

TOWN OF ONEONTA
Code Enforcement Office
3966 St Hwy 23, PO Box A
West Oneonta, NY 13861
Phone: (607)432-8606 Fax: (607)432-3135
www.townofoneonta.org

PLANNING BOARD

The purpose of the pre-application is to allow the sub-divider to outline the general nature of his proposal for subdivision so that he can be advised of the proper method of application, the general acceptability of his concept, the consistency of his proposal with the master plan of the Town or any special consideration which he should make in the development of his final plat.

Within 30 days after the pre-application review meeting, the Planning Board shall determine whether the pre-application sketch plan meets the purpose of chapter 88 and shall, where it deems necessary, make specific recommendations in writing to be incorporated by the applicant in the next submission to the Planning Board.

Short Form Environmental Assessment Form: When calling for input information for the determination of significance, Lead Agencies should consider that it is often over-burdening, both to the applicants and reviewers, to use full Environmental Assessment Forms for uncomplicated unlisted actions.

NAME OF APPLICATION: _____
TYPE OF APPLICATION: **MINOR SUBDIVISION** _____
NO. OF LOTS: _____
TAX MAP#: _____

COMMITTEE REVIEW

COMMITTEE MEMBER: _____
DATE OF REVIEW: _____

MINOR SUBDIVISION CHECKLIST:

NAME AND ADDRESS OF SUBDIVISION: _____
PERCOLATION TEST DATA: _____
ZONING DISTRICT BOUNDARIES: _____
KEY MAP: _____
NORTH ARROW: _____
SCALE: _____
NAME AND ADDRESS OF ADJOINING OWNERS: _____
SPECIFIC BOUNDARIES OF THE AREA TO BE SUBDIVIDED: _____
TOPOGRAPHICAL CONTOURS: _____
EASEMENTS AND EXISTING UTILITIES: _____
PRESENT AND PROPOSED LAYOUTS: _____
EXISTING PLATTING: _____
PROPOSED RIGHT OF WAYS: _____
EXISTING DRAINAGE FEATURES: _____

COMMENTS:

**PRE-APPLICATION FORM
SUBDIVISION REGULATIONS
TOWN OF ONEONTA
3966 ST HWY 23, PO BOX A, WEST ONEONTA, NY 13861
www.townofoneonta.org**

_____ Minor Subdivision
_____ Major Subdivison
_____ Application No.

Date: _____

A request of the Town of Oneonta Planning Board to review this pre-application submittal for subdivision entitled: _____

Key Map attached: _____
Location: _____

Acreage: _____
No. of Lots: _____
Tax Map Number(s): _____

Owner: _____
Address: _____

Phone: _____
E-mail Address _____

Adjoining Owners:

Professional Engineer/Licensed Land Surveyor:

Name: _____
Title: _____
Address: _____

Phone: _____
E-mail Address: _____

Utilities (Description of):
Means of Sewage Disposal: _____
Method of Supply Water: _____

Range of Topography (Approximate Amount)
0-5% slope _____ amount in area
5-15% slope _____ amount in area
15% + slope _____ amount in area

Results of Percolation Tests: _____

Pre-application Approved: _____
(Chairpersons Signature)
Date: _____

Short Environmental Assessment Form

Part 1 - Project Information

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? 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. | | | NO | YES |
| | | | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval: | | | NO | YES |
| | | | <input type="checkbox"/> | <input type="checkbox"/> |
| 3.a. Total acreage of the site of the proposed action? _____ acres | | | | |
| b. Total acreage to be physically disturbed? _____ acres | | | | |
| c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres | | | | |
| 4. Check all land uses that occur on, adjoining and near the proposed action. | | | | |
| <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) | | | | |
| <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ | | | | |
| <input type="checkbox"/> Parkland | | | | |

| | | | |
|--|--------------------------|--------------------------|--------------------------|
| 5. Is the proposed action, a. A permitted use under the zoning regulations? | NO | YES | N/A |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Consistent with the adopted comprehensive plan? | NO | YES | N/A |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is the proposed action consistent with the predominant character of the existing built or natural landscape? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____ | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 8. a. Will the proposed action result in a substantial increase in traffic above present levels? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. Are public transportation service(s) available at or near the site of the proposed action? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. Is the proposed action located in an archeological sensitive area? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban | | | |
| 15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 16. Is the project site located in the 100 year flood plain? | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| 17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? <input type="checkbox"/> NO <input type="checkbox"/> YES | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |
| b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ | NO | YES | |
| | <input type="checkbox"/> | <input type="checkbox"/> | |

| | | |
|--|---|--|
| <p>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: _____ _____ _____</p> | <p>NO</p> <p><input type="checkbox"/></p> | <p>YES</p> <p><input type="checkbox"/></p> |
| <p>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: _____ _____ _____</p> | <p>NO</p> <p><input type="checkbox"/></p> | <p>YES</p> <p><input type="checkbox"/></p> |
| <p>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: _____ _____ _____</p> | <p>NO</p> <p><input type="checkbox"/></p> | <p>YES</p> <p><input type="checkbox"/></p> |
| <p>I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</p> <p>Applicant/sponsor name: _____ Date: _____</p> <p>Signature: _____</p> | | |

DISCLOSURE STATEMENT

Pursuant to the requirements of General Municipal Law Article 5-K, Section 809, an applicant seeking local approval for a planning or zoning action is obligated to disclose the name, residence and the nature and extent of the interest that any officer or employee of the municipality may have with the applicant.

An officer or employee of the municipality is deemed to have an interest in the applicant, when he/she, his/her spouse, their brothers, sisters, parents, children, grandchildren or the spouse of any of them

- a) is the applicant, or
- b) is an officer, director, partner or employee of the applicant, or
- c) legally or beneficially owns or controls stock of a corporate, applicant or is a member of a partnership applicant or association applicant, or
- d) is a party to an agreement with such an applicant, express or implied, whereby he/she may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application, petition or request.

I, _____, the applicant for local approval of a planning or zoning action in the Town/Village of _____, hereby disclose one of the following (check one):

- 1. No officer or employee of the local agency from which approval is sought has an interest in the applicant.
- 2. There exists an interest in the applicant by at least one officer or employee of the local agency from which approval is sought. These interests are as follows:

| NAME | RESIDENCE | NATURE OF INTEREST |
|------|-----------|--------------------|
| a. | | |
| b. | | |
| c. | | |

**TOWN OF ONEONTA
PLANNING BOARD
3966 St Hwy 23, PO Box A
West Oneonta, NY 13861**

To: All property owners within **200** linear feet of :

(property address, tax map number, and property owner's name)

Please take notice that the Planning Board of the Town of Oneonta will hold a public hearing for a Subdivision on the ____ day of _____, 20____, at or about _____ p.m./a.m. at the Town Hall 3966 St Hwy 23 in West Oneonta, pursuant to an application from:

(Applicants Name & address)

for

(describe purpose in detail)

Copies of the complete text are on file in the Code Enforcement Office in the Town Hall in West Oneonta.

All interested persons will be given an opportunity to be heard.

Dated: _____

Applicants Signature; _____