



# SEPA ENVIRONMENTAL CHECKLIST

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## A. BACKGROUND

Name of proposed project, if applicable:  
Ogilvie CPA Proposal

Date Prepared:

12/30/25

Name of Applicant:

Paul and Susan Ogilvie

Address:

22244 Viking Ave. NW Poulsbo, Wa 98370

Phone Number:

360-710-0245

Contact:

Paul Ogilvie

Agency Requesting Checklist:

City of Poulsbo

Proposed timing or schedule (including phasing, if applicable)

Spring 2025

Planning Commission Public Hearing: March 10, 2026  
City Council Public Hearing: April 8, 2026

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

Property line adjustments maintaining four parcels.

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

None

This is a  
non-project action

Do you know whether applications are pending for governmental approvals or other proposals directly affecting the property covered by your proposal? If yes, explain.

None

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

None Known

City Council is the  
Review Authority

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.

Requesting to change zoning for the subject property from light industrial to residential low. The total property is approx. 200' x 330'

Application for Site-Specific Comprehensive Plan  
Amendment.



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.

Located on the East side of Viking Ave immediately North of the Summerset development.

4830-001-001-0009, 4380-001-050-000, 4380-001- 001-0009, and 4380-001-009-0001.

B. ENVIRONMENTAL ELEMENTS		Agree	Disagree	Mitigate
<b>1. Earth</b>				
a. General description of the site (check one): <input checked="" type="checkbox"/> flat <input type="checkbox"/> rolling <input type="checkbox"/> hilly <input type="checkbox"/> steep <input type="checkbox"/> slopes <input type="checkbox"/> mountainous <input type="checkbox"/> other.		✓		
b. What is the steepest slope on the site (approximate percent slope)? 3%		✓		
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 Sandy Loam		✓		
d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. No		✓		
e. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill. No anticipated fill. Minor contouring		✓		
f. Could erosion occur as a result 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)? not to exceed max allowed per parcel		✓		

<p>h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any.</p> <p>future development will follow standard erosion control practices during construction ( silt fences, mulch, poly tarping and temporary sediment traps) <i>TBDC @ time of Site Development</i></p>	✓		
<b>2. Air</b>			
<p>a. What types of emissions to the air would result from the proposal (i.e. dust, automobile, odors, industrial, wood smoke) during construction and when the project is completed? If any, generally describe and give approximate quantities if known.</p> <p>Minor occasional soil dust from site grading and clearing. No burning allowed.</p>	✓		
<p>b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.</p> <p>No</p>	✓		
<p>c. Proposed measures to reduce or control emissions or other impacts to air, if any.</p> <p>Water application during excavation if conditions require. <i>TBDC @ time of Site development</i></p>	✓		
<b>3. Water</b>			
<b>a. Surface:</b>			
<p>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.</p> <p>None</p>	✓		
<p>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.</p> <p>No</p>	✓		
<p>3) Estimate the amount of fill and dredge 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.</p> <p>None</p>	✓		



No	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.	✓		
<b>b. Ground:</b>				
NO	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.	✓		
None	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.	✓		
<b>c. Water Runoff (including storm water):</b>				
	1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (including quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. Future impervious surfaces (roofs, driveways) to be connected to future onsite infiltration system.	✓		



No	2) Could waste materials enter ground or surface waters? If so, generally describe.	✓		
No	3) Does the proposal alter or otherwise affect drainage patterns near the site? If so, describe.	✓		
N/A	d. Proposed measures to reduce or control surface, ground, and runoff water impacts, if any:  TBP @ time of Site Development	✓		
<b>4. Plants</b>				
	a. Check types of vegetation found on the site:  <input checked="" type="checkbox"/> Deciduous tree: alder, maple, aspen, other <input checked="" type="checkbox"/> Evergreen tree: fir, cedar, pine, other <input type="checkbox"/> Shrubs <input type="checkbox"/> Grass <input type="checkbox"/> Pasture <input type="checkbox"/> Crop or grain <input type="checkbox"/> Wet soil plants: cattail, buttercup, bulrush, skunk cabbage, other <input type="checkbox"/> Water plants: water lily, eelgrass, milfoil, other <input type="checkbox"/> Other types of vegetation	Non-project action ✓		
	b. What kind and amount of vegetation will be removed or altered? Only a small quantity of fir and cedar trees as needed at time of development	✓		
None	c. List threatened or endangered species known to be on or near the site.	✓		
	d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any. All disturbed soils to be amended and enhanced with native species.	✓		
None known	e. List all noxious weeds and invasive species known to be on or near the site.	✓		

<b>5. Animals</b>			
<p>a. Check any birds and animals which have been observed on or near the site or are known to be on or near the site:</p> <p><input checked="" type="checkbox"/> Birds: hawk, heron, eagle, songbirds, other:</p> <p><input checked="" type="checkbox"/> Mammals: deer, bear, elk, beaver, other:</p> <p><input type="checkbox"/> Fish: bass, salmon, trout, herring, shellfish, other:</p> <p>Usual species of birds such as robins, woodpeckers etc. Deer, raccoons, squirrels</p>	✓		
<p>b. List any threatened or endangered species known to be on or near site.</p> <p>None</p>	✓		
<p>c. Is the site part of a migration route? If so, explain.</p> <p>No</p>	✓		
<p>d. Proposed measures to preserve or enhance wildlife, if any.</p> <p>Preserving most vegetation on the parcels</p>	✓		
<p>e. List any invasive animal species known to be on or near the site.</p> <p>None</p>	✓		
<b>6. Energy and Natural Resources</b>			
<p>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.</p> <p>Electric, propane for heating, lighting, cooking etc.</p>	✓		
<p>b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.</p> <p>No</p>	✓		
<p>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.</p> <p>To be determined at time of development</p>	✓		
<b>7. Environmental Health</b>			
<p>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.</p> <p>No</p>	✓		



None	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.	✓		
N/A	5) Proposed measures to reduce or control environmental health hazards, if any.	✓		
<b>b. Noise</b>				
Normal residential and traffic noise	1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?	✓		
Short term normal residential construction noise.	2) What types of 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.	✓		
None	3) Proposed measures to reduce or control noise impacts, if any.	✓		
<b>8. Land and Shoreline Use</b>				
	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 undeveloped. Surrounding properties are residential. Rezoning to light residential will fit with the surrounding properties unlike current zoning which is in conflict.	✓		

No	<p>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?</p>	✓		
No	<p>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:</p>	✓		
None	<p>c. Describe any structures on the site.</p>	✓		
No	<p>d. Will any structures be demolished? If so, what?</p>	✓		
Light Industrial	<p>e. What is the current zoning classification of the site?</p>	✓		
Light Industrial	<p>f. What is the current comprehensive plan designation of the site?</p>	✓		
N/A	<p>g. If applicable, what is the current shoreline master program designation of the site?</p>	✓		
No	<p>h. Has any part of the site been classified as a critical area by the city or county? If so, specify</p>	✓		
Potentially four residents	<p>i. Approximately how many people would reside or work in the completed project?</p>	✓		
None	<p>j. Approximately how many people would the completed project displace?</p>	✓		
N/A	<p>k. Proposed measures to avoid or reduce displacement impacts, if any.</p>	✓		
To develop as residential low	<p>l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any.</p>	✓		



m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any. N/A	✓		
<b>9. Housing</b>			
a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. Potentially four, middle income	✓		
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. N/A	✓		
<b>10. Aesthetics</b>			
a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? 30' Max. Normal residential sidings	✓		
b. What views in the immediate vicinity would be altered or obstructed? None	✓		
c. Proposed measures to reduce or control aesthetic impacts, if any. Use of native vegetation and plantings TBD @ time of Site development	✓		
<b>11. Light and Glare</b>			
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	✓		

<p>d. Proposed measures to reduce or control light and glare impacts, if any.</p> <p>N/A</p> <p style="color: red; font-style: italic;">TBD @ time of Site Development</p>	✓		
<p><b>12. Recreation</b></p>			
<p>a. What designated and informal recreational opportunities are in the immediate vicinity?</p> <p>City of Poulsbo parks</p>	✓		
<p>b. Would the proposed project displace any existing recreational uses? If so, describe.</p> <p>No</p>	✓		
<p>c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any.</p> <p>N/A</p> <p style="color: red; font-style: italic;">TBD @ time of site Development</p>	✓		
<p><b>13. Historic and Cultural Preservation</b></p>			
<p>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.</p> <p>None</p>	✓		
<p>b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.</p> <p>No</p>	✓		
<p>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</p> <p>N/A</p>	✓		



<p>d. Proposed measures to reduce or control impacts, if any.</p> <p>N/A</p> <p style="color: red; font-style: italic;">TBD @ time of site Development</p>	✓		
<p><b>14. Transportation</b></p>			
<p>a. Identify public streets and highways serving the site, and describe proposed access to the existing street system. Show on site plans, if any.</p> <p>Viking Ave. TBD driveways</p>	✓		
<p>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?</p> <p>North Kitsap Transit facility 1/4 mile south of subject property</p>	✓		
<p>c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?</p> <p>N/A</p>	✓		
<p>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).</p> <p>No</p>	✓		
<p>e. Will the project use (or occur in the immediate vicinity of) water, rail or air transportation? If so, generally describe.</p> <p>No</p>	✓		
<p>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?</p> <p>Unknown but low</p>	✓		

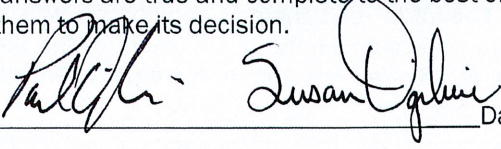
<p>g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.</p> <p>NO</p>	✓		
<p>h. Proposed measures to reduce or control transportation impacts, if any.</p> <p>None</p> <p>TBD @ time of site development</p>	✓		
<p><b>15. Public Services</b></p>			
<p>a. Would the project result in an increased need for public service (for example fire protection, police protection, health care, schools, other)? If so, generally describe.</p> <p>Normal low density residential services</p>	✓		
<p>b. Proposed measures to reduce or control direct impacts on public services, if any.</p> <p>None</p> <p>TBD @ time of site development</p>	✓		
<p><b>16. Utilities</b></p>			
<p>a. Check the utilities currently available at the site:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> electric</li> <li><input type="checkbox"/> natural gas</li> <li><input type="checkbox"/> water</li> <li><input type="checkbox"/> refuse service</li> <li><input type="checkbox"/> telephone,</li> <li><input type="checkbox"/> sanitary sewer</li> <li><input type="checkbox"/> septic system</li> <li><input type="checkbox"/> other.</li> </ul>	✓		
<p>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.</p> <p>Connection to City of Poulsbo municipal water and sewer systems.</p>	✓		



### 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: \_\_\_\_\_

 Susan Ogline

Date Submitted: \_\_\_\_\_

12-30-25

Reviewed By Nikole Coleman, Planning  
Manager



1/27/26

## D. SUPPLEMENTAL SHEET FOR NON-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 of the proposal, or the types of activities likely to result from the proposal, that 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.	<b>How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substance; or production of noise?</b> No increase is expected
	<b>Proposed measures to avoid or reduce such increases are:</b> N/A
2.	<b>How would the proposal be likely to affect plants, animals, fish, or marine life?</b> The proposed potential low density residential should coexist with existing local species as other residential areas do.
	<b>Proposed measures to protect or conserve plants, animals, fish, or marine life are:</b> Maintaining much of the existing vegetation.
3.	<b>How would the proposal be likely to deplete energy or natural resources?</b> Energy resources should not be impacted.
	<b>Proposed measures to protect or conserve energy and natural resources are:</b> As required by the Washington Energy Codes.



4.	<p>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?</p> <p>N/A</p>
	<p>Proposed measures to protect such resources or to avoid or reduce impacts are:</p> <p>N/A</p>
5.	<p>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?</p> <p>N/A</p>
	<p>Proposed measures to avoid or reduce shoreline and land use impacts are:</p> <p>N/A</p>
6.	<p>How would the proposal be likely to increase demands on transportation or public services and utilities?</p> <p>No unusual demands anticipated.</p>
	<p>Proposed measures to reduce or respond to such demand(s) are:</p> <p>N/A</p>
7.	<p>Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.</p> <p>None anticipated.</p>