

**Application for Land Separation
Town of Elba, New York**

In accordance with Local Law 1 of 2002, this application must be filled out by all applicants that wish to undertake a land separation in the Town of Elba. The applicant shall complete Parts I and II., and submit to the Town along with a SEQR Short Form with Part I completed and a sketch plan of the property depicting the entire parcel being divided, proposed lot lines, adjacent public roads, and any existing easements, deed restrictions or covenants affecting the property. If the affected property is located within 500 feet of a Farm Operation in a NYS Agricultural District, an Agricultural District, an Agricultural Data Statement must also be submitted.

Please print.

Part I

This application, made on the _____ day of _____, is an application for a Land Separation based on the requirements set forth in the Town of Elba Land Separation Local Law. Included with this application are all required submittals and the appropriate filing fee.

Applicant Name: _____ Address: _____

Daytime Phone: _____

Part II

LOCATION OF PROPERTY BY STREET ADDRESS: _____

TAX MAP I.D.# (available from Town Clerk) _____

NUMBER OF EXISTING LOTS _____ NUMBER OF PROPOSED LOTS _____

REQUIRED SUBMITTALS:	YES	NO
Sketch Plan (8 copies)	<input type="checkbox"/>	<input type="checkbox"/>
SEQR Short Form	<input type="checkbox"/>	<input type="checkbox"/>
Agricultural Data Statement (if required)	<input type="checkbox"/>	<input type="checkbox"/>

I/We do hereby certify that the information contained herein and on the sketch plan (if submitted) herewith is to the best of my/our knowledge true, accurate and correct and that I/We have read and understand the instructions of the Town staff.

Applicant's Signature: _____ Date: _____

FILE WITH THE TOWN CLERK OF THE TOWN OF ELBA. YOU WILL BE CONTACTED PROMPTLY WHEN A MEETING DATE TO REVIEW YOUR APPLICATION IS SET.

Part III (To be completed by Town officials only)

Fee Collected: \$ _____, Town Clerk's Signature _____

Application Approval <input type="checkbox"/> YES, effective date: _____	
<input type="checkbox"/> NO, provide explanation _____	

Signature of Planning Board Chairman	Signature of Zoning Enforcement Officer

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 Application 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 governmental 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, 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"/> Parkland <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(specify):_____					
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 service(s) available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near 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 requirement? 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 site contain a structure that is listed on either the State or National Register of Historic Places? b. Is the proposed action located in an archeological sensitive area?	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 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 <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 <input type="checkbox"/>	YES <input type="checkbox"/>
16. Is the project site located in the 100 year floor plain?	NO <input type="checkbox"/>	YES <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 b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If yes, briefly describe: <input type="checkbox"/> NO <input type="checkbox"/> YES _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
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 <input type="checkbox"/>	YES <input type="checkbox"/>

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
	<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 AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/Sponsor Name : _____ Date: _____ Signature: _____		

Part I – 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 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: <ul style="list-style-type: none"> 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)?		
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 III – 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.

- 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.
- 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 diff. from Responsible Officer)