



May 31, 2018

Carletti Architects, P.S.  
Attention: Mr. Peter Carletti  
116 East Fir Street, Suite A  
Mount Vernon, WA 98273

Reference: Mid Columbia Forklift Site Plan Approval & SEPA Process, PL18-077, Technically Complete Determination

Dear Peter:

Upon review of the application materials deemed counter complete on May 10, 2018 for the above-captioned proposal staff is now able to deem this application 'technically complete' for processing. There will likely be additional information that staff will request as the review of this application progresses; however, at this point staff has enough information to commence the public notification process.

As part of the public notice process, pursuant to the Mount Vernon Municipal Code, the project site must be posted with a 'Notice of Land Use Change' sign on or before **JUNE 5, 2018**, to avoid any delay in permit processing.

The Land Use sign and a copy of the Notice of Application to place on the sign are available for pick-up at this office. Please sign, notarize, and return the accompanying 'Affidavit of Posting' to this department following the posting of the property.

If you have any questions about the contents of this letter; or if you need additional information, please do not hesitate to call me at (360) 336-6214; or to email me at: [rebeccab@mountvernonwa.gov](mailto:rebeccab@mountvernonwa.gov)  
Thank you,

A handwritten signature in blue ink that reads "R Lowell".

Rebecca Lowell,  
Principal Planner



**SIGN POSTING INFORMATION AND INSTRUCTIONS:**

The proponent shall be responsible for posting one sign in a conspicuous location on each street frontage bordering the subject property. Each sign shall be visible and accessible for inspection by members of the public. This means that signs need to be posted such that a person does not have to walk very far onto a property to read the posted notice.

In cases of unusual property location, configuration, size, etc., the Community & Economic Development Department shall determine the placement and number of signs required.

The sign(s) shall be posted by the proponent as required on the subject property at the direction of the CEDD staff. The proponent shall be responsible for removing the sign(s) within seven (7) calendar days after completion of the public hearing process.

Place a copy of the Notice in the plastic bag, tape or staple the bag to each sign in the appropriate place, and post the sign(s) on the property as required. Remember to remove each sign after the public hearing process.

- Signs shall be located in such a manner that they are easily accessible to the general public for their review of the public notice and hearing information.
- The sign shall be mounted on backing material (plywood, particleboard, or equivalent) and supported by at least two posts.
- Signs shall not be located where they may cause a traffic or pedestrian hazard.

**NOTICE OF APPLICATION & PROPOSED OPTIONAL  
MITIGATED DETERMINATION OF NON-SIGNIFICANCE (MDNS)**

**APPLICATION ID:** Mid Columbia Forklift SEPA, Site Plan, and Critical Area Reviews – PL18-077

**PROJECT DESCRIPTION:** Proposed is the phased development of a site for retail sales and service of commercial forklifts. Cumulatively this development will construct three (3) buildings totaling 55,200 square feet and will construct a total of 118 parking stalls.

Material will be exported and imported for site development. Specifically, an estimated 12,024 cubic yards (cy) of material will be exported and an estimated 30,000 cy of material will be imported.

Improvements to Hickox Road from its intersection with Old Highway 99 east to the project site are also included with this project. Hickox Road will be widened and utilities will be installed within the road right-of-way. Approximately 660 cy of material will be exported with approximately 1,320 cy of material imported for these road improvements.

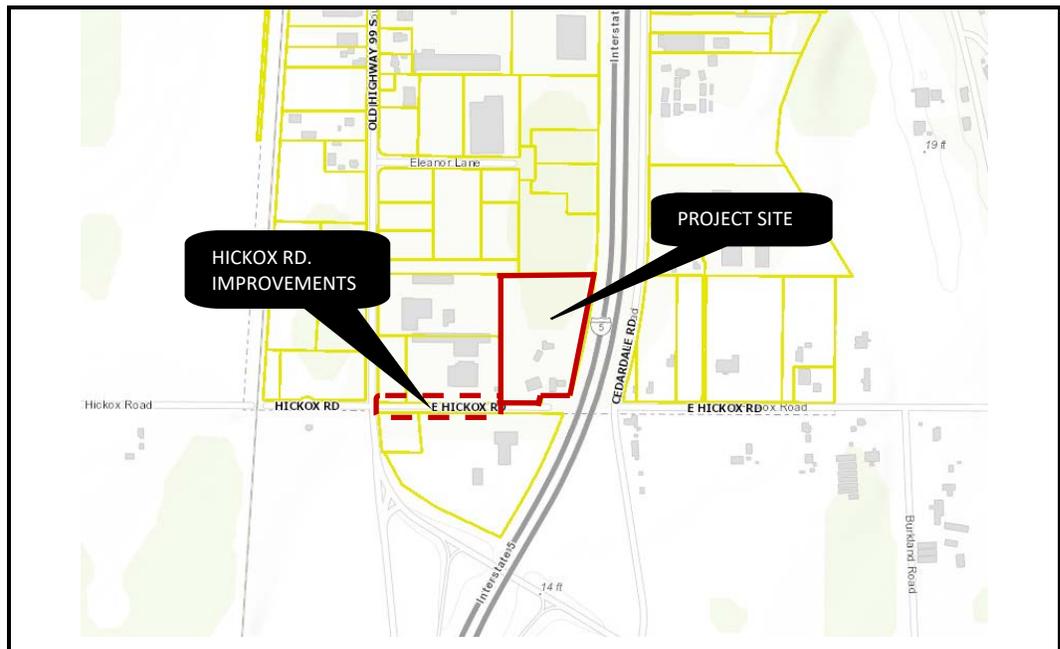
This project will install 814 linear feet (lf) of 12-inch potable water line, 1,144 lf of sanitary sewer lines and structures, 8-inch and 12-inch storm sewer conveyance lines and a pump station to discharge stormwater from the to-be-constructed stormwater pond into Maddox Creek.

Maddox Creek, a fish bearing stream, flows for 635 lf from the north to the south near the western boundary of the site and then turns west and flows along the north side of East Hickox Road for 612 lf before reaching Old Highway 99 South.

The project site is located within a FEMA regulated floodplain.

**PROJECT LOCATION:** The project site is addressed as 507 East Hickox Road, is identified by the Skagit County Assessor as parcel P29583 and is located within the SW ¼ of Section 32, Township 34 North, Range 04 East, W.M.

The exhibit map below illustrates the project site and the extent of the off-site road improvements.



**APPLICANT:**

Carletti Architects, P.S.  
 Contact: Peter Carletti  
 116 East Fir Street  
 Mount Vernon, WA 98273  
 (360) 424-0394

**PROPERTY OWNER:**

Mid Columbia Forklift, Inc.  
 1007 North 16<sup>th</sup> Ave  
 Yakima, WA 98902  
 (509) 728-1450

**CITY STAFF CONTACT:**

Development Services Department  
 Rebecca Lowell, Principal Planner  
 910 Cleveland Ave  
 Mount Vernon, WA 98273  
 Telephone - 360-336-6214; Facsimile - 360-336-6283

**OPTIONAL MITIGATED DETERMINATION OF NON-SIGNIFICANCE (MDNS):** As the Lead Agency, the City of Mount Vernon has determined that significant environmental impacts are unlikely to result from the proposed project. Therefore, as permitted under the RCW 43.21C.110, the City of Mount Vernon is using the Optional MDNS process to give notice that a MDNS is likely to be issued. Comment periods for the project and the proposed MDNS are integrated into a single comment period. There will be no comment period following the issuance of the Threshold Mitigated Determination of Non-Significance (MDNS). A 10-day appeal period will follow the issuance of the MDNS.

**DETAILS:**

<b>Permit Application Date:</b>	May 3, 2018	<b>Counter &amp; Technically Complete:</b>	May 10, 2018
<b>Permits/Review Requested:</b>	Site Plan Approval, Traffic Concurrency, SEPA, Demolition, Building, Critical Area, Fill & Grade, Floodplain, and Right-of-Way Permits. <b>Other City Permits that may be Required:</b> None Known.		

**CONSISTENCY OVERVIEW:**

<b>Zoning:</b>	Commercial-Limited Industrial (C-L)	<b>Comprehensive Plan:</b>	Commercial-Limited Industrial (C-L)
<b>Environmental Documents that Evaluate the Proposed Project:</b>	SEPA Checklist dated May 10, 2018, Stream Study and Managed Ecosystem Alternative dated March 29, 2018 prepared by Bachman Environmental, Transportation Concurrency, Archaeological Inventory Report dated April 30, 2018 prepared by ERCI, and civil plans.		
<b>Development Regulations Used for Project Mitigation:</b>	The project is subject to the City's SEPA Code, Critical Areas Ordinance, the Comprehensive Plan, Subdivision and Zoning Code, Drainage, Engineering and Concurrency Requirements and other applicable local, state and federal regulations as appropriate.		

**CONDITIONS BEING CONSIDERED TO MITIGATE ENVIRONMENTAL IMPACTS:**

1. Any person engaged in ground disturbing activity who encounters or discovers historical and/or archeological materials in or on the ground shall:
  - a. Immediately cease any activity which may cause further disturbance;
  - b. Make a reasonable effort to protect the area from further disturbance; and,
  - c. Report the presence and location of the material to the proper authorities in the most expeditious manner possible.
2. The applicant shall submit a completed Biological Opinion Checklist to the satisfaction of the Development Services Department documenting that the project does not have an adverse effect on endangered species or their critical habitat prior to any permits authorizing land disturbing activities being issued.
3. All work completed inside the managed buffer of Maddox Creek and the Hickox Road construction shall comply with all of the following conditions:
  - a. The City's consultant biologist or the applicant's biologist shall monitor this work and shall submit reports documenting the progress and completion of these activities to the City.
  - b. The biologist monitoring this work is responsible for ensuring construction activities do not result in adverse impacts to Maddox Creek. As such, if while monitoring construction activities the biologist deems it necessary to have the applicant install or implement additional mitigation measures to protect the functions and values of the stream the applicant shall be responsible for completing these requests in a timely manner.
  - c. The applicant shall be responsible for all costs associated with this work.

Comments on the Notice of Application and Proposed Mitigated Determination of Non-Significance (MDNS) must be submitted, in writing, no later than **5:00 p.m. on June 18, 2018**. Comments should be as specific as possible. Any person may comment on the application, receive notice and request a copy of the decision once it is made. To receive additional information regarding this project contact the Development Services Department and ask to become a party of record.

City staff has created a page on the City's website where the site plans, technical reports, and other pertinent information can be viewed. This webpage can be viewed as follows: navigate to: [www.mountvernonwa.gov](http://www.mountvernonwa.gov); once here click on 'Departments' then 'Development Services' then then 'News Notices' then scroll down the page to find the project name/number.

**ISSUED:** June 1, 2018

**PUBLISHED:** June 5, 2018

**SENT TO:** SEPA REGISTER, DOE, COE, COMMERCE, CNG, WDFW, DNR, DIKE AND DRAINAGE DISTRICTS (as applicable), DOT, FRONTIER, FRONTIER NW, DAHP, NW CLEAN AIR AGENCY, PORT OF SKAGIT COUNTY, PSE, SAMISH TRIBE, SCOG, SKAGIT COUNTY PDS, PUD #1, SKAGIT RIVER SYSTEM COOPERATIVE, SKAGIT RIVER SYSTEMS, SVC, SKAT, SWINOMISH TRIBE, AND UPPER SKAGIT TRIBE