

Village of Head-of-the-Harbor



HARLAN FISCHER
Chair

Planning Board

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500 N. Country Road
St. James, New York 11780
Phone (631) 584-5550
Fax (631) 862-1417

APPLICATION FOR SITE PLAN OR SUBDIVISION REVIEW

Applicant should **initially** submit (5) five copies of application and all accompanying materials to the Village Clerk. Site Plan Applications and Subdivision/Single Family Residential Construction must include the following:

- a) 5 copies of the application completed & signed;
- b) 5 copies of Coastal Assessment Form;
- c) 5 copies of the Short Environmental Assessment Form (If two or more questions are answered yes, the Long Environmental Assessment Form must be completed);
- d) 5 copies of the Visual Assessment Form;
- e) 5 copies folded, signed & sealed, originals of the Site Plan;
- f) 5 copies folded, copies of the Landscape Plan;
- g) 5 copies signed & sealed, originals of a Grading Plan w/erosion control measures;

Items a-g be collated & folded into individual packets no larger than 8 1/2 x 14.

- h) One original, signed & sealed, survey with the tie distance to the nearest street & location of the monuments;
- i) Two copies of the LWRP Letter of Consistency; (when received)
- j) Five 8 X 10 photographs of the site: 4 taken from center of proposed building/improvement toward the property lines, 1 view from the road.
- k) Four sets of building elevations, with materials and colors;
- l) One original Suffolk County Dept. of Health approval & a stamped plan;
- m) Site plan filing fee: \$250.00 for the first two acres and \$150.00 for each additional acre or fraction thereof AND Trust & Agency fee (for Professional Services): \$2,000.00. (If account drops below half of amount received, additional monies will be requested.) Remaining balance will be refunded upon written request. Or,
- n) Subdivision filing fee: \$600.00 for the first two acres and \$200.00 for each additional acre or fraction thereof AND Trust & Agency fee (for Professional Services): \$5,000.00. (If account drops below half of amount received, additional monies will be requested.) Remaining balance will be refunded upon written request.
- o) 1 Copy owner's endorsement

INCOMPLETE FILINGS MAY RESULT IN UNNECESSARY DELAYS & EXPENSES

A. IF INCOMPLETE - the applicant would be notified in writing of those items causing the application to be deficient.

B. IF COMPLETE - the applicant will be notified to submit a minimum of 11 additional copies of items a-g to the Village. **Said items are to be collated & folded into individual packets no larger than 8 1/2 x 14.**

Site Plan must include:

- a) Date, north arrow, key map, SCTM#, scale;
- b) Location, dimensions & setbacks of all proposed (dotted line)/existing (solid line) structures, driveways, curb cuts, drainage provisions;
- c) Drainage calculations in conformance with L.W.R.P. requirements.
- d) Dated test hole data, note who obtained data;
- e) Building envelope to zoning requirements;
- f) Name/Address of Engineer, Architect or Land Surveyor;
- g) Name/Address of Property Owner.
- h) Name of Subdivision & lot number, if applicable;
- i) Location of utility lines, sanitary system, water supply locations;
- j) Illustrate all scenic and conservation easements;
- k) Dimension setbacks to wetlands, mean high tide, top of bluff, within 500' from the line of disturbance.
- l) Provide site data table with lot size, building footprint (proposed/existing), total floor area (GFA), percent of lot coverage (FAR), percentage of clearing, percentage of fertilizer-dependent vegetation, floor area, zoning;
- m) List any covenants or restrictions that control the property;
- n) Existing & proposed contours at 2' intervals;
- o) Subdivision maps in conformance with Suffolk County Planning Commission requirements.

Landscape Plan must include:

- a) Landscape key with species, size & quantity of proposed plants;
- b) Construction limits, including all areas of grading;
- c) Location, size & species of all trees, 6" and greater at breast height diameter, in area to be disturbed. Identify all trees to be removed with an "x";
- d) Location of any significant vegetation; ornamental or native;
- e) Location of any all buildings, accessory structures, driveway & sanitary system;
- f) Location of buffers & easements;
- g) Setbacks to wetlands, mean high tide & top of bluff

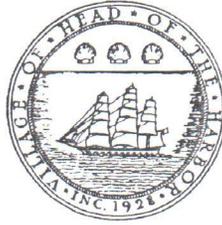
Grading Plan w/ Erosion control measurers must include:

- a) Top & bottom elevations of all retaining structures;
- b) Existing & proposed contours at 2' intervals w/building envelope illustrated;
- c) First floor elevations, corner elevations;
- d) Utility lines, septic system, water supply and all required ground disturbance;
- e) Delineate construction limits;
- f) Identify all slopes in excess of 25% within the property boundaries;
- g) Identify all bluffs, including top, toe and bluff setback of 100', as defined by the LWRP guidelines;
- h) Locates methods to control sediment runoff, i.e. Hay bales (silt fence, staging area);
- i) Implement schedule.
- j) Locate a project limiting fence.

Village of
Head-of-the-Harbor

NATALE J. TARTAMELLA
Mayor

TRUSTEES
R.L. SWANSON
(Deputy Mayor)
J. TED NAUGHTON
HEIKO FOLKERTS
JUDITH C. OGDEN



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St. James, New York 11780
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ANTHONY B. TOHILL
Attorney

MARGARET O'KEEFE
Clerk

PATRICIA A. MULDERIG
Treasurer

To Whom It May Concern:

Effective May 18, 2011, the Inc. Village of Head of the Harbor has engaged Inter-Science Research Associates Inc., as environmental planning and development consultants to assist in the review of development applications that come before the Head of the Harbor Planning Board.

Therefore, please be advised that Richard Warren, AICP, or his properly identified associate, is authorized by the village to visit the subject property on our behalf and/or contact you directly in regard to your application. Inter-Science Research Associates Inc. contact information is as follows:

Inter-Science Research Associates Inc.
36 Nugent Street
P.O. Box 1201
Southampton, New York 11969
Phone (631) 283-5958

If you have any questions or concerns, do not hesitate to contact me at the Office of the Village Clerk at 631-584-5550x2. Village Hall, 500 North Country Rd., St. James, NY has office hours of Monday through Thursday from 9 am until 2 PM.

Very truly yours,

Margaret O'Keefe
Village Clerk

Site Plan Application
Subdivision/Single Family Residential Construction & Additions

Application is hereby made to the Incorporated Village of Head of the Harbor for the project described herein. By this application, the applicant does hereby authorize employees or agents of the Incorporated Village of Head of the Harbor to inspect the project site as necessary.

APPLICATION DATA:

NAME OF SITE PLAN _____

SCOPE OF WORK: _____

SUFFOLK COUNTY TAX NUMBER: 0801 _____ LOT AREA _____ Zoning _____

Located at # _____, on the N/E/S/W Side of: _____

Distance: _____, from the N/E/S/W of: _____

Has the property affected by this application been the subject of a previous land use approval within a period of three years? Yes ___ No ___
If yes, what approval: _____

OWNERS CONSENT:

Be advised that I am the owner of record of the property referenced herein and hereby consent to this application:

OWNER: _____ Phone #: _____

Address: _____ State: _____ Zip: _____

APPLICANT: _____ Phone #: _____

Address: _____ State: _____ Zip: _____

If applicant is a corporation, provide name & title of the responsible officer. RESPONSIBLE OFFICER: _____

PLAN PREPARER: FIRM NAME: _____

NAME: _____

ADDRESS: _____ State: _____ Zip: _____

ATTORNEY/AGENT: FIRM NAME: _____

NAME: _____

ADDRESS: _____ State: _____ Zip: _____

Site Plan Application

.....
Yes ___ No ___ Are there any existing covenants or restrictions affecting the premises for which approval is sought? If yes, attach a copy certified by the Suffolk County Clerk.

Yes ___ No ___ Have any Special Permits or Variances been applied for or obtained for this property? If yes, state date and case number _____ and attach a copy of the Board of Appeals decision letter.

Yes ___ No ___ Is the property improved with structures? If so, attach a copy of all Certificate of Occupancy(s). Any structures requiring c.o.'s must be made part of the application.

Yes ___ No ___ Is the property within 500' of a municipal boundary?
Yes ___ No ___ Is the property within 500' of a Town or State roadway?
Yes ___ No ___ Is the property within 500' of any publicly-held land?
Yes ___ No ___ Is the property within 500' of any wetland or waterway?
Yes ___ No ___ Is the property within a designated Historic Area?
Yes ___ No ___ Is the property in an Environmentally Significant Area?
Yes ___ No ___ Is electric & public water available to the property?
Yes ___ No ___ Does the applicant or owner have any interest in any contiguous property? If so, list S.C. Tax Number: _____

Yes ___ No ___ Have you applied for Health Dept. sanitary approval? If so, attach a copy of the application.

SUBDIVISION/LAND DIVISION:

Number of Lots: _____
Deed or deeds recorded in the Suffolk County Clerk's Office:
Date: _____ Liber: _____ Page: _____

Yes ___ No ___ Is the property subject to encumbrances or liens other than mortgages?

Yes ___ No ___ Will the entire preliminary layout be filed?

Yes ___ No ___ Will the map will be filed in sections?

Yes ___ No ___ All open space shown will be dedicated.

If the project requires Variances or Special Permits, please list:
Planning Board: _____

Zoning Board of Appeals: _____

Site Plan Application

VERIFICATION:

I ACKNOWLEDGE I HAVE MADE APPLICATION TO THE INCORPORATED VILLAGE OF HEAD OF THE HARBOR FOR THE PROJECT DESCRIBED HEREIN. I FURTHER CERTIFY I AM THE OWNER OF THE SUBJECT PROPERTY.

IN WITNESS WHEREOF, I have hereto set my hand this ____ day of _____ 20__.

Owner's Signature

State of New York)

)SS.:

County of Suffolk

(INDIVIDUAL)

On the _____ day of _____ 20__ before me personally came to me known to be the individual described in and who executed the foregoing instrument, and (s)he thereupon duly acknowledged to me that (s)he executed same.

(Notary Public)

State of New York)

)SS.:

County of Suffolk

(CORPORATE)

On the _____ day of _____ 20__ before me personally came to me known, who being duly sworn, did dispose and say that (s)he resides in _____ (street & city), that (s)he is the _____ (state office) of the _____ (name of corporation); the corporation described in and which executed the foregoing instrument: and that (s)he signed his/her name thereto by authority of the Board of Directors of said corporation.

(Notary Public)

**COASTAL ASSESSMENT FORM FOR NISSEQUOGUE AND HEAD-OF-THE-HARBOR
(LWRP)**

This form should accompany an application for a building permit or subdivision approval.

A. Applicant

- 1. Name: _____
- 2. Address: _____
- 3. Telephone: Area Code (): _____

B. PROPOSED ACTIVITY

- 1. Location of activity: Village _____
Address _____

2. Brief description of activity: _____

3. Village agency being applied to : _____

4. If applications have been file with other agencies (town; county, state, etc.) provide type of permit applied for, agency application number, date of application, and copy of the application.

C. COASTAL ASSESSMENT

1. Will the proposed activity involve or result in any of the following:	YES	NO
a. Physical alteration of the site requiring preparation of an environmental impact statement?.....	___	___
b. Physical alteration of land along the shoreline, land under water, or tidal or freshwater wetland?.....	___	___
c. Mining, excavation or dredging activities, or placement of dredged or filled materials, on land along the shoreline, land under water, or tidal or freshwater wetlands?.....	___	___
d. Draining of storm water runoff or sewer overflows into coastal waters or wetlands?.....	___	___
e. Discharge of any pollutants into coastal waters?.....	___	___
2. Will the activity proposed have a significant effect on:		
a. Scenic quality of the coastal environment?.....	___	___
b. Other scenic resources?.....	___	___
c. Structures, sites or districts of historic, archaeological or cultural significance?.....	___	___
d. Fish or wildlife habitats?.....	___	___
e. Land currently farmed or farmed within the last 5 years?.....	___	___

- | | YES | NO |
|--|-----|-----|
| 3. Will the proposed activity require: | | |
| a. A federal permit? | ___ | ___ |
| b. A state permit? | ___ | ___ |
| c. A county permit? | ___ | ___ |
| d. A town permit? | ___ | ___ |
| 4. Is the proposed activity within? | | |
| a. 100 feet of mean high water along Long Island Sound
or Stony Brook Harbor? | ___ | ___ |
| b. 150 feet of mean high water along the Nissequogue River? | ___ | ___ |
| c. 100 feet of any freshwater or tidal wetland? | ___ | ___ |
| d. 100 feet from the ridgeline of a bluff? | ___ | ___ |
| e. Sites with steep slopes in excess of 15% in Head-of-the-Harbor
or 20% in Nissequogue? | ___ | ___ |
| f. A Coastal High-Hazard Flood Area (V-zone)? | ___ | ___ |
| g. A federal state designated flood hazard or erosion hazard area? | ___ | ___ |
| h. A beach, dune, or other natural feature that provides protection
against flooding or erosion? | ___ | ___ |
| i. For septic systems, 150 feet from the upland boundary of a
freshwater or tidal wetland, or the face of a bluff, or where seasonal
high groundwater is less than 3 feet below the surface? | ___ | ___ |

PART II

- | | | |
|--|-----|-----|
| 5. Will the proposed activity require: | | |
| a. Removal of more than 25% of the total trees on a property? | ___ | ___ |
| b. Removal of trees within 25 feet of a property border or within 25 feet
of any roadside frontage of the property? | ___ | ___ |
| c. Removal of trees within 100 feet of a barrier bluff ridgeline? | ___ | ___ |
| d. Removal of trees within 100 feet along Long Island Sound,
Stony Brook Harbor, or the Nissequogue River? | ___ | ___ |

YES NO

6. Will the proposed activity require construction on or alteration of: (is so describe)

a. A beach, bluff, or dune?.....

b. A tidal or freshwater wetland?.....

7. Will there be any: (if so describe)

a. Removal of topsoil, sand or gravel from the site?.....

b. Disturbance of groundcover of a beach, bluff, or dune?.....

c. Alteration of grade (cutting or Filling)?.....

d. Increase in erosion or flooding due to the proposed action?.....

e. Interference with natural tidal flows?.....

f. Dredging (max depth ___ ft, length ___ ft, amount of spoil ___ cu. yds.
Disposal area _____)?.....

8. Wastes and pollutants generated during project construction and after completion:

	During	After	Components	Quantity	How disposed?
Sanitary sewage					
Clearing or demolition debris					
Spoil or sedimentation					
Surface water runoff					
Other (specify)					

9. Property description:

a. Total contiguous acres of property _____

b. Present developed acreage _____

c. Final developed acreage _____

d. Roads/driveways on site now _____ length _____ ft.

e. New roads/driveways to be built _____ length _____ ft., width _____ ft.

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
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
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			

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:		
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"/>

	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

**INCORPORATED VILLAGE OF HEAD OF THE HARBOR
LONG ENVIRONMENTAL ASSESSMENT FORM
PART I - PROJECT INFORMATION**

NOTICE: This document is designed to assist in determining whether the action proposed may have a significant effect on the environment. Please complete the entire form. Answers to these questions will be considered as part of the application for approval and may be subject to further verification and public review. It is expected that completion of the full EAF will be dependent on information currently available and will not involve new studies, research or investigation. If information requiring additional work is unavailable, so indicate and specify each instance. *Please complete each question, indicate N/A if not applicable.

A. General Information

Name of Action _____

Location _____

(give address of site if available)

(include distances to nearest intersections)

Suffolk County Tax Map Parcel Numbers Dist 801 Sec _____ Blk _____ Lot _____

Type of Project: _____ subdivision application
_____ site plan application
_____ change of zone petition
_____ special exception petition
_____ other

Name of Applicant _____

(Owner's agent, architect, contractor, engineer, etc)

Address _____

Business phone (_____) _____ Business fax (_____) _____

Name of property owner (if different) _____

Address _____

Daytime phone (_____) _____ Evening phone (_____) _____

Daytime Fax (_____) _____ Email address _____

B. Description of Proposed Project:

1. For subdivision: indicate number and size of proposed lots with approximate square footage of each building envelope:

a. Present building or facility total square footage: _____

2. For site plan application: indicate nature of planned structure(s) (e.g.: dwelling, accessory structure)

a. Present building or facility total square footage: _____
b. Planned additional square footage: _____ sq. ft. (i.e. gross floor area)
c. Number of stories: _____ Area of each _____, _____, _____ sq. ft.
d. Height of tallest proposed structure: _____ ft

3. Nature of any other type of project:

4. Vehicular trips expected to be generated per day upon completion of project: _____ (See Institute of Transportation Engineers: Trip Generation Manual.)

C. Site Description (physical setting of overall project, both developed & undeveloped areas)

1. Present land use: _____ residential _____ agricultural _____ institutional _____ other _____ (specify)

2. Total acreage of subject parcel (s) _____ acres

Approximate acreage by cover type:	At Present	On Completion
wooded	_____ acre	_____ acre
meadow or grassland	_____ acre	_____ acre
agricultural (cropland, pasture)	_____ acre	_____ acre
wetland (freshwater or tidal, per Article 24, 25 ECL)	_____ acre	_____ acre
unvegetated (rock, earth, fill)	_____ acre	_____ acre
buildings	_____ acre	_____ acre
roads & other paved surfaces	_____ acre	_____ acre
landscaped	_____ acre	_____ acre
other (indicated type) _____	_____ acre	_____ acre
TOTAL ACREAGE	_____ acre	_____ acre

3. Zoning (For assistance, consult the village clerk)

a. List all zoning classifications of the site: _____

b. If change of zone petition, indicate desired zoning classification: _____

4. Has the site ever been used for the disposal of solid or hazard wastes? _____ Yes _____ No. If yes, provide details

5. Are there any tanks, barrels, drums, or other types of containers, or any dangerous or hazardous materials currently stored at the site? _____ (y/n) Are there buried fuel tanks? _____ (y/n) Are there old landfills or foundations of previous structures on the site _____ (y/n). If yes to any of the above, please list (attach separate documentation of needed) and indicate location on site plan:

6. What is the predominate soil type on the project site according to the USDA-SCS Soil Survey of Suffolk County, New York 1975: _____

a. Soil drainage: _____ well drained _____ % of the site

_____ moderately well drained _____ % of the site

_____ poorly drained _____ % of the site

If there are slopes greater than 15%, please include soil map of project site.

7. Are there any unique or unusual landforms on the project site? (e.g. bluffs, kettle holes, kames, or other geological formations?) _____ (y/n) If yes, please explain:

8. Have test holes been dug? _____ (y/n). If yes, locate on plan.

a. What is the minimum depth to the water table within the project area? _____ Feet

b. What is the depth to clay in that area? _____ Feet.

c. Have any perched water bodies been detected on the site? (Seasonally high ground water visible, boggy areas, etc.) _____ (y/n) If yes, describe:

9. Are there any springs, streams, ponds, or wetlands within or adjacent to the project site? _____ Y _____ N. If yes,

10. How far is the project site from the nearest body of surface water? _____ ft.
 a. Name of body of water (if known) and location: _____
11. If project is adjacent to bluffs, give minimum distance of structures to bluff: _____ ft.
12. Is project site within the 100-year flood plain? _____ Y _____ N. If yes indicate boundary on site plan.
13. Does project site encompass or border on any trails, open space, parkland, or recreational area used by the community?
 _____ Y _____ N. If yes, explain _____
14. Does project site offer scenic views or vistas to the community? _____ Y _____ N. If yes, explain _____
15. If there an archaeological site in or adjacent to the project area? _____ Y _____ N. (Consult New York State Historic Preservation Field Services Bureau at 518-237-8643.) (NB. Artifacts found in Stage 1 survey belong to property owner. If further work is required, artifacts must be secured in a recognized institution.)
16. Is project site within or contiguous to a building/area listed on the National Register of Historic Palaces, the State Register of Historic Places, the Village of Head-of-the harbor Historic Sites Inventory, or within any historic district? _____ Y _____ N. If yes, give name of historic building, site, or district: _____
 _____ (For Inventory, consult files in Long Island Room in the Smithtown Library or the Society for the Preservation of Long Island Antiquities.)
17. Does project alter any former estate layout, driveway, bridle path, road patter, or established landscaping? _____ Y _____ N. If yes, please explain _____
18. Does project site contain any species of plant or animal identified as endangered, threatened, rare, or of special concern at the State or Federal level? _____ Y _____ N. Authority or documentation? _____
 If yes, identify each sepecies: _____

D. Site Alteration

1. Will demolition of existing structure occur? _____ Y _____ N. If yes explain, _____
2. How much natural material will be removed form the site in cubic yards? Sand _____ Gravel _____ Rock _____
 Topsoil _____ Other _____
 How much material (rock, topsoil, etc.) will be deposited on this site as fill? _____ cu. yd. Identify type and source of material: _____
3. Do any mature trees (over four inches in diameter) or other locally important vegetation, such as dogwood, mountain laurel, cedar, holly need to be removed for this project? _____ Y _____ N. If yes identify such trees on site plan.
 Does proposed action remove?
 More than 10% of such trees or other locally important vegetation? _____ Y _____ N
 More than 25% of such trees & plants? _____ Y _____ N
 Any trees within 40 feet of a road? _____ Y _____ N
 Any trees within 75' of Stony Brook Harbor? _____ Y _____ N
4. Describe physical and biological measures to be undertaken to control erosion (e.g. perimeter hay bales, revegetation, etc.)
 a. before construction starts: _____
 b. during construction: _____
 c. over the long term (e.g. landscaping plans, timetable): _____

Attach a separate sheet of necessary. Indicate all hard structures and proposed plantings on site plan as required by Architectural review Board.)

5. Will final project use herbicides or pesticides, fungicides or fertilizers? ____ Y ____ N. If yes, specify kind and amount and frequency of application: _____
6. Will surface area of existing ponds, streams, bays, or other surface waterways and wetlands be increased or decreases by this project? ____ Y ____ N. If yes, explain: _____

7. Will there be a discharge into a body of surface water? ____ Y ____ N.
How will stormwater runoff be handled? (e.g. drywells, leaching pools, retention ponds, recharge basin) _____

8. Is water supply: _____ public (required for subdivisions) _____ private. If from private well, indicate plumbing capacity _____ gal/min. Locate well on site plan.
9. For site plan applications only, locate septic tank(s) and pool(s) on site plan.
 - a. If there is an existing sanitary system, has it been certified as functioning by a sanitary engineer?
____ Y ____ N. explain _____
 - b. To prolong life of septic system, will there be a separate septic tank for gray water (waste from washing machine/dishwasher)? ____ Y ____ N. Please locate on site plan.
10. For site plan applications only, will project require an underground oil or propane tank, or replacement of such a tank?
____ Y ____ N. If yes, specify which fuel and capacity of tank: _____
Locate tank(s) on site plan and any existing tanks.

E. Informational Details

Attach any additional information needed to clarify your project. If there are or may be any adverse impacts associated with your proposal, please discuss such impacts and the measures you propose to mitigate or to avoid them.

F. Verification

I, _____, the preparer of this Environmental Assessment Form for the project known as _____, do hereby swear that I reside at _____ and further that the information set forth in this document is correct and complete to the best of my knowledge.

signature

Subscribed and sworn to before me
this ____ day of _____, 20____

(sign)

(Notary)

State Environmental Quality Review VISUAL EAF ADDENDUM

Visibility

**Distance Between
Project and Resource (in Miles)**

1.	Would the project be visible from:	0-¼	¼-½	½-3	3-5	5+
•	<i>A parcel of land which is dedicated to and available to the public for the use, enjoyment and appreciation of natural or man-made scenic qualities?</i>	<input type="checkbox"/>				
•	<i>An overlook or parcel of land dedicated to public observation, enjoyment and appreciation of natural or man-made scenic qualities?</i>	<input type="checkbox"/>				
•	<i>A site or structure listed on the National or State Registers of Historic Places?</i>	<input type="checkbox"/>				
•	<i>State Parks?</i>	<input type="checkbox"/>				
•	<i>The State Forest Preserve?</i>	<input type="checkbox"/>				
•	<i>National Wildlife Refuges and State Game Refuges?</i>	<input type="checkbox"/>				
•	<i>National Natural Landmarks and other outstanding natural features?</i>	<input type="checkbox"/>				
•	<i>National Park Service lands?</i>	<input type="checkbox"/>				
•	<i>Rivers designated as National or State Wild, Scenic or Recreational?</i>	<input type="checkbox"/>				
•	<i>Any transportation corridor of high exposure, such as part of the Interstate System, or Amtrak?</i>	<input type="checkbox"/>				
•	<i>A governmentally established or designated interstate or inter-county foot trail, or one formally proposed for establishment or designation?</i>	<input type="checkbox"/>				
•	<i>A site, area, lake, reservoir or highway designated as scenic?</i>	<input type="checkbox"/>				
•	<i>Municipal park, or designated open space?</i>	<input type="checkbox"/>				
•	<i>County road?</i>	<input type="checkbox"/>				
•	<i>State road?</i>	<input type="checkbox"/>				
•	<i>Local road?</i>	<input type="checkbox"/>				

2. *Is the visibility of the project seasonal? (i.e., screened by summer foliage, but visible during other seasons)*

Yes No

3. *Are any of the resources checked in question 1 used by the public during the time of year during which the project will be visible?*

Yes No

DESCRIPTION OF EXISTING VISUAL ENVIRONMENT

4. From each item checked in question 1, check those which generally describe the surrounding environment.

	Within	
	* 1/4 mile	* 1 mile
Essentially undeveloped	<input type="checkbox"/>	<input type="checkbox"/>
Forested	<input type="checkbox"/>	<input type="checkbox"/>
Agricultural	<input type="checkbox"/>	<input type="checkbox"/>
Suburban Residential	<input type="checkbox"/>	<input type="checkbox"/>
Industrial	<input type="checkbox"/>	<input type="checkbox"/>
Commerical	<input type="checkbox"/>	<input type="checkbox"/>
Urban	<input type="checkbox"/>	<input type="checkbox"/>
River, Lake, Pond	<input type="checkbox"/>	<input type="checkbox"/>
Cliffs, Overlooks	<input type="checkbox"/>	<input type="checkbox"/>
Designated Open Space	<input type="checkbox"/>	<input type="checkbox"/>
Flat	<input type="checkbox"/>	<input type="checkbox"/>
Hilly	<input type="checkbox"/>	<input type="checkbox"/>
Mountainous	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>

NOTE: add attachments as needed

5. Are there visually similar projects within:

- * 1/2 mile Yes No
- * 1 mile Yes No
- * 2 miles Yes No
- * 3 miles Yes No

*Distance from project site is provided for assistance. Substitute other distances as appropriate.

EXPOSURE

6. The annual number of viewers likely to observe the proposed project is _____?
 NOTE: When user data is unavailable or unknown, use best estimate.

CONTEXT

7. The situation or activity in which the viewers are engaged while viewing the proposed action is:

FREQUENCY

Activity	Daily	Weekly	Holidays/ Weekends	Seasonally
Travel to and from work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Involved in recreational activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Routine travel by residents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At a residence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At worksite	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OWNERS ENDORSEMENT

(TO BE SIGNED IF APPLICANT IS NOT OWNER)

STATE OF NEW YORK)
COUNTY OF SUFFOLK) SS:

_____, being duly sworn, deposes and says:

I _____ reside _____ at _____

In the County of _____ and the State of _____,

And I am the (owner in fee) (officer of the Corporation which is the owner in fee) of the premises described in the foregoing application and that I have authorized

to make the foregoing application as described herein.

Signature

Signature

If Corporation, name of corporation and Officers Title

Officers Title

Sworn before me this _____ day of _____,

_____, 20____

Notary Public