



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:

Casino Road Renovation – Administrative Headquarters

2. Name of applicant:

**Dan Jerome
Capital Project Manager
Community Transit**

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

**7100 Hardeson Road
Everett, WA 98203
425-348-2312**

4. Date checklist prepared:

March 18, 2020

5. Agency requesting checklist:

Community Transit

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

Construction is scheduled to begin in 2020 and end in 2022.

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

No.

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

Geotechnical Report, Stormwater Site Plan Report (drainage report), and traffic technical memorandum.

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.

City of Everett Construction Permits: Building Permit, Public Works Permit, Fire Sprinkler Permit, Fire Alarm Permit, Plumbing Permit, Mechanical Permit, Electrical Permit.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

The proposed project will renovate an existing two-story building into new administrative offices and includes extensive interior renovations, exterior improvements, two small additions, and site work to improve storm drainage, on-site parking, and traffic flow.

INTERIOR RENOVATIONS. The proposal includes renovations to approximately 71,698 square feet of space to create new business offices, conference rooms, records storage, and support spaces; remove approximately 3,268 square feet of the second floor for a two-story interior space; building a new stadium stair/seating area; removal and replacement of the existing failing elevator; addition of a second service elevator; and structural retrofit to ensure seismic performance. Offices will support approximately 160 FTEs that will be relocated from Community Transit's other facilities. Agency growth over the next five to 10 years will increase that number by up to 46 additional FTEs.

EXTERIOR IMPROVEMENTS. The proposal includes a new two-story main entrance vestibule addition and a one-story addition with roof deck at the employee entrance totaling 916 square feet; areas of concrete panel removal for new storefront and expanded window openings; and expansive skylights.

SITE WORK. The proposal includes a new raised plaza at the north and east sides of the building; additional parking spaces including accessible parking spaces and EV charging stations; new locations for a transformer, generator, and fire department connection (FDC); and stormwater management system.

No work will occur within the existing Facilities Maintenance Department, which occupies the south end of the first floor and mezzanine and will remain in operation through construction.

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.

2312 West Casino Road, Everett, WA 98204

Generally located in the northwest quarter of Section 14, Township 28 North, Range 4 East, W.M.

B. Environmental Elements

1. Earth

a. General description of the site: Flat, rolling, hilly, steep slopes, mountainous, other

The developed portion of the site is flat. There is a short, steep embankment to the north and a rolling embankment to the south.

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

The developed (paved) portion of the site has an average slope of approximately 1.1 percent. The north embankment slopes down and away from the paved portion of the site at a slope of approximately 40 percent. The south embankment slopes up and away from the paved portion of the site at a slope of approximately 17 percent.

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.

Geologic maps of the project area identify subsurface soils to consist primarily of glacial till of the Vashon Drift. Accumulations of organic material and peat are often encountered near or within water-filled depressions overlying the glacial till. Localized areas of organic silt and peat are also mapped in the wetland area located south of the Kasch Park Operating Base (south of the project site) and in the vicinity of Boeing Lake located southwest of the site across Airport Road. Glacial till typically consists of a heterogeneous mixture of sand, gravel, cobbles, and occasional boulders in a silt and clay matrix that was deposited beneath a glacier. Because glacial till has been overridden by thousands of feet of ice, it is typically dense to very dense. Glacial till in the Everett area typically mantles hills, ridges, and slopes and varies in thickness from about 10 to 60 feet.

Subsurface soils encountered in site explorations are consistent with geologic mapping and previous explorations completed at the site. The geotechnical explorations encountered shallow surficial fill associated with building and parking lot construction overlying glacial till in all three of the borings. The borings encountered the following units:

- **Pavement section: The asphalt surfacing observed in the borings ranged from three to six inches thick and is underlain by two to three inches of crushed rock base course.**
- **Fill: Fill was encountered in portions of the site and was approximately seven feet deep. Fill could be at least 10 feet thick in the vicinity of the existing storm pipe.**
- **Glacial till: Glacial till was encountered below the surficial pavement and/or fill (where encountered) layers to the termination of each exploration. The glacial till consists of dense to very dense/hard silty sand and sandy silt with variable gravel content.**

Perched groundwater was observed at 7.5 feet and 14.5 feet during drilling. Seasonal perched groundwater is common above and within glacial deposits.

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

None.

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

The project includes up to approximately 5,870 cubic yards of cut, fill, grading, and earthwork as follows:

- **Roadway grading (incl. parking lot re-grading, new plaza and sidewalk subgrade preparation, and grading for accessible walkway and stairway): excavation 1,400 CY approx., and import 1,300 CY approx. if native material not suitable for reuse.**
- **Stormwater detention vault: excavation 1,100 CY approx. and import 450 CY approx. if native material not suitable**
- **Stormwater treatment facility: excavation 60 CY approx. and import 40 CY approx. if native material not suitable**
- **Retaining wall: structure excavation 315 CY approx. and import 45 CY approx.**
- **Landscaping: import topsoil 1,160 CY approx. of topsoil and bark mulch**

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

Erosion could occur as a result of construction. Installation of temporary erosion and sediment control best management practices will eliminate erosion potential. No erosion will occur as a result of use/operations.

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

Approximately 82 percent (4.87 acres of 5.92 acres).

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

Installation of temporary erosion and sediment control best management practices recommended by civil engineer and implementation of stormwater pollution prevention plan.

2. Air

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

Emissions typical of heavy equipment will occur during construction.

Emissions during operation of the facility are associated with transportation of employees to and from the site. These employees already commute within the City of Everett and will be relocated from other Community Transit facilities in the vicinity to the project site and no increase to emissions related to operation of the project are anticipated.

Emissions during maintenance of the facility could include landscaping equipment and occasional pavement maintenance.

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

None.

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

Community Transit will request the contractor consider electric equipment where possible. The project is primarily an interior renovation with limited site work requiring heavy equipment.

Community Transit has implemented a Transportation Demand Management (TDM) plan to encourage employees to use alternative modes of transportation, such as carpooling, transit, bicycling, walking, etc. Employees will be relocated from other Community Transit facilities in the vicinity and no increase to emissions related to operation of the project are anticipated.

No other measures to reduce or control emissions are proposed.

3. Water

a. Surface Water:

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

The US Fish and Wildlife Service maps wetlands in the vicinity of the project:

- **A freshwater forested/shrub wetland and stream complex is mapped approximately 415 feet east of the project site and extends south into Kasch Memorial Park.**
- **A freshwater forested/shrub wetland is mapped approximately 90 feet southeast of the project site, across Kasch Park Road.**
- **A freshwater forested/shrub wetland is mapped approximately 1,090 feet south of the project site, south of the Kasch Park Operating Base and adjacent to Kasch Memorial Park.**
- **Boeing Lake and associated freshwater forested/shrub wetlands are mapped approximately 1,590 feet west and slightly south of the project site, across Airport Road.**

The geotechnical report prepared for the project noted the wetlands present south of the Kasch Park Operating Base and at Boeing Lake.

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.

No.

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.

None.

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

No.

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

No.

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.

No.

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.

No.

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.

None.

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.

Stormwater runoff is the only source of water runoff on the site. Stormwater will be collected in a new stormwater detention vault and discharged to the existing municipal stormwater system. The proposed vault and related on-site stormwater management system is designed in compliance with the Washington State Department of Ecology Stormwater Management Manual for Western Washington.

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

No. All runoff on the site will be collected and flow through water quality design features, including an oil and water separator, prior to discharge into the municipal stormwater system.

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

No.

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

The project includes design features to reduce and control stormwater runoff compared to current conditions. No other runoff will occur as a result of the project. The project will not alter drainage patterns. No other measures to reduce or control runoff or drainage pattern impacts are proposed.

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

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

Existing onsite vegetation to the north and south and vegetation present within the fenceline will be removed and/or altered. Existing vegetation includes turf grass, trees, shrubs, blackberry, and groundcovers of low quality and diversity.

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

None.

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

Proposed landscaping will include planting over 23,576 square feet of existing and new landscaping areas. Plant palette includes a mix of trees, shrubs, and groundcovers that are a combination of native, naturalized, hardy, and low-maintenance varieties intended to enhance the appearance of and habitat diversity on the site, including pollinators and song birds. Green roof tray systems will be installed over employee entries on the east

side of the building. Existing vegetation on the east side of the east fenceline will not be removed or altered.

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

Blackberry

5. Animals

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

Birds: songbirds, crows, pigeons

Mammals: Squirrels

No other animals have been observed on or near the site or are known to be on or near the site.

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

None known.

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

The site is part of the Pacific Flyway, a migration route for birds.

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

Proposed landscaping will substantially enhance onsite habitat for pollinators, songbirds, and other wildlife by providing a mix of species, seasonal food sources, and habitat types.

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

None known.

6. Energy and Natural Resources

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

The project will use electric and natural gas energy sources. Natural gas will be used for building heating and hot water. Electricity will be used for all other energy needs typical of administrative offices (i.e., lighting and power).

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

No. The project is a renovation of an existing two-story structure. Proposed work will not increase the overall height of the structure and will therefore not affect potential use of solar energy on adjacent properties.

- 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:

Where feasible, the project uses LEDs, energy-efficient fixtures, and motion and vacancy sensors. Existing LED site lighting fixtures are reused on site, existing non-LED site lighting fixtures will be replaced with LEDs, and all new building and site lighting fixtures are LEDs. The project is designed to harvest natural daylight as much as possible through the installation of skylights and a two-story atrium space that allows daylight to filter into the first floor. Exterior lighting is controlled by photocell and timeclock and is turned off during non-business hours (except that emergency egress lighting is dimmed during nighttime hours and motion sensors trigger full output). The project is designed to comply with the Washington State Energy Code for alterations of existing buildings.

The new HVAC system utilizes High Performance Variable Air Volume Systems in conjunction with existing energy recovery ventilators. All ductwork for heating and cooling systems to be insulated in accordance with the Washington State Energy Code (2015) for alteration of existing structures. A DDC system will be installed for HVAC controls. High-efficiency units are specified for water heaters and boilers.

New wall and roof insulation in the area of renovation will offset the losses from the new glazing elements and minimize the building energy consumption.

7. Environmental Health

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

The project will provide administrative offices. Chemicals associated with cleaning and maintenance will be stored in designated, secured closets on site that minimize or eliminate risk of exposure or spill. Risk of fire and explosion is minimal, and fire suppression systems (water and chemical) have been integrated into the building design.

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

None known.

- 2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

The existing Facilities Maintenance group uses chemicals, solvents, oil, lubricants, and similar materials. All materials are stored safely and MSDS are available for each chemical present on site. Limited access between the proposal and the Facilities Maintenance section of the building minimizes or eliminates risk to occupants of the administrative offices.

- 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.

Chemicals and materials typically associated with construction, including fuel, oils,

cleaning chemicals, etc., will be present on the site during construction. The contractor will be required to implement a spill prevention plan with cleanup and reporting protocols in case of spill.

Chemicals associated with cleaning and maintenance will be stored and used during operation of the facility. Landscaping chemicals such as fertilizers may be brought onsite during regular maintenance events.

4) Describe special emergency services that might be required.

None.

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

Storage of chemicals in designated, secured closets on site will minimize or eliminate risk of exposure or spill. Landscape design intentionally includes low-maintenance plant species that minimize or eliminate the need for chemical fertilizers, herbicides, and pesticides.

b. Noise

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

Although noise exists in the area from traffic and commercial flights at Paine Field, it is not anticipated to affect the project. Employees will predominantly work indoors at workstations and may spend breaks outside. The building will insulate workers from any potential traffic or airplane noise.

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.

Construction will generate noise on a short-term basis. Construction is anticipated to begin in mid 2020 and end in 2022. Exterior work that could generate louder noise is anticipated to occur early in the construction schedule, including sawcutting concrete, excavation, grind and overlay of site paving, and similar activities. Most construction work will occur indoors and is anticipated to be unnoticeable to neighboring properties.

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

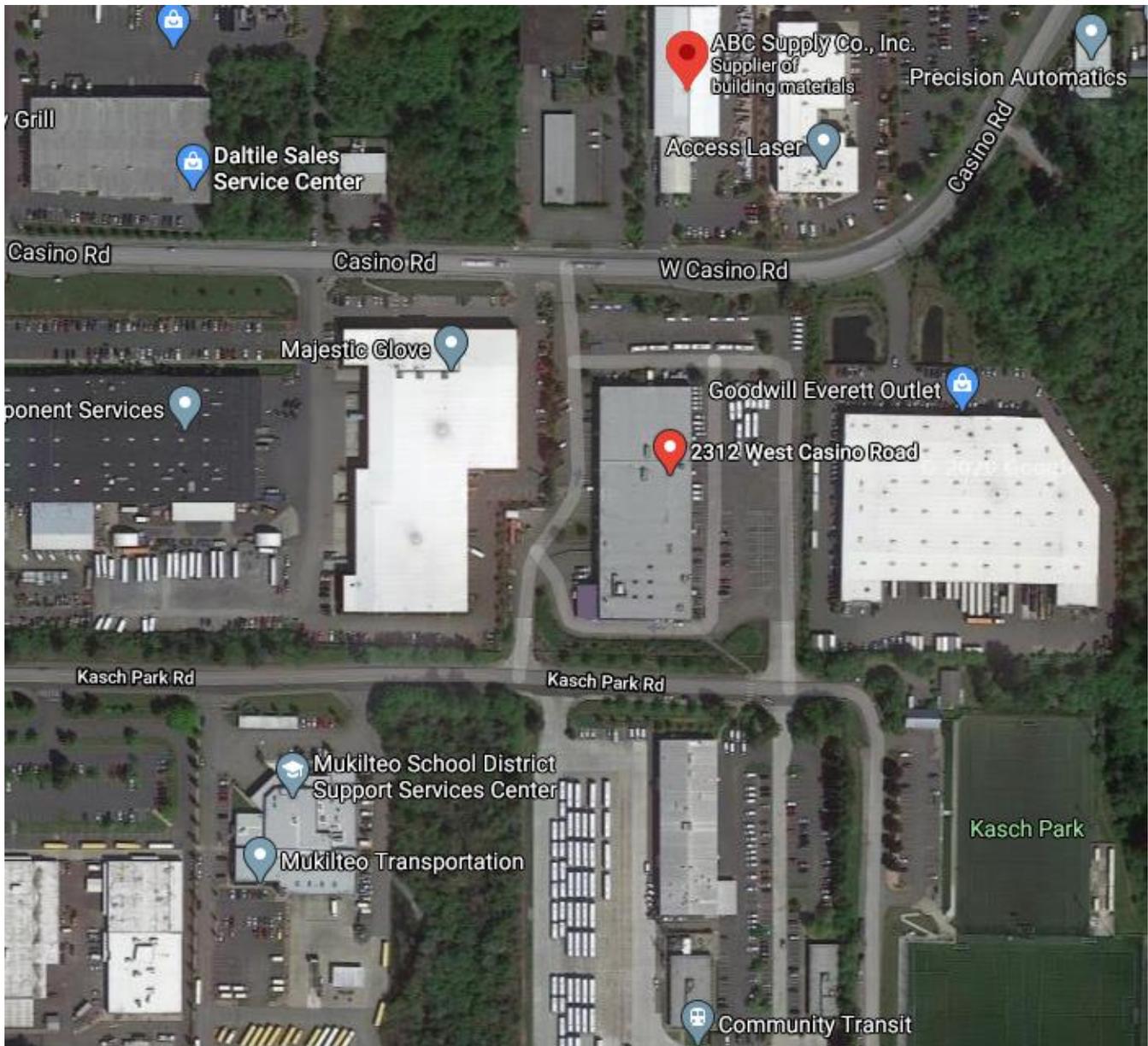
Community Transit will request the contractor consider electric equipment where possible. The project is primarily an interior renovation with limited site work requiring heavy equipment.

8. Land and Shoreline Use

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

The site is currently used by Community Transit's Facilities Maintenance group. Activities include offices, storage, and a variety of work areas. The remainder of the building is vacant but was previously used as call center offices. The proposal will convert the underutilized space into administrative offices and is not anticipated to affect current land use of the site.

Adjacent properties are the Goodwill Everett Outlet (east) and Majestic Glove (west). Goodwill is a donation collector and resaler and will be unaffected by the proposal. Majestic Glove manufactures personal protection equipment (PPE) and will be unaffected by the proposal. South across Kasch Park Road is Community Transit's Kasch Park Operating Base. To the north across West Casino Road is ABC Supply Co, Inc., a building material supplier. See map figure below.



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

The existing building was originally developed in 1979 and has not been used as working farmlands or forest lands since at least that time. The project will not result in the loss of any resource lands.

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:

There are no surrounding working farm or forest lands or operations that could affect or be affected by the proposal.

c. Describe any structures on the site.

The existing building is a concrete tilt-up structure originally constructed in 1979. An addition to the structure was built in 1979-1980. The structure was renovated in 1989. Community Transit acquired the site and completed renovation of the Facilities Maintenance section in 2009.

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

The existing structure will be modified, including cutting skylights into the roof and construction of two small additions. The structure will otherwise remain intact.

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

City of Everett's zoning designation is M-M.

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

City of Everett's 2035 Comprehensive Plan Land Use Map designates the site as Industrial.

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

The project site is not within the shoreline jurisdiction.

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

No.

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

Approximately 160 people will work in the administrative headquarters when completed, with room to grow to 206 employees in 5-10 years.

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

None. The project will consolidate administrative functions at other Community Transit facilities. The existing Facilities Maintenance group will continue to operate out of the site.

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

None.

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

The project has been designed to comply with all applicable zoning and land use requirements. Government administrative offices are allowed within the M-M zone and are consistent with an industrial land use designation. The project is consistent with adjacent land uses, which are large-scale low-rise buildings with light industrial and administrative office uses.

The project requires planning (zoning) review by the City of Everett as part of construction permit approval, and the project will incorporate any required conditions of approval prior to construction.

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

None.

9. Housing

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

None.

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

None.

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

None.

10. Aesthetics

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

The existing building is approximately 29 feet and 10 inches in height to the top of the parapet. The proposal is a renovation of this structure and will include only two components that will increase the building height:

- An enlarged main entry will project approximately two feet above the height of the parapet wall, for a total overall height of 31 feet and 10 inches.
- The proposed roof-mounted mechanical equipment will be approximately 11 feet in height, with a total overall height of no more than 43 feet and 6 inches.

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

No views will be noticeably altered or obstructed by the proposed increase in overall height. A sightline study was performed using renderings of potential mechanical units and determined that the units, although visible, will not have significant visual impact on pedestrians on adjacent properties and rights-of-way.

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

Exterior improvements including new landscaping, façade treatments, and green roofs over employee entries will result in improved aesthetics for the overall site.

11. Light and Glare

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

The proposal is not anticipated to generate significant light or glare. Fixtures on the building exterior will be updated/modernized as part of the project.

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

No.

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

Although there are existing sources of light and/or glare in the vicinity, they are not anticipated to affect the proposal.

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

Exterior lighting will be equipped with dimmers and motion sensors and fixtures will be down-shielded as much as possible to prevent light and glare spillover onto adjacent properties and rights-of-way. Lighting will be turned off or dimmed outside of normal business hours.

Roof-mounted mechanical equipment will be painted to match the existing building.

12. Recreation

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

Kasch Memorial Park is located approximately 250 feet to the south and east of the project site. Beyond Kasch Memorial Park are the Loganberry Lane Park, Walter Hall Golf Course, Walter E. Hall Park, and Walter E. Hall Skate Park.

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

No.

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

The project is not anticipated to impact recreation. Outdoor spaces for Community Transit use will be constructed as part of the project and may slightly improve recreation for employees.

13. Historic and Cultural Preservation

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

No.

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.

No. Professional studies have not been conducted. The site has, however, been developed since at least 1979 and included significant site grading.

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.

Consultation of the Washington Department of Archaeology and Historic Preservation's (DAHP) WISAARD database.

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.

Site work is limited to the minimum necessary to construct drainage improvements. Excavation and ground-disturbing activities will occur only in the vicinity of previously-disturbed soils. An inadvertent discovery plan (IDP) will be on site during all site-disturbing activities and work will immediately stop if artifacts or other materials of potential significance are found.

14. Transportation

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

Currently, site access is primarily from Kasch Park Road; a secondary access is available at West Casino Road. These streets connect to Airport Road to the west and then to Highway 526. West Casino Road also connects to Hardsen Road to the east.

Future site access will be revised as a result of the project, with the driveway on West Casino Road becoming the primary employee and visitor entry and the driveway on Kasch Park Road becoming a secondary entry. Driveway locations will not change.

- 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?

Community Transit's SWIFT Green Line runs along Airport Road. The stations are at Kasch Park Road, approximately 0.4 miles (walking route) from the site.

Everett Transit Route 8 bus runs along Airport Road and stops at W Casino Road. The stop is approximately 0.4 miles (walking route) from the site.

Everett Transit Route 12 bus runs along W Casino Road and stops at Airport Road. The stop is adjacent to the site.

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

According to permit records, the site was originally developed in 1979 with 355 parking spaces. This was reduced to 341 spaces with the building addition constructed in 1979-1980. Plans for a 1989 renovation showed 337 parking spaces on site.

The site currently contains approximately 102 striped parking spaces, an unstriped parking area accommodating approximately 69 additional spaces, and informal unstriped parking areas. The site has not been substantially altered since the 1989 renovation and it is estimated that the current parking capacity is approximately 337 vehicles.

After construction, the site will contain 241 car parking spaces, 20 bicycle parking spaces (14 sheltered within the building), and substantial parking area landscaping.

- 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).

The proposal does not require road, street, pedestrian, bicycle, or state transportation facilities improvements.

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

The proposal is approximately one mile from Paine Field Passenger Terminal and one mile from Boeing. The project is approximately eight miles from the Everett Amtrak/Greyhound Bus Station.

- 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?

A site traffic technical memorandum was prepared by Caseday Consulting using the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 9th Edition* data for

the land uses at the site: Industrial Park (Land Use Code 130) for the Facilities Maintenance workgroup currently occupying the site and Sintel Tenant Office Building (Land Use Code 715) for the proposed administrative headquarters workgroups. The memo documents the following findings:

- The original building was used as a call center and is estimated to have had approximately 337 FTEs generating 1,247 daily vehicle trips, 172 of which occurred during PM peak hour.
- The current Facilities Maintenance workgroup has 24 FTEs and generates 80 daily vehicle trips, 11 of which occur during PM peak hour. After project completion and relocation of 160 FTEs into the building (total 184 FTEs on site), the site will generate 672 daily vehicle trips, 92 of which occur during PM peak hour.
- After accounting for agency growth by 2030, the site will have up to 237 FTEs and generate 866 daily vehicle trips, 119 of which occur during PM peak hour.

The estimated site traffic with both Facilities Maintenance and the administrative workgroups on site, including future agency growth, is less than the volume originally permitted for the building and site. All trips are anticipated to occur in passenger vehicles only due to the nature of the uses onsite.

The City of Everett adopted a standard roadway level of service “D,” which allows moderate congestion. Airport Road and parts of W Casino Road east of the project are mapped as currently operating at LOS D. Kasch Park Road and the portion of W Casino Road west of the project are operating at a free-flow traffic level. At a pre-application meeting, the City of Everett acknowledged that the previously permitted office uses on the site generated more traffic than the proposal will generate due to a larger number of employees and does not require a transportation demand management plan or traffic impact analysis. The proposal is not anticipated to cause the transportation network to operate below the LOS D standard.

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.

No. The proposal includes administrative offices in an industrial and commercial area of the City of Everett. Employees and visitors to the site are anticipated to use passenger vehicles and lower-impact alternative modes (i.e., carpooling, transit, bicycling, walking). The proposal and traffic will not interfere with, affect, or be affected by the movement of agricultural and forest products.

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

Community Transit provides a Transportation Demand Management (TDM) plan and support for alternative modes of transportation, including carpooling, transit, bicycling, and walking. Community Transit allows flexible work start hours, ten hour days/four day work weeks, and encourages use of transit, vanpool, and bicycling to work.

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.

No. The project will consolidate employees from multiple facilities to the subject property and will not result in any increased need for emergency services, transit services, health care, schools, or other municipal services.

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

None.

16. Utilities

a. Utilities currently available at the site:

electricity, natural gas, water, sanitary sewer, storm sewer, refuse service, telephone, cable/internet, fiber optic line.

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.

The project will utilize existing utilities at the site; no utility extensions are proposed.

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: Cristina Haworth, AICP
Position and Agency/Organization: Senior Planner, Otak, Inc.
Date Submitted: March 18, 2020