION</b></p> <p>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 located on or near the site? If so, specifically describe.</p> <p><i>Not known at this time. Projects will be evaluated at the time of development.</i></p> <hr/>	

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<p>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. <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <p>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, archeological surveys, historic maps, GIS data, etc. <u>The City typically performs archaeological surveys and has a historic preservation program to address impacts to existing resources. The City also consults with impacted Tribes and the State Department of Archaeology and Historic Preservation. .</u></p> <p>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. <u>Not known at this time. Projects will be evaluated at the time of development.</u></p>	
<p><b>14. TRANSPORTATION</b></p> <p>a. Identify public streets and highways serving the site, and describe proposed access to the existing street system. Show on site plans, if any. <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <p>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? <u>Not known at this time. Projects will be evaluated at the time of development.</u></p>	

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<p>c. How many additional parking spaces would the completed project or non-project proposal have?  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>How many spaces would the project or proposal eliminate? _____  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>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).  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>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 non-passenger vehicles). What data or transportation models were used to make these estimates?  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>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.  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>h. Proposed measures to reduce or control transportation impacts, if any:</p>	



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<p><u>The City requires a traffic impact analysis when there are 20 peak hour trips or more created by the project. Mitigation measures may be required to meet level of service standards.</u></p> <hr/>	
<p><b>15. PUBLIC SERVICES</b></p> <p>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.  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/> <p>b. Proposed measures to reduce or control direct impacts on public services, if any:  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/>	
<p><b>16. UTILITIES</b></p> <p>a. Check which utilities are currently available at the site:  x Electricity <input type="checkbox"/> Natural Gas x Water x Refuse Service  x Telephone <input type="checkbox"/> Septic System x Sanitary Sewer <input type="checkbox"/> Other</p> <p>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 that might be needed.  <u>Not known at this time. Projects will be evaluated at the time of development.</u></p> <hr/>	

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<p style="text-align: center;"><b>C. SIGNATURE</b></p> <p>The above answers are true and complete to the best of my knowledge. I understand the lead agency is relying on this information to make its decision.</p> <p>Signature: <u>Steve King</u></p> <p>Name of signee: <u>Steve King</u></p> <p>Position and agency/Organization: <u>Public Works Director, City of Port Townsend</u></p> <p>Date Submitted: <u>November 3, 2022</u></p> <p><b>D. Supplemental sheet for non-project actions</b></p> <p><b>(IT IS NOT NECESSARY to use this sheet for project actions)</b>  Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.</p> <p>When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, that would affect the item at a greater intensity or at a faster rate than if the proposal was not implemented. Respond briefly and in general terms.</p> <p>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?</p> <p><u>The CFP includes individual projects that have the potential to have impacts on the these topics. Individual project analysis to mitigate these impacts will occur at the time of development.</u></p> <p>Proposed measures to avoid or reduce such increases are:</p>	

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<p><u>Compliance with Air quality standards, stormwater permitting, wastewater permitting, noise ordinance, and other city and State codes through the use of best management practices provides mitigation for these impacts.</u></p> <hr/> <p>2. How would the proposal be likely to affect plants, animals, fish, or marine life?</p> <p><u>Some projects may impact plants, animals, fish, or marine life. The City is required to comply with State and local regulations concerning impacts to the natural environment. In addition, the City is a Tree City USA and has designated open space to provide mitigation for these impacts.</u></p> <p>Proposed measures to protect or conserve plants, animals, fish, or marine life are:</p> <p><u>Typical permitting requirements involve mitigation measures which may include tree planting, landscaping, or conservation through land purchase.</u></p> <p>3. How would the proposal be likely to deplete energy or natural resources?</p> <p><u>The Climate Action Committee has done an analysis of expected growth in CO2e emissions which is directly tied to energy consumption. Growth in the city is expected to utilize additional energy and natural resources.</u></p> <p>Proposed measures to protect or conserve energy and natural resources are:</p> <p><u>The City is employing strategies such as electric vehicle conversion to slow the growth of CO2e emission and associated energy/natural resource depletion. Green building practices and the Washington State energy code are typically</u></p>	

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<p><u>utilized to minimize the impact on energy and natural resource consumption.</u></p> <hr/> <p>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?</p> <p><u>Some projects may impact environmental sensitive areas and areas eligible for governmental protection. Projects will be evaluated at the time of project development.</u></p> <p>Proposed measures to protect such resources or to avoid or reduce impacts are:</p> <p><u>The City complies with a critical area code to minimize impacts to these resources. Additionally, ESA compliance is required for project impacting endangered species.</u></p> <p><u>Archeological investigations and consultation with the Tribes and the State Department of Archeology and Historic Preservation also minimize the risk of impacting cultural resources.</u></p> <hr/> <p>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?</p> <p><u>Projects are not anticipated to be incompatible with existing plans.</u></p> <hr/>	

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<p>Proposed measures to avoid or reduce shoreline and land use impacts are:</p> <p><u>Projects impacts are mitigated according to adopted plans and local/state regulations through land use and shoreline permitting.</u></p> <p>6. How would the proposal be likely to increase demands on transportation or public services and utilities?</p> <p><u>Some projects are expected to increase demands on the transportation system. Evaluation of specific impacts will be made at the time of project development.</u></p> <p>Proposed measures to reduce or respond to such demand(s) are:</p> <p><u>Some projects will require traffic impact analysis consistent with the City code. In addition, many transportation projects are included in the plan to address the impacts of growth in the transportation system. If these projects are not completed, there will be greater impacts to the Transportation system resulting from the planned growth in the City.</u></p> <p>7. Identify, if possible, whether the proposal may conflict with local, state or federal laws or requirements for the protection of the environment?</p> <p><u>Projects are not anticipated to conflict with local, state, or federal laws or requirements for protection of the environment.</u></p>	