

SITE DEVELOPMENT PLAN APPLICATION CHECKLIST

Address of Proposed Site Development: _____

Section: _____ Block: _____ Lot(s): _____

Owner: _____

Owner's Address: _____

Owner's 24-hour Emergency Contact Phone Number: _____

**THE NYS LICENSED DESIGN PROFESSIONAL MUST INITIAL TO CONFIRM THAT THE BELOW
REQUIRED ITEMS ARE ATTACHED AND/OR INDICATED ON THE SITE PLAN.**

- 1) Ten (10) paper sets of this application and plans **AND one (1) electronic file (single file PDF only), IN THE ORDER OF THIS CHECKLIST.** _____ (initials)
- 2) Survey, signed and sealed, SHOWING ALL EXISTING STRUCTURES and delineating all flood zones, if applicable. _____ (initials)
- 3) Detailed zoning analysis, reflecting the required, existing, and proposed zoning conditions. _____ (initials)
- 4) Completed Short Environmental Assessment Form. _____ (initials)
- 5) Is the proposed activity located within a Coastal Erosion Hazard Area? YES NO (circle one)
5a) If yes, the Coastal Assessment form is filled out entirely and attached. _____ (initials)
- 6) Is the proposed activity 300' or less from a Tidal Wetland boundary? YES NO (circle one)
6a) If yes, the N.Y.S.D.E.C. Joint Application Form has been filled out entirely and a copy attached, and I acknowledge that no permits will be granted until such applications are approved by the appropriate agencies. _____ (initials)

7) Is the proposed activity defined as a *Land Development Activity* as per Village of Bayville Code §63B-6?

YES NO (circle one)

7a) If yes, a Stormwater Pollution Prevention Plan (SWPP) has been prepared in accordance with Village of Bayville Code §63B and is attached. _____ (initials)

8) The site development plan includes and clearly reflects all items required under §80-100(B), including:

- (1) A location map showing the applicant's entire property and adjacent properties and streets at a convenient scale. _____ (initials)
- (2) The proposed location, use and architectural design of all buildings and structures. _____ (initials)
- (3) Any proposed division of buildings into units of separate occupancy. _____ (initials)
- (4) Existing topography and proposed grade elevations. _____ (initials)
- (5) The location of all existing and proposed parking and truck-loading areas, with access and egress drives thereto. _____ (initials)
- (6) The location of outdoor storage, if any. _____ (initials)
- (7) The location and design of all existing and proposed site improvements, including pavement, walks, curbing, drains, culverts, retaining walls and fences. _____ (initials)
- (8) A description of the method of sewage disposal and the location of such facilities. _____ (initials)
- (9) The location, size and design of all signs. _____ (initials)
- (10) The location and proposed development of landscaping and buffer-screening areas. _____ (initials)
- (11) The location, design and proposed hours of operation of lighting facilities. _____ (initials)

(12) The proposed location, size, design and use of all temporary structures and storage areas to be used during the course of construction. _____ (initials)

(13) A signature block for the Board of Trustees/Planning Board endorsement of approval. _____ (initials)

(14) Any other pertinent information required by the Board of Trustees/Planning Board which is reasonably related to the health, safety and general welfare of the community. _____ (initials)

As per NYS General Municipal Law §239-m, all applications will be submitted to the Nassau County Planning Commission and require said Commission's action prior to scheduling of hearings.

I understand that the Village is relying on the accuracy of the information provided herein. I swear this application is a true statement of conditions at the subject address. By submitting this application, I acknowledge and agree that I am a New York State Licensed Professional Engineer or Registered Architect and have the approval of the property owner to submit this application. I understand that my failure to submit any of the above required documentation will result in my application being delayed until the documentation is submitted, and the application is complete. I acknowledge that any future change to any approved site development plan will require approval.

Licensed Design Professional

Business / Corporation: _____

Name: Last: _____ First: _____

License Number: _____

Address: Street: _____ City: _____

State: _____ Zip: _____

Phone: _____ Email: _____

By my stamp and signature, I certify that I have read and understand the relevant sections of the Village of Bayville Zoning Code and that the information provided on this form is accurate and based upon Chapter 80-100 of the Village of Bayville. I understand that the Village of Bayville Building Department relies on the accuracy of this information in determining the zoning compliance of the subject application.



Licensed Design Professional Stamp and Original Signature must appear here.

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 <input type="checkbox"/>	YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <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, are adjoining or 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,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<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 <input type="checkbox"/>	YES <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 <input type="checkbox"/>	YES <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <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 <input type="checkbox"/>	YES <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 <input type="checkbox"/>	YES <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO <input type="checkbox"/> <input type="checkbox"/>	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? 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 <input type="checkbox"/> <input type="checkbox"/>	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 Agricultural/grasslands Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban 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 plan?	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? 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"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
49. 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
	<input type="checkbox"/>	<input type="checkbox"/>
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
	<input type="checkbox"/>	<input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: _____ Date: _____ Signature: _____ Title: _____		

Village of Bayville, Nassau County, NY
COASTAL ASSESSMENT FORM
 (SEE CHAPTER 77A, WATERFRONT CONSISTENCY REVIEW, FOR APPLICABLE REGULATIONS)

Coastal Assessment Form					
A. INSTRUCTIONS (Please print or type answers)					
1.		Applicants, or in the case of direct actions Village agencies, shall complete this CAF for proposed actions which are subject to the Consistency Review Law. This assessment is intended to supplement other information used by a Village agency in making a determination of consistency.			
2.		Before answering the questions in Section C, the preparer of this form should review the policies and explanations of policies contained in the Local Waterfront Revitalization Program (LWRP), a copy of which is on file in the Village Clerk's office. A proposed action should be evaluated as to its significant beneficial and adverse effects upon the coastal area.			
3.		If any question in Section C, on this form, is answered "yes," then the proposed action may affect the achievement of the LWRP policy standards and conditions contained in the Consistency Review Law. Thus, the action should be analyzed in more detail and, if necessary, modified prior to making a determination that it is consistent to the maximum extent practicable with the LWRP policy standards and conditions. If an action cannot be certified as consistent with the LWRP policy standards and conditions, it shall not be undertaken.			
B. DESCRIPTION OF SITE AND PROPOSED ACTION					
1.		Type of Village agency action (check appropriate response):			
	(a)	Directly undertaken (e.g., capital construction, planning activity, agency regulation, land transaction)			
	(b)	Financial assistance (e.g., grant, loan, subsidy)			
	(c)	Permit, approval license, certification			
	(d)	Agency undertaking action:			
2.		Describe nature and extent of action:			
3.		Location of action: The			
4.		Size of site: Areas			
5.		Present land use:			
6.		Present zoning classification:			
7.		Describe any unique or unusual land forms on the project site (i.e., bluffs, dunes, swales, ground depressions, other geological formations):			
8.		Percentage of site which contains slopes of 15% or greater:			
9.		Streams, ponds or wetlands existing within or contiguous to the project area?			
	(a)	Name:			
	(b)	Size (in acres):			
10.		If an application for the proposed action has been filed with the Village agency, the following information shall be provided:			
	(a)	Name of applicant:			
	(b)	Mailing address:			
	(c)	Telephone number: Area Code ()			
	(d)	Application number, if any:			
11.		Will the action be directly undertaken, require funding, or approval by a state or federal agency?			
		Yes	No	If yes, which state or federal agency?	
C. COASTAL ASSESSMENT (Check either "Yes" or "No" for each of the following questions)					
1.		Will the proposed action be located in or contiguous to or have a potentially adverse effect upon any of the resource areas identified on the coastal area map:			
				YES	NO
	(a)	Significant fish or wildlife habitats?			
	(b)	Scenic resources of local or statewide significance?			
	(c)	Important agricultural lands?			
	(d)	Natural protective features in an erosion hazard area?			
		If the answer to any question above is "yes," please explain in Section D any measures which will be undertaken to mitigate any adverse effects.			
2.		Will the proposed action have a significant effect upon:			
				YES	NO
	(a)	Commercial or recreational use of fish and wildlife resources?			
	(b)	Scenic quality of the coastal environment?			
	(c)	Development of future or existing water dependent uses?			

Village of Bayville, Nassau County, NY

COASTAL ASSESSMENT FORM

(SEE CHAPTER 77A, WATERFRONT CONSISTENCY REVIEW, FOR APPLICABLE REGULATIONS)

	(d)	Operation of the state's major ports?		
	(e)	Land or water uses within a small harbor area?		
	(f)	Stability of the shoreline?		
	(g)	Surface or groundwater quality?		
	(h)	Existing or potential public recreation opportunities?		
	(i)	Structure, sites or districts of historic, archeological or cultural significance to the Village, town, county, state or nation?		
3.	Will the proposed action involve or result in any of the following:			
			YES	NO
	(a)	Physical alteration of land along the shoreline, land under water or coastal waters?		
	(b)	Physical alteration of two acres or more of land located elsewhere in the coastal area?		
	(c)	Expansion of existing public services or infrastructure in undeveloped or low-density areas of the coastal area?		
	(d)	Energy facility not subject to Article VII or VIII of the Public Service Law?		
	(e)	Mining, excavation, filling or dredging in coastal waters?		
	(f)	Reduction of existing or potential public access to or along the shore?		
	(g)	Sale or change in use of publicly owned lands located on the shoreline or under water?		
	(h)	Development within a designated flood or erosion hazard area? If so where?		
	(i)	Development on a beach, dune, barrier island or other natural feature that provides protection against flooding or erosion?		
	(j)	Construction or reconstruction of erosion protective structures?		
	(k)	Diminished surface or groundwater quality?		
	(l)	Removal of ground cover from the site?		
4.	PROJECT –			
	(a)	If a project is to be located adjacent to shore:		
			YES	NO
	(1)	Will water-related recreation be provided?		
	(2)	Will public access to the foreshore be provided?		
	(3)	Does the project require a waterfront site?		

Village of Bayville, Nassau County, NY

COASTAL ASSESSMENT FORM

(SEE CHAPTER 77A, WATERFRONT CONSISTENCY REVIEW, FOR APPLICABLE REGULATIONS)

			(4)	Will it supplant a recreational or maritime use?		
			(5)	Do essential public services and facilities presently exist at or near the site?		
			(6)	Is it located in a flood-prone area?		
			(7)	Is it located in an area of high erosion?		
		(b)	If the project site is publicly owned:			
					YES	NO
			(1)	Will the project protect, maintain and/or increase the level and types of public access to water-related recreation resources and facilities?		
			(2)	If located in the foreshore, will access to those and adjacent lands be provided?		
			(3)	Will it involve the siting and construction of major energy facilities?		
			(4)	Will it involve the discharge of effluents from major steam electric-generating and industrial facilities into coastal facilities?		
		(c)	Is the project site presently used by the community neighborhood as an open space or recreation area?			
		(d)	Does the present site offer or include scenic views or vistas known to be important to the community?			
		(e)	Is the project site used for commercial fishing or fish processing?			
		(f)	Will the surface area of any waterways or wetland areas			

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(SEE CHAPTER 77A, WATERFRONT CONSISTENCY REVIEW, FOR APPLICABLE REGULATIONS)

			be increased or decreased by the proposal?		
		(g)	Does any mature forest (over 100 years old) or other locally important vegetation exist on this site which will be removed by the project?		
		(h)	Will the project involve any waste discharges into coastal waters?		
		(i)	Does the project involve surface or subsurface liquid waste disposal?		
		(j)	Does the project involve transport, storage, treatment or disposal of solid waste or hazardous materials?		
		(k)	Does the project involve shipment or storage of petroleum products?		
		(l)	Does the project involve discharge of toxins, hazardous substances or other pollutants into coastal waters?		
		(m)	Does the project involve or change existing ice management practices?		
		(n)	Will the project affect any area designated as a tidal or freshwater wetland?		
		(o)	Will the project alter drainage flow, patterns or surface water runoff on or from the site?		
		(p)	Will best management practices be utilized to control stormwater runoff into coastal waters?		
		(q)	Will the project utilize or affect the quality or quantity of sole source or surface water supplies?		
		(r)	Will the project cause emissions which exceed federal or state air quality standards or generate significant amounts of nitrates or sulfates?		

D. REMARKS OR ADDITIONAL INFORMATION: (Add any additional sheets to complete this form.)

If assistance or further information is needed to complete this form, please contact the Village Clerk at 34 School Street, Bayville, New York, 11709

Preparer's Name:

Telephone Number:

Title:

Agency:

Date:



JOINT APPLICATION FORM

For Permits for activities affecting streams, waterways, waterbodies, wetlands, coastal areas, sources of water, and endangered and threatened species.

You must separately apply for and obtain Permits from each involved agency before starting work. Please read all instructions.

1. Applications To:
>NYS Department of Environmental Conservation
Check all permits that apply: Stream Disturbance, Dams and Impoundment Structures, Tidal Wetlands, Water Withdrawal, etc.
>US Army Corps of Engineers
Check all permits that apply: Section 404 Clean Water Act, Section 10 Rivers and Harbors Act
>NYS Office of General Services
Check all permits that apply: State Owned Lands Under Water, Utility Easement, Docks, Moorings or Platforms
>NYS Department of State
Check if this applies: Coastal Consistency Concurrence

2. Name of Applicant
Taxpayer ID (if applicant is NOT an individual)
Mailing Address
Post Office / City, State, Zip
Telephone, Email
Applicant Must be (check all that apply): Owner, Operator, Lessee

3. Name of Property Owner (if different than Applicant)
Mailing Address
Post Office / City, State, Zip
Telephone, Email

For Agency Use Only Agency Application Number:

4. Name of Contact / Agent

Mailing Address _____ Post Office / City _____ State _____ Zip _____

Telephone _____ Email _____

5. Project / Facility Name _____ Property Tax Map Section / Block / Lot Number: _____

Project Street Address, if applicable _____ Post Office / City _____ State _____ Zip _____

_____ NY _____

Provide directions and distances to roads, intersections, bridges and bodies of water

Town Village City County _____ Stream/Waterbody Name _____

Project Location Coordinates: Enter Latitude and Longitude in degrees, minutes, seconds:

Latitude: _____° _____' _____" Longitude: _____° _____' _____"

6. Project Description: Provide the following information about your project. Continue each response and provide any additional information on other pages. **Attach plans on separate pages.**

a. Purpose of the proposed project:

b. Description of current site conditions:

c. Proposed site changes:

d. Type of structures and fill materials to be installed, and quantity of materials to be used (e.g., square feet of coverage, cubic yards of fill material, structures below ordinary/mean high water, etc.):

e. Area of excavation or dredging, volume of material to be removed, location of dredged material placement:

f. Is tree cutting or clearing proposed? Yes If Yes, explain below. No

Timing of the proposed cutting or clearing (month/year): _____

Number of trees to be cut: _____ Acreage of trees to be cleared: _____

g. Work methods and type of equipment to be used:

h. Describe the planned sequence of activities:

i. Pollution control methods and other actions proposed to mitigate environmental impacts:

j. Erosion and silt control methods that will be used to prevent water quality impacts:

k. Alternatives considered to avoid regulated areas. If no feasible alternatives exist, explain how the project will minimize impacts:

l. Proposed use: Private Public Commercial

m. Proposed Start Date: Estimated Completion Date:

n. Has work begun on project? Yes If Yes, explain below. No

o. Will project occupy Federal, State, or Municipal Land? Yes If Yes, explain below. No

p. List any previous DEC, USACE, OGS or DOS Permit / Application numbers for activities at this location:

q. Will this project require additional Federal, State, or Local authorizations, including zoning changes?

Yes If Yes, list below. No

7. Signatures.

Applicant and Owner (If different) must sign the application. If the applicant is the landowner, the **landowner attestation form** can be used as an electronic signature as an alternative to the signature below, if necessary. Append additional pages of this Signature section if there are multiple Applicants, Owners or Contact/Agents.

I hereby affirm that information provided on this form and all attachments submitted herewith is true to the best of my knowledge and belief.

Permission to Inspect - I hereby consent to Agency inspection of the project site and adjacent property areas. Agency staff may enter the property without notice between 7:00 am and 7:00 pm, Monday - Friday. Inspection may occur without the owner, applicant or agent present. If the property is posted with "keep out" signs or fenced with an unlocked gate, Agency staff may still enter the property. Agency staff may take measurements, analyze site physical characteristics, take soil and vegetation samples, sketch and photograph the site. I understand that failure to give this consent may result in denial of the permit(s) sought by this application.

False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the NYS Penal Law. Further, the applicant accepts full responsibility for all damage, direct or indirect, of whatever nature, and by whomever suffered, arising out of the project described herein and agrees to indemnify and save harmless the State from suits, actions, damages and costs of every name and description resulting from said project. In addition, Federal Law, 18 U.S.C., Section 1001 provides for a fine of not more than \$10,000 or imprisonment for not more than 5 years, or both where an applicant knowingly and willingly falsifies, conceals, or covers up a material fact; or knowingly makes or uses a false, fictitious or fraudulent statement.

Signature of Applicant

Date

Applicant Must be (check all that apply): Owner Operator Lessee

Printed Name

Title

Signature of Owner (if different than Applicant)

Date

Printed Name

Title

Signature of Contact / Agent

Date

Printed Name

Title

For Agency Use Only

DETERMINATION OF NO PERMIT REQUIRED

Agency Application Number

(Agency Name) has determined that No Permit is required from this Agency for the project described in this application.

Agency Representative:

Printed Name

Title

Signature

Date



JOINT APPLICATION FORM – INSTRUCTIONS

Use this application to apply for Permits from all of the listed state and federal agencies. This form is for all projects that affect streams, waterways, waterbodies, wetlands, coastal areas, sources of water, and endangered and threatened species.

This Joint Application Form has four pages. Incomplete, illegible or inaccurate information may delay your permit decision. Agencies may request additional information to complete your application. If you have any questions, refer to the Agency Contact Information on pages four and five of these instructions.

PERMITS REQUESTED

You are responsible for obtaining all federal, state or local approvals. Check all Permits you are applying for from the listed Agencies.

You must obtain an authorization from each involved Agency before you start work.

APPLICANT, PROPERTY OWNER, CONTACT/AGENT INFORMATION AND SIGNATURES

Information about and signatures of the Applicant and Owner are required. Eligible applicants are Owners, Operators at the site or facility, and Lessees.

Information about and signature of the Contact/Agent, where applicable, are required. Construction or work contractors or others may be named as a Contact/Agent on behalf of the applicant, but cannot be the Applicant.

Applications by . . .

Must be signed by . . .

- Corporations a member of the board of directors or a "high managerial agent" of the corporation, as defined in the § 20.20 of the NYS Penal Law.
• Partnership a general partner.
• Sole Proprietorship the proprietor.
• Limited Liability Company by member or manager in accordance with the LLC's articles of organization as filed with the NYS Secretary of State.
• State Agency by a person duly designated by the commissioner or other agency head.
• Municipalities (counties, cities, towns and villages) and Public Corporations by the chief executive officer, the head of a subordinate agency or department, or a person duly designated by the chief executive officer.

Append additional pages of the form's Applicant, Owner or Contact information, and provide additional pages of the form's Signature section if there are additional Applicants, Owners or Contacts.

PROJECT / FACILITY INFORMATION

Provide the project address, if applicable. If there is no street address, describe the location using identifiable nearby features.

Include the tax parcel identification number(s). Tax Parcel ID numbers are found on the tax map of the community or the annual tax bill, or can be viewed at the local tax assessor's office. These ID numbers are generally in the form of section, block, and lot (SBL) numbers.

If you are able, provide project location coordinates as Latitude and Longitude in degrees, minutes, seconds.

PROJECT DESCRIPTION AND PURPOSE


Provide a complete description of the proposed work and its purpose. Attach additional pages if necessary. Attach plans on separate pages. The following information must be provided:

- purpose of the proposed project;
- description of current site conditions;
- proposed site changes;
- type of structures and fill materials to be installed, and quantity of materials to be used (e.g., square feet of coverage, cubic yards of fill material and/or structures below ordinary/mean high water, etc.);
- area of excavation or dredging, volumes of material to be removed, and location of dredged material disposal or use;
- timing and amount of tree cutting or clearing;
- work methods and type of equipment to be used;
- planned sequence of activities;
- pollution control methods and other actions proposed to mitigate for environmental impacts;
- erosion and silt control methods that will be used to prevent water quality impacts;
- alternatives considered to avoid regulated areas; if no feasible alternatives exist, explain how the project will minimize impacts

Additional details may be required by the Agencies.

REQUIRED APPLICATION ATTACHMENTS

Attach and submit the following to all involved Agencies:

1. **Location Map** - The map must show the project site boundaries at a scale large enough to display relevant information about the site. A scale of 1 inch equals 2,000 feet is generally adequate (scale ratio 1:24,000). The map can be a US Geological Survey (USGS) or NYS Department of Transportation (DOT) Quadrangle Map, or an equivalent map (e.g., tax map, an image from Google maps, or Bing maps) identifying the project location. An acceptable location map may be obtained from DEC's online Environmental Resource Mapper (<http://www.dec.ny.gov/animals/38801.html>), using the Printer  tool.
2. **Project Plans** - Sketch plan and cross-section views drawn to scale with dimensions, or engineering drawings showing the location and extent of work. Show the direction of the photographs required in Item 3, below. Drawings must include on-site wetlands, streams and ditches. See sample plans at: <http://www.dec.ny.gov/permits/70934.html>, <http://www.dec.ny.gov/permits/70807.html>, <http://www.dec.ny.gov/permits/6342.html>.
3. **Photographs** - At least three color photographs, taken from multiple directions, clearly showing the project site without snow cover. Include all existing structures on the site and the area surrounding the site. Indicate the photo's direction and the time and date when taken.

If applying to New York State Agencies:

State Environmental Quality Review Act (SEQR) regulation (6 NYCRR Part 617, <http://www.dec.ny.gov/regs/2488.html>) is applicable -

- a) If the project is an Unlisted Action, submit a completed Part 1 of a Short Environmental Assessment Form. ¹
- b) If the project is a Type I Action, submit a completed Part 1 of a Full Environmental Assessment Form. ¹

On-line fillable Short and Full EAFs are available on DEC's website (see <http://www.dec.ny.gov/permits/6191.html>). This webpage also provides DEC's **EAF Mapper Application** which can help you complete the EAF. The project site boundaries can be drawn or a specific tax parcel can be selected. The EAF Mapper can provide you with some of the information required for the Location Map, and the Tax Parcel ID questions on the Joint Application Form.

If applying to NYS DEC:

All DEC permits applications required for the project (see <http://www.dec.ny.gov/permits/6081.html>) must be submitted at the same time.

¹ DEC Forms are available at NYS DEC offices and at www.dec.ny.gov/permits/6222.html.

If applying to USACE/NYS DOS:

If the project requires a federal permit and lies within or affects the Coastal Area (see the DOS Coastal Area Maps at <https://dos.ny.gov/using-coastal-atlas-gis-gateway>) submit a completed Federal Consistency Assessment Form (FCAF, available at <https://dos.ny.gov/federal-consistency-assessment-form-fcaf>) to NYS DOS with a copy to USACE

Applicants in New York City may submit a NYC CAF in lieu of the FCAF (NYC CAF available at <https://www1.nyc.gov/assets/planning/download/pdf/applicants/wrp/wrpform2016.pdf>).

For projects within the Adirondack Park - To determine permitting applicability, contact - New York State Adirondack Park Agency, PO Box 99, 1133 NYS Route 86, Ray Brook, NY 12977 (518) 891-4050; www.apa.ny.gov/

SPECIAL SUPPLEMENTS AND REQUIREMENTS FOR SPECIFIC PERMIT APPLICATIONS

<u>Applications for . . .</u>	<u>Must be accompanied by . . .</u>
• Dams and Impoundment Structures	Supplement D-1 ²
• Docks, Moorings or Platforms	Supplement D-2 ²
• 401 Water Quality Certification	Pre-filing request required 30 days prior to application submittal ² Supplement WQC-1 Form ²
• Water Withdrawal	Supplement WW-1 ² Water Conservation Program Form ² Legal Certification of Proper Water District or Water Works Corporation Formation ²
• Long Island Well	Regional specific supplement ²
• Wild, Scenic and Recreational River Systems	Supplement WSR-1 ²
• DEC Freshwater Wetlands and DEC Tidal Wetlands	Applications fees are required, except for activities under an established General Permit. Refer to: www.dec.ny.gov/permits/65153.html .
• USACE Section 404 Clean Water Act, and DEC Freshwater Wetlands, and DEC Tidal Wetlands	Applications to disturb a wetland or waterway by placing fill or performing mechanized land clearing, ditching, channelization, dredging, or excavation activities must discuss practicable alternatives that avoid, minimize or mitigate the proposed project impacts. Justification must be given for alternatives found suitable.

SUBMISSION OF APPLICATION FORMS AND ATTACHMENTS

Mail a completed application to each involved Agency based on project location and permit(s) required.

For DEC - Mail **two copies** of the Joint Application Form, supplemental forms, and all required attachments.

DEC encourages applicants to submit applications and supporting information electronically, and to submit paper copies as soon as possible. DEC is not yet able to accept electronic only application submissions except in limited circumstances. Contact your DEC regional Permits office for additional information on electronic submissions. The start of all application time frames are based on the Department’s receipt of your paper copies.

For Other Agencies - Mail **one copy** of the Joint Application Form, any supplemental forms, and all required attachments. Refer to each Agency’s website for specifications on submitting documents on electronically.

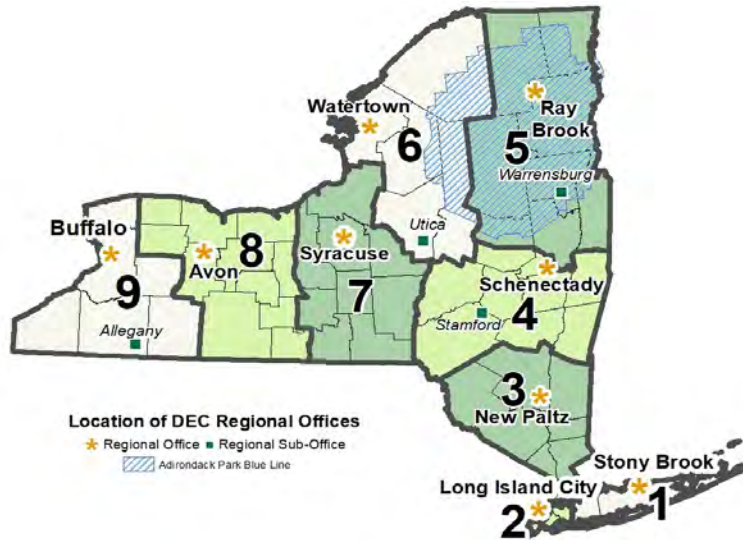
See the following pages for Agency Contact Information.

² DEC Forms are available at NYS DEC offices and at www.dec.ny.gov/permits/6222.html.

AGENCY CONTACT INFORMATION

New York State Department of Environmental Conservation

www.dec.ny.gov



Location of DEC Regional Offices

★ Regional Office ■ Regional Sub-Office
▨ Adirondack Park Blue Line

NYS DEC REGION 6 Sub-Office

Regional Permit Administrator
Utica State Office Building,
207 Genesee Street, Room 1404
Utica, NY 13501-2885
phone: 315-793-2555
fax: 315-793-2748

email: dep.r6@dec.ny.gov

➤ For Herkimer and Oneida Counties

NYS DEC REGION 7

Regional Permit Administrator
5786 Widewaters Parkway
Syracuse, NY 13214-1867
phone: 315-426-7438
fax: 315-426-7425

email: dep.r7@dec.ny.gov

➤ For Broome, Cayuga,
Chenango, Cortland, Madison,
Onondaga, Oswego, Tioga and
Tompkins Counties

NYS DEC REGION 8

Regional Permit
Administrator 6274 East Avon
- Lima Road Avon, NY
14414-9519

phone: 585-226-5400
fax: 585-226-2830

email: dep.r8@dec.ny.gov

➤ For Chemung, Genesee, Livingston,
Monroe, Ontario, Orleans, Schuyler,
Seneca, Steuben, Wayne and Yates
Counties

NYS DEC REGION 9

Regional Permit Administrator
700 Delaware Avenue
Buffalo, NY 14209
phone: 716-851-7165
fax: 716-851-7168

email: dep.r9@dec.ny.gov

➤ For Erie, Niagara and Wyoming
Counties

NYS DEC REGION 9 Sub-Office

Regional Permit Administrator
182 East Union, Suite 3
Allegany, NY 14706-1328
phone 716-372-0645
fax: 716-372-2113

email: dep.r9@dec.ny.gov

➤ For Allegany, Cattaraugus and
Chautauqua Counties



NYS DEC REGION 1

Regional Permit Administrator
SUNY @ Stony Brook
50 Circle Road
Stony Brook, NY 11790-3409
phone: 631-444-0365
fax: 631-444-0360

email: dep.r1@dec.ny.gov

➤ For Nassau and Suffolk Counties

NYS DEC REGION 2

Regional Permit Administrator
1 Hunter's Point Plaza
47-40 21st Street
Long Island City, NY 11101-5407
phone: 718-482-4997
fax: 718-482-4975

email: dep.r2@dec.ny.gov

➤ For Brooklyn, Bronx, Manhattan,
Queens and Staten Island

NYS DEC REGION 3

Regional Permit Administrator
21 South Putt Corners Road
New Paltz, NY 12561-1620
phone: 845-256-3054
fax: 845-255-4659

email: dep.r3@dec.ny.gov

➤ For Dutchess, Orange, Putnam,
Rockland, Sullivan, Ulster and
Westchester Counties

NYS DEC REGION 4

Regional Permit Administrator
1130 North Westcott Road
Schenectady, NY 12306-2014
phone 518-357-2069
fax: 518-357-2460

email: dep.r4@dec.ny.gov

➤ For Albany, Columbia, Greene,
Montgomery, Rensselaer, Schenectady
and Schoharie Counties

NYS DEC REGION 4 Sub-Office

Regional Permit Administrator
65561 State Highway 10
Stamford, NY 12167-9503
phone: 607-652-7741
fax: 607-652-3672

email: dep.r4@dec.ny.gov

➤ For Delaware and Otsego
Counties

NYS DEC REGION 5

Regional Permit Administrator
PO Box 296
1115 NYS Route 86
Ray Brook, NY 12977-0296
phone: 518-897-1234;
fax: 518-897-1394

email: dep.r5@dec.ny.gov

➤ For Clinton, Essex, Franklin, and
Hamilton Counties

NYS DEC REGION 5 Sub-Office

Regional Permit Administrator
232 Golf Course Rd
Warrensburg, NY 12885-1172
phone: 518-623-1282;
fax: 518-623-3603

email: dep.r5@dec.ny.gov

➤ For Fulton, Saratoga, Warren
and Washington Counties

NYS DEC REGION 6

Regional Permit Administrator
Dulles State Office Building
317 Washington Street
Watertown, NY 13601-3787
phone: 315-785-2245
fax: 315-785-2242

email: dep.r6@dec.ny.gov

➤ For Jefferson, Lewis and
St. Lawrence Counties

AGENCY CONTACT INFORMATION

US Army Corps of Engineers

For DEC Regions 1, 2 and 3

US Army Corps of Engineers New York District

ATTN: Regulatory Branch, Room 1937
26 Federal Plaza
New York, NY 10278-0090

email: CENAN.PublicNotice@usace.army.mil

For DEC Regions 1, 2 - (917) 790-8511

For DEC Region 3 - (917) 790-8411

www.nan.usace.army.mil/Missions/Regulatory.aspx

For DEC Regions 4, 5

US Army Corps of Engineers New York District

Upstate Regulatory Field Office
ATTN: CENAN-OP-RU, Bldg. 10, 3rd Floor North
1 Buffington Street

Watervliet, NY 12189-4000

email: cenan.rfo@usace.army.mil

(518) 266-6350 - Permits Processing Team

(518) 266-6360 - Permit Compliance & Enforcement

www.nan.usace.army.mil/Missions/Regulatory.aspx

For DEC Regions 6, 7, 8, 9

US Army Corps of Engineers Buffalo District

ATTN: Regulatory Branch
1776 Niagara Street
Buffalo, NY 14207-3199

email: LRB.NewYork.RegActions@usace.army.mil
(716) 879-4330

www.lrb.usace.army.mil/Missions/Regulatory.aspx



New York State Department of State

<https://dos.ny.gov/coastal-consistency-review>

NYS Department of State

Office of Planning and Development
Suite 1010

One Commerce Plaza, 99 Washington Ave
Albany, NY 12231-0001

(518) 474-6000

email: cr@dos.ny.gov

New York State Office of General Services

<https://ogs.ny.gov/real-estate/lands-now-or-formerly-underwater>

NYS Office of General Services

Bureau of Land Management
39th Floor, Corning Tower

Empire State Plaza
Albany, NY 12242-0001

(518) 474-2195

email: LandUnderWater@ogs.ny.gov

Village of Bayville, NY
Wednesday, July 19, 2023

Chapter 63B. Stormwater Control

Article I. Stormwater Management and Erosion and Sediment Control

§ 63B-7. Stormwater pollution prevention plans.

- A. Stormwater pollution prevention plan requirement. No application for approval of a land development activity shall be reviewed until the appropriate board has received a stormwater pollution prevention plan (SWPPP) prepared in accordance with the specifications in this chapter.
- B. Contents of stormwater pollution prevention plans.
 - (1) All SWPPPs shall provide the following background information and erosion and sediment controls:
 - (a) Background information about the scope of the project, including location, type and size of project.
 - (b) Site map/construction drawing(s) for the project, including a general location map. At a minimum, the site map should show the total site area; all improvements; areas of disturbance; areas that will not be disturbed; existing vegetation; on-site and adjacent off-site surface water(s); wetlands and drainage patterns that could be affected by the construction activity; existing and final slopes; locations of off-site material, waste, borrow or equipment storage areas; and location(s) of the stormwater discharges(s). Site map will be on a scale no smaller than one inch equals 100 feet (e.g., one inch equals 500 feet is smaller than one inch equals 100 feet);
 - (c) Description of the soil(s) present at the site;
 - (d) Construction phasing plan describing the intended sequence of construction activities, including clearing and grubbing, excavation and grading, utility and infrastructure installation and any other activity at the site that results in soil disturbance. Consistent with the New York Standards and Specifications for Erosion and Sediment Control (Erosion Control Manual), not more than two acres shall be disturbed at any one time unless pursuant to an approved SWPPP.
 - (e) Description of the pollution prevention measures that will be used to control litter, construction chemicals and construction debris from becoming a pollutant source in stormwater runoff;
 - (f) Description of construction and waste materials expected to be stored on site with updates as appropriate, and a description of controls to reduce pollutants from these materials including storage practices to minimize exposure of the materials to stormwater, and spill-prevention and response;
 - (g) Temporary and permanent structural and vegetative measures to be used for soil stabilization, runoff control and sediment control for each stage of the project, from initial land clearing and grubbing to project closeout;

- (h) A site map/construction drawing(s) specifying the location(s), size(s) and length(s) of each erosion and sediment control practice;
 - (i) Dimensions, material specifications and installation details for all erosion and sediment control practices, including the siting and sizing of any temporary sediment basins;
 - (j) Temporary practices that will be converted to permanent control measures;
 - (k) Implementation schedule for staging temporary erosion and sediment control practices, including the timing of initial placement and duration that each practice should remain in place;
 - (l) Maintenance schedule to ensure continuous and effective operation of the erosion and sediment control practice;
 - (m) Name(s) of the receiving water(s);
 - (n) Delineation of SWPPP implementation responsibilities for each part of the site;
 - (o) Description of structural practices designed to divert flows from exposed soils, store flows, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site to the degree attainable; and
 - (p) Any existing data that describes the stormwater runoff at the site.
- (2) Land development activities as defined in § 69B-6 and meeting Condition A, B or C below shall also include water quantity and water quality controls (post-construction stormwater runoff controls) as set forth in Subsection **B(3)** below as applicable:
- (a) Condition A: stormwater runoff from land development activities discharging a pollutant of concern to either an impaired water identified on the Department's 303(d) list of impaired waters or a total maximum daily load (TMDL) designated watershed for which pollutants in stormwater have been identified as a source of the impairment.
 - (b) Condition B: stormwater runoff from land development activities disturbing five or more acres.
 - (c) Condition C: stormwater runoff from land development activity disturbing between one and five acres of land during the course of the project, exclusive of the construction of single-family residences and construction activities at agricultural properties.
- (3) SWPPP Requirements for Conditions A, B and C:
- (a) All information in Subsection **B(1)** of this section;
 - (b) Description of each post-construction stormwater management practice;
 - (c) Site map/construction drawing(s) showing the specific location(s) and size(s) of each post-construction stormwater management practice;
 - (d) Hydrologic and hydraulic analysis for all structural components of the stormwater management system for the applicable design storms;
 - (e) Comparison of post-development stormwater runoff conditions with predevelopment conditions;
 - (f) Dimensions, material specifications and installation details for each post-construction stormwater management practice;
 - (g) Maintenance schedule to ensure continuous and effective operation of each post-construction stormwater management practice;

- (h) Maintenance easements to ensure access to all stormwater management practices at the site for the purpose of inspection and repair. Easements shall be recorded on the plan and shall remain in effect with transfer of title to the property;
 - (i) Inspection and maintenance agreement binding on all subsequent landowners served by the on-site stormwater management measures in accordance with § **63B-9** of this chapter.
- C. Plan certification. The SWPPP shall be prepared by a landscape architect, certified professional or professional engineer and must be signed by the professional preparing the plan, who shall certify that the design of all stormwater management practices meets the requirements in this chapter.
- D. Other environmental permits. The applicant shall assure that all other applicable environmental permits have been or will be acquired for the land development activity prior to approval of the final stormwater design plan.
- E. Contractor certification.
 - (1) Each contractor and subcontractor identified in the SWPPP who will be involved in soil disturbance and/or stormwater management practice installation shall sign and date a copy of the following certification statement before undertaking any land development activity: "I certify under penalty of law that I understand and agree to comply with the terms and conditions of the stormwater pollution prevention plan. I also understand that it is unlawful for any person to cause or contribute to a violation of water quality standards."
 - (2) The certification must include the name and title of the person providing the signature, address and telephone number of the contracting firm; the address (or other identifying description) of the site; and the date the certification is made.
 - (3) The certification statement(s) shall become part of the SWPPP for the land development activity.
- F. A copy of the SWPPP shall be retained at the site of the land development activity during construction from the date of initiation of construction activities to the date of final stabilization.