

VILLAGE OF DELANSON

Box 235, Delanson, NY 12053

(518) 895-2199

**Special Use Permit
Application 1.0**

**Revised
10/27/2015**

Village of Delanson

Schenectady County

Instructions for Special Use Permit Application

The Special Use Permit is intended to impose controls to minimize or avoid the impacts related to certain uses that may be incompatible unless conditioned to ensure suitability with the neighborhood in which they are located. Special Use Permit procedures are intended to assure that such a review is made and that appropriate conditions and safeguards are imposed.

1. In compliance with the Flood Damage Prevention Law adopted in 2013, if the proposed site development is in a Flood Hazard Area on the official FEMA Flood Hazard Map, please STOP. A Floodplain Development Permit is required before a Site Plan Review can proceed. An application for a Floodplain Development Permit can be obtained from the Village Clerk or complete the application for a Sketch Plan Review with the Planning Board to gain further information. If you have completed this process, proceed to step 2.
2. Complete the forms on pages 8-10, page 11 (if needed) and pages 14-16 (SEQR). Each application must contain all the items listed on the checklist on page 12 to be complete.
3. The **Owner** or a duly designated representative of the property must appear before the Planning Board at the next scheduled Planning Board meeting in person to discuss the intent and design of the site plan. You can find the scheduled Planning Board meetings on the Events Calendar at www.delanson.net. If a designated representative is to appear before the Planning Board, the Owner Authorization form on **page 11** must be completed.
4. Application forms along with the site plans must be filed with the Village Clerk at least 10 days before the scheduled Planning Board meeting. The Village Clerk will review the checklist on page 12 to make sure your application contains all the necessary items, then sign and date the checklist. The Clerk will then forward the application to the Planning Board.
5. If for any reason you or your representative cannot attend the scheduled meeting, please contact the Village Clerk at (518) 895- 2199 prior to the meeting.
6. An application for a Special Use Permit may be withdrawn at any time, but if withdrawn after the Board has convened the public hearing at which it was to be considered, or if denied by the Board, substantially the same application shall not be considered within twenty four [24] months from date of withdrawal or denial.

VILLAGE OF DELANSON

Special Use Permit / Site Plan Review Procedures

The Planning board will review the application using the requirements for Site Plan Review as described in **Article 11, *Site Plan Approval*** and the requirements of **Article 8, Section 8.5, *Standards for Granting Special Use Permits***. Therefore, the Special Use Permit process is the same as the Site Plan Review process with additional conditions added for approval. Those additional conditions and standards are listed in Article 8, Section 8.5, “*Standards for Granting Special Use Permits*”.

Site Plan Review - In accordance with Section 7-725 of New York State Village Law, the Planning Board is authorized to review and approve, approve with modifications, or disapprove all site plans for uses required by section 11.3 of the 2005 Zoning Laws of the Village of Delanson.

Optional Sketch Plan Conference - A sketch plan conference may be held between the planning board and the applicant prior to the preparation and submission of the formal site plan, at the option of the applicant. The purpose of such a conference is to enable the planning board to review the basic site design and advise the applicant as to potential problems and concerns prior to the preparation of a formal site plan. The applicant should provide the information listed below to the Planning Board for review at the sketch plan conference or public work session.

1. A statement and preliminary sketch showing the proposed and existing;
 - a) Locations and dimensions of principal and accessory structures.
 - b) Access and parking areas
 - c) Signs
 - d) Landscaping
 - e) Contours and other natural features
 - f) Site improvements including water supply and sanitary waste disposal facilities.
2. A sketch or map of the vicinity which clearly shows the location of the site in relation to adjacent streets, other rights-of-way, properties, easements and other relevant features.

Site Plan Review Procedure

1. **Contents of Site Plans** - The application for approval must be accompanied by the following information unless expressly waived by the Planning Board as a result of the sketch plan conference, if one was held.
 - a) The Applicant’s name, address and interest in the subject property.
 - b) The owner’s name and address and the owners signed consent to the filing of the application if the representative is different than the owner. (Page 11)
 - c) Street address or legal description of the property.
 - d) A project narrative which is a written description of the proposed use(s) and the proposed development of the property. Key points should include:
 1. Property description
 - i. Location & Size of lot with frontage measurements

- ii. Description of surrounding lots and land uses.
 - iii. Description trees, streams, wetlands on the site.
2. Project description
 - i. What you intend to build.
 - ii. Planned Setbacks
 - iii. Maximum Impervious Service lot coverage
 - iv. Size and shape, height and appearance of building
 - v. What is the purpose and planned use of the building?
 - vi. Number of employees and hours per day of operation
 - vii. Planned Vehicular access to the property
 - viii. Planned landscaping, buffering, fencing, screening forest and tree preservation.
 - ix. Planned # of parking places and loading spaces
 - x. Planned storm drainage and grading
 - xi. Planned lighting
 - xii. Planned signage
 - xiii. Length of time to complete project
 3. Public Facilities
 - i. Expected Power, water and sewage requirements
 - ii. Expected traffic impact on Public roads
 - iii. Method of waste disposal
- e) A site plan drawn to scale of not less than fifty (50) feet to one (1) inch on one or more sheets, illustrating the proposed development and use and including the following:
1. Title of drawing, north symbol, date and scale and name, address, title and license number of person or firm responsible for preparation of map.
 2. The boundary lines and dimensions of the subject property; existing subdivision lots; available utilities and easements, roadways, railroads, rail lines, and public right of way crossing and properties adjacent to the subject property.
 3. Any proposed re-grading of the subject property and any significant natural, topographical or physical features of the property, including watercourses, marshes, trees in excess of 20 inches in circumference measured at a height of 4 feet and existing contours in excess of 4 feet in one hundred feet.
 4. The location size, use and arrangement (including height in stories and feet, floor area ratio, total floor area, total square feet of ground area coverage and number and size of dwelling units by number of bedrooms) of all proposed buildings.
 5. Minimum yard dimensions and, where relevant, relation of yard dimensions to the height of the building or structure.
 6. Location, dimensions and number of all vehicular and pedestrian circulation elements, including streets and roadways, driveways, entrances, curbs, curb cuts, parking spaces, loading spaces, and access aisles, sidewalks, walkways and pathways.
 7. All existing and proposed surface and sub-surface drainage facilities.
 8. Location, size and arrangement of all outdoor signs and lighting

9. Proposed landscaping and buffer yards, including the type, location and quantity of all plant materials location and height of fences, retaining walls or screen plantings and the type or kind of building materials or plantings to be used for fencing or screening.
 10. Location, designation and total area of all usable open space or common property and the extent to which is to be improved.
 11. In the case of any use requiring a special permit, any information necessary to demonstrate compliance with all conditions imposed on the proposed special use permit.
- f) Commercial and Industrial Uses - In the Limited and General Business districts, special uses proposed and number of employees for which the buildings are designed. The type of power to be used in the manufacturing process, and the proposed method of disposal of such waste or by-products shall also be shown where applicable.
- g) SEQRA - No application shall be deemed complete without compliance with State Environmental Quality Review including where necessary, a lead agency determination, a negative or positive declaration and the submission of an acceptable Draft Environmental Impact Statement.

Exemptions - For minor site development plans, or in other appropriate circumstances, the Planning Board may waive the provision of any items or information listed in this Section. The Planning Board may allow the applicant to submit only that information which it deems necessary for review of a particular application.

Additional Information - The Planning Board may require other and further information or documentation it may deem to be necessary and appropriate to a full consideration and disposition of a particular application.

2. Review - Within 62 days following the receipt of a complete application by the Planning Board, the Board shall consider the application for a Special Use Permit. An application is considered complete when all required information above has been submitted, and applicable SEQRA and General Municipal Law, Section 239 referral requirements have been fulfilled. The Planning Board's review shall include and be guided by the following:

- a) The conformance of the site plan with the current Village Zoning Laws, the subdivision code and other applicable local laws.
- b) The adequacy and arrangement of vehicular and pedestrian traffic access and circulation, including intersections, road widths, pavement surfaces, dividers and control devices.
- c) The impact of traffic generated on adjacent properties and roads.
- d) Location, arrangement, appearance and sufficient off-street parking and loading.
- e) Location, arrangement, site design and compatibility of buildings, structures, lighting and signs, and impact on adjacent properties.
- f) The adequacy, type and arrangement of landscaping, screening, buffer zones and

- open spaces.
- g) In the case of multi-family dwellings, the adequacy of common property or open space for play areas and informal recreation.
 - h) The adequacy and means for complete disposal of storm water, sanitary waste, water supply for fire protection and consumption, fire and emergency vehicle access, solid waste disposal and snow removal.
 - i) The adequacy and structures of roadways and landscaping in areas with susceptibility to ponding, flooding and or erosion.
 - j) The protection of adjoining or nearby properties against noise, vibration, dust, odor, glare, unsightliness, or other objectionable features.
 - k) The retention of existing trees to as great a degree as practicable.

The Planning Board must hold at least one (1) duly advertised public hearing on the proposed Special Use Permit.

3. Decisions - Within 62 days of the public hearing and receipt of all necessary information and studies, including the environmental impact statements if required, the Planning Board shall act to decide on the application. The Planning Board may:

- a) **Approve**- Grant the Special Use Permit subject to site plan review and approval. Upon approval of the site plan, and payment by the applicant of all fees and reimbursable cost due to the Village, the Planning Board will stamp its approval on a copy of the site plan. A copy will be forwarded to the building inspector and the Village Clerk.
- b) **Approve with Modifications** - Tentatively grant the Special Use Permit with conditions or modifications to be implemented in the construction and/or operation of the requested special use, subject to site plan approval.

In addition, the Planning Board may conditionally approve the site plan if it determines that one or more aspects of the site plan do not meet the standards set forth Section 11.2 of the Zoning Laws, and that revisions or additions are required prior to full approval. The site plan, with required modifications clearly and permanently marked, together with a written statement explaining the basis and reasons for the approval subject to modifications, will be forwarded to the Building Inspector, the Village Clerk and the applicant.

Prior to granting site plan approval or Special Use Permit, the Planning Board may impose conditions and restrictions on the establishment, location, construction and operation of the special use or site as is deemed necessary to secure compliance with the standards and requirements of the modifications required by the Planning Board. Such conditions and restrictions shall be in the written statement of approval of the site plan, and shall be met, where applicable, prior to the granting of any permits by the Village Building Inspector. Violations of any conditions placed on approval shall be a violation of this local law and may result in revocation of permits granted by the building inspector.

After all required conditions of the special use have been met and modifications have been made to the site plan and any other conditions have been met, and payment by the applicant of all fees and reimbursable cost due to the Village, the Planning Board will stamp its approval on a copy of the site plan. A copy will be forwarded to the building inspector and the Village Clerk.

- c) **Disapprove**- Deny the Special Use Permit.
4. **Non-Approval** - The Planning Board in acting to tentatively grant or to deny such a Special Use Permit shall state its reasons for such action, together with any conditions or modifications required and shall include this as part of the record. A report stating the action taken and any conditions or modifications required shall be sent to the applicant and the Village Building Inspector.
 5. **Effect of Approval** - The issuance of a Special Use Permit shall not authorize the establishment or extension of any use nor the development, construction, reconstruction, alteration or moving of any building or structure, but shall merely authorize the preparation, filing and processing of applications for any permits or approvals which may be required by the codes and laws of the Village, including but not limited to a variance, a building permit, a certificate of occupancy, subdivision approval.
 6. **Financial Responsibilities** - No certificate of occupancy shall be issued until all improvements shown on the site plan have been installed or sufficient performance guarantee has been posted for the improvements not yet complete.
 7. **Limitation of Approval** - No Special Use Permit shall be valid for a period of longer than one (1) year from the date of issue unless a building permit is issued and construction is actually begun within that period and is diligently pursued to completion or an occupancy permit is obtained and a use is established within that period. A Special Use Permit shall be deemed to authorize only the particular use for which it was issued, and such a permit shall automatically expire and cease to be of any force or effect if such use shall, for any reason be discontinued for a period of six (6) consecutive months or more.
 8. **Amendments to Special Use Permit** - A Special Use Permit shall be deemed to authorize only the particular use for which it was issued. Following completion of the development or establishment of the use authorized by a Special Use Permit, no such use shall be expanded or added to in any manner unless the Special Use Permit is amended pursuant to the review and approval procedures in Article 8 of the Zoning Laws of the Village of Delanson.
 9. **Withdrawal of Application** - An application for a Special Use Permit may be withdrawn at any time, but if withdrawn after the Board has convened the public hearing at which it was to be considered, or if denied by the Board, substantially the same application shall not be considered within twenty-four (24) months from date of withdrawal or denial.

Village of Delanson
Application for Special Use Permit

Tax Map # Acreage Zoning District Date of Application

Gross Floor Area of all buildings. _____ sq. ft. (See page 14 for definition).

Location / Address of Subject Property

Existing Land Use

Land Use of Parcels Adjacent to Property

Name of Applicant

Address City State Zip

Phone Fax Cell Phone

Name of Engineer/Land Surveyor Company Name

Address City State Zip

Phone Fax Cell Phone

Name of Owner of property if Different from Applicant

Address City State Zip

Phone Fax Cell Phone

Special Use Standards Statement - Please use a separate sheet of paper for each item below to provide a written statement addressing each of the following 7 standards. State specifically how the proposed special use relates to and meets each standard.

- 1) **Impact** - The proposed building or use shall not substantially impact upon the nature and character of the surrounding neighborhood.
- 2) **Adjacent Properties** - The proposed building or use will not have a substantial or undue adverse effect upon the adjacent properties, the character of the neighborhood, traffic conditions, parking utilities and other matters affecting the public health, safety and general welfare.
- 3) **Nuisances** - Operations in connection with the proposed use shall not be more objectionable to nearby properties by reason of noise, fumes, vibration or flashing lights than would be the operations of any permitted use not requiring a Special Use Permit.
- 4) **Facilities and Services** - The proposed building or use shall be served adequately by essential public facilities and services, such as highways, streets, parking spaces, police and fire protection, drainage structures, refuse disposal, water, sewer and schools.
- 5) **Loss of Significant Features** - The proposed building or use will not cause the destruction, loss or damage of any natural scenic, architectural or historic feature of significant importance.
- 6) **Signs and Lighting** - The location of signs and lighting must be considered with reference to glare, traffic safety, compatibility and harmony with adjoining properties and the character of the area.
- 7) **Compliance** - The proposed building or use complies with all additional requirements imposed on it by the provisions of Article 8, "*Special Use Permit*" and Article 7, "*Supplemental Regulations*" of the Zoning Laws of the Village of Delanson.

Project Narrative - Please provide a written statement (on a separate sheet of paper) of the purpose, scope and intent of the project.

I have completed the Special Use Application and provided written statements addressing the Special Use Standards and the Project Narrative.

Applicant's Signature

Date

PLANNING BOARD
VILLAGE OF DELANSON
OWNER AUTHORIZATION FOR SITE PLAN REVIEW

The undersigned, who is the owner of the premises known as

(address of subject property)

identified by Tax Map # _____ hereby authorizes

_____ to bring the

(name of representative)

application herein before the Planning Board of the Village of Delanson for Site Plan approval.

The undersigned further permits the Village or its authorized representative access to the property to review existing site conditions during the review process.

STATE OF _____)

COUNTY OF _____)

On this the _____ day of _____ Two Thousand and _____ before me, the subscriber, personally appeared _____ to me

Name of Owner

personally known and known to me to be the same person described in and who executed the within Instrument, and he/she acknowledged to me that he/she executed the same.

Owner's Signature

Date

Notary of the Public

Date

VILLAGE OF DELANSON
SPECIAL USE PERMIT APPLICATION CHECK LIST

All applications for a Special Use Permit shall include the following information:

Check List:

- _____ 8 copies of the **Application form for Special Use Permit** (pages 8 & 9)
- _____ 8 copies of the **Special Use Standards Statement** (see page 10)
- _____ 8 copies of the **Proposed Site Plan** Prepared by a licensed Professional Engineer /
Landscape Architect / Land Surveyor
- _____ 8 copies of the **Project Narrative Statement** (see Page 10)
- _____ 8 copies of the **SEQR Environmental** Assessment Form (pages 14-17)
- _____ 2 notarized copy of the **Owner Authorization Form** (if needed page 11)
- _____ **Special Use Permit Fee** (page 18)
- _____ **Gross Floor Area Fee** (Gross floor area multiplied by .05 - page 8 line 2)
- _____ **Advertising Fee** as per schedule (Page 18)

All Checks Made Payable to the Village Clerk

The Village of Delanson Planning Board reserves the right to request additional information from the applicant throughout the approval process.

A **Site Plan Review Fee** will be determined by the Planning Board after the review is complete.

Application is to be submitted to the Village Clerk 10 Days prior to The Planning Board Meeting. Applications received later then this deadline will be placed on the agenda of the next available Planning Board agenda.

All applications for Special Use Permit must include this checklist signed by the applicant and the Village Clerk in order to be considered complete.

Applicants Signature	Date
Clerk Signature	Date Received

Short Environmental Quality Review

SEQR

You can also find and print the *Short Environmental Assessment Form* online at the DelansonWebsite at:

<http://www.delanson.net/wp-content/uploads/2015/04/Short-EAF.pdf>

Or go to www.delanson.net and click on the Planning Board News link. From there you can go to the SEQR form. Simply fill out part 1 of the form, sign it and print it. Then include it with this application.

Depending on the scope of your project, a Full Environment Assessment Review may be required as determined by the Planning board.

617.20
Appendix B
Short Environmental Assessment Form

Instructions for Completing

Part 1 - Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 - Project and Sponsor Information			
Name of Action or Project:			
Project Location (describe, and attach a location map):			
Brief Description of Proposed Action:			
Name of Applicant or Sponsor:		Telephone:	
		E-Mail:	
Address:			
City/PO:		State:	Zip Code:
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO
			YES
			<input type="checkbox"/>
			<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
			YES
			<input type="checkbox"/>
			<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"/> Aquatic <input type="checkbox"/> Other (specify): _____			
<input type="checkbox"/> Parkland			

5. Is the proposed action, 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	YES
	<input type="checkbox"/>	<input type="checkbox"/>	<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	YES
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. a. Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Are public transportation service(s) available at or near the site of the proposed action?		<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Are any pedestrian accommodations or bicycle routes available on or near site of the proposed action?		<input type="checkbox"/>	<input type="checkbox"/>
	<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	YES
	<input type="checkbox"/>	<input 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: _____		NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____		NO	YES
	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Is the proposed action located in an archeological sensitive area?		<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<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?		NO	YES
	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<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	YES
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100 year flood plain?		NO	YES
	<input type="checkbox"/>	<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? <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	YES
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

RESET

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 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 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 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 type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input 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 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 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 type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:	<input type="checkbox"/>	<input type="checkbox"/>
a. public / private water supplies?	<input type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input 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 type="checkbox"/>	<input type="checkbox"/>

RESET

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

<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.
<input type="checkbox"/>	Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

PRINT

RESET

VILLAGE OF DELANSON
Schenectady County

Special Use Permit Fee Schedule

One family dwelling including accessory structure	\$100.00
Multifamily dwelling including accessory structures	\$150.00
Commercial or Business	\$250.00
Accessory structures only	\$50.00
Advertising Fee	\$100.00
Gross Floor Area Fee (page 8 line 2 X .05)	_____

The gross **floor area** is the sum of the gross horizontal area(s) of the floor(s) of the building(s) measured from the exterior faces of the walls, including all roofed areas, such as enclosed porches.

Work Area

Special Use Permit Fee \$ _____

Advertising Fee \$ _____

Gross Floor Area Fee (Page 8, line 2) \$ _____

Total Special Use Fees \$ _____