

INCORPORATED VILLAGE OF BAYVILLE

PLANNING BOARD APPLICATION

The Applicant shall furnish the Planning Board with the following information:

1. The Application, as well as Preliminary layouts, Property Deed, Survey and Topographical map showing contours (prepared by a licensed surveyor), and Radius maps must be submitted with four copies. Sample radius map is on page 4 of the Application.
2. A filing Fee of \$300.00 must accompany this Application. If the Applicant subsequently elects not to file an Application for approval of the subdivision plot, one half of the fee shall be returned.
3. The Disclosure Affidavit must be properly executed before a Notary Public. (See page 5,6 of the Application.)
4. Your signature must be acknowledged before a Notary Public. (Page 6)
5. A SEQR form must be completed for any proposed subdivision. If an internal roadway is proposed, the long form must be used. If there is no road in the proposed subdivision, the short form may be used.
6. ALL QUESTIONS MUST BE ANSWERED.

THE APPLICANT IS RESPONSIBLE FOR LEGAL, AND/OR CLERICAL FEE, AND ENGINEERING FEE. AN INITIAL FEE ESCROW FEE OF \$1500.00 IS REQUIRED UPON SUBMISSION OF THIS APPLICATION.

THE APPLICANT IS ALSO RESPONSIBLE FOR ANY FEES THAT ARE IN EXCESS OF THIS \$1500.00, BEFORE FINAL APPROVAL WILL BE GRANTED OF THE APPLICATION.

IN THE EVENT THAT THE WORK IS DISCONTINUED, THE APPLICANT IS STILL RESPONSIBLE FOR ANY AND ALL FEES.

INCORPORATED VILLAGE OF BAYVILLE

PLANNING BOARD APPLICATION

OFFICE USE ONLY

CASE NO. P- _____

FEE PAID ON _____

PRELIMINARY APPROVAL/DENIAL GRANTED _____

FINAL APPROVAL/DENIAL GRANTED _____
If applicable - date 1/2 fee returned _____

DATE LINES SIGNED _____

.....
APPLICANT: _____

OWNER: _____

ADDRESS: _____

ADDRESS: _____

TELEPHONE: _____

TELEPHONE: _____

ATTORNEY: _____

LAND SURVEYOR/ENGINEER

ADDRESS: _____

ADDRESS: _____

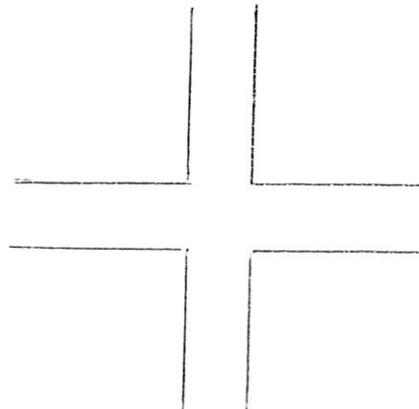
TELEPHONE: _____

TELEPHONE: _____

SECTION: _____
BLOCK : _____
LOT : _____
ZONE: : _____

LOCATE BY STREETS

1.



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1. The present property parcel consists of _____ lot(s) with a total area of _____ Square feet.

2. The proposed subdivision will consist of _____ lots, The area of each lot is A _____ B _____ C _____ sq.ft.

3. Deed or Deeds were recorded in the Nassau County Clerk's Office on:
Date: _____ Liber: _____ Page: _____

4. Present easements or other restrictions on the property. (Attach statement)
If there are none, so state. _____.

5. Does the Applicant propose to submit the entire area as one final subdivision plat, or file one section at a time? _____

6. Description of current property (buildings, empty lot) and proposed change to current configuration _____

7. A site plan shall be presented with the following items noted:

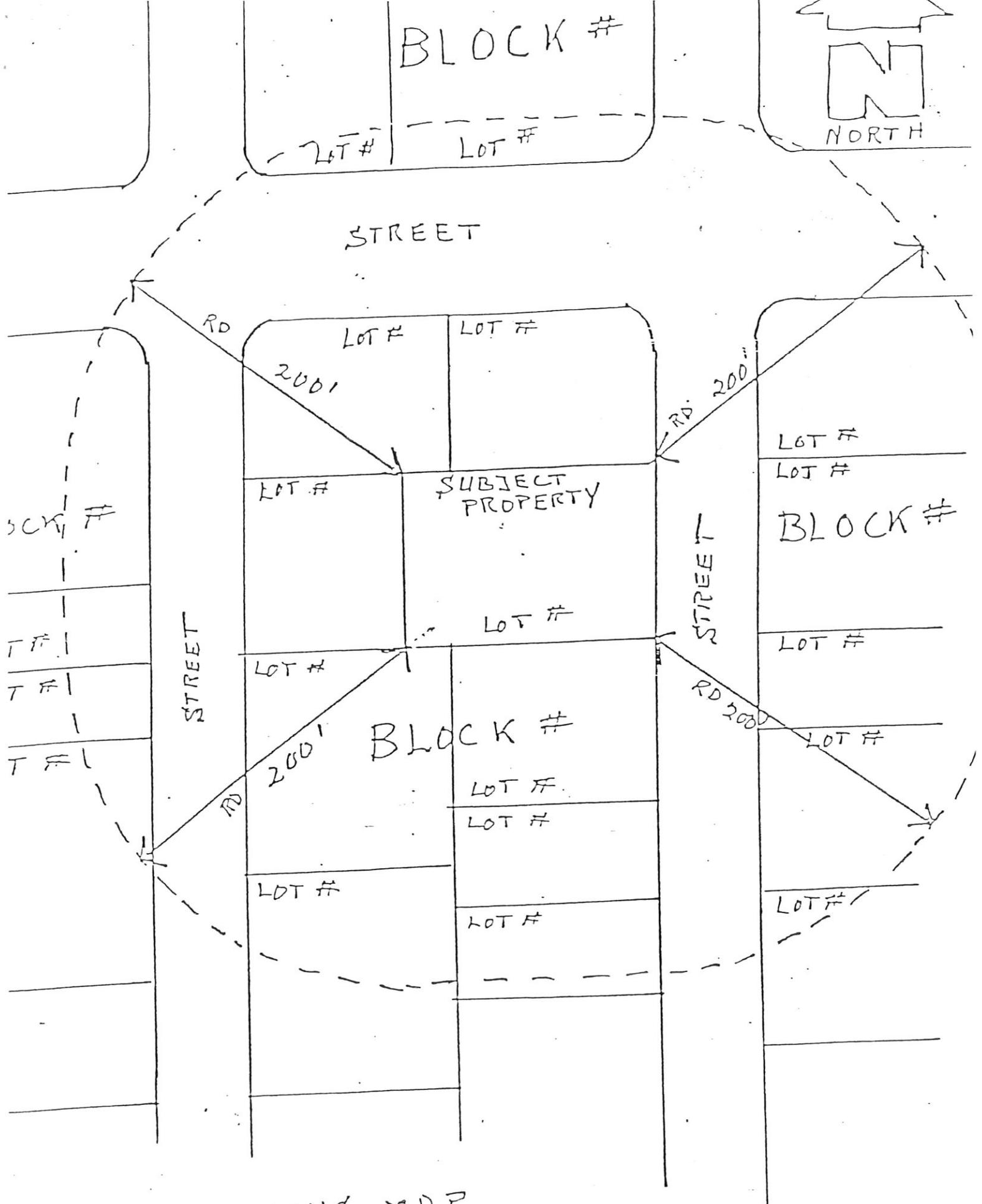
- Approximate size of the structure(s) and location on proposed subdivision.
- Number of bedrooms
- Location and details of drainage system and septic system, and calculations conforming to Nassau County Department of Health standards.
- Accessory structures and fences.
- Location of driveway and walkways.
- Sufficient grading information should be shown to assure that all storm water is retained on the site and handled by the drywells.
- On sites with slopes greater than 5%, show all existing and proposed grades.
- A test hole must be completed on the site that could provide the depth of the groundwater. Groundwater depth must be verified before a drainage system can be approved. The Planning Board must be notified, so they can notify the Village Engineers, when the test hole is being conducted so that the Engineers can witness and verify the soil type and the groundwater depth.
- Calculations showing how the septic system was sized and designed. And the correct amount of leeching pools required by the Nassau County Health Department regulations.

8. Names and addresses of abutting property owners and all property owners

Within a 200 foot radius of the perimeter of the subject property.

You are required to make copies of the public notice you will receive from the Clerk of the Planning Board, and mail them by certified mail, return receipt requested, to all property owners within a 200 foot radius of the perimeter of the subject property. These notices must be mailed no later than 10 days prior to the date of the Public Hearing. Immediately upon mailing, you must prepare an affidavit of mailing and sign this before a Notary Public attesting to the fact that you mailed the notices, the date you mailed them and the post office where you mailed them. This affidavit must be sent to the Clerk of the Planning Board ten (10) days prior to the date of the Hearing. The night of the Hearing you are to submit all green receipts received from the Post Office showing these letters have been received by the property owners.

(IF RE-PUBLICATION IS NECESSARY, THE COST OF IT WILL BE AT THE APPLICANT'S EXPENSE.)



SAMPLE RADIUS MAP.

DISCLOSURE AFFIDAVIT

STATE OF NEW YORK)
COUNTY OF NASSAU) ss:

_____, being duly sworn, says:
That I am _____ years of age and reside at _____
_____. That I am the owner, lessee, (strike out not appli-
cable) of the property which forms the subject matter of this applica-
tion and am fully familiar with all the facts and circumstances here-
inafter set forth.

(COMPLETE THIS PARAGRAPH IF APPLICABLE)

That I am the _____ of the _____
Corporation, with addresses at _____;
said corporation being incorporated under the laws of the State of _____.

(COMPLETE THIS PARAGRAPH IF APPLICABLE)

That I am a partner of _____ and am fully
familiar with all the facts hereinafter set forth. That said partner-
ship was established _____ (date). That the following
are names, addresses and interests, respectively, of all partners,
officers, directors and shareholders: _____

That there are no encumbrances or holders of any instruments
creating an encumbrance upon the subject property. - except: (if any,
set forth): _____

That neither deponent, nor any other person mentioned in this affi-
davit is a Village Officer or employee, or is related to a Village Offi-
cer or employee. - except: (if any, set forth): _____

That in the event there is any change in the matters set forth
herein, prior to the issuance of a certificate of occupancy for the
property affected hereby, deponent(s) will file with the Village of
Bayville, a supplemental affidavit indicating the details of such
change, within 48 hours of such change.

Sworn to before me this _____
_____ day of _____, 19 _____

Notary Public

I hereby certify that all information submitted by me in this application, consisting of five (5) pages, is true to the best of my knowledge.

Dated:

Applicants Signature/Signatures

.....
STATE OF NEW YORK)
COUNTY OF NASSAU) ss:

On the _____ day of _____ 20____, before me
personally appeared _____

known to me to be the person/persons above described, and witnessed to me
that they acknowledge the aforementioned instrument.

Notary Public

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? 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
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
3.a. Total acreage of the site of the proposed action? _____ acres				
b. Total acreage to be physically disturbed? _____ acres				
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres				
4. Check all land uses that occur on, adjoining and near the proposed action.				
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)				
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____				
<input type="checkbox"/> Parkland				

18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____ _____	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.

<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 may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<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.	
_____	_____
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)