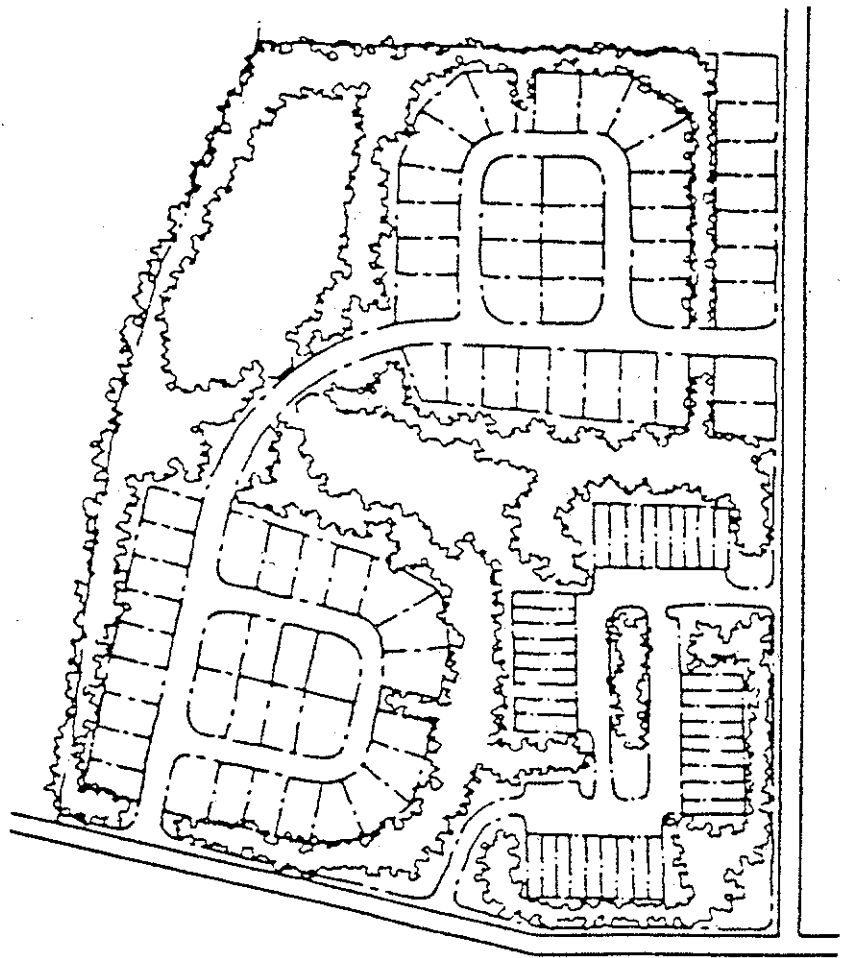


TOWN OF HAMILTON

SUBDIVISION REGULATIONS



ADOPTED OCTOBER 6, 1988
Hamilton, New York

TOWN OF HAMILTON SUBDIVISION

TABLE OF CONTENTS

	<u>Page</u>
ARTICLE 1 DECLARATION OF POLICY	1
Section 110 Enactment and Authorization	1
Section 120 Title	1
Section 130 Effective Dates	1
Section 140 Purpose	2
Section 150 Administration	2
Section 160 Separability	2
Section 170 Amendment	2
Section 180 Waiver	2
Section 190 Fees	3
190.1 Minor Subdivisions	3
190.2 Major Subdivisions	3
190.3 Other Fees	3
ARTICLE 2 DEFINITIONS	4
ARTICLE 3 REVIEW AND APPROVAL PROCEDURE	6
Section 310 General	6
310.1 Minor Subdivisions	6
310.2 Major subdivisions	6
Section 320 Pre-Application Procedures	7
Section 330 Sketch Plan Conference	8
330.1 Subdivision Classification	8
330.2 Adverse Natural Features Review	8
Section 340 Agricultural Subdivision Waiver	9
Section 350 Two Lot Subdivision Waiver	10
Section 360 New York State Department of Health	11
Section 370 Preliminary Plat	12
370.1 Review of Subdivision	12
370.2 Notice of Public Hearing	12
370.3 State Environmental Quality Review (SEQR)	12
370.4 Notice Of Decision	13
370.5 Effect Of Approval	13
Section 380 Final Plat	14
380.1 Optional Public Hearing	14
380.2 Notice Of Public Hearing	14
380.3 Waiver Of Public Hearing	14
380.4 State Environmental Quality Review (SEQR)	14
380.5 Notice of Decision	15
380.6 Conditional Approval	15

ARTICLE 4	MINOR SUBDIVISION	16
Section 410	Information Required For Minor Subdivisions	16
410.1	Names and addresses	16
410.2	Plat maps	16
410.3	Tax maps	16
410.4	Land use restrictions	16
410.5	Acreage and number of lots	16
410.6	Buildings	16
410.7	Environmental Assessment Form	16
410.8	Sanitary and Water supply facilities	17
410.9	Additional required information	17
410.10	Fees	17
Section 420	Waiver of Submission Requirements	18
ARTICLE 5	MAJOR SUBDIVISION	19
Section 510	Preliminary Plat, Major Subdivision	19
510.1.	Preliminary plat maps	19
510.2.	Names and addresses	19
510.3.	Tax maps	19
510.4.	Land use restrictions	19
510.5.	Acreage and number of lots	19
510.6.	Buildings	19
510.7.	Parcels for public use	19
510.8.	Grading and landscaping plans	19
510.9.	Roads and public ways	19
510.10.	Waterlines, hydrants and sewer lines	20
510.11.	Drainage plan	20
510.12.	Preliminary plans	20
510.13.	Preliminary designs	20
510.14.	Proposed lot lines	20
510.15.	Field survey	20
510.16.	Environmental Assessment Form	20
510.17.	Other parts of holding	20
510.18.	Additional information	20
510.19.	Fees	20
Section 520	Final Plat, Major Subdivision	21
520.1.	Final plat maps	21
520.2.	Proposed names and location	21
520.3.	Public use	21
520.4.	Data sufficiency	21
520.5.	Dimensions	21
520.6.	Offers of cession and covenants	21
520.7.	Permanent reference monuments	21
520.8.	State Health Department	21
520.9.	Environmental Impact Statement	21
520.10.	Construction drawings	21
520.11.	Evidence of ownership of property.	22
520.12.	Deed restrictions	22
520.13.	Codes Enforcement Officer certification	22
520.14.	Other data	22

Section 530	Waiver of Submission Requirements	23
ARTICLE 6	DESIGN, STANDARDS AND REQUIRED IMPROVEMENTS	24
Section 605	General	24
Section 610	Road Design and Construction Standards	25
610.1	Conformity with General Plan	25
610.2	Traveled Road Area	25
610.3	Shoulders	26
610.4	Drainage	26
610.5	Culverts	26
610.6	Dedication	26
Section 615	Sidewalks	27
Section 620	Utilities	28
Section 625	Water Supply	29
Section 630	Sewage Disposal	30
Section 635	Drainage Improvements	31
635.1	Removal of Spring and Surface Water	31
635.2	Drainage Structure	31
635.3	Responsibility From Drainage Downstream	31
Section 640	Lots	32
640.1	Location	32
640.2	Dimensions	32
640.3	Double Frontage Lots	32
640.4	Pedestrian Easements	32
640.5	Setback	32
640.6	Lot Lines	32
640.7	Corner Lots	32
Section 645	Unique And Natural Features	33
Section 650	Public Open Spaces And Sites	34
Section 655	Unsuitable Land For Subdivisions	35
ARTICLE 7	BOND FOR INSTALLATION OF IMPROVEMENTS	36
Section 710	General	36
Section 720	Conditions	37
Section 730	Extension of Time	38
Section 740	Agreement - Schedule of Improvements	39
Section 750	Inspections	40
Section 760	Acceptance Of Roads And Facilities	41
APPENDIX A	ENVIRONMENTAL ASSESSMENT FORMS (EAF)	42
	Full Environmental Assessment Form	43
	Short Environmental Assessment Form	54

ARTICLE 1 DECLARATION OF POLICY

It is declared to be the policy of the Planning Board to consider land Subdivision Plats as part of a plan for the orderly, efficient, and economical development of the Town. This means, among other things, that land to be subdivided shall be of such character that it can be used safely for building purposes without danger to health, or peril from fire, flood or other menace; that proper provision shall be made for drainage, water supply, sewerage and other needed improvements; that all proposed lots shall be so laid out and of such size as to be in harmony with the development pattern of the neighboring properties; that the proposed streets shall compose a convenient system conforming to the Zoning Map, and shall be properly related to the proposals shown on the General Plan, and shall be of such width, grade and location as to accommodate the prospective traffic, to facilitate fire protection and to provide access of firefighting equipment to buildings; and that proper provision shall be made for open spaces for parks and playgrounds.

Section 110 Enactment and Authorization

By authority of the resolution of the Town Board of the Town of Hamilton pursuant to the provisions of Article 16 of the Town Law of the State of New York, the Hamilton Town Planning Board is authorized and empowered to:

1. Approve, conditionally approve, or disapprove plans showing lots, blocks, or sites, with or without roads or highways.
2. Approve preliminary plats.
3. Pass and approve the development of entirely or partially undeveloped plats already filed in the Office of the County Clerk.

Section 120 Title

These regulations shall be known as the "Subdivision Regulations of the Town of Hamilton."

Section 130 Effective Dates

These regulations, after public hearing and adoption by the Planning Board, have been approved on October 6, 1988 by the Town Board and are effective this day of approval.

Section 140 Purpose

The purpose of these regulations is to provide for orderly efficient growth within the community, and to afford adequate facilities for the transportation, housing, comfort, convenience, safety, health, and welfare of its population.

Section 150 Administration

These subdivision regulations shall be administered by the Planning Board and the Codes Enforcement Officer.

Section 160 Separability

The invalidity of any provision of these regulations shall not invalidate any other provision.

Section 170 Amendment

The Planning Board may on its motion and after public hearing amend, supplement, or change these regulations subject to the approval of the Town Board.

Section 180 Waiver

When in the opinion of the Planning Board undue individual hardship may result from strict compliance with these regulations, it may modify these regulations so that substantial justice may be done and the public interest secured, provided that such modification will not have the effect of nullifying the intent and purpose of these regulations.

Section 190 Fees

190.1 Minor Subdivisions

All applications for Plat approval for Minor Subdivisions shall be accompanied by a fee of \$25.00 dollars and \$5.00 dollars per lot.

190.2 Major Subdivisions

All applications for Plat Approval for Major Subdivisions shall be accompanied by a fee of \$50.00 dollars and \$5.00 dollars per lot.

190.3 Other Fees

If the Planning Board decides it is necessary to hire an outside consultant to assist in the review of the subdivision proposal, the Planning Board may charge an additional fee to the applicant in order to cover the actual costs of such a review.

ARTICLE 2 DEFINITIONS

For the purpose of these regulations, words and terms used herein are defined as follows:

Codes Enforcement Officer	Any person appointed, designated, or otherwise retained by the Town Board to carry out the functions assigned to such person according to these regulations.
Final Plat	Means a drawing, in final form, showing a proposed subdivision containing all information or detail required by law and by these regulations to be presented to the Planning Board for approval, and which if approved, shall be duly filed or recorded by the applicant in the office of the County Clerk.
General Plan	Means a comprehensive or master plan for the development of the Town prepared by the Planning Board pursuant to Section 272-a of the Town Law.
Official Submission Date	Means the date on which an application for plat approval, complete and accompanied by all required information, endorsements and fees, has been filed with the Planning Board and the Planning Board has determined that the application is complete.
Planning Board	The Hamilton Town Planning Board
Preliminary Plat	Means a drawing or drawings clearly marked "preliminary plat" showing the layout of a proposed subdivision, submitted to the Planning Board for approval prior to submission of the plat in final form, and of sufficient detail to apprise the Planning Board of the layout of the proposed subdivision.
Resubdivision	The division of any previously subdivided lot. For the purposes of this local law, resubdivisions shall be considered subdivisions and shall be subject to the same regulations.
Road, Major	Means a road intended to serve heavy flows of traffic from minor roads or as a business road providing access to business properties.

Road, Minor	Means a road intended to serve primarily as an access to abutting residential properties.
Sketch Plan	Means a sketch of a proposed subdivision to enable the subdivider to save time and expense in reaching general agreement with the Planning Board as to the form of the layout and objectives of these regulations.
Subdivider	Any person, firm, corporation, partnership or association who shall lay out, for the purpose of sale or development, any subdivision or part thereof as defined herein either by the subdivider or others.
Subdivision	Division of any parcel of land into two (2) or more lots, blocks, or sites for the purpose of conveyance, transfer of ownership, improvement, building development, or sale. The term subdivision shall include re-subdivision.
Subdivision, Major	A subdivision containing five (5) or more lots, or any subdivision requiring a new road or roads.
Subdivision, Minor	A subdivision containing three (3) or four (4) lots fronting on an existing road.
Zoning Law	Zoning Law of the Town of Hamilton.

ARTICLE 3 REVIEW AND APPROVAL PROCEDURE

Section 310 General

310.1 Minor subdivisions shall be processed in the following stages:

1. Sketch Plan Conference
2. Public Hearing
3. Final Plat approval

310.2 Major subdivisions shall be processed in the following stages:

1. Sketch Plan Conference
2. Public Hearing
3. Preliminary Plat approval
4. Optional Public Hearing
5. Final Plat approval

Section 320 Pre-Application Procedures

Prior to the preparation of and the submission of a plat for approval, the subdivider should proceed to gather the necessary information and data on the existing conditions at the site. The subdivider should study the site suitability and opportunities for development; presumably he will discuss financing, planning and marketing with the lending institutions. The subdivider should develop a preliminary layout in sketch form which in turn should be submitted to the Planning Board for advice and assistance and should include a preliminary environmental assessment (EAF Short Form, Appendix A). The sketch plan should include the information identified in Articles 4 and 5. It is recommended that this sketch plan be prepared in consultation with a licensed land surveyor.

Section 330 Sketch Plan Conference

The subdivider should request an appointment with the Planning Board for the purpose of reviewing the sketch plan. The Planning Board Clerk will notify the subdivider of the time, date, and the place that the Planning Board will meet to consider and review such sketch plan and the subdivider's intentions as they relate to the General Plan for the Town of Hamilton, design standards, and improvement requirements. This meeting is intended to assist the subdivider in the planning and preparation of the preliminary or final plat to save both time and money in preparing maps and plans.

This step does not require formal application, fee, or filing with the Planning Board.

330.1 Subdivision Classification

The plan will be classified as a minor or major subdivision by the Planning Board as defined by these regulations. Subdivisions classified as minor may proceed directly to preparation of a final plat without submission and approval of a preliminary plat which shall be required for a major subdivision.

330.2 Adverse Natural Features Review

The Planning Board shall review the location of the proposed subdivision for the presence of any adverse natural considerations limiting development on the site as indicated by the General Plan's maps of physical limitations to development. If the site falls into areas on the soils map denoted as having "moderate" or "severe" limitation, within flood hazard areas, or areas of unique hydrologic or natural habitat areas (including wetlands), the Planning Board may require the subdivider to consult with the appropriate technical review or assistance agencies (such as, but not limited to the Soil Conservation Service, the State Health Department, Army Corps of Engineers, and the State Department of Environmental Conservation) to determine appropriate measures to mitigate or eliminate such problems or conflicts. The findings or recommendations of such agencies shall not be binding on the Planning Board or subdivider.

The Planning Board may require that design techniques be used to avoid development in these critical resource areas, and shall not approve a sketch plan which has failed to adequately address these critical resources concerns (soils, flood hazards, and hydrologic and natural habitat resources). Building in a floodplain must be reviewed and approved by the Town's Zoning Board of Appeals.

Section 340 Agricultural Subdivision Waiver

If, at the sketch plan conference, the Planning Board determines that the subdivision is for agricultural purposes only, does not involve the creation of a new road or highway, and does not include more than one lot of less than five (5) acres in area, the Planning Board may waive the subdivision review procedures and exempt the subdivision from these regulations.

Section 350 Two Lot Subdivision Waiver

Two lot subdivisions shall be exempt from this local law. This exemption does not apply to resubdivision of previously subdivided lots.

Section 360 New York State Department of Health

New York State Department of Health approval may be required for any subdivision containing five (5) or more lots. Early contact by the subdivider with this department is advised.

Section 370 Preliminary Plat

All major subdivisions shall be subject to the Preliminary Plat requirements, as specified herein. The subdivider shall file an application for approval of the Preliminary Plat on forms available at the Town Office accompanied by all documents specified in Article 4 herein.

370.1 Review of Subdivision

Following the review of the Preliminary Plat and supplementary material submitted for conformity to these regulations, and following negotiations with the subdivider on changes deemed advisable and the kind and extent of improvements to be made by the subdivider, the Planning Board shall hold a public hearing. This hearing shall be held within forty-five (45) days of the official submission date of the plat. The subdivider or the subdivider's representative is expected to attend the hearing. This hearing may also fulfill the hearing requirements for the State Environmental Quality Review Act. Within forty-five (45) days from the public hearing, the Planning Board shall approve, approve with modifications, or disapprove the preliminary plat and state its reasons for disapproval.

370.2 Notice of Public Hearing

The hearing shall be advertised at least once in the Town's designated Official Newspaper at least five (5) days before the hearing. Notice of the hearing shall be mailed to the owners of all adjoining properties within five hundred (500) feet of the subdivided property at least five (5) days before the hearing.

370.3 State Environmental Quality Review (SEQR)

If the subdivision meets any Type-1 thresholds listed in Part 617.12 or unlisted-action criteria listed in Part 617.10 of the SEQR regulations, lead agency for the SEQR process shall be determined according to procedures outlined respectively in Sections 617.6 and 617.7 of the SEQR regulations. A determination of no significant environmental impact (Negative Declaration) or a Draft Environmental Impact Statement (DEIS) is required by the designated lead agency before the subdivisions may be approved (in accordance with Section 617.11 or the SEQR rules). The public hearing shall be used to solicit comments on the Draft EIS under SEQR.

370.4 Notice Of Decision

The action of the Planning Board shall be noted on three (3) copies of the Preliminary Plat and reference shall be made to any modifications determined. One (1) copy shall be returned to the subdivider and the other two (2) copies retained by the Planning Board.

370.5 Effect Of Approval

Approval of a preliminary plat shall not constitute approval of the final plat. The preliminary plat shall be a guide to the preparation of the final plat. Before submission of the final plat or any portion thereof for formal approval, the subdivider must comply with these regulations and all requirements set forth by the Planning Board in its review of the preliminary plat, and any other State Health Department requirements.

Section 380 Final Plat

All subdivisions, as defined herein, shall require Final Plat approval by the Planning Board.

The subdivider shall file an application for Final Plat approval on forms available at the Town Office, and the application shall be accompanied by documentation as specified in Article 5 herein, to the Planning Board. Such application shall be submitted at least ten (10) days prior to the meeting at which it is to be considered by the Planning Board, and no later than six (6) months after the date of the preliminary plat approval.

380.1 Optional Public Hearing

A public hearing may be held by the Planning Board after a complete application is filed and prior to rendering a decision. This hearing shall be held within forty-five (45) days of the official submission date of the plat. The subdivider or the subdivider's representative is expected to attend the hearing. The Planning Board shall approve, conditionally approve, or disapprove the Final Plat within forty-five (45) days of the public hearing.

If disapproved, the grounds for disapproval shall be stated in the record of the Planning Board, including reference to the regulation violated by the Plat. Failure of the Planning Board to render a decision within the stated forty-five (45) day period shall be deemed final approval of the plat.

380.2 Notice Of Public Hearing

The hearing shall be advertised at least once in a newspaper of general circulation in the town at least five (5) days before the hearing. Notice of the hearing shall be mailed to the owners of all adjoining properties within five hundred (500) feet of the subdivided property at least five (5) days before the hearing.

380.3 Waiver Of Public Hearing

If the final plat is in substantial agreement with the preliminary plat, the Planning Board may waive the public hearing requirement. If no hearing is held, the Planning Board shall approve, conditionally approve, or disapprove the plat within forty-five (45) days of the official submission date.

380.4 State Environmental Quality Review (SEQR)

The Planning Board's action on the subdivision plat shall include either a Negative Declaration or the Final Environmental Impact Statement and a statement of findings on the subdivision as required under Section 8-0109-8 of the Environmental

Conservation Law.

380.5 Notice of Decision

The subdivider shall be notified of the final action of the Planning Board and the subdivider shall record the Final Plat, or section thereof, in the Office of the Clerk of Madison County, New York within sixty (60) days after the date of approval; otherwise the plat shall be considered void and must again be submitted to the Planning Board for approval before recording in the Office of the Clerk of Madison County, New York.

380.6 Conditional Approval

Upon conditional approval of such final plat the Planning Board shall empower a duly authorized officer to sign the plat upon completion of such requirements as may be stated in the resolution. The plat shall be certified by the Town Clerk and a certified statement of such requirements shall accompany such plat which, when completed, will authorize the signing of the conditionally approved final plat. Upon completion of such requirements the plat shall be signed by said duly authorized officer of the Planning Board. If the requirements are not completed by the deadline set in the resolution granting conditional approval, the conditional approval shall expire, and the applicant must reapply. The Planning Board may, however, extend the expiration time for a period not to exceed six (6) months.

ARTICLE 4 MINOR SUBDIVISION

Section 410 Information Required For Minor Subdivisions

The following shall be submitted with applications for approval of a final plat for a minor subdivision:

- 410.1. Name and address of subdivider and professional advisers, including license numbers and seals.
- 410.2. One copy of the minor subdivision plat which is to be submitted to the County Clerk, drawn with ink on appropriate material, plus two (2) paper copies. The plat map (drawn by a licensed surveyor at a scale of one (1) inch to one hundred (100) feet, unless otherwise specified by the Planning Board) shall contain the following information:
 - a. Subdivision name, scale, north arrow, and date;
 - b. Subdivision boundaries;
 - c. Contiguous properties and names of owners;
 - d. Existing roads, utilities, and structures;
 - e. Water courses (including all HUD Federal Flood Insurance Hazard Areas), marshes (including DEC-designated wetlands), wooded areas, and other significant physical features on or near the site;
 - f. Proposed pattern of lots, including lot widths and depths, road layout, open space, drainage, sewerage, and water supply;
 - g. Land contours at ten-foot (10') intervals, or other suitable indicators of slope.
- 410.3. Copy of tax map(s).
- 410.4. Existing and/or intended restrictions on the use of land including easements, covenants, and zoning.
- 410.5. Total acreage of subdivision and number of lots proposed.
- 410.6. Building types and approximate size and cost.
- 410.7. Environmental Assessment Form (EAF); long or short form as required by the Planning Board (Appendix A).

- 410.8. On-site sanitation and water supply facilities shall be designed to meet the specifications of the State Department of Health, and a statement to this effect shall be made on the application.
- 410.9. Additional information as deemed necessary by the Planning Board.
- 410.10. Any required fees.

Section 420 Waiver of Submission Requirements

When an application concerns a subdivision of uncomplicated nature, such as a small subdivision along an existing road that requires no installation of public facilities, the Planning Board may waive certain submission requirements.

ARTICLE 5 MAJOR SUBDIVISION

Section 510 Preliminary Plat, Major Subdivision

The following shall be submitted with all applications for approval of a Preliminary Plat for a major subdivision:

- 510.1. Name and address of subdivider and professional advisers, including license numbers and seals.
- 510.2. Three (3) copies of the preliminary plat map, drawn to scale. The map scale shall be one (1) inch to one hundred (100) feet unless otherwise specified by the Planning Board, including:
 - a. Subdivision name, scale, north arrow, and date;
 - b. Subdivision boundaries;
 - c. Contiguous properties and names of owners;
 - d. Existing and proposed roads, utilities, and structures;
 - e. Water courses, (including all HUD Federal Flood Insurance Hazard Areas), marshes (including DEC-designated wetlands), wooded areas, and other significant physical features on or near the site;
 - f. Proposed pattern of lots, including lot widths and depths, road layout, open space, drainage, sewerage, and water supply;
 - g. Land contours at ten-foot (10') intervals, or other suitable indicators of slope.
- 510.3. Copy of tax map(s).
- 510.4. Existing and/or intended restrictions on the use of land including easements, covenants, and zoning.
- 510.5. Total acreage of subdivision and number of lots proposed.
- 510.6. Building types and approximate size and cost.
- 510.7. All parcels of land proposed to be dedicated to public use and the conditions of such use.
- 510.8. Grading and landscaping plans.
- 510.9. The width and location of any roads or public ways and the width, location, grades, and road profiles of all roads or public ways proposed by the developer.

- 510.10. The approximate location and size of all proposed waterlines, hydrants, and sewer lines, showing connection to existing lines.
- 510.11. Drainage plan, indicating profiles of lines or ditches and drainage easements on adjoining properties.
- 510.12. Preliminary plans drawn to scale and cross-sections showing sidewalks, road lighting, roadside trees, curbs, water mains, sanitary sewers and storm drains, the character, width and depth of pavements and sub-base, and the location of any underground cables.
- 510.13. Preliminary designs for any bridges or culverts.
- 510.14. The proposed lot lines with approximate dimensions and area of each lot.
- 510.15. An actual field survey of the boundary lines of the tract, giving complete description of bearings and distances, made and certified by a licensed surveyor. The corners of the tract shall also be marked by monuments of such size and type as approved by the Planning Board, shown on the plat.
- 510.16. Environmental Assessment Form (long form, Appendix A) and a Draft Environmental Impact Statement, if required.
- 510.17. Where the preliminary layout submitted covers only a part of the subdivider's entire holding, a sketch of the prospective future road and drainage system of the unsubdivided part shall be submitted for study to the Planning Board.
- 510.18. Additional information as deemed necessary by the Planning Board.
- 510.19. Any required fees.

Section 520 Final Plat, Major Subdivision

The following shall be submitted with all applications for approval of a Final Plat for a major subdivision:

- 520.1. One (1) copy of the final plat to be submitted to the County Clerk, drawn with ink on suitable material, plus two (2) paper copies. The map scale shall be one (1) inch to one hundred (100) feet unless otherwise specified by the Planning Board.
- 520.2. Proposed subdivision name and the name of the Town and County in which the subdivision is located; the name and address of record owner and subdivider; name, address, license number and seal of the surveyor and/or engineer.
- 520.3. Road lines, pedestrian ways, lots, easements and areas to be dedicated to public use.
- 520.4. Sufficient data acceptable to the Planning Board to determine readily the location, bearing and length of every road line, lot line, and boundary line; such data shall be sufficient to allow for the reproduction of such lines on the ground.
- 520.5. The length and bearing of all straight lines, radii, length of curves, and central angles of all curves; tangent bearings shall be given for each road. All dimensions of the lines of each lot shall also be given. The plat shall show the boundaries of the property, locations, graphic scale, and true north point.
- 520.6. All offers of cession and any covenants governing the maintenance of unceded open space shall bear the certificate of approval of the Town Attorney as to their legal sufficiency.
- 520.7. Permanent reference monuments shall be shown and constructed in accordance with Planning Board specifications.
- 520.8. Approval of the State Health Department of water supply systems and sewage disposal systems proposed or installed.
- 520.9. An approved Environmental Impact Statement, if required.
- 520.10. Construction drawings, drawn to scale by a licensed engineer, including plans, profiles, and typical cross sections, as required, showing the proposed location, size and type of road, sidewalks, road lighting standards, roadside trees, curbs, water mains, sanitary sewer or septic systems, storm drains or ditches, pavements and sub-base, and other facilities.

- 520.11. Evidence of legal ownership of property.
- 520.12. Deed restrictions, existing and proposed in form for recording.
- 520.13. A certificate by the Codes Enforcement Officer certifying that the subdivider has complied with one of the following alternatives:
 - a. All improvements have been installed in accordance with requirements of these regulations and with the action of the Planning Board giving approval of the preliminary plat, or
 - b. A performance bond or certified check has been posted in sufficient amount to assure such completion of all required improvement.
- 520.14. Any other data such as certificates, affidavits, endorsements or other agreements as may be required by the Planning Board in enforcement of these regulations.

Section 530 Waiver of Submission Requirements

When an application concerns a subdivision of uncomplicated nature, such as a small subdivision along an existing road that requires no installation of public facilities, the Planning Board may waive certain submission requirements.

ARTICLE 6 DESIGN, STANDARDS, AND REQUIRED IMPROVEMENTS

Section 605 General

All improvements specified in the subdivision plan or required by the Planning Board in accordance with this Article shall be constructed at the expense of the subdivider without reimbursement by the Town or any district therein.

Section 610 Road Design and Construction Standards

610.1 Conformity with General Plan

The arrangement, width, location, and extent of major roads and all minor roads should conform and be in harmony with local highway standards adopted by the Town Board. The Town Highway Superintendent shall be consulted by the Planning Board for an advisory opinion before the approval of any new road.

610.2 Traveled Road Area

- a. The roadway should be a minimum of twenty (20) feet in width. The base should be constructed of a minimum of eighteen (18) inches of suitable gravel approved by the Town Highway Superintendent. The gravel base should be constructed with not more than a six (6) inch lift using at least a ten-ton roller. The top course to be a minimum of three (3) inches of compacted bituminous asphalt concrete or a comparable material approved by the Town Highway Superintendent.
- b. Dead-end streets shall be designed with either a circular turn-around (cul-de-sac) having a minimum right-of-way radius of seventy-five (75) feet and pavement radius of sixty (60) feet or a T-type street-end (hammer-head) having a minimum arm length of sixty (60) feet each.
- c. Roadway grades shall not exceed seven (7) percent. The roadway crown shall be constructed at least one quarter (0.25) inch per foot. The shoulder slope from the paved area shall be constructed at one (1) inch per foot. The road grade at intersections should not exceed three (3) percent for a distance of one hundred (100) feet in any direction.
- d. Prior to the commencement of roadway excavation or fill, stripping shall be conducted to remove all topsoil, trees, roots, organic matter, rubbish, muck, quick sand, rock, or any other material objectionable in the judgment of the Town Highway Superintendent for the full width of the pavement and shoulders. All trees and stumps shall be removed from the right-of-way.
- e. Plans shall be submitted prior to construction. They shall indicate original ground elevations, finished grades, centerline profiles, typical cross-sections and proposed drainage facilities. The drainage pattern should clearly indicated direction of flow of all surface water, and size and type of drainage structures with their respective locations.

610.3 Shoulders

The shoulders shall be a minimum of five (5) feet in width. They are to be constructed at a minimum of twelve (12) inches in depth. The material to be a crushed gravel approved by the Town Highway Superintendent. Compaction should be performed with at least a ten-ton roller with not more than six (6) inch lifts.

610.4 Drainage

All drainage, ditching and banks are to be constructed in conformity with the Town Highway Superintendent and Section 635.

610.5 Culverts

The minimum culvert size shall be fifteen (15) inches in diameter. The pipe shall be corrugated steel with a minimum of sixteen (16) gauge. Culverts shall be installed where necessary as determined by the Town Highway Superintendent. They shall be a minimum of twenty (20) feet in length at all driveways. Culverts beneath the roadway shall be lengths determined by the Town Highway Superintendent. Concrete headwalls shall be constructed at all culvert ends in conformance with the Town Highway Superintendent.

610.6 Dedication

The acceptable right-of-way shall be a minimum of fifty (50) feet. The Town shall be provided with a survey map and legal description prepared by a N.Y.S. Licensed Land Surveyor. The highway boundaries shall be clearly marked by permanent survey markers.

The Town shall receive a title insured warranty deed by properly executed conveyance.

Section 615 Sidewalks

Sidewalks are not required in every subdivision; when sidewalks are required, they shall be installed as follows:

1. Sidewalks shall be installed at the expense of the subdivider at such locations as the Planning Board may deem necessary;
2. Sidewalks must be constructed to comply with the detailed specifications of the Planning Board;
3. Sidewalks shall be concrete or other approved material, and have a minimum width of four (4) feet in residential areas, and five (5) feet in commercial and industrial areas.

Section 620 Utilities

Public utility improvements may be required and shall be installed as follows:

1. Fire Protection: Hydrants to be of size, type, and location specified by the Insurance Services Organization.
2. Street Lighting: Poles, brackets, and lights to be of size, type, and location approved by the local power company and shall be compatible with any existing street lighting.
3. Electricity: Power lines may be required to be placed underground and shall be approved by the local power company.
4. Utility Services: Shall be located from six (6) to eight (8) feet from the back property line to the center line of the utility service or between the sidewalk and curb line.

Section 625 Water Supply

1. Individual wells shall be installed at the expense of the subdivider to the approval of the Planning Board.
2. If, in the opinion of the Planning Board, it is feasible and desirable to require a public water supply system, such system shall be installed at the expense of the subdivider to the approval of the Planning Board.
3. All individual wells shall meet the requirements of the New York State Department of Health to the satisfaction of the Planning Board.

Section 630 Sewage Disposal

1. Individual septic systems shall be installed at the expense of the subdivider to the approval of the Planning Board.
2. If, in the opinion of the Planning Board, it is feasible and desirable to require a sanitary sewer system, such system shall be installed at the expense of the subdivider to the approval of the Planning Board.
3. All sanitary sewage disposal systems shall meet the requirements of the New York State Department of Health to the satisfaction of the Planning Board.

Section 635 Drainage Improvements

635.1 Removal of Spring and Surface Water

The subdivider may be required by the Planning Board to carry away by pipe or open ditch any spring or surface water that may exist either previous to, or as a result of the subdivision. Such drainage facilities shall be located in the street right-of-way where feasible, or in perpetual unobstructed easements of appropriate width.

635.2 Drainage Structure To Accommodate Potential Development Upstream

A culvert or other drainage facility shall, in each case, be large enough to accommodate potential runoff from its entire upstream drainage area, whether inside or outside the subdivision. The Town Highway Superintendent shall approve the design and size of facility based on anticipated run-off from a "ten-year" storm under conditions of total potential development permitted by the Zoning Ordinance in the watershed.

635.3 Responsibility From Drainage Downstream

The subdivider's engineer shall also study the effect of each subdivision on the existing downstream drainage facilities outside the area of the subdivision; this study shall be reviewed by the Town Highway Superintendent. Where it is anticipated that the additional run-off incident to the development of the subdivision will overload an existing downstream drainage facility during a "five-year" storm, the Planning Board shall notify the Town Board of such potential condition. In such case, the Planning Board will not approve the subdivision until provisions have been made for the improvement of said condition.

Section 640 Lots

- 640.1 Location All lots shall abut by their full frontage on public roads to ensure suitable access.
- 640.2 Dimensions The lot size, width, depth, shape, and area shall comply with the Town Zoning Law.
- 640.3 Double Frontage Lots Frontings on two roads other than corner lots shall be discouraged.
- 640.4 Pedestrian Easements In order to facilitate pedestrian access from roads to schools, parks, play areas, or nearby roads, perpetual unobstructed easements at least twenty (20) feet wide may be required by the Planning Board. In heavy traffic areas, sidewalks may be required in addition.
- 640.5 Setback The provisions of the Town's Zoning Law shall apply regarding setback lines.
- 640.6 Lot Lines Side lot lines shall be approximately at right angles to the road, or radial to curved roads. On large size lots and except when indicated by topography, lot lines shall be straight.
- 640.7 Corner Lots Lots for residential use shall have extra width to permit appropriate building setback from and orientation to both roads.

Section 645 Unique And Natural Features

Unique physical features such as historic landmarks and sites, rock outcrops, hilltop lookouts, desirable natural contours, and similar features shall be preserved where possible. Also streams, lakes, ponds, and wetlands shall be left unaltered and protected by easements. All surfaces must be graded and restored within six (6) months of completion of subdivision so no unnatural mounds or depressions are left. Original topsoil moved during construction shall be returned and stabilized by approved methods. Damage to existing trees should be avoided.

Section 650 Public Open Spaces And Sites

Consideration shall be given to the allocation of areas suitably located for community purposes as indicated on the General Plan and be made available by one of the following methods:

1. Dedication to the Town;
2. Reservation of land for the use of property owners by deed or covenant;
3. Reservation for acquisition by the Town within a reasonable period of time. Said reservation shall be made in such manner as to provide for a release of the land to the subdivider in the event the Town does not proceed with the purchase;
4. If the Planning Board determines that suitable parks or parks of adequate size cannot be properly located in the plat or is otherwise not practical, the Board may require as a condition to approval of the plat a payment to the Town of Hamilton a sum to be determined by the Town Board, which sum shall constitute a trust fund to be used by the Town exclusively for neighborhood park, playground or recreational purposes including the acquisition of property.

The Planning Board may require the reservation of such other areas or sites of a character, extent, and location suitable to the needs of the Town as water plants, sewage treatment plant, and other community purposes not anticipated in the General Plan.

Section 655 Unsuitable Land For Subdivisions

As a safety measure for the protection of the health and welfare of the people of the Town, land which is found to be unsuitable for subdivisions due to harmful features (e.g. drainage problems) shall not be subdivided until adequate methods are formulated by the subdivider and approved by the Planning Board. Before final approval, the subdivider shall, in lieu of the improvements, furnish a surety bond or certified check covering the cost of the required improvements.

ARTICLE 7 BOND FOR INSTALLATION OF IMPROVEMENTS

Section 710 General

In order that the Town has the assurance that the construction and installation of such improvements as storm sewer, public water supply, road signs, sidewalks, and road surfacing will be constructed, the subdivider shall enter into one of the following agreements with the Town:

1. Construct all improvements directly affecting the subdivision as required by these regulations and by the Planning Board, prior to final approval of the plat;
2. In lieu of the completion of the improvements, furnish bond executed by a surety company equal to the cost of construction of such improvements as shown on the plans and based on an estimate furnished by the applicant and approved by the Planning Board;
3. In lieu of the completion of improvements, deposit a certified check in sufficient amount equal to the cost of construction of such improvements as shown on the plans and based on the above estimate.

Section 720 Conditions

Before the final plat is approved, the subdivider shall have executed a subdivider contract with the Town, and a performance bond or certified check shall have been deposited covering the estimated cost of the required improvements that have been designated by the Planning Board.

The performance bond or certified check shall be to the Town and shall provide that the subdivider, his heirs, successors, and assigns, their agent or servants, will comply with all the applicable terms, conditions, provisions, and requirements of these regulations; will faithfully perform and complete the work of constructing and installing such facilities or improvements in accordance with such laws and regulations.

Any such bond shall require the approval of the Town Board and the Town Attorney as to form, sufficiency, manner of execution, and surety.

Wherever a certified check is made, the same shall be made payable to the Town of Hamilton.

Section 730 Extension of Time

The construction or installation of any improvements or facilities, other than roads, for which guarantee has been made by the subdivider in the form of a bond or certified check deposit, shall be completed within one year from the date of approval of the final plat. Road improvements shall be completed within two years from the date of approval of the final plat. The subdivider may request an extension of time, provided the subdivider can show reasonable cause for inability to perform said improvements within the required time. The extension should not exceed six (6) months, at the end of which time the Town may use as much of the bond or check deposit to construct the improvements as necessary. More than one six month extension may be granted at the discretion of the Planning Board. The same shall apply whenever construction of improvements is not performed in accordance with applicable standards and specifications.

Section 740 Agreement - Schedule of Improvements

When a certified check or performance bond is made pursuant to the preceding Sections, the Town and subdivider shall enter into a written agreement itemizing the schedule of improvements in sequence with the cost opposite each phase of construction or installation, provided that each cost as listed may be repaid to the subdivider upon completion and approval after inspection of such improvement or installation. However, ten percent (10%) of the check deposit or performance bond shall not be repaid to the subdivider until one (1) year following the completion, inspection, and acceptance by the Town of all construction and installation covered by the check deposit or performance bond as outlined in the subdivider's contract.

Section 750 Inspections

Periodic inspections during the installation of improvements shall be made by the Codes Enforcement Officer to insure conformity with the approved plans and specifications as contained in the subdivider's contract and these regulations. The subdivider shall notify the Codes Enforcement Officer when each phase of improvements is ready for inspection. At least five (5) days prior to commencing construction of required improvements, the subdivider shall pay to the Town Clerk any inspection fee required by the Town Board. Upon acceptable completion of installation and improvement, the Planning Board shall issue a letter to the subdivider or his representative and such letter shall be sufficient evidence for the release by the Town of Hamilton the portion of the performance bond or certified deposit as designated in the subdivider's contract to cover cost of such completed work.

Section 760 Acceptance Of Roads And Facilities

When the Codes Enforcement Officer, following final inspection of the subdivision, certifies to the Planning Board and the Town Board that all installations and improvements have been completed in accordance with the subdivider's contract, the Town Board may, by resolution, proceed to accept the facilities for which bond has been posted or check deposited.

APPENDICES

Appendix A

State Environmental Quality Review

FULL ENVIRONMENTAL ASSESSMENT FORM

Purpose: The full EAF is designed to help applicants and agencies determine, in an orderly manner, whether a project or action may be significant. The question of whether an action may be significant is not always easy to answer. Frequently, there are aspects of a project that are subjective or unmeasurable. It is also understood that those who determine significance may have little or no formal knowledge of the environment or may be technically expert in environmental analysis. In addition, many who have knowledge in one particular area may not be aware of the broader concerns affecting the question of significance.

The full EAF is intended to provide a method whereby applicants and agencies can be assured that the determination process has been orderly, comprehensive in nature, yet flexible to allow introduction of information to fit a project or action.

Full EAF Components: The full EAF is comprised of three parts:

- Part 1:** Provides objective data and information about a given project and its site. By identifying basic project data, it assists a reviewer in the analysis that takes place in Parts 2 and 3.
- Part 2:** Focuses on identifying the range of possible impacts that may occur from a project or action. It provides guidance as to whether an impact is likely to be considered small to moderate or whether it is a potentially-large impact. The form also identifies whether an impact can be mitigated or reduced.
- Part 3:** If any impact in Part 2 is identified as potentially-large, then Part 3 is used to evaluate whether or not the impact is actually important.

DETERMINATION OF SIGNIFICANCE—Type 1 and Unlisted Actions

Identify the Portions of EAF completed for this project: ☐ Part 1 ☐ Part 2 ☐ Part 3

Upon review of the information recorded on this EAF (Parts 1 and 2 and 3 if appropriate), and any other supporting information, and considering both the magnitude and importance of each impact, it is reasonably determined by the lead agency that:

- ☐ A. The project will not result in any large and important impact(s) and, therefore, is one which **will not** have a significant impact on the environment, therefore a **negative declaration will be prepared.**
- ☐ B. Although the project could have a significant effect on the environment, there will not be a significant effect for this Unlisted Action because the mitigation measures described in PART 3 have been required, therefore a **CONDITIONED negative declaration will be prepared.***
- ☐ C. The project may result in one or more large and important impacts that may have a significant impact on the environment, therefore a **positive declaration will be prepared.**

* A Conditioned Negative Declaration is only valid for Unlisted Actions

Name of Action

Name of Lead Agency

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)

Date

PART 1—PROJECT INFORMATION

Prepared by Project Sponsor

NOTICE: This document is designed to assist in determining whether the action proposed may have a significant effect on the environment. Please complete the entire form, Parts A through E. Answers to these questions will be considered as part of the application for approval and may be subject to further verification and public review. Provide any additional information you believe will be needed to complete Parts 2 and 3.

It is expected that completion of the full EAF will be dependent on information currently available and will not involve new studies, research or investigation. If information requiring such additional work is unavailable, so indicate and specify each instance.

NAME OF ACTION		
LOCATION OF ACTION (Include Street Address, Municipality and County)		
NAME OF APPLICANT/SPONSOR	BUSINESS TELEPHONE ()	
ADDRESS		
CITY/PO	STATE	ZIP CODE
NAME OF OWNER (If different)	BUSINESS TELEPHONE ()	
ADDRESS		
CITY/PO	STATE	ZIP CODE
DESCRIPTION OF ACTION		

Please Complete Each Question— Indicate N.A. if not applicable

A. Site Description

Physical setting of overall project, both developed and undeveloped areas.

1. Present land use: ☐ Urban ☐ Industrial ☐ Commercial ☐ Residential (suburban) ☐ Rural (non-farm)
 ☐ Forest ☐ Agriculture ☐ Other _____

2. Total acreage of project area: _____ acres.

APPROXIMATE ACREAGE

	PRESENTLY	AFTER COMPLETION
Meadow or Brushland (Non-agricultural)	_____ acres	_____ acres
Forested	_____ acres	_____ acres
Agricultural (Includes orchards, cropland, pasture, etc.)	_____ acres	_____ acres
Wetland (Freshwater or tidal as per Articles 24, 25 of ECL)	_____ acres	_____ acres
Water Surface Area	_____ acres	_____ acres
Unvegetated (Rock, earth or fill)	_____ acres	_____ acres
Roads, buildings and other paved surfaces	_____ acres	_____ acres
Other (Indicate type) _____	_____ acres	_____ acres

3. What is predominant soil type(s) on project site? _____
- a. Soil drainage: ☐ Well drained _____ % of site ☐ Moderately well drained _____ % of site
 ☐ Poorly drained _____ % of site
- b. If any agricultural land is involved, how many acres of soil are classified within soil group 1 through 4 of the NYS Land Classification System? _____ acres. (See 1 NYCRR 370).
4. Are there bedrock outcroppings on project site? ☐ Yes ☐ No
- a. What is depth to bedrock? _____ (in feet)

5. Approximate percentage of proposed project site with slopes: ☐ 0-10% _____ % ☐ 10-15% _____ %
☐ 15% or greater _____ %
6. Is project substantially contiguous to, or contain a building, site, or district, listed on the State or the National Registers of Historic Places? ☐ Yes ☐ No
7. Is project substantially contiguous to a site listed on the Register of National Natural Landmarks? ☐ Yes ☐ No
8. What is the depth of the water table? _____ (in feet)
9. Is site located over a primary, principal, or sole source aquifer? ☐ Yes ☐ No
10. Do hunting, fishing or shell fishing opportunities presently exist in the project area? ☐ Yes ☐ No
11. Does project site contain any species of plant or animal life that is identified as threatened or endangered?
☐ Yes ☐ No According to _____
Identify each species _____
12. Are there any unique or unusual land forms on the project site? (i.e., cliffs, dunes, other geological formations)
☐ Yes ☐ No Describe _____
13. Is the project site presently used by the community or neighborhood as an open space or recreation area?
☐ Yes ☐ No If yes, explain _____
14. Does the present site include scenic views known to be important to the community?
☐ Yes ☐ No
15. Streams within or contiguous to project area: _____
a. Name of Stream and name of River to which it is tributary _____
16. Lakes, ponds, wetland areas within or contiguous to project area:
a. Name _____ b. Size (In acres) _____
17. Is the site served by existing public utilities? ☐ Yes ☐ No
a) If Yes, does sufficient capacity exist to allow connection? ☐ Yes ☐ No
b) If Yes, will improvements be necessary to allow connection? ☐ Yes ☐ No
18. Is the site located in an agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? ☐ Yes ☐ No
19. Is the site located in or substantially contiguous to a Critical Environmental Area designated pursuant to Article 8 of the ECL, and 6 NYCRR 617? ☐ Yes ☐ No
20. Has the site ever been used for the disposal of solid or hazardous wastes? ☐ Yes ☐ No

B. Project Description

1. Physical dimensions and scale of project (fill in dimensions as appropriate)
- Total contiguous acreage owned or controlled by project sponsor _____ acres.
 - Project acreage to be developed: _____ acres initially; _____ acres ultimately.
 - Project acreage to remain undeveloped _____ acres.
 - Length of project, in miles: _____ (If appropriate)
 - If the project is an expansion, indicate percent of expansion proposed _____ %;
 - Number of off-street parking spaces existing _____; proposed _____
 - Maximum vehicular trips generated per hour _____ (upon completion of project)?
 - If residential: Number and type of housing units:

	One Family	Two Family	Multiple Family	Condominium
Initially	_____	_____	_____	_____
Ultimately	_____	_____	_____	_____
 - Dimensions (in feet) of largest proposed structure _____ height; _____ width; _____ length.
 - Linear feet of frontage along a public thoroughfare project will occupy is? _____ ft.

2. How much natural material (i.e. rock, earth, etc.) will be removed from the site? _____ tons/cubic yards
3. Will disturbed areas be reclaimed? ☐ Yes ☐ No ☐ N/A
 - a. If yes, for what intend . purpose is the site being reclaimed? _____
 - b. Will topsoil be stockpiled for reclamation? ☐ Yes ☐ No
 - c. Will upper subsoil be stockpiled for reclamation? ☐ Yes ☐ No
4. How many acres of vegetation (trees, shrubs, ground covers) will be removed from site? _____ acres.
5. Will any mature forest (over 100 years old) or other locally-important vegetation be removed by this project? ☐ Yes ☐ No
6. If single phase project: Anticipated period of construction _____ months, (including demolition).
7. If multi-phased:
 - a. Total number of phases anticipated _____ (number).
 - b. Anticipated date of commencement phase 1 _____ month _____ year, (including demolition).
 - c. Approximate completion date of final phase _____ month _____ year.
 - d. Is phase 1 functionally dependent on subsequent phases? ☐ Yes ☐ No
8. Will blasting occur during construction? ☐ Yes ☐ No
9. Number of jobs generated: during construction _____; after project is complete _____
10. Number of jobs eliminated by this project _____.
11. Will project require relocation of any projects or facilities? ☐ Yes ☐ No If yes, explain _____
12. Is surface liquid waste disposal involved? ☐ Yes ☐ No
 - a. If yes, indicate type of waste (sewage, industrial, etc.) and amount _____
 - b. Name of water body into which effluent will be discharged _____
13. Is subsurface liquid waste disposal involved? ☐ Yes ☐ No Type _____
14. Will surface area of an existing water body increase or decrease by proposal? ☐ Yes ☐ No
Explain _____
15. Is project or any portion of project located in a 100 year flood plain? ☐ Yes ☐ No
16. Will the project generate solid waste? ☐ Yes ☐ No
 - a. If yes, what is the amount per month _____ tons
 - b. If yes, will an existing solid waste facility be used? ☐ Yes ☐ No
 - c. If yes, give name _____; location _____
 - d. Will any wastes not go into a sewage disposal system or into a sanitary landfill? ☐ Yes ☐ No
 - e. If Yes, explain _____
17. Will the project involve the disposal of solid waste? ☐ Yes ☐ No
 - a. If yes, what is the anticipated rate of disposal? _____ tons/month.
 - b. If yes, what is the anticipated site life? _____ years.
18. Will project use herbicides or pesticides? ☐ Yes ☐ No
19. Will project routinely produce odors (more than one hour per day)? ☐ Yes ☐ No
20. Will project produce operating noise exceeding the local ambient noise levels? ☐ Yes ☐ No
21. Will project result in an increase in energy use? ☐ Yes ☐ No
If yes , indicate type(s) _____
22. If water supply is from wells, indicate pumping capacity _____ gallons/minute.
23. Total anticipated water usage per day _____ gallons/day.
24. Does project involve Local, State or Federal funding? ☐ Yes ☐ No
If Yes, explain _____

25. Approvals Required:

		Type	Submittal Date
City, Town, Village Board	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
City, Town, Village Planning Board	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
City, Town Zoning Board	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
City, County Health Department	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
Other Local Agencies	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
Other Regional Agencies	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
State Agencies	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____
Federal Agencies	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____

C. Zoning and Planning Information

- Does proposed action involve a planning or zoning decision? ☐Yes ☐No
If Yes, indicate decision required:
☐zoning amendment ☐zoning variance ☐special use permit ☐subdivision ☐site plan
☐new/revision of master plan ☐resource management plan ☐other _____
- What is the zoning classification(s) of the site? _____
- What is the maximum potential development of the site if developed as permitted by the present zoning? _____
- What is the proposed zoning of the site? _____
- What is the maximum potential development of the site if developed as permitted by the proposed zoning? _____
- Is the proposed action consistent with the recommended uses in adopted local land use plans? ☐Yes ☐No
- What are the predominant land use(s) and zoning classifications within a ¼ mile radius of proposed action? _____
- Is the proposed action compatible with adjoining/surrounding land uses within a ¼ mile? ☐Yes ☐No
- If the proposed action is the subdivision of land, how many lots are proposed? _____
 - What is the minimum lot size proposed? _____
- Will proposed action require any authorization(s) for the formation of sewer or water districts? ☐Yes ☐No
- Will the proposed action create a demand for any community provided services (recreation, education, police, fire protection)? ☐Yes ☐No
 - If yes, is existing capacity sufficient to handle projected demand? ☐Yes ☐No
- Will the proposed action result in the generation of traffic significantly above present levels? ☐Yes ☐No
 - If yes, is the existing road network adequate to handle the additional traffic? ☐Yes ☐No

D. Informational Details

Attach any additional information as may be needed to clarify your project. If there are or may be any adverse impacts associated with your proposal, please discuss such impacts and the measures which you propose to mitigate or avoid them.

E. Verification

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

Applicant/Sponsor Name _____ Date _____

Signature _____ Title _____

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

Part 2—PROJECT IMPACTS AND THEIR MAGNITUDE

Responsibility of Lead Agency

General Information (Read Carefully)

- In completing the form the reviewer should be guided by the question: Have my responses and determinations been **reasonable**? The reviewer is not expected to be an expert environmental analyst.
- Identifying that an impact will be potentially large (column 2) does not mean that it is also necessarily **significant**. Any large impact must be evaluated in PART 3 to determine significance. Identifying an impact in column 2 simply asks that it be looked at further.
- The **Examples** provided are to assist the reviewer by showing types of impacts and wherever possible the threshold of magnitude that would trigger a response in column 2. The examples are generally applicable throughout the State and for most situations. But, for any specific project or site other examples and/or lower thresholds may be appropriate for a Potential Large Impact response, thus requiring evaluation in Part 3.
- The impacts of each project, on each site, in each locality, will vary. Therefore, the examples are illustrative and have been offered as guidance. They do not constitute an exhaustive list of impacts and thresholds to answer each question.
- The number of examples per question does not indicate the importance of each question.
- In identifying impacts, consider long term, short term and cumulative effects.

Instructions (Read carefully)

- Answer each of the 19 questions in PART 2. Answer **Yes** if there will be **any** impact.
- Maybe** answers should be considered as **Yes** answers.
- If answering **Yes** to a question then check the appropriate box (column 1 or 2) to indicate the potential size of the impact. If impact threshold equals or exceeds any example provided, check column 2. If impact will occur but threshold is lower than example, check column 1.
- If reviewer has doubt about size of the impact then consider the impact as potentially large and proceed to PART 3.
- If a potentially large impact checked in column 2 can be mitigated by change(s) in the project to a small to moderate impact, also check the **Yes** box in column 3. A **No** response indicates that such a reduction is not possible. This must be explained in Part 3.

IMPACT ON LAND

1. Will the proposed action result in a physical change to the project site?
☐ NO ☐ YES

Examples that would apply to column 2

- Any construction on slopes of 15% or greater, (15 foot rise per 100 foot of length), or where the general slopes in the project area exceed 10%.
- Construction on land where the depth to the water table is less than 3 feet.
- Construction of paved parking area for 1,000 or more vehicles.
- Construction on land where bedrock is exposed or generally within 3 feet of existing ground surface.
- Construction that will continue for more than 1 year or involve more than one phase or stage.
- Excavation for mining purposes that would remove more than 1,000 tons of natural material (i.e., rock or soil) per year.
- Construction or expansion of a sanitary landfill.
- Construction in a designated floodway.
- Other impacts _____

2. Will there be an effect to any unique or unusual land forms found on the site? (i.e., cliffs, dunes, geological formations, etc.) ☐ NO ☐ YES

- Specific land forms: _____

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated By Project Change
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

IMPACT ON WATER

3. Will proposed action affect any water body designated as protected?
(Under Articles 15, 24, 25 of the Environmental Conservation Law, ECL)

Examples that would apply to column 2

- Developable area of site contains a protected water body.
- Dredging more than 100 cubic yards of material from channel of a protected stream.
- Extension of utility distribution facilities through a protected water body.
- Construction in a designated freshwater or tidal wetland.
- Other impacts: _____

4. Will proposed action affect any non-protected existing or new body of water? ☐ NO ☐ YES

Examples that would apply to column 2

- A 10% increase or decrease in the surface area of any body of water or more than a 10 acre increase or decrease.
- Construction of a body of water that exceeds 10 acres of surface area.
- Other impacts: _____

5. Will Proposed Action affect surface or groundwater quality or quantity? ☐ NO ☐ YES

Examples that would apply to column 2

- Proposed Action will require a discharge permit.
- Proposed Action requires use of a source of water that does not have approval to serve proposed (project) action.
- Proposed Action requires water supply from wells with greater than 45 gallons per minute pumping capacity.
- Construction or operation causing any contamination of a water supply system.
- Proposed Action will adversely affect groundwater.
- Liquid effluent will be conveyed off the site to facilities which presently do not exist or have inadequate capacity.
- Proposed Action would use water in excess of 20,000 gallons per day.
- Proposed Action will likely cause siltation or other discharge into an existing body of water to the extent that there will be an obvious visual contrast to natural conditions.
- Proposed Action will require the storage of petroleum or chemical products greater than 1,100 gallons.
- Proposed Action will allow residential uses in areas without water and/or sewer services.
- Proposed Action locates commercial and/or industrial uses which may require new or expansion of existing waste treatment and/or storage facilities.
- Other impacts:

6. Will proposed action alter drainage flow or patterns, or surface water runoff? ☐ NO ☐ YES

Examples that would apply to column 2

- Proposed Action would change flood water flows.

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated By Project Change	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

- Proposed Action may cause substantial erosion.
- Proposed Action is incompatible with existing drainage patterns.
- Proposed Action will allow development in a designated floodway.
- Other impacts: _____

IMPACT ON AIR

7. Will proposed action affect air quality? ☐ NO ☐ YES
- Examples** that would apply to column 2
- Proposed Action will induce 1,000 or more vehicle trips in any given hour.
 - Proposed Action will result in the incineration of more than 1 ton of refuse per hour.
 - Emission rate of total contaminants will exceed 5 lbs. per hour or a heat source producing more than 10 million BTU's per hour.
 - Proposed action will allow an increase in the amount of land committed to industrial use.
 - Proposed action will allow an increase in the density of industrial development within existing industrial areas.
 - Other impacts: _____

IMPACT ON PLANTS AND ANIMALS

8. Will Proposed Action affect any threatened or endangered species? ☐ NO ☐ YES
- Examples that would apply to column 2**
- Reduction of one or more species listed on the New York or Federal list, using the site, over or near site or found on the site.
 - Removal of any portion of a critical or significant wildlife habitat.
 - Application of pesticide or herbicide more than twice a year, other than for agricultural purposes.
 - Other impacts: _____

9. Will Proposed Action substantially affect non-threatened or non-endangered species? ☐ NO ☐ YES
- Examples** that would apply to column 2
- Proposed Action would substantially interfere with any resident or migratory fish, shellfish or wildlife species.
 - Proposed Action requires the removal of more than 10 acres of mature forest (over 100 years of age) or other locally important vegetation.

IMPACT ON AGRICULTURAL LAND RESOURCES

10. Will the Proposed Action affect agricultural land resources? ☐ NO ☐ YES
- Examples that would apply to column 2
- The proposed action would sever, cross or limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc.)

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated By Project Change	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

- | 1 | 2 | 3 |
|--|--|--|
| Small to
Moderate
Impact | Potential
Large
Impact | Can Impact Be
Mitigated By
Project Change |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> | <input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> | <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> No |

11. Will proposed action affect aesthetic resources? ☐ NO ☐ YES
(If necessary, use the Visual EAF Addendum in Section 617.21, Appendix B.)

- Proposed land uses, or project components obviously different from or in sharp contrast to current surrounding land use patterns, whether man-made or natural.
- Proposed land uses, or project components visible to users of aesthetic resources which will eliminate or significantly reduce their enjoyment of the aesthetic qualities of that resource.
- Project components that will result in the elimination or significant screening of scenic views known to be important to the area.
- Other impacts: _____

12. Will Proposed Action impact any site or structure of historic, pre-historic or paleontological importance? ☐ NO ☐ YES

- Proposed Action occurring wholly or partially within or substantially contiguous to any facility or site listed on the State or National Register of historic places.
- Any impact to an archaeological site or fossil bed located within the project site.
- Proposed Action will occur in an area designated as sensitive for archaeological sites on the NYS Site Inventory.
- Other impacts: _____

13 Will Proposed Action affect the quantity or quality of existing or future open spaces or recreational opportunities?

- The permanent foreclosure of a future recreational opportunity.
- A major reduction of an open space important to the community.
- Other impacts: _____

IMPACT ON TRANSPORTATION

14. Will there be an effect to existing transportation systems?

☐ NO ☐ YES

Examples that would apply to column 2

- Alteration of present patterns of movement of people and/or goods.
- Proposed Action will result in major traffic problems.
- Other impacts: _____

IMPACT ON ENERGY

15. Will proposed action affect the community's sources of fuel or energy supply? ☐ NO ☐ YES

☐ NO ☐ YES

Examples that would apply to column 2

- Proposed Action will cause a greater than 5% increase in the use of any form of energy in the municipality.
- 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 major commercial or industrial use.
- Other impacts: _____

NOISE AND ODOR IMPACTS

16. Will there be objectionable odors, noise, or vibration as a result of the Proposed Action? ☐ NO ☐ YES

☐ NO ☐ YES

Examples that would apply to column 2

- Blasting within 1,500 feet of a hospital, school or other sensitive facility.
- Odors will occur routinely (more than one hour per day).
- Proposed Action will produce operating noise exceeding the local ambient noise levels for noise outside of structures.
- Proposed Action will remove natural barriers that would act as a noise screen.
- Other impacts: _____

IMPACT ON PUBLIC HEALTH

17. Will Proposed Action affect public health and safety?

☐ NO ☐ YES

Examples that would apply to column 2

- Proposed Action may cause a risk of explosion or release of hazardous substances (i.e. oil, pesticides, chemicals, radiation, etc.) in the event of accident or upset conditions, or there may be a chronic low level discharge or emission.
- Proposed Action may result in the burial of "hazardous wastes" in any form (i.e. toxic, poisonous, highly reactive, radioactive, irritating, infectious, etc.)
- Storage facilities for one million or more gallons of liquified natural gas or other flammable liquids.
- Proposed action may result in the excavation or other disturbance within 2,000 feet of a site used for the disposal of solid or hazardous waste.
- Other impacts: _____

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated By Project Change	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

IMPACT ON GROWTH AND CHARACTER OF COMMUNITY OR NEIGHBORHOOD

18. Will proposed action affect the character of the existing community?

☐ NO ☐ YES

Examples that would apply to column 2

- The permanent population of the city, town or village in which the project is located is likely to grow by more than 5%.
- The municipal budget for capital expenditures or operating services will increase by more than 5% per year as a result of this project.
- Proposed action will conflict with officially adopted plans or goals.
- Proposed action will cause a change in the density of land use.
- Proposed Action will replace or eliminate existing facilities, structures or areas of historic importance to the community.
- Development will create a demand for additional community services (e.g. schools, police and fire, etc.)
- Proposed Action will set an important precedent for future projects.
- Proposed Action will create or eliminate employment.
- Other impacts: _____

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated By Project Change
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

19. Is there, or is there likely to be, public controversy related to potential adverse environmental impacts? ☐ NO ☐ YES

**If Any Action in Part 2 Is Identified as a Potential Large Impact or
If You Cannot Determine the Magnitude of Impact, Proceed to Part 3**

Part 3—EVALUATION OF THE IMPORTANCE OF IMPACTS

Responsibility of Lead Agency

Part 3 must be prepared if one or more impact(s) is considered to be potentially large, even if the impact(s) may be mitigated.

Instructions

Discuss the following for each impact identified in Column 2 of Part 2:

1. Briefly describe the impact.
2. Describe (if applicable) how the impact could be mitigated or reduced to a small to moderate impact by project change(s).
3. Based on the information available, decide if it is reasonable to conclude that this impact is **important**.

To answer the question of importance, consider:

- The probability of the impact occurring
- The duration of the impact
- Its irreversibility, including permanently lost resources of value
- Whether the impact can or will be controlled
- The regional consequence of the impact
- Its potential divergence from local needs and goals
- Whether known objections to the project relate to this impact.

(Continue on attachments)

PROJECT I.D. NUMBER

817.21

SEQR

Appendix C

State Environmental Quality Review

SHORT ENVIRONMENTAL ASSESSMENT FORM **For UNLISTED ACTIONS Only**

PART I—PROJECT INFORMATION (To be completed by Applicant or Project sponsor)

1. APPLICANT /SPONSOR	2. PROJECT NAME
3. PROJECT LOCATION: Municipality _____ County _____	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map) 	
5. IS PROPOSED ACTION: <input type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY: 	
7. AMOUNT OF LAND AFFECTED: Initially _____ acres Ultimately _____ acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, describe briefly _____	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open space <input type="checkbox"/> Other Describe: _____	
10. DOES ACTION INVOLVE A PERMIT APPROVAL OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list agency(s) and permit/approvals _____	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list agency name and permit/approval _____	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: _____ Date: _____ Signature: _____	

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment

OVER

PART II—ENVIRONMENTAL ASSESSMENT (To be completed by Agency)

<p>A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.12?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>If yes, coordinate the review process and use the FULL EAF.</p>
<p>B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.8?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>If No, a negative declaration may be superseded by another involved agency.</p>
<p>C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)</p> <p>C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic patterns, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly:</p> <p>C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly:</p> <p>C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly:</p> <p>C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly:</p> <p>C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly:</p> <p>C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly:</p> <p>C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:</p> 	
<p>D. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, explain briefly</p>	

PART III—DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

INSTRUCTIONS: For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed.

<p><input type="checkbox"/> Check this box if you have identified one or more potentially large or significant adverse impacts which MAY occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.</p> <p><input type="checkbox"/> 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 AND provide on attachments as necessary, the reasons supporting this determination:</p>	
<p>_____ Name of Lead Agency</p>	
<p>_____ Print or Type Name of Responsible Officer in Lead Agency</p>	<p>_____ Title of Responsible Officer</p>
<p>_____ Signature of Responsible Officer in Lead Agency</p>	<p>_____ Signature of Preparer (If different from responsible officer)</p>
<p>_____ Date</p>	

