

# 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** [Find help answering background questions](#)

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

Sagen ALQ

**2. Name of applicant:**

Susan Jo-Butrim / Lathrop Douglass Architects  
Laura Sagen / Owner

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

Susan Jo-Butrim / Lathrop Douglass Architects  
425.941.3997

**4. Date checklist prepared:**

04/28/25

**5. Agency requesting checklist:**

King County Building Department

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

Proposed schedule: Complete ALQ within existing garage structure after building permit issued;  
Complete mitigation for ALQ and existing boardwalk with a granted Reasonable Accommodation Policy (RAP) within the shoreline and wetland area designed by the ecologist in tandem with completing ALQ.

**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.**

Critical Areas Study and Mitigation Plan

**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.**

No

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

King County building permit approval needed.

- 11. Give a 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.)**

A proposed 990 SF 2-story ALQ in an existing garage structure on a 85,887 SF lot. The upper floor is a bonus room with powder room. The lower floor consists of the garage area, one bedroom and storage areas. Landscape mitigation for the proposed ALQ and the existing boardwalk with a granted RAP within the buffer area.

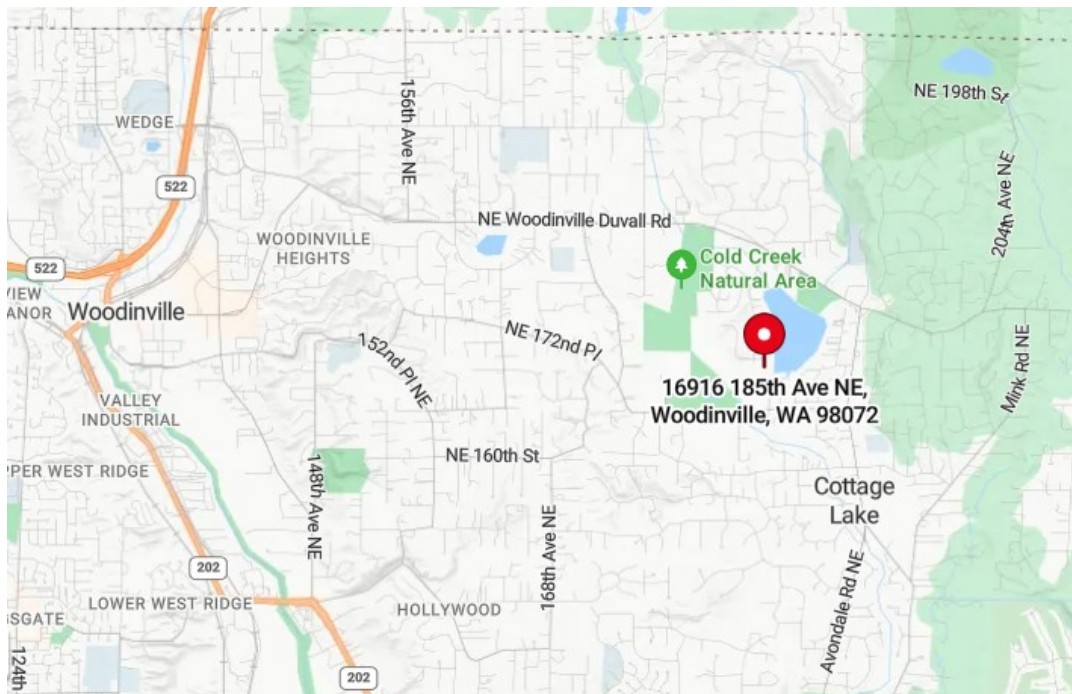
- 12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.**

The location of the proposal is : 16916 185th Ave; Woodinville, WA 98027.

Quarter Section Township Range: SW-7-26-6.

Legal Description: BEG AT SE COR GL 7 TH N 30.04 FT TH S 86-06-30 W 666.31 FT TH N 01-29-19 W 404.93 FT TH N 19-46-54 W 180 FT TH N 38-06-55 W 520 FT TO TPOB TH S 76-24-20 W 63.82 FT TH N 01-29-19 W 197.37 FT TO NW COR OF HEREIN DESC TR SD NW COR LY N 85-56-56 E 356.32 FT & S 01-29-19 E 96 FT FR NW COR SD GL 7 TH N 85-56-56 E PLW N LN SD GL 7 599.96 FT TH S 19-37-47 W 111.78 FT TH S 76-24-20 W 507.98 FT TO TPOB AKA LOT A OF REV LLA #179125

See attached site plan



## B. Environmental Elements

### 1. Earth [Find help answering earth questions](#)

#### a. General description of the site:

A nearly 2-acre lot (85,887 SFF) that gently slopes northeast to southwest toward Cottage Lake. The parcel lot lines extend into Cottage Lake. There are wetlands on the west end of the property adjacent to the lake, and a neighboring wetland (not on the property) at the southeast corner. There is an existing boardwalk on the southeast corner near the edge of the lake. There is a wooded area on the northwest portion of the property.

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

Gently sloping

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

15%

#### 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.

Gravelly clay in general areas; gravelly sandy loam in wetland areas.

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

No

#### 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.

Disturbances: 1320 SF for septic drain field; 51 SF for entry pad (.7 cu yds excavation); 184 SF for deck (2.3 cu yds excavation).

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

No

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

13%

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

Mitigation and buffer areas as specified by ecologist.

## 2. Air [Find help answering air questions](#)

**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.**

1562(MTCO<sub>2</sub>e) per SEPA emissions worksheet for 235 sf of new paving for ALQ west entry pad and east patio.

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

No

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

None

## 3. Water [Find help answering water questions](#)

**a. Surface Water:** [Find help answering surface water questions](#)

**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 property boundary extends into a lake, Cottage Lake. Associated wetlands are present.

**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.**

Yes. There will be landscape mitigation for the existing boardwalk that is within 200 feet of Cottage Lake. Please see attached site plan.

**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 a 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:** [Find help answering ground water questions](#)

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

No

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

There are 2 approved septic tanks on this property, an existing 1000 gallon septic tank, field and reserve field for the main house and a new 1000 gallon septic tank, field and reserve field for the ALQ.

**c. Water Runoff (including stormwater):**

- a) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

The main source of runoff is from the roof of the existing main house and the existing garage structure that the proposed ALQ will be built within. The main house roof runoff is collected with gutters and downspouts that run out to splash blocks. The garage roof runoff is collected with gutters and downspouts that run into a tightline to a dispersion system.

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

No

- c) 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.

Mitigation designed by the ecologist through soil amendment and vegetation will be implemented.

#### 4. Plants [Find help answering plants questions](#)

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

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

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

The area of buffer impact (2,649 s.f.) consists of a mix of yard areas and an upland Douglas fir (*Pseudotsuga menziesii*) forest with an understory of salal (*Gaultheria shallon*), Oregon grape (*Mahonia* sp.), red huckleberry (*Vaccinium parvifolium*), English holly (*Ilex aquilinum*), sword fern (*Polystichum munitum*), and trailing blackberry (*Rubus ursinus*). Within the buffer mitigation area (2,649 s.f.) invasive weeds will be removed and the area re-planted with native vegetation. Vegetation impacted for the 232 s.f. boardwalk consisted primarily of a palustrine emergent plant community.

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

Chinook salmon and potential steelhead in Cottage Lake and Cottage Lake Creek.

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

Mitigation for buffer impacts will consist of removing an existing dilapidated greenhouse and invasive species and re-planting with a variety of native trees and shrubs to significantly increase the plant species and structural diversity within the planting area. Mitigation for the boardwalk will consist of removing lawn and re-planting with native species.

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

Himalayan blackberry, English ivy, English holly

#### 5. Animals [Find help answering animal questions](#)

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

Possible sighting of bear on neighboring property; squirrels; songbirds. Fish are known to be in the lake. Examples include:

- Birds: hawk, heron, eagle, songbirds, other:
- Mammals: deer, bear, elk, beaver, other:
- Fish: bass, salmon, trout, herring, shellfish, other:

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

None to our knowledge

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

Not to our knowledge

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

None

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

None to our knowledge

## **6. Energy and Natural Resources** [Find help answering energy and natural resource questions](#)

- 1. 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.**

An electric heat source with heat pump and ductless split system to be used for heating and cooling.

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

No

- 3. 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.**

Besides the high efficiency heating and cooling system, a high efficient water heater will also be installed as well as at least 90% of all lamps will be high efficacy.

## **7. Environmental Health** [Find help with answering environmental health questions](#)

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

No

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

None

- 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.**

None

- 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.**

None

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

None

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

None



## **b. Noise**

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

None

- 2. What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site)?**

The proposed ALQ will be built within an existing garage structure - noise will be contained to mostly the indoors except for some minor construction activities to add an entry pad and small deck and patio underneath. The property is large and the nearest neighbor is a distance away and will be minimally impacted.

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

Any construction and landscaping activities will be limited to daylight hours.

## **8. Land and Shoreline Use** [Find help answering land and shoreline use questions](#)

- 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 current use of the site is for residential use and will not affect current land uses on nearby or adjacent properties.

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

No

- 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?**

No

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

There is an existing single family residence. There is an existing separate garage structure that we are proposing to put an ALQ in. There is a boardwalk with a granted RAP.

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

Yes, an unused dilapidated greenhouse

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

RA5

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

Semirural Residential

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

Rural.

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

Cottage lake and wetlands on the property.

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

Guests will use this proposed ALQ.

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

None

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

Not Applicable

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

None

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

None

**9. Housing** [Find help answering housing questions](#)

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

There is one existing dwelling unit on the property. The proposed ALQ does not add any additional units.

**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.**

No housing impacts

**10. Aesthetics** [Find help answering aesthetics questions](#)

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

24'-6 1/2" highest proposed height. The exterior is existing and clad in natural cedar.

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

None

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

None

**11. Light and Glare** [Find help answering light and glare questions](#)

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

None

- 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?

None

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

None

**12. Recreation** [Find help answering recreation questions](#)

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

Swimming, paddle boating, fishing.

- 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.

None

**13. Historic and Cultural Preservation** [Find help answering historic and cultural preservation questions](#)

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

Not to our knowledge.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.

Not to our knowledge.

- 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.

Nothing was listed on the DAHP WISSARD Map for this property. King County IMAP did not list any historic structures or sites on the property.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

Not Applicable

**14. Transportation** [Find help with answering transportation questions](#)

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

The property is accessed from an existing driveway off 185th Ave NE, Woodinville, which in turn is accessed off the main arterials of either NE Woodinville Duvall Road or Avondale Road. Both these main arterials are accessed off Highway 522 or 202.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?

The metro transit services Woodinville but is not immediately available to the property. The nearest stop is the Woodinville Park and Ride, approximately 4 miles away..

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

No

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

No

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

Vehicular trips would occur when guests are present. Peak volume times unknown. Passenger vehicle use only. No transportation models were used.

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

No

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

None

**15. Public Services** [Find help answering public service questions](#)

- 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

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

Not Applicable

**16. Utilities** [Find help answering utilities questions](#)

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

- 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.

Electricity: PSE; Water: Woodinville Water District; Refuse: Waste Management North Sound  
Existing garage structure to house ALQ already has electricity. Connection from water main in street to structure required.

**C. Signature** [Find help about who should sign](#)

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

X Susan Jo-Butrim

**Type name of signee:** Click or tap here to enter text.

Susan Jo-Butrim

**Position and agency/organization:** Click or tap here to enter text.

Architect / Lathrop Douglass Architects

**Date submitted:** Click or tap to enter a date.

03/28/25

## **D. Supplemental sheet for nonproject actions** [Find help for the nonproject actions worksheet](#)

**IT IS NOT REQUIRED** to use this section for project actions.

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

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

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

- Proposed measures to avoid or reduce such increases are:

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

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

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

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

**4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?**

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

**5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?**

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

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

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

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



Department of Local Services  
Permitting Division

Residential Site Plan Template  
11" x 17"

For Permitting Use

Received Date \_\_\_\_\_

Max. Impervious Surface Allowed \_\_\_\_\_

Max. Bldg. Height Allowed \_\_\_\_\_

Min. Bldg. setback from Street \_\_\_\_\_

Min. Garage setback from Street \_\_\_\_\_

Min. Bldg. setback from Interior \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Building Approval

Signature \_\_\_\_\_

Date \_\_\_\_\_

Engineering / Drainage Approval

Signature \_\_\_\_\_

Date \_\_\_\_\_

Critical Areas Approval

Signature \_\_\_\_\_

Date \_\_\_\_\_

Clearing / Grading Approval

Signature \_\_\_\_\_

Date \_\_\_\_\_

Fire Approval

Signature \_\_\_\_\_

Date \_\_\_\_\_

Permit Number ADDC22-0550

Parcel Number 0726069054

Applicant Name LATHROP DOUGLASS

Site 16916 185TH AVE NE

Address WOODINVILLE, WA 98072

Engineering  
Scale: 1" = 60'

Sheet 1 of 1

## SITE PLAN NOTES:

- EXISTING GARAGE PERMIT #B05M0620
- WETLAND BUFFERS ESTABLISHED PER 2024 CRITICAL AREAS REPORT BY ALTMANN OLIVER ASSOCIATES LLC.
- ACCESSORY LIVING QUARTER TO HAVE NFPA 13D RESIDENTIAL FIRE SPRINKLER SYSTEM

