

FOR OFFICE USE ONLY

Application No. \_\_\_\_\_  
Date Received . \_\_\_\_\_  
Date County Referral (if required) \_\_\_\_\_  
Hearing Date: \_\_\_\_\_  
Date of Decision: \_\_\_\_\_  
Decision: \_\_\_\_\_

APPLICATION FOR SITE PLAN APPROVAL

TOWN OF ONONDAGA

Preparation: Prepare application and environmental assessment form in original and 6 copies.

Filing: File in Codes Enforcement Office.

**A. Statement of Ownership.**

The applicant(s) \_\_\_\_\_  
(is) (are) the owner(s) of property situated at the  
following address: \_\_\_\_\_; Telephone Number  
\_\_\_\_\_; Farm Lot No. \_\_\_\_\_; Subdivision (if any) \_\_\_\_\_;  
Zoning District Classification \_\_\_\_\_; Property Tax Number is  
\_\_\_\_\_.

Attorney's name, if any, address and telephone number: \_\_\_\_\_

**B. Request.**

1. The current use of the subject premises is \_\_\_\_\_
2. The names and complete addresses of all adjoining owners and the current zoning classification of each adjoining parcel are as follows:

Name

Address

Zoning Classification

North:

\_\_\_\_\_

East:

\_\_\_\_\_

South:

\_\_\_\_\_

West:

\_\_\_\_\_

(Data must be current, complete and accurate)

3. The proposed use of the subject premises is \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. The subject premises are within 500 feet of:

A. The boundary of any city, village or town;

Yes  No

B. The boundary of any existing or proposed county or state park or any other recreation area;

Yes  No

C. The right-of-way of any existing or proposed county or state parkway, runway, expressway, road or highway;

Yes  No

D. The existing or proposed right-of-way of any stream or drainage channel owned by the county or for which the county has established channel lines;

Yes  No

E. The existing or proposed boundary of any county or state owned land on which a public building or institution is situated;

Yes  No

F. The boundary of a farm operation located in an agricultural district as defined by article twenty-five-AA of the agriculture and markets law.

Yes

No

5. Before a building permit may be issued, drawings shall be submitted to the Town Board relating to all proposed construction and land use. Such drawings shall include a professionally certified site plan with contours, parking, access, ingress, egress, screening, signs, architectural features, location and dimension of buildings, traffic patterns, all elevations of buildings, proposed building materials, dimensions, sewer, water and drainage and landscape plans, and such related information as the Town Board may require. No building permit shall be issued until such plans have been approved by the Town Board or its authorized representative.
6. Before any building permit is issued, the proposed construction and use shall be reviewed by the Town Board or its authorized representative to determine the extent to which the proposed use will produce discharge of wastes into air, soil or water; the extent to which such proposed use will emit noise, light, radiation or any substance or factor detrimental to health, safety or the environment; and the extent to which the proposed use will affect surface water drainage and traffic flow. No building permit shall be issued until the Town Board or its designated agent shall have certified that:
  - A. Discharge of wastes into soil, air or water is in conformity with state, county and town laws, rules and regulations.
  - B. Emission of noise, light, radiation or any other substance or factor is controlled and is within limits set by federal, state, county and town laws, rules and regulations.
  - C. Adequate provisions have been made to control surface water drainage.
  - D. Adequate provisions have been made to regulate the amount and direction and flow of motor vehicle traffic.
7. The Town Board, as part of such certification, may attach such requirements and conditions as it deems proper to accomplish the purposes of this section. Such conditions may be limited in time or indefinite, as the Board may see fit.
8. Construction and use shall be in accordance with plans finally approved by the Town Board. No certificate of occupancy shall be granted until such approved plans have been complied with. In addition to any other remedies, a certificate

of occupancy may be revoked by the Town Board upon notice to the owner if the plans, conditions and limitations which are part of the certification are not complied with for a period of more than ten (10) days. Precedent to such revocation by the Board, the Town Board shall hold a hearing to determine the facts. Written notice of the hearing must be given no less than ten (10) days and no more than thirty (30) days before the hearing date. Notice shall be complete when deposited in an official United States mail depository, addressed to the owner of record, with a copy addressed to the occupant at the location.

9. Site plans must show, to scale, the proposed location of any new or proposed structures or any use which is the subject of this application, including measurements to lot lines and between separate structures located or to be located on the same parcel.
10. Note to Applicant(s): Failure to provide complete and accurate data as required herein shall be grounds for denial of applicant's request. Should your application be denied due to an incomplete or inaccurate application or due to lack of documentation or for any other reason, any subsequent application shall be considered a new application.
11. The Board will not give consideration to your request until your application is complete, current and accurate.

Dated: \_\_\_\_\_, 199\_\_.

\_\_\_\_\_  
Individual Signature

\_\_\_\_\_  
Corporate Name

By: \_\_\_\_\_  
Officer

\_\_\_\_\_  
Mailing Address of Applicant

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

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.12? If yes, coordinate the review process and use the FULL EAF.  Yes  No

B. WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.57 If No, a negative declaration may be superseded by another involved agency.  Yes  No

C. COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible)  
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.

C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly.

C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly.

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.

C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly.

C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly.

C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly.

D. IS THERE, OR IS THERE LIKELY TO BE, CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL IMPACTS?  Yes  No If Yes, explain briefly

### 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.

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.

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:

\_\_\_\_\_  
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