

**Minutes of the Sandy Creek Regional Planning Board
Wednesday, June 7, 2023
Sandy Creek Town Hall**

Members present: Larry Rice, Frank Dixon, Bill Joyce, Richard Machemer, Pat Machemer, Sybil Cummins and Shirley Rice.

Also present: Amy Boone

Larry Rice opened the regular meeting of the Board at 7:00 PM.

Discussion on the minutes of May 3, 2023 found no changes were needed. A motion to accept the minutes as presented was made by Larry Rice and seconded by Frank Dixon. All voted in the affirmative and the motion carried.

Bill provided the Treasurer's report. Expenditures for May 2023 are for salaries for Board members of 92.35 per person and 346.31 for Bill Joyce as Secretary/Treasurer. Bill had an additional check for reimbursement of monthly payments on his personal credit card for Word 365 in the amount of \$99.00. A charge of \$54.59 was paid to the Watertown Daily Times for the advertised warning of a Public Hearing at the Village of Sandy Creek for the amended Solar Law on July 5, 2023. Also, there was a payment of \$164.48 for EFTPS.

Correspondence included: the CEO Report from John Howland for 4/1/23 to 4/30/23 and for 5/1/23 to 5/31/23; the minutes of the meeting of the Town Board dated March 21, 2023; the History Center report for May 2023; a flyer advertising The Longest Day, an event in support of the Alzheimers Association.

Bill provided the Board with an update on the Village Solar Law. A Public Hearing will be held at the next Village Board meeting on July 5, 2023 at 7:00 pm.

Amy Boone unexpectedly came to the meeting with all of the paperwork for a sketch plan/Site Plan review. This paperwork was not provided to the Board prior to the meeting, creating a situation wherein the Board would need to do much of the work to make the Site Plan Review complete. The Sketch Plan review was done fairly quickly in that the Applicant had all of the required information complete including location of all proposed and existing structures, showed ingress and egress, proposed parking including one space for handicap accessible parking, location of existing natural and manmade features. A motion was made by Richard Machemer to deem the Sketch Plan complete and was seconded by Larry Rice. All voted in the affirmative and the motion carried. The appropriate paperwork was completed and signed by Larry Rice, Chair. The Board chose to immediately begin the Site Plan Review. This is a very simple project involving only the construction of a fenced in area attached to an existing small structure to be used as a dog daycare and boarding facility to be called "Best Furiends Doggie Day Care and Boarding." A number of additions were made by the Applicant to the graph paper drawing of the project as required by the Site Plan Review Law. These additions included: a north arrow; setbacks from property lines and road rights of way; that on the graph paper, one square depicted 10 feet*; width of ingress/egress; dimensions of all parking spaces; snow removal area and refuse removal area. As the property is located within 500 feet of an Agricultural District, an Agricultural Data Statement was prepared as well as a 239 Review Submission Form for Oswego County. At the time of the Site Plan Review, addresses of all residents within 500 feet of the property had not been generated. Bill will generate these addresses and create postcards to be sent to all pertinent residents warning of a public hearing to be held on July 5 at 7:30 pm at the Sandy Creek Town Hall. The cost of postage will be

a Public Hearing will be held at the Sandy Creek Town Hall on July 5, 2023 at 7:30 pm. The cost of the postage for the public hearing postcards will be paid by the Applicant. An EAF Short Form was completed and reviewed by the Board. Upon completion of the EAF it was determined that there will be no significant adverse environmental impact and Part 3 of the form was completed to reflect this finding. With only the addresses of the residents within 500 feet of the property which will be generated by Bill, the Board felt confident that the Application was complete. A motion was made by Larry Rice to deem the Application complete, seconded by Richard Machemer. All voted in the affirmative and the motion carried. The Applicant was advised that a Public Hearing will be schedule for the next regular meeting of the Board on July 5, 2023 at 7:30 pm and that they will be contacted concerning the cost of postage for the postcards to be sent to abutting residents.

The Board moved on to the Comprehensive Plan update. A number of Board members had not begun reading the Comp Plan, which made any review seemingly impractical. It was determined that more time would be needed before any formative discussions could begin. Therefore review was postponed to the next regular meeting of the Board on July 5, 2023.

With no further business before the Board, a motion was made by Sybil Cummins and seconded by Pat Machemer to adjourn. The motion was passed by unanimous vote and the Board adjourned at 8:30 pm.

Respectfully submitted by Recording Secretary - Sybil Cummins

* The dimensions for the proposed signage at the front of the property are not properly reflected in the graph paper drawing provided for the Sketch Plan/Site Plan Review. The proposed signage will be 4 feet by 2 feet as written by the Applicant.



OSWEGO COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT, TOURISM AND PLANNING

Janet W. Clerkin
Office of Promotion And Tourism

David R. Turner
Director

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

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Office of Housing Assistance

239 REVIEW SUBMISSION FORM

Submitted to: Oswego County Department of Community Development, Tourism, and Planning
46 East Bridge Street
Oswego, NY 13126

Submitted by: Agency: SANDY CREEK PLANNING Contact Person: BILL JOYCE
Return Address: 253 SEBER SHORES RD, SANDY CREEK NY 13145
Contact Email: billjoyce253@gmail.com Contact Phone #: 315 387-2202
Date submitted: 6/7/23 Public Hearing/ Meeting Date(s): 7/5/23

Project Details: Applicant: AMY BOONE
Site Address: 180 EDWARDS RD, LACONA, NY 13083
Municipality: SANDY CREEK
Tax Parcel Number(s): 030.00-01-10.03
Zoning District: N/A

Pursuant to §239-f, -l & -m of General Municipal Law enclosed for review and recommendation from the Oswego County Department of Community Development, Tourism, and Planning is an application for (check all applicable):

- Site Plan Review
Special Use Permit
Area Variance
Use Variance
Rezoning
Comprehensive Plan Adoption/Amendment
Zoning Law Local Law Adoption/Amendment
Other:

The application qualifies for review because the project tax map parcel is located within 500 feet of the following (check all applicable):

- Municipal Boundary*
State/County Park or Other Recreation Area
State/County Road
State/County Drainageway/Watercourse
Farm located in an Agricultural District
State/County-owned land on which a public building/institution is located

*Pursuant to General Municipal Law §239-nn, the legislative body or reviewing board of a municipality shall give notice of a public hearing for a proposed Special Use Permit, Use Variance, Site Plan Review or Subdivision Review to the Clerk of an adjacent municipality at least 10 days prior to the public hearing when the subject property is located within 500 feet of the adjacent municipality.

The Clerk(s) of SANDY CREEK were notified on 6/12/23
(city/ town/ village) (date)

PROJECT-SPECIFIC QUESTIONS

In addition to the information required on page 1 of this form, please answer the following questions:

1. Describe public facilities available in the area to be affected:

Water: N/A

Sewer: N/A

2. Will this action impact water or sewer facilities?

NO

3. Describe any public services available in the area to be affected (jurisdiction or district):

Police: DSWEGD CO. SHERIFF, NY STATE POLICE

Fire: LACONA FIRE DEPARTMENT

Refuse: N/A - PULASKI TRANSFER STATION

School: SANDY CREEK SCHOOL DISTRICT

Other: _____

4. Will this action impact services listed above? Describe:

NO

5. Will traffic be affected/ generated by the action? Describe:

NO

6. Is this action in compliance with the following?

Existing municipal plans: Yes No n/a

Local or State Subdivision Regulations: Yes No n/a

NYS Building & Fire Code: Yes No n/a

NYS Freshwater Wetlands Act: Yes No n/a

Federal Flood Insurance Program: Yes No n/a

Other Federal/State/County/Local laws: Yes No n/a

If the action is non-compliant, please describe: _____

7. Describe existing land use of areas to the north, south, east and west of the site/action:

North: OPEN FIELD NON-AGRICULTURAL

South: AGRICULTURAL DISTRICT

East: RESIDENCE

West: RESIDENCE

8. Identify any State or County Facilities in the area (Roads, Parks, Buildings):

~~FIRE DEPT~~ N/A

9. Identify any nearby water bodies, streams, wetlands, or flood-hazard zones in the area:

SEASONAL RUNOFF SWALE BORDERS PROPERTY TO THE EAST

10. Describe any unique physical/ natural features or socio-economic conditions in the area:

NONE OF CONSEQUENCE



OSWEGO COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT, TOURISM AND PLANNING

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AGRICULTURAL DATA STATEMENT

This form is required for all applications that are subject to 239 Review (GMU 12-B, Section 239) and that are located within 500 feet of farm operation(s) in agricultural districts. This form should be submitted to the Oswego County Department of Community Development, Tourism, and Planning for review. Any owner of a farm operation that is identified in this form must be notified of the project and project location.

1. Applicant Information:

Name: AMY BOONE ~~8119~~ Address: 180 EDWARDS RD LACONA NY 13083
Phone #: 302 522 8149 Email: aboone342@gmail.com

2. Project Details

Address: 180 EDWARDS RD Municipality: SANDY CREEK
Tax Parcel Number(s): 030.00-01-10.03 Zoning District: N/A
Description of project: DAYCARE AND BOARDING FOR DOGS AND CATS

Type of Action/ Application:

- | | | |
|--|---------------------------------------|--|
| <input checked="" type="checkbox"/> Site Plan Review | <input type="checkbox"/> Use Variance | <input type="checkbox"/> Comprehensive Plan |
| <input type="checkbox"/> Special Use Permit | <input type="checkbox"/> Rezoning | <input type="checkbox"/> Zoning Law/ Local Law |

3. Proximity to Farm Operations

Is the project site located in or within 500 feet of an agricultural district? Yes No

Check any of the following "Farm Operations" within 500 feet of the project boundary:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Agricultural Production | <input type="checkbox"/> Farming Equipment | <input type="checkbox"/> None of these |
| <input type="checkbox"/> Farm Buildings | <input type="checkbox"/> Farm Residential Building | |

List the names & addresses of any owner(s) of land within the agricultural district containing a farm operation that are located within 500' of the boundary of the project boundary:

SEE ATTACHED

Attach a copy of the tax map showing the site of the proposed project relative to the farm operation(s) that are located in the agricultural district.

355289 - 030.00-01-09.03
Andrew E. Montalbano
170 Edwards Rd
Lacona, NY 13083

355289 - 030.00-01-10.1
Tyler D. Trump
1866 Co Rt 48
Lacona, NY 13083

355289 - 040.00-01-02.112
Joss Living Trust
1799 Co Rt 48
Lacona, NY 13083

355289 - 030.00-01-09.07
Peter G. Eursken
11A Ford Drive
Oakridge, NJ 07438

355289 - 030.00-01-10.04
Phillip W. Babcock II
192 Edwards Rd
Lacona, NY 13083

355289 - 030.00-01-10.03
Norman L. Kepner
180 Edwards Rd
Lacona, NY 13083

355289 - 030.00-01-10.13

Daniel J. Cashel

198 Edwards Rd

Lacona, NY 13083

wego County Agricultural District



Addresses



Wardships



Active Tax Parcels

Free Parcel



Yes

No

S Streets



wego County Boundary



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: <i>Best Friends Doggie Daycare + Boarding</i>			
Project Location (describe, and attach a location map): <i>130 Edwards Rd., Leona, NY 13033</i>			
Brief Description of Proposed Action: <i>Daycare + boarding for dogs + cats.</i>			
Name of Applicant or Sponsor: <i>Amy Boone</i>		Telephone: <i>302-522-3149</i>	
Address: <i>130 Edwards Rd.</i>		E-Mail: <i>Aboone392@gmail.com</i>	
City/PO: <i>LEONA</i>		State: <i>NY</i>	Zip Code: <i>13033</i>
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 checked="" 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:			YES <input type="checkbox"/>
3.a. Total acreage of the site of the proposed action? b. Total acreage to be physically disturbed? c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?			NO <input checked="" type="checkbox"/>
4. Check all land uses that occur on, adjoining and near the proposed action. <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input checked="" type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" 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	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation service(s) available at or near the site of the proposed action?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" 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	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: <u>private</u>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: <u>Private</u>	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the site contain a structure that is listed on either the State or National Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the proposed action located in an archeological sensitive area?	<input checked="" 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?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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: _____	<input checked="" 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	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
16. Is the project site located in the 100 year flood plain?	NO	YES	
	<input checked="" 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? <input type="checkbox"/> NO <input type="checkbox"/> YES	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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		

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
	<input checked="" type="checkbox"/>	<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 checked="" 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 checked="" 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: <u>Andy Boone</u>		Date: <u>5/4/23</u>
Signature: <u>[Signature]</u>		

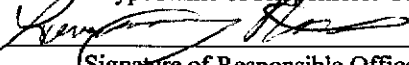

Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2. Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions 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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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.

THIS PROJECT IS A TYPE II ACTION WHICH WILL NOT RESULT IN A SIGNIFICANT ADVERSE ENVIRONMENTAL IMPACT OF ANY KIND.

<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 checked="" 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.
<u>SANDYCREK REGIONAL PLANNING</u>	<u>6/7/23</u>
Name of Lead Agency	Date
<u>LAWRENCE RICE</u>	<u>BOARD CHAIR</u>
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)

PRINT

A Sketch Plan Conference was held between AMY BOONE and the Sandy
Applicant

Creek Regional Planning Board on 6/7/23 on her/his plan to open a
Date

DOG DAYCARE + BOARDING (BEST FRIENDS DOGGIE) at DAYCARE + BOARDING
Project type Name of Business

180 EDWARDS LACONA NY 13083
Address

The formal Site Plan was submitted on 6/7/23

A motion was made by LARRY RICE, seconded by RICHARD MACHEMER, and passed (unanimously)
that:

1. the application be deemed complete
2. the Site Plan submitted at the Sketch Plan Conference be considered the formal Site Plan
3. a public hearing be scheduled for 7/5/23
4. that this project be referred to the Oswego County Department of Community Development, Tourism and Planning for 239 (L&M) Review.

*** an agricultural data statement be submitted

5. the Sandy Creek Regional Planning Board determines that the action, is a **Type II Action** and is not subject to review under 6NYCRR, § 617.5 (c) (2). replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes and does not meet or exceed any of the thresholds in § 617.4. The requirements of 6NYCRR, Part 617 have been met.
6. the Sandy Creek Regional Planning Board determines that the action, under 6NYCRR, Part 617 is an **Unlisted Action** and does not meet or exceed any of the thresholds in § 617.4 (Type I Actions) and is not contained on the list of § 617.5 (Type II Actions). Coordinated review is not required for Unlisted actions. After completing Part II of the Short Environmental Assessment Form, the PB determines that the proposed action will not result in any significant adverse environmental impacts pursuant to §617.7(c). The requirements of 6NYCRR, Part 617 have been met.
7. the Sandy Creek Regional Planning Board determines that the action, under 6NYCRR, Part 617 is a **Type I Action**. It is located in a designated Critical Environmental Area, therefore a Lead Agency must be established and Coordinated Review completed.

Approve or Disapprove at next meeting after public hearing

Town of Sandy Creek
Site Plan Review Application
(page 1 of 2)

Name of Applicant: Amy Boone

Applicant Address: 130 EDWARDS RD, LACONA, NY 13033

Name of Owner: Norm + Chris Kepner

Owner Address: 130 EDWARDS RD, LACONA, NY 13033

Name of Project: Best Friends Doggie Daycare + Boarding

Project Address: 130 EDWARDS RD, LACONA, NY 13033

If owner is different from applicant, please explain. My parents own the property, and I have their permission to operate in

Present Zoning N/A Existing Use of Property Residential house business

Project Location: 130 EDWARDS RD, LACONA, NY 13033

Type of Project: Boarding house for dogs + cats

Date the Sketch Plan Conference was held: _____

Attach "Record of Sketch Plan Conference"

Did you remember to include your application and submittal checklist? It is required to apply for a site plan review.

Amy Boone

Applicant's Signature

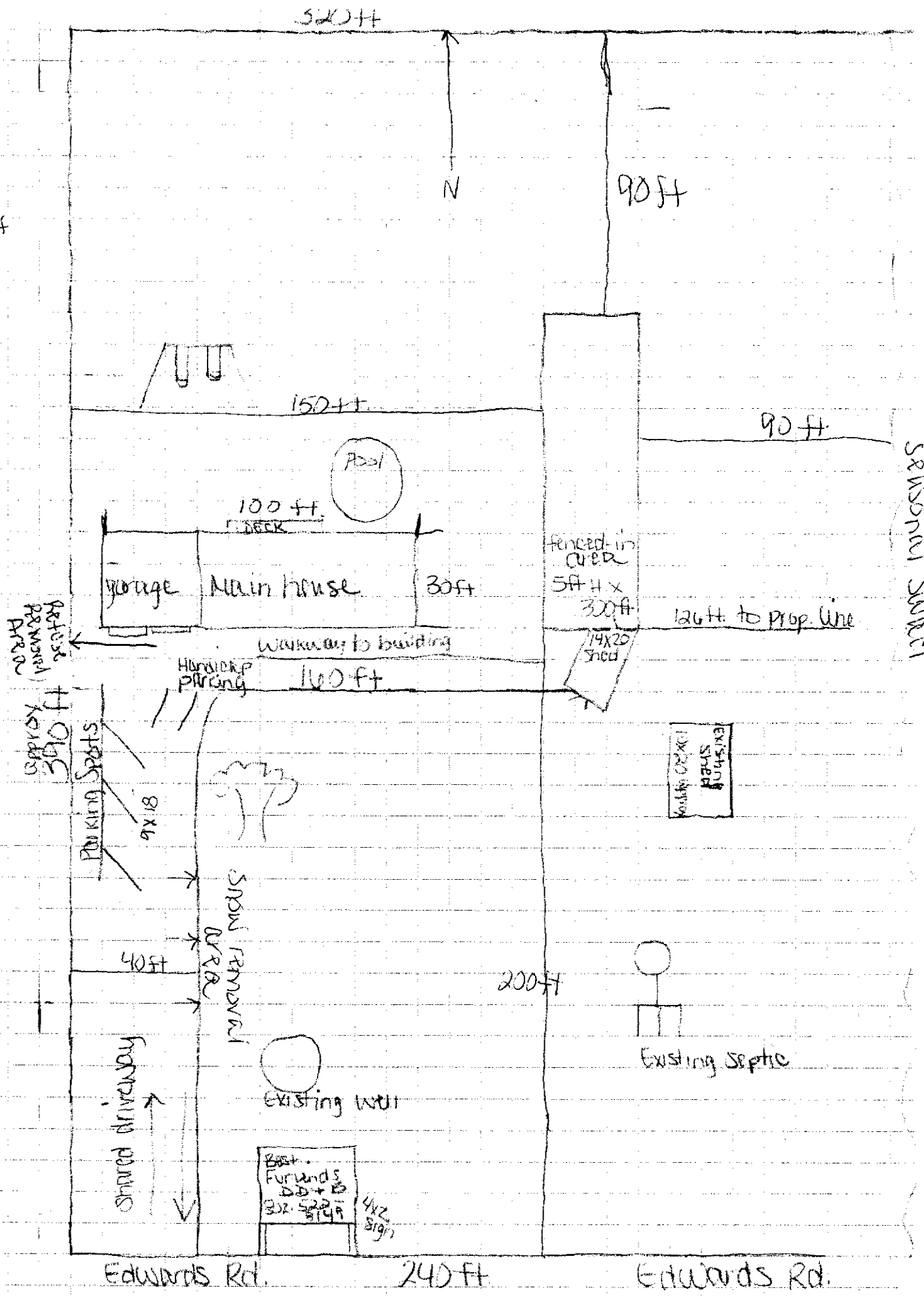
Date 5/14/23

Christine L Kepner

Owner's Signature

Date 5/14/23

1 sq = 10 ft





Show search results for 355...

355289030,00-01-10,03

030,00-01-09,03

030,00-01-10,03

030,00-01-10,03

355

352

M2

030,00-01-10,03

SITE PLAN REQUIREMENTS

On application : Include phone number(s), mailing address, project address, email address

On Site Plan: Graph paper is preferable

No paper larger than 8 ½ "x 14", If applicant wants to submit something larger, provide 10 copies

Cannot copy in color

Show entire parcel to scale of 1"= 50' (for 10 acres or less), 1"= 100' (for more than 10 acres)

May show proposed plan on 8 ½" x 11" (or 14") and note this area on whole parcel

A Full EAF (Environmental Assessment Form) may be needed for projects in the Critical Environmental Area (west of Rt. 3)

For Sketch Plan Conference (mandatory pre-submission meeting to discuss the proposed project):

Show all dimensions as they relate to the entire parcel

- Location of all proposed and existing structures
- Ingress and Egress
- Proposed parking
- Location of existing natural and manmade features, including but not limited to major vegetation, surface water and land formations, roads and fences
- Description of intended use of site.

For Formal Site Plan Review: Please refer to the local law for specific requirements.

Show all dimensions as they relate to the entire parcel

- Applicant name, address and owner name, address and consent if owner is not the applicant
- Existing use of the land
- Property address and a location map showing the site location on the relevant portion of a U.S.G.S. or NYS Planimetric quadrangle map, or town, village or city base map
- A to-scale site plan with north arrow at a scale of 1" = 50' or larger for parcels of up to 10 acres and 1" =100' or larger for parcels of more than 10 acres, showing:
 - Location and dimension of all existing and proposed buildings and outdoor storage areas on the property with each building or area clearly labeled as to whether it is existing or proposed and its intended use
 - The setback of all existing and proposed buildings from rear and side property lines and public road right-of-ways. Lines of existing and proposed streets and sidewalks with street names
 - The location and dimensions of existing and proposed driveways
 - The location, dimension and delineation of all required parking spaces, loading areas and driving aisles
 - The location of existing or proposed septic systems and wells on the subject property
 - Proposed building heights and number of stories
 - The location of any required buffer areas
 - Any proposed screening from adjacent properties
 - The location of any surface water bodies or stream courses.
 - The location, type and size of any signage and outdoor lighting
 - A landscape plan for the property
- If municipal (community) water and/or sewer is necessary, a letter of approval from the appropriate source is required.
- Names and *mailing* addresses of property owners who are to be notified of the public hearing in accordance with Section 3.07. Village of Sandy Creek and Town west of Rt. 3 (within a 300' radius), rest of Town of Sandy Creek (within a 500' radius). These must be obtained from the Town of Sandy

Creek assessor.

- An environmental assessment form (EAF) and, when applicable, a draft environmental impact statement (EIS) pursuant to 6NYCPR Part 617 (SEQR).
- Any other information necessary to show compliance with the requirements of this local law including but not limited to the location of accessory uses, outdoor sales areas, camp sites and other similar areas.

Submission Requirements Which May be Waived: All applications for site plan review shall also include the following information. However, these requirements may be waived or amended by the Planning Board at the sketch plan conference if the applicant demonstrates to the satisfaction of the Planning Board that the information is of no significance.

- A topographical survey with a sufficient level of detail to fit the scale of the project
- The location, design and dimensions of any existing or proposed signs
- Delineation of any areas with slopes greater than 15%, wetlands, flood hazard areas, agricultural districts or other significant natural, cultural or historical characteristics
- Traffic generation estimates
- Snow storage/removal plan
- The location of refuse storage and removal areas
- Grading plan
- A survey by a licensed land surveyor of the parcel on which the development is to occur, or, if only a small portion of a parcel is to be developed, of the area to be developed
- A drainage plan for the property. For sites with a developed area of 5 acres or more, a storm water retention and grading plan in conformance with NYS guidelines
- An erosion control and sedimentation control plan during and post construction, based on NYS guidelines for erosion and sediment control
- An agricultural data statement pursuant to State law, when required

When the application is deemed complete, a public hearing will be scheduled. Public hearing notices will be published and surrounding property owners notified. Please note that you are responsible for these and any other costs associated with your project. A bill will be sent to you by the Town or Village Clerk.

Town of Sandy Creek
1992 Harwood Dr.
PO Box 52
Sandy Creek, NY 13145
(315) 387-5456

Sandy Creek Regional
Planning Board
PO Box 58
Sandy Creek, NY 13145

Oswego Co Health Dept
70 Bunner St.
Oswego, NY 13126
(315) 349-3557

Village of Sandy Creek
11 Park Ave
Lacona, NY 13083
(315) 387-5781
Mailing address:
PO Box 240
Sandy Creek, NY 13145

NYS DEC
615 Erie Blvd West
Syracuse, NY 13204-2400
(315) 426-7438

Code Enforcement Officer
John Howland
(315) 387-6156

Town of Sandy Creek
Highway Dept. Garage
(315) 387-3812

Oswego County Highway
(315) 349-8331

NYS DOT
Mexico, NY
(315) 963-3730