

TOWN OF CHAZY
APPLICATION TO PLANNING BOARD

For Zoning Enforcement Officer's Use:

PLANNING BOARD NO. _____

DATE RECEIVED: ____/____/____

Application for: Map No. _____ Block No. _____ Parcel No. _____

1. Applicant's Name: _____
Address: _____
City, State, Zip: _____
Phone/Email: _____
2. Attach three (3) copies of a site plan map, drawn to scale, which include:
 - (A) Title of drawing, including name and address of applicant and person responsible for preparation of such drawing;
 - (B) North arrow, scale and date;
 - (C) Boundaries of the property plotted to scale;
 - (D) Existing water-courses and bodies of water;
 - (E) Location of any slopes of 5% or greater;
 - (F) Proposed grading and drainage;
 - (G) Location, proposed use and height of all buildings and site improvements including culverts, drains, retaining walls, and fences;
 - (H) Location, design, and construction materials of all parking and truck-loading areas, showing points of entry and exit from the site;
 - (I) Location of outdoor storage, if any;
 - (J) Description of the method of sewage disposal and location of the facilities;
 - (K) Identification of water sources; if well, location;
 - (L) Location, size, design, and construction materials of all proposed signs;
 - (M) Location and proposed development of all buffer areas, including existing vegetative cover;
 - (N) Location and design of outdoor lighting facilities;
 - (O) If required by the zoning law, a landscaping plan designed to screen neighboring Residential properties from adverse visual impacts.
3. Complete Part 1 of the attached Short Environmental Assessment Form.
4. Attach any pertinent certification or approvals by other agencies.

FOR PLANNING BOARD USE:

This application has been deemed to be complete on:

Date: ____/____/____

Signature of Chairperson

This application is: _____ Approved
_____ Approved with modifications or conditions
_____ Disapproved

Modifications, conditions or reasons for disapproval:

Chairperson, Town of Chazy
Planning Board

Date: ____/____/____

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.

Part 1 - Project and Sponsor Information				
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?			NO	YES
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.			☐	☐
2. Does the proposed action require a permit, approval or funding from any other governmental Agency?			NO	YES
If Yes, list agency(s) name and permit or approval:			☐	☐
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.				
☐ Urban ☐ Rural (non-agriculture) ☐ Industrial ☐ Commercial ☐ Residential (suburban)				
☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): _____				
☐ Parkland				

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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: _____	NO	YES
_____	☐	☐
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: _____	NO	YES
_____	☐	☐
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: _____	NO	YES
_____	☐	☐
I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE 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?"

	No, or small impact may occur	Moderate to large impact may occur
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)	

PRINT

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TOWN OF CHAZY

CODE ENFORCEMENT OFFICER

P.O. Box 219
Chazy, New York 12921-0219
TEL: 518-846-7544, Ext. 4, FAX: 518-846-8981
EMAIL: chazycodes@westelcom.com

****APPLICANTS MUST SUBMIT THIS SIGNED FORM WITH APPLICATION TO THE
PLANNING BOARD OR THE ZONING BOARD OF APPEALS****

To APPLICANTS requesting Planning Board or Zoning Board applications, please note as follows relative to the Fees Schedule:

- A. Application to Planning Board for Conditional Use approval plus all legal fees:
Residential: \$50.00
Commercial: \$100.00
- B. Application to Zoning Board of Appeals for Area or Use Variance plus all legal fees:
Residential: \$50.00
Commercial: \$100.00
- C. Application to the Zoning Board of Appeals for an interpretation of Zoning Law or to appeal a decision of the Zoning Enforcement Officer plus all legal fees:
Residential: \$50.00
Commercial: \$100.00
- D. Application to the Town Board to amend the Zoning Law plus all legal fees:
Residential: \$100.00

APPLICANT SIGNATURE

____/____/_____
DATE