



## Chelan County Planning Commission

Chair: Cherié Warren Vice Chair: Doug England

Commissioners District 1: Vicki Malloy, Tammy Donaghue, James Wiggs

Commissioners District 2: Cherié Warren, Mike Sines, Christopher Dye

Commissioners District 3: Christopher Willoughby, Jesse Redell, Doug England

### Meeting Agenda

Wednesday, February 26, 2025 at 6:30 PM

Chelan County Community Development

**400 Douglas Street,**

**Wenatchee WA, 98801**

**Or via Zoom- details listed below:**

Join Zoom Meeting

<https://us02web.zoom.us/j/84388119233?pwd=vcVT4ylnvm9NUyMx70KiL3LAW2xGDm.1>

**Meeting ID: 843 8811 9233**

**Passcode: 680070**

#### Meeting to Order

##### **I. Administrative**

- A.** Review/Approval of Minutes from January 22nd, 2025 Planning Commission Meeting.

##### **II. Public Comment Period**

- A.** Comment for any matters not identified on the agenda (limit 2 minutes per person)

##### **III. New Business**

- A.** Introduction of new Planning Commission member Christopher Willoughby
- B.** **CPA 25-016 CIP** - Chelan County has initiated a Comprehensive Plan text amendment to the Capital Facilities Element to update the Six Year Capital Improvement Plan (CIP) for years 2025-2030. The CIP describes public capital expenditures, including the sources of funding for these items. The goal of the CIP is to ensure that all capital improvement expenses have adequate funding.

##### **IV. Discussion, at the Chair's discretion**

##### **V. Adjournment \*Meeting will go no longer than 8:30 PM.\***

Materials available on the Community Development website

Any person may join this meeting via Zoom Video conference, of which the link is provided on the Chelan County Website. A Copy of the Agenda may be reviewed online <https://www.co.chelan.wa.us/community-development/pages/planning-commission>

Chelan County has been recording Planning Commission meetings which will continue to be accessible on the Community Development Planning Commission web page shortly after the meeting takes place.

**Next Regular Meeting  
March 26, 2025 at 6:30 PM**

*\* All Planning Commission meetings and hearings are open to the public.*



# CHELAN COUNTY PLANNING COMMISSION MINUTES

Chelan County Planning Commission Chelan County Community Development  400 Douglas Street Wenatchee, WA 98801	Date: January 22, 2025
---	------------------------

## CALL TO ORDER

Meeting was called to order at 6:30 PM

## COMMISSIONER PRESENT/ABSENT

<b>Vicki Malloy</b>	Present	<b>James Wiggs</b>	Present
<b>Doug England</b>	Present - zoom	<b>Christopher Dye</b>	Present
<b>Tammy Donaghue</b>	Present	<b>Jesse Redell</b>	Absent
<b>Cherie Warren</b>	Present - zoom		
<b>Mike Sines</b>	Present		

## STAFF PRESENT

Jessica Thompson, Permit Clerk  
Deanna Walter, CD Director

## PUBLIC PRESENT:

## PUBLIC PRESENT VIA ZOOM:

## Minutes:

Vice Chair Cherie Warren starts the meeting and takes roll.

She proceeds, asking the commissioners if they had read the minutes from the December 18<sup>th</sup> meeting.

Hearing no corrections, changes or additions.

**Motion:**

Motion made by Commissioner Wiggs, second by Commissioner Dye to approve meeting minutes.

Vote- Unanimous

Motion Carries

**PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA**

None

**New Business:**

Commissioner Warren was nominated to be Chair for the 2025 year.

**Motion:**

Motion made by Commissioner Wiggs, second by Commissioner Malloy to vote Cherie Warren as Chair for 2025.

Vote- Unanimous

Motion Carries

Commissioner England was nominated to be Vice Chair for the 2025 year.

**Motion:**

Motion made by Commissioner Wiggs, second by Commissioner Sines to vote Doug England as Vice Chair for 2025.

Vote- Unanimous

Motion Carries

**Discussion at the Chair's Discretion:**

Commissioners discuss the docket for 2025.

**ADJOURNMENT**

Meeting Adjourned at 7:00 p.m.

Next Planning Commission Meeting to be held on February  
26, 2025, at 6:30 pm  
**All Planning Commission meetings and hearings are open  
to the public**

DRAFT





# CHELAN COUNTY

## DEPARTMENT OF COMMUNITY DEVELOPMENT

### 2025 Comprehensive Plan Text Amendment Staff Report

**TO:** Chelan County Planning Commission  
**FROM:** Chelan County Community Development  
**HEARING DATE:** February 26, 2025  
**FILE NUMBER:** CPA-25-016 Capital Improvement Plan (CIP) Text Amendment

---

#### RECOMMENDED MOTION

The Chelan County Planning Commission may make a motion to approve or deny the proposed Comprehensive Plan Amendments, pursuant to Chelan County Code Section 14.10.050 and the amendment review criteria in CCC 14.14.047. Suggested Findings of Fact and Conclusions of Law, which may be modified, are included in this staff report. Staff recommends:

- A. Move to **approve** the Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2025-2030, given file number CPA 25-016 based upon the findings of fact and conclusions of law contained within the February 03, 2025 staff report.

#### GENERAL INFORMATION

<b>Applicant</b>	Chelan County
<b>Planning Commission Notice of Hearing Published</b>	February 15, 2025
<b>Planning Commission Hearing on</b>	February 26, 2025 (Recommendation: Approval)
<b>60-day State agency review</b>	Initiated: January 21, 2025
<b>SEPA Determination</b>	January 30, 2025

#### SEPA Environmental Review

Pursuant to WAC 197-11 and RCW 43.21C of the State Environmental Policy Act (SEPA), environmental review and a threshold determination was completed, and a Determination of Non-Significance (DNS) was issued on January 30, 2025, under WAC 197-11-340.

**Agency Comments:**

None received to date. (If received prior to hearing, will be Attachment 2.)

**Public Comment:**

None received to date. (If received prior to hearing, will be Attachment 2.)

**60- Day Notice:**

Sent to Department of Commerce January 21, 2025. Letter of acknowledgement included as Attachment 3.

**PROJECT DESCRIPTION – CIP TEXT AMENDMENT**

**Proposal:** Chelan County has initiated a Comprehensive Plan text amendment to the Capital Facilities Element to update the Six Year Capital Improvement Plan (CIP) for years 2025-2030. The CIP describes public capital expenditures, including the sources of funding for these items. The goal of the CIP is to ensure that all capital improvement expenses have adequate funding.

The proposed text amendments address changes in timing and cost for projects. The County's Administrator, Cathy Mulhall, has reviewed the projects and determined that project costs can be covered through various funding sources noted on the CIP spreadsheet. Specifically, 2024 projects were moved into future years when they were either not completed or were determined not to be a priority. Completed projects have been removed.

The Capital Facilities Element is a mandatory element of the Comprehensive Plan and estimates capital facility needs for the next 20 years. The CIP is required by the Growth Management Act RCW 36.70A.070(3)(d) and promotes efficiency by prioritizing capital improvements for a longer period of time than the single budget year. The CIP contains the six-year plan to finance capital projects based on projected funding.

Please refer to Attachment 5 for the full proposed CIP 2025-2030 and Attachment 5 for the project worksheets.

**COMPREHENSIVE PLAN**

The Comprehensive Plan represents the long-term vision for future land uses and development. For the county-initiated text amendments, the merits of the requested change must be demonstrated as being consistent with adopted goals and policies.

The following Comprehensive Plan policies are relevant to the proposed request:

*CF 1.2: Ensure that any available public services and facilities are adequately planned and designed to protect the public health, safety and welfare.*

*CF 2.3: Size capital facilities to meet anticipated growth in the service area.*

*CF 3.1: Provide and maintain a six-year plan that will finance needed capital facilities within projected funding capacities and which identifies funding sources for such purposes.*

*CF 3.2 Where appropriate, employ innovative financing strategies for capital improvements, to minimize financial costs to taxpayers and equitably assign costs between existing and new development.*

*CF 3.5: Capital facilities planning should establish shared funding responsibilities among and between local governments, utility purveyors, special purpose districts and the private sector.*

*ED 6.5: Support economic development by providing adequate levels of infrastructure and promoting technological advancements in public service and facility systems.*



## COUNTYWIDE PLANNING POLICIES

Policy 8 of the Chelan County Countywide Planning Policies refers to capital facilities planning, and includes, but is not limited, to the following:

- I. Each jurisdiction's Capital Facilities Plan should provide:
  - C. An assessment of future needs for such capital facilities including:
    - i. The proposed locations, capacities, and costs of expanded or new facilities;
    - ii. At least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and
    - iii. A requirement to reassess the land use element if probable funding falls short of meeting existing needs to insure consistency between the land use plan, the capital facilities plan and the financing plan within the capital facilities plan.

## REVIEW CRITERIA

The text amendment was analyzed based on information provided as background or when readily available, within existing County resources. Agency and public comment also play a role in understanding how the amendment may advance the Comprehensive Plan goals and policies and how it may serve the general public's interest.

Pursuant to Chelan County Code (CCC) Section 14.14.047, the following general review criteria were used to evaluate the proposed text amendment.

1. *The proposal is necessary to address a public land use issue or problem; and*

Finding of Fact: Inadequate public services and facilities may pose a risk to the public. The proposed amendments are necessary to address public needs related to capital improvements, pursuant to RCW 36.70A.070(3), WAC 365-196-415, and the Capital Facilities element of the Comprehensive Plan.

Conclusion: The proposed text amendment will update the list of capital projects and expenditures, including the sources of funding so the County may responsibly spend funds and follow state law

2. *The proposed amendment is consistent with the requirements of the Washington State Growth Management Act (Chapter 36.70A RCW as amended) and any applicable county-wide planning policies; and*

Finding of Fact: The Growth Management Act requires local jurisdictions planning under the act to provide a six-year financing plan that identifies sources of funding for needed capital facilities. RCW 36.70A.120 states that all capital budget decisions shall be in conformance with the adopted Comprehensive Plan.

The Growth Management Act under RCW 36.70A.020 contains planning goals that include, but are not limited to, 1) Urban Growth, 3) Transportation, 5) Economic Development, and 12) Public Facilities and Services. The proposed text amendment will support adequate public facilities and services by implementing and funding public projects.

County-wide Planning Policies provide guidance to coordinated planning with the public and other affected jurisdictions. Policy 8 refers to the Capital Facilities Plan. The CIP is developed with input from various County departments, and ensures that as need and opportunity arises, the county is well positioned to apply funds and implement the plan.

Conclusion: The proposal would be consistent with the GMA goals and with County-wide Planning Policies

3. *The text amendment complies with or supports the comprehensive plan's goals and policies, or how amendment of the plan's goals or policies is supported by changing conditions or state or federal mandates; and*

Finding of Fact: Public facilities are key to the high quality of life enjoyed by County residents and are important in the retention and recruitment of business and industries. The proposed amendments support existing County facilities.

Several policies in the Capital Facilities Elements of the Comprehensive Plan relate to the updated CIP table, including: CF 2.3, CF 3.5 and ED 6.5. Capital facilities plans should consider the anticipated growth of service areas to assure that new facilities do not become obsolete due to under-sizing which could result in untimely expansion. Coordination of capital facility planning provides for more efficient, and therefore less costly infrastructure improvements.

Conclusion: The proposed amendment would be consistent with and does support the goals and policies of the Chelan County Comprehensive Plan.

4. *The amendment does not adversely affect lands designated as resource lands of long-term commercial significance or designated critical areas in ways that cannot be mitigated; and*

Finding of Fact: The proposed amendments are programmatic, relating to a project and funding schedule. Site specific development and land use applications are reviewed for consistency with adopted regulations at the time of permitting. As required by state law, the text amendment will update the CIP's list of capital projects and expenditures, including the sources of funding. As such public facilities and community projects are planned and developed, they will be evaluated in relation to designated critical areas and resource lands.

Conclusion: The text amendment to the Capital Facilities Element does not adversely affect lands designated as resource lands of long-term commercial significant or designated critical areas in ways that cannot be mitigated.

5. *The proposed amendment would serve the interests of not only the applicant, but the public as a whole, including health, safety or welfare.*

Finding of Fact: The proposed amendments are necessary to fund capital projects, which are intended to maintain existing facilities, serve the public and protect the public welfare. The CIP project list will also enable the County to meet the demands of growth as such facilities and services are needed.

Conclusion: The text amendment to the Capital Facilities Element would serve the public interest.

## **FINDINGS OF FACT**

1. Chelan County adopted Title 14, Development Permit Procedures and Administration outlining provisions relating to the amendment of the Comprehensive Plan consistent with RCW 36.70A. The County followed the procedures required for amendment of the Comprehensive Plan.
2. Growth Management Act (RCW 36.70A), Chelan County Comprehensive Plan and Chelan County Code outline provisions relating to the adoption and amendments to the Comprehensive Plan. The County used the applicable guidelines and regulatory review criteria for each amendment.
3. RCW 36.70A.210 requires that the Comprehensive Plan be consistent with the provisions of the adopted County-Wide Planning Policies.
4. The requirements of RCW 43.21C, the State Environmental Policy Act, and WAC 197-11, SEPA Rules, have been satisfied. To comply with the requirements of the State Environmental Policy Act for environmental review of a non-project action, the County, as lead agency issued a Determination of Non-significance on January 30, 2025.
5. The required State agency review with the Department of Commerce (COM) and other State agencies initiated on January 21, 2025 (Attachment 3), pursuant to RCW 36.70A.106.
6. A request for a Comprehensive Plan Text Amendment was submitted by Chelan County to consider the update of the Six Year Capital Improvement Plan (CIP) for years 2025-2030. The CIP describes public capital expenditures, including the sources of funding for these items.
  - a. As recommended by staff, the proposed changes are consistent with the Chelan County Comprehensive Plan as outlined in this staff report.

## **CONCLUSIONS OF LAW**

1. The amendments to the Chelan County Comprehensive Plan are consistent with the requirements of the Growth Management Act (RCW 36.70A), Chelan County Comprehensive Plan and County-Wide Planning Policies.
2. The amendments are necessary to address a public land use issue or problem.
3. The amendments do not adversely affect designated resource lands of long-term commercial significance or designated critical areas in ways that cannot be mitigated.
4. Reviewing agencies and the general public were given an opportunity to comment on the proposed amendments.
5. The amendments are consistent with Chelan County Code Title 14 Development Permit Procedures and Administration.
6. The requirements of RCW 43.21C, the State Environmental Policy Act and WAC 197-11 SEPA Rules have been satisfied.
7. The adoption of these amendments is in the best interest of the public and furthers the health, safety, and welfare of the citizens of Chelan County

## **STAFF RECOMMENDATION**

The Chelan County Board of County Commissioners may make a motion to approve or deny the proposed Comprehensive Plan Amendments, pursuant to Chelan County Code Section 14.10.050. Suggested Findings of Fact and Conclusions of Law, which may be modified, are included in this staff report. Staff recommends:

- A. Move to **approve** the Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2025-2030, given file number CPA 25-016 based upon the findings of fact and conclusions of law contained within the February 03, 2025 staff report.

## **ATTACHMENTS**

1. SEPA Determination, signed January 30, 2025
2. Agency and Public Comments – none at time of staff report issuance
3. 60-day Review Acknowledgment Letter from WA Dept. of Commerce
4. Capital Project Worksheets



# CHELAN COUNTY

Department of Community Development  
316 Washington Street, Suite 301, Wenatchee, WA 98801  
Telephone: (509) 667-6225 Fax: (509) 667-6475

## SEPA NOTICE ISSUANCE OF DETERMINATION OF NON-SIGNIFICANCE (DNS)

**Date of issuance:** January 30, 2025  
**Lead Agency:** Chelan County Department of Community Development  
**Agency Contact:** Deanna Walter, Community Development Director  
deannac.walter@co.chelan.wa.us  
(509) 667-6225  
**File Number** CPA 25-016

**Project Description:** This non-project action is to make a text amendment to the Comprehensive Plan to update the 6-year Capital Improvement Plan (CIP) list. The CIP list includes projects from the following departments: Cashmere Dryden Airport, Commissioner's Office, County Expo Center, Wenatchee River County Park, Facilities Department, Ohme Gardens, Public Works, Regional Justice Center, Sheriff/Emergency Management. Most projects involve building upgrades, site improvements, and infrastructure rehabilitation at existing public sites or rights of way that are already developed.

Chelan County has determined that this proposal will not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.03. We have reviewed the attached Environmental Checklist.

This Determination is based on the following findings and conclusions:

Most of the CIP projects consist of building upgrades and site improvements on County-owned property that is already developed. Some of the CIP projects will be required to complete additional SEPA review at the time of permit application. All CIP projects must comply with the Chelan County code, including, but not limited to, shoreline master program regulations (CCC, Section 13.22), flood hazard development (CCC, Section 3.20), critical areas regulations (CCC, Sections 11.77 to 11.86), zoning (CCC, Title 11) and subdivision (CCC, Title 12) regulations, and stormwater regulations (CCC, Section 13.18).

This Determination of Non-Significance is issued under WAC 197-11-340(2), and the comment period will end at 5 PM on February 13, 2025.

**Responsible Official:** Deanna Walter, Director / SEPA Responsible Official  
**Address:** Chelan County Department of Community Development  
316 Washington Street, Suite 301  
Wenatchee, WA 98801  
**Phone:** (509) 667-6225

**Signature:** Deanna Walter  
Deanna Walter, SEPA Responsible Official

**Date:** 1/30/25

# THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

## Submittal ID: 2025-S-8031A

Submittal Date Time: 01/22/2025

### Submittal Information

**Jurisdiction** Chelan County

**Submittal Type** Supplemental Submittal for existing Notice of Intent to Adopt Amendment **Draft Submittal ID:** 2025-S-8031

**Amendment Type** Comprehensive Plan Amendment

### Amendment Information

#### Brief Description

Supplemental documents for CPA 2025-016 (CIP) SEPA checklist and Determination of Non significance.

- Yes, this is a part of the 10-year periodic update schedule, required under RCW 36.70A.130.
- Yes, this is action includes changes to Urban Growth Boundaries.

Planning Commissions Date

Board of County Commissioners Date

Anticipated/Proposed Date of Adoption

### Categories

#### Submittal Category

Comprehensive Plan

### Attachments

Attachment Type	File Name	Upload Date
SEPA Materials	DOC024.pdf	01/22/2025 11:18 AM
Supporting Documentation or Analysis	DOC023.pdf	01/22/2025 11:18 AM

**Contact Information**

---

**Prefix** Ms.  
**First Name** Deanna  
**Last Name** Walter  
**Title** Community Development Director  
**Work** (509) 667-6228 Ext 6228  
**Cell**  
**Email** deannac.walter@co.chelan.wa.us

**Yes, I would like to be contacted for Technical Assistance.**

**Certification**

---

**I certify that I am authorized to submit this Amendment for the Jurisdiction identified in this Submittal and all information provided is true and accurate to the best of my knowledge.**

**Full Name** Jessica Thompson  
**Email** jessicak.thompson@co.chelan.wa.us

# THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

## Submittal ID: 2025-S-8031

Submittal Date Time: 01/21/2025

### Submittal Information

Jurisdiction	Chelan County
Submittal Type	60-day Notice of Intent to Adopt Amendment
Amendment Type	Comprehensive Plan Amendment

### Amendment Information

#### Brief Description

Adoption of text amendment (CPA 2025-016) to the Chelan County Comprehensive Plan to update the Capital improvement plan. \*\*We are requesting a 15 day expedited review for 24-016 CIP\*\*

- Yes, this is a part of the 10-year periodic update schedule, required under RCW 36.70A.130.
- Yes, this is action includes changes to Urban Growth Boundaries.

Planning Commissions Date 02/26/2025

Board of County Commissioners Date 03/18/2025

Anticipated/Proposed Date of Adoption 03/11/2025

### Categories

#### Submittal Category

Comprehensive Plan

### Attachments

Attachment Type	File Name	Upload Date
Comprehensive Plan Amendment - Draft	CIP 2025-2030 worksheet for PC and Commerce.pdf	01/21/2025 12:40 PM

### Contact Information



**Prefix** Ms.  
**First Name** Deanna  
**Last Name** Walter  
**Title** Community Development Director  
**Work** (509) 667-6228 Ext 6228  
**Cell**  
**Email** deannac.walter@co.chelan.wa.us

Yes, I would like to be contacted for Technical Assistance.

**Certification**

---

I certify that I am authorized to submit this Amendment for the Jurisdiction identified in this Submittal and all information provided is true and accurate to the best of my knowledge.

**Full Name** Jessica Thompson  
**Email** jessicak.thompson@co.chelan.wa.us

YEAR	2025	2026	2027	2028	2029	2030
<b>CASHMERE DRYDEN AIRPORT</b>						
<b>Uses of Funds</b>						
Runway 7/25 Pavement Maint. (Crackfill) & Replace Threshold Lighting	756,000					
Runway PAPI Replacement						
General Obstruction Removal			60,000			
Hangar Taxilane Rehab/Repair Project (Partial)					660,000	
Above-ground fuel system						
<b>Total Uses of Funds</b>	756,000	0	60,000	0	660,000	0
<b>Sources of Funds</b>						
Bipartisan Infrastructure Law (BIL) Funds	336,000		60,000			
Grant and County Funds	25,000				30,000	
WSDOT Aviation	25,000				30,000	
Non-primary entitlement (FAA)	370,000				600,000	
<b>Total Sources of Funds</b>	756,000	0	60,000	0	660,000	0
<b>Variance</b>	0	0	0	0	0	0
<b>COMMISSIONER'S OFFICE</b>						
<b>Uses of Funds</b>						
Jail Facilities Debt Service	827,195	652,500	654,300	655,650	656,550	657,000
<b>Total Uses of Funds</b>	827,195	652,500	654,300	655,650	656,550	657,000
<b>Sources of Funds</b>						
Criminal Justice Fund	827,195	652,500	654,300	655,650	656,550	657,000
<b>Total Sources of Funds</b>	827,195	652,500	654,300	655,650	656,550	657,000
<b>Variance</b>	0	0	0	0	0	0
<b>COUNTY EXPO CENTER</b>						
<b>Uses of Funds</b>						
Building Upgrades	80,000	80,000	80,000	70,000	70,000	
Grandstand Cover	75,000					
Domestic Water System improvements	100,000					
Carnival Lot Improvements					200,000	
Grounds Improvement/Electric/Asphalt	35,000	35,000	35,000	26,000	26,000	
RV Park Improvement	65,000	35,000	35,000	26,000		
Arena Improvements	60,000	60,000	30,000	26,000		
<b>Total Uses of Funds</b>	415,000	210,000	180,000	148,000	296,000	0
<b>Sources of Funds</b>						
Capital Improvement Reet 2 Fund	240,000	150,000	180,000	148,000	296,000	
Fair & Expo Reserves	130,000					
Grants, Loans, Donations	45,000	60,000				
<b>Total Sources of Funds</b>	415,000	210,000	180,000	148,000	296,000	0
<b>Variance</b>	0	0	0	0	0	0
<b>WENATCHEE RIVER COUNTY PARK</b>						
<b>Uses of Funds</b>						
House Renovation						
Tree Repair	80,000					
Park Expansion and Rehabilitation	20,000	100,000	40,000			
Pavement Replacement						
<b>Total Uses of Funds</b>	100,000	100,000	40,000	0	0	0
<b>Sources of Funds</b>						
LTAC Capital or Other Grant Funds	0	50,000	0	0	0	0
WCRP Cash Reserve						
Capital Improvement Reet 2 Fund	100,000	50,000	40,000	0	0	0
<b>Total Sources of Funds</b>	100,000	100,000	40,000	0	0	0
<b>Variance</b>	0	0	0	0	0	0





# SEPA<sup>1</sup> 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.

---

<sup>1</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/Checklist-guidance>

## **A. Background**

Find help answering background questions<sup>2</sup>

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

Capital Improvement Plan (CIP) – Annual Update

**2. Name of applicant:**

Chelan County

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

Cathy Mulhall, Chelan County Administrator

400 Douglas St. Suite 201

Wenatchee, WA 98801

(509) 667-6215

**4. Date checklist prepared:**

January 08, 2025

**5. Agency requesting checklist:**

Chelan County Department of Community Development

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

The Comprehensive Plan is to be amended with 2025-2030 CIP list by the end of March 2025

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

The six-year CIP is updated on an annual basis and requires an annual text amendment to the Comprehensive plan.

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

None known

**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.**

This non-project action is to amend the Comprehensive Plan to update the 6-year CIP list and make any associated changes to the Capital Facilities Element. Planning Commission review and recommendation and Board of County Commissioners consideration and decisions will occur between January 2025 and March 2025. Individual projects will be

---

<sup>2</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-A-Background>

permitted separately. Any project that does not meet the definition of “minor new Construction” per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site specific SEPA checklist and determination at time of application.

- 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.)**

This non-project action is to make a text amendment to the Comprehensive Plan to update the 6-year CIP list. The CIP list includes projects from the following departments; Cashmere Dryden Airport, Commissioner’s Office, County Expo Center, Wenatchee River County Park, Facilities Department, and Ohme Gardens, Public Works, Regional Justice Center, and Sheriff. Most projects involve building upgrades, site improvements, and infrastructure rehabilitation at existing public sites or rights of way that are already developed. Several projects do involve new development, including: airport property acquisition for a future runway shift, parking lot improvements at Ohme Gardens, a new garbage dumping area at the Dryden Transfer Station, storage and a washing facility for Vegetation Management trucks, County Motor Pool, and County Emergency Management Operations Center. Any project that does not meet the definition of “minor new construction” per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

- 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 comprehensive Plan text amendment is a non-project action, but the projects included in the updated CUP list are located at sites throughout Chelan County.

## **B. Environmental Elements**

### **1. Earth**

Find help answering earth questions<sup>3</sup>

- a. General description of the site:**

---

<sup>3</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-earth>

Circle or highlight one: Flat, rolling, hilly, steep slopes, mountainous, **other:**

Chelan County contains varying topography.

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

Chelan County contains steep slopes over 40% in some locations. Individual projects listed in the CIP will be reviewed for critical areas as required at the time of permit application.

**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.**

Soil types carry throughout Chelan County. Individual projects listed in the CIP will be reviewed for soil types as required at the time of permit application.

**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. Individual projects will be reviewed for critical areas, including landslide hazard areas (CCC, Section 11.86.020), as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

**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, and no filling, excavation, or grading will occur. Any filling, excavation, or grading will be reviewed as required at the time of permit application.

**f. Could erosion occur because of clearing, construction, or use? If so, generally describe.**

Not applicable- this is a non-project action, and no clearing, construction, or use is proposed at this time. Individual projects listed in the CIP will be reviewed for potential impacts as required at the time of permit application. Construction projects must comply with stormwater runoff control requirements outlined in CCC, Section 13.18. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

**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. Any future construction will be subject to the development standards in the Chelan County Code, including stormwater management requirements in CCC, Sections 13.16 and 13.18.

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

Not applicable – this is a non-project action, and no erosion impacts will occur. Projects will be reviewed for erosion impacts via critical areas regulations, or development permit review (e.g., parking, stormwater) and measures as required at the time of permit application. Applicable codes include but are not limited to: CCC, Section 13.18, construction and post-construction stormwater Runoff Control Program, CCC, Section 11.86 Geologically Hazardous Areas Overlay District (GHOD). Any project that does not meet the definition of “minor new construction” per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 2. Air

Find help answering air questions<sup>4</sup>

**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. Individual projects listed in the CIP will be reviewed for potential impacts as required at the time of permit application. Building construction and site improvement projects could result in dust and may require use of dust control practices such as water spraying.

**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. Individual projects listed in the CIP will be reviewed for emissions and odor impacts as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for potential emissions and air impacts and measures as required at the time of permit application. Typical odors in the County could come from agricultural or industrial operations. High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate emissions, odor, and other impacts. Public Works Department review of parking areas to ensure they are designed/operated to limit dust or erosion, and any applicable by the Fire Marshall and Chelan-Douglas Health

---

<sup>4</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-Air>

District should help ensure appropriate location of activities and equipment. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080, or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

### 3. Water

Find help answering water questions<sup>5</sup>

#### a. Surface:

Find help answering surface water questions<sup>6</sup>

- 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.**

Chelan County contains many surface water bodies, including streams, lakes, ponds, and wetlands. This is a non-project action-any future related projects will be reviewed in the context of nearby water bodies and critical areas (including wetlands, frequently flooded areas, and fish habitat conservation areas) as required at the time of permit application. Critical areas regulation administration is described in CCC, Section 11.77.

- 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. Individual projects listed in the CIP will be reviewed for water impacts and impacts to critical areas as required at the time of permit application. Future projects would meet buffer requirements, including critical area buffers described in CCC, Sections 11.78 (Fish and Wildlife Habitat Conservation Areas) and 11.80 (Wetlands Overlay District).

- 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. Individual projects listed in the CIP will be reviewed for impacts to water bodies and wetlands as required at the time of permit application. Future projects would meet buffer requirements, including critical area buffers described in CCC, Sections 11.78 and 11.80. As needed, the County will

---

<sup>5</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water>

<sup>6</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water/Environmental-elements-Surface-water>

apply for any required permits in addition to building permits (such as hydraulic project approval) as needed.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for water body impacts as required at the time of permit application. As needed, the County will apply for any required permits in addition to building permits (such as hydraulic project approval) as needed.

**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. Individual projects listed in the CIP will be reviewed for critical areas, including the 100-year floodplain, as required at the time of permit application and will be required to comply with CCC, Section 3.20 (Flood Hazard Development).

**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. Individual projects listed in the CIP will be reviewed for any waste discharges as required at the time of permit application. This includes consistency with County shoreline master program regulations (CCC, Section 13.22), critical areas regulations (CCC, Sections 11.77 to 11.86), stormwater regulations (CCC, Section 13.18 CCC Construction and post-construction Stormwater Runoff Control Program).

**b. Ground:**

Find help answering ground water questions<sup>7</sup>

**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 a general description, purpose, and approximate quantities if known.**

Not applicable-this is a non-project action. The County critical aquifer recharge area regulations are evaluated at time of development permits. See County disclosure forms intended to ensure regulations are met

[http://www.co.chelan.wa.us/files/community-development/ documents/ apps form/ Additional/ aquifer.pdf](http://www.co.chelan.wa.us/files/community-development/documents/apps%20form/Additional/aquifer.pdf).

**2. Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number**

---

<sup>7</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water/Environmental-elements-Groundwater>

**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. Individual projects listed in the CIP will be reviewed for waste discharge and septic system size as required at the time of permit application. Septic systems in Chelan County are required to receive design and construction approval from the Chelan-Douglas Health District.

**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. Individual projects listed in the CIP will be reviewed for water runoff impacts as required at the time of permit application. County regulations would apply, including stormwater regulations (CCC, Section 13.18 Construction and Post-Construction Stormwater Runoff Control Program).

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for waste runoff impacts as required at the time of permit application. County regulations would apply, including stormwater regulations (CCC, Section 13.18 Construction and Post-Construction Stormwater Runoff Control Program).

- 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. Individual projects listed in the CIP will be reviewed for impacts to drainage patterns as required at the time of permit application. County regulations would apply, including stormwater regulations (CCC, Section 13.18 Construction and post-construction Stormwater Runoff Control Program).

**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. Individual projects listed in the CIP will be reviewed for water and drainage impacts and measures as required at the time of permit application. See 11.82 CCC Aquifer Recharge Areas Overlay District (AROD) and CCC, Section 13.18 Construction and Post-Construction Stormwater Runoff Control Program. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 4. Plants

Find help answering plants questions: <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-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**

Chelan County contains many types of vegetation. including those listed above.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for impacts to vegetation as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for impacts to vegetation as required at the time of permit application.

**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. Landscaping for individual projects listed in the CIP will be reviewed as required at the time of permit application. Codes that may apply include but are not limited to: CCC, Section 11.78 Fish and Wildlife Habitat Conservation Areas Overlay District (FWOD) and CCC, Section 15.50 Landscape Standards. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for noxious weeds as required at the time of permit application. The Chelan

County Noxious Weed List (2022) contains more than 30 "Class A" weeds and more than 70 "Class B" and "Class C" weeds.

## 5. Animals

Find help answering animal questions<sup>8</sup>

- a. **List any birds and other animals that 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:**

A variety of birds, mammals, and fish can be found in Chelan County. Individual projects will be reviewed for impacts to animals as required at the time of permit application.

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

This is a non-project action relating to many sites throughout Chelan County. Individual projects will be reviewed for impacts to threatened and endangered species as required at the time of permit application.

The Washington Department of Fish and Wildlife Priority Habitats and Species 2022 List for Chelan County includes 12 priority habitats and more than 60 species, including several designated "endangered" by the State: the American White Pelican, Columbian Sharp-tailed Grouse, Northern Spotted Owl, Fisher, Gray Wolf, and Grizzly Bear.

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

Chelan County is within the Pacific Flyway. The Columbia River, located along the east border of Chelan County, is a migration route for anadromous salmonids.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for impacts to wildlife and measures as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for invasive species as required at the time of permit application.

---

<sup>8</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-5-Animals>

## 6. Energy and natural resources

Find help answering energy and natural resource questions<sup>9</sup>

- 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. Individual projects listed in the CIP will be reviewed for energy needs as required at the time of permit application.

- 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. Individual projects listed in the CIP will be reviewed for impacts to solar as required at the time of permit application. Zone-based development standards would continue to apply. Heights are limited to 35 feet in most districts.

- 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. Individual projects listed in the CIP will be reviewed for energy impacts and measures as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 7. Environmental health

Health Find help with answering environmental health questions<sup>10</sup>

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for environmental health hazards as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

---

<sup>9</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-6-Energy-natural-resou>

<sup>10</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-7-Environmental-health>

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for possible site contamination as required at the time of permit application.

- 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. Individual projects listed in the CIP will be reviewed for any existing hazardous chemicals/conditions as required at the time of permit application.

- 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. Individual projects listed in the CIP will be reviewed for any toxic or hazardous chemicals as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any special emergency services needs and fire code compliance as required at the time of permit application.

- 5. Proposed measures to reduce or control environmental health hazards, if any.**

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any environmental health hazards and measures as required at the time of permit application.

High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate emissions, odor, and other impacts. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## **b. Noise**

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

Noise conditions vary throughout Chelan County. Individual projects listed in the CIP will be reviewed for any impacts from noise as required at the time of permit application.

- 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. Individual projects listed in the CIP will be reviewed for any noise impacts as required at the time of permit application.



High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate noise and other impacts.

**3. Proposed measures to reduce or control noise impacts, if any:**

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any noise impacts and measures as required at the time of permit application.

High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate noise and other impacts. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 8. Land and shoreline use

Find help answering land and shoreline use questions<sup>11</sup>

**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. Individual projects listed in the CIP are located on sites throughout Chelan County with varying uses and adjacent uses. Generally, this includes sites that are already owned by Chelan County and rights of way.

**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 because 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?**

Some areas throughout Chelan County have been or are currently used as working farmlands and forest lands. This is a non-project action and does not relate to a specific site. The individual projects listed in the CIP will be reviewed for farm and forest land impacts as required at the time of permit application.

**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. Individual projects listed in the CIP will be reviewed for farm and forest land business impacts as required at the time of permit application.

**c. Describe any structures on the site.**

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for impacts to existing structures as required at the time of permit application.

---

<sup>11</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-8-Land-shoreline-use>

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for impacts to existing structures as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP are located on sites with varying zoning classifications throughout Chelan County.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP are located on sites with varying comprehensive plan designations throughout Chelan County.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP are located on sites with varying shoreline master program designations throughout Chelan County. Any projects located in shoreline jurisdiction are subject to Shoreline Master Program regulations.

**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. Individual projects listed in the CIP are located on various sites throughout Chelan County and will be reviewed for critical areas as required at the time of permit application. Critical areas regulations are found in CCC, Sections 11.77, 11.78, 11.80, 11.82, 11.84, and 11.86. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

No people would reside in any of the projects. It is unknown at this time how many people would work in the projects.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any displacement impacts as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any measures to avoid displacement impacts as required at the time of permit application.

**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. Individual projects listed in the CIP will be reviewed for land use compatibility as required at the time of permit application. High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate impacts on nearby land uses. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

**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. Individual projects listed in the CIP will be reviewed for impacts to agricultural and forest lands of long-term significance and measures as required at the time of permit application. High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate impacts on nearby land uses. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 9. Housing

Find help answering housing questions<sup>12</sup>

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

No units will be provided as part of these projects.

**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 and no units will be eliminated. Individual projects listed in the CIP will be reviewed for impacts to housing as required at the time of permit application. Projects listed in the CIP are located on publicly owned land or in rights of way and are therefore unlikely to eliminate existing housing.

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

Not applicable-this is a non-project action and no units will be eliminated. Individual projects listed in the CIP will be reviewed for impacts to housing and measures as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

---

<sup>12</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-9-Housing>

## 10. Aesthetics

Find help answering aesthetics questions<sup>13</sup>

- 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 and no structures are proposed. Individual projects listed in the CIP will be reviewed for height impacts as required at the time of permit application. No changes to zone heights are proposed at this time.

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

Not applicable-this is a non-project action and no views will be altered. Individual projects listed in the CIP will be reviewed for height impacts as required at the time of permit application.

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

Not applicable-this is a non-project action and no aesthetic impacts will occur. Individual projects listed in the CIP will be reviewed for aesthetic impacts and measures as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per

## 11. Light and glare

Find help answering light and glare questions<sup>14</sup>

- 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 and will not produce any light or glare. Individual projects listed in the CIP will be reviewed for light and glare impacts as required at the time of permit application. High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate lighting and other impacts.

- 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 and will not produce any light or glare. Individual projects listed in the CIP will be reviewed for light and glare impacts as required at the time of permit application.

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

Not applicable-this is a non-project action and the individual CIP projects are located at various locations, with various existing off-site sources of light and glare. Individual

---

<sup>13</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-10-Aesthetics>

<sup>14</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-11-Light-glare>

projects listed in the CIP will be reviewed for light and glare impacts as required at the time of permit application.

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

Not applicable-this is a non-project action and no light or glare impacts will occur. Individual projects listed in the CIP will be reviewed for light and glare impacts and measures as required at the time of permit application. Individual projects listed in the CIP will be reviewed for light and glare impacts as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 12. Recreation

Find help answering recreation questions

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

Not applicable-this is a non-project action. Individual projects listed in the CIP are located at sites throughout Chelan County and will be reviewed for recreational impacts at the time of permit application.

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

Not applicable-this is a non-project action and no existing recreational uses will be displaced. Individual projects listed in the CIP are located at sites throughout Chelan County and will be reviewed for recreational impacts at the time of permit application.

**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 and no existing recreational uses will be displaced. Individual projects listed in the CIP are located at sites throughout Chelan County and will be reviewed for recreational impacts and measures at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 13. Historic and cultural preservation

Find help answering historic and cultural preservation questions<sup>15</sup>

**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. Individual projects listed in the CIP will be reviewed for cultural and historic preservation impacts at the time of permit application.

---

<sup>15</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-13-Historic-cultural-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.**

Not applicable-this is a non-project action. Individual projects listed in the CIP are located at sites throughout Chelan County and will be reviewed for cultural and historic preservation impacts as required at the time of permit application. The Washington Department of Archeology and Historic Preservation WISAARD Map predictive model shows varying levels of risk for archeological resources throughout Chelan County, from "low risk" to "very high risk."

- 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. Individual projects listed in the CIP are located at sites throughout Chelan County and will have varying levels of risk of impacts to cultural and historic resources.

- 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. Individual projects listed in the CIP will be reviewed for cultural and historic preservation impacts and measures as required at the time of permit application. Future SEPA review would include notice and review by tribes and state agencies. Properties located in the shoreline jurisdiction would follow Shoreline Master Program cultural resources policies and code. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 14. Transportation

Find help with answering transportation questions<sup>16</sup>

- 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. Individual projects listed in the CIP are located at sites throughout Chelan County with different transportation contexts.

- 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?**

---

<sup>16</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-14-Transportation>

Not applicable-this is a non-project action. Individual projects listed in the CIP are located at sites throughout Chelan County with different public transit contexts

- c. 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).**

applicable-this is a non-project action and no parking spaces are proposed or eliminated. Individual projects listed in the CIP will be reviewed for any required transportation improvements at the time of permit application.

- d. 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. Individual projects listed in the CIP are located at sites throughout Chelan County and will be reviewed for any impacts to water, rail, or air transportation as required at the time of permit application.

- e. 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. Individual projects listed in the CIP will be reviewed for vehicular trip volumes as required at the time of permit application.

- f. 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 that will have no impacts on the movement of agricultural and forest products. Individual projects listed in the CIP will be reviewed for any such impacts as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any transportation impacts and measures as required at the time of permit application. High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate traffic and other impacts. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 15. Public services

Find help answering public service questions<sup>17</sup>

- 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.**

---

<sup>17</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-15-public-services>

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any public services impacts as required at the time of permit application. Future projects would also comply with the fire code and fire marshal review (CCC, Section 13.04.080), as well as applicable Chelan-Douglas Health District review.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any public services impacts and measures as required at the time of permit application. Future projects would also comply with the fire code and Fire Marshal review, as well as applicable Chelan-Douglas Health District review. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 16. Utilities

Find help answering utilities questions<sup>18</sup>

**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. Individual projects listed in the CIP are located at various sites throughout Chelan County with varying utility access. Future permit review would ensure that proposed parcels have adequate utilities to match the temporary, seasonal use. Chelan-Douglas Health District would review proposed on-site septic facilities and wells as needed.

**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.**

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any necessary utilities as required at the time of application. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## C. Signature

Find help about who should sign<sup>19</sup>

**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.**

  
\_\_\_\_\_

<sup>18</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-16-utilities>

<sup>19</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-C-Signature>



X Deanna Walter

**Type name of signee:** Deanna Walter

**Position and agency/organization:** Chelan County Community Development Director

**Date submitted:** 1/22/25

## **D. Supplemental sheet for non-project actions**

Find help for the nonproject actions worksheet<sup>20</sup>

**Do not** use this section 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 proposed amendments would not likely result in an increased discharge to water, emissions to air, release of hazardous substances, or production of noise. Some of the projects in the CIP will trigger a project level SEPA analysis, which will address impacts and mitigation measures. All new development would occur consistent with County codes.

Proposed measures to avoid or reduce such increases are:

A review of all uses and developments would be reviewed through the permit process. All projects would be required to adhere to Federal, State, and local requirements. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

The proposed amendments would not result in a direct impact and each project will be reviewed and, when appropriate, be required to mitigate impacts. Proposed CIP projects are largely happening in already developed areas. However, any new construction or projects in parks or roads, particularly in locations near or over water, could affect

---

<sup>20</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-d-non-project-actions>

vegetation or water quality. Proposed measures to protect or conserve plants, animals, fish, or marine life are:

Each proposed amendment will modify uses or developments which will be reviewed and, when appropriate, required to mitigate impacts. Projects are required to comply with critical areas code, including CCC, Sections 11.78 (Fish and Wildlife Habitat Conservation Areas) and 11.80 (Wetlands Overlay District (WOD)).

(Wetlands Overlay District). Stormwater regulations also apply (CCC, Section 13.18 Construction and Post-Construction Stormwater Runoff Control Program). Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

The development of building upgrades, site improvements, road upgrades, and new construction may require additional energy sources, which would be determined at the time of the proposed use or development. No depletion of natural resources is likely based on the type of proposed amendments.

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

Each proposed amendment will modify uses or developments, which will be reviewed for availability, as appropriate, with the service provider. Applicants may have to provide alternatives to traditional energy sources if the service is not available or is determined inadequate for the proposed use or development. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

### **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?**

Many of the proposed projects are upgrades to existing buildings, which are unlikely to affect environmentally sensitive areas. However, new construction and site development could impact sensitive areas depending on project details.

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

Projects are required to comply with critical area and stormwater regulations, which would mitigate impacts. This includes CCC, Sections 11.78 CCC (Fish and Wildlife Habitat Conservation Areas), 11.80 (Wetlands Overlay District), and 13.18 (Construction and Post-Construction Stormwater Runoff Control Program). Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11 -800 will require its own site-specific SEPA checklist and determination at time of application.

**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 proposed amendments are consistent with existing plans. The purpose of updating the CIP in the Capital Facilities Element of the Comprehensive Plan is to implement improvements and facility maintenance and provide public services that are consistent with County policies and requirements. All projects are required to comply with the land and shoreline use regulations in the Chelan County Code.

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

The proposed amendments would be regulated through the building permit process or code enforcement to address potential impacts. Any projects located in shoreline jurisdiction are also required to comply with Shoreline Master Program regulations. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

The proposed amendment will not directly result in impacts. Each project will fulfill the County's needs for transportation, parks, administration, public safety and other services and meet code requirements in place at that time.

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

Project review would occur with permits required for the individual projects. This includes compliance with CCC, Section 11.88.020 regarding concurrency (water, sewage disposal, schools and fire/police protection) and adopted levels of service. Any project that does not meet the definition of "minor new construction" per CCC, Section 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

The proposed amendments do not conflict with local, state, or federal laws relating to environmental protection. They are subject to critical area, shoreline, and SEPA requirements where applicable.

## RESOLUTION NO. 2024- 15

**Re:** Adoption of text amendment (CPA 2024-006) to the Chelan County Comprehensive Plan to update the Capital Improvement Plan.

---

**WHEREAS**, Chelan County adopted a Comprehensive Plan per the requirements of RCW 36.70A.040(4)(d), the Growth Management Act, on December 19, 2017, as amended from time to time since adoption; and

**WHEREAS**, a text amendment to the Capital Facilities Element (file no. CPA 2024-006) has been proposed, to update the Six Year Capital Improvement Plan (CIP) for years 2024-2029 because RCW 36.70A.120 states that all capital budget decisions shall be in conformance with the adopted Comprehensive Plan; and

**WHEREAS**, the Chelan County Planning Commission held a duly advertised public hearing on January 24, 2024, to consider the proposed amendment and public comment, and make a recommendation to the Board of Chelan County Commissioners; and

**WHEREAS**, the Board of Chelan County Commissioners conducted a duly advertised public hearing on February 20, 2024, to examine the record and file of the Chelan County Planning Commission and invite public testimony for or against the proposal; and

**WHEREAS**, the Board of Chelan County Commissioners found that:

### **FINDINGS OF FACT:**

1. Chelan County adopted Title 14, Development Permit Procedures and Administration outlining provisions relating to the amendment of the Comprehensive Plan consistent with RCW 36.70A. The County followed the procedures required for amendment of the Comprehensive Plan.
2. Growth Management Act (RCW 36.70A), Chelan County Comprehensive Plan and Chelan County Code outline provisions related to the adoption and amendments to the Comprehensive Plan. The County used the applicable guidelines and regulatory review criteria for the amendment.
3. RCW 36.70A.210 requires that the Comprehensive Plan be consistent with the provisions of the adopted County-Wide Planning Policies.
4. The requirements of RCW 43.21C, the State Environmental Policy Act, and WAC 197-11 SEPA Rules have been satisfied. A Determination of Non-Significance (DNS) was issued on January 08, 2024. The SEPA Checklist and DNS are included within the file of record and adopted by reference.





**CHELAN COUNTY**  
**DEPARTMENT OF COMMUNITY DEVELOPMENT**  
316 WASHINGTON STREET, SUITE 301, WENATCHEE, WA 98801  
TELEPHONE: (509) 667-6225 FAX: (509) 667-6475

**MEMORANDUM**

TO: Board of County Commissioners  
FROM: Chelan County Community Development  
DATE: February 12, 2024  
RE: Six Year Capital Improvement Plan (CIP) for years 2024-2029

Honorable Commissioners:

Included in this hearing packet is all of the information presented, collected and discussed for the update to the six-year capital improvement plan for years 2024-2029.

60-day notice was sent to Department of Commerce, and a SEPA Determination of Non-Significance was issued.

In preparation for the scheduled and advertised February 20, 2024 BoCC CIP hearing, please see attached:

- (A) Planning Commission Staff Report (original from January 24, 2024 PC Hearing)
- (B) Planning Commission meeting minutes, January 24, 2024
- (C) Planning Commission Recommendation, January 24, 2024



**CHELAN COUNTY**  
**DEPARTMENT OF COMMUNITY DEVELOPMENT**

**2024 Comprehensive Plan Text  
Amendment Staff Report**

**TO:** Chelan County Planning Commission  
**FROM:** Chelan County Community Development  
**HEARING DATE:** January 24, 2024  
**FILE NUMBER:** CPA-24-006 Capital Improvement Plan (CIP) Text Amendment

---

**RECOMMENDED MOTION**

The Chelan County Planning Commission may make a motion to approve or deny the proposed Comprehensive Plan Amendments, pursuant to Chelan County Code Section 14.10.050 and the amendment review criteria in CCC 14.14.047. Suggested Findings of Fact and Conclusions of Law, which may be modified, are included in this staff report. Staff recommends:

- A. Move to **approve** the Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2024-2029, given file number CPA-24-006, based upon the findings of fact and conclusions of law contained within the January 24, 2024 staff report.

**GENERAL INFORMATION**

<b>Applicant</b>	Chelan County
<b>Planning Commission Workshop</b>	January 24, 2024
<b>Planning Commission Notice of Hearing Published</b>	January 13, 2024
<b>Planning Commission Hearing on</b>	January 24, 2024 (Recommendation: Approval)
<b>60-day State agency review</b>	Initiated: January 09, 2024
<b>SEPA Determination</b>	January 08, 2024

**SEPA Environmental Review**

Pursuant to WAC 197-11 and RCW 43.21C of the State Environmental Policy Act (SEPA), environmental review and a threshold determination was completed, and a Determination of Non-Significance (DNS) was issued on January 08, 2024 under WAC 197-11-340.

**Agency Comments:**

None received to date (If received prior to hearing, will be Attachment 2 )

**Public Comment:**

None received to date (If received prior to hearing, will be Attachment 2 )

**60- Day Notice:**

Sent to Department of Commerce January 09, 2024 Letter of acknowledgement included as Attachment 3

**PROJECT DESCRIPTION – CIP TEXT AMENDMENT**

**Proposal:** Chelan County has initiated a Comprehensive Plan text amendment to the Capital Facilities Element to update the Six Year Capital Improvement Plan (CIP) for years 2024-2029. The CIP describes public capital expenditures, including the sources of funding for these items. The goal of the CIP is to ensure that all capital improvement expenses have adequate funding.

The proposed text amendments address changes in timing and cost for projects. The County's Administrator, Cathy Mulhall, has reviewed the projects and determined that project costs can be covered through various funding sources noted on the CIP spreadsheet. Specifically, 2022 projects were moved into future years when they were either not completed or were determined not to be a priority. Completed projects have been removed.

The Capital Facilities Element is a mandatory element of the Comprehensive Plan and estimates capital facility needs for the next 20 years. The CIP is required by the Growth Management Act RCW 36 70A 070(3)(d) and promotes efficiency by prioritizing capital improvements for a longer period of time than the single budget year. The CIP contains the six-year plan to finance capital projects based on projected funding.

Please refer to Attachment 5 for the full proposed CIP 2024-2029 and Attachment 5 for the project worksheets.

**COMPREHENSIVE PLAN**

The Comprehensive Plan represents the long-term vision for future land uses and development. For the county-initiated text amendments, the merits of the requested change must be demonstrated as being consistent with adopted goals and policies.

The following Comprehensive Plan policies are relevant to the proposed request.

*CF 1.2 Ensure that any available public services and facilities are adequately planned and designed to protect the public health, safety and welfare.*

*CF 2.3 Size capital facilities to meet anticipated growth in the service area.*

*CF 3.1 Provide and maintain a six-year plan that will finance needed capital facilities within projected funding capacities and which identifies funding sources for such purposes.*

*CF 3.2 Where appropriate, employ innovative financing strategies for capital improvements, to minimize financial costs to taxpayers and equitably assign costs between existing and new development.*

*CF 3.5 Capital facilities planning should establish shared funding responsibilities among and between local governments, utility purveyors, special purpose districts and the private sector.*

*ED 6.5 Support economic development by providing adequate levels of infrastructure and promoting technological advancements in public service and facility systems.*



## COUNTYWIDE PLANNING POLICIES

Policy 8 of the Chelan County Countywide Planning Policies refers to capital facilities planning, and includes, but is not limited, to the following

- I Each jurisdiction's Capital Facilities Plan should provide
  - C An assessment of future needs for such capital facilities including
    - i The proposed locations, capacities, and costs of expanded or new facilities,
    - ii At least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes, and
    - iii A requirement to reassess the land use element if probable funding falls short of meeting existing needs to insure consistency between the land use plan, the capital facilities plan and the financing plan within the capital facilities plan

## REVIEW CRITERIA

The text amendment was analyzed based on information provided as background or when readily available, within existing County resources. Agency and public comment also play a role in understanding how the amendment may advance the Comprehensive Plan goals and policies and how it may serve the general public's interest.

Pursuant to Chelan County Code (CCC) Section 14.14.047, the following general review criteria were used to evaluate the proposed text amendment:

- 1 *The proposal is necessary to address a public land use issue or problem, and*

Finding of Fact Inadequate public services and facilities may pose a risk to the public. The proposed amendments are necessary to address public needs related to capital improvements, pursuant to RCW 36.70A.070(3), WAC 365-196-415, and the Capital Facilities element of the Comprehensive Plan.

Conclusion The proposed text amendment will update the list of capital projects and expenditures, including the sources of funding so the County may responsibly spend funds and follow state law.

- 2 *The proposed amendment is consistent with the requirements of the Washington State Growth Management Act (Chapter 36.70A RCW as amended) and any applicable county-wide planning policies, and*

Finding of Fact The Growth Management Act requires local jurisdictions planning under the act to provide a six-year financing plan that identifies sources of funding for needed capital facilities. RCW 36.70A.120 states that all capital budget decisions shall be in conformance with the adopted Comprehensive Plan.

The Growth Management Act under RCW 36.70A.020 contains planning goals that include, but are not limited to, 1) Urban Growth, 3) Transportation, 5) Economic Development, and 12) Public Facilities and Services. The proposed text amendment will support adequate public facilities and services by implementing and funding public projects.

County-wide Planning Policies provide guidance to coordinated planning with the public and other affected jurisdictions. Policy 8 refers to the Capital Facilities Plan. The CIP is developed with input from various County departments, and ensures that as need and opportunity arises, the county is well positioned to apply funds and implement the plan.

Conclusion The proposal would be consistent with the GMA goals and with County-wide Planning Policies.

- 3 *The text amendment complies with or supports the comprehensive plan's goals and policies, or how amendment of the plan's goals or policies is supported by changing conditions or state or federal mandates, and*

Finding of Fact Public facilities are key to the high quality of life enjoyed by County residents and are important in the retention and recruitment of business and industries. The proposed amendments support existing County facilities.

Several policies in the Capital Facilities Elements of the Comprehensive Plan relate to the updated CIP table, including CF 2.3, CF 3.5 and ED 6.5. Capital facilities plans should consider the anticipated growth of service areas to assure that new facilities do not become obsolete due to under-sizing which could result in untimely expansion. Coordination of capital facility planning provides for more efficient, and therefore less costly infrastructure improvements.

Conclusion The proposed amendment would be consistent with and does support the goals and policies of the Chelan County Comprehensive Plan.

- 4 *The amendment does not adversely affect lands designated as resource lands of long-term commercial significance or designated critical areas in ways that cannot be mitigated, and*

Finding of Fact The proposed amendments are programmatic, relating to a project and funding schedule. Site specific development and land use applications are reviewed for consistency with adopted regulations at the time of permitting. As required by state law, the text amendment will update the CIP's list of capital projects and expenditures, including the sources of funding. As such public facilities and community projects are planned and developed, they will be evaluated in relation to designated critical areas and resource lands.

Conclusion The text amendment to the Capital Facilities Element does not adversely affect lands designated as resource lands of long-term commercial significant or designated critical areas in ways that cannot be mitigated.

- 5 *The proposed amendment would serve the interests of not only the applicant, but the public as a whole, including health, safety or welfare*

Finding of Fact The proposed amendments are necessary to fund capital projects, which are intended to maintain existing facilities, serve the public and protect the public welfare. The CIP project list will also enable the County to meet the demands of growth as such facilities and services are needed.

Conclusion The text amendment to the Capital Facilities Element would serve the public interest.

## **FINDINGS OF FACT**

- 1 Chelan County adopted Title 14, Development Permit Procedures and Administration outlining provisions relating to the amendment of the Comprehensive Plan consistent with RCW 36 70A. The County followed the procedures required for amendment of the Comprehensive Plan.
- 2 Growth Management Act (RCW 36 70A), Chelan County Comprehensive Plan and Chelan County Code outline provisions relating to the adoption and amendments to the Comprehensive Plan. The County used the applicable guidelines and regulatory review criteria for each amendment.
- 3 RCW 36 70A 210 requires that the Comprehensive Plan be consistent with the provisions of the adopted County-Wide Planning Policies.
- 4 The requirements of RCW 43 21C, the State Environmental Policy Act, and WAC 197-11, SEPA Rules, have been satisfied. To comply with the requirements of the State Environmental Policy Act for environmental review of a non-project action, the County, as lead agency issued a Determination of Non-significance on January 08, 2024.
- 5 The required State agency review with the Department of Commerce (COM) and other State agencies initiated on January 09, 2024 (Attachment 3), pursuant to RCW 36 70A 106.
- 6 A request for a Comprehensive Plan Text Amendment was submitted by Chelan County to consider the update of the Six Year Capital Improvement Plan (CIP) for years 2024-2029. The CIP describes public capital expenditures, including the sources of funding for these items.
  - a As recommended by staff, the proposed changes are consistent with the Chelan County Comprehensive Plan as outlined in this staff report.

## **CONCLUSIONS OF LAW**

- 1 The amendments to the Chelan County Comprehensive Plan are consistent with the requirements of the Growth Management Act (RCW 36 70A), Chelan County Comprehensive Plan and County-Wide Planning Policies.
- 2 The amendments are necessary to address a public land use issue or problem.
- 3 The amendments do not adversely affect designated resource lands of long-term commercial significance or designated critical areas in ways that cannot be mitigated.
- 4 Reviewing agencies and the general public were given an opportunity to comment on the proposed amendments.
- 5 The amendments are consistent with Chelan County Code Title 14 Development Permit Procedures and Administration.
- 6 The requirements of RCW 43 21C, the State Environmental Policy Act and WAC 197-11 SEPA Rules have been satisfied.
- 7 The adoption of these amendments is in the best interest of the public and furthers the health, safety, and welfare of the citizens of Chelan County.

### **STAFF RECOMMENDATION**

The Chelan County Board of County Commissioners may make a motion to approve or deny the proposed Comprehensive Plan Amendments, pursuant to Chelan County Code Section 14 10 050 Suggested Findings of Fact and Conclusions of Law, which may be modified, are included in this staff report. Staff recommends

- A Move to **approve** the Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2024-2029, given file number CPA 24-006 based upon the findings of fact and conclusions of law contained within the January 09, 2024 staff report

### **ATTACHMENTS**

- 1 SEPA Determination, signed January 08, 2024
- 2 Agency and Public Comments – none at time of staff report issuance
- 3 60-day Review Acknowledgment Letter from WA Dept of Commerce
- 4 Capital Project Worksheets



# CHELAN COUNTY

Department of Community Development  
316 Washington Street, Suite 301, Wenatchee, WA 98801  
Telephone: (509) 667-6225 Fax: (509) 667-6475

## SEPA NOTICE ISSUANCE OF DETERMINATION OF NON-SIGNIFICANCE (DNS)

**Date of issuance:** January 08, 2023  
**Lead Agency:** Chelan County Department of Community Development  
**Agency Contact:** Deanna Walter, Community Development Director  
**Contact:** [DeannaC.Walter@CO.CHELAN.WA.US](mailto:DeannaC.Walter@CO.CHELAN.WA.US)  
(509) 667-6225  
**File Number** CPA 24-006

**Project Description:** This non-project action is to make a text amendment to the Comprehensive Plan to update the 6-year Capital Improvement Plan (CIP) list. The CIP list includes projects from the following departments: Cashmere Dryden Airport, Commissioner's Office, County Expo Center, Wenatchee River County Park, Facilities Department, Ohme Gardens, Public Works, Regional Justice Center, Sheriff/Emergency Management. Most projects involve building upgrades, site improvements, and infrastructure rehabilitation at existing public sites or rights of way that are already developed.

Chelan County has determined that this proposal will not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.03. We have reviewed the attached Environmental Checklist.

This Determination is based on the following findings and conclusions:

Most of the CIP projects consist of building upgrades and site improvements on County-owned property that is already developed. Some of the CIP projects will be required to complete additional SEPA review at the time of permit application. All CIP projects must comply with the Chelan County code, including, but not limited to shoreline master program regulations (Chapter 13.22 CCC), flood hazard development (Chapter 3.20 CCC), critical areas regulations (Chapters 11.77 to 11.86 CCC), zoning (Title 11) and subdivision (Title 12) regulations, and stormwater regulations (Chapter 13.18 CCC).

This Determination of Non-Significance is issued under WAC 197-11-340(2), and the comment period will end at 5 PM on January 22, 2024

**Responsible Official:** Deanna Walter, Director / SEPA Responsible Official  
**Address:** Chelan County Department of Community Development  
316 Washington Street, Suite 301  
Wenatchee, WA 98801  
**Phone:** (509) 667-6225

**Signature:**   
Deanna Walter, SEPA Responsible Official

**Date:** 1/8/24

# **SEPA<sup>1</sup> 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.

---

<sup>1</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/Checklist-guidance>

## A. Background

Find help answering background questions<sup>2</sup>

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

Capital Improvement Plan (CIP) – Annual Update

**2. Name of applicant:**

Chelan County

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

Cathy Mulhall, Chelan County Administrator

400 Douglas St. Suite 201

Wenatchee, WA 98801

(509) 667-6215

**4. Date checklist prepared:**

January 08, 2024

**5. Agency requesting checklist:**

Chelan County Department of Community Development

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

The Comprehensive Plan is to be amended with 2024-2029 CIP list by the end of March 2024

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

The six-year CIP is updated on an annual basis and requires an annual text amendment to the Comprehensive plan.

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

None known

**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.**

This non-project action is to amend the Comprehensive Plan to update the 6-year CIP list and make any associated changes to the Capital Facilities Element. Planning Commission review and recommendation and Board of County Commissioners consideration and decisions will occur between January 2024 and March 2024. Individual projects will be

---

<sup>2</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-A-Background>

permitted separately. Any project that does not meet the definition of "minor new Construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site specific SEPA checklist and determination at time of application.

- 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.)**

This non-project action is to make a text amendment to the Comprehensive Plan to update the 6-year CIP list. The CIP list includes projects from the following departments; Cashmere Dryden Airport, Commissioner's Office, County Expo Center, Wenatchee River County Park, Facilities Department, and Ohme Gardens, Public Works, Regional Justice Center, and Sheriff. Most projects involve building upgrades, site improvements, and infrastructure rehabilitation at existing public sites or rights of way that are already developed. Several projects do involve new development, including: airport property acquisition for a future runway shift, parking lot improvements at Ohme Gardens, a new garbage dumping area at the Dryden Transfer Station, storage and a washing facility for Vegetation Management trucks, County Motor Pool, and County Emergency Management Operations Center. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

- 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 comprehensive Plan text amendment is a non-project action, but the projects included in the updated CUP list are located at sites throughout Chelan County.

## **B. Environmental Elements**

### **1. Earth**

Find help answering earth questions<sup>3</sup>

- a. General description of the site:**

---

<sup>3</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-earth>



Circle or highlight one: Flat, rolling, hilly, steep slopes, mountainous, **other:**

Chelan County contains varying topography.

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

Chelan County contains steep slopes over 40% in some locations. Individual projects listed in the CIP will be reviewed for critical areas as required at the time of permit application.

**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.**

Soil types carry throughout Chelan County. Individual projects listed in the CIP will be reviewed for soil types as required at the time of permit application.

**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. Individual projects will be reviewed for critical areas, including landslide hazard areas (CCC 11.86.020), as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

**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, and no filling, excavation, or grading will occur. Any filling, excavation, or grading will be reviewed as required at the time of permit application.

**f. Could erosion occur because of clearing, construction, or use? If so, generally describe.**

Not applicable- this is a non-project action, and no clearing, construction, or use is proposed at this time. Individual projects listed in the CIP will be reviewed for potential impacts as required at the time of permit application. Construction projects must comply with stormwater runoff control requirements outlined in Chapter 13.18 CCC. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

**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. Any future construction will be subject to the development standards in the Chelan County Code, including stormwater management requirements in Chapters 13.16 and 13.18 CCC.

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

Not applicable – this is a non-project action, and no erosion impacts will occur. Projects will be reviewed for erosion impacts via critical areas regulations, or development permit review (e.g., parking, stormwater) and measures as required at the time of permit application. Applicable codes include but are not limited to: Chapter 13.18 CCC, construction and post-construction stormwater Runoff Control Program, Chapter 11.86 CCC Geologically Hazardous Areas Overlay District (GHOD). Any project that does not meet the definition of “minor new construction” per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

**2. Air**

Find help answering air questions<sup>4</sup>

**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. Individual projects listed in the CIP will be reviewed for potential impacts as required at the time of permit application. Building construction and site improvement projects could result in dust and may require use of dust control practices such as water spraying.

**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. Individual projects listed in the CIP will be reviewed for emissions and odor impacts as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for potential emissions and air impacts and measures as required at the time of permit application. Typical odors in the County could come from agricultural or industrial operations. High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate emissions, odor, and other impacts. Public Works Department review of parking areas to ensure they are designed/operated to limit dust or erosion, and any applicable by the Fire Marshall and Chelan-Douglas Health

---

<sup>4</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-Air>

District should help ensure appropriate location of activities and equipment. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

### 3. Water

Find help answering water questions<sup>5</sup>

**a. Surface:**

Find help answering surface water questions<sup>6</sup>

- 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.**

Chelan County contains many surface water bodies, including streams, lakes, ponds, and wetlands. This is a non-project action-any future related projects will be reviewed in the context of nearby water bodies and critical areas (including wetlands, frequently flooded areas, and fish habitat conservation areas) as required at the time of permit application. Critical areas regulation administration is described in Chapters 11.77 CCC.

- 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. Individual projects listed in the CIP will be reviewed for water impacts and impacts to critical areas as required at the time of permit application. Future projects would meet buffer requirements, including critical area buffers described in Chapters 11.78 CCC (Fish and Wildlife Habitat Conservation Areas) and 11.80 CCC (Wetlands Overlay District).

- 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. Individual projects listed in the CIP will be reviewed for impacts to water bodies and wetlands as required at the time of permit application. Future projects would meet buffer requirements, including critical area buffers described in Chapters 11.78 and 11.80 CCC. As needed, the County will apply

---

<sup>5</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water>

<sup>6</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water/Environmental-elements-Surface-water>

for any required permits in addition to building permits (such as hydraulic project approval) as needed.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for water body impacts as required at the time of permit application. As needed, the County will apply for any required permits in addition to building permits (such as hydraulic project approval) as needed.

- 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. Individual projects listed in the CIP will be reviewed for critical areas, including the 100-year floodplain, as required at the time of permit application and will be required to comply with Chapter 3.20 CCC (Flood Hazard Development).

- 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. Individual projects listed in the CIP will be reviewed for any waste discharges as required at the time of permit application. This includes consistency with County shoreline master program regulations (Chapter 1 3.22 CCC), critical areas regulations (11.77 to 1 1.86 CCC), stormwater regulations (Chapter 1 3. 1 8 CCC Construction and post-construction Stormwater Runoff Control Program).

**b. Ground:**

[Find help answering ground water questions<sup>7</sup>](#)

- 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 a general description, purpose, and approximate quantities if known.**

Not applicable-this is a non-project action. The County critical aquifer recharge area regulations are evaluated at time of development permits. See County disclosure forms intended to ensure regulations are met

[http://www.co.chelan.wa.us/files/community-development/documents/apps\\_form/Additional/aquifer.pdf](http://www.co.chelan.wa.us/files/community-development/documents/apps_form/Additional/aquifer.pdf).

- 2. Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number**

---

<sup>7</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water/Environmental-elements-Groundwater>

**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. Individual projects listed in the CIP will be reviewed for waste discharge and septic system size as required at the time of permit application. Septic systems in Chelan County are required to receive design and construction approval from the Chelan-Douglas Health District.

**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. Individual projects listed in the CIP will be reviewed for water runoff impacts as required at the time of permit application. County regulations would apply, including stormwater regulations (Chapter 13.18 CCC Construction and Post-Construction Stormwater Runoff Control Program).

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for waste runoff impacts as required at the time of permit application. County regulations would apply, including stormwater regulations (Chapter 13.18 CCC Construction and Post-Construction Stormwater Runoff Control Program).

- 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. Individual projects listed in the CIP will be reviewed for impacts to drainage patterns as required at the time of permit application. County regulations would apply, including stormwater regulations (Chapter 13.18 CCC Construction and post-construction Stormwater Runoff Control Program).

**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. Individual projects listed in the CIP will be reviewed for water and drainage impacts and measures as required at the time of permit application. See 11.82 CCC Aquifer Recharge Areas Overlay District (AROD) and Chapter 13.18 CCC Construction and Post-Construction Stormwater Runoff Control Program. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 19711-800 will require its own site-specific SEPA checklist and determination at time of application.

## 4. Plants

Find help answering plants questions

**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

Chelan County contains many types of vegetation including those listed above.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for impacts to vegetation as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for impacts to vegetation as required at the time of permit application.

**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. Landscaping for individual projects listed in the CIP will be reviewed as required at the time of permit application. Codes that may apply include but are not limited to: Chapter I 1.78 CCC Fish and Wildlife Habitat Conservation Areas Overlay District (FWOD) and Chapter I 5.50 CCC Landscape Standards. Any project that does not meet the definition of "minor new construction" per CCC I 3.04.080 or otherwise qualify for an exemption under WAC 1 97 -1 I -800 will require its own site-specific SEPA checklist and determination at time of application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for noxious weeds as required at the time of permit application. The Chelan County Noxious Weed List (2022) contains more than 30 "Class A" weeds and more than 70 "Class B" and "Class C" weeds.

## 5. Animals

Find help answering animal questions<sup>8</sup>

- a. **List any birds and other animals that 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:

A variety of birds, mammals, and fish can be found in Chelan County. Individual projects will be reviewed for impacts to animals as required at the time of permit application.

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

This is a non-project action relating to many sites throughout Chelan County. Individual projects will be reviewed for impacts to threatened and endangered species as required at the time of permit application.

The Washington Department of Fish and Wildlife Priority Habitats and Species 2022 List for Chelan County includes 12 priority habitats and more than 60 species, including several designated "endangered" by the State: the American White Pelican, Columbian Sharp-tailed Grouse, Northern Spotted Owl, Fisher, Gray Wolf, and Grizzly Bear.

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

Chelan County is within the Pacific Flyway. The Columbia River, located along the east border of Chelan County, is a migration route for anadromous salmonids.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for impacts to wildlife and measures as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for invasive species as required at the time of permit application.

---

<sup>8</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-5-Animals>

## 6. Energy and natural resources

Find help answering energy and natural resource questions<sup>9</sup>

- 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. Individual projects listed in the CIP will be reviewed for energy needs as required at the time of permit application.

- 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. Individual projects listed in the CIP will be reviewed for impacts to solar as required at the time of permit application. Zone-based development standards would continue to apply. Heights are limited to 35 feet in most districts.

- 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. Individual projects listed in the CIP will be reviewed for energy impacts and measures as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC 1 3.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 7. Environmental health

Health Find help with answering environmental health questions<sup>10</sup>

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for environmental health hazards as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC 1 3.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

---

<sup>9</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-6-Energy-natural-resou>

<sup>10</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-7-Environmental-health>



Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for possible site contamination as required at the time of permit application.

- 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. Individual projects listed in the CIP will be reviewed for any existing hazardous chemicals/conditions as required at the time of permit application.

- 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. Individual projects listed in the CIP will be reviewed for any toxic or hazardous chemicals as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any special emergency services needs and fire code compliance as required at the time of permit application.

- 5. Proposed measures to reduce or control environmental health hazards, if any.**

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any environmental health hazards and measures as required at the time of permit application.

High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate emissions, odor, and other impacts. Any project that does not meet the definition of "minor new construction" per CCC 1 3.04.080 or otherwise qualify for an exemption under WAC 197 -11 -800 will require its own site-specific SEPA checklist and determination at time of application.

**b. Noise**

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

Noise conditions vary throughout Chelan County. Individual projects listed in the CIP will be reviewed for any impacts from noise as required at the time of permit application.

- 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. Individual projects listed in the CIP will be reviewed for any noise impacts as required at the time of permit application.

High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate noise and other impacts.

**3. Proposed measures to reduce or control noise impacts, if any:**

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any noise impacts and measures as required at the time of permit application.

High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate noise and other impacts. Any project that does not meet the definition of "minor new construction" per CCC I 3.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## **8. Land and shoreline use**

Find help answering land and shoreline use questions<sup>11</sup>

**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. Individual projects listed in the CIP are located on sites throughout Chelan County with varying uses and adjacent uses. Generally, this includes sites that are already owned by Chelan County and rights of way.

**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 because 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?**

Some areas throughout Chelan County have been or are currently used as working farmlands and forest lands. This is a non-project action and does not relate to a specific site. The individual projects listed in the CIP will be reviewed for farm and forest land impacts as required at the time of permit application.

**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. Individual projects listed in the CIP will be reviewed for farm and forest land business impacts as required at the time of permit application.

**c. Describe any structures on the site.**

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for impacts to existing structures as required at the time of permit application.

---

<sup>11</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-8-Land-shoreline-use>

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for impacts to existing structures as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP are located on sites with varying zoning classifications throughout Chelan County.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP are located on sites with varying comprehensive plan designations throughout Chelan County.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP are located on sites with varying shoreline master program designations throughout Chelan County. Any projects located in shoreline jurisdiction are subject to Shoreline Master Program regulations

**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. Individual projects listed in the CIP are located on various sites throughout Chelan County and will be reviewed for critical areas as required at the time of permit application. Critical areas regulations are found in Chapters 11.77, 11.78, 11.80, 11.82, 11.84, and 11.86 CCC. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

No people would reside in any of the projects. It is unknown at this time how many people would work in the projects.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any displacement impacts as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any measures to avoid displacement impacts as required at the time of permit application.

**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. Individual projects listed in the CIP will be reviewed for land use compatibility as required at the time of permit application. High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate impacts on nearby land uses. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197 -11-800 will require its own site-specific SEPA checklist and determination at time of application.

**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. Individual projects listed in the CIP will be reviewed for impacts to agricultural and forest lands of long-term significance and measures as required at the time of permit application. High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate impacts on nearby land uses. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197 -11-800 will require its own site-specific SEPA checklist and determination at time of application.

## **9. Housing**

Find help answering housing questions<sup>12</sup>

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

No units will be provided as part of these projects.

- 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 and no units will be eliminated. Individual projects listed in the CIP will be reviewed for impacts to housing as required at the time of permit application. Projects listed in the CIP are located on publicly owned land or in rights of way and are therefore unlikely to eliminate existing housing.

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

Not applicable-this is a non-project action and no units will be eliminated. Individual projects listed in the CIP will be reviewed for impacts to housing and measures as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197 -11-800 will require its own site-specific SEPA checklist and determination at time of application.

---

<sup>12</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-9-Housing>

## 10. Aesthetics

Find help answering aesthetics questions<sup>13</sup>

- 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 and no structures are proposed. Individual projects listed in the CIP will be reviewed for height impacts as required at the time of permit application. No changes to zone heights are proposed at this time.

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

Not applicable-this is a non-project action and no views will be altered. Individual projects listed in the CIP will be reviewed for height impacts as required at the time of permit application.

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

Not applicable-this is a non-project action and no aesthetic impacts will occur. Individual projects listed in the CIP will be reviewed for aesthetic impacts and measures as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per

## 11. Light and glare

Find help answering light and glare questions<sup>14</sup>

- 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 and will not produce any light or glare. Individual projects listed in the CIP will be reviewed for light and glare impacts as required at the time of permit application. High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate lighting and other impacts.

- 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 and will not produce any light or glare. Individual projects listed in the CIP will be reviewed for light and glare impacts as required at the time of permit application.

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

Not applicable-this is a non-project action and the individual CIP projects are located at various locations, with various existing off-site sources of light and glare. Individual

---

<sup>13</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-10-Aesthetics>

<sup>14</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-11-Light-glare>

projects listed in the CIP will be reviewed for light and glare impacts as required at the time of permit application.

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

Not applicable-this is a non-project action and no light or glare impacts will occur. Individual projects listed in the CIP will be reviewed for light and glare impacts and measures as required at the time of permit application. Individual projects listed in the CIP will be reviewed for light and glare impacts as required at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC 1 3.04.080 or otherwise qualify for an exemption under WAC 1 97-1 I -800 will require its own site-specific SEPA checklist and determination at time of application.

## **12. Recreation**

Find help answering recreation questions

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

Not applicable-this is a non-project action. Individual projects listed in the CIP are located at sites throughout Chelan County and will be reviewed for recreational impacts at the time of permit application.

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

Not applicable-this is a non-project action and no existing recreational uses will be displaced. Individual projects listed in the CIP are located at sites throughout Chelan County and will be reviewed for recreational impacts at the time of permit application.

**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 and no existing recreational uses will be displaced. Individual projects listed in the CIP are located at sites throughout Chelan County and will be reviewed for recreational impacts and measures at the time of permit application. Any project that does not meet the definition of "minor new construction" per CCC 1 3.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## **13. Historic and cultural preservation**

Find help answering historic and cultural preservation questions<sup>15</sup>

**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. Individual projects listed in the CIP will be reviewed for cultural and historic preservation impacts at the time of permit application.

---

<sup>15</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-13-Historic-cultural-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.**

Not applicable-this is a non-project action. Individual projects listed in the CIP are located at sites throughout Chelan County and will be reviewed for cultural and historic preservation impacts as required at the time of permit application. The Washington Department of Archeology and Historic Preservation WISAARD Map predictive model shows varying levels of risk for archeological resources throughout Chelan County, from "low risk" to "very high risk."

- 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. Individual projects listed in the CIP are located at sites throughout Chelan County and will have varying levels of risk of impacts to cultural and historic resources.

- 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. Individual projects listed in the CIP will be reviewed for cultural and historic preservation impacts and measures as required at the time of permit application. Future SEPA review would include notice and review by tribes and state agencies. Properties located in the shoreline jurisdiction would follow Shoreline Master Program cultural resources policies and code. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## **14. Transportation**

Find help with answering transportation questions<sup>16</sup>

- 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. Individual projects listed in the CIP are located at sites throughout Chelan County with different transportation contexts.

- 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?**

---

<sup>16</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-14-Transportation>

Not applicable-this is a non-project action. Individual projects listed in the CIP are located at sites throughout Chelan County with different public transit contexts

- c. **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).**

applicable-this is a non-project action and no parking spaces are proposed or eliminated. Individual projects listed in the CIP will be reviewed for any required transportation improvements at the time of permit application.

- d. **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. Individual projects listed in the CIP are located at sites throughout Chelan County and will be reviewed for any impacts to water, rail, or air transportation as required at the time of permit application.

- e. **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. Individual projects listed in the CIP will be reviewed for vehicular trip volumes as required at the time of permit application.

- f. **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 that will have no impacts on the movement of agricultural and forest products. Individual projects listed in the CIP will be reviewed for any such impacts as required at the time of permit application.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any transportation impacts and measures as required at the time of permit application. High impact public facilities require a conditional use permit, a process that imposes conditions to mitigate traffic and other impacts. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197 -11-800 will require its own site-specific SEPA checklist and determination at time of application.

## **15. Public services**

**Find help answering public service questions<sup>17</sup>**

---

<sup>17</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-15-public-services>



- 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. Individual projects listed in the CIP will be reviewed for any public services impacts as required at the time of permit application. Future projects would also comply with the fire code and fire marshal review (CCC 3.04.080), as well as applicable Chelan-Douglas Health District review.

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

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any public services impacts and measures as required at the time of permit application. Future projects would also comply with the fire code and Fire Marshal review, as well as applicable Chelan-Douglas Health District review. Any project that does not meet the definition of "minor new construction" per CCC I 3.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## 16. Utilities

Find help answering utilities questions<sup>18</sup>

- 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. Individual projects listed in the CIP are located at various sites throughout Chelan County with varying utility access. Future permit review would ensure that proposed parcels have adequate utilities to match the temporary, seasonal use. Chelan-Douglas Health District would review proposed on-site septic facilities and wells as needed.

- 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.**

Not applicable-this is a non-project action. Individual projects listed in the CIP will be reviewed for any necessary utilities as required at the time of application. Any project that does not meet the definition of "minor new construction" per CCC I 3.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

## C. Signature

Find help about who should sign<sup>19</sup>



<sup>18</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-16-utilities>

<sup>19</sup> <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-C-Signature>

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.

x Deanna Walter

Type name of signee: Deanna Walter

Position and agency/organization: Chelan County Community Development Director

Date submitted:

## D. Supplemental sheet for nonproject actions

Find help for the nonproject actions worksheet<sup>20</sup>

Do not use this section 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 proposed amendments would not likely result in an increased discharge to water, emissions to air, release of hazardous substances, or production of noise. Some of the projects in the CIP will trigger a project level SEPA analysis, which will address impacts and mitigation measures. All new development would occur consistent with County codes.

Proposed measures to avoid or reduce such increases are:

A review of all uses and developments would be reviewed through the permit process. All projects would be required to adhere to Federal, State, and local requirements. Any project that does not meet the definition of "minor new construction" per CCC 1 3.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

The proposed amendments would not result in a direct impact and each project will be reviewed and, when appropriate, be required to mitigate impacts. Proposed CIP projects

<sup>20</sup> <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-d-non-project-actions>

are largely happening in already developed areas. However, any new construction or projects in parks or roads, particularly in locations near or over water, could affect vegetation or water quality. Proposed measures to protect or conserve plants, animals, fish, or marine life are:

Each proposed amendment will modify uses or developments which will be reviewed and, when appropriate, required to mitigate impacts. Projects are required to comply with critical areas code, including Chapters 11.78 CCC (Fish and Wildlife Habitat Conservation Areas) and 11.80 CCC

(Wetlands Overlay District). Stormwater regulations also apply (Chapter 13.18 CCC Construction and Post-Construction Stormwater Runoff Control Program). Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

The development of building upgrades, site improvements, road upgrades, and new construction may require additional energy sources, which would be determined at the time of the proposed use or development. No depletion of natural resources is likely based on the type of proposed amendments.

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

Each proposed amendment will modify uses or developments, which will be reviewed for availability, as appropriate, with the service provider. Applicants may have to provide alternatives to traditional energy sources if the service is not available or is determined inadequate for the proposed use or development. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

### **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?**

Many of the proposed projects are upgrades to existing buildings, which are unlikely to affect environmentally sensitive areas. However, new construction and site development could impact sensitive areas depending on project details.

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

Projects are required to comply with critical area and stormwater regulations, which would mitigate impacts. This includes Chapters 11.78 CCC (Fish and Wildlife Habitat Conservation Areas), 11.80 CCC (Wetlands Overlay District), and 13.18 CCC (Construction and Post-Construction Stormwater Runoff Control Program). Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an

exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

**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 proposed amendments are consistent with existing plans. The purpose of updating the CIP in the Capital Facilities Element of the Comprehensive Plan is to implement improvements and facility maintenance and provide public services that are consistent with County policies and requirements. All projects are required to comply with the land and shoreline use regulations in the Chelan County Code.

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

The proposed amendments would be regulated through the building permit process or code enforcement to address potential impacts. Any projects located in shoreline jurisdiction are also required to comply with Shoreline Master Program regulations. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

The proposed amendment will not directly result in impacts. Each project will fulfill the County's needs for transportation, parks, administration, public safety and other services and meet code requirements in place at that time.

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

Project review would occur with permits required for the individual projects. This includes compliance with CCC 11.88.020 regarding concurrency (water, sewage disposal, schools and fire/police protection) and adopted levels of service. Any project that does not meet the definition of "minor new construction" per CCC 13.04.080 or otherwise qualify for an exemption under WAC 197-11-800 will require its own site-specific SEPA checklist and determination at time of application.

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

The proposed amendments do not conflict with local, state, or federal laws relating to environmental protection. They are subject to critical area, shoreline, and SEPA requirements where applicable.



# THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

## Submittal ID: 2024-S-6800

Submittal Date Time: 01/09/2024

### Submittal Information

Jurisdiction	Chelan County
Submittal Type	60-day Notice of Intent to Adopt Amendment
Amendment Type	Comprehensive Plan Amendment

### Amendment Information

#### Brief Description

Move to approve the Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2024-2029,

- Yes, this is a part of the 10-year periodic update schedule, required under RCW 36.70A.130.
- Yes, this is action includes changes to Urban Growth Boundaries.

Anticipated/Proposed Date of Adoption 03/12/2024

### Categories

#### Submittal Category

Comprehensive Plan

### Attachments

Attachment Type	File Name	Upload Date
Comprehensive Plan Amendment - Draft	CPA 24-006 CIP DNS & Checklist(signed).pdf	01/09/2024 12:57 PM
Comprehensive Plan Amendment - Draft	CPA 24-006 CIP Worksheets.pdf	01/09/2024 12:57 PM

### Contact Information

Prefix Ms.

First Name Deanna  
Last Name Walter  
Title Director  
Work (509) 667-6228 Ext 6228  
Cell  
Email deannac.walter@co.chelan.wa.us

- Yes, I would like to be contacted for Technical Assistance

### Certification

---

- I certify that I am authorized to submit this Amendment for the Jurisdiction identified in this Submittal and all information provided is true and accurate to the best of my knowledge

Full Name Jessica Thompson  
Email jessicak.thompson@co.chelan.wa.us

YEAR	2024	2025	2026	2027	2028	2029
<b>CASHMERE DRYDEN AIRPORT</b>						
<b>Uses of Funds</b>						
Runway 7/25 Pavement Maint. (Crackfill) & Replace Threshold Lighting		756,000				
Runway PAPI Replacement		80,000				
General Obstruction Removal				60,000		
Hangar Taxilane Rehab/Repair Project (Partial)						660,000
Above-ground fuel system						
<b>Total Uses of Funds</b>	0	836,000	0	60,000	0	660,000
<b>Sources of Funds</b>						
Bipartisan Infrastructure Law (BIL) Funds		336,000		60,000		
Grant and County Funds		25,000				30,000
WSDOT Aviation		25,000				30,000
Non-primary entitlement (FAA)		450,000				600,000
<b>Total Sources of Funds</b>	0	836,000	0	60,000	0	660,000
<b>Variance</b>	0	0	0	0	0	0
<b>COMMISSIONER'S OFFICE</b>						
<b>Uses of Funds</b>						
Jail Facilities Debt Service	1,112,995	827,195	652,500	654,300	655,650	656,550
<b>Total Uses of Funds</b>	1,112,995	827,195	652,500	654,300	655,650	656,550
<b>Sources of Funds</b>						
Criminal Justice Fund	1,112,995	827,195	652,500	654,300	655,650	656,550
<b>Total Sources of Funds</b>	1,112,995	827,195	652,500	654,300	655,650	656,550
<b>Variance</b>	0	0	0	0	0	0
<b>COUNTY EXPO CENTER</b>						
<b>Uses of Funds</b>						
Building Upgrades	455,296	80,000	80,000	80,000	70,000	70,000
Carnival Lot Improvements						200,000
Grounds Improvement/Electric/Asphalt	80,000	35,000	35,000	35,000	26,000	26,000
RV Park Improvement	35,000	35,000	35,000	35,000	26,000	
Arena Improvements	170,000	60,000	60,000	30,000	26,000	
<b>Total Uses of Funds</b>	740,296	210,000	210,000	180,000	148,000	296,000
<b>Sources of Funds</b>						
Capital Improvement Reet 2 Fund	415,296	210,000	150,000	180,000	148,000	296,000
Grants, Loans, Donations	325,000		60,000			
<b>Total Sources of Funds</b>	740,296	210,000	210,000	180,000	148,000	296,000
<b>Variance</b>	0	0	0	0	0	0
<b>WENATCHEE RIVER COUNTY PARK</b>						
<b>Uses of Funds</b>						
House Renovation	50,000					
Pavement Maintenance	5,000	5,000	5,000	5,000	5,000	
<b>Total Uses of Funds</b>	55,000	5,000	5,000	5,000	5,000	0
<b>Sources of Funds</b>						
LTAC Capital or Other Grant Funds	15,000	0	0	0	0	0
Capital Improvement Reet 2 Fund	40,000	5,000	5,000	5,000	5,000	0
<b>Total Sources of Funds</b>	55,000	5,000	5,000	5,000	5,000	0
<b>Variance</b>	0	0	0	0	0	0









# CHELAN COUNTY PLANNING COMMISSION MINUTES

Chelan County Planning Commission  
Chelan County Community Development

Date: January 24, 2024

Called to Order: 6:00 PM  
316 Washington St., Suite 301  
Wenatchee, WA 98801

## CALL TO ORDER

Meeting was called to order at 6:00 PM

## COMMISSIONER PRESENT/ABSENT

Doug England - Absent  
Vicki Malloy - Present  
Ryan Kelso - Present  
James Wiggs - Present  
Jesse Redell - Present

Cherie Warren - Present  
Mike Sines - Present  
David Donovick - Absent  
Chris Dye - Present

## STAFF PRESENT

Jessica Thompson, Permit Clerk  
Deanna Walter, CD Director  
Torrey Herrington, Planner I  
Cathy Mulhall, County Administrator

PUBLIC PRESENT: None

Chairwoman Vicki Malloy starts the meeting and takes roll. She proceeds, asking the commissioners if anyone is interesting in the Chair position. There were no volunteers.

## Motion:

Motion made by Commissioner Vicki Malloy, seconded by Commissioner James Wiggs to nominate Commissioner Jesse Redell as Chair.

Vote- Unanimous

Motion Carries

Chair Jesse Redell proceeds, asking if there are any volunteers for the Vice Chair position. There were no volunteers.

**Motion:**

Motion made by Commissioner Vicki Malloy, second by Commissioner James Wiggs to nominate Commissioner Cherie Warren as Vice Chair.

Vote- Unanimous

Motion Carries

Chair Jesse Redell asked the Planning Commission members if all had read the minutes from the December 20, 2023 meeting.

No comments, or changes were made to the December 20, 2023 minutes, minutes were approved.

**Motion:**

Motion made by commissioner Kelso, seconded by Commissioner Warren to approve minutes.

Vote- Unanimous

Motion Carries

**PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA**

No Comments

**OLD BUSINESS:**

No old business

**New Business:**

**CPA-24-006 Capital Improvement Plan (CIP) Text Amendment**

**Planner I Torrey Herrington presents Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2024-2029.**

Chelan County Administrator Cathy Mulhall provides further information on how the Capital Improvement plan process works and asks if anyone has any questions.

Commissioners asks for further details on what and why these plan numbers change from year to year and what they can analyze in order to provide value.

Chelan County Administrator Cathy Mulhall proceeds to explain in detail why the CIP numbers change and how they come up with them. Director Deanna Walter states that the CIP process is an annual Growth Management Act requirement.

Continued discussion on options for how to provide more details to planning commission members for future capital improvement plan approvals and scenarios about past capital improvement plan numbers.

**Motion:**

Motion made by Commissioner Ryan Kelso, seconded by Commissioner Vicki Malloy to approve, the Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2024-2029.

Vote- Unanimous

Motion Carries

**Discussion at the Chair's Discretion:**

The commissioners agree to change the starting time for summer meetings to 6:30 p.m..

**ADJOURNMENT**

Meeting Adjourned at 6:37 pm.

Next Planning Commission Meeting to be held on February  
28, 2024, at 6:00 pm

**All Planning Commission meetings and hearings are  
open to the public**





# CHELAN COUNTY PLANNING COMMISSION

District 1  
Vicki Malloy, Chair  
James W. Wiggs  
Ryan Kelso

District 2  
Cherie' Warren  
Mike Sines  
Christopher Dye

District 3  
Doug England  
David Donovick  
Jesse Redell, Vice Chair

FILE NUMBER: CPA 24-006 Capital Improvement Plan (CIP)

APPLICANT: Chelan County

60-DAY STATE AGENCY REVIEW: Initiated: January 09, 2024

SEPA DETERMINATION & DATE: DNS issued on January 08, 2024

PC PUBLIC HEARING DATE: January 24, 2024

PUBLIC COMMENT: N/A

AGENCY COMMENT: N/A

AMENDMENT AS PROPOSED:

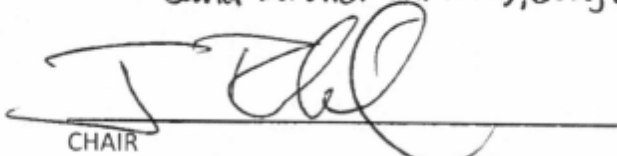
### PLANNING COMMISSION RECOMMENDATION:

Move to recommend **approval/denial** of the Comprehensive Plan Amendment to update the Six Year Capital Improvement Plan (CIP) for years 2024-2029, given file number CPA-24-006, based upon the findings of fact and conclusions of law contained within the January 24, 2024 staff report.

Motion by: Ryan Kelso  
Motion to: approve 2024 CIP as presented

2<sup>nd</sup> to motion - Vicki Malloy

Vote - Unanimous  
David Donovick (Absent), Doug England (Absent)

  
 CHAIR  
 CHELAN COUNTY PLANNING COMMISSION

1/24/24  
 DATE

Attachments: Staff Report