

Town of Dover Planning Board

Town of Dover
126 East Duncan Hill Road
Dover Plains, NY 12522



(845) 832-6111 Ext 100

SPECIAL PERMIT AND SITE PLAN APPLICATION COVER SHEET/FEE SCHEDULE

Attached is the application packet required for your project. Please provide **ALL** information requested. **Twelve (12) sets of ALL paperwork and maps are required. Please provide one original set and eleven (11) copies.** The Planning Board will accept 3 full size copies with 9 copies in 11X17 as well as a **CD with all maps and documents** would be appreciated with submission -Each set should contain:

1. An application form.
2. A checklist. The checklist must be completely filled out and accompany your application. Any requests for waivers for items on the checklist, and/or for additional materials requested by the Board, must be in writing.
3. An Environmental Assessment Form. Only Part 1 of the Short or Long Form should be filled out by the applicant. For a full explanation of the State Environmental Quality Review Act please refer to the following NYS DEC webpage: <http://www.dec.state.ny.us/website/dcs/seqr/index.html>.
4. The disclosure statement. This statement must be signed. The name, address and the nature and extent of the interest in this application of any state officer and any officer or employee of the Town of Dover and/or the County of Dutchess must be stated; if there is none, the word "none" should be inserted in the appropriate space when signing the document.
5. A Letter of Intent. This is a brief narrative of your project.
6. An Agricultural Data Statement if the property contains a farm operation within an agricultural district or the property boundary is within 500' of a farm operation within an agricultural district.
7. If you are authorizing someone else to represent you, include the Letter of Agent. This letter must also be signed by **all** owners of the property if not already on the application form.
8. The set of map(s), each set put together in the order of these instructions (do not copy this application cover/instruction sheet). Please fold maps with the name of the project/applicant showing.
9. **Five (5) additional copies of the site plan with sign details, architectural plans and elevations, should be provided to the Planning Board for submission to the Architectural Review Board.**

All submittals are required by NOON, the 2nd Wednesday of the month, clearly marked to the attention of the Planning Board. Applications with missing information will be returned for completion. Please be sure to provide a Primary contact phone number and address that is valid.

The Planning Board's regular monthly meeting is the 1st & 3rd Mondays of each Month at 7PM in the Dover Town Hall..

Town of Dover Code is available on the Internet at www.generalcode.com. You may also contact the Town Clerk at (845) 832-6111ext 112 to obtain a copy of the zoning laws for a fee. Tax grid numbers (on property tax bills) and zone districts can be obtained from the Town Assessor's office @ (845) 832-6111 ext 105.

For your convenience, you can contact the Planning Board by:

- 1) Leaving a message at (845) 832-6111 ext 100 or
- 2) Going to: PlanningARB@TownofDoverNY.us

Town of Dover Planning Board

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126 East Duncan Hill Road
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(845) 832-6111 ext 100

The following is the tentative list of the Town of Dover Planning Board deadlines and meetings. This projected schedule was created by use of the guidelines the Planning Board has in place. This schedule can be changed only at a formal Planning Board meeting by way of a motion being made and a vote of the membership on record.

The standard formula is as follows:

The Planning Board Will Meet **THE 1ST & 3RD MONDAY OF THE MONTH** at 7:00pm at the Town Hall,

The **DEADLINE** FOR ANY AND ALL APPLICATIONS IS **NOON THE 2ND WEDNESDAY OF THE MONTH.**

****** APPLICANTS & CONSULTANTS-** If your application is reviewed at the 1st meeting of the month- there should be no expectation that you will be on the 2nd meeting of the month agenda

DEADLINE for the next month	1st Meeting	2nd Meeting
<input checked="" type="checkbox"/> December 9, 2009 for January	<input checked="" type="checkbox"/> Wednesday January 6, 2010	
<input checked="" type="checkbox"/> January 13, 2010 for Feb	<input checked="" type="checkbox"/> February 1, 2010	<input type="checkbox"/> February 15, 2010-TBA (President's Day)
<input checked="" type="checkbox"/> February 10, 2010 for March	<input checked="" type="checkbox"/> March 1, 2010	<input checked="" type="checkbox"/> March 15, 2010
<input checked="" type="checkbox"/> March 10, 2010 for April	<input checked="" type="checkbox"/> April 5, 2010	<input checked="" type="checkbox"/> April 19, 2010
<input checked="" type="checkbox"/> April 14, 2010* for May	<input checked="" type="checkbox"/> May 3, 2010	<input checked="" type="checkbox"/> May 17, 2010
<input checked="" type="checkbox"/> May 12, 2010 for JUNE	<input type="checkbox"/> June 7, 2010	<input type="checkbox"/> June 21, 2010
<input type="checkbox"/> June 9, 2010 for JULY	<input type="checkbox"/> July 5, 2010 cancelled	<input type="checkbox"/> July 19, 2010
<input type="checkbox"/> July 14, 2010* for AUGUST	<input type="checkbox"/> August 2, 2010	<input type="checkbox"/> August 16, 2010
<input type="checkbox"/> August 11, 2010 for SEPTEMBER	<input type="checkbox"/> September 6, 2010-TBA (Labor Day)	<input type="checkbox"/> September 20, 2010
<input type="checkbox"/> September 8, 2010* for OCTOBER	<input type="checkbox"/> October 4, 2010	<input type="checkbox"/> October 18, 2010
<input type="checkbox"/> October 13, 2010 for NOVEMBER	<input type="checkbox"/> November 1, 2010	<input type="checkbox"/> November 15, 2010
<input type="checkbox"/> November 10, 2010 for DECEMBER	<input type="checkbox"/> December 6, 2010	<input type="checkbox"/> December 20, 2010
<input type="checkbox"/> December 8, 2010* for Jan. 2011		

* All meeting dates are subject to change Please call the Town of Dover Planning Board Office (845) 832-6111 ext 100 to confirm monthly dates or go to www.townofdoverny.us

Town of Dover
Architectural Review Board



Town of Dover
126 East Duncan Hill Road
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(845) 832-6111 ext 100

The following is the tentative list of the Town of Dover Architectural Design Review Board deadlines and meetings.

This projected schedule was created by use of the guidelines the ARB has in place. This schedule can be changed only at a formal ARB meeting by way of a motion being made and a vote of the membership on record.

The standard formula is as follows: The **ARB meets the 4th Monday** of the Month at 7:00pm at the Town Hall and the **deadline** for any and all submissions is **NOON - 10 days prior** to the ARB Meeting date.

<u>Deadline</u>	<u>For the Month of ...Meeting</u>
January 15, 2010	January 25, 2010
February 12, 2010	February 22, 2010
March 12, 2010	March 22, 2010
April 16, 2010	April 26, 2010
May 14, 2010	May 24, 2010
June 18 2010	June 28, 2010
July 16, 2010	July 26, 2010
August 13, 2010	August 23, 2010
September 17, 2010	September 27, 2010
October 15, 2010	October 25, 2010
November 12, 2010	November 22, 2010
December 17, 2010	December 27, 2010

* All meeting dates are subject to change Please call the Town of Dover Architectural Design Review Board Office (845) 832-6111 ext 100 to confirm monthly dates

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FEE SCHEDULE

The following fee schedule is for the Town of Dover Planning Board. Please make checks payable to the Town of Dover. Application and discussion fees are due at the time of the **application submission**. **Applications with unpaid fees will not be heard.** There may be additional fees for consultants during the review process.

Discussion Fee	\$100.00
Subdivision	\$200.00
Lot fee for each new lot created	\$ 50.00
Initial Escrow Deposit	\$500.00
Special Permit	\$200.00
Site Plan	\$200.00
Consultant Fees	To be set at meeting
Erosion Control	\$ 75.00
GIS EAF Fact Check	\$ 75.00
Recreation Fee 3or more lots	\$ 2,500.00/per lot or unit
Recreation Fee less than 3 lots (Due at Final approval signing)	\$ 2,000.00 per lot or unit

**** Fee schedule subject to change ****

Town of Dover Planning Board

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MAJOR OR MINOR SPECIAL PERMIT/SITE PLAN CRITERIA

Your project is a Major Project if the following criteria **are exceeded** (over a three-year period):

- Construction of four multifamily dwelling units or a lodging facility with six bedrooms.
- Construction of facilities or structures for a nonresidential use covering 3,000 square feet of building footprint.
- Alteration of existing structures or expansion of such structures by 1,000 square feet.
- Conversion of existing structures totaling 5,000 square feet to another use.
- Alteration and active use of 10,000 square feet of land, with or without structures.
- Soil mining that does not require a Department of Environmental Conservation permit.
- Construction of a structure that is 80 feet or higher above the average grade level.

For review by the Planning Board, the only difference between a Minor and a Major project is the requirement of a Long-form environmental assessment form for Major projects (although, the Board may also require a long-form for Minor projects and always requires a long-form for Type I actions).

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SPECIAL PERMIT AND SITE PLAN PROCEDURE

The purpose of this information sheet is to guide you through the application process. The application packet that you have received needs to be thoroughly reviewed and completely filled out. The **minimum** requirements to have the first meeting with the Planning Board are outlined in the Special Permit/Site Plan Discussion Checklist.

The Special Permit regulations can be found in §145-60 of the Town Zoning Code. Site Plan regulations can be found in §145-65 of the Town Zoning Code. All applications need to have the minimum materials outlined in the Special Permit/Site Plan **Discussion** Checklist in order to meet with the Planning Board. The Special Permit/Site Plan Checklist includes all materials needed for a complete application. The only exception to this is if you request a waiver of a requirement in writing, in which case the Planning Board *may* waive some site plan requirements. You may also request to have an informal meeting with the Planning Consultant prior to submission to discuss the process.

Discussion Meeting:

The first meeting with the Planning Board will be to review and discuss the plan submittal. At this meeting, comments will be provided to the applicant concerning the proposal. Comments from the Planning Board will be given verbally. There may also be verbal and/or written comments from the Planning Board's Attorney, Engineer, Planning Consultant, and/or other Town Officials. It is in the applicant's best interest to bring note taking materials. A determination as to the type of action under the State Environmental Quality Review Act will be made at this time. If it is a Special Permit application, the discussion will include the appropriateness of the use, in consideration of the surrounding area and the purposes of the district under Town Zoning Code. All Special Permit applications will include a site plan (some requirements *may* be waived by the Planning Board). The discussion phase will not be held until there is sufficient information in order to make an informed review (see Discussion checklist).

Special Permit/Site Plan:

In order to proceed to review of the Special Permit and/or Site Plan application, you must submit all items on the Special Permit/Site Plan Checklist, and provide all additional information requested at the discussion meeting. Any items not included must be addressed by the applicant in writing. You will be notified if the application is not accepted due to incompleteness.

You should become familiar with the process by reviewing the Town's Comprehensive Plan and Town Zoning Code, especially Article IX, Special Permits and Site Plan Review.

Some projects require consultant review by the Town Board's engineer, planner, and/or attorney. In this instance, the reasons will be explained to you by the Board, and the process of establishing an escrow account to cover the additional costs will be initiated. The application may also be referred for comment from the relevant town, and other, jurisdictional agencies. If the State Environmental Review process requires comment from an expert consultant, of the Board's choosing, the need for

this review will be explained and the appropriate escrow fees for this review initiated. The escrow account will be reconciled during the review process and prior to final approval.

If the Planning Board determines that additional matters need to be addressed before a public hearing can be scheduled, the application will be tabled as incomplete to allow you time to develop the responses to the Board's questions and return to a subsequent meeting. The Planning Board office will remain in contact with you during this period. It is important to note: the more timely you submit the requested materials, the more expedient the process will be.

Public Hearing: If everything is in order and all questions of the Board are satisfied, the Board will direct the Planning Board Secretary to schedule a public hearing for your project for the next regular monthly meeting. You will be instructed to place a sign, obtained from the Planning Board office, on the subject property containing the public hearing date and time.

At the public hearing, abutting property owners may appear pursuant to a notice sent to them by the board office; other members of the public are also allowed by law to attend and may introduce information to the record, or simply request information about the project.

The application may need to be sent to Dutchess County Planning Department, which will have thirty (30) days to provide comments to the Planning Board.

If there are additional matters to address pursuant to the opening of the public hearing, discussion will be tabled and the hearing will be extended to allow you time to address the matters and return to the board at a subsequent meeting.

If no adverse environmental impacts or other impediments are discovered, the Board will close the public hearing and a vote will be taken.

Action:

The Board shall grant, deny, or grant subject to conditions the application within 62 days after the hearing. In granting an application, the Planning Board may impose any conditions which it considers necessary to fulfill the purposes of Town Zoning Code.

Within six months after receiving approval of a Special Permit and accompanying site plan or Site Plan, with or without modifications, the applicant shall submit multiple copies of the plan(s) to the Planning Board for stamping and signing. All fees must be paid prior to the chairman signing the plan.

For information on expiration dates, revocations and enforcement please see §145-63.H. for Special Permits and §145-69.E. for Site Plans.

We hope this brief summary helps you to understand the process. If at any time during the process you have questions, you are invited to contact the Planning Board office. We will do our best to assist you.

NOTES: IF YOUR APPLICATION IS INCOMPLETE, YOU WILL NOT BE PUT ON THE AGENDA. IF YOUR APPLICATION IS NOT RECEIVED BY NOON OF THE DATE GIVEN TO YOU FOR SUBMISSION, YOU WILL NOT BE PUT ON THE AGENDA. SUPPLEMENTAL OR APPLICATION MATERIALS WILL NOT BE ACCEPTED AT MEETINGS.

TOWN OF DOVER

<u>SPECIAL PERMIT/SITE PLAN DISCUSSION SUBMISSION CHECKLIST</u>			
Applicant/Site Plan Name _____			
	Yes	Inc.*	NAW**
HAVE YOU SUBMITTED:			
A Land Use Application form? (Grid Numbers MUST be included)			
The application fees?			
The Letter of Intent?			
The Letter of Agent, if needed?			
A short narrative of the project?			
An Ag Data Statement?			
The Disclosure Statement?			
A Long form EAF?			
A copy of this checklist?			
A written request for waivers to submission requirement, if needed?			
Does your site plan contain:			
The words, "Town of Dover, Dutchess County, New York"?			
The date of the site plan being submitted?			
The name and address of the record owner?			
The parcel grid number?			
The name of the project?			
The name, address, signature, and seal of the licensed engineer or architect?			
A vicinity map (1" = 2,000"), showing all properties and easements within 500' of the property?			
Approximate true North point?			
A graphic scale?			
The location, bearings and distances of the tract boundary?			
The names and addresses of all adjoining property owners?			
The Zoning District?			

*Incomplete information ** - Not Applicable, W - Waiver Requested in Writing

TOWN OF DOVER

<u>SPECIAL PERMIT/SITE PLAN DISCUSSION SUBMISSION CHECKLIST</u>			
Applicant/Site Plan Name _____			
	Yes	Inc.*	NAW**
A Bulk Regulations table (see §145-11), showing the required and proposed dimensions for:			
Lot size?			
Road frontage?			
Front yard setback?			
Side yard setback?			
Rear yard setback?			
Impermeable surface coverage?			
Maximum height?			
Maximum footprint?			
An existing conditions map, showing existing roads, buildings, utilities and other man-made features, as well as topography and all existing natural land features (rock outcrops, single trees 8" or more in diameter, forest cover, soils, ponds, wetlands, lakes, watercourses, aquifers, floodplains and drainage retention areas)? Note: Site datum source			
The location and use of all existing and proposed structures within the property, including all dimensions of height and floor area, all exterior entrances, and all anticipated future additions and alterations?			
The land use district boundaries within 200' of the site's perimeter, as well as any overlay districts?			
Does the site plan include a table containing the following:			
Estimated area of structure intended to be used for particular uses such as retail, office, storage, etc...?			
Estimated maximum number of employees?			
Maximum seating capacity, where applicable?			
Number of parking spaces existing and required for the intended use?			
Plans for the disposal of construction and demolition waste, either on site or at an approved disposal facility?			

*Incomplete information ** - Not Applicable, W - Waiver Requested in Writing

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LAND USE APPLICATION

Type of Application: Check all that apply

Site Plan Special Permit/Site Plan Erosion and Sediment Control Permit

Grid Number(s):

Zoning District(s): RU__, RC__, HM__, HR__, SR__, HC__,
CO__, M__

Name of Project: _____

Property Address:

Overlay District(s) (if any): Floodplain__, Stream Corridor__,
Aquifer__, Mixed-Use Institutional__, Soil Mining__

Current Use(s): _____

Proposed Use(s): _____

Primary Contact Person:

Parcel Size: _____Acres

Address: _____

Type of Activity: New structure _____, Alteration of existing
structure_____, Expansion of use or structure_____,

Telephone Number: _____

Email: _____

Change of use in existing structure_____

Name of Property Owner:

Address: _____

Total Square Footage of Structures:

Current_____ Proposed_____

Telephone Number:

Footprint of Structures:

Current_____ Proposed_____

Name of Applicant (if *different*):

Address: _____

Date of discussion meeting: _____

Date stamp of submission

(To be filled in by Planning Board Secretary)

Telephone Number: _____

Email: _____

Relationship of Applicant to Owner (e.g. *contract
vendee, option holder, lessee*): _____

Plans Prepared By:

Name: _____

Address: _____

Telephone Number: _____

E-mail: _____

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The undersigned hereby makes application in accordance with all applicable laws and other requirements of the Town of Dover, Dutchess County, New York. All owners of record must sign.

Signature of Record Owner

Signature of Record Owner

Date: _____

Date: _____

Signature of Applicant (if different)

Date: _____

Does the project parcel cover applicant's entire holding?

yes no

Deed Reference: Liber _____

Page _____ Date _____

Filed Map Reference: Lot # _____ Map # _____

Does the property contain a farm operation located within an agricultural district or is the property boundary within 500 feet of a farm operation located in an agricultural district:

yes no

If yes, submit an Agricultural Date Statement, available from the Planning Office.

Will the development be phased? Yes _____ No _____

Is there an existing Special Permit and/or Site Plan approval for the property? Yes _____ No _____

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LETTER OF AGENT

I, _____, am the owner of the property

located at _____, Dover, New York,

identified as Grid Number _____.

I hereby authorize _____ to act as my

agent in an application to the Town of Dover Planning Board.

For _____
(Name of Project)

Print name _____

Signature _____

Date _____

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AGRICULTURAL DATA STATEMENT

If the property is in an agricultural district and contains a farm operation,
Or if the property is within 500 feet of a farm operation in an agricultural district

Please list names and addresses of owners of land which contain farm operations and which is located within an Agricultural District and within five hundred feet of the boundary line of the property upon which the project is proposed (*use additional sheet if more space is needed*):

(1) _____ _____ _____	(5) _____ _____ _____
(2) _____ _____ _____	(6) _____ _____ _____
(3) _____ _____ _____	(7) _____ _____ _____
(4) _____ _____ _____	(8) _____ _____ _____

Applicant must attach a tax map or other map showing the site of the proposed project in relation to the farming operations described above.

Signature of Applicant DATE

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DISCLOSURE OF INTEREST FORM

Section 809 of the General Municipal Law provides as follows:

1. Every application, petition, or request submitted for a variance, amendment, change of zoning, approval of a plat, exemption from a plat or official map, license, or permit, pursuant to the provisions of any ordinance, local law, rule, or regulation constituting the zoning and planning regulations of a municipality shall state the name, address, and the nature and extent of the interest of any state officer and any officer or employee of such municipality or of a municipality of which such municipality is a part, in the person, partnership, or association making such application, petition, or request (hereinafter called the applicant) to the extent known to such applicant.
2. For the purpose of this section, an officer or employee shall be deemed to have an interest in the applicant when he, his spouse, or their brothers, sisters, parents, children, grandchildren, or the spouse of any of them.
 - (a) Is the applicant, or
 - (b) Is an officer, director, partner, or employee of the applicant, or
 - (c) Legally or beneficially owns or controls stock of a corporate applicant or is a member of a partnership or association applicant, or
 - (d) Is a party to an agreement with such an applicant, express or implied, whereby he may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application, petition, or request.
3. Ownership of less than five percent of the stock of a corporation whose stock is listed on the New York or American Stock Exchanges shall not constitute an interest for the purposes of this section.
4. A person who knowingly and intentionally violates this section shall be guilty of a misdemeanor.

In connection with said application, petition or request, the undersigned hereby states, pursuant to the provision of Section 809 of the General Municipal Law, the name, residence, and the nature and extent of the interest of any state officer or employee of the Town of Dover and/or the County of Dutchess, in the person, partnership, or association making the application, petition, or request (hereinafter called the "applicant"). If none, insert the word "none" _____.

Signature of Applicant

Date

Appendix C
State Environmental Quality Review
SHORT ENVIRONMENTAL ASSESSMENT FORM
For UNLISTED ACTIONS Only

PART I - PROJECT INFORMATION (To be completed by Applicant or Project Sponsor)

1. APPLICANT/SPONSOR	2. PROJECT NAME
3. PROJECT LOCATION: Municipality _____ County _____	
4. PRECISE LOCATION (Street address and road intersections, prominent landmarks, etc., or provide map)	
5. PROPOSED ACTION IS: <input type="checkbox"/> New <input type="checkbox"/> Expansion <input type="checkbox"/> Modification/alteration	
6. DESCRIBE PROJECT BRIEFLY:	
7. AMOUNT OF LAND AFFECTED: Initially _____ acres Ultimately _____ acres	
8. WILL PROPOSED ACTION COMPLY WITH EXISTING ZONING OR OTHER EXISTING LAND USE RESTRICTIONS? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, describe briefly	
9. WHAT IS PRESENT LAND USE IN VICINITY OF PROJECT? <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agriculture <input type="checkbox"/> Park/Forest/Open Space <input type="checkbox"/> Other Describe: _____	
10. DOES ACTION INVOLVE A PERMIT APPROVAL, OR FUNDING, NOW OR ULTIMATELY FROM ANY OTHER GOVERNMENTAL AGENCY (FEDERAL, STATE OR LOCAL)? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list agency(s) name and permit/approvals:	
11. DOES ANY ASPECT OF THE ACTION HAVE A CURRENTLY VALID PERMIT OR APPROVAL? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list agency(s) name and permit/approvals:	
12. AS A RESULT OF PROPOSED ACTION WILL EXISTING PERMIT/APPROVAL REQUIRE MODIFICATION? <input type="checkbox"/> Yes <input type="checkbox"/> No	
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor name: _____ Date: _____ Signature: _____	

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 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 FULL EAF. <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 No, a negative 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 ESTABLISHMENT OF A CRITICAL 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 IMPACTS? <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.

<input type="checkbox"/> Check this box if you have identified one or more potentially large or significant adverse impacts which MAY occur. Then proceed directly to the FULL EAF and/or prepare a positive declaration.	
<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 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)