



6000 Main St. SW, Lakewood, WA
98499

Phone: (253) 512-2261

SEPA Checklist

Application: Downtown Planned Action

Number of Copies Required:	Description of Required Documents:	Required: A=always; M=may be
1	SEPA Application Fee	A
1	Applicant/Owner Affidavit of Posting*	A
6	Planned Action Determination – Review Checklist	A
6	SEPA Environmental Checklist	A
6	Operational Characteristics Description (See CDD Handout #6)	A
6**	Site Plan (See CDD Handout #1)	A
1	8½" x 11" Reduced Copy of Development Plans	A
1	1 Electronic Copy of Development Plans and application documents (i.e. compact disc)	A

3	Traffic Study/Report	M
6	Traffic per Planned Action Ordinance Exhibit D****	A
6	Site specific evaluation of groundwater protection	M
3	Landscaping Plan (See CDD Handout #3)	M
3	Irrigation Plan	M
6	Architectural Plans	M
6	Parking Plan (See CDD Handout #2)***	M
3	Tree Retention Plan (See CDD Handout #5)	M
1	Lease Agreement/Owner Approval	M

*The applicant will be required to post a notice board on the property on which City notices can be placed. The notice board shall be a four foot by four foot (4'x4') plywood generic notice board mounted and bolted onto at least two (2) four inch by four inch (4"x4") wood posts and placed securely in the ground. The notice board shall be placed by the applicant in a conspicuous location on the street frontage bordering the subject property.

**If the SEPA application accompanies another permit application other than a building permit application, only 1 copy of the site plan is necessary.

*** Parking Plan is not required if incorporated into site plan

**** The responsible City official shall require documentation by Planned Action Project applicants demonstrating that the total trips identified in Subsection 3.D(3)(a) are not exceeded, that the project meets the concurrency and intersection standards of Subsection 3.D(3)(b), and that the project has mitigated impacts consistent with Subsection 3.D (3)(c).



ENVIRONMENTAL CHECKLIST APPLICATION FORM

PIERCE COUNTY PARCEL NUMBER (S): _____ ACRES: _____

ADDRESS/LOCATION: _____

PROJECT DESCRIPTION: _____

APPLICANT: (mandatory)

Name: _____ Daytime Phone: _____

Mailing Address: _____

Email Address: _____ Professional License No: _____

Signature: _____ Contact Person: _____

AGENT/ CONSULTANT/ ATTORNEY: (mandatory if primary contact is different from applicant)

Name: _____ Daytime Phone: _____

Mailing Address: _____

Email Address: _____ License No: _____

PROPERTY OWNER 1: (mandatory if different from applicant)

Name: _____ Daytime Phone: _____

Mailing Address: _____

Email Address: _____ Signature: _____

PROPERTY OWNER 2: (if more than two property owners attach additional info/signature sheets)

Name: _____ Daytime Phone: _____

Mailing Address: _____

Email Address: _____ Signature: _____

The above signed property owners, certify that the above information is true and correct to the best of our knowledge and under penalty of perjury, each state that we constitute all of the legal owners of the property described above and designate the above parties to act as our agent with respect to this application:

.....

OFFICE USE ONLY:

APPLICATION #: _____ ZONE: _____

DATE APPLICATION RECEIVED: _____ RECEIVED BY: _____

DATE APPLICATION COMPLETE: _____ COMPLETENESS REVIEW BY: _____

Planned Action Determination – Review Checklist

Application # _____

Part One: Property and Proposal Information

Applicant			
Property Address and Parcel Num.	Address: _____		
	Parcel ID Number per Pierce County Assessor: _____		
Property Zoning	District Name:	Building Type:	
Property Size in Acres			
Permits Requested (list all that apply)			
	SEPA Checklist Complete? Yes ___ No ___	All Permit Applications Deemed Complete? Yes ___ No ___	
Existing Land Use	Describe Existing Uses on the Site:		
Proposed Land Use – Allowed per zoning district. Circle All That Apply	i. Townhome or cottage dwelling units ii. Multi-family dwelling units iii. Commercial Office iv. Services, v. Medical vi. Hotel and Lodging vii. Retail and Eating and Drinking Establishments viii. Open Space, Parks, Plazas, Trails, Gathering Spaces, Recreation ix. Civic and Cultural Facilities x. Governmental and Utility Facilities xi. Industrial uses that are part of a mixed-use development xii. Other uses allowed in the Downtown Development Code, LMC 18B.		The following public services, infrastructure, and utilities can also qualify as Planned Actions: <ul style="list-style-type: none"> ▪ onsite roads, ▪ utilities, ▪ parks, trails, and ▪ similar facilities when developed consistent with the Planned Action EIS mitigation measures, City and special district design standards, critical area regulations, and the Lakewood Municipal Code.
	Dwellings	# Existing Dwellings: #___ Type _____ #___ Type _____	# Proposed Dwellings Units: #___ Type _____ #___ Type _____
Dwelling Threshold 2018-2035 Net Increase: 2,257		Remainder as of _____(mm/dd/year) _____dwellings	

Non-residential Uses: Building Square Feet	Existing:	Proposed:	
	Commercial Square Feet Threshold 2018-2035 Net Increase: 2.85 million square feet	Remainder as of _____(mm/dd/year) _____ square feet	
Public Service and Utilities	Type of Use: _____ Square Feet: _____	Facilities identified in the Downtown Planned Action EIS? Yes: _____ No: _____	
Building Height	Existing Stories: Existing Height in feet	Proposed Stories: Proposed Height in feet:	
Parking Spaces	Existing:	Proposed:	
PM Peak Hour Weekday Vehicle Trips	Existing Estimated Trips Total:	Future Estimated Trips Total:	Net New Trips:
	Source of Trip Rate: ITE Manual ____ Other ____		Trip Bank Threshold new PM peak hour trips 2010-2035: 6,658 Remainder as of _____(mm/dd/year) _____ trips

Part Two: Review Criteria

The City’s SEPA Responsible Official may designate as “planned actions”, pursuant to RCW 43.21C.440 and WAC 197-11-164 to 172, applications that meet all of the following conditions (Ordinance 696 Subsection E):

Criteria	Discussion
(a) the proposal is located within the Planned Action Subarea identified in Exhibit A of Ordinance 696;	
(b) the proposed uses and activities are consistent with those described in the Planned Action EIS and Subsection 3.D of Ordinance 696;	
(c) the project is within the Planned Action thresholds and other criteria of Ordinance 696;	
(d) the project is consistent with the Lakewood Comprehensive Plan including the policies of the Downtown Plan incorporated into the Comprehensive Plan and the regulations of the Downtown Plan integrated into the Lakewood Municipal Code;	
(e) the project’s significant adverse environmental impacts have been identified in the Planned Action EIS;	

Criteria	Discussion
(f) the project's significant impacts have been mitigated by application of the measures identified in Exhibit B of Ordinance 696 and other applicable City regulations, together with any conditions, modifications, variances, or special permits that may be required;	
(g) the project complies with all applicable local, state and/or federal laws and regulations and the SEPA Responsible Official determines that these constitute adequate mitigation; and	
(h) the project is not an essential public facility as defined by RCW 36.70A.200, unless the essential public facility is accessory to or part of a development that is designated as a Planned Action Project under this Ordinance.	

Part Three: Determination

Applications for planned actions shall be reviewed pursuant to the following process (Ordinance 696 Section 3.G):

Requirement	Discussion
Development applications shall meet all applicable requirements of the Lakewood Municipal Code and this Ordinance in place at the time of the Planned Action Project application. Planned Action Projects shall not vest to regulations required to protect public health and safety.	
Applications for Planned Action Projects shall: (a) be made on forms provided by the City; (b) include the SEPA checklist in WAC 197-11; (c) meet all applicable requirements of the Lakewood Municipal Code and Ordinance 696.	
Is a development agreement proposed? (Optional) If so, are the procedures and requirements of the development agreement met?	

Determination

A. Qualifies as a Planned Action: The application is consistent with the criteria of Ordinance 696 and thereby qualifies as a Planned Action project.

It shall proceed in accordance with the applicable permit review procedures specified in the Lakewood Municipal Code Chapter 18A.02, except that no SEPA threshold determination, EIS or additional SEPA review shall be required.

Notice shall be made pursuant to the Lakewood Municipal Code and Ordinance 696 as part of notice of the underlying permits and shall include the results of the Planned Action determination.

If the City's SEPA Responsible Official determines that a proposed project qualifies as a Planned Action Project, he/she shall issue a "Determination of Consistency" and shall mail or otherwise verifiably deliver said Determination to the applicant; the owner of the property as listed on the application; and federally recognized tribal governments and agencies with jurisdiction over the Planned Action Project, pursuant to RCW 43.21C.440(3)(b). If notice is not otherwise required for the underlying permit, no special notice is required.

The review process for the underlying permit shall be as provided in the Lakewood Municipal Code. The Determination of Consistency shall remain valid and in effect as long as the underlying project application approval is also in effect.

Signature	
Date:	

B. Does not Qualify as Planned Action: The application is not consistent with the criteria of Ordinance 696, and does not qualify as a Planned Action project for the following reasons:

- _____
- _____
- _____
- _____

If the City's SEPA Responsible Official determines that a proposed project does not qualify as a Planned Action Project, he/she shall issue a "Determination of Inconsistency" and shall mail or otherwise verifiably deliver said Determination to the applicant; the owner of the property as listed on the application; and federally recognized tribal governments and agencies with jurisdiction over the Planned Action Project, pursuant to Chapter 1, Laws of 2012 (Engrossed Substitute Senate Bill (ESSB) 6406).

A project that fails to qualify as a Planned Action Project may incorporate or otherwise use relevant elements of the Planned Action EIS, as well as other relevant SEPA documents, to meet the non-qualifying project's SEPA requirements. The City's SEPA Responsible Official may limit the scope of SEPA review for the non-qualifying project to those issues and environmental impacts not previously addressed in the Planned Action EIS.

SEPA Process Prescribed:

Signature	
Date:	

SEPA ENVIRONMENTAL CHECKLIST

Purpose of checklist:

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

Instructions for applicants:

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

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

Instructions for Lead Agencies:

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

Use of checklist for nonproject proposals:

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

A. Background

1. Name of proposed project, if applicable:
2. Name of applicant:
3. Address and phone number of applicant and contact person:
4. Date checklist prepared:
5. Agency requesting checklist:
6. Proposed timing or schedule (including phasing, if applicable):
7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

City of Lakewood: Downtown Lakewood Plan and Planned Action Final EIS issued July 20, 2018 completing the Draft EIS issued March 16, 2018, and associated Addenda issued September 10, 2018 and September 26, 2018.

Other (by Applicant or other Agencies or Individuals):

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

B. ENVIRONMENTAL ELEMENTS

1. Earth

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action EIS, Draft EIS Appendix A Scoping Notice and SEPA Checklist, December 2017
- Lakewood Downtown Plan Existing Conditions Report, December 2017

a. General description of the site:

(circle one): Flat, rolling, hilly, steep slopes, mountainous, other _____

Downtown Lakewood Plan and Planned Action: Flat

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action EIS, Draft EIS Appendix A Scoping Notice and SEPA Checklist: Soils map indicates Spanaway gravelly sandy loam with slopes of 0 to 6%.

Proposal and Site-Specific Information:

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.

Downtown Lakewood Plan and Planned Action: Spanaway gravelly sandy loam is the soil type in the study area. Outside the study area in Seely Lake Park soils are Dupont muck.

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: The Study Area is quite flat and no geologically hazardous areas are located within the Study Area. There are no active faults within the Study Area, but the Tacoma fault zone is located to the north and Olympia structure to the south.

Proposal and Site-Specific Information:

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.

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: Application of International Building Code (Title 15A ICC Performance Code for Buildings and Facilities), Stormwater Management regulations (Chapter 12A.11 Stormwater Management), Critical Areas regulations (Title 14A Environmental Protection), and Site Development Regulations (see Chapter 12A.10).

Proposal and Site-Specific Features:

2. Air

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action EIS, Draft EIS Appendix A Scoping Notice and SEPA Checklist, December 2017

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.

Downtown Lakewood Plan and Planned Action: Short-term air emissions including construction equipment exhaust and fugitive dust may occur during the construction phase for new development projects in the study area. Hauling routes and local streets could be impacted by dust if mitigation measures are not implemented, but all construction projects would be consistent with the City's erosion control development standards.

The intent of the plan is to encourage a mixture of residential and commercial uses to reduce the need for daily-needs vehicle trips and create opportunities for living and working in close proximity. Further, the plan envisions pedestrian improvements to encourage walking. Mixed use development has been shown to reduce vehicle miles travelled (VMT) which can reduce greenhouse gas emissions compared to traditional business-as-usual development (US EPA March 2010 draft paper Smart Growth: A Guide to Development and Implementing Greenhouse Reduction Programs).^{1 2} Per capita reductions in VMT are a primary goal of WSDOT established through RCW 47.41.440.

¹ As quoted in the US EPA 2011 paper Smart Growth: A Guide to Development and Implementing Greenhouse Reduction Programs, "[c]ompact development reduces the need to drive by putting destinations closer together and making walking, biking, and using

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: Development is subject to applicable federal (EPA), regional (PSCAA), and State (DOE) air quality regulations.

Particularly relevant air quality regulations relating to redevelopment are included below:

- Construction activity must comply with Puget Sound Clean Air Agency (PSCAA) regulations requiring reasonable precautions to minimize dust emissions (Regulation I, Section 9.15).
- Stationary equipment used for the construction activities must comply with PSCAA regulations requiring the best available measures to control the emissions of odor-bearing air contaminants (Regulation I, Section 9.11).
- Commercial facilities could use stationary equipment that emits air pollutants (e.g., fumes from gas stations, ventilation exhaust from restaurants, and emissions from dry cleaners). These facilities would be required to register their pollutant-emitting equipment with PSCAA (Regulation I and Regulation II). PSCAA requires all commercial and industrial facilities to use the Best Available Control Technology (BACT) to minimize emissions. The agency may require applicants for high-emission facilities to conduct an air quality assessment to demonstrate that the proposed emissions would not expose offsite areas to odors or air quality concentrations exceeding regulatory limits.

Proposal and Site-Specific Features:

3. Water

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018

a. Surface Water:

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

mass transit easier. Any given increment of compact development could reduce VMT [vehicle miles traveled] up to 20 to 40 percent compared to dispersed development on the outer fringe of an urban area.”

² Transportation Research Board, Special Report 298, Driving and the Built Environment; The effects of compact Development on Motorized Travel, Energy Use and CO2 Emissions, 2009.

Downtown Lakewood Plan and Planned Action: Clover Creek flows northwest under Gravelly-Lake Drive in the southwest corner of the Town Center District and drains to Lake Steilacoom. Ponce de Leon Creek flows west from a culvert under Gravelly Lake Drive between Avondale Road SW and Main Street SW and eventually into Lake Steilacoom. The headwaters of Ponce de Leon Creek have been piped under the Town Center District and are the sole source of water flowing into Ponce de Leon Creek.

Proposal and Site-Specific Information:

- 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.

Proposal and Site-Specific Information:

- 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.

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: Portions of Clover Creek are within a special flood hazard area (Zone AE). Special flood hazard areas are subject to flooding and have a 1% annual chance of flood (100-year food) (FEMA, 2017).

Proposal and Site-Specific Information:

- 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.

Proposal and Site-Specific Information:

b. Ground Water:

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

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: The entire Study Area is within an aquifer recharge area (Lakewood Water District, 2018). The soils are highly permeable and gravelly in nature, and the area is rated as highly vulnerable on the DRASTIC index range (LMC 14A.150; (Brown and Caldwell, Adolfsen Associates, Sweet Edwards, Robinson & Noble, and Triangle Associates., 1990). The City's sole source of drinking water is from underground aquifers, and recharge (replenishing) of the aquifers comes from local rainfall in the Clover-Chambers watershed. Additionally, the depth of the water table in the Downtown Lakewood Study Area is not known. Geotechnical reports for previous developments (Geotechnical Engineering Services, 2000 and Geopier, 2017) have shown groundwater was encountered at approximately 10 feet below ground surface. These two sites are located in the Town Center District; however, a high or perched water table may be throughout the study area.

Proposal and Site-Specific Information:

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.

Downtown Lakewood Plan and Planned Action: Compliance with stormwater requirements would include appropriate treatment measures to decrease the potential for groundwater contamination.

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Planned Action Ordinance Section B-1. Mitigation Required for Development Applications

- With major redevelopment that would propose activities that could involve groundwater discharge or potential changes to groundwater flow (such as underground structures), the City shall require site specific evaluation of groundwater protection. The susceptibility and vulnerability of the

critical aquifer recharge area shall be evaluated by a licensed hydrogeologist. All stormwater shall be treated appropriately to avoid any potential groundwater contamination. Stormwater improvements should be designed to improve aquifer recharge.

- The City shall require a conservation easement or other regulatory structure for piped streams to ensure that the possibility of creek daylighting is not precluded by future redevelopment.

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

Planned Actions shall comply with applicable regulations:

- City of Lakewood Critical Area Regulations (Title 14A), which includes protection of:
 - Aquifer recharge areas;
 - Fish and wildlife habitat areas (including streams) and their buffers;
 - Flood hazard areas;
 - Wetlands and their buffers;
- City of Lakewood Engineering Standards Manual (City of Lakewood, 2016);
- 2012 Stormwater Management Manual for Western Washington (as amended in 2014) (Washington Department of Ecology, 2014);
- Pierce County Stormwater Management and Site Development Manual (Pierce County, 2015) ;
and
- WSDOT Highway Runoff Manual (Washington State Department of Transportation, 2014)

Proposal and Site-Specific Features:

4. Plants

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018

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

Downtown Lakewood Plan and Planned Action: The Study Area of Downtown Lakewood is in Water Resource Inventory Area (WRIA) 12, the Chambers-Clover watershed. It is developed with greenspace limited primarily to landscaping and street trees. Critical areas mapped within the Downtown Subarea are wetlands and wildlife habitat conservation areas (including streams) (LMC 14A.165).

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: No listed plant species are known. In terms of priority species, there are no documented Priority Oregon White Oak Woodlands in the Study Area (WDFW, 2017). There may be individual trees scattered throughout the Study Area, but none are documented (Pierce County, 2017).

Proposal and Site-Specific Information:

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

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

Planned Actions shall comply with applicable regulations:

- City of Lakewood Critical Area Regulations (Title 14A), which includes protection of:
 - Fish and wildlife habitat areas (including streams) and their buffers
 - Wetlands and their buffers

Planned Actions shall comply with the Downtown Development Code:

- 18A.35. 540.E: Native and/or drought tolerant landscaping shall be incorporated into required landscape plans.
- 18A.35. 540.F: The City may require educational signage for aboveground stormwater facilities and/or added natural features.

Proposal and Site-Specific Features:

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

Downtown Lakewood Plan and Planned Action: The area is urban and has street trees, shrubs, and lawns common to a suburban and urban setting.

Proposal and Site-Specific Information:

5. Animals

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018

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

Examples include:

birds: hawk, heron, eagle, songbirds, other:

mammals: deer, bear, elk, beaver, other:

fish: bass, salmon, trout, herring, shellfish, other _____

Downtown Lakewood Plan and Planned Action: Urban adapted wildlife (e.g. rodents, raccoons, and some birds such as crows) may take advantage of the limited greenspace within Downtown Lakewood. Clover Creek is a known salmon spawning stream with Coho salmon documented and Winter Steelhead presumed present (WDFW, 2017). Coho and Kokanee salmon are both documented to be present in Ponce de Leon Creek to the west of the Town Center District (WDFW, 2017a).

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: Steelhead salmon are designated as threatened under the Federal Endangered Species Act, Coho salmon are a federal species of concern, and Kokanee salmon are not listed.

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: See a above.

Proposal and Site-Specific Information:

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

Planned Action Ordinance Section B-1. Mitigation Required for Development Applications

- The City shall require a conservation easement or other regulatory structure for piped streams to ensure that the possibility of creek daylighting is not precluded by future redevelopment.

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

Planned Actions shall comply with applicable regulations:

- City of Lakewood Critical Area Regulations (Title 14A), which includes protection of:
 - Fish and wildlife habitat areas (including streams) and their buffers;
 - Wetlands and their buffers;
- City of Lakewood Engineering Standards Manual (City of Lakewood, 2016);
- 2012 Stormwater Management Manual for Western Washington (as amended in 2014) (Washington Department of Ecology, 2014);
- Pierce County Stormwater Management and Site Development Manual (Pierce County, 2015) ;
and
- WSDOT Highway Runoff Manual (Washington State Department of Transportation, 2014)

Proposal and Site-Specific Features:

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

Downtown Lakewood Plan and Planned Action: None known.

Proposal and Site-Specific Information:

6. Energy and Natural Resources

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action EIS, Draft EIS Appendix A Scoping Notice and SEPA Checklist, December 2017
- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018 and Final EIS, July 20, 2018

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.

Downtown Lakewood Plan and Planned Action: The study area is served by electricity and in part with natural gas.

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: Solar energy may be facilitated by development consistent with zoned heights that are taller than present structures.

Proposal and Site-Specific Information:

- 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:

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

Planned Actions shall comply with applicable regulations:

- Lakewood Municipal Code requires application of the national energy code (LMC Chapter 15A.25).

Following are voluntary measures that result in energy efficiency and are encouraged in new development:

- Implementation of sustainable requirements including the construction and operation of LEED-compliant (or similar ranking system) buildings could reduce the increase required in power systems.
- Implementation of conservation efforts and renewable energy sources to conserve electricity in new developments, including energy efficient equipment (i.e., light bulbs, appliances, and heating and air conditioning), could reduce energy consumption.

Proposal and Site-Specific Measures:

7. Environmental Health

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action EIS, Draft EIS Appendix A Scoping Notice and SEPA Checklist, December 2017

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

- 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.

Proposal and Site-Specific Information:

- 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.

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Planned Action Ordinance Section B-1. Mitigation Required for Development Applications

- Applicants for development shall conduct a site assessment to determine if contamination is present from past use.

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

- The State Model Toxics Control Act (MTCA) sets standards for cleanup of lower levels of contaminants that are incorporated into new development and redevelopment parcels noted to have contamination potential. The City applies relevant standards regarding hazardous materials handling in the International Fire Code and Zoning Codes.

Proposal and Site-Specific Features:

b. Noise

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

Proposal and Site-Specific Information:

- 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.

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: City Municipal Code Chapter 8.36 Noise Control.

Proposal and Site-Specific Features:

8. Land and Shoreline Use

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018 and Final EIS, July 20, 2018

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.

Proposal and Site-Specific Information:

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

Downtown Lakewood Plan and Planned Action: There are no working farmlands or forest lands of long-term commercial significance.

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

Downtown Lakewood Plan and Planned Action: There are no working farmlands or forest lands of long-term commercial significance.

c. Describe any structures on the site.

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Downtown Development Code Section 18B.200-1: Zoning is Central Business District (CBD).

Proposal and Site-Specific Information – Describe Downtown Overlay Designations per Downtown Development Code Section 18B.200-2. Overlay Districts Map:

Proposal and Site-Specific Information – Describe Regulating Plan – Street Types per Downtown Development Code Section 18B.120 -1. Regulating Plan:

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

Downtown Subarea Plan Figure 10. Proposed Future Land Use Map 2018: Designation is Downtown

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

Downtown Lakewood Plan and Planned Action: Not applicable.

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

Downtown Lakewood Plan and Planned Action: Critical areas mapped within the Downtown Subarea are wetlands and wildlife habitat conservation areas (including streams) (LMC 14A.165). There are no active faults, geologically hazardous areas, or documented Priority Oregon White Oak Woodlands (Pierce County, 2017; WDFW, 2017b). The entire Study Area is within an aquifer recharge area (Lakewood Water District, 2018).). Portions of Clover Creek are within a special flood hazard area (Zone AE). Special flood hazard areas are subject to flooding and have a 1% annual chance of flood (100-year food) (FEMA, 2017).

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Features:

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

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

- Planned Actions shall comply with the Downtown Development Code: Title 18A.35.

Proposal and Site-Specific Features:

m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any:

Downtown Lakewood Plan and Planned Action: Not applicable

9. Housing

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018 and Final EIS, July 20, 2018

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

- Planned Actions shall comply with the Downtown Development Code: Title 18A.35.
- The City allows for tax exemptions for development projects including low and moderate-income housing units in "Tax Incentive Urban Use Centers" in Chapter 3.64 in the Lakewood Municipal Code. As defined in 3.64.010, such a center means "a compact, identifiable district where urban residents may obtain a variety of products and services" and which has businesses, adequate public facilities, and a mix of uses including housing, recreation, and cultural activities. The Downtown Study Area is generally included in this boundary. Planned actions are encouraged to implement this voluntary incentive.

Proposal and Site-Specific Features:

10. Aesthetics

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018 and Final EIS, July 20, 2018

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

- Planned Actions shall comply with the Downtown Development Code: Title 18A.35.

Proposal and Site-Specific Information:

11. Light and Glare

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018 and Final EIS, July 20, 2018

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

- Planned Actions shall comply with the Downtown Development Code: Title 18A.35.

Proposal and Site-Specific Information:

12. Recreation

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018 and Final EIS, July 20, 2018

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

Planned Actions shall comply with applicable regulations:

- City of Lakewood Comprehensive Plan including the Capital Facilities and Utilities elements, and Legacy Plan for Parks, regarding levels of service.
- Downtown Development Code: 18A.35.530 Common and Open Space Standards.

Proposal and Site-Specific Features:

13. Historic and cultural preservation

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action EIS, Draft EIS Appendix A Scoping Notice and SEPA Checklist, December 2017

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

Downtown Lakewood Plan and Planned Action: Some sites have been inventoried in a 1999 inventory prepared for the City. The Washington Department of Archeology and Historic Preservation (DAHP) maintains a database of such studies. Eligibility has not been determined for some structures. For others, they are ineligible. There are structures that are over 45 years old. The Colonial district includes colonial-style commercial buildings. Here in 1937 Norton Clapp built part of the Lakewood Colonial Center, one of the first suburban shopping centers in the country. The City maintains a designated landmarks list and none are found in the study area as of 2018.

Proposal and Site-Specific Information:

- 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.

Downtown Lakewood Plan and Planned Action: DAHP has a predictive model of whether there is a low or high risk of finding cultural resources during disturbance of sites. The study area is generally considered to have moderate to low risk.

Proposal and Site-Specific Information:

- 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.

Proposal and Site-Specific Information:

- 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.

Downtown Lakewood Plan and Planned Action:

- Washington State has a number of laws that oversee the protection and proper excavation of archaeological sites (RCW 27.53, WAC 25-48), human remains (RCW 27.44), and historic cemeteries or graves (RCW 68.60). The Governor's Executive Order 05-05 requires state agencies to integrate DAHP, the Governor's Office of Indian Affairs, and concerned tribes into their capital project planning process. This executive order affects any capital construction projects and any land acquisitions for purposes of capital construction not undergoing Section 106 review under the National Historic Preservation Act of 1966.
- Under RCW 27.53, DAHP regulates the treatment of archaeological sites on both public and private lands and has the authority to require specific treatment of archaeological resources. All precontact resources or sites are protected, regardless of their significance or eligibility for local, state, or national registers. Historic archaeological resources or sites are protected unless DAHP has made a determination of "not-eligible" for listing on the state and national registers.
- The City applies Lakewood Municipal Code Chapter 2.48 Protection and Preservation of Landmarks.

Proposal and Site-Specific Features:

14. Transportation

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018 and Final EIS, July 20, 2018

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.

Proposal and Site-Specific Information:

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?

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

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

Proposal and Site-Specific Information:

- The responsible City official shall require documentation by Planned Action Project applicants demonstrating that the total trips identified in Subsection 3.D(3)(a) are not exceeded, that the project meets the concurrency and intersection standards of Subsection 3.D(3)(b), and that the project has mitigated impacts consistent with Subsection 3.D (3)(c).
- See Planned Action Exhibit D for trip calculation: Calculate the gross number of PM peak hour vehicles trips generated by the proposed land use calculated using unadjusted Institute of Transportation Engineers [ITE] trip generation rates, without any reductions for internal capture, pass-by travel, or transit/walking/biking.

g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.

Downtown Lakewood Plan and Planned Action: Not applicable.

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

Planned Action Ordinance Section D(3)

- All Planned Action Projects shall meet the transportation concurrency requirements and the Level of Service (LOS) thresholds established in LMC 18A.50.195.
- Transportation mitigation shall be provided consistent with mitigation measures in Exhibit B-1 and Exhibit D.

Planned Action Ordinance Section B-1. Mitigation Required for Development Applications

- Implementation of transportation improvements identified as mitigation measures shall occur through a SEPA fair share fee program such that new development contributes its share of the cost for these projects. See Exhibit D.

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

- Washington State Commute Trip Reduction (CTR) law focuses on employers with 100 or more employees whose shifts begin during the typical AM commute. This law requires employers to develop commute trip reduction plans and work toward meeting their mode share targets through internal programs and monitoring.

15. Public Services

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018 and Final EIS, July 20, 2018

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.

Proposal and Site-Specific Information:

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

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

Planned Actions shall comply with applicable regulations:

- City of Lakewood Comprehensive Plan including the Capital Facilities and Utilities elements regarding levels of service.

- Lakewood Municipal Code standards for water, sewer, and stormwater infrastructure for new development. (LMC Title 12A)

Following are voluntary measures that result in water and energy efficiency and are encouraged in new development:

- Developments may reduce water demand by using new technologies that would reduce per-capita water use (and therefore wastewater service demand) by using newer, low- or no-flow plumbing fixtures and equipment.

Proposal and Site-Specific Features:

16. Utilities

Downtown Lakewood Plan and Planned Action information is drawn from:

- Downtown Lakewood Plan and Planned Action Draft EIS, March 16, 2018 and Final EIS, July 20, 2018

a. Circle utilities currently available at the site:

electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system,
other _____

Proposal and Site-Specific Information:

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.

Proposal and Site-Specific Information:

Planned Action Ordinance Section B-2. Advisory Notes to Applicants: Applicable Regulations and Commitments

Planned Actions shall comply with applicable regulations:

- Lakewood Municipal Code requires application of the national energy code (LMC Chapter 15A.25).

Following are voluntary measures that result in water and energy efficiency and are encouraged in new development:

- Implementation of sustainable requirements including the construction and operation of LEED-compliant (or similar ranking system) buildings could reduce the increase required in power systems.

- Implementation of conservation efforts and renewable energy sources to conserve electricity in new developments, including energy efficient equipment (i.e., light bulbs, appliances, and heating and air conditioning), could reduce energy consumption.

Proposal and Site-Specific Features:

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.

Signature: _____

Name of signee _____

Position and Agency/Organization _____

Date Submitted: _____



CITY OF LAKEWOOD
COMMUNITY DEVELOPMENT DEPARTMENT
HANDOUT #12 (See CDD Handout #12- only the first 5 questions
need to be answered to receive an estimate)

**DOWNTOWN LAKEWOOD OPERATIONAL
CHARACTERISTICS DESCRIPTION**

For trip mitigation information, please fill out the first 5 questions

A detailed description of operational characteristics is required for all discretionary land use permits such as, administrative use permits, conditional use permits, temporary use permits, variance applications, etc. and may be required for zoning certification and other permits, as deemed necessary by Community Development Department staff. The operational description must include the following information to be considered complete:

1. Description of proposed use/project application. What will be the nature of your business?
2. Extent and type of proposed improvements to the site and/or interior or exterior building remodeling to existing building(s) (i.e. additions to building, interior building improvements or alterations, landscaping, proposed signs, additional parking spaces, etc.).
3. Traffic (vehicular trips to and from site per day) generated by the use, including deliveries and client-related trips (i.e. any proposed shipping and receiving activities, projected employee trip generation, projected customer trip generation). **NOTE: Self-reported numbers that conflict with the ITE manual used to estimate fees will be taken into consideration only when accompanied by a trip generation letter with supporting documents.**
4. Previous use of property: Has the property been vacant for 12 or more months? **YES / NO** Name of previous Business _____ (circle one)
Type of previous business (ie. grocery store, nail salon, restaurant etc) _____
5. Total square footage of the floor area of the tenant space.
6. Proposed number of full and part-time employees.

OFFICE USE ONLY:

Proposed Land Use Code: LUC _____ Former Land Use Code: LUC _____

Total estimated Trip Mitigation Fee: _____

Notes:

7. Proposed number of students on the site at any one time if application is for a day care or educational facility.
8. Maximum numbers of employees on the site at any one time.
9. Proposed hours, days, place and manner of operation.
10. Type of products or services proposed to be available on the site.
11. Number of commercial vehicles proposed to be parked or stored on the site.
12. Proposed type of equipment/machinery to be used by the business or stored on site (i.e., office equipment, manufacturing equipment, construction equipment).
13. Proposed use of outdoor space on lot (i.e., outdoor storage, outdoor display and sales of merchandise, parking/open space, recreation space).
14. If more than one tenant on the site, provide the square footage of each tenant space, business names of tenants, and type of business

Space #	Type of Business	Tenant Name	Area

15. Existing number of parking spaces.

16. Surrounding uses and businesses next to proposed business/project site.

17. Operational characteristics or functions that create emission of gasses, dust, odors, vibration, electrical interference, smoke, noise, air pollution, light, glare, odor or dust in a manner likely to cause offense or irritation to neighboring residents.

18. Site and building design features that minimize land use impacts, such as traffic, aesthetics, etc. or environmental impacts such as noise, vibration, dust or air pollution, glare, odor and dust, etc.

19. Provide a hazardous material inventory statement and summary.

Handouts and application forms may be revised without notice.



***CITY OF LAKEWOOD
COMMUNITY DEVELOPMENT
DEPARTMENT HANDOUT #1***

6000 Main St. SW, Lakewood, WA 98499
Phone: (253) 512-2261

**SITE PLAN REQUIREMENTS FOR NEW AND MAJOR ADDITIONS TO COMMERCIAL, INDUSTRIAL AND
MULTI-FAMILY DEVELOPMENT**

A detailed site plan must be drawn to scale and include the following information, as applicable, to be considered complete:

1. Site address
2. Vicinity map clearly showing the location of the project with respect to public streets and other parcels and development in the area.
3. Property lines.
4. North arrow and decimal engineering scale (ie. 1"=20'; **not** 1/8"=1' architectural scale).
5. Pierce County tax parcel number.
6. Lot dimensions and total square footage.
7. All existing and proposed public and private roads, driveway accesses and road right-of-ways with dimensions and road names, including curbs and gutters, sidewalks and/or edges of pavement. Include all existing driveways within 200 feet of the subject property on both sides of all streets, in both directions along public street frontages.
8. All easements (access, utility, railroad, storm water, etc.). Indicate type and dimensions of easement.
9. All major manmade or natural features (slope, shorelines, riparian areas, railroad tracks, bridges, etc.).
10. Existing building locations.
11. Dimensions and square foot area of all proposed new structures and/or additions.
12. Dimensions and square foot area of all structures or pavement expected to be removed.
13. Dimensions of all setbacks (distance from the wall of all existing and proposed structures to property lines).
14. Location, dimensions and square foot area of all parking areas.
15. Vehicle loading and unloading areas, including dimensions of truck loading and maneuvering areas and total square footage.
16. Location of all paved areas.
17. Location of existing and proposed landscape areas (include dimensions inside of curbing and square footage inside curbing).
18. Existing and proposed fences or retaining walls (specify type and height of fence or wall).
19. Location and dimensions of any free-standing signs.
20. Location and type of any existing or proposed exterior lighting to be placed on the site
21. Areas of future development.
22. Location of outside storage areas (include dimensions and total square footage).
23. Location of trash dumpster(s).
24. Adjacent uses (undeveloped, single family, commercial, etc.) and the location of any structures within 5 feet of the property line on all abutting property.
25. Location of water and sewer mains nearest the site, including line size and other utility connections.
26. Water features or wetlands, including but not limited to, lakes, ponds, saltwater, year-round or seasonal streams, creeks, wetlands, gully or natural drainage way, drainage ditches, etc.
27. Critical areas, such as slopes, wetlands, shorelines and wildlife habitat.
28. Contours at two-foot intervals if the parcel(s) or access road(s) contain slopes of greater than 10%.
29. Sight distance triangles for all driveway locations and across the corners of properties at street intersections. Show the location and type of potential sight obstructions including height of vegetation.

IF APPLICATION IS FOR DEVELOPMENT IN DOWNTOWN LAKEWOOD:

Provide a narrative and include supporting scaled site plan and elevations that demonstrate applicability and consistency with:

30. Allowed land uses per LMC 18B.220 Uses.
31. Density, dimension, site layout, and other requirements of LMC 18B.230 District-wide Development Standards,
32. Allowed uses and special design standards associated with Overlay zones, if applicable, per LMC 18B.200-2. Overlay Districts Map, 18B.240 Colonial District Standards, and 18B.250 Transition Area Standards.
33. Required frontage improvements per street section in LMC 18B.300 Streets and Blocks.
34. Regulating Plan street type per LMC 18A.35.120-1.
35. Frontage type proposed per 18B-300-3. Street Standards and Frontage Types and LMC 18B.400.
36. Onsite open space location, size, and treatments, and pedestrian connections per LMC 18A.35.500 Landscaping, Open Space, and Green Infrastructure
37. Location and amount of parking per 18A.35.600 Parking.
38. Form-Based Code Review standards per LMC 18B.710.
39. Nonconforming Lots per LMC 18B.730.
40. Narrative and site plan and findings per LMC 18B.720 Master Planned Development – Town Center Incentive Overlay, if applicable.

ADDITIONAL INFORMATION MAY BE REQUIRED BASED ON THE SPECIFIC PROJECT AND/OR SITE. ALL LARGE MAPS MUST BE FOLDED TO FIT INTO A 10 X 13 INCH ENVELOPE WITH THE APPLICATION NAME OF THE PLAN SHOWING. Handouts and application forms may be revised without notice.

APPLICANT/OWNER AFFIDAVIT OF POSTING

PRIOR TO APPLICATION SUBMITTAL, the applicant is required to post a notice board on the property. The notice board shall be a four foot by four foot (4'x4') plywood generic notice board mounted and bolted onto at least two (2) four inch by four inch (4"x4") wood posts and placed securely in the ground. The notice board shall be placed by the applicant in a conspicuous location on the street frontage bordering the subject property. The affidavit is to be completed and submitted with the application **after** the notice board has been installed.

I, _____ state and swear; that in compliance with the provisions of the City of Lakewood Land Use and Development Code, I caused to have posted a four foot by four foot (4'x4') plywood face generic notice board in _____ conspicuous place(s) on the street frontage bordering the subject property which is the subject of the _____ application on the _____ day of _____, 20____.

Applicant Signature

Date

OR

Property Owner Signature

Date