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CITY OF OAK HARBOR  
DEVELOPMENT SERVICES

## SEPA ENVIRONMENTAL CHECKLIST

### ***Purpose of checklist:***

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

### ***Instructions for applicants:***

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

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

### ***Instructions for Lead Agencies:***

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

### ***Use of checklist for nonproject proposals:***

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

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

1. Name of proposed project, if applicable:

*Oak Harbor Shoreline Master Program Periodic Review*

2. Name of applicant: *City of Oak Harbor*

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

*City of Oak Harbor  
Contact Person: Dennis Lefevre  
865 SE Barrington Drive  
Oak Harbor, WA 98277  
(360) 279-4513*

4. Date checklist prepared: *February 5, 2021*

5. Agency requesting checklist: *City of Oak Harbor*

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

*The Oak Harbor Shoreline Master Program was last adopted by the City in 2013. This version represents the Periodic Review required by Washington Administrative Code 173-26-090(2)(d). It is anticipated this Periodic Review will be adopted in mid-2021.*

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

*Washington Administrative Code 173-26-090(2)(a) requires a review of the Shoreline Master Program at least once every eight years.*

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

*A geologic study prepared by Coastal Geologic Services was completed in December 2020 analyzing the beach/bluff/upland development interface in the Residential – Bluff Conservancy Designation of the Shoreline Master Program.*

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.

*None known.*

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

*The amended Shoreline Master Program will be adopted by the City of Oak Harbor City Council and approved by the WA Department of Ecology.*

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to

describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

*The Shoreline Master Program provides policy and regulations for the orderly development of the City's shorelines while maintaining the functions and values of the shore ecosystem.*

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.

*Jurisdiction of the Shoreline Master Program extends 200 feet landward of the ordinary highwater mark from Oak Harbor, Maylor Point and Crescent Harbor. Associated wetlands are also within shoreline jurisdiction.*

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

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

a. General description of the site: *Not applicable, this is a non-project action.*

(circle one): Flat, rolling, hilly, steep slopes, mountainous, other N/A

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

*Not applicable, this is a non-project action.*

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.

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

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

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

*Not applicable, this is a non-project action.*

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

*Not applicable, this is a non-project action.*

- 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.

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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.

*Not applicable, this is a non-project action.*

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

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

*Not applicable, this is a non-project action.*

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

*Not applicable, this is a non-project action.*

c. Water runoff (including stormwater):

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.

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

a. Check the types of vegetation found on the site:

- deciduous tree: alder, maple, aspen, other
- evergreen tree: fir, cedar, pine, other
- shrubs
- grass
- pasture
- crop or grain
- Orchards, vineyards or other permanent crops.
- wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- water plants: water lily, eelgrass, milfoil, other
- other types of vegetation

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

Examples include:

birds: hawk, heron, eagle, songbirds, other:  
mammals: deer, bear, elk, beaver, other:  
fish: bass, salmon, trout, herring, shellfish, other \_\_\_\_\_

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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:

*Not applicable, this is a non-project action.*

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

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.

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

*Not applicable, this is a non-project action.*

- 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.

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

b. Noise

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

*Not applicable, this is a non-project action.*

- 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.

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

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

*Not applicable, this is a non-project action.*

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

how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

c. Describe any structures on the site.

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

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

*Not applicable, this is a non-project action.*

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.

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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.

*Not applicable, this is a non-project action.*

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

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

*Not applicable, this is a non-project action.*

- 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?

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

- 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).

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

- 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.

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

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

- 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.

*Not applicable, this is a non-project action.*

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

*Not applicable, this is a non-project action.*

**16. Utilities** [\[help\]](#)

a. Circle utilities currently available at the site:  
electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system,  
other \_\_\_\_\_

*Not applicable, this is a non-project action.*

c. 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.

*Not applicable, this is a non-project action.*

**C. Signature** [\[HELP\]](#)

The above answers are true and complete to the best of my knowledge. I understand that the  
lead agency is relying on them to make its decision.

Signature:  \_\_\_\_\_

Name of signee: David Kuhl

Position and Agency/Organization Development Services Director, City of Oak Harbor

Date Submitted: March 3, 2021

**D. Supplemental sheet for nonproject actions** [\[HELP\]](#)

(IT IS NOT NECESSARY to 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 the elements of the environment.

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

1. How would the proposal be likely to increase discharge to water; emissions to air; pro-  
duction, storage, or release of toxic or hazardous substances; or production of noise?

*The Shoreline Master Program Periodic Review is intended to ensure the City's Master Program  
reflects Shoreline Management Act amendments and Department of Ecology rule changes, is  
consistent with local comprehensive plans and development regulations, and incorporates new,  
improved, or changed local circumstances. The Master Program will not produce an increase in*

***any type of pollution. A primary goal of the Master Program is to ensure there is no net loss of the functions and values of the City's shoreline environment.***

Proposed measures to avoid or reduce such increases are:

***Adoption of the Master Program would provide policy and regulatory guidance to prevent increases in incompatible shoreline developments.***

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

***The Master Program is intended to maintain and enhance shoreline vegetation, wildlife habitat, fish and other marine life ecosystems.***

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

***Adoption of the Master Program would provide policy and regulatory guidance to protect sensitive plant, animal, and marine life environments.***

3. How would the proposal be likely to deplete energy or natural resources?

***The Master Program is not intended to deplete any energy source or natural resource.***

Proposed measures to protect or conserve energy and natural resources are:

***Adoption of the Master Program would provide policy and regulatory guidance to conserve energy and natural resources.***

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?

***The Master Program Periodic Review provides consistency with the City's recently adopted critical areas code which protects environmentally sensitive areas such as threatened or endangered species habitat, historic or cultural sites, wetlands, and floodplains.***

Proposed measures to protect such resources or to avoid or reduce impacts are:

***Adoption of the Master Program would provide policy and regulatory guidance to avoid impacts to environmentally sensitive areas.***

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?

***As required by WAC 173-26-090(2)(d)(ii) the Master Program Periodic Review is required to review and bring into conformance this Program with updated local comprehensive plans and***

*development regulations. The Master Program would not allow or encourage shoreline development incompatible with existing plans.*

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

*No measures are proposed.*

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

*It is unlikely that amendments to the Shoreline Master Program, through the Periodic Review process, will increase demands on transportation, public services or utilities.*

Proposed measures to reduce or respond to such demand(s) are:

*No measures are proposed.*

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

*WAC 173-26-090 requires the Shoreline Master Program, through the periodic review process, complies with applicable state and federal laws and guidelines in effect and further requires conformance with local comprehensive plans and development regulations. Implementation of stormwater best management practices and updated critical areas regulations are examples of environmental regulations the Master Program is consistent with.*

