



City of Monroe  
806 West Main Street, Monroe, WA 98272  
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[www.monroewa.gov](http://www.monroewa.gov)

## 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**

1. Name of proposed project, if applicable:  
**Housing Action Plan (HAP)**
2. Name of applicant:  
**City of Monroe**
3. Address and phone number of applicant and contact person:  
**Anita Marrero, Senior Planner  
806 West Main Street  
Monroe, WA 98272  
(360) 863-4513  
amarrero@monroewa.gov**
4. Date checklist prepared:  
**April 29, 2021**
5. Agency requesting checklist:  
**City of Monroe**
6. Proposed timing or schedule (including phasing, if applicable):  
**The public hearing before the Planning Commission is tentatively scheduled to take place on May 24, 2021. The City Council's first reading of the resolution is tentatively scheduled for June 22, 2021 with a final reading and adoption on July 13, 2021.**
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.  
**Not at this time.**
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.  
**This SEPA Checklist.**
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 at this time.**
10. List any government approvals or permits that will be needed for your proposal, if known.  
**The HAP will be considered by the Planning Commission at a public hearing, which forwards a recommendation to the City Council. The City Council is the final decision authority for legislative actions in the City. Additional reviews will be conducted by the Department of Commerce.**
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).  
**In October 2019, the City of Monroe applied for a Department of Commerce (DOC) grant funded through E2SHB 1923, which provided \$5 million to increase residential building capacity in Washington communities. Of the list of eligible activities, as defined in the bill, the City chose to adopt**

a housing action plan with a total funding request of \$50,000. The City was awarded the grant on November 5, 2019.

The goal of a housing action plan is to encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes, including strategies aimed at the for-profit single-family market. As part of the Housing Action Plan, the city will focus on the following strategies:

- Helping people stay in affordable housing.
- Creating a variety of housing choices.
- Creating more affordable housing.
- Unlock housing supply by making it easier to build.
- Identify public lands for housing opportunities.

The Housing Action Plan will provide guidance to the City when planning for the future and will be instrumental when drafting the mandated Comprehensive Plan 2024 Update.

The City hopes that the Housing Action Plan will stimulate development of new housing, preserve existing affordable housing, and improve the overall quality of life in the City. Addressing the affordable housing crisis is a top priority for the City and the goal is to create an inclusionary community through quality development and collaboration.

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.

The HAP is a City-wide proposal; however, the proposal will specifically impact locations where residential uses are allowed. The City of Monroe is approximately 14 miles east of the City of Everett on US Route 2 and 22 miles north of the City of Seattle on State Route 522.

**B. ENVIRONMENTAL ELEMENTS**

**1. Earth**

- a. General description of the site:  
(circle one): Flat, rolling, hilly, steep slopes, mountainous, other \_\_\_\_\_  
**The proposal is a nonproject action. This does not apply.**
- b. What is the steepest slope on the site (approximate percent slope)?  
**The proposal is a nonproject action. This 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 agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.  
**The proposal is a nonproject action. This does not apply.**

- d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.  
**The proposal is a nonproject action. This does not apply.**
- 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.  
**The proposal is a nonproject action. This does not apply.**
- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.  
**The proposal is a nonproject action. This does not apply.**
- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?  
**The proposal is a nonproject action. This does not apply.**
- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:  
**The proposal is a nonproject action. This does not apply.**

## 2. Air

- 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.  
**The proposal is a nonproject action. This does not apply.**
- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.  
**The proposal is a nonproject action. This does not apply.**
- c. Proposed measures to reduce or control emissions or other impacts to air, if any:  
**The proposal is a nonproject action. This does not apply.**

## 3. Water

- a. Surface Water:
- 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.  
**The proposal is a nonproject action. This 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.  
**The proposal is a nonproject action. This 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.  
**The proposal is a nonproject action. This does not apply.**

4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.  
**The proposal is a nonproject action. This does not apply.**

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.  
**The proposal is a nonproject action. This 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.  
**The proposal is a nonproject action. This does not apply.**

b. Ground Water:

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.  
**The proposal is a nonproject action. This does not apply.**

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.  
**The proposal is a nonproject action. This does not apply.**

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.  
**The proposal is a nonproject action. This does not apply.**

2) Could waste materials enter ground or surface waters? If so, generally describe.  
**The proposal is a nonproject action. This does not apply.**

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.  
**The proposal is a nonproject action. This does not apply.**

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:  
**The proposal is a nonproject action. This does not apply.**

#### 4. Plants

- 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

**The proposal is a nonproject action. This does not apply.**

- b. What kind and amount of vegetation will be removed or altered?  
**The proposal is a nonproject action. This does not apply.**
- c. List threatened and endangered species known to be on or near the site.  
**The proposal is a nonproject action. This does not apply.**
- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:  
**The proposal is a nonproject action. This does not apply.**
- e. List all noxious weeds and invasive species known to be on or near the site.  
**The proposal is a nonproject action. This does not apply.**

**5. Animals**

- a. 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 \_\_\_\_\_  
**The proposal is a nonproject action. This does not apply.**

- b. List any threatened and endangered species known to be on or near the site.  
**The proposal is a nonproject action. This does not apply.**
- c. Is the site part of a migration route? If so, explain.  
**The proposal is a nonproject action. This does not apply.**
- d. Proposed measures to preserve or enhance wildlife, if any:  
**The proposal is a nonproject action. This does not apply.**
- e. List any invasive animal species known to be on or near the site.  
**The proposal is a nonproject action. This 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.

**The proposal is a nonproject action. This does not apply.**

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

**The proposal is a nonproject action. This 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:

**The proposal is a nonproject action. This 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.

**The proposal is a nonproject action. This does not apply.**

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

**The proposal is a nonproject action. This does not apply.**

- 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.

**The proposal is a nonproject action. This does not apply.**

- 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.

**The proposal is a nonproject action. This does not apply.**

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

**The proposal is a nonproject action. This does not apply.**

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

**The proposal is a nonproject action. This 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)?

**The proposal is a nonproject action. This 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.

**The proposal is a nonproject action. This does not apply.**

- 3) Proposed measures to reduce or control noise impacts, if any:  
**The proposal is a nonproject action. This does not apply.**

## 8. Land and Shoreline Use

- 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.  
**The proposal is a nonproject action. This does not apply.**
- 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?  
**The proposal is a nonproject action. This does not apply.**
- 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:  
**The proposal is a nonproject action. This does not apply.**
- c. Describe any structures on the site.  
**The proposal is a nonproject action. This does not apply.**
- d. Will any structures be demolished? If so, what?  
**The proposal is a nonproject action. This does not apply.**
- e. What is the current zoning classification of the site?  
**The proposal is a nonproject action. This does not apply.**
- f. What is the current comprehensive plan designation of the site?  
**The proposal is a nonproject action. This does not apply.**
- g. If applicable, what is the current shoreline master program designation of the site?  
**The proposal is a nonproject action. This does not apply.**
- h. Has any part of the site been classified as a critical area by the city or county? If so, specify.  
**The proposal is a nonproject action. This does not apply.**
- i. Approximately how many people would reside or work in the completed project?  
**The proposal is a nonproject action. This does not apply.**
- j. Approximately how many people would the completed project displace?  
**The proposal is a nonproject action. This does not apply.**
- k. Proposed measures to avoid or reduce displacement impacts, if any:  
**The proposal is a nonproject action. This does not apply.**

- L. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:  
**The proposal is a nonproject action. This does not apply.**
- m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:  
**The proposal is a nonproject action. This does not apply.**

## 9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.  
**The proposal is a nonproject action. This does not apply.**
- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.  
**The proposal is a nonproject action. This does not apply.**
- c. Proposed measures to reduce or control housing impacts, if any:  
**The proposal is a nonproject action. This 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?  
**The proposal is a nonproject action. This does not apply.**
- b. What views in the immediate vicinity would be altered or obstructed?  
**The proposal is a nonproject action. This does not apply.**
- c. Proposed measures to reduce or control aesthetic impacts, if any:  
**The proposal is a nonproject action. This 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?  
**The proposal is a nonproject action. This does not apply.**
- b. Could light or glare from the finished project be a safety hazard or interfere with views?  
**The proposal is a nonproject action. This does not apply.**
- c. What existing off-site sources of light or glare may affect your proposal?  
**The proposal is a nonproject action. This does not apply.**
- d. Proposed measures to reduce or control light and glare impacts, if any:  
**The proposal is a nonproject action. This does not apply.**

## 12. Recreation

- a. What designated and informal recreational opportunities are in the immediate vicinity?  
**The proposal is a nonproject action. This does not apply.**
- b. Would the proposed project displace any existing recreational uses? If so, describe.  
**The proposal is a nonproject action. This 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:  
**The proposal is a nonproject action. This does not apply.**

## 13. Historic and cultural preservation

- 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.  
**The proposal is a nonproject action. This does not apply.**
- 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.  
**The proposal is a nonproject action. This does not apply.**
- 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.  
**The proposal is a nonproject action. This does not apply.**
- 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.  
**The proposal is a nonproject action. This does not apply.**

## 14. Transportation

- 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.  
**The proposal is a nonproject action. This does not apply.**
- 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?  
**The proposal is a nonproject action. This does not apply.**
- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?  
**The proposal is a nonproject action. This does not apply.**



Name of signee: Anita Marrero

Position and Agency/Organization: Senior Planner/ City of Monroe

Date Submitted: April 29, 2021

## D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS

(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; production, storage, or release of toxic or hazardous substances; or production of noise?

**The HAP is not anticipated to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise.**

Proposed measures to avoid or reduce such increases are:

**Since no impacts have been identified, no mitigation measures are proposed. Any impacts at the project level will follow applicable state, federal, and local law.**

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

**The HAP is not anticipated to affect plants, animals, fish, or marine life.**

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

**Since no impacts have been identified, no mitigation measures are proposed. Any impacts at the project level will follow applicable state, federal, and local law.**

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

**The adoption of the HAP is not likely to deplete energy or natural resources.**

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

**Since no impacts have been identified, no mitigation measures are proposed. Any impacts at the project level will follow applicable state, federal, and local law.**

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 adoption of the HAP is not anticipated to have an impact upon critical areas or other areas designated for special protection.**

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

**Since no impacts have been identified, no mitigation measures are proposed. Any impacts at the project level will follow applicable state, federal, and local law.**

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?

**The HAP will not affect land and shoreline use. Interpretation and application of existing code provisions will not change as a result of the proposal. Therefore, incompatible uses are not anticipated.**

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

**Since no impacts have been identified, no mitigation measures are proposed. Any impacts at the project level will follow applicable state, federal, and local law.**

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

**The proposal will not increase demands on public services and utilities or transportation.**

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

**Since no impacts have been identified, no mitigation measures are proposed. Any impacts at the project level will follow applicable state, federal, and local law.**

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

**The HAP meets the intent of the Growth Management Act to ensure adequate housing for the existing and projected needs of all economic segments of the community, and by concentrating population growth in urban areas that have access to transportation, public services, and utilities. The HAP will also facilitate future updates to the Comprehensive Plan and does not conflict with state, local, or federal laws or requirements for the protection of the environment.**