

DCLDC

Dutchess County Local Development Corporation

Application For Financial Assistance

3 Neptune Road
Poughkeepsie, NY 12601
Ph: 845.463.5400 Fx: 845.463.5401
Email: dcedc@dcedc.com
www.dcedc.com

For Office Use Only
Project #:

Application Received Date:

APPLICATION TO DUTCHESS COUNTY LOCAL DEVELOPMENT CORPORATION

TABLE OF CONTENTS

GENERAL INFORMATION	1
APPLICATION	
A. CORPORATION DATA	2
B. PROJECT INFORMATION	3
C. COST/BENEFIT ANALYSIS	5
D. PROJECT COSTS	6
E. PROJECT CONSTRUCTION SCHEDULE	7
F. CORPORATION FINANCIAL INFORMATION	8
ITEMS NEEDED FOR A BOND CLOSING	9
CERTIFICATION	10
FINANCIAL REPORTING REQUIREMENTS	11
EMPLOYMENT REPORTING REQUIREMENTS	12
ABSENCE OF CONFLICTS OF INTEREST	13
APPENDIX A	
SHORT-FORM ENVIRONMENTAL ASSESSMENT FORM	14
APPENDIX B	
FULL ENVIRONMENTAL ASSESSMENT FORM	17

General Information

Application Fee: \$250.00 made payable to DCLDC; due at time of application.

Administrative Fee: 1% of the first \$2.5 million and .25% (1/4 of 1%) of the amount in excess of \$2.5 million; due at closing, based upon the amount of the bonds or, in the case of a straight lease transaction, the certified cost of the project.

Instructions

1. Dutchess County Economic Development Corporation (DCEDC) has no authority in the approval of applications and acts only to facilitate appropriate referral to the Dutchess County Local Development Corporation (DCLDC). Applicants may approach the DCLDC directly, however, if you need assistance or require additional information please contact DCEDC at (845)-463-5400.
2. Please answer all questions, attaching additional information as needed. Make sure to indicate “not applicable” or “NA” where appropriate.
3. When submitting the application, be sure to include a check in the amount of \$250.00 made payable to Dutchess County Local Development Corporation.
4. Please complete the Short-Form Environmental Assessment Form (Appendix A) and submit evidence of any prior environmental review by other government agencies.
5. Please submit one copy of the completed application to:

**Dutchess County Local Development Corporation
3 Neptune Road
Poughkeepsie, NY 12601**

Information provided herein will not be made public by the DCLDC prior to the passage of an Inducement Resolution, but may be subject to disclosure under the New York Freedom of Information Act.

This application was prepared by the Dutchess County Economic Development Corporation (DCEDC). Any questions or concerns should be directed to DCEDC at the address below.

**Dutchess County Economic Development Corporation
3 Neptune Road
Poughkeepsie, NY 12601**

Project Description and Purpose:

A. CORPORATION DATA

1. Applicant Information

Corporation Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Federal Employer ID Number: _____

Contact Person Name: _____ Title: _____

2. Entity Information

Not-For-Profit Corporation :

Date of Establishment? _____

Place of Organization? _____

If a foreign organization, is Applicant authorized to do business in State of New York? _____

3. Officers and Directors

List all Officers and Directors of the Not-For Profit Corporation.

Please provide a schematic of corporate structure if applicant is a subsidiary of or is otherwise affiliated with another entity.

4. Applicant's Counsel

Name: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

B. PROJECT INFORMATION

1. Describe the proposed acquisition, construction, or reconstruction, and provide a description of costs and expenditures expected. Indicate size of buildings and square feet by usage (i.e.: office, R&D, manufacturing, retail). Describe and list equipment to be purchased as part of the project. Use attachment if necessary.

2. Project Address

- a. List Name of Town or City in which project is located: _____
- b. List Name of School District in which project is located: _____
- c. List Name of Fire District, if any, in which project is located: _____
- d. List any other taxing authorities, if any, in which the project is located: _____

3. Utilities: Indicate which, if any, utilities are on site

Water
 Gas

Electric
 Sanitary/Storm Water

4. Present legal owner of site:

5. Zoning of Project Site:
Current _____
Proposed _____

6. Are any variances needed? If so, please list:

7. Principal use of Project after completion: _____

8. Facility Relocation or Closure: _____

Will the project result in the removal of a plant or facility of the Applicant from one area of the State of New York to another area of the State of New York? Yes No

Will the project result in the removal of a plant or facility of another proposed occupant of the Project from one area of the State of New York to another area of the State of New York?
 Yes No

Will the Project result in the abandonment of one or more plants or facilities located in the State of New York?
 Yes No

Will the project result in increased employment Yes No

9. Any Known Environmental Issues: Yes No
If yes, please list:

C. COST/BENEFIT ANALYSIS

1. Costs = Financial Assistance Provided

Estimated Mortgage Recording Tax Exemption =
Projected Amount of Mortgage \$ _____
x Mortgage Recording Tax _____ x .0105

Total: \$ _____

(Consult with DCEDC for assistance with this calculation)

2. Benefits = Economic Development Impacts

<u>Employment</u>	<u>Full time</u>	<u>Part Time</u>	<u>Seasonal</u>	<u>Total FTE</u>
Current number of employees at project location	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Number of current employees to be retained	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Estimated average annual salary of jobs to be retained	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Projected number of employees after year 1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Projected number of employees after year 2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Average estimated annual salary of jobs to be created	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Annualized salary range of jobs to be created	<input type="text"/>	To:	<input type="text"/>	
Projected No. of Construction Jobs	<input type="text"/>	Temporary	<input type="text"/>	Permanent

Are employees currently covered by a collective bargaining agreement?
If yes, Name and Local.

Are employees provided retirement benefits? Yes No

Are employees provided health benefits? Yes No

New York State corporate taxes paid in prior year \$ _____

Private funds invested in this project \$ _____

Net new property tax payments resulting from this project \$ _____

D. PROJECT COSTS

1. Please give an accurate estimate of the costs of all of the following items.

Land	\$ _____
Building	\$ _____
Machinery and Equipment	\$ _____
Site Work	\$ _____
Architectural	\$ _____
Legal Fees ¹	\$ _____
Engineering Fees	\$ _____
Financing (transaction) Fees	\$ _____
Issue Costs	\$ _____
LDC Administrative Fees (See page 1)	\$ _____
Other	\$ _____
Other List Items	\$ _____
Refunding Bonds, if any	\$ _____
Total Project Cost	\$ _____
Amount of Equity	\$ _____
Amount Financed by Bond Issue	\$ _____
Total Project Cost	\$ _____

With the 2009/2010 budget, NYS is proposing a change in the fee structure, including the bond issuance fee:

1. Please include estimated costs of Applicant’s Counsel, Agency Counsel, Bond Counsel, Underwriter Counsel and Trustee Counsel. Agency costs such as public hearings and legal notice fees are the responsibility of the Applicant from the time an application is submitted. Applicants are encouraged to discuss the project with DCEDC in order to estimate costs.

2. Total Funds Required _____ Term _____

3. What portion, if any, of the cost of the Project is to be financed from funds of the Corporation other than from the proposed bond issue?

4. What is the dollar value of “capital expenditures” (as determined in accordance with the provisions of the Internal Revenue Code) that the Corporation or any related Corporation or person has expended within this County within the last three (3) years? _____

5. Has the Corporation arranged for the marketing or the purchase of the bond(s)?
If so, please explain.

E. PROJECT CONSTRUCTION SCHEDULE

1. What is the proposed date for commencement of construction or acquisition of the Project?

2. Give an accurate estimate of time schedule to complete the Project and when the first use of Project Funds is expected to occur.
- _____
- _____
- _____
3. At what time(s) and in what amount(s) is it estimated that funds will be required?
- _____
- _____

Will the Corporation be occupying 100% of the completed facility? Yes No
If no, will there be tenants in the remaining space? _____ Any tenant shall be required to submit annual employee statistics as a condition of the lease.

F. CORPORATION FINANCIAL INFORMATION

Please attach the following information:

1. The Corporation's Audited financial statements for the last two years.
2. A copy of the Corporation's most recent Annual Report.
3. The Corporation's income projections.

ITEMS NEEDED FOR A BOND CLOSING

The following items shall be furnished to the LDC within thirty (30) days following a bond closing:

1. Cost of Issuance
2. True Interest Cost
3. CUSIP Number
4. Interest type or rate
5. Trustee bank, address, contact person, and account number
6. Schedule of indebtedness
7. Any other documentation reasonably requested by the DC LDC

Please sign below to indicate that you have read and understand the above and will provide information on a timely basis.

Chief Executive Officer of Applicant

Date

**NEW YORK STATE FINANCIAL REPORTING REQUIREMENTS
FOR LOCAL DEVELOPMENT AGENCIES**

1. New York Law requires financial reporting requirements from all LDC's in New York State.

a. All bonds issued, outstanding or retired during the year must indicate the following:

Month and year issued; Interest rate at year end; outstanding beginning of year; issued during year; principal payments during year; outstanding at end of year; and final maturity date. This information will be requested from you in January of each year.

b. All new bonds issued need the following supplemental information:

Name of the project; tax exemptions separated by State and local sales tax, County and school taxes; Mortgages recording; Payments in lieu of taxes; New tax revenue if no exemption is granted; number of jobs created and other economic benefits. This information is required each year and will be requested from you in September of each year.

2. The Public Authority Accountability Act of 2005 and the Public Authorities Reform Act of 2009, if determined applicable, impose additional reporting requirements on the DCLDC. The applicant agrees to promptly, diligently and accurately provide all information required by the DCLDC to meet its obligations under these laws.

Please sign below to indicate that you have read and understand the above and will provide information on a timely basis.

Chief Executive Officer of Applicant

Date

NEW YORK STATE EMPLOYMENT REPORTING REQUIREMENTS

Job Listings

The Applicant understands and agrees that, if the Project receives any Financial Assistance from the DCLDC, except as otherwise provided by collective bargaining agreements, new employment opportunities created as a result of the Project will be listed within the New York State Department of Labor Community Services Division (the DOL) and with the One-Stop Center of the service delivery area created by the federal Workforce Investment Act (WIA) in which the Project is located.

First Consideration for Employment

The Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, except as otherwise provided by collective bargaining agreements, where applicable, the Applicant will first consider persons eligible to participate in WIA programs who shall be referred by the One-Stop Center for new employment opportunities created as a result of the Project.

Annual Employment Reports

The Applicant understands and agrees that, if the Project receives any Financial Assistance from the Agency, the Applicant agrees to file, or cause to be filed, with the Agency, on an annual basis, reports regarding the number of people employed at the project site.

Signed: _____
Corporation Officer

Date: _____

ABSENCE OF CONFLICTS OF INTEREST

The Applicant has received from the Agency a list of the directors, officers and employees of the Agency. No director, officers or employees of the Agency has an interest, whether direct or indirect, in any transaction contemplated by this Application, except as hereinafter described:

The Applicant and the individual executing this Application on behalf of the Applicant acknowledge that the Agency will rely on the representations made herein when acting on this Application and hereby represent that the statements made herein do not contain any untrue statement of a material fact and do not omit to state a material fact necessary to make the statements contained herein not misleading.

Applicant: _____

By: _____

Name: _____

Title: _____

Appendix A
Short-Form Environmental Assessment Form

Please complete the following appendix by answering all questions and submit evidence of any prior environmental review by other government agencies. After review by DCEDC and/or DCLDC, Applicant may be required to submit a full Environmental Assessment Form. See Appendix B.

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

A.	DOES ACTION EXCEED ANY TYPE I THRESHOLD IN 6 NYCRR, PART 617.4? If yes, coordinate the review process and use the <input type="checkbox"/> Yes <input type="checkbox"/> No
B.	WILL ACTION RECEIVE COORDINATED REVIEW AS PROVIDED FOR UNLISTED ACTIONS IN 6 NYCRR, PART 617.6? If declaration may be superseded by another involved agency. <input type="checkbox"/> Yes <input type="checkbox"/> No
C.	COULD ACTION RESULT IN ANY ADVERSE EFFECTS ASSOCIATED WITH THE FOLLOWING: (Answers may be handwritten, if legible) C1. Existing air quality, surface or groundwater quality or quantity, noise levels, existing traffic pattern, solid waste production or disposal, potential for erosion, drainage or flooding problems? Explain briefly: C2. Aesthetic, agricultural, archaeological, historic, or other natural or cultural resources; or community or neighborhood character? Explain briefly C3. Vegetation or fauna, fish, shellfish or wildlife species, significant habitats, or threatened or endangered species? Explain briefly: C4. A community's existing plans or goals as officially adopted, or a change in use or intensity of use of land or other natural resources? Explain briefly: C5. Growth, subsequent development, or related activities likely to be induced by the proposed action? Explain briefly: C6. Long term, short term, cumulative, or other effects not identified in C1-C5? Explain briefly: C7. Other impacts (including changes in use of either quantity or type of energy)? Explain briefly:
D.	WILL THE PROJECT HAVE AN IMPACT ON THE ENVIRONMENTAL CHARACTERISTICS THAT CAUSED THE ENVIRONMENTAL AREA (CEA)? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, explain briefly:
E.	IS THERE OR IS THERE LIKELY TO BE. CONTROVERSY RELATED TO POTENTIAL ADVERSE ENVIRONMENTAL <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, explain briefly:

PART III - DETERMINATION OF SIGNIFICANCE (To be completed by Agency)

INSTRUCTIONS: For each adverse effect identified above, determine whether it is substantial, large, important or otherwise significant. Each effect should be assessed in connection with its (a) setting (i.e. urban or rural); (b) probability of occurring; (c) duration; (d) irreversibility; (e) geographic scope; and (f) magnitude. If necessary, add attachments or reference supporting materials. Ensure that explanations contain sufficient detail to show that all relevant adverse impacts have been identified and adequately addressed. If question D of Part II was checked yes, the determination of significance must evaluate the potential impact of the proposed action on the environmental characteristics of the CEA.

- Check this box if you have identified one or more potentially large or significant adverse impacts which **MAY** occur. Then proceed directly to the EAF and/or prepare a positive declaration.
- Check this box if you have determined, based on the information and analysis above and any supporting documentation that the proposed action **NOT** result in any significant adverse environmental impacts **AND** provide, on attachments as necessary, the reasons supporting this determination

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from responsible officer)

Appendix B
Full Form Environmental Assessment Form

If and only if requested to do so by the DCEDC and/or DCLDC, please complete the following appendix by answering all questions and submit evidence of any prior environmental review by other government agencies.

Appendix A
State Environmental Quality Review
FULL ENVIRONMENTAL ASSESSMENT FORM

Purpose: The full EAF is designed to help applicants and agencies determine, in an orderly manner, whether a project or action may be significant. The question of whether an action may be significant is not always easy to answer. Frequently, there are aspects of a project that are subjective or immeasurable. It is also understood that those who determine significance may have little or no formal knowledge of the environment or may be technically expert in environmental analysis. In addition, many who have knowledge in one particular area may not be aware of the broader concerns affecting the question of significance.

The full EAF is intended to provide a method whereby applicants and agencies can be assured that the determination process has been orderly, comprehensive in nature, yet flexible to allow introduction of information to fit a project or action.

Full EAF Components: The full EAF is comprised of three parts:

- Part 1: Provides objective data and information about a given project and its site. By identifying basic project data, it assists a reviewer in the analysis that takes place in Parts 2 and 3.
- Part 2: Focuses on identifying the range of possible impacts that may occur from a project or action. It provides guidance as to whether an impact is likely to be considered small to moderate or whether it is a potentially large impact. The form also identifies whether an impact can be mitigated or reduced.
- Part 3: If any impact in Part 2 is identified as potentially-large, then Part 3 is used to evaluate whether or not the impact is actually important.

DETERMINATION OF SIGNIFICANCE - Type 1 and Unlisted Actions

Identify the Portions of EAF completed for this project: Part 1 Part 2 Part 3

Upon review of the information recorded on this EAF (Parts 1 and 2 and 3 if appropriate), and any other supporting information, and considering both the magnitude and importance of each impact, it is reasonably determined by the lead agency that:

- A. The project will not result in any large and important impact(s) and, therefore, is one which will not have a significant impact on the environment; therefore a negative declaration will be prepared.
- B. Although the project could have a significant effect on the environment, there will not be a significant effect for this Unlisted Action because the mitigation measures described in

PART 3 have been required therefore a CONDITIONED negative declaration will be prepared. *

- C. The project may result in one or more large and important impacts that may have a Significant impact on the environment, therefore a positive declaration will be prepared.

*A Conditioned Negative Declaration is only valid for Unlisted Actions

_____ Name of Action

_____ Name of Lead Agency

_____ 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)

_____ Date

PART 1 - PROJECT INFORMATION

Prepared by Project Sponsor

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, Parts A through E. Answers to these questions will be considered as part of the application for approval and may be subject to further verification and public review. Provide any additional information you believe will be needed to complete Parts 2 and 3.

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 such additional work is unavailable, so indicate and specify each instance.

NAME OF ACTION		
LOCATION OF ACTION (Include Street Address, Municipality and County)		
NAME OF APPLICANT/SPONSOR	BUSINESS TELEPHONE ()	
ADDRESS		
CITY/PO	STATE	ZIP CODE
NAME OF OWNER (if different)	BUSINESS TELEPHONE ()	
ADDRESS		
CITY/PO	STATE	
DESCRIPTION OF ACTION		

Please Complete Each Question-Indicate N.A. if not applicable

Site Description

Physical setting of overall project, both developed and undeveloped areas.

1. Present land use: Urban Industrial Residential (suburban) Rural (non-farm)
 Forest Agriculture Other _____

2. Total acreage of project area: _____ acres

APPROXIMATE ACREAGE	PRESENTLY	AFTER COMPLETION
Meadow or Brushland (Non-agricultural)	_____ acres	_____ acres
Forested	_____ acres	_____ acres
Agricultural (Includes orchards, cropland, pasture, etc.)	_____ acres	_____ acres
Wetland (Freshwater or tidal as per Articles 24, 25 of ECL)	_____ acres	_____ acres
Water Surface Area	_____ acres	_____ acres
Unvegetated (Rock, earth or fill)	_____ acres	_____ acres
Roads, buildings and other paved surfaces	_____ acres	_____ acres
Other (Indicated type) _____	_____ acres	_____ acres

3. What is predominant soil type(s) on project site? _____
- a. Soil drainage: Well drained _____ % of site Moderately well drained _____ % of site
 Poorly drained _____ % of site
- b. If any agricultural land is involved, how many acres of soil are classified with in soil group 1 through 4 of the NYS Land Classification System?
 _____ acres, (See 1 NYCRR 370)

4. Are there bedrock outcropping on project site? Yes No
- a. What is depth to bedrock? _____ (in feet)
5. Approximate percentage of proposed project site with slopes 0-10% _____ % 10-15% _____ %
 15% or greater _____ %

6. Is project substantially contiguous to, or contain a building, site, or district, listed on the State or the National Registers of Historic Places? Yes No

7. Is project substantially contiguous to site listed on the Register of National Natural Landmarks? Yes No

8. What is the depth of the water table? _____ (in feet)

9. Is site located over a primary, principal, or sole source aquifer? Yes No

10. Does hunting, fishing or shell fishing opportunities presently exist in the project area? Yes No

11. Does project site contain any species of plant or animal life that is identified as threatened or endangered?
 Yes No According to _____
 Identify each species _____

12. Are there any unique or unusual land forms on the project site? (i.e., cliffs, dunes, other geological formations)
 Yes No Describe _____

13. Is the project site presently used by the community or neighborhood as an open space or recreation area?
 Yes No If yes, explain _____

14. Does the present site include scenic views known to be important to the community?
 Yes No

15. Streams within or contiguous to project area: _____
 a. Name of Stream and name of River to which it is tributary _____

16. Lakes, ponds, wetland areas within or contiguous to project area:
 a. Name _____ b. Size (In acres) _____
17. Is the site served by existing public utilities? Yes No
 a. If Yes, does sufficient capacity exist to allow connection? Yes No
 b. If Yes, will improvements be necessary to allow connection? Yes No
18. Is the site located in an agricultural district certified pursuant to Agricultural and Markets Law, Article 25-AA, Section 303 and 304? Yes No
19. Is the site located in or substantially contiguous to a Critical Environmental Area designate pursuant to Article 8 of the ECL, and 6 NYCRR 617? Yes No
20. Has the site ever been used for the disposal of solid or hazardous wastes? Yes No

Project Description

1. Physical dimensions and scale of project (fill in dimensions as appropriate)
- a. Total contiguous acreage owned or controlled by project sponsor _____ acres _____
- b. Project acreage to be developed: _____ acres initially; _____ acres ultimately
- c. Project acreage to remain undeveloped: _____ acres
- d. Length of project, in miles: _____ (If appropriate)
- e. If the project is expansion, indicate percent of expansion proposed _____ %
- f. Number of off-street parking spaces existing, _____ proposed _____
- g. Maximum vehicular trips generated per hour _____ (upon completion of project)?
- h. If residential: Number and type of housing units:
- | | One Family | Two Family | Multiple Family | Condominium |
|------------|------------|------------|-----------------|-------------|
| Initially | _____ | _____ | _____ | _____ |
| Ultimately | _____ | _____ | _____ | _____ |
- i. Dimensions (in feet) of largest proposed structure _____ height _____ width _____ length
- j. Linear feet of frontage along a public thoroughfare project will occupy is? _____ ft.
2. How much natural material (i.e., rock, earth, etc.) will be removed from the site? _____ tons/cubic yards
3. Will disturbed areas be reclaimed? Yes No N/A
- a. If yes, for what intended purpose is the site being reclaimed? _____
- b. Will topsoil be stockpiled for reclamation? Yes No
- c. Will upper subsoil be stockpiled for reclamation? Yes No
4. How many acres of vegetation (trees, shrubs, and ground covers) will be removed from site? _____ acres
5. Will any mature forest (over 100 years old) or other locally-important vegetation be removed by this project? Yes No
6. If single phase project: Anticipated period of construction _____ months, (including demolition)
7. If multi-phased:
- a. Total number of phases anticipated _____ (number)
- b. Anticipated date of commencement phase 1 _____ month _____ year, (including demolition)
- c. Approximate completion date of final phase _____ month _____ year, (including demolition)
- d. Is phase 1 functionally dependent on subsequent phase? Yes No
8. Will blasting occur during construction? Yes No
9. Number of jobs generated: during construction _____ after project is complete _____
10. Number of jobs eliminated by this project _____
11. Will project require relocation of any projects or facilities? Yes No If yes, explain _____
12. Is surface liquid waste disposal involved? Yes No
- a. If yes, indicate type of waste (sewage, industrial, etc.) and amount _____

- b. Name of water body into which effluent will be discharged _____
13. Is subsurface liquid waste disposal involved? Yes No Type _____
14. Will surface area of an existing water body increase or decrease by disposal? Yes No
Explain: _____
15. Is project or any portion of project located in a 100 year flood plain? Yes No
16. Will the project generate solid waste? Yes No
- a. If yes, what is the amount per month _____ Tons
- b. If yes, will an existing solid waste facility be used? Yes No
- c. If yes, give name, _____ location
- d. Will any waste not go into a sewage disposal system or into a sanitary landfill? Yes No
- e. If yes, explain _____
17. Will the project involve the disposal of solid waste? Yes No
- a. If yes, what is the anticipated rate of disposal? _____ tons/month
- b. If yes, what is the anticipated site life? _____ years
18. Will project use herbicides or pesticides? Yes No
19. Will project routinely produce odors (more than one hour per day)? Yes No
20. Will project produce operating noise exceeding the local ambient noise levels? Yes No
21. Will project result in an increase in energy use? Yes No
If yes, indicate type(s) _____
22. If water supply is from wells, indicate pumping capacity _____ gallons/minute
23. Total anticipated water usage per day _____ gallons/day
24. Does project involve Local, State or Federal funding Yes No
If Yes, explain _____

Approvals Required:

	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Type	Submittal Date
City, Town Village Board	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
City, Town, Village Planning Board	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
City, Town Zoning Board	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
City, County Health Department	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Other Local Agencies	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Other Regional Agencies	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
State Agencies	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Federal Agencies	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Zoning and Planning Information

1. Does proposed action involve a planning or zoning decision? Yes No

If yes, indicate decision required:

- zoning amendment zoning variance special use permit subdivision site plan
- new/revision of master plan resource management other _____

2. What is the zoning classification(s) of the site? _____

3. What is the maximum potential development of the site if developed as permitted by the present zoning?

4. What is the proposed zoning of the site? _____

5. What is the maximum potential development of the site if developed as permitted by the proposed zoning?

6. Is the proposed action consistent with the recommended uses in adopted local land use plan? Yes No

7. What are the predominant land use(s) and zoning classifications within a ¼ mile radius of proposed action?

8. Is the proposed action compatible with adjoining/surrounding land uses within a ¼ mile? Yes No

9. If the proposed action is the subdivision of land, how many lots are proposed? _____

- a. What is the minimum lot size proposed? _____

10. Will proposed action require any authorization (s) for the formation of sewer or water districts? Yes No

11. Will the proposed action create a demand for any community provided services (recreation, education, police, and fire protection)? Yes No

- a. If yes, is existing capacity sufficient to handle projected demand? Yes No

12. Will the proposed action result in the generation of traffic significantly above present levels? Yes No

- a. If yes, is the existing road network adequate to handle the additional traffic? Yes No

Informational Details

Attach any additional information as may be 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 which you propose to mitigate or avoid them.

Verification

I certify that the information provided above is true to the best of my knowledge.

Applicant/Sponsor Name: _____ Date _____

Signature: _____ Title: _____

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment.

Part – 2 PROJECT IMPACTS AND THEIR MAGNITUDE

Responsibility of Lead Agency

General Information (Read Carefully)

In completing the form the reviewer should be guided by the question: Have my responses and determinations been reasonable? The reviewer is not expected to be an expert environmental analyst.

Identifying that an impact will be potentially large (column 2) does not mean that it is also necessarily significant. Any large impact must be evaluated in PART 3 to determine significance. Identifying an impact in column 2 simply asks that it be looked at further.

The Examples provided are to assist the reviewer by showing types of impacts and whatever possible the threshold of magnitude that would trigger a response in column 2. The examples are generally applicable throughout the State and for most situations. But, for any specific project or site other examples and/or lower thresholds may be appropriate for a Potential Large Impact response, thus requiring evaluation in Part 3.

The impacts of each project, on each site, in each locality, will vary. Therefore, the examples are illustrative and have been offered as guidance. They do not constitute an exhaustive list of impacts and thresholds to answer each question.

The number of examples per question does not indicate the importance of each question. In identifying impacts, consider long term, short term and cumulative effects.

Instructions (Read carefully)

Answer each of the 19 questions in PART 2. Answer Yes if there will be any impact. Maybe answers should be considered as Yes answers.

If answering Yes to a question then check the appropriate box (column 1 or 2) to indicate the potential size of the impact. If impact threshold equals or exceeds any example provided, check column 2. If impact will occur but threshold is lower than example, check column 1.

If reviewer has doubt about size of the impact then consider the impact as potentially large and proceed to Part 3.

If a potentially large impact checked in column 2 can be mitigated by change(s) in the project to a small to moderate impact, also check the Yes box in column 3. A No response indicates that such a reduction is not possible. This must be explained in Part 3.

<ul style="list-style-type: none"> ▪ Other impacts: _____ 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>5. Will Proposed Action affect surface or groundwater quality or quantity? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Examples that would apply to column 2</p> <ul style="list-style-type: none"> ▪ Proposed Action will require a discharge permit. ▪ Proposed Action requires use of a source of water that does not have approval to serve proposed (project) action. ▪ Proposed Action requires water supply from wells with greater than 45 gallons per minute pumping capacity. ▪ Constructions or operation causing any contamination of a water supply system. ▪ Proposed Action will adversely affect groundwater. ▪ Liquid effluent will be conveyed off the site to facilities which presently do not exist or have inadequate capacity. ▪ Proposed Action would use water in excess of 20,000 gallons per day. ▪ Proposed Action will likely cause siltation or other discharge into an existing body of water to the extent that there will be an obvious visual contrast to natural conditions. ▪ Proposed Action will require the storage of petroleum or chemical products greater than 1,100 gallons. ▪ Proposed Action will allow residential uses in areas without water and/or sewer services. ▪ Proposed Action locates commercial and/or industrial uses which may require new or expansion or existing waste treatment and/or storage facilities. ▪ Other impacts: _____ 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>6. Will proposed action alter drainage flow or patterns, or surface water runoff? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Examples that would apply to column 2</p> <ul style="list-style-type: none"> ▪ Proposed Action would change flood water flow. ▪ Proposed Action may cause substantial erosion. ▪ Proposed Action is incompatible with existing drainage patterns. ▪ Proposed Action will allow development in a designated floodway. ▪ Other impacts: _____ 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
IMPACT ON AIR	1 Small Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated By Project Change
<p>7. Will proposed action affect air quality? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Examples that would apply to column 2</p> <ul style="list-style-type: none"> ▪ Proposed Action will induce 1,000 or more vehicle trips in any given hour. ▪ Proposed Action will result in the incineration of more than 1 ton of refuse per hour. ▪ Emission rate of total contaminants will exceed 5 lbs. per hour or a heat source producing more than 10 million BTU's per hour. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

<p>15. Will proposed action affect the community's source of fuel or energy? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Examples that would apply to column 2</p> <ul style="list-style-type: none"> ▪ Proposed Action will cause a greater than 5% increase in the use of any form of energy in the municipality. ▪ Proposed Action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two family residences or to serve a major commercial or industrial use. ▪ Other impacts: _____ 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
NOISE AND ODORS IMPACTS	1 Small Moderate Impact	2 Potential Large Impact	3 Can Impact Mitigated By Project Change
<p>16. Will there be objectionable odors, noise, or vibration as a result of the Proposed Action? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Examples that would apply to column 2</p> <ul style="list-style-type: none"> ▪ Blasting within 1,500 feet of a hospital, school or other sensitive facility. ▪ Odors will occur routinely (more than one hour per day) ▪ Proposed Action will produce operating noise exceeding the local ambient noise levels for noise outside of structures. ▪ Proposed Action will remove natural barriers that would act as a noise screen. ▪ Other impacts: _____ 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
IMPACT ON PUBLIC HEALTH	1 Small Moderate Impact	2 Potential Large Impact	3 Can Impact Mitigated By Project Change
<p>17. Will Proposed Action affect public health and safety? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Examples that would apply to column 2</p> <ul style="list-style-type: none"> ▪ Proposed Action may cause a risk of explosion or release of hazardous substances (i.e. oil, pesticides, chemicals, radiation, etc.) in the event of accident or upset conditions, or there may be a chronic low level discharge or emission. ▪ Proposed Action may result in the burial of "hazardous wastes" in any form (i.e. toxic, poisonous, highly reactive, radioactive, irritating, infectious, etc.) ▪ Storage facilities for one million or more gallons of liquefied natural gas or other flammable liquids. ▪ Proposed action may result in the excavation or other disturbance within 2,000 feet of a site used for the disposal of solid or hazardous waste. ▪ Other impacts: _____ 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
IMPACT ON GROWTH AND CHARACTER OF COMMUNITY OR NEIGHBORHOOD	1 Small Moderate Impact	2 Potential Large Impact	3 Can Impact Mitigated By Project Change
<p>18. Will proposed action affect the character of the existing community? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Examples that would apply to column 2</p>			

<ul style="list-style-type: none"> ▪ The permanent population of the city, town or village in which the project is located is likely to grow by more than 5%. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ▪ The municipal budget for capital expenditures or operating services will increase by more than 5% per year as a result of this project. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ▪ Proposed action will conflict with officially adopted plans or goals. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ▪ Proposed action will cause a change in the density of land use. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ▪ Proposed Action will replace or eliminate existing facilities, structures or areas of historic importance to the community. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ▪ Development will create a demand for additional community services (e.g. schools, police, and fire, etc.) 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ▪ Proposed Action will set an important precedent for future projects 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ▪ Proposed Action will create or eliminate employment. 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> ▪ Other impacts: _____ 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

19. Is there, or is there likely to be, public controversy related to potential adverse environmental impacts? No Yes

If Any Action in Part 2 Is Identified as a Potential Large Impact or If You Cannot Determine the Magnitude of Impact, Proceed to Part 3

Part 3-EVALUATION OF THE IMPORTANCE OF IMPACTS

Responsibility of Lead Agency

Part 3 must be prepared if one or more impact(s) is considered to be potentially large, even if the impact(s) may be mitigated.

Instructions

Discuss the following for each impact identified in Column 2 of Part 2

Briefly describe the impact

Describe (if applicable) how the impact could be mitigated or reduced to a small to moderate impact by project change (s)

Based on the information available, decide if it is reasonable to conclude that this impact is important.

To answer the question of importance, consider:

- The probability of the impact occurring
- The duration of the impact
- Its irreversibility, including permanently lost resources of value
- Whether the impact can or will be controlled
- The regional consequence of the impact
- Its potential divergence from local needs and goals
- Whether known objections to the project relate to this impact.

(Continue on attachments)