SEPA[1] 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.

[1] https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/Checklist-guidance

A.Background

Find help answering background questions[2]

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

   Title 17 Amendments for Guest Houses/ADUs

2. **Name of applicant:**

   Kitsap County

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

   Kitsap County
   Department of Community Development
   619 Division St, MS-36
   Port Orchard, WA 98366

   Contact: Cecilia Olsen, Assistant Director
   (360) 377-5777

4. **Date checklist prepared:**

   10/19/2026

5. **Agency requesting checklist:**

   Kitsap County

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

   The proposed code amendments will have a public hearing with the Planning Commission on November 17, 2026. After the Planning Commission makes a recommendation to the Board of County Commissioners, the Board will hold a public hearing, currently scheduled for December 7th, 2026. It is anticipated that the Board will take action on the proposed code amendments by December 14th, 2026.

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.**

   The proposed amendments is a non-project action and would not have direct impacts on the environment. Direct project impacts will be evaluated on a case-by-case basis with permit applications.

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.**

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

N/A. Nonproject action.

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

The proposed Title 17 amendments will require decision by the Kitsap County Board of County Commissioners.

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.)

Proposed amendments to Kitsap County Code Title 17 are to eliminate Guest House as a separate categorical land use and clarify the distinction between residential accessory structures and accessory dwelling units (ADUs).

The amendments would allow residential accessory structures to contain habitable space and facilities incidental to an accessory residential use without being subject to separate Guest House standards. Structures providing complete independent living facilities would continue to be classified and regulated as ADUs.

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.

N/A. Nonproject action.

B.Environmental Elements

All items in Section B are not applicable. Nonproject action. See Section D.

1. Earth

Find help answering earth questions[3]

a. General description of the site:

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

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

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

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.

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

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.

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

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

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

2. Air

Find help answering air questions[4]

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.

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

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

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

3. Water

Find help answering water questions[5]

a. Surface:

Find help answering surface water questions[6]

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.**

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.**

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.**

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

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

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.**

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

b. Ground:

Find help answering ground water questions[7]

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.**

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.**

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.**

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

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

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

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**

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

☐ **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?

c. List threatened and 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.

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

5. Animals

Find help answering animal questions[8]

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

Examples include:

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

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

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

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

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

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

6. Energy and natural resources

Find help answering energy and natural resource questions[9]

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.**

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

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.**

7. Environmental health

Health Find help with answering environmental health questions[10]

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.**

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

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.**

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.**

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

[9] https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-6-Energy-natural-resou
[10] https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-7-Environmental-health

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

b. Noise

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

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)?**

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

8. Land and shoreline use

Find help answering land and shoreline use questions[11]

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.**

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?**

    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?**

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

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

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

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

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

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

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

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

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

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

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

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

9. Housing

Find help answering housing questions[12]

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

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

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

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

10. Aesthetics

Find help answering aesthetics questions[13]

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

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

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

11. Light and glare

Find help answering light and glare questions[14]

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

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

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

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

12. Recreation

Find help answering recreation questions

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

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

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

[13] https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-10-Aesthetics
[14] https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-11-Light-glare

13. Historic and cultural preservation

Find help answering historic and cultural preservation questions[15]

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.**

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.**

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.**

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.**

14. Transportation

Find help with answering transportation questions[16]

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.**

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?**

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).**

[15] https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-13-Historic-cultural-p
[16] https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-14-Transportation

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

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?

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.

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

15. Public services

Find help answering public service questions[17]

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.

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

16. Utilities

Find help answering utilities questions[18]

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.

[17] https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-15-public-services
[18] https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-16-utilities

C.Signature

Find help about who should sign[19]

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.

Cecilia Olsen

Type name of signee: Cecilia Olsen

Position and agency/organization: Assistant Director, Kitsap County Department of Community Development

Date submitted: 10/19/2026

D.Supplemental sheet for nonproject actions

Find help for the nonproject actions worksheet[20]

Do not use this section for project actions.

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

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

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

   Proposed code amendments to Kitsap County Code Title 17 eliminate Guest House as a separate categorical land use and clarify the distinction between residential accessory structures and ADUs. The amendments do not authorize any specific development or increase in the number of dwelling units permitted on a parcel.

   Any future development would remain subject to applicable building, stormwater, critical areas, health and other development regulations.

   - **Proposed measures to avoid or reduce such increases are:**

     No proposed changes to existing Kitsap County regulations that govern stormwater management, wastewater disposal, construction activities, and environmental protection. No additional mitigation measures are proposed.

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

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

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

This is a nonproject action and does not authorize clearing, grading, vegetation removal, construction or other site specific activities.

Any future development would remain subject to applicable critical areas, shoreline, and other environmental regulations. No significant adverse impacts to plants, animals, fish or marine life are anticipated.

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

  No proposed changes to existing Kitsap County regulations that provide protection and conservation of plants, animals, fish or marine life. No additional mitigation measures are proposed.

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

Proposed code amendments to Kitsap County Code Title 17 do not authorize construction activities or changes to residential density. The amendments may provide additional flexibility for the construction or modification of residential accessory structures, which could result in incidental consumption of energy or resources used for construction materials.

Any future development would remain subject to applicable building and energy code requirements. No significant adverse impacts to energy or natural resources are anticipated.

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

  No proposed changes to existing Kitsap County regulations for building and energy code requirements. No additional mitigation measures are proposed.

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?

The Title 17 amendments apply to residential accessory structures in areas where such uses are otherwise permitted under current code. The proposal does not change zoning designations, authorize development within environmentally sensitive areas, or modify existing environmental protections.

Any future development would remain subject to applicable critical areas, shoreline, and flood hazard regulations.

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

  No proposed changes to existing Kitsap County regulations for environmentally sensitive areas. State and federal regulations would continue to apply. No additional mitigation measures are proposed.

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

The proposal does not change zoning classifications, comprehensive plan land use designations, permitted residential densities, or the underlying development standards applicable to ADUs.

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

  No proposed changes to existing Kitsap County regulations for shoreline or comprehensive plan land use designations. No additional mitigation measures proposed.

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

As a nonproject action, the proposal does not authorize any specific development or changes to transportation facilities. The code amendments do not propose changes to residential densities or the number of ADUs allowed on a parcel; they primarily clarify the classification and permissible characteristics of residential accessory structures.

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

No specific roadway improvements, access modifications, or changes to the transportation system are proposed. Projects will be subject to applicable development regulations for transportation and access.

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

No conflicts identified. The proposal is consistent with local, state and federal requirements for the protection of the environment.