



# TOWN OF PERTH

1849 County Highway 107 • Amsterdam, New York 12010  
Phone: 518-843-6977 • Fax: 518-843-6979

## Application for a Special Use Permit/Site Plan Review

Instructions: Applicants should complete Parts I and II and submit in triplicate with three copies of a site plan to the Clerk of the Planning Board

### Part I: Applicant Information

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: (     ) \_\_\_\_\_

### Part II: Project Information

Purpose of the Project: \_\_\_\_\_  
\_\_\_\_\_

Present Zoning Classification: \_\_\_\_\_

Location of Property: \_\_\_\_\_

Tax Parcel #: \_\_\_\_\_

Present Owner: \_\_\_\_\_

Adjacent Land Uses: \_\_\_\_\_

Surveyor and/or Engineer: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name \_\_\_\_\_

Application # \_\_\_\_\_

Part III: Schedule of Review (For Planning Board Use)

	Date(s)		
Pre-submission Conference	_____		
Submission of Application	_____	_____ Accept	_____ Reject
Referral to County Planning Board	_____		
Public Notice	_____		
Public Hearing	_____		
Planning Board Review	_____	_____ Approve	
		_____ Disapprove	
		_____ Approve with modifications and/or conditions (see below)	
Fee Paid \$	_____		

Conditions of Approval:

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## SITE PLAN REVIEW CHECK OFF LIST

DATE \_\_\_\_\_

APPLICATION# \_\_\_\_\_

PROJECT NAME/DESCRIPTION:

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Applicant will provide the following data, information and drawings for the site plan review process. Three copies are required plus presentation material (slides or flipchart size):

Title of Site Plan Drawing including name and address of applicant and person responsible for drawing preparation.

North arrow scale and date.

Boundaries of property plotted to scale, including rights of way and easements.

Existing water courses, wetlands, floodplains.

Grading and drainage plan. before and after contours.

Plan view of buildings with heights and size to scale.

Description of building usage.

Layout of parking/loading areas, including access, street and roads.

Layout of pedestrian access.

Location/description of outdoor storage and/or laydown areas.

Site improvements. (drains, culverts, walls, fences).

Description and layout of sewage disposal system.

Description and layout of water systems.

Location of fire/emergency zones, including fire hydrants.

Location and design of energy systems.(heat, light, airconditioning, electrical, etc.)

Location, size, design, etc. of signage.

| | Location and design of buffer areas.

| | Description and layout of outdoor lighting.

| | Landscaping plan and schedule.

| | Phased construction schedule for all elements of the project.

| | SEQRA Review Type I.

| | Preparation of plan by licensed professional engineers, architects, and surveyors is required.

| | Other

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## Appendix C

**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. PROPOSED ACTION IS: <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) name 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(s) name and permit/approvals: _____	
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**

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**PART II - IMPACT ASSESSMENT (To be completed by Lead Agency)**

A. DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4? 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 617.6? 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 pattern, 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. WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ESTABLISHMENT OF A CRITICAL ENVIRONMENTAL AREA (CEA)?  
 Yes  No If Yes, explain briefly:

E. 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. If question D of Part II was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

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 \_\_\_\_\_  
 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)

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