SEPA CHECKLIST

Liberty Lake Planning & Building Services
22710 E. Country Vista Drive, Liberty Lake WA 99019
Phone: (509) 755-6707 Fax: (509) 755 6713
Website: www.libertylakewa.gov

City Development Code Article 10-6A, Environmental Ordinance

PURPOSE OF CHECKLIST

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

INSTRUCTIONS FOR APPLICANTS

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

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

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

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

USE OF CHECKLIST FOR NON-PROJECT PROPOSALS

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

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

A. BACKGROUND

1.	Name of proposed project & file #, if applicable:	City of Liberty Lake 2020 Proposed Annual Comprehensive Plan & Development Code Amendments-CPA2020-0001 thru 2019-0007
2.	Name of applicant: City of Liberty Lake	
3.	Address and phone number of applicant:	City of Liberty Lake: 22710 E. Country Vista, Liberty Lake, WA 99019 509-755-6700
4.	Name of contact person: Lisa D. Key, Director of Planning & Engineering	
5.	Address and phone number of contact person:	22710 E. Country Vista, Liberty Lake, WA 99019 509-755-6708
6.	Date checklist prepared: September 18, 2020	
7.	Agency requesting checklist: City of Liberty Lake Planning, Engineering & Building Services	
8.	Proposed timing or schedule (including phasing, if applicable): Adoption in December, 2020	
9.	a. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. This proposal is for a non-project action. In the future, the City will continue to engage in code amendments and project specific planning activities, many of which will address topics identified in the Comprehensive Plan and Development Codes.	
	b. Do you own or have options on land nearby or adjacent to this proposal? If yes, explain. This does not apply, this is a city wide, non project action.	
10.	List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. The City of Liberty Lake prepared SEPA analyses prior to the adoption of the current Comprehensive Plan and Development Codes.	
11.	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 city wide proposal, within the city there are proposals pending. These amendments might affect future permit applications and approvals.	
12.	List any government approvals or permits that will be needed for your proposal, if known. The proposed code amendments will require approval by the City Council prior to their adoption.	

13.	Give a 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. See attached 2020 City of Liberty Lake Comprehensive Plan & Development Code Amendment Docket
14.	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 application related to this checklist. This is a non project action that encompasses all of the City of Liberty Lake.
15.	Does the proposed action lie within the Aquifer Sensitive Area (ASA)? The General Sewer Service Area? The Priority Sewer Service Area? (See: Spokane County's ASA Overlay zone Atlas for boundaries). Yes, all three.

B. ENVIRONMENTAL ELEMENTS:

1.	EARTH
	a. General description of the site (circle one): flat, rolling, hilly, steep slopes, mountainous, other: Non project action, does not apply.
	b. What is the steepest slope on the site (approximate percent slope)? Non project action, does not apply.
	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. Non project action, does not apply.
	d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. Non project action, does not apply.
	e. Describe the purpose, type and approximate quantities of any filling or grading proposed. Indicate source of fill. Non project action, does not apply.
	f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

	Non project action, does not apply.
	g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)? Non project action, does not apply. h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any: Non project action, does not apply.
2.	AIR
	a. What type 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. Non project action, does not apply.
	b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. Non project action, does not apply.
	c. Proposed measures to reduce or control emissions or other impacts to air, if any: Non project action, does not apply.
3.	WATER
	a. Surface:
	1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. Non project action, does not apply.
	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. Non project action, does not apply.
	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. Non project action, does not apply.

4) Will the proposal require surface water withdrawals or diversions? Give a general description, purpose, and approximate quantities if known. Non project action, does not apply.
5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. Non project action, does not apply.
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. Non project action, does not apply.
b. Ground:
1) Will groundwater be withdrawn, or will water be discharged to ground water? Give general description, purpose, and approximate quantities if known. Non project action, does not apply.
2) Describe waste material that will be discharged into the ground from septic tanks or other sanitary waste treatment facility. Describe the general size of the system, the number of houses to be served (if applicable), or the number of persons the system(s) are expected to serve. Non project action, does not apply.
3) Describe any systems, other than those designed for the disposal of sanitary waste, installed for the purpose of discharging fluids below the ground surface (including systems such as those for the disposal of storm water or drainage from floor drains). Describe the type of system, the amount of material to be disposed of through the system and the types of materials likely to be disposed of (including materials which may enter the system inadvertently through spills or as a result of fire fighting activities). Non project action, does not apply.
4) Will any chemicals (especially organic solvents or petroleum fuels) be stored in above-ground or underground storage tanks? If so, what types and quantities of materials will be stored? Non project action, does not apply.
5) What protective measures will be taken to ensure that leaks or spills of any chemicals stored or used on site will not be allowed to percolate to groundwater (this includes measures to keep chemicals out of disposal systems described in 3b(2) and 3b(3)? Non project action, does not apply.
c. Water Runoff (including storm water)

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

Non project action, does not apply.

2) Will any chemicals be stored, handled or used on the site in a location where a spill or leak will drain to surface or groundwater or to a storm water disposal system discharging to surface or groundwater?

Non project action, does not apply.

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

Non project action, does not apply.

d. Proposed measures to reduce or control surface, ground, and runoff water impacts, if any (if the proposed action lies within the Aquifer Sensitive Area be especially clear on explanations relating to facilities concerning Sections 3b(4), 3b(5), and 3c(2) of this checklist).

Non project action, does not apply.

4. PLANTS

a. Check 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, bullrush, skunk cabbage, other
- ☐ water plants: water lily, eelgrass, milfoil, other
- ☐ other types of vegetation: Non project action, does not apply.

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

Non project action, does not apply.

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

Non project action, does not apply.

5. ANIMALS

a. Check 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: Non project action, does not apply.

mammals: ☐ deer ☐ bear ☐ elk ☐ beaver ☐ other: Non project action, does not apply.

fish: ☐ bass ☐ salmon ☐ trout ☐ herring ☐ shellfish ☐ other: Non project action, does not apply.

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

Non project action, does not apply.

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

Non project action, does not apply.

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

Non project action, does not apply.

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.

Non project action, does not apply.

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

Non project action, does not apply.

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:

Non project action, does not apply.

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.

	Non project action, does not apply.
	1) Describe special emergency services that might be required. Non project action, does not apply.
	2) Proposed measures to reduce or control environmental health hazards, if any: Non project action, does not apply.
	b. Noise
	1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? Non project action, does not apply.
	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. Non project action, does not apply.
	3) Proposed measure to reduce or control noise impacts, if any: Non project action, does not apply.
8.	LAND AND SHORELINE USE
	a. What is the current use of the site and adjacent properties? Non project action, does not apply.
	b. Has the site been used for agriculture? If so, describe. Non project action, does not apply.
	c. Describe any structures on the site. Non project action, does not apply.
	d. Will any structures be demolished? If so, which? Non project action, does not apply.
	e. What is the current zoning classification of the site? Non project action, does not apply.
	f. What is the current Comprehensive Plan land use designation of the site? Non project action, does not apply.

	g. If applicable, what is the current shoreline master program designation of the site? Non project action, does not apply.
	h. Has any part of the site been classified as an "environmentally sensitive" area? If so, specify. Non project action, does not apply.
	i. Approximately how many people would reside or work in the completed project? Non project action, does not apply.
	j. Approximately how many people would the completed project displace? Non project action, does not apply.
	k. Proposed measures to avoid or reduce displacement impacts, if any: Non project action, does not apply.
	l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: Non project action, does not apply.
9.	HOUSING
	a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. Non project action, does not apply.
	b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. Non project action, does not apply.
	c. Proposed measures to reduce or control housing impacts, if any: Non project action, does not apply.
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? Non project action, does not apply.
	b. What views in the immediate vicinity would be altered or obstructed?

	Non project action, does not apply.
	c. Proposed measures to reduce or control aesthetic impacts, if any: Non project action, does not apply.
11.	LIGHT AND GLARE
	a. What type of light or glare will the proposal produce? What time of day would it mainly occur? Non project action, does not apply.
	b.Could light or glare from the finished project be a safety hazard or interfere with views? Non project action, does not apply.
	c. What existing off-site sources of light or glare may affect your proposal? Non project action, does not apply.
	d.Proposed measures to reduce or control light and glare impacts, if any: Non project action, does not apply.
12.	RECREATION
	a. What designated and informal recreational opportunities are in the immediate vicinity? Non project action, does not apply.
	b. Would the proposed project displace any existing recreational uses? If so, describe. Non project action, does not apply.
	c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: Non project action, does not apply.
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. Non project action, does not apply.
	b. Generally describe any landmarks or evidence of historic, archaeological, scientific or cultural importance known to be on or next to the site. Non project action, does not apply.

	c. Proposed measures to reduce or control impacts, if any: Non project action, does not apply.
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. Non project action, does not apply.
	b. Is site currently served by public transit? If not, what is the approximate distance to the nearest transit stop? Non project action, does not apply. c. How many parking spaces would the completed project have? How many would the project eliminate? Non project action, does not apply.
	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). Non project action, does not apply.
	e. Will the project use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe. Non project action, does not apply.
	f. How many vehicular trips per day would be generated by the completed project? If known, indicate when peak volumes would occur. Non project action, does not apply. g. Proposed measures to reduce or control transportation impacts, if any: Non project action, does not apply.
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. Non project action, does not apply.
	b. Proposed measures to reduce or control direct impacts on public services, if any. Non project action, does not apply.

16. UTILITIES
a. Check utilities currently available at the site: ☐ electricity ☐ natural gas ☐ water ☐ refuse service ☐ telephone ☐ sanitary sewer ☐ septic system ☐ other: Non project action, does not apply.
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. Non project action, does not apply.

C. SIGNATURE

I, the undersigned, swear under the penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the agency may withdraw any determination of non-significance that it might issue in reliance upon this checklist.

Proponent:	Lisa D. Key	Lisa D Key		
	PRINT NAME	SIGNATURE		
Proponent Address:	**22710 E. Country Vista**	**Liberty Lake**	**WA**	**99019**
	STREET ADDRESS	CITY	STATE	ZIP
Proponent Phone:	**509-755-6700**	**Proponent Fax:**	**509-755-6713**	
Person completing the form:	**Lisa D. Key, Director of Planning & Engineering Services**			
Phone:	**509-755-6708**	**Date**:	**July 16, 2019**	

FOR PLANNING & BUILDING SERVICES USE ONLY

Staff Member(s) Reviewing Checklist:

Date Checklist Reviewed

Based on this staff review of the environmental checklist and other pertinent information, the staff:

A. Concludes that there are no probable significant adverse impacts and recommends a determination of nonsignificance (DNS).

B. Concludes that probable significant adverse environmental impacts do exist for the current proposal and recommends a mitigated determination of nonsignificance with conditions (MDNS).

C. Concludes that there are probable significant adverse environmental impacts and recommends a determination of significance (DS).

REFER TO FEE SCHEDULE FOR FILING FEE

NON-PROJECT ACTIONS MUST ALSO COMPLETE THE SUPPLEMENTAL SHEET - PART D

D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS

(Do not use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of 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?
   No adverse impacts are anticipated as a result of the proposed 2020 Annual Comprehensive Plan & Code Amendments.

   Proposed measures to avoid or reduce such increases are:
   All future project proposals will be subject to applicable regulations relating to land and shoreline use.

2. How would the proposal be likely to affect plants, animals, fish or marine life?
   No adverse impacts are anticipated as a result of the proposed amendments to the City's Design Review regulations.

   Proposed measures to protect or conserve plants, animals, fish or marine life are:
   All future project proposals will be subject to applicable regulations relating to land and shoreline use.

3. How would the proposal be likely to deplete energy or natural resources?
   No adverse impacts are anticipated as a result of the proposed 2019 Annual Comprehensive Plan & Code Amendments.

   Proposed measures to protect or conserve energy and natural resources are:
   All future project proposals will be subject to applicable regulations relating to land and shoreline use.

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, flood plains or prime farmlands?
   No adverse impacts are anticipated as a result of the proposed 2020 Annual Comprehensive Plan & Code Amendments.

   Proposed measures to protect such resources or to avoid or reduce impacts are:
   All future project proposals will be subject to applicable regulations relating to environmentally sensitive areas and areas designated, eligible, or under study for governmental protection.

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?

No adverse impacts are anticipated as a result of the proposed 2020 Annual Comprehensive Plan & Code Amendments.

Proposed measures to avoid or reduce shoreline and land use impacts are:
All future project proposals will be subject to applicable regulations relating to land and shoreline use.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?
   No impact to transportation or public services and utilities is anticipated to arise from the proposed 2020 Annual Comprehensive Plan & Code Amendments

   Proposed measures to reduce or respond to such demand(s) are:
   Not applicable, as no impact is anticipated.

7. Identify, if possible, whether the proposal may conflict with local, state or federal laws or requirements for the protection of the environment.
   No conflicts are anticipated.

For More Information Please Contact the

City of Liberty Lake Planning & Building Services

22710 E. Country Vista Drive
Liberty Lake , WA 99019

Phone: 509-755-6707, Fax: 509-755-6713

www.libertylakewa.gov

DETERMINATION OF NON-SIGNIFICANCE (DNS) & ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENT

Proposal Description:	City of Liberty Lake 2020 Proposed Annual Comprehensive Plan & Development Code Amendments
Location of Current Proposal:	All property within the corporate boundaries of the City of Liberty Lake
Title of Document Being Adopted:	Final Supplemental Environmental Impact Statement for the Spokane County Comprehensive Plan & Final Environmental Impact Statement for the City of Liberty Lake Urban Growth Area Boundary Alternatives
Date Adopted Document was Prepared:	November 22, 2000 & December 13, 2006
Description of document (or portion) being adopted:	Final Supplemental Environmental Impact Statement for the Spokane County Comprehensive Plan & Final Environmental Impact Statement for the City of Liberty Lake Urban Growth Area Boundary Alternatives
If the document being adopted has been challenged (WAC 197-11-630), please describe:	No challenges known
The document is available to be read at (place/time):	Liberty Lake City Hall, Monday through Friday, 8am to 5pm
Comment Deadline:	4 p.m., October 1,2020

We have identified and adopted this document as being appropriate for this proposal after independent review. The document meets our environmental review needs for the current proposal and will accompany the proposal to the decision maker.

Name of agency adopting document: **City of Liberty Lake**

LEAD AGENCY: CITY OF LIBERTY LAKE

The lead agency for the proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). The SEPA Determination of Nonsignificance (DNS) Threshold Determination was made after review of completed environmental checklists and other information on file with the lead agency. This information is available to the public on request. The complete record in this matter is on file during the appeal period with the review authority listed below and is available to the public upon request.

☐ This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

■ This DNS is issued under WAC 197-11-340(2): the lead agency will not act on the proposal for 14 days from the date below. Comments must be received by: **4 p.m., October 1, 2020.**

An appeal of the Threshold Determination, after it becomes final, may be made to the City of Liberty Lake Planning, Engineering & Building Services at 22710 E. Country Vista, Liberty Lake, WA 99019. The appeal deadline to request an 'open record' appeal to the Hearing Examiner is fourteen (14) calendar days after the comment period closes. A notice of appeal must be delivered to the City by mail or personal delivery and the appeal must be received by 4:00 p.m. on the last day of the appeal period (August 5, 2019). Appeal requests shall contain all information and items required in the City Development Code Section 10-4B-4, subsection H, as applicable and shall follow the procedures outlined in City Development Code Section 10-6A-7, Subsection C for SEPA Appeals and Section 10-4G-2, subsection H for Appeals of Administrative Interpretations by the Director.

A copy of this SEPA determination has been provided to the Dept. of Ecology - Olympia, Dept. of Transportation - Spokane County, and Other Reviewing Agencies.

A Notice of SEPA Availability will also be printed in the September 25, 2020 edition of the Spokane Valley News Herald.

RESPONSIBLE OFFICIAL: Lisa D. Key TITLE: Director of Planning, Engineering & Building Services

Planning, Engineering & Building Services
22710 E. Country Vista, Liberty Lake, WA 99019
Phone: (509) 755-6708, Fax: (509) 755-6713, www.libertylakewa.gov

Date Issued: September 18, 2020

Signature: Lisa D Key