

SEPA¹ 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 questions²](#)

1. Name of proposed project, if applicable:

Code Enforcement amendments to the Medical Lake Municipal Code

2. Name of applicant:

City of Medical Lake

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

Elisa Rodriguez
124 S Lefevre Street
Medical Lake, WA 99022
509-565-5019
erodriguez@medical-lake.org

4. Date checklist prepared:

1/7/2026

5. Agency requesting checklist:

City of Medical Lake

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

This is the second of 10 ordinances amending the Medical Lake Municipal Code in conjunction with the update of the Comprehensive Plan, all part of the Periodic Update mandated by the Washington Growth Management Act.

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

See question #6

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

No known information

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 known applications

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

These amendments will require the approval of the Medical Lake City Council in the form of an ordinance.

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

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

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.)

It is proposed to replace Medical Lake Municipal Code (MLMC) Sections 1.01.110 – 1.01.140 with a new Chapter, 1.21 – Compliance and Enforcement. MLMC Sections 1.01.110 – 1.01.140 briefly summarize the procedure for addressing violations of the Municipal Code. The proposed Chapter 1.21 – Compliance and Enforcement, provides a more defined process for violations that are considered civil infractions. Some violations are considered misdemeanors and that process is defined in Title 9 – Nuisances. The removing of four sections and the adding of a chapter triggers 55 MLMC sections to be amended to update citations.

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.

This proposal is a non-project action that applies to the entirety of the City of Medical Lake.

B. Environmental Elements

The proposal is a non-project action. See Section D. Supplemental sheet for non-project actions

C. Signature

[Find help about who should sign](#)³

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.

 Recoverable Signature

X Elisa Rodriguez

Signed by: 0c50e617-2fde-4108-80e4-d2e2381ee76f

Type name of signee: Elisa Rodriguez

Position and agency/organization: Senior Planner, City of Medical Lake

Date submitted: 1/7/2026

³ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-C-Signature>

D. Supplemental sheet for nonproject actions

[Find help for the nonproject actions worksheet⁴](#)

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?

The proposal is to amend code enforcement processes, therefore, there will be no increase in discharge to water, emissions to air, production, storage, or release of toxic or hazardous substances, or production of noise as a result.

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

None

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

The proposal is to amend code enforcement processes, therefore, it will not affect plants, animals, fish, or marine life directly.

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

None

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

The proposal is to amend code enforcement processes, therefore, it will not deplete energy or natural resources.

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

None

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 proposal is to code enforcement processes, therefore, it will not affect environmentally sensitive areas or areas designated for governmental protection.

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

None

⁴ <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-d-non-project-actions>

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 is to amend code enforcement processes therefore, it will not affect land and shoreline use.

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

None

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

The proposal is to amend code enforcement processes, therefore, it will not increase the demand on transportation or public services and utilities.

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

None

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

The proposal does not conflict with local, state, and federal laws, including those for the protection of the environment.