

**Fort Ann Planning Board**  
80 George Street, PO Box 314  
Fort Ann, New York 12827

**Site Review Information Packet**

This packet contains:

1. Site Plan Review Projects Cover
2. Site Plan Review Sketch Plan Application Process
3. Site Plan Review Application
4. Site Plan Review Amendment to Local Law #4 of 1990 – Site Plan Review Law
5. Site Plan Review Post Star Fee
6. Site Plan Review Authorization of Representation
7. Site Plan Review Checklist
8. Site Plan Review Washington County Planning Department Fact Sheet
9. Site Plan Review Full Environmental Assessment Form
10. Site Plan Review Town of Fort Ann Local Law #4 of 1990 – Site Plan Review Law
11. Site Plan Review Property Identification Form



New Application Section

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TOWN OF FORT ANN PLANNING BOARD  
**SITE PLAN REVIEW**  
 SKETCH PLAN APPLICATION PROCESS

Step 1 All Site Plan Review applicants must have the following completed and returned to the Planning Board Secretary **TEN (10) DAYS** prior to the meeting of said month.

1. Site Plan Review Application form
2. Long Form (EAF) Environmental Assessment form / SEQR
3. A copy of the Tax map showing the locations of Site Plan Review area, Including the Tax number
4. Agricultural Data Worksheet
5. Authorization form (if applicable)
6. A proper Sketch Plan of the Project proposed
7. (APA) Adirondack Park Agency approval letter (if applicable)
8. **THIRTEEN (13) COPIES** of all the above forms and sketches
9. A check for the Site Plan Review fee in the amount of **FIFTY (\$50.00) Dollars** and a check for the Engineering fee in the amount of **ONE THOUSAND (\$1,000.00) dollars** made payable to the **"TOWN OF FORT ANN"**.

**NOTE: All Engineering and Legal Fees (if applicable) must be paid in full prior to any Signatures by Town Officials.**

Step 2 The applicant will receive in the mail prior to the meeting of said month a letter from the Town Engineer with comments regarding any problems, corrections that need to be made and required forms that needs to be obtained.

Step 3 The applicant or representative must be present at the meeting of said month to answer questions and discuss their project with the Planning Board members. The meetings are held at the **FORT ANN TOWN HALL** in the Town of Fort Ann on the **Fourth Monday** of said month at **SEVEN (7:00) p.m.**

Step 4 A **PUBLIC HEARING** must be held on all Site Plan Review projects in the Town of Fort Ann. This Public Hearing will be Published in the local Town Newspaper (**THE POST STAR**) at least **FIVE (5) DAYS** prior to said meeting. This Public Hearing will be held on the Month after the Planning Board accepts your application as being complete.

- Step 5 All accepted Site Plan Review projects must go to the **WASHINGTON COUNTY PLANNING BOARD** for review and comments. The applicant will then need to provide an additional **THIRTEEN (13) COPIES** of the application for their review. A letter of comments will be received from the Washington County Planning Board for the Fort Ann Planning Board to review.
- Step 6 For the Final Site Plan Review **THIRTEEN (13) COPIES** of all revised and final Sketch plans, paperwork including letters of approval from any outside agencies must be received by the Secretary of the Planning Board **TEN (10) DAYS** prior to the final meeting for approval. Also any **LETTER OF CREDIT** which has been agreed upon by the Planning Board and the Applicant.

New Application Section

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**FORT ANN PLANNING BOARD  
SITE PLAN REVIEW APPLICATION**

**NOTE:** Please read the Site Plan Review Ordinance prior to completing this application.

Preliminary Date: \_\_\_\_\_ Final Date \_\_\_\_\_

Name of Proposed Development \_\_\_\_\_

**APPLICANT:**

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**PLANS PREPARED BY:**

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

**PROPERTY OWNER:**

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Developers Intentions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location of Site: \_\_\_\_\_  
\_\_\_\_\_

**TAX MAP DESCRIPTION:**

Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Is this project in the Adirondack Park ? Yes \_\_\_\_\_ No \_\_\_\_\_

State and Federal permits needed (list type and appropriate departments):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed Use / Uses of Site:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Total Site Area (square feet or acres) \_\_\_\_\_

Anticipated Construction time: \_\_\_\_\_

Will the development be staged ? \_\_\_\_\_

Current land use of site (agricultural, commercial, undeveloped, etc.) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Current condition of site (buildings, brush etc.) \_\_\_\_\_

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Character of surrounding lands (suburban, agricultural, wetlands, etc.) \_\_\_\_\_

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Estimated cost of proposed improvements \$ \_\_\_\_\_

Anticipated number of residents, shoppers, employees, etc. (as applicable) \_\_\_\_\_

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Describe proposed use, including primary and secondary use, ground floor area, height, and number of stories for each building:

- . for residential buildings include number of dwelling units by size (efficiency, one-bedroom, two-bedroom, etc. and number of parking spaces including handi-cap spaces to be provided).
- . for nonresidential buildings, include total floor area and total sales area, number of automobile and truck parking spaces etc.
- . other proposed structures.

**NOTE:** use a separate sheet of paper if necessary

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New Application Section

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Town of Fort Ann Site Review Plan Regulations

Local Law No. 2 of 2007

Amendment to Local Law #4 of 1990-Site Plan Review Law

Section 3.01 -- The second paragraph of Section 6.2 of Local Law #4 of 1990 is hereby amended as follow:

At least ten (10) days in advance of the regularly scheduled Planning Board meeting date at which a site plan is to be considered, an original sketch plan application together with thirteen (13) copies of the proposed site plan on 8 ½ x 14 legal size paper and three (3) mylar-sized copies shall be submitted to the Planning Board Secretary.

New Application Section

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# **NOTICE**

**EFFECTIVE JANUARY 1, 2009**

**The applicant will be responsible for  
the fee charged by the Post Star  
for the printing of a Public Hearing Notice.**

New Application Section

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## AUTHORIZATION OF REPRESENTATION

I \_\_\_\_\_ here by give Authorization

For \_\_\_\_\_ to represent me on

Property located at :

\_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

New Application Section

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## TOWN OF FORT ANN SITE PLAN REVIEW CHECKLIST

**Name of Project:** \_\_\_\_\_

**Applicant's Name:** \_\_\_\_\_

**Date of Submission:** \_\_\_\_\_

	Yes	No
1. Map of Applicant's Entire holdings at 1" = 30 feet ?	___	___
2. Area Map 1" + 30 Feet ?	___	___
Show all properties ?	___	___
Show all subdivisions ?	___	___
Show all streets ?	___	___
Show all easements ?	___	___
Show all water courses ?	___	___
3. Topographic Map 1" + 30 feet ?	___	___
Two Foot Contours ?	___	___
4. Site Plan Including:		
Title, North Point, Date, Scale ?	___	___
Name, address of Applicant ?	___	___
Name, address of Owner ?	___	___
Name, address of Group preparing the plans ?	___	___
Boundaries plotted to scale ?	___	___
Existing water courses and direction of flow ?	___	___
Proposed buildings shown with dimensions, size ?	___	___
Height of buildings ?	___	___
Location of parking areas ?	___	___
Parking are sized properly ?	___	___
Access to public road ?	___	___
5. Existing drains, culverts shown ?	___	___
Proposed drains, culverts shown ?	___	___
Existing water supply ?	___	___

	Proposed water supply ?	___	___
	Existing sanitary sewer ?	___	___
	Proposed sanitary sewer ?	___	___
	Existing lighting shown ?	___	___
	Proposed lighting shown ?	___	___
	Amount of area for sales shown ?	___	___
	Areas of existing vegetation shown ?	___	___
	Trees over 5 inches in diameter shown ?	___	___
	Location, size of proposed signs shown ?	___	___
6.	Flood Plain Map Overlay ?	___	___
	Any slopes over 15 % ?	___	___
	(if yes, need location on plan)		
	Erosion control provided ?	___	___
7.	Existing grades shown ?	___	___
	Proposed grading plan provided ?	___	___
8.	Landscape Plan Provided ?	___	___
	Planting schedule ?	___	___
9.	Buffer provided ?	___	___
	Method of fire protection shown ?	___	___
	Method of solid waste disposal ?	___	___
	Provisions for snow storage ?	___	___

New Application Section

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Agricultural Data Statements Required for Subdivision, Zoning and Site Plan Reviews

Section 283-a of Town Law and Section 7-741 of Village Law (effective July 1, 1993) now require applicants for *subdivision approval, special use permits, use variances and site plan reviews* (with projects on property located within an agricultural district or within 500 ft of a farm operation located within an agricultural district); to submit an "agricultural data statement" to the review board.

The Statement is to contain:

- 1- The name and address of the applicant
- 2- A description of the proposed project and its location
- 3- The name and address of any owner of an active farm operation (*i.e.: land used is agricultural production, farm buildings, equipment and farm residential buildings*) within an agricultural district which is located within 500 ft of property containing the proposed project
- 4- A tax map (or other map) showing the site of the proposed project relative to the location of farm operations identified in the agricultural data statement

*The information contained in an "agricultural data statement" may be included as part of any Other required application materials*

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Municipal responsibilities upon receiving an "agricultural data statement" :

. The reviewing board is to give consideration to the Impacts which such proposed projects may have on Identified farm operations as part of the reviewing process (NOTE: this might most appropriately be done in concert with any required SEQR review as part of the environmental impacts reviewed pursuant to that process).

. Upon receipt of such an application, the clerk of the reviewing board must mail written notice describing the proposed action and its location, to the owners of land identified in the agricultural data statement (NOTE: this might be accomplished through a mailing of any public hearing notice to the Identified land owners). The cost of the mailing is to be borne by the applicant.

. Special use permits, site plan reviews and use variances (*issued pursuant to zoning regulations*) requiring an agricultural data statement; are also subject to referral to the County Planning Board before the local reviewing board may take its final decision on the application (pursuant to the provisions of General Municipal Law section 239-m)

## *AGRICULTURAL DATA STATEMENT*

Section 283-a of Town Law and Section 7-741 of village law (*effective July 1, 1993*) require applicants for *subdivision approval, special use permits, use variance and site plan reviews*, to submit the following information. If the property upon which their proposal is located is in an agricultural district or the boundaries of such property are within 500 ft of a farm operation (*i.e., land used in agricultural production, farm buildings, equipment and farm residential buildings*) located within an agricultural district:

1. \_\_\_\_\_  
(name of the applicant)

\_\_\_\_\_  
(address of the applicant)

2. A description of the proposed project and its location  
\_\_\_\_\_  
\_\_\_\_\_

3. The name and address of any owner of an active farm operation within an agricultural district which is located within 500 ft of property containing the proposed project (continue on back as necessary)

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_  
5. \_\_\_\_\_  
6. \_\_\_\_\_  
7. \_\_\_\_\_

4. A tax map (or other map) showing the site of the proposed project relative to the location of farm operations Identified in 3.

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NOTE: The law requires the clerk of the reviewing board to send notice describing your proposal and its location to those farm operations owners Identified above. Information regarding the location of property in agricultural districts and copies of tax maps may be obtained from the Washington County Real Property Tax Services, County Office Bldg., Upper Broadway, Fort Edward, NY 12828; tele: 518-746-2130. The cost for copies of Individual tax map sheets at a scale of 1:400 and 1:800 is currently \$6.00 (7/93)

New Application Section

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**617.20**  
**Appendix B**  
**Short Environmental Assessment Form**

**Instructions for Completing**

**Part 1 - Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 - Project and Sponsor Information</b>				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:		Telephone:		
		E-Mail:		
Address:				
City/PO:		State:	Zip Code:	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<b>NO</b>	<b>YES</b>
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			<b>NO</b>	<b>YES</b>
3.a. Total acreage of the site of the proposed action? _____ acres				
b. Total acreage to be physically disturbed? _____ acres				
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres				
4. Check all land uses that occur on, adjoining and near the proposed action.				
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)				
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____				
<input type="checkbox"/> Parkland				



18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	<b>NO</b>	<b>YES</b>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____ _____	<b>NO</b>	<b>YES</b>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____ _____	<b>NO</b>	<b>YES</b>
<b>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b> Applicant/sponsor name: _____ Date: _____ Signature: _____		

**Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2.** Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

**Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3.** For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
- Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

New Application Section

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**Full Environmental Assessment Form**  
**Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No”. If the answer to the initial question is “Yes”, complete the sub-questions that follow. If the answer to the initial question is “No”, proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Sponsor Information.**

Name of Action or Project:		
Project Location (describe, and attach a general location map):		
Brief Description of Proposed Action (include purpose or need):		
Name of Applicant/Sponsor:		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Project Contact (if not same as sponsor; give name and title/role):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

**B. Government Approvals**

**B. Government Approvals Funding, or Sponsorship.** (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, or Village Board of Trustees <input type="checkbox"/> Yes <input type="checkbox"/> No		
b. City, Town or Village Planning Board or Commission <input type="checkbox"/> Yes <input type="checkbox"/> No		
c. City Council, Town or Village Zoning Board of Appeals <input type="checkbox"/> Yes <input type="checkbox"/> No		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources. <i>i.</i> Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, <i>ii.</i> Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>iii.</i> Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/> Yes <input type="checkbox"/> No		

**C. Planning and Zoning**

**C.1. Planning and zoning actions.**

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed?  Yes  No

- **If Yes**, complete sections C, F and G.
- **If No**, proceed to question C.2 and complete all remaining sections and questions in Part 1

**C.2. Adopted land use plans.**

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located?  Yes  No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located?  Yes  No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)  Yes  No

If Yes, identify the plan(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan?  Yes  No

If Yes, identify the plan(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**C.3. Zoning**

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance.  Yes  No  
If Yes, what is the zoning classification(s) including any applicable overlay district?

\_\_\_\_\_

\_\_\_\_\_

b. Is the use permitted or allowed by a special or conditional use permit?  Yes  No

c. Is a zoning change requested as part of the proposed action?  Yes  No

If Yes,

i. What is the proposed new zoning for the site? \_\_\_\_\_

**C.4. Existing community services.**

a. In what school district is the project site located? \_\_\_\_\_

b. What police or other public protection forces serve the project site?  
\_\_\_\_\_

c. Which fire protection and emergency medical services serve the project site?  
\_\_\_\_\_

d. What parks serve the project site?  
\_\_\_\_\_  
\_\_\_\_\_

**D. Project Details**

**D.1. Proposed and Potential Development**

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?  
\_\_\_\_\_

b. a. Total acreage of the site of the proposed action? \_\_\_\_\_ acres  
b. Total acreage to be physically disturbed? \_\_\_\_\_ acres  
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_ acres

c. Is the proposed action an expansion of an existing project or use?  Yes  No  
i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision?  Yes  No  
If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)  
\_\_\_\_\_

ii. Is a cluster/conservation layout proposed?  Yes  No

iii. Number of lots proposed? \_\_\_\_\_

iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will proposed action be constructed in multiple phases?  Yes  No

i. If No, anticipated period of construction: \_\_\_\_\_ months

ii. If Yes:

- Total number of phases anticipated \_\_\_\_\_
- Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year
- Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year

• Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

f. Does the project include new residential uses?  Yes  No  
 If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)?  Yes  No  
 If Yes,

i. Total number of structures \_\_\_\_\_

ii. Dimensions (in feet) of largest proposed structure: \_\_\_\_\_ height; \_\_\_\_\_ width; and \_\_\_\_\_ length

iii. Approximate extent of building space to be heated or cooled: \_\_\_\_\_ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?  Yes  No  
 If Yes,

i. Purpose of the impoundment: \_\_\_\_\_

ii. If a water impoundment, the principal source of the water:  Ground water  Surface water streams  Other specify: \_\_\_\_\_

iii. If other than water, identify the type of impounded/contained liquids and their source.  
 \_\_\_\_\_

iv. Approximate size of the proposed impoundment. Volume: \_\_\_\_\_ million gallons; surface area: \_\_\_\_\_ acres

v. Dimensions of the proposed dam or impounding structure: \_\_\_\_\_ height; \_\_\_\_\_ length

vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete):  
 \_\_\_\_\_

**D.2. Project Operations**

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both?  Yes  No  
 (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)  
 If Yes:

i. What is the purpose of the excavation or dredging? \_\_\_\_\_

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

- Volume (specify tons or cubic yards): \_\_\_\_\_
- Over what duration of time? \_\_\_\_\_

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them.  
 \_\_\_\_\_  
 \_\_\_\_\_

iv. Will there be onsite dewatering or processing of excavated materials?  Yes  No  
 If yes, describe. \_\_\_\_\_  
 \_\_\_\_\_

v. What is the total area to be dredged or excavated? \_\_\_\_\_ acres

vi. What is the maximum area to be worked at any one time? \_\_\_\_\_ acres

vii. What would be the maximum depth of excavation or dredging? \_\_\_\_\_ feet

viii. Will the excavation require blasting?  Yes  No

ix. Summarize site reclamation goals and plan: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?  Yes  No  
 If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): \_\_\_\_\_  
 \_\_\_\_\_

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

iii. Will proposed action cause or result in disturbance to bottom sediments?  Yes  No

If Yes, describe: \_\_\_\_\_

iv. Will proposed action cause or result in the destruction or removal of aquatic vegetation?  Yes  No

If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

v. Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

\_\_\_\_\_

c. Will the proposed action use, or create a new demand for water?  Yes  No

If Yes:

i. Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

ii. Will the proposed action obtain water from an existing public water supply?  Yes  No

If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No
- Do existing lines serve the project site?  Yes  No

iii. Will line extension within an existing district be necessary to supply the project?  Yes  No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

iv. Is a new water supply district or service area proposed to be formed to serve the project site?  Yes  No

If Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

v. If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

\_\_\_\_\_

vi. If water supply will be from wells (public or private), maximum pumping capacity: \_\_\_\_\_ gallons/minute.

d. Will the proposed action generate liquid wastes?  Yes  No

If Yes:

i. Total anticipated liquid waste generation per day: \_\_\_\_\_ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

\_\_\_\_\_

iii. Will the proposed action use any existing public wastewater treatment facilities?  Yes  No

If Yes:

- Name of wastewater treatment plant to be used: \_\_\_\_\_
- Name of district: \_\_\_\_\_
- Does the existing wastewater treatment plant have capacity to serve the project?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No

- Do existing sewer lines serve the project site?  Yes  No
- Will line extension within an existing district be necessary to serve the project?  Yes  No

 If Yes:
 

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site?  Yes  No  
 If Yes:
 

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- What is the receiving water for the wastewater discharge? \_\_\_\_\_

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge, or describe subsurface disposal plans):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction?  Yes  No  
 If Yes:
 

- How much impervious surface will the project create in relation to total size of project parcel?  
 \_\_\_\_\_ Square feet or \_\_\_\_\_ acres (impervious surface)  
 \_\_\_\_\_ Square feet or \_\_\_\_\_ acres (parcel size)
- Describe types of new point sources. \_\_\_\_\_  
 \_\_\_\_\_
- Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)?  
 \_\_\_\_\_  
 \_\_\_\_\_
  - If to surface waters, identify receiving water bodies or wetlands: \_\_\_\_\_  
 \_\_\_\_\_
  - Will stormwater runoff flow to adjacent properties?  Yes  No

iv. Does proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater?  Yes  No

---

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations?  Yes  No  
 If Yes, identify:
 

- Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)  
 \_\_\_\_\_
- Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)  
 \_\_\_\_\_
- Stationary sources during operations (e.g., process emissions, large boilers, electric generation)  
 \_\_\_\_\_

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g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit?  Yes  No  
 If Yes:
 

- Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year)  Yes  No
- In addition to emissions as calculated in the application, the project will generate:
  - \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)
  - \_\_\_\_\_ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)
  - \_\_\_\_\_ Tons/year (short tons) of Perfluorocarbons (PFCs)
  - \_\_\_\_\_ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)
  - \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide equivalent of Hydroflouorocarbons (HFCs)
  - \_\_\_\_\_ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?  Yes  No  
 If Yes:  
 i. Estimate methane generation in tons/year (metric): \_\_\_\_\_  
 ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): \_\_\_\_\_

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i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations?  Yes  No  
 If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): \_\_\_\_\_

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j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services?  Yes  No  
 If Yes:  
 i. When is the peak traffic expected (Check all that apply):  Morning  Evening  Weekend  
 Randomly between hours of \_\_\_\_\_ to \_\_\_\_\_.  
 ii. For commercial activities only, projected number of semi-trailer truck trips/day: \_\_\_\_\_  
 iii. Parking spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_ Net increase/decrease \_\_\_\_\_  
 iv. Does the proposed action include any shared use parking?  Yes  No  
 v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: \_\_\_\_\_

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vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site?  Yes  No  
 vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles?  Yes  No  
 viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes?  Yes  No

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k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy?  Yes  No  
 If Yes:  
 i. Estimate annual electricity demand during operation of the proposed action: \_\_\_\_\_  
 ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): \_\_\_\_\_  
 iii. Will the proposed action require a new, or an upgrade to, an existing substation?  Yes  No

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l. Hours of operation. Answer all items which apply.

<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>
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<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>_____</p> <p>_____</p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a noise barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p> <p>_____</p>	
<p>n.. Will the proposed action have outdoor lighting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:</p> <p>_____</p> <p>_____</p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p> <p>_____</p>	
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____</p> <p>_____</p> <p>_____</p>	
<p>p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally describe proposed storage facilities: _____</p> <p>_____</p>	
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):</p> <p>_____</p> <p>_____</p> <p>_____</p>	
<p>ii. Will the proposed action use Integrated Pest Management Practices? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>	
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> <li>• Construction: _____ tons per _____ (unit of time)</li> <li>• Operation : _____ tons per _____ (unit of time)</li> </ul> <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>_____</li> <li>• Operation: _____</li> <li>_____</li> </ul> <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>_____</li> <li>• Operation: _____</li> <li>_____</li> </ul>	

s. Does the proposed action include construction or modification of a solid waste management facility?  Yes  No  
 If Yes:  
 i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_  
 ii. Anticipated rate of disposal/processing:  
 • \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or  
 • \_\_\_\_\_ Tons/hour, if combustion or thermal treatment  
 iii. If landfill, anticipated site life: \_\_\_\_\_ years

t. Will proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste?  Yes  No  
 If Yes:  
 i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month  
 iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility?  Yes  No  
 If Yes: provide name and location of facility: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility:  
 \_\_\_\_\_  
 \_\_\_\_\_

**E. Site and Setting of Proposed Action**

**E.1. Land uses on and surrounding the project site**

a. Existing land uses.  
 i. Check all uses that occur on, adjoining and near the project site.  
 Urban  Industrial  Commercial  Residential (suburban)  Rural (non-farm)  
 Forest  Agriculture  Aquatic  Other (specify): \_\_\_\_\_  
 ii. If mix of uses, generally describe:  
 \_\_\_\_\_  
 \_\_\_\_\_

b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____ _____			

c. Is the project site presently used by members of the community for public recreation?  Yes  No  
i. If Yes: explain: \_\_\_\_\_

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d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site?  Yes  No  
If Yes,  
i. Identify Facilities:  
\_\_\_\_\_

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e. Does the project site contain an existing dam?  Yes  No  
If Yes:  
i. Dimensions of the dam and impoundment:  

- Dam height: \_\_\_\_\_ feet
- Dam length: \_\_\_\_\_ feet
- Surface area: \_\_\_\_\_ acres
- Volume impounded: \_\_\_\_\_ gallons OR acre-feet

ii. Dam's existing hazard classification: \_\_\_\_\_  
iii. Provide date and summarize results of last inspection:  
\_\_\_\_\_

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f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility?  Yes  No  
If Yes:  
i. Has the facility been formally closed?  Yes  No  

- If yes, cite sources/documentation: \_\_\_\_\_

ii. Describe the location of the project site relative to the boundaries of the solid waste management facility:  
\_\_\_\_\_

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g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste?  Yes  No  
If Yes:  
i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred:  
\_\_\_\_\_

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h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site?  Yes  No  
If Yes:  
i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:  Yes  No  
 Yes – Spills Incidents database      Provide DEC ID number(s): \_\_\_\_\_  
 Yes – Environmental Site Remediation database      Provide DEC ID number(s): \_\_\_\_\_  
 Neither database  
ii. If site has been subject of RCRA corrective activities, describe control measures: \_\_\_\_\_  
\_\_\_\_\_

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iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?  Yes  No  
If yes, provide DEC ID number(s): \_\_\_\_\_  
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s):  
\_\_\_\_\_



<p>m. Identify the predominant wildlife species that occupy or use the project site: _____          _____          _____</p>	
<p>n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If Yes:  <i>i.</i> Describe the habitat/community (composition, function, and basis for designation): _____          _____  <i>ii.</i> Source(s) of description or evaluation: _____  <i>iii.</i> Extent of community/habitat:              • Currently: _____ acres              • Following completion of project as proposed: _____ acres              • Gain or loss (indicate + or -): _____ acres</p>	
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>	
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>	
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If yes, give a brief description of how the proposed action may affect that use: _____          _____</p>	
<b>E.3. Designated Public Resources On or Near Project Site</b>	
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If Yes, provide county plus district name/number: _____</p>	
<p>b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>  <i>i.</i> If Yes: acreage(s) on project site? _____  <i>ii.</i> Source(s) of soil rating(s): _____</p>	
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If Yes:  <i>i.</i> Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature  <i>ii.</i> Provide brief description of landmark, including values behind designation and approximate size/extent: _____          _____          _____</p>	
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If Yes:  <i>i.</i> CEA name: _____  <i>ii.</i> Basis for designation: _____  <i>iii.</i> Designating agency and date: _____</p>	

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on, or has been nominated by the NYS Board of Historic Preservation for inclusion on, the State or National Register of Historic Places?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site <input type="checkbox"/> Historic Building or District	
<i>ii.</i> Name: _____	
<i>iii.</i> Brief description of attributes on which listing is based: _____	
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/> Yes <input type="checkbox"/> No
g. Have additional archaeological or historic site(s) or resources been identified on the project site?	
If Yes:	
<i>i.</i> Describe possible resource(s): _____	
<i>ii.</i> Basis for identification: _____	
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify resource: _____	
<i>ii.</i> Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____	
<i>iii.</i> Distance between project and resource: _____ miles.	
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<i>i.</i> Identify the name of the river and its designation: _____	
<i>ii.</i> Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	

**F. Additional Information**

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

**G. Verification**

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_

**Full Environmental Assessment Form**  
**Part 2 - Identification of Potential Project Impacts**

**Part 2 is to be completed by the lead agency.** Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency **and** the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

**Tips for completing Part 2:**

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer “**Yes**” to a numbered question, please complete all the questions that follow in that section.
- If you answer “**No**” to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box “Moderate to large impact may occur.”
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the “whole action”.
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

<b>1. Impact on Land</b> Proposed action may involve construction on, or physical alteration of, <span style="float: right;"><input type="checkbox"/> NO</span> <span style="float: right;"><input type="checkbox"/> YES</span> the land surface of the proposed site. (See Part 1. D.1) <i>If “Yes”, answer questions a - j. If “No”, move on to Section 2.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>2. Impact on Geological Features</b> The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g) <span style="float: right;"><input type="checkbox"/> NO <input type="checkbox"/> YES</span> <i>If "Yes", answer questions a - c. If "No", move on to Section 3.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. Identify the specific land form(s) attached: _____ _____	E2g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>3. Impacts on Surface Water</b> The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h) <span style="float: right;"><input type="checkbox"/> NO <input type="checkbox"/> YES</span> <i>If "Yes", answer questions a - l. If "No", move on to Section 4.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may create a new water body.	D2b, D1h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	<input type="checkbox"/>	<input type="checkbox"/>

I. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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<b>4. Impact on groundwater</b> The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer. <span style="float: right;"><input type="checkbox"/> NO <input type="checkbox"/> YES</span> (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t) <i>If “Yes”, answer questions a - h. If “No”, move on to Section 5.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>5. Impact on Flooding</b> The proposed action may result in development on lands subject to flooding. <span style="float: right;"><input type="checkbox"/> NO <input type="checkbox"/> YES</span> (See Part 1. E.2) <i>If “Yes”, answer questions a - g. If “No”, move on to Section 6.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in development in a designated floodway.	E2i	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in development within a 100 year floodplain.	E2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in development within a 500 year floodplain.	E2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	<input type="checkbox"/>	<input type="checkbox"/>
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	<input type="checkbox"/>	<input type="checkbox"/>

g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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<b>6. Impacts on Air</b>			
The proposed action may include a state regulated air emission source. (See Part 1. D.2.f., D.2.h, D.2.g) <i>If "Yes", answer questions a - f. If "No", move on to Section 7.</i>		<input type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels: i. More than 1000 tons/year of carbon dioxide (CO <sub>2</sub> ) ii. More than 3.5 tons/year of nitrous oxide (N <sub>2</sub> O) iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs) iv. More than .045 tons/year of sulfur hexafluoride (SF <sub>6</sub> ) v. More than 1000 tons/year of carbon dioxide equivalent of hydrochloroflourocarbons (HFCs) emissions vi. 43 tons/year or more of methane	D2g D2g D2g D2g D2g D2h	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may reach 50% of any of the thresholds in "a" through "c", above.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>7. Impact on Plants and Animals</b>			
The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) <i>If "Yes", answer questions a - j. If "No", move on to Section 8.</i>		<input type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	<input type="checkbox"/>	<input type="checkbox"/>

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	<input type="checkbox"/>	<input type="checkbox"/>
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	<input type="checkbox"/>	<input type="checkbox"/>
j. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>8. Impact on Agricultural Resources</b>			
The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.)		<input type="checkbox"/> NO	<input type="checkbox"/> YES
<i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>9. Impact on Aesthetic Resources</b> The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>				<input type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>		
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>		
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>		
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	<input type="checkbox"/>	<input type="checkbox"/>		
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>		

<b>10. Impact on Historic and Archeological Resources</b> The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>				<input type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>		
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on or has been nominated by the NYS Board of Historic Preservation for inclusion on the State or National Register of Historic Places.	E3e	<input type="checkbox"/>	<input type="checkbox"/>		
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	<input type="checkbox"/>	<input type="checkbox"/>		
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	<input type="checkbox"/>	<input type="checkbox"/>		

d. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
e. If any of the above (a-d) are answered “Yes”, continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	<input type="checkbox"/>	<input type="checkbox"/>
ii. The proposed action may result in the alteration of the property’s setting or integrity.	E3e, E3f, E3g, E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>

<b>11. Impact on Open Space and Recreation</b>			
The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If “Yes”, answer questions a - e. If “No”, go to Section 12.</i>		<input type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in an impairment of natural functions, or “ecosystem services”, provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b E2h, E2m, E2o, E2n, E2p	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c E1c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	<input type="checkbox"/>	<input type="checkbox"/>
e. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>12. Impact on Critical Environmental Areas</b>			
The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If “Yes”, answer questions a - c. If “No”, go to Section 13.</i>		<input type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>13. Impact on Transportation</b> The proposed action may result in a change to existing transportation systems. <input type="checkbox"/> NO <input type="checkbox"/> YES (See Part 1. D.2.j) <i>If "Yes", answer questions a - g. If "No", go to Section 14.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. Projected traffic increase may exceed capacity of existing road network.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action will degrade existing transit access.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>14. Impact on Energy</b> The proposed action may cause an increase in the use of any form of energy. <input type="checkbox"/> NO <input type="checkbox"/> YES (See Part 1. D.2.k) <i>If "Yes", answer questions a - e. If "No", go to Section 15.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	<input type="checkbox"/>	<input type="checkbox"/>
e. Other Impacts: _____ _____			

<b>15. Impact on Noise, Odor, and Light</b> The proposed action may result in an increase in noise, odors, or outdoor lighting. <input type="checkbox"/> NO <input type="checkbox"/> YES (See Part 1. D.2.m., n., and o.) <i>If "Yes", answer questions a - f. If "No", go to Section 16.</i>			
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in routine odors for more than one hour per day.	D2o	<input type="checkbox"/>	<input type="checkbox"/>

d. The proposed action may result in light shining onto adjoining properties.	D2n	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>16. Impact on Human Health</b>			
The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.) <i>If "Yes", answer questions a - m. If "No", go to Section 17.</i>		<input type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	<input type="checkbox"/>	<input type="checkbox"/>
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	<input type="checkbox"/>	<input type="checkbox"/>
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	<input type="checkbox"/>	<input type="checkbox"/>
m. Other impacts: _____ _____			

<b>17. Consistency with Community Plans</b>			
The proposed action is not consistent with adopted land use plans. (See Part 1. C.1, C.2. and C.3.) <i>If “Yes”, answer questions a - h. If “No”, go to Section 18.</i>		<input type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action’s land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	<input type="checkbox"/>	<input type="checkbox"/>
h. Other: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>18. Consistency with Community Character</b>			
The proposed project is inconsistent with the existing community character. (See Part 1. C.2, C.3, D.2, E.3) <i>If “Yes”, answer questions a - g. If “No”, proceed to Part 3.</i>		<input type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**Full Environmental Assessment Form**  
**Part 3 - Evaluation of the Magnitude and Importance of Project Impacts**  
**and**  
**Determination of Significance**

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

**Reasons Supporting This Determination:**

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

**Determination of Significance - Type 1 and Unlisted Actions**

SEQR Status:             Type 1                             Unlisted

Identify portions of EAF completed for this Project:    Part 1             Part 2             Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the \_\_\_\_\_ as lead agency that:

A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.d).

C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action:

Name of Lead Agency:

Name of Responsible Officer in Lead Agency:

Title of Responsible Officer:

Signature of Responsible Officer in Lead Agency:

Date:

Signature of Preparer (if different from Responsible Officer)

Date:

**For Further Information:**

Contact Person:

Address:

Telephone Number:

E-mail:

**For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:**

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)

Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

New Application Section

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(Please Use this Form for Filing your Local Law with the Secretary of State)

### SITE PLAN REVIEW

Town of FORT ANN

Local Law No 4 of the year 19 90

A Local Law SITE PLAN REVIEW

Be it enacted by the TOWN BOARD of the

Town of FORT ANN as follows

#### TOWN OF FORT ANN LOCAL LAW NO. 4 OF 1990 SITE PLAN REVIEW

Local Law No 4. Of 1990 will establish a Site Plan Review in the Town of Fort Ann (outside the Village of Fort Ann limits), Washington County, State of New York.

BE IT ENACTED by the Town Board of the Town of Fort Ann as follows:

- SECTION 1 ENACTMENT
- SECTION 2 SHORT TITLE
- SECTION 3 STATEMENT OF PURPOSE
- SECTION 4 AUTHORIZATION TO APPROVE AND DISAPPROVE USES WITH SITE PLAN REVIEW
- SECTION 5 APPLICABILITY OF SITE PLAN APPROVAL PROCUDRES
- SECTION 6 APPLICATION FOR SITE PLAN REVIEW APPROVAL
- SECTION 7 REVIEW STANDARDS
- SECTION 8 PLANNING BOARD PROCEDURE, PUBLIC HEARING & DECISION
- SECTION 9 MODIFICATION AND WAIVERS
- SECTION 10 ENFORCEMENT
  - 10.1 Building Inspection
  - 10.2 Record keeping
  - 10.3 Appeals
  - 10.4 Form of Petitions, Applications & Appeals
  - 10.5 Additional fees
  - 10.6 Payment of fees
  - 10.7 Building Permits

SECTION 11 FUTURE REGULATION OR AMENDMENTS

- 11.1 Further Regulation by Planning Board
- 11.2 Amendments

SECTION 12 COMPLIANCE

SECTION 13 ENFORCEMENT

SECTION 14 SEVERABILITY

SECTION 15 INCORPORATION

SECTION 16 DEFINITIONS

**TOWN OF FORT ANN  
LOCAL LAW NO 4. OF 1990  
SITE PLAN REVIEW**

**SECTION 1 ENACTMENT**

The Town Board of the Town of Fort Ann, Washington County, New York, Does hereby ordain and enact the Town of Fort Ann Site Plan Review Law pursuant to the authority and provision of Section 10 of the Municipal Home Rule Law and Section 274-1 of the Town Law.

**SECTION 2 SHORT TITLE**

This Local Law shall be known as the "Town of Fort Ann Site Plan Review Law". The Town of Fort Ann is hereinafter referred to as the "Town".

**SECTION 3 STATEMENT OF PURPOSE**

The Fort Ann Planning Board is hereby empowered to review, approve, approve with modification, or disapprove all site plans as required by Section 5 of this Local Law.

The purpose of such site plan review and approval procedures are to (1) insure adequate adherence and conformable to the various provisions of this Local Law and; (2) to insure that uses of land so affected by these provisions meet design, function, and layout criteria established by this Local Law that will culminate in development that will protect the health and general welfare of Town residents; (3) are compatible with the intent of the development proposals and recommendations; (4) to insure the ability of the Town to accommodate the proposed use without undue adverse effect on the Town and its citizens and tax base; (5) to insure protection of health, safety and welfare of the Town and its citizens; (6) to insure protection of open space, natural resources and preserve rural characteristics of the Town and (6) to insure overall conservation, protection, development and use of the unique scenic, aesthetic, wildlife, recreational, historical, ecological and natural resources of the Town.

**SECTION 4 AUTHORIZATION TO APPROVE AND DISAPPROVE USES WITH SITE PLAN REVIEW**

In accordance with Section 274-a of the Town Law, the Planning Board is authorized to review and approve, approve with modifications or disapprove site plans, prepare to specifications set forth in the Local Law and in Regulations of the Planning Board, showing the arrangement, layout and design of the proposed use of the land shown on such plan, including activities located within the Adirondack Park and designated as Class A and Class B Regional Projects by the Adirondack Park Agency.

**SECTION 5 APPLICABILITY OF SITE PALN APPROVAL PROCEDURES**

A land use or development within the Town of Fort Ann shall not be undertaken unless and until the Planning Board has approved with conditions of such use and the appropriate governing official has issued a permit for such land use and development, unless it is exempt.

The following land use or developments are EXEMPT from this law (not subject to Site Plan Review)

- 1. Single-family residences and all associated permitted and accessory uses to such single-family residences; including subdivisions and additions thereto;

2. Landscaping or grading which is not intended to be used in connection with a land use reviewable under the provisions of this Local Law.
3. Ordinary repair or maintenance or interior alterations to existing structures or uses;
4. Nonstructural agricultural or gardening uses not involving substantial timber cutting;
5. The sale of agricultural produce and temporary structures related to sale of agricultural produce;
6. Mobile Home Parks, Trailer Parks, farm development, mobile homes.
7. Expansion of existing use or uses on existing parcel if expansion represents 50% or less expansion.

## **SECTION 6 APPLICATION FOR SITE PLAN REVIEW APPROVAL**

### **6.1 Sketch Plan**

A sketch plan conference may be held between the Planning Board and the applicant prior to the preparation and submission of a formal site plan. The intent of such a conference is to enable the applicant to inform the Planning Board of his proposal prior to the preparation of a detailed site plan; and for the Planning Board to review the basic site design concept, advise the applicant as to potential problems and concerns and to generally determine the information to be required on the site plan. In order to accomplish these objectives, the applicant shall provide the following:

1. A statement and rough sketch showing the location and dimensions of principal and accessory structures, parking areas, access signs (with descriptions), existing and proposed vegetation, and other planned features; anticipated changes in the existing topography and natural features; and, where applicable, measures and features to comply with flood hazard and flood insurance regulations;
2. An area map to a scale acceptable to the Planning Board showing the parcel under consideration for site plan review, and all properties, subdivisions, streets, right-of-way, easements and other pertinent features within 200 feet of the boundaries of the parcel; and
3. A topographic or contour map of adequate scale and detail to show site topography.
4. Sketch plan and materials submitted does not constitute formal submission of site plan application.

### **6.2 Application**

Application for project approval shall be made with the Planning Board using forms supplied by the Board. Applications shall include reasonably sufficient information for the Board to make its findings under Section 7 of this Local Law.

At least two (2) weeks in advance of the scheduled Planning Board meeting date at which a site plan is to be considered, at least ten (10) copies of the sketch plan and ten (10) copies of the application for site plan approval shall be submitted to the Planning Board.

In determining the content of these application forms, the Planning Board may provide for different informational requirements for different classes or types of projects, but with each certain class or

type of project, the same information required by these various application forms may include any or all of the following:

1. Detailed description of the natural features of the project and its components, including all proposed roads, and accesses, water supply and sewage disposal systems, and their relationship to natural features.
2. An analysis with supporting data on the impact of the project on the environment, both during construction and thereafter, and
3. An analysis and supporting data of any benefits that might derive from the project.
4. Completing an Environmental Assessment Form pursuant to the State Environmental Quality Review Act. (SEQRA)

#### 6.3 Fee for Site Plan Review Approval

In addition to the fee listed on the schedule of fees, the Planning Board may charge a fee to developers of projects requiring legal and technical review provided that the fee charged reflects the actual cost of legal, engineering and technical assistance to the Planning Board. This fee is not to exceed Two Thousand Five Hundred (\$2,500.00) dollars without notice to the applicant.

#### 6.4 Additional Material to be Submitted

Upon receipt of the application for site plan review as required in Section 6.2 the Planning Board may require that the developer submit additional information as follows, which shall be prepared by a licensed engineer, architect, surveyor, landscape architect, or any combination thereof:

- A. A map of the applicant's entire holding at the scale of one inch equals two hundred feet (1" = 200') unless the Planning Board determines a different scale more appropriate
- B. An area map, at the scale of one inch equals thirty feet (1" = 30') showing all properties, subdivisions, streets, water courses and easements which pass through the property or are known to abut the applicants property
- C. A topographic map, at the scale of one inch equals thirty feet (1" = 30') showing contours at two (2) foot intervals
- D. A site plan including the following information:
  1. Title of drawing, including name(s), address (es) , of the applicant or owner of record
  2. North point, date, scale
  3. Name and address of person, firm or organization preparing the map
  4. Boundaries of the property plotted to scale
  5. Existing water courses and direction of drainage flow
  6. A site plan showing location of proposes use or uses, bulk and height of all building, location of all parking areas, with access drives thereto.

7. The location of all existing or proposed site improvements including drains, culverts, retaining walls and fences; existing water and other utility facilities; description of method of sewerage disposal and location of such facilities; location and sizes of all permitted signs; location and design of lighting facilities; the amount(s) of building area (2) proposed for retail sales, if any; and existing areas of vegetation and trees (in general, five (5) inches or more in diameter or, if in significant clusters, those less and five inches.
8. A tracing overlay showing areas, if any, with moderate to high susceptibility to flooding or ponding, moderate to high susceptibility to erosion, slopes in excess of fifteen (15%) percent. For areas with potential erosion problems the overlay shall also include an outline of existing vegetation.
9. A grading plan showing existing and proposed elevation of site.
10. Landscape plan and planting schedule.

#### 6.4 Notification

Upon receipt of an application and all applicable material, the Planning Board shall notify the applicant in writing, by mail, of the place, date and time of the meeting of the Planning Board at which the application is to be considered and request the presence of the applicant to discuss the application.

### **SECTION 7 REVIEW STANDARDS**

In considering the approval of the site plan, the Planning Board shall take into consideration the public health, safety and general welfare, the comfort, and convenience of the public in general and residents of the immediate neighborhood in particular, and shall find that the proposed development meets all the requirements of this Local Law.

In order to approve any site plan review use, the Planning Board shall consider the following:

- A. Full conformance of the site plan with the regulations of this Local law.
- B. Adequacy and arrangement of vehicular traffic access and circulation, including intersections, road widths, channelization structures, and traffic controls. Consideration will also be given to the project's impact on the overall circulation system as it relates to adjacent uses.
- C. Adequacy and arrangement of pedestrian traffic access and circulation including, but not solely limited to; Separation of pedestrian from vehicular traffic, walkway structures, control of intersections with vehicular traffic and overall pedestrian convenience.
- D. Location, arrangement and setting of off-street parking and loading areas.
- E. Location, arrangement, size and design of building, lighting and signs.
- F. Adequacy, type and arrangement of trees, shrubs, and other landscaping constituting a visual and/or a notice deterring buffer between these and adjoining properties.
- G. In the case of multiple family complexes, the adequacy of usable open space for controlled and informal recreation.
- H. Adequacy of provisions for the disposal of storm water, sanitary wastes, water supply for both fire protection and general consumption, solid waste disposal, and snow removal storage areas.

- I. Adequacy of structures, roadways and landscaping in areas with moderate to high susceptibility to flooding and ponding and/or erosion.
- J. Protection of adjacent properties against noise, glare, unsightliness or other objectionable features
- K. Retention of existing trees for protection and control of soil erosion, drainage and natural beauty.
- L. Effects on air and water quality standards applicable primarily to industrial site development plans.
- M. Draft Environmental Impact Statement (DEIS) and Environmental Impact Statement (EIS) will be required if the reviewing agency deems the proposal to be significant pursuant to the State Environmental Quality Review Act (SEQRA)

In its review the Planning Board may consult with appropriate Town and County offices and agencies of the State and Federal government.

#### **SECTION 8 PLANNING BOARD PROCEDURE, PUBLIC HEARING AND DECISION**

- A. For applications for projects within the Adirondack Park, not later than ten (10) days following receipt of a complete application for said project, the Planning Board Secretary shall notify the Adirondack Park Agency in the case of Class B uses and shall furnish to the Agency such pertinent information as the Agency may deem necessary, and shall afford each body the opportunity to comment.
- B. The Planning Board may conduct a Public Hearing on the Site Plan if considered desirable by a majority of its members. In determining whether a Public Hearing is necessary, the Planning Board shall be guided by the expected level of public interest in the project and the possibility of an eventual disapproval. No site plan review project may be disapproved unless a hearing shall have first been held on the project application. Such hearing shall be held within forty-five (45) days of the receipt of an application deemed complete by the Planning Board and shall be advertised in the Town's official newspaper at least ten (10) days before the Public Hearing.

In the case of Class B actions within the Adirondack Park Agency, a copy of the public hearing notice shall be mailed to the Adirondack Park Agency. The Adirondack Park Agency shall be a full party in interest with standing to participate in any and all proceedings on projects within the Adirondack Park conducted pursuant to this Section.

- C. Within forty-five (45) days of the receipt of an application deemed complete by the Planning Board or if a Public Hearing is held within forty-five (45) days of Public hearing, the Planning Board shall render a decision. In its decision the Planning Board may approve, approve with modifications or disapprove the site plan. The decision of the Planning Board shall immediately be filed in the office of the Town Clerk and a copy thereof mailed to the applicant. In the case of site plan review projects located within the Adirondack Park, the decision will also be sent to the Adirondack Park Agency.

The time period in which the Planning Board must render its decision can be extended by mutual consent of the applicant and the Planning Board.

- 1. Approval. Upon Approval of the site plan, and payment by the applicant of all fees and reimbursable costs due the Town, the Planning Board shall endorse its approval on a copy of the Site Plan and shall immediately file it and a written

statement of approval with the Town Clerk. A copy of the written statement of approval shall be mailed to the applicant.

- 2. Approval with Modifications. The Planning Board may conditionally approve the final Site Plan . A copy of written statement containing the modifications required by the conditional approval will be mailed to the applicant. After adequate demonstration to the Planning Board that all conditions have been met, and payment by the applicant of all fees and reimbursable costs due the Town, the Planning Board shall endorse its approval on a copy of the Site Plan and shall immediately file it and a written statement of the approval with the Town Clerk. A copy of the written statement of approval shall be mailed to the applicant.
- 3. Disapproval. Upon disapproval of the Site plan the decision of the Planning Board shall immediately be filed with the Town Clerk and a copy thereof mailed to the applicant, together with the Planning Board’s reasons for disapproval.

D. The Planning Board, in conjunction with its approval of any Site Plan Review project, may impose such requirements and conditions as are allowable within the proper exercise of the police power, including the imposition of a performance bond and/or letter of credit, restrictions of land against further development of principal buildings whether by deed restriction, restrictive covenant or other similar appropriate means, to insure that guidelines as to intensity or development as provided in this Local Law conditions to insure that the project will be adequately supported by services and improvements made necessary by the project and to insure that the project will be completed in accordance with the terms of the application and any permit and including, without limitation, the requirements and conditions authorized under Section 8 of this Local Law. In addition, the Planning Board may require that Washington County Code Enforcement incorporate any such requirements and conditions in any permit issued with regard to such site plan review project.

E. Unless otherwise specified or extended by the Planning Board, a decision on any Site Plan Review shall expire if the applicant fails to undertake the proposed action or project, to obtain any necessary building permits to construct any proposed new building(s) or change any existing building(s), or to comply with the conditions of said authorization within one (1) year from the filing date of such decision thereof.

**SECTION 9 MODIFICATION AND WAIVERS**

The Planning Board, in addition to the foregoing Section, may require such additional provisions and conditions that appear to promote further understanding of the applicant’s proposal and are necessary for the purpose of ultimately protecting the health, safety, and general welfare of the Town’s residents.

The Planning Board may, at its discretion, judge that certain requirements of this Article are not applicable in its approval of a Site Plan and may therefore allow the applicant to submit only those elements which it deems necessary to the review and approval of the particular application.

**SECTION 10 ENFORCEMENT**

10.1 Planning Board

The Town of Fort Ann Planning Board, together with the Zoning administrator, if applicable, shall have the power and duty to administer and enforce the provisions of this Local Law.

10.2 Record Keeping

The original or a certified copy of all decisions, approvals, ruling and findings of any Board under this Local Law, and of all permits and certificates issued under this Local Law, shall be promptly furnished by the appropriate governing official to the Town Clerk and retained as a permanent Town Public record.

### 10.3 Appeals

An action, omission, decision or ruling of the Planning Board pursuant to this Local Law may be reviewed at the instance of any aggrieved person in accordance with Article 78 of the Civil Practice Law and Rules, but application for such review must be made not later than thirty (3) days from the effective date of the decision or ruling, or the date when the action or omission occurred, which ever comes later.

### 10.4 Form of Petitions, Applications and Appeals

Unless otherwise stated, all petitions, applications and appeals provided for in this Local Law shall be made on forms prescribed by the Planning Board. Completed forms shall be accompanied by whatever further information, plans or specifications as may be required by such forms.

### 10.5 Additional Fees

Fees provided for by this Local Law shall be paid upon the submission of application and appeals, in such amount or amounts as shall be established by the Town Board from time to time.

### 10.6 Payment of Fees

- A. All fees shall be paid at the time of application to the Planning Board Secretary
- B. No fee shall be allowed to be substituted for any other required fee.

### 10.7 Building Permits

- A. Permit Required. No building, structure, or sign shall be erected, added to, or structurally altered until the appropriate permit therefore has been issued by the Washington County Building and Code Enforcement Office. No new use of a building or structure shall be undertaken until a permit therefor has been issued by the Washington County Building and Code Enforcement Office. No building permit shall be issued for any building, structure, use, or sign where said construction, addition, alteration or use would be in violation of any of the provision of this Local Law, or of any other local law for the Town of Fort Ann and State and County Law.
- B. Submittal Requirements. There shall be submitted with all applications for building permits four (4) signed copies of a layout or plot plan drawn to scale showing the actual dimensions of the lot to be built upon, the exact size and location on the lot of the building and accessory building or signs to be erected and such other information as may be necessary to determine and provide for the enforcement of this Local Law.
- C. Permit Certification. Upon receipt of all appropriate information and fees, and after all requirements of this local law have been met which show that the applicant is in compliance herein, the Washington County Building and Code Enforcement Office shall issue a Building Permit. One Copy of the submitted layout or plot plan certified by the Washington County Building and Code Enforcement Office as to compliance with this local law, shall be returned to the applicant and to the Planning Board Secretary.

## **SECTION 11 FUTURE REGULATIONS OR AMENDMENTS**

### **11.1 Further Regulation by Planning Board**

The Planning Board may, after a Public Hearing, adopt such further rules and regulations as it deems reasonably necessary to carry out the provisions of this Local Law.

### **11.2 Amendments**

- A. The Town Board may on its own motion, on petition, or on recommendation of the Planning Board, after Public Notice and hearing, amend this Local Law pursuant to all applicable requirements of the law.
- B. All proposed amendments originating by petition, or by motion of the Town Board, shall be referred to the Planning Board for a report and recommendation thereon. The Planning Board shall submit its report within thirty (30) days after receiving such referral. Failure of the Planning Board to report within the required time shall be deemed to constitute a recommendation for approval of the proposed amendment.

## **SECTION 12 COMPLIANCE**

Whenever the circumstances of proposed development require compliance with this Site Plan Review Law and with any other local law, ordinance or requirement of the Town, the Planning Board shall attempt to integrate, as appropriate, site plan review as required by this Local Law with the procedural and submission requirements for such other compliance.

## **SECTION 13 ENFORCEMENT**

Any person, corporation, partnership, association or other legal entity who shall violate any of the provisions of this Local Law, or any conditions imposed by a permit pursuant hereto shall be guilty of an offense and subject to a fine of not more than Five Hundred (\$500.00) Dollars or by penalty of Five Hundred (\$500.00) Dollars to be recovered by the Town in a civil action. Every such person or entity shall be deemed guilty of a separate offense for each week such violation, disobedience, omission, neglect or refusal shall continue.

## **SECTION 14 SEVERABILITY**

The provisions of this Local Law are severable. If any article, section, paragraph or provision of this Local Law shall be invalid such invalidity shall apply only to the article, section, paragraph or provision(s) adjusted invalid, and the rest of this Local Law shall remain valid and effective.

## **SECTION 15 INCORPORATION**

This Local Law incorporates by reference Appendix A, Appendix B, Appendix C of the Adirondack Park Agency Act, and is made part of this Local Law where ever applicable for purposed of the Town of Fort Ann's Planning Board procedure, review and decision making. These Appendices pertain to Class A regional projects, Class B regional projects and regional project review criteria. Appendix A, Appendix B and Appendix C have been filed and are available for inspection with the Town Clerk and Planning Board of the Town of Fort Ann.

## **SECTION 16 DEFINITIONS**

As used in this Local Law, unless the context otherwise requires:

Planning Board Pursuant to section 271 of the Town Law, the Town of Fort Ann has created a "Planning Board". Said board consists of seven (7) members appointed by the Town Board in such manner

and for such term as provided by Town Law. The Planning Board shall have all the powers and perform the duties prescribed by statute and by this Ordinance. The Planning Board shall have original jurisdiction for all matters pertaining to this Local Law pursuant to Section 274 (2) of the Town Law –Site Plan Review.

Accessory Use Any use of a structure, lot or portion thereof, that is customarily incidental and subordinate to and does not change the character of a principal land use or development including the case of residential structure, professional, commercial and artisan activities carried on by the residents of such structures.

Adirondack Park or Park Land lying within the area described in Subdivision 1 Section 9.0101 of the Environmental Conservation Law of the State of New York, including any future amendments thereto.

Adirondack Park Agency or Agency The Adirondack Park Agency created by Section 803 of Article 27 of the Executive Law of the State of New York.

Adirondack Park Agency Act Article 27 of the Executive Law of the State of New York, including any future amendments thereto.

Agricultural Service Use Any milk processing plant, feed storage supply facility, farm machinery or equipment sales and service facility, storage and processing facility for fruits, vegetables and other agricultural products or similar use directly and customarily related to the supply and service of any agricultural use.

Agricultural Use Production, keeping or maintenance, for sale, lease or personal use, of plants and animals useful to man, including but not limited to; forages and sod crops, grains and seed crops, dairy animals and dairy products, poultry and poultry products, livestock including beef cattle, sheep, swine, horses, ponies, mules, or goats, or any mutations or hybrids thereof, including the breeding and grazing of any or all of such animals; bees and apiary products, fur animals, trees and forest products, fruits of all kinds, including grapes, nuts, berries and vegetables.

Agricultural Use Structure Any barn, stable, shed, silo, garage, fruit, and vegetable stand or other building or structure directly and customarily associated with agricultural use.

Applicant A person, partnership, or corporation that applies for a permit.

Building height The vertical distance measured from the lowest portion of the natural grade of the building site covered by the building or finished grade of cut required to accommodate the building to the highest point of the structure.

Building line The point from which all yard requirements are measured and which is determined by a line formed by the intersection of a horizontal plane of the lowest grade level and a vertical plane that extends from the most projected part of the building open to the sky.

Building Permit Written permission issued by proper municipal authority for the demolition, construction, repair, alteration or addition to a structure.

Commercial Sand and Gravel Extraction Any excavation of the land of more than fifty (50) cubic yards in any two-year period of sand, gravel or topsoil, 1) for the purpose of sale or use by persons other than the owner of the land, or 2) for the purpose of use by any municipality.

Commercial Use Any use involving the sale or rental or distribution of goods, services or commodities, either retail or wholesale.

Community Facility A building or structure owned and operated by a governmental agency or not for profit organization to provide a public or semi-public service, such as libraries, museums, governmental buildings, firehouses, and churches.

Dwelling, Multi-Family Any apartment, town house, condominium or similar building including the conversion of an existing single family dwelling, designed to occupy in separate dwelling units therein by more than one family; any such building containing two or more separate dwelling units used on a time-sharing, leased time or other similar basis whereby more than one person, group or persons or family has legal right of occupancy at different time.

Dwelling, Single Family A detached building (no including a mobile home) of one or more stories in height, above main grade level, which is designed or used exclusively as living quarters for one family or household.

Dwelling, Two Family A structure on a single lot containing two dwelling units, each of which is totally separated from the other by an unpierced wall extending from ground to roof or an unpierced ceiling and floor extending from exterior wall to exterior wall, except for a common stairwell exterior to both dwelling units.

Dwelling, Unit One (1) or more rooms with provision for living, cooking, sanitary and sleeping facilities arranged for the use of one (1) family or household for year-round or seasonal/ temporary use.

Excavation Any extraction from the land of more than Twenty (20) cubic yards of sand, gravel, clay, shale, rock, topsoil or other natural mineral deposits.

Family One or more persons related by blood, marriage or adoption, or no more than four (4) unrelated persons occupying the premises and living as a single housekeeping unit, as distinguished from a group occupying a rooming house, lodging houses, club, fraternity or hotel.

Fence An artificial structure designed to or which, in fact, does divide, enclose or screen a parcel of land or a portion thereof.

Food Store A self-service, retail operation offering a variety of food goods for sale to the general public

Forestry Use Any management, including logging of a forest, woodland, or plantation and related research and educational activities, including the construction, alteration or maintenance of wood roads, skidways, landings, fences and forest drainage systems.

Government Office or Agency Any department, commission, independent agency or instrumentality of the United States, of New York State, of Washington County or the Town of Fort Ann.

Home Occupation Any use customarily conducted entirely within a dwelling or in an accessory structure and carried on by the inhabitants thereof and up to one employee not residing at the dwelling, which use is clearly incidental and secondary to the use of the dwelling for dwelling purposes and does not change the character thereof.

Industrial Use A manufacturing or maintenance facility where any process is used to alter the nature, size or shape of articles or raw materials or where articles are assembled and where said goods or services are consumed or used at another location.

Junk Automobiles Any unregistered, old or second-hand motor vehicle, no longer intended or in condition for legal use on the public highways. For the purpose of this definition, motor vehicle shall mean

all vehicles propelled or drawn by power, other than muscular power, originally intended for use on highways for use in agricultural or construction activity.

Junkyard Any unregistered, old or second-hand motor vehicle, no longer intended or in condition for legal use on the public highways. For the purpose of this definition, motor vehicle shall mean all vehicles propelled or drawn by power, other than muscular power, originally intended for use on public highways for use in agricultural or construction activity.

Landowners Association An organization established by owners of building, site and/or facilities for the express purpose of managing, maintaining, operating, and / or developing common areas or interest related to those building, site or other facilities.

Land Use Area Those areas delineated on the official Adirondack Park Land use and Development Plan Map adopted under Article 27 of the Executive Law of the State of New York and designated thereon as "Hamlet", "moderate Intensity Use", "Low Intensity Use", "Rural Use", "Resource Management", and "Industrial", and such portions of those areas as are located within the Town and delineated on the Adirondack Park Land Use and Development Plan Map incorporated in this Local Law.

Land Use Development or Use Any construction or other activity which materially changes the use or appearance of land or a structure or the intensity of the use of land or structure

Lot A designate parcel, tract, or area of land established by plat, subdivision, or as otherwise permitted by law, to be used, developed or built upon as a unit.

Lot Corner A lot or parcel of land abutting upon two or more streets at their intersection, or upon two parts of the same street forming an interior angle of less than 135 degrees.

Lot Coverage That portion of the lot that is covered by building and structures

Lot Depth The minimum contiguous distance measured from the front lot line to the rear lot line.

Lot Width The minimum contiguous distance between the side lines of a lot

Mineral Extraction. Any excavation, other than specimens or samples from the land of stone, coal, salt, ore, talc, granite, petroleum products or other materials, except for commercial sand, gravel, or topsoil mining including the construction, alteration or maintenance of mine roads, mine tailing piles or dumps and mine drainage.

Mineral Extraction Structure Any mine hoist, ore reduction, concentrating, sintering or similar facilities and equipment, administrative buildings, garages or other main buildings or structures.

Mobile Home Any self-contained dwelling unit, but not including travel trailers, that is designed to be transported to its site on its own wheels or those of another vehicle, which may contain the same water supply, kitchen facilities and plumbing, sewage disposal and electric systems as immobile housing and is designed to be used exclusively for residential purposes, or any structure so marked as a mobile home or structure by New York State. (A modular home or other dwelling unit that is constructed in two or more main sections and transported to and permanently assembled on site is not considered a mobile home.)

Motel A commercial facility providing transient lodging containing six or more rental units with at least 25% of all rooms having direct access to the outside without the necessity of passing through the main lobby of the building, and where customary uses such as but not limited to playgrounds, game rooms, recreation facilities, snack bars, and restaurants may be provided for use by the lodger and the general public.

Parcel of Property Any real property shown on the latest adopted County Tax roll as a unit, contiguous units under common ownership. Parcels separated by Public highway and owned by the same owner shall be deemed to be multiple parcels of real property.

Person Any individual, corporation, partnership, association, trustee, or other legal non-government entity.

Private Sand, Gravel or Topsoil Extraction Any extraction from the land of sand, gravel or topsoil for the purpose of use, but not sale, by the owner of the land, or any extraction for the purpose of sale of less than fifty (50) cubic yards in any two (2) year period.

Right of Way A parcel of land open to the Public for vehicular or pedestrian traffic

Subdivision of land or Subdivision Any division of land into two or more lots, parcels or sites, whether adjoining or not, for the purpose of sale, lease, license or any form of separate ownership or occupancy (including any grading, road construction, installation of utilities or other improvements or any other land use and development preparatory or incidental to any such division) by any person or by a common scheme or plan. Subdivision of land shall include any map, plat or other plan of the division of land, whether or not previously filed. Subdivision of land shall not include the lease of land for hunting and fishing and other open space recreation use.

Timber harvesting The cutting of trees over six inches in diameter measured at 4 ½ feet above the ground

Waste Disposal Area Any area for the disposal of garbage refuse and other wastes, including sanitary landfills and dumps, other than an on-site disposal area directly associated with an industrial use.

Any term in this Local Law which is not defined in this or other Sections of this Local Law shall carry its customary meaning.

## APPENDIX A

### CLASS A REGIONAL PROJECTS

(Comment on Appendix A). This appendix lists Class A regional projects for review by the Adirondack Park Agency under Section 6.070 of the Adirondack Park Agency Act. This list does not include, however, the various types of subdivisions classified as Class A regional projects by the Act – those subdivisions are reviewed as “Class A Regional Subdivisions” under the Town Subdivision Regulations.

#### A. HAMLET AREAS

1. All land uses and development, except subdivision of land, involving wetlands
2. All land uses and development, except subdivision of land, involving one hundred (100) or more residential units, whether designed for permanent, seasonal or transient use.
3. All structures in excess of forty (40) feet in height, except residential radio and television antennas, and agricultural use structures.
4. Commercial or private airports
5. Watershed management and flood control projects
6. Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original size of such existing use or twenty five percent (25%) or more of the original square footage of such structure.

#### B. MODERATE INTENSITY USE AREAS

1. All land uses and development, except subdivision of land, located in the following critical environmental areas:
  - a. within one quarter (1/4) mile of rivers navigable by boat designated to be studies as wild, scenic or recreational, in accordance with the Environmental Conservation law during the period of such designation;
  - b. involving wetlands;
  - c. at elevations of twenty five hundred (2,500) feet or more
  - d. within one eighth (1/8) mile of tracts of forest preserve land or water now or hereafter classified as wilderness, primitive or canoe in the master plan for management of State lands, except for an individual single family dwelling and accessory uses or structures thereto; provided, however, that the above shall not include forestry uses (other than clear-cutting as specified in number eight below, agricultural uses, open space recreation uses, public utility uses, and accessory uses or structures (other than signs) to any such use or to any pre-existing use.
2. All land uses and development, except subdivision of land, involving seventy five (75) or more residential units, whether designated for permanent, seasonal or transient use.
3. Commercial or agricultural service uses involving ten thousand (10,000) or more square feet of floor space.

4. All structures in excess of forty (40 ) feet in height, except residential radio and television antennas, and agricultural use structures
5. Tourist attractions
6. Ski centers
7. Commercial or private airports
8. Timber harvesting that included a proposed clear-cutting of any single unit of land or more than twenty five (25) acres
9. Sawmills, chipping mills, pallet mills and similar wood using facilities
10. Mineral extractions
11. Mineral extraction structures
12. Watershed management and flood control projects
13. Sewage treatment plants
14. Major public utility uses
15. Industrial uses
16. Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original size of such existing use or twenty five percent (25%) or more of the original square footage of such structure.

C. LOW INTENSITY USE AREAS

1. All land uses and development, except subdivisions of land, located in the following critical environmental areas:
  - a. within one quarter (1/4) mile of rivers navigable by boat designated to be studied as wild, scenic or recreational in accordance with the Environmental Conservation Law during the period of such designation;
  - b. involving wetlands;
  - c. at elevations of twenty five hundred (2,500) feet or more;
  - d. within one eighth (1/8) mile of tracts of forest preserve land now or hereafter classified as wilderness, primitive or canoe in the master plan for management of State lands, except for an individual single family dwelling and accessory uses or structures thereto; provided, however, that the above shall not include forestry uses (other than clear-cutting as specified in number eight below), agriculture uses, open space recreation uses, public utility uses, and accessory or structures (other than signs) to any such use or to any pre-existing use.
2. All land uses and development, except subdivisions of land, involving thirty five (35) or more residential units, whether designed for permanent, seasonal or transient use.

3. Commercial or agricultural service uses involving five thousand (5,000) or more square feet of floor space.
4. All structures in excess of forty (40) feet in height, except residential radio and television antennas, and agricultural use structures.
5. Tourist attractions
6. Ski Centers
7. Commercial or private airports
8. Timber harvesting that includes a proposed clear-cutting of any single unit of land or more than twenty five (25) acres
9. Sawmills, chipping mills, pallet mills and similar wood using facilities
10. Mineral extractions
11. Mineral extraction structures
12. Watershed management and flood control projects
13. Sewage treatment plants
14. Waste disposal areas
15. Junkyards
16. Major public utility uses
17. Industrial uses
18. Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original size of such existing use or twenty five percent (25%) or more of the original square footage of such structure.

D. RURAL USE AREAS

1. All land uses and development, except subdivisions of land, located in the following critical environmental areas:
  - a. within one quarter (1/4) mile of rivers navigable by boat designated to be studies as wild, scenic or recreational in accordance with the Environmental Conservation Law during the period of such designation;
  - b. involving wetlands;
  - c. at elevations of twenty five hundred (2,500) feet or more
  - d. within one eight (1/8) mile of tracts of forest preserve land now or hereafter classified as wilderness, primitive or canoe in the master plan for management of State Lands, except for an individual single family dwelling and accessory uses or structures thereto.

- e. within one hundred fifty (150) FEET OF THE EDGE OF THE RIGHT OF WAY OF Federal or State highways, except for an individual single-family dwelling and accessory uses or structures thereto;
  - f. within one hundred fifty (150) feet of the edge of the right-of-way of County highways designated by rule or regulation of the Agency adopted pursuant to subdivision fourteen, section 809 of the Adirondack Park Agency Act, a major travel corridors by the Agency, except for an individual single-family dwelling and accessory uses or structures thereto; provided, however, that the above shall not include forestry uses (other than clear-cutting as specified in number nine below, and sand and gravel pits associated with such uses located within one hundred fifty (150) feet of the edge of the right-of-way of the above described travel corridors), open space recreation uses, and accessory uses or structures (other than signs) to any such uses or to any pre-existing use.
2. All land uses and development, except subdivisions of land, involving twenty (20) or more residential units whether designed for permanent, seasonal or transient use.
  3. Commercial and agricultural service uses involving twenty five hundred (2,500) or more square feet of floor space
  4. All structures in excess of forty (40) feet in height, except residential radio and television antennas, and agricultural use structures.
  5. Tourist attractions
  6. Ski centers
  7. Commercial seaplane bases
  8. Commercial or private airports
  9. Timber harvesting that includes a proposed clear-cutting of any single unit of land or more than twenty five (25) acres
  10. Sawmills, chipping mills, pallet mills and similar wood using facilities
  11. Mineral extractions
  12. Mineral extraction structures
  13. Watershed management and flood control projects
  14. Sewage treatment plants
  15. Waste disposal areas
  16. Junkyards
  17. Major public utility uses
  18. Industrial uses
  19. Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original size of such existing use or twenty five percent (25%) or more of the original square footage of such structure.

## E. RESOURCE MANAGEMENT AREAS

1. All land uses and development, except subdivision of land, located in the following critical environmental areas:
  - a. within one quarter (1/4) mile of rivers navigable by boat designated to be studies as wild, scenic or recreational in accordance with the Environmental Conservation law during the period of such designation;
  - b. involving wetlands;
  - c. at elevations of twenty five hundred (2,500) feet or more
  - d. within one eighth (1/8) mile of tracts of forest preserve land or water now or hereafter classified as wilderness, primitive or canoe in the master plan for management of State lands, except for an individual single family dwelling and accessory uses or structures thereto;
  - e. within three hundred (300) feet of the edge of the right-of-way of County highways designated as major travel corridors by rule or regulation of the Agency adopted pursuant to subdivision fourteen of Section 809 of the Adirondack Park Agency Act , except for an individual single-family dwelling and accessory uses or structures thereto; provided, however, that the above shall not include forestry uses (other than clear-cutting as specified in number nine below and sand and gravel pits associated with such uses located with three hundred (300 ) feet of the edge of the right of way of the above described travel corridors) agricultural uses (other than sand and gravel pits associated with such uses located within three hundred (300) feet of the edge of the right-of-way of the above described travel corridors), open space recreational uses, public utility uses, and accessory uses or structures (other than signs) to any uses or to any pre-existing use.
2. Campgrounds involving fifty (50) or more sites
- 3 Group camps
- 4 Ski centers and related tourist accommodations
- 5 Agricultural service uses
- 6 All structures in excess of forty (40) feet in height, except residential radio and television antennas, and agricultural use structures
- 7 Sawmills, chipping mills and pallet mills and similar wood using facilities
- 8 Commercial sand and gravel extractions
- 9 Timber harvesting that includes a proposed clear-cutting of any single unit of land of more than twenty five (25) acres
- 10 Mineral extractions
- 11 Mineral extraction structures
- 12 Watershed management and flood control projects

- 13 Sewage treatment plants
- 14 Major public Utility uses
- 15 Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original size of such existing use or twenty five percent (25%) or more of the original square footage of such structure

F. INDUSTRIAL USE AREAS

- 1. Mineral extractions
- 2. Mineral extraction structures
- 3. Commercial sand and gravel extractions
- 4. Major public Utility uses
- 5. Sewage treatment plants
- 6. Waste disposal area
- 7. Junkyards
- 8. Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original square footage of such structure.

G. Any amendment to the Class Regional Project list in Section 810 (1) of the Adirondack Park Agency Act subsequent to the adoption of this Ordinance shall be deemed to effect a corresponding change in this Appendix A without action by the Town, except so far as that amendment affects the delineation of subdivisions which are Class A regional projects.

**APPENDIX B**

## CLASS B REGIONAL PROJECTS

## A. MODERATE INTENSIDTY USE AREAS

1. Multiple family dwellings
2. Mobile home courts
3. Public and semi-public buildings
4. Municipal roads
5. Commercial or agricultural service uses involving less than ten thousand (10,000) square feet of floor space
6. Tourist accommodations
7. Marinas, boatyards and boat launching sites
8. Golf courses
9. Campgrounds
10. Group camps
11. Commercial seaplane bases
12. Commercial sand and gravel extractions
13. Land use or development, except subdivisions of land, involving the clustering of buildings on land having shoreline on the basis of a specified number of principal buildings per linear mile or proportionate fraction thereof, as provided for in the shoreline restrictions
14. Any land use or development now or hereafter included in the applicable primary or secondary compatible lists of the APA Act.
15. An individual single-family dwelling within one eighth (1/8) mile of tracts of forest preserve land or water now or hereafter classified as wilderness, primitive or canoe in the master plan for management of State lands
16. All land uses and development, except subdivisions of land, within one quarter (1/4) mile of rivers designated to be studied as wild, scenic or recreational in accordance with the Environmental Conservation Law, other than those navigable by boat, during the period of such designation
17. Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original size of such existing use or twenty five percent (25%) or more of the original square footage of such structure

## B. LOW INTENSITY AREAS

1. Multiple family dwellings
2. Mobile home courts
3. Public and semi-public buildings
4. Municipal roads
5. Commercial or agricultural service uses involving less than five thousand (5,000) square feet of floor space
6. Tourist accommodations
7. Marinas, boatyards and boat launching sites
8. Golf Courses
9. Campgrounds
10. Group camps
11. Commercial seaplane bases
12. Commercial sand and gravel extractions
13. Land use or development, except subdivisions of land, involving the clustering of buildings on land having shoreline on the basis of a specified number of principal buildings per linear mile or proportionate fraction thereof, as provided for in the shoreline restrictions
14. Any land use or development now or hereafter included in the applicable primary or secondary compatible lists of the Adirondack Park Agency Act
15. An individual single-family dwelling within one eighth (1/8) mile of tracts of forest preserve land or water now or hereafter classified as wilderness, primitive or canoe in the master plan for management of State lands
16. All land uses and development, except subdivisions of land, within one quarter (1/4) mile of rivers designated to be studied as wild, scenic or recreational in accordance with the Environmental Conservation Law, other than those navigable by boat, during the period of such designation
17. Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original size of such existing use or twenty five percent (25%) or more of the original square footage of such structure

## C. RURAL USE AREAS

1. Multiple family dwellings
2. Mobile home courts
3. Public and semi-public buildings

4. Municipal roads
5. Marinas, boatyards and boat launching sites
6. Golf courses
7. Campgrounds
8. Group camps
9. Commercial sand and gravel extractions
10. Land use or development, except subdivisions of land, involving the clustering of buildings on land having shoreline on the basis of a specified number of principal buildings per linear mile or proportionate fraction thereof, as provided for in the shoreline restrictions
11. All land uses and development, except subdivisions of land, within one quarter (1/4) mile of rivers designated to be studied as wild, scenic or recreation in accordance with the Environmental Conservation Law, other than those navigable by boat, during the period of such designation
12. Any land use or development now or hereafter included in the applicable primary or secondary compatible lists of the Adirondack Park Agency Act
13. Commercial and agricultural service uses involving less than twenty five hundred (2,500) square feet
14. An individual single-family dwelling within one eighth (1/8) mile of tracts of forest preserve land or water described in paragraph (d), subparagraph (1) of Appendix A, or within one hundred fifty (150) feet of a travel corridor described in such paragraph
15. Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original size of such existing use or twenty five percent (25%) or more of the original square footage of such structure

#### D. RESOURCE MANAGEMENT AREAS

1. Single family dwelling
2. Individual mobile homes
3. Forestry use structures
4. Hunting and fishing cabins and hunting and fishing and other private club structures involving five hundred (500) or more square feet of floor space
5. Land use or development, except subdivision of land, involving the clustering of buildings on land having shoreline on the basis of a specified number of principal buildings per linear mile or proportionate fraction thereof, as provided in the shoreline restrictions
6. Any land use or development now or hereafter included in the applicable primary or secondary compatible use list of the Adirondack Park Agency Act
7. Municipal roads

8. Golf courses
  9. An individual single-family dwelling within one eighth (1/8) mile of tracts of forest preserve land of waters described in paragraph (3), subparagraph (1) of Appendix A or within three hundred (300) feet of a travel corridor described in such paragraph
  10. Campgrounds involving few than fifty (50) sites
  11. All land uses and development, except subdivisions of land, within on quarter (1/4) mile of rivers designated to be studied as wild, scenic or recreational in accordance with the Environmental Conservation Law, other than those navigable by boat, during the period of such designation
  12. Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original size of such existing use or twenty five percent (25%) or more of the original square footage of such structure
- E. INDUSTRIAL USE AREAS
1. Sawmills, chipping mills, pallet mills and similar wood using facilities
  2. Industrial uses
  3. Commercial uses
  4. Agricultural service uses
  5. Public and semi-public buildings
  6. Municipal roads
  7. Any land use or development now or hereafter included in the applicable primary or secondary compatible use lists of the Adirondack Park Agency Act
  8. Any material increase or expansion of an existing land use or structure included on this list that is twenty five percent (25%) or more of the original size of such existing use or twenty five percent (25%) or more of the original square footage of such structure.
- F. Any amendment to the Class B Regional Project list in Section 810 (2) of the Adirondack Park Agency Act subsequent to the adoption of this local law shall be deemed to effect a corresponding change in this Appendix B without action by the Town, except so far as that amendment affects the delineation of subdivisions which are Class B Regional Projects.

## APPENDIX C

### REGIONAL PROJECT REVIEW CRITERIA

#### A. SOILS

##### 1. Soils, General

Objective: Prevent accelerated soil erosion and the potential for earth slippage

General guideline: Respect existing natural features such as slope, soil texture and structure; minimize removal of vegetation cover; rapidly revegetate cleared areas; limit cuts and fills; and employ such erosion control devices and measures as are necessary to promptly stabilize slopes and surfaces and to control runoff.

##### 2. Agricultural Soils

Objective: Conserve viable agricultural soils

General Guideline: Avoid activities in Class I and Class II agricultural soils and presently in agricultural service which would diminish or preclude continuing use thereof for agricultural purposes.

#### B. TOPOGRAPHY

Objective: Minimize topographic alterations

General guideline: Minimize excavation, cuts and fills and site grading by employing to advantage existing topographic features; and avoid development activities on steep slopes where environmental damage and costly development problems could result therefrom.

#### C. SURFACE WATERS

##### 1. Water Quality and Eutrophication

Objective: Maintain or enhance existing physical, chemical and biological water quality characteristics and prevent any undue acceleration of existing rates of eutrophication of bodies of water.

General Guideline: Maintain wide buffer strips of natural vegetation bordering water bodies; minimize channel disturbance and alterations; preserve shoreline vegetation; minimize hydrologic changes which would result from damming or impounding; avoid introduction of nutrients from the use of fertilizers and from sewage effluent; and avoid introduction of toxic materials to water bodies.

##### 2. Surface Drainage

Objective: Retain existing surface water drainage and runoff patterns and existing flow characteristics

General Guideline: Minimize alterations to existing drainage patterns and drainage courses; preserve drainage ways in their natural state; and provide, where necessary, natural ponding areas and other measures designed to provide natural retention of storm water runoff if development includes a significant area of impervious surface.

### 3. Flood Plains

Objective: Maintain the storage capacity of flood plains and their existing ability to convey water downstream; and avoid activities in flood plains which will result in dangers to life, safety and property if subjected to flooding.

General Guideline: Avoid the placement of buildings intended for human habitation, commercial use and industrial use within flood plains; avoid the use of fill to create elevated sites; and within any flood hazard special zoning district and any flood hazard fringe special zoning district conform all development plans to the flood plain regulations contained in Article 7 hereof.

## D. GROUND WATER

Objective: Preserve quality, infiltration rate and levels of ground water

General Guideline: Comply at a minimum with applicable governmental water pollutant discharge restrictions; particularly avoid discharge of effluent potentially degrading to ground water quality in proximity to major aquifers and aquifer recharge areas which could result from covering them with impervious surfaces.

## E. SHORELINES

Objective: Maintain or enhance the existing physical biological and aesthetic characteristics of the shoreline of all lakes, ponds, rivers and streams.

General Guideline: Comply at a minimum with applicable governmental shoreline restrictions, minimize construction or development of any kind near or on the shorelines; avoid physical modifications of the shorelines themselves; minimize the removal of vegetation along shorelines; locate buildings so as to be partially screened from the shorelines by natural vegetation; maximize the preservation of stretches of shoreline in a natural, unchanged and undeveloped state.

## F. MINERAL RESOURCES

Objective: Conserve existing known mineral resources

General Guideline: Avoid activities which would preclude present or future use of important mineral resources that may be of economic significance to the region.

## G. AIR QUALITY

Objective: Maintain or enhance existing air quality

General Guideline: Adhere to applicable governmental air quality standards; provide adequate air pollution abatement devices; and reduce dust levels caused by construction activities.

## H. NOISE LEVELS

Objective: Limit additions to noise levels

General Guideline: Adhere at a minimum to applicable governmental noise level standards. Utilize noise abatement equipment; and maintain natural buffers such as existing topographic relief and vegetation.

#### I. WETLANDS

Objective: Preserve the hydrologic, wildlife, vegetational, aesthetic, educational, open space and recreational values of wetlands

General Guideline: Avoid development in marshes, bogs, swamps and periodically inundated lands or on lands immediately adjacent thereto, if such development could result in environmental damage to the marsh, bog, swamp or periodically inundated land.

#### J. AQUATIC COMMUNITIES

Objective: Protect generally the existing natural aquatic plant and animal communities and preserve rare and endangered aquatic plant and animal species.

General Guideline: Preserve key spawning areas, nursery grounds, food sources and food source areas; preserve habitats of rare and endangered animal species; maintain adjacent vegetated areas generally as habitats and buffer zones; minimize shoreline alterations such as beach construction and emplacement of docks, rafts, boat launching facilities, and breakwaters; and avoid introduction of toxic materials and nutrients to water bodies.

#### K. TERRESTRIAL VEGETATION

##### 1. Vegetation, General

Objective: Preserve or quickly restore terrestrial vegetation

General Guideline: Minimize clearing of vegetation in light of development objectives; avoid clearing vegetation where damage will result to remaining vegetation from such factors as wind, erosion and frost; and protect remaining vegetation during the construction period.

##### 2. Rare and Endangered Terrestrial Plant Species

Objective: Preserve rare and endangered terrestrial plant species

General Guideline: Locate development and other intensive human activities so as to protect the location and habitats of rare and endangered plant species and allow for the continuing propagation of these species.

##### 3. Productive Commercial Forest Land

Objective: Conserve productive forest lands

General Guideline: Avoid impairment of productive forest lands for commercial forest production by employing sound forestry practices and by employing such planning techniques as clustering development.

#### L. FRAGILE ECOSYSTEMS AT HIGHER ELEVATIONS

Objective: Minimize disturbance of fragile ecosystems at higher elevations.

General Guideline: Avoid development at elevations of twenty five hundred (2,500) feet or more.

## M. TERRESTRIAL WILDLIFE

## 1. Terrestrial Wildlife, General

Objective: Maximize the preservation of terrestrial wildlife species

General Guideline: Preserve Key wildlife habitats such as deer wintering yards, nesting areas, productive feeding areas, and important vegetation transition areas; and maintain wildlife diversity to the extent possible in view of project objectives by maintaining a diversity of habitat.

## 2. Rare and Endangered Terrestrial Wildlife Species

Objective: Preserve rare and endangered terrestrial wildlife species

General Guideline: Locate development and other intensive human activities so as to protect the location and habitats of rare and endangered terrestrial wildlife species and allow for the continuing propagation of these species.

## N. AESTHETICS

## 1. Aesthetics, General

Objective: Preserve and enhance, where possible impact of the project upon the existing aesthetic qualities of the project site and its environs.

General Guideline: Utilize existing vegetation and topographical features, and employ careful siting methods so as to minimize the visual impact of all development activities.

## 2. Scenic Vistas

Objective: Maintain the scenic qualities of views from vistas designated in the Adirondack Park State Land Master Plan.

General Guideline: Avoid visibility of buildings and other development and land use alterations generally from vistas by employment of vegetative screening, existing topography, and careful siting methods

## 3. Travel Corridors

Objective: Preserve the scenic qualities of views from public roads and trails and from boat and canoe routes.

General Guideline: Employ vegetative screening, existing topography, and careful siting methods to minimize the visual impact of buildings and other development and land use alterations.

## O. OPEN SPACE

## 1. Open Space, General

Objective: Maintain the open space character of the project site, adjacent land, and surrounding areas.

General Guideline: Preserve vegetation screening and existing topography and clustering and careful siting methods where appropriate to minimize the impact of development activities and land use alterations on open spaces; and preserve undeveloped areas as large as possible in view of project objectives.

2. Outdoor Recreational

Objective: Maintain the quality and availability of land for outdoor open space recreational purposes

General Guideline: Provide on the project site sufficient open space areas for outdoor recreational use by those persons who will use the proposed project, taking into account the existing recreational resources available in the area; and locate buildings and other development so as not to interfere with those areas to be used as hiking, bicycling, and cross-country skiing trails as well as trail-bike, jeep, all-terrain vehicle and horse trails, playgrounds, picnic areas, campgrounds, parks, beaches, and similar uses.

P. ADJOINING AND NEARBY LAND USES

1. Surrounding land uses, General

Objective: Minimize incompatibility of new development with the character of adjoining and nearby land area.

General Guideline: Take into account the existing and potential land uses in the vicinity of the project site in determining what new land use activities are suitable for the project site; avoid new intensive development in open space areas; and avoid substantially altering existing residential and other land use patterns.

2. Adjacent State Land

Objective: Preserve the wild and natural character of adjacent State lands designated as wilderness, primitive, or canoe by the Adirondack Park State Master Plan.

General Guideline: Minimize development activities which would materially impair the wilderness attributes of these State lands; design and construct development that is located within one eighth (1/8) mile of these State lands so as to minimize its visual and aural impact in these wilderness-like areas, thereby insuring the continue compatibility of State and private types of ownership.

Q. WILD, SCENIC AND RECREATIONAL STUDY RIVERS

Objective: Protect or enhance the natural qualities of any river designated to be studies for possible inclusion in the States wild, scenic or recreational river system.

General Guideline: Maintain buffer zones and existing vegetation along designated study rivers; avoid intensive development within on quarter (1/4) mile of such rivers; Minimize alterations to such rivers and their banks; and preserve the free-flowing character of such rivers.

R. HISTORIC SITES

Objective: Protect archaeological sites, historic sites, and unique historical structures for their educational and cultural value to the area, region or State.

General Guideline: Preserve and restore archaeological sites, historic sites, and unique historic structures to the extent warranted by their respective significant, avoid land uses and development

on lands which would be incompatible with the significance of such sites and structures.

S. SPECIAL INTEREST AREAS

Objective: Preserve special interest areas such as unique natural features and their surrounding environs.

General Guideline: Avoid physical and aesthetic alteration and impairment of the natural condition of unique physical features such as gorges, waterfalls and interesting geological formations; interest areas as asset to development.

T. GOVERNMENT CONSIDERATIONS

1. Service and Finance

Objective: Fully explore and assure the ability of government to provide governmental services and facilities made necessary by the project

General Guideline: Phase development activities to a level commensurate with the financial capability of the various levels of government to provide the governmental services and facilities that will be generated by the development, such as transportation systems, schools, health care, sewage and solid waste disposal systems, water supply systems, and fire and police protection; require that as nearly as possible, the balance between the cost of public services required to adequately serve the development as compared with the anticipated tax and other revenues to be generated by the development be favorable at each level of government or taxing jurisdiction affected by the project; and include in development plans provisions to maintain or improve existing services and alleviate any potential adverse impact upon the ability of the government to provide services and facilities.

2. Regulations

Objective: Conform development activities to all applicable governmental rules and regulations.

General Guideline: Comply with all applicable ordinances, rules and regulations of all governmental agencies with responsibilities for such activities, including those of towns and villages, counties and State Department of Health and Environmental Conservation, and the Adirondack Park Agency.

U. PUBLIC UTILITIES AND COMMUNIT RESOURCES

Objective: Assure the adequacy of such public utility services and community resources as shall be necessary for the project

General Guideline: Avoid excessive demands on the capabilities of public utilities such as Electricity and communication services; and avoid necessity for major uncompensated increases in community services and activities such as recreational activities, social, cultural and health services, and transportation facilities.

The principal development activities associated with a project to be considered in connection with the determination required by Section 5.060 through 5.071 and referred to in Section 6.020 hereof, together with representative means for avoiding undue adverse impact include the following:

## 1. Streets and Roads

Objective: Design and construct roads and street to provide safe and convenient access without causing undue adverse impacts on natural and public resources

General Guideline: Conform street and road alignments with existing topography and vegetation; avoid steep slopes, abrupt curves and excessive cuts and fills; provide adequate road surfacing and road bed drainage; preserve existing drainage patterns,; and design streets and roads so as to minimize the impacts of construction and maintenance practices.

## 2. Siting and Construction of Buildings

Objective: Design, site and construct buildings to best serve their intended functions and to minimize impact on existing natural and public resources.

General Guideline: Blend buildings with existing topography and their surrounding environs; avoid steel slopes; minimize grade alterations; and potentially excessive environmental impacts.

## 3. Sewage Disposal

Objective: Select, design and locate sewage disposal systems to provide adequate treatment of effluent and to avoid contamination of surface or ground water.

General Guideline: Comply with all State and local health standard, adhere at a minimum to the Adirondack Park Agency Act's setback requirements for water bodies; employ proven design criteria for sewage disposal systems in proper working order.

## 4. Storm Drainage

Objective: Design, locate and construct storm drainage systems so as to maintain existing drainage patterns in a natural state and to minimize adverse hydrologic effects.

General Guideline: Provide adequate drainage for building sites and roads; avoid altering drainage patterns to the extend possible; utilize natural drainage ways for handling storm water runoff and preserve all natural surface water retention areas such as wetlands, bogs and marshes; and minimize runoff by such other methods as preserving vegetative cover and avoiding the creation of unnecessary or extensive impervious surfaces.

## 5. Water Supply

Objective: Locate, design and construct water supply systems so as to provide an adequate supply of potable water without adversely affecting existing water usage patterns or creating adverse effects with regard to aquifers and sub-surface drainage.

General Guideline: Comply with all State and local health standard with regard to the design, location, construction and maintenance of water supply systems.

## 6. Solid Waste Disposal

Objective: Provide for the storage, collection, transportation and disposal of solid waste in a manner which will minimize air, water, and visual pollution and in a manner which will not create hazards to the health and welfare of people or wildlife.

General Guideline: Comply with all applicable State and local standards for the disposal of solid waste; utilize community solid waste disposal areas and recycling facilities;

adequately screen disposal area; locate disposal areas on deep, moderately permeable drained soils and at sufficient distances from water bodies so as to prevent contamination thereof; and avoid locating disposal areas on steep slopes.

7. Pesticides and Herbicides

Objective: Avoid all use of pesticides, herbicides and other biocides potentially detrimental to natural systems.

General Guideline: Strictly adhere to applicable regulations regarding type, quality and techniques of application of pesticides, herbicides and other biocides; and prevent direct application of pesticides, herbicides and other biocides to surface waters or wetlands or in a manner which may cause contamination thereto.

8. Shoreline Development

Objective: Design and construct development along shorelines so as to maintain existing aesthetic and ecological characteristics thereof and to avoid all significant impairment of these qualities.

General Guideline: Adhere at minimum to the shoreline restrictions of the Adirondack Park Agency Act and the provision of the Environmental Conservation Law and all local laws; maximize preservation of undeveloped shoreline vegetation; minimize construction of docks and boathouses on shoreline; minimize aesthetic alterations to shorelines as viewed from water bodies and surrounding areas.

9. Noise

Objective: Minimize noise insofar as practicable

General Guideline: Employ such measures as appropriate site selection appropriate construction methods and maintenance of natural cover for a buffering effect; adhere at a minimum to applicable governmental noise level standards.

10. Signs

Objective: Avoid signage that detracts from aesthetic and scenic qualities.

General Guideline: Limit signs to the extent necessary to adequately inform viewers concerning the activities to which they relate; utilize signs which are appropriate to the character of the area in which they are located; avoid use of signs of excessive size, of signs that are insufficiently set back from natural and man-made travel corridors, and of signs containing moving parts or flashing lights.

11. Utilities

Objective: Locate, design, construct and maintain utilities so as to efficiently accomplish project objectives and preserve natural and public resources

General Guideline: Locate utilities underground if feasible and in such a way that alignments are compatible with existing topography and vegetation; minimize visual impacts on surrounding areas by maintaining and preserving as much vegetative cover as possible and utilizing existing topography; and minimize maintenance practices such as herbicide spraying which could have adverse environmental impacts on terrestrial and aquatic eco-systems.

1. (Final adoption by local legislative body only)

I hereby certify that the local law annexed hereto, designated as local law No 4 of 19 90

Of the Town of FORT ANN was duly passed by the TOWN BOARD.

On JULY 19 90 in accordance with the applicable provisions of law.

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 1 above.

\_\_\_\_\_  
Mary Jane Godfrey  
Town Clerk

Date: July 9, 1990

STATE OF NEW YORK  
COUNTY OF Washington

I, the undersigned, hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.

\_\_\_\_\_  
Attorney to the Town of Fort Ann

Date: July 9, 1990

Town of FORT ANN.

New Application Section

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PROPERTY IDENTIFICATION FORM  
TOWN OF FORT ANN PLANNING BOARD  
80 GEORGE STREET  
P.O. BOX 314  
FORT ANN, NY 12827

To Whom It May Concern:

An application for (check as needed):

- Site Plan Review
- Subdivision Review
- Mobile Home Permit
- Telecommunications Tower

is currently pending before the Town of Fort Ann  
Planning Board for this property.

Owner

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Applicant (if different from Owner)

Name: \_\_\_\_\_ Address: \_\_\_\_\_

For property located at : \_\_\_\_\_

THIS NOTICE IS TO BE PLACED IN A PLASTIC PROTECTIVE COVER  
AND POSTED CONSPICUOUSLY IMMEDIATELY ADJACENT TO THE  
NEAREST ROAD OR OTHER TRAVELED PUBLIC RIGHT OF WAY FOR  
PLANNING BOARD IDENTIFICATION OF THE PROPERTY.

New Application Section

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**General Municipal Law §239-M Referral Form**  
**Washington County Planning Board**

October 2013

Please note, Washington County now requires 12 complete application sets including supplement application material and a CD with a digital application to review a project.

Below is their new checklist.

**Location is within 500 feet of the following:**

- Municipal Boundary
- Right-of-Way of County/State Expressway, Highway or Road
- Boundary of County/State-owned Land Containing a Public Building or Institution
- Boundary of a Farm Operation Located in an Agricultural District
- Not Applicable

**Include the following:**

- Completed Environmental Assessment Form (EAF) and all other materials used by the referring body to make a determination of significance pursuant to the State Environmental Quality Review Act (SEQRA).
    - If Type II Action, please note the number of the action as listed under 6NYCRR Part 617.5 (c):
- 
- Copy of the full text of ordinance or local law being proposed or amended (if applicable).
  - Copy of the application submitted to referring body.
  - Maps and plans (i.e. conceptual site plan, schematic plan, site details, etc.): If oversized (larger than 11"x17"), please reduce original maps and plans to 11"x17" for submission.
  - Aerial photograph(s) showing the context of the site location.
  - Twelve (12) printed copies of the full statement with the above stated inclusions.
    - An electronic version of the completed full statement: please provide CD copy or e-mail to the Washington County Real Property.