

Village Board

Meeting Minutes of September 1, 2026

Present: Mayor Fowler, Trustees Brower, Farrell, Zabelny
Manager Shari Pearce
Treasurer Danielle Kruger
DPW Superintendent Dan Verace
Asst Superintendent Chad McManus
Code Enforcement Officer Ron Bragg
Deputy Clerk Amy Harter
Village Attorney John Wells

Absent: Trustee Attoma

Guests Shaun Logue, Debra Hebing, Ignatius Ladelfa, Grace Engelbrecht

The meeting was held in the Board Room and was available on Zoom. The meeting was called to order by the Mayor with the Pledge of Allegiance and a Moment of Silence.

Legal Posting Confirmation: The Clerk certified that all postings were completed per guidelines.

Roll Call: Mayor Fowler confirmed all but Trustee Attoma were present.

Approval of Minutes

Resolution to approve the minutes of August 4, 2026 as presented. Motion made by Trustee seconded by Trustee Zabelny, seconded by Mayor Fowler. Carried 4-0.

Resolution to approve the minutes of August 13, 2026 as amended. Motion made by Mayor Fowler, seconded by Trustee Zabelny. Carried 3-0-1. Trustee Farrell abstained.

Vouchers

Resolution to approve the September vouchers as submitted, made by seconded Mayor Fowler, seconded by Trustee Zabelny. Carried 4-0.

Public Comment

Debbie Hebing asked if a day care within the Village needs approval. The Village Manager responded that an in home business requires review by the Zoning Board of Appeals. A specific address was not supplied; therefore, an exact answer could not be provided.

With all persons heard, Mayor Fowler closed public forum at 6:40 p.m.

Recreation Report

The Recreation report was provided by Trustee Farrell.

Library Report

Grace Engelbrecht provided her report and noted the August door count was 3879. She remarked they had a very busy summer.

Code Enforcer's Report

904 Hilton Parma Corners Road: Ron Bragg met with the future builder for the Gary Sinise Foundation. The home plans will be submitted in the coming days. It is a large home at 3,000+ square feet.

Complaints: Ron reported that eight complaints have been received this month. He noted the complaints are time consuming and he and/or Jeff Champion respond swiftly. Mayor Fowler asked that the complaints be included monthly for the board to review. The Deputy Clerk will provide them to the members.

Training: Ron and Jeff recently attended fire alarms and detection systems training and found it to be excellent information.

Dunkin: The exterior is nearly complete. Ron has received information they may open the first week of October.

Treasurer's Report

Resolution to authorize increasing the petty cash to \$100 from \$50. Motion made by Trustee Brower, seconded by Trustee Farrell. Carried 4-0.

Resolution to approve the addition of the petty cash fund policy to the procurement policy. "Petty Cash: Expenditures from the petty cash account may be made only for payment in advance of audit and upon receipt of properly itemized bills or receipts for materials, supplies or services furnished to the Village for conduct of its affairs and upon terms calling for the payment of cash to the vendor upon delivery of any such materials or supplies or the rendering of any such services. A monthly voucher with receipts for all expenditures shall be presented to the Village Board for audit. Petty cash should not be used to pay travel expenses." Motion made by Trustee Farrell, seconded by Trustee Zabelny. Carried 4-0.

Resolution to update the Procurement Policy to add Vicky Taylor and Mayor Andy Fowler as authorized purchasers. Motion made by Trustee Zabelny, seconded by Trustee Brower. Carried 3-0-1 Mayor Fowler abstained.

DPW Superintendent's Report

Resolution to authorize the DPW Superintendent to participate in an online auction for the purchase of a utility shed built by BOCES students at a cost not to exceed \$1200, plus the associated service fee. The shed will be placed at the Community Center. Motion made by Mayor Fowler, seconded by Trustee Zabelny. Carried 4-0.

Resolution to authorize the Superintendent to attend NYCOM Public Works School Oct 19th – 21st at a cost of \$1,008 including lodging and meals. Motion made by Mayor Fowler, seconded by Trustee Brower. Carried 4-0.

Resolution to authorize the Superintendent to change winter hours to 7:00 am - 3:30 pm instead of 7:30 am - 4:00 pm, October 1st-April 30th. Motion made by Trustee Farrell, seconded by Trustee Zabelny. Carried 4-0.

Resolution to purchase one Western Snowplow from Thru-Way Spring for Truck 2 at a cost of \$8,212.50, installed. Motion made by Mayor Fowler, seconded by Trustee Farrell. Carried 4-0.

Resolution to hire Jacob Cretelle for full-time vacant position starting pay \$20.00/hr. Motion made by Trustee Farrell, seconded by Trustee Brower. Carried 4-0.

Resolution to increase the wages of Zach Klein of \$1.50 per hour. He has completed five years of employment. Motion made by Trustee Zabelny, seconded by Mayor Fowler. Carried 4-0.

Pole Barn: Dan reported that spray foam insulation will be installed this month. Outstanding items are concrete, vents and parking lot grading. Ron Bragg noted an electrical inspection is also needed.

Paving: Gorton Avenue, Brook Street and Short Hills Drive will be paved Thursday, September 3rd. Dan Verace will notify the affected residents.

Snow cameras: Cameras have been installed on Overlook Drive, Underwood Avenue, Sunny Slope Drive and Hovey St. These cameras are strictly for “snow watch” and do not record. The cameras are only accessible by the DPW Superintendent and Assistant Superintendent. An article will be placed in the Fall newsletter and will be mailed to all residents. The Village Manager will be creating a camera policy and each camera will be labeled as a fixed asset.

Manager/Clerk’s Report

Policy updates: The Village Manager noted updates to the Workplace Violence and Sexual Harassment policies will be updated to include DPW Superintendent Dan Verace. Motion made by Mayor Fowler, seconded by Trustee Farrell. Carried 4-0.

Walt Horylev Civic Beautification Award: Shari Pearce recommends moving the presentation of the award to coincide with the Citizen of the Year in the spring. The recipients will share in Village festivities, such as the Fire Department Parade and the Christmas Tree lighting.

Annexation- 904 Hilton-Parma Corner’s Rd: The Village Board will need to proceed with updating our zoning map to include the annexed piece of property. MRB is assisting in the coordination of these efforts. This property is proposed to be zoned Residential.

Resolution the Village Board does hereby classify the proposed Action as a Type I Action as is further defined under Part 617.5 of the State Environmental Quality Review (SEQR) Regulations. Motion made by Mayor Fowler, seconded by Trustee Zabelny. Carried 4-0.

Resolution the Village Board does hereby declare its intent to be designated as the lead agency for the Action and directs the Village Mayor to sign and date the Full EAF Part 1. Motion made by Trustee Brower, seconded by Mayor Fowler. Carried 4-0.

Resolution the Village Board shall hold a public hearing on said proposed Local Law 2, 2026, to zone 904 Hilton Parma Corners Road, Residential. The hearing will be held at 59 Henry Street, Hilton, New York at 6:30 p.m. on October 6, 2026. Motion made by Mayor Fowler, seconded by Trustee Farrell. Carried 4-0.

Resolution to approve the updated Paternity Leave policy as amended. Motion made by Mayor Fowler, seconded by Trustee Zabelny. Carried 4-0.

Resolution to approve the Community Center Safety Plan. This replaces the Lockdown policy. Motion made by Trustee Zabelny, seconded by Trustee Farrell. Carried 4-0.

E Bike Policy: Shari Pearce recommends replacing Chapter 259 to reflect extensive changes to the code. John Wells noted he will have edits and he will recommend the fines for violations be increased. The proposed chapter will be provided for approval in the coming weeks. Trustee Farrell is working with the Sheriff's Office to make a presentation to the Senior Center on this topic to spread awareness.

Newsletter: Shari asked the board to provide topics for the upcoming newsletter to the Deputy Clerk for publishing. The newsletter will be mailed to all Village residents in October.

Post office: The lease for the post office building located at 25 South Avenue ends January 31, 2027 and the Village of Hilton becomes the owner of the building. The Village attorney has communicated with the current owner's attorney. Attempts to facilitate building inspections have failed. The DPW Superintendent and Assistant Superintendent have started a list of exterior inspections. John Wells provided a copy of the original lease, which states the outside repairs are the responsibility of the lessor. He further explained the Village is bound by terms of existing lease. There are four, five-year extension periods, the next extension is 2027. The rent will remain static through 2037.

Board Member Reports

Resolution to close Henry Street on October 31st at 4:30 p.m. – 7:30 p.m. for the Hilton Parma Recreation Trunk or Treat event. The Special Police will be in attendance. Motion made by Mayor Fowler, seconded by Trustee Zabelny. Carried 4-0,

Executive Session

Mayor Fowler motioned to enter into Executive Session at 8:25 to discuss a personnel matter, seconded by Trustee Zabelny. Carried 4-0

Mayor Fowler motioned to exit Executive Session at 8:45, seconded by Trustee Zabelny. Carried 4-0.

Resolution to accept the resignation of Elaine Begy from the Zoning Board of Appeals. Motion made by Mayor Fowler, seconded by Trustee Zabelny. Carried 4-0.

Adjournment

Motion to adjourn at 8:45 p.m. made by Trustee Farrell seconded by Trustee Brower. Carried 4-0.

Respectfully submitted,

Amy Harter
Deputy Clerk

VILLAGE OF HILTON PROCUREMENT POLICY

WHEREAS, Section 104-b of the General Municipal Law requires the governing body of every municipality to adopt a procurement policy for all goods and services which are not required by law to be publicly bid, and

WHEREAS, comments have been solicited from the administration involved in the procurement process, now, therefore, be it

RESOLVED, that the Village of Hilton does hereby adopt the following procurement policy which is intended to apply to all goods services which are not required by law to be publicly bid.

1. Every major purchase to be made must be initially reviewed to determine whether it is a purchase contract or a public works contract. Once that determination is made, a good faith effort will be made to determine whether it is known or can be reasonably be expected that the aggregate amount to be spent on the item of supply or service is not subject to competitive bidding, taking into account past purchases and the aggregate amount to be spent in a year. The following items are not subject to competitive bidding pursuant to Section 104 of the General Municipal Law: purchase contracts under \$20,000 and public works contracts under \$35,000; emergency purchases, goods purchased from agencies for the blind or severely handicapped; goods purchased from correctional institutions; purchases under State and County contracts; and surplus and second-hand purchases from another governmental entity. A major purchase is considered anything of value \$5,000.00 or more.

The decision that a major purchase is not subject to competitive bidding will be documented in writing by the individual making the purchase. This documentation may include written or verbal quotes from vendors, a memo from the purchaser indicating how the decision was arrived at, a copy of the contract indicating the source which makes the item or service exempt, a memo from the purchaser detailing the circumstances which led to an emergency purchase, or any other written documentation that is appropriate.

2. All goods and services will be secured by use of written requests for proposals, written quotations, verbal quotations, or any other method that assures that goods and services will be purchased at the best value and that favoritism will be avoided, except in the following circumstances; purchase contracts over \$20,000 and public works contracts \$35,000; goods purchased from agencies for the blind or severely handicapped pursuant from correctional institutions pursuant to Section 186 of the Correction Law; purchases

under State contracts pursuant to Section 104 of the General Municipal Law; purchases under county contracts pursuant to Section 103(3) of the General Municipal Law; or purchases pursuant to subdivision 6 of this policy.

3. The following method of purchase should be used as a guide when required by this policy in order to achieve the optimum savings:

Estimated amount of purchase contract	Method
Between \$5000.00 and \$20,000	
Estimated amount of public Works Contract	
Written Quotations Method	
Between \$5000.00 and \$35,000.00	Written Quotations

A good faith effort shall be made to obtain a reasonable number of proposals or quotations. If the purchaser is unable to obtain proposals or quotations, the purchaser will document the attempt made at obtaining the proposals.

3. Documentation and an explanation are required whenever a contract is awarded to other than the lowest responsible offerer. This documentation will include an explanation of how the award will achieve savings or how the offerer was not responsible. A determination that the offerer is not responsible shall be made by the purchaser.
4. Pursuant to General Municipal Law Section 104-b (2) (f), the procurement policy may contain circumstances when, or type of procurements for which, in the sole discretion of the governing body, the solicitation of alternative proposals or quotations will not be in the best interest of the municipality. In the following circumstances it may not be in the best interests of the Village of Hilton to solicit quotations or document the basis for not accepting the lowest bid:
- Professional services or services requiring special or technical skill, training or expertise. The individual or company must be chosen based on accountability, reliability, responsibility, skill education and training, judgment, integrity, and moral worth. These qualifications are not necessarily found in the individual or company that offers the lowest price and the nature of these services are such that they do not readily lend themselves to competitive procurement procedures.

In determining whether a service fits into this category the Village Board of Trustees shall take into consideration the following guidelines; (a) whether the services are

subject to State licensing or testing requirements; (b) whether substantial formal education or training is a necessary prerequisite to the performance of the services; and c) whether the services require a personal relationship between the individual and municipal officials.

Professional or technical services shall include but not be limited to the following: services of an attorney; services of a physician; technical services of an engineer engaged to prepare plans, maps and estimates; securing insurance coverage and/or services of an insurance broker; services of a certified public accountant; investment management services; printing services involving extensive writing, editing or art work; management of municipally owned property; and computer software or programming services for customized programs, or services involved in substantial modification and customizing of pre-packaged software.

5. Emergency purchases pursuant to Section 103(4) of the General Municipal Law.. Due to the nature of this exception, these goods or services must be purchased immediately and a delay in order to seek services must be purchased immediately and a delay in order to seek alternate proposals may threaten the life, health, safety or welfare of the residents. This section does not preclude alternate proposals if time permits.
6. Purchase of surplus and second-hand goods from any source. If alternate proposals are required, the Village may purchase surplus and second-hand goods at auctions or through special advertised sources where the best value may be obtained.
7. Goods or services under \$5,000. The time and documentation required to purchase through this policy may be more costly than the item itself and would therefore not be in the best interests of the taxpayer. In addition, it is not likely that such de minimis contracts would be awarded based on favoritism. All purchases made for goods and services under \$5,000 in cost shall be made based on the judgment of the purchaser.
6. Petty Cash: Expenditures from the petty cash account may be made only for payment in advance of audit and upon receipt of properly itemized bills or receipts for materials, supplies or services furnished to the Village for conduct of its affairs and upon terms calling for the payment of cash to the vendor upon delivery of any such materials or supplies or the rendering of any such services. A monthly voucher with receipts for all expenditures shall be presented to the Village Board for audit. Petty cash should not be used to pay travel expenses.
7. This policy went into effect April 1, 1997 and is reviewed annually.

8. The following employees and/or their designees are authorized to make purchases:

Andrew Fowler, Mayor

Shari Pearce, Village Manager/Clerk

Dan Verace Superintendent

Danielle Kruger, Treasurer

Chad McManus, Asst. Supt

Fawn Cretelle-Galan, Receptionist

Amy Harter, Deputy Clerk

Jim Liese, Part-Time Mechanic

John Taber, Mechanic

Vicky Taylor, DPW Admin

Village of Hilton Community Center Safety Plan

Shelter-In-Place	Hold-In-Place	Evacuate	Lockout	Lockdown
Shelter individuals inside the building because it is safer inside the building than outside	Restrict movement of individuals within the building while dealing with short term emergencies	Evacuate everyone from the building	Individuals inside of the building remain inside the locked building during incidents that pose an imminent concern outside of the building	Secure individuals inside of a locked room during incidents that pose an immediate threat of violence in or around the building
Actions: -Listen for instructions about the situation and your actions - Individuals in hallways should move to their assigned rooms/spaces -Move away from the windows, if the situation warrants -If instructed, be prepared to move to a designated space inside of the building -Listen for updates	Actions: -Listen for instructions about the situation and your actions -Individuals in hallways should return to assigned areas, if possible -Listen for updates	Actions: -Listen for instructions about the situation and your actions -Move everyone to a designated rally point outside of the building -Close doors behind you when leaving your designated space -Take attendance, if possible, when outside to ensure everyone has evacuated -Listen for updates	Actions: -Listen for instructions about the situation and your actions -All outside activities are immediately terminated -Lock all exterior doors and windows -Operations within the locked building continue as normal -No visitors will be allowed into the building during the extent of the Lockout -Listen for updates	Actions: -When you hear "LOCKDOWN, LOCKDOWN, LOCKDOWN" announced move quickly to execute the following actions -If safe, gather individuals from the hallways and common areas near your room -Lock your door. Barricade if necessary -Move individuals to a safe area within the room, away from the sight of the door. -Remain quiet, silence cell phones -Do not communicate through a locked door -Do not respond to a PA announcement or a fire alarm -Stay hidden until physically released by law enforcement personnel and/or Village Representative
Examples: -Extreme weather events -Nearby chemical spills	Examples: -Medical situations	Examples: -Fire alarm -Gas leak -Bomb threat	Examples: -Imminent threat is outside of the building or in the area	Examples: -Active shooter or similar threat
Important Phone Numbers: Shari Pearce- Village Manager/Clerk (585) 413-8010 Dan Verace- DPW Superintendent (585) 730-0264 Andrew Fowler- Village Mayor (585) 764-3581				

VILLAGE OF HILTON
VILLAGE BOARD OF TRUSTEES
RESOLUTION SEQR INTENT TO BE LEAD
AGENCY
CHAPTER 275-7: OFFICIAL ZONING MAP AMENDMENTS

WHEREAS, the Village of Hilton Village Board of Trustees (hereinafter referred to as "Village Board") has introduced the Village Local Law #2 of 2026 to update the Village of Hilton Official Zoning Map to reflect the previously approved annexation of 20.812+/- acres from the Town of Parma to the Village of Hilton (hereinafter referred to as "Action"); and

WHEREAS, the Village Board has reviewed the completed State Environmental Quality Review (SEQR) Full Environmental Assessment Form (EAF), Part 1 prepared by the Town Engineer regarding the Action; and

WHEREAS, the Village Board determines that said Action is classified as a Type I Action under the SEQR Regulations requiring a coordinate review by other interested and involved agencies; and

WHEREAS, the Village Board determines that it is the most appropriate agency to ensure the coordination of this Action and will provide written notifications to interested agencies, for the purposes of conducting a coordinated review and making the determination of significance thereon under the SEQR Regulations; and

WHEREAS, the Village Engineer has prepared a list of Interested and Involved Agencies; and

WHEREAS, there are no identified Involved Agencies for this project, only Interested Agencies which include the following: Village of Hilton Village Board, Village of Hilton Zoning Board of Appeals, Monroe County Planning Department, and neighboring municipalities; and

NOW, THEREFORE, BE IT RESOLVED, that the Village Board does hereby classify the proposed Action as a Type I Action as is further defined under Part 617.5 of the State Environmental Quality Review (SEQR) Regulations.

BE IT FURTHER RESOLVED that the Village Board does hereby declare its intent to be designated as the lead agency for the Action and directs the Village Mayor to sign and date the Full EAF Part 1.

BE IT FINALLY RESOLVED, that the Village Engineer is directed to provide notice hereof to the above listed interested agencies, seeking a response in writing on or before noon on **Friday, October 2, 2026**.

VILLAGE OF HILTON

**VILLAGE BOARD OF TRUSTEES RESOLUTION INTRODUCING LOCAL LAW AND
SETTING PUBLIC HEARING CHAPTER 275-7: OFFICIAL ZONING MAP
AMENDMENTS**

WHEREAS, the Village of Hilton, Monroe County, State of New York, is considering Local Law #2 of 2026 for the purpose of updating the Village of Hilton Official Zoning Map to reflect the previously approved annexation of 20.812+/- acres from the Town of Parma to the Village of Hilton; and

WHEREAS, the Village has consulted with the MRB Group to assist with updating the Official Zoning Map; and

WHEREAS, the Village of Hilton Village Board of Trustees (hereinafter referred to as "Village Board") has reviewed the draft changes to the Village of Hilton Zoning Map in a public meeting on September 1, 2026; and

WHEREAS, Hilton Local Law 2 of 2026 entitled "A Local Law to revise Chapter 275-7: Official Zoning Map" has been laid upon the desks of each member of the Village Board; and

WHEREAS, the Village of Hilton would like to hear from residents about the proposed Local Law.

NOW, THEREFORE BE IT RESOLVED, that the Village Board shall hold a public hearing on said proposed Local Law at 59 Henry Street, Hilton, New York at or about 6:00 p.m. on October 6, 2026; and,

BE IT FURTHER RESOLVED, that the Clerk to the Village Board publish or cause to be published a notice of said public hearing in the official newspaper of the Village of Hilton at least ten (10) days prior thereto; and,

BE IT FURTHER RESOLVED, that the Clerk to the Village Board provide notice of this resolution to the Village of Hilton Village Board for a report at their regularly scheduled September 2026 meeting; and

BE IT FINALLY RESOLVED, that the Clerk to the Village Board shall immediately provide notice of this resolution and a full statement of such proposed action to the Monroe County Planning Board to meet their application deadline to appear on the September 24, 2026 Monroe County Planning Board meeting agenda.

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. 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; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies that would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No.” If the answer to the initial question is “Yes,” complete the following sub-questions. If the answer to the initial question is “No,” proceed to the next question. Section F allows the project sponsor to identify and attach additional information. Section G requires the name and signature of the applicant or project sponsor to verify the information in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project:		
Project Location (describe and attach a general location map):		
Brief Description of Proposed Action (include purpose or need):		
Name of Applicant/Sponsor:		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Project Contact (if not same as sponsor; give name and title/role):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):		Telephone:
		E-Mail:
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, ☐ Yes ☐ No or Village Board of Trustees		
b. City, Town or Village ☐ Yes ☐ No Planning Board or Commission		
c. City, Town or ☐ Yes ☐ No Village Zoning Board of Appeals		
d. Other local agencies ☐ Yes ☐ No		
e. County agencies ☐ Yes ☐ No		
f. Regional agencies ☐ Yes ☐ No		
g. State agencies ☐ Yes ☐ No		
h. Federal agencies ☐ Yes ☐ No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area or the waterfront area of a Designated Inland Waterway?		☐ Yes ☐ No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		☐ Yes ☐ No
iii. Is the project site within a Coastal Erosion Hazard Area?		☐ Yes ☐ No

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule, or regulation be the only approval(s) that must be granted to enable the proposed action to proceed? ☐ Yes ☐ No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally adopted (city, town, village, or county) comprehensive land use plan(s) include the site where the proposed action would be located? ☐ Yes ☐ No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☐ Yes ☐ No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other)? ☐ Yes ☐ No

If Yes, identify the plan(s):

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan or an adopted municipal farmland protection plan? ☐ Yes ☐ No

If Yes, identify the plan(s):

d. Is the proposed action in a municipality with an adopted comprehensive or individual plan that addresses climate change? ☐ Yes ☐ No

If Yes, identify the elements of the plan that are relevant to the action:

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance? ☐ Yes ☐ No
If Yes, what is the zoning classification(s) including any applicable overlay district?

b. Is the use permitted or allowed by a special or conditional use permit? ☐ Yes ☐ No

c. Is a zoning change requested as part of the proposed action? ☐ Yes ☐ No
If Yes, what is the proposed new zoning for the site?

C.4. Existing community services.

a. In what school district is the project site located?

b. What police or other public protection forces serve the project site?

c. Which fire protection and emergency medical services serve the project site?

d. What parks serve the project site?

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. 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

c. Is the proposed action an expansion of an existing project or use? ☐ Yes ☐ No
If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? ☐ Yes ☐ No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed?

☐ Yes ☐ No

iii. Number of lots proposed? _____

iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? ☐ Yes ☐ No

i. If No, anticipated period of construction: _____ months

ii. If Yes:

- Total number of phases anticipated _____
- Anticipated commencement date of phase 1 (including demolition) _____ month _____ year
- Anticipated completion date of final phase _____ month _____ year
- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? ☐ Yes ☐ No

If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? ☐ Yes ☐ No

If Yes,

i. Total number of structures _____

ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length

iii. Approximate extent of building space to be heated or cooled: _____ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? ☐ Yes ☐ No

If Yes,

i. Purpose of the impoundment: _____

ii. If a water impoundment, the principal source of the water: ☐ Ground water ☐ Surface water streams ☐ Other specify: _____

iii. If other than water, identify the type of impounded/contained liquids and their source. _____

iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres

v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length

vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? ☐ Yes ☐ No
(Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)

If Yes:

i. What is the purpose of the excavation or dredging? _____

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

- Volume (specify tons or cubic yards): _____
- Over what duration of time? _____

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____

iv. Will there be onsite dewatering or processing of excavated materials? ☐ Yes ☐ No
If yes, describe. _____

v. What is the total area to be dredged or excavated? _____ acres

vi. What is the maximum area to be worked at any one time? _____ acres

vii. What would be the maximum depth of excavation or dredging? _____ feet

viii. Will the excavation require blasting? ☐ Yes ☐ No

ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? ☐ Yes ☐ No

If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g., excavation, fill, placement of structures, or alteration of channels, banks, and shorelines. Indicate extent of activities, alterations and additions in square feet or acres: _____

iii. Will the proposed action cause or result in disturbance to bottom sediments? ☐ Yes ☐ No

If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? ☐ Yes ☐ No

If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? ☐ Yes ☐ No

If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? ☐ Yes ☐ No

If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No
- Do existing lines serve the project site? ☐ Yes ☐ No

iii. Will line extension within an existing district be necessary to supply the project? ☐ Yes ☐ No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? ☐ Yes ☐ No

If, Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes?

☐ Yes ☐ No

If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities?

☐ Yes ☐ No

If Yes:

• Name of wastewater treatment plant to be used: _____

• Name of district: _____

• Does the existing wastewater treatment plant have capacity to serve the project?

☐ Yes ☐ No

• Is the project site in the existing district?

☐ Yes ☐ No

• Is expansion of the district needed?

☐ Yes ☐ No

• Do existing sewer lines serve the project site?

☐ Yes ☐ No

• Will a line extension within an existing district be necessary to serve the project?

☐ Yes ☐ No

If Yes:

• Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site?

☐ Yes ☐ No

If Yes:

• Applicant/sponsor for new district: _____

• Date application submitted or anticipated: _____

• What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e., sheet flow) during construction or post construction?

☐ Yes ☐ No

If Yes:

i. How much impervious surface will the project create in relation to total size of project parcel?

_____ Square feet or _____ acres (impervious surface)

_____ Square feet or _____ acres (parcel size)

ii. Describe types of new point sources.

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water, or off-site surface waters)?

• If to surface waters, identify receiving water bodies or wetlands: _____

• Will stormwater runoff flow to adjacent properties?

☐ Yes ☐ No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater?

☐ Yes ☐ No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional energy demand? ☐ Yes ☐ No If Yes: i. Estimate annual electricity demand during operation of the proposed action: _____ ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____ iii. Will the proposed action require a new, or an upgrade, to an existing substation? ☐ Yes ☐ No	
l. Hours of operation. Answer all items which apply. i. During Construction: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ ii. During Operations: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____	
m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? ☐ Yes ☐ No If yes: i. Provide details including sources, time of day and duration: _____ ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? ☐ Yes ☐ No Describe: _____	
n. Will the proposed action have outdoor lighting? ☐ Yes ☐ No If yes: i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures: _____ ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? ☐ Yes ☐ No Describe: _____	
o. Does the proposed action have the potential to produce odors for more than one hour per day? ☐ Yes ☐ No If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____	
p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? ☐ Yes ☐ No If Yes: i. Product(s) to be stored _____ ii. Volume(s) _____ per unit time _____ (e.g., month, year) iii. Generally, describe the proposed storage facilities: _____	
q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticide) during construction or operation? ☐ Yes ☐ No If Yes: i. Describe proposed treatment(s): _____ ii. Will the proposed action use Integrated Pest Management Practices? ☐ Yes ☐ No	

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? ☐ Yes ☐ No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: _____ tons per _____ (unit of time)
- Operation : _____ tons per _____ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: _____
- Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: _____
- Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? ☐ Yes ☐ No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____

ii. Anticipated rate of disposal/processing:

- _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
- _____ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☐ No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled, or managed at facility: _____

ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

iii. Specify amount to be handled or generated _____ tons/month

iv. Describe any proposals for on-site minimization, recycling, or reuse of hazardous constituents: _____

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site			
a. Existing land uses. i. Check all uses that occur on, adjoining and near the project site. ☐ Urban ☐ Industrial ☐ Commercial ☐ Residential (suburban) ☐ Rural (non-farm) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): ii. If mix of uses, generally describe:			
b. Land uses and cover types on the project site.			
Land use or Cover type	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces (total) • Industrial or manufacturing • Commercial • Residential			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse, etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth, or fill)			
• Other, Describe: _____			

c. Is the project site presently used by members of the community for public recreation? ☐ Yes ☐ No <i>i. If Yes: explain:</i> _____
d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? ☐ Yes ☐ No If Yes, <i>i. Identify facilities:</i> _____
e. Does the project site contain an existing dam? ☐ Yes ☐ No If Yes: <i>i. Dimensions of the dam and impoundment:</i> • Dam height: _____ feet • Dam length: _____ feet • Surface area: _____ acres • Volume impounded: _____ gallons OR acre-feet <i>ii. Dam's existing hazard classification:</i> _____ <i>iii. Provide date and summarize results of last inspection:</i> _____
f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property that is now, or was at one time, used as a solid waste management facility? ☐ Yes ☐ No If Yes: <i>i. Has the facility been formally closed?</i> ☐ Yes ☐ No • If Yes, cite sources/documentation: _____ <i>ii. Describe the location of the project site relative to the boundaries of the solid waste management facility:</i> _____ <i>iii. Describe any development constraints due to the prior solid waste activities:</i> _____
g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? ☐ Yes ☐ No If Yes: <i>i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred:</i> _____
h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? ☐ Yes ☐ No If Yes: <i>i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:</i> ☐ Yes ☐ No ☐ Yes – Spills Incidents database ☐ Yes – Environmental Site Remediation database ☐ Neither database Provide DEC ID number(s): _____ Provide DEC ID number(s): _____ <i>ii. If site has been subject of RCRA corrective activities, describe control measures:</i> _____ <i>iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?</i> ☐ Yes ☐ No If Yes, provide DEC ID number(s): _____ <i>iv. If Yes to (i), (ii) or (iii) above, describe current status of site(s):</i> _____

v. Is the project site subject to an institutional control limiting property uses? ☐Yes ☐No - If Yes, DEC site ID number: _____ - Describe the type of institutional control (e.g., deed restriction or easement): _____ - Describe any use limitations: _____ - Describe any engineering controls: _____ - Will the project affect the institutional or engineering controls in place? ☐Yes ☐No - Explain: _____
E.2. Natural Resources On or Near Project Site
a. What is the average depth to bedrock on the project site? _____ feet
b. Are there bedrock outcroppings on the project site? ☐Yes ☐No If Yes, what proportion of the site is comprised of bedrock outcroppings? _____%
c. Predominant soil type(s) present on project site: _____ % _____ % _____ %
d. What is the average depth to the water table on the project site? Average: _____ feet
e. Drainage status of project site soils: ☐ Well Drained: _____ % of site ☐ Moderately Well Drained: _____ % of site ☐ Poorly Drained _____ % of site
f. Approximate proportion of proposed action site with slopes: ☐ 0-10%: _____ % of site ☐ 10-15%: _____ % of site ☐ 15% or greater: _____ % of site
g. Are there any unique geologic features on the project site? ☐Yes ☐No If Yes, describe: _____
h. Surface water features. <i>i.</i> Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds, or lakes)? ☐Yes ☐No <i>ii.</i> Do any wetlands or other waterbodies adjoin the project site? ☐Yes ☐No If Yes to either <i>i</i> or <i>ii</i> , continue. If No, skip to E.2.i. <i>iii.</i> Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? ☐Yes ☐No <i>iv.</i> For each identified regulated wetland and waterbody on the project site, provide the following information: - Streams: Name _____ Classification _____ - Lakes or Ponds: Name _____ Classification _____ - Wetlands: Name _____ Approximate Size _____ - Wetland No. (if regulated by DEC) _____
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? ☐Yes ☐No If Yes, name of impaired water body/bodies and basis for listing as impaired: _____
i. Is the project site in a designated Floodway? ☐Yes ☐No
j. Is the project site in the 100-year Floodplain? ☐Yes ☐No
k. Is the project site in the 500-year Floodplain? ☐Yes ☐No
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? ☐Yes ☐No If Yes: <i>i.</i> Name of aquifer: _____

m. Identify the predominant wildlife species that occupy or use the project site: _____ _____ _____	
n. Does the project site contain a designated significant natural community? ☐ Yes ☐ No If Yes: i. Describe the habitat/community (composition, function, and basis for designation): _____ ii. Source(s) of description or evaluation: _____ iii. Extent of community/habitat: • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres	
o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? ☐ Yes ☐ No If Yes: i. Species and listing (endangered or threatened): _____	
p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? ☐ Yes ☐ No If Yes: i. Species and listing: _____	
q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? ☐ Yes ☐ No If Yes, give a brief description of how the proposed action may affect that use: _____	
E.3. Designated Public Resources On or Near Project Site	
a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? ☐ Yes ☐ No If Yes, provide county plus district name/number: _____	
b. Are agricultural lands consisting of highly productive soils present? ☐ Yes ☐ No i. If Yes: acreage(s) on project site: _____ ii. Source(s) of soil rating(s): _____	
c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? ☐ Yes ☐ No If Yes: i. Nature of the natural landmark: ☐ Biological Community ☐ Geological Feature ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____	
d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? ☐ Yes ☐ No If Yes: i. CEA name: _____ ii. Basis for designation: _____ iii. Designating agency and date: _____	

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYSO of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? If Yes: i. Nature of historic/archaeological resource: ☐ Archaeological Site ☐ Historic Building or District ii. Name: _____ iii. Brief description of attributes on which listing is based: _____	Yes	No																		
f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the New York State Historic Preservation Office (SHPO) archaeological site inventory?	Yes	No																		
g. Have additional archaeological or historic site(s) or resources been identified on the project site? If Yes: i. Describe possible resource(s): _____ ii. Basis for identification: _____	Yes	No																		
h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic, or aesthetic resource? If Yes: i. Identify resource: _____ ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail, or scenic byway, etc.): _____ iii. Distance between project and resource: _____ miles.	Yes	No																		
i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? If Yes: i. Identify the name of the river and its designation: _____ ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666?	Yes	No																		
E.4. Disadvantaged Communities Designated Pursuant to ECL Article 75																				
a. Is the project located within, or within ½ mile of, a disadvantaged community? If No, could impacts(see examples below in E.4.b) from the project affect a disadvantaged community? If Yes to either question in E.4.a, answer the remaining questions in this section.	Yes	No																		
b. Will there be direct or indirect impacts that may affect a disadvantaged community, such as those listed below? i. new noise sources or expansions/modification of existing noise sources; - noise from operational sources - noise from construction activities ii. emissions of air pollutants including, mobile emissions; iii. wastewater discharges; iv. generation of odors; v. light pollution; vi. new or modified radiation sources; vii. new or modified sources of solid waste generation, management, or disposal. If Yes, describe the impacts:	Yes	No																		
c. Do any of the State agency approvals identified in question B.g include any of the following DEC permits? <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">State Pollutant Discharge Elimination System (SPDES)</td> <td style="width: 10%; text-align: center;">☐ Yes</td> <td style="width: 10%; text-align: center;">☐ No</td> </tr> <tr> <td>Solid Waste Management Facility</td> <td style="text-align: center;">☐ Yes</td> <td style="text-align: center;">☐ No</td> </tr> <tr> <td>Hazardous Waste Management Facility</td> <td style="text-align: center;">☐ Yes</td> <td style="text-align: center;">☐ No</td> </tr> <tr> <td>Air Pollution Control (Title V or Air State Facility)</td> <td style="text-align: center;">☐ Yes</td> <td style="text-align: center;">☐ No</td> </tr> <tr> <td>Water Withdrawal over 20 MGD for Cooling Water</td> <td style="text-align: center;">☐ Yes</td> <td style="text-align: center;">☐ No</td> </tr> <tr> <td>Waste Transporter</td> <td style="text-align: center;">☐ Yes</td> <td style="text-align: center;">☐ No</td> </tr> </table>	State Pollutant Discharge Elimination System (SPDES)	☐ Yes	☐ No	Solid Waste Management Facility	☐ Yes	☐ No	Hazardous Waste Management Facility	☐ Yes	☐ No	Air Pollution Control (Title V or Air State Facility)	☐ Yes	☐ No	Water Withdrawal over 20 MGD for Cooling Water	☐ Yes	☐ No	Waste Transporter	☐ Yes	☐ No		
State Pollutant Discharge Elimination System (SPDES)	☐ Yes	☐ No																		
Solid Waste Management Facility	☐ Yes	☐ No																		
Hazardous Waste Management Facility	☐ Yes	☐ No																		
Air Pollution Control (Title V or Air State Facility)	☐ Yes	☐ No																		
Water Withdrawal over 20 MGD for Cooling Water	☐ Yes	☐ No																		
Waste Transporter	☐ Yes	☐ No																		

E.5 Future Physical Climate Risks		
Will the proposed action be vulnerable to the following future physical climate risks under current or projected future conditions:		
a. Is the proposed action vulnerable to damage from a projected 100-year flood?	Yes	No
b. Is the proposed action vulnerable to damage from a projected 500-year flood?	Yes	No
c. Is the proposed action in an area potentially affected by sea level rise?	Yes	No
d. Will the proposed action increase the vulnerability of human or ecological communities to the following:		
i. drought?	☐ Yes ☐ No	
ii. temperature extremes (hot or cold)?	☐ Yes ☐ No	
iii. extreme storms, including high winds?	☐ Yes ☐ No	
iv. landslides?	☐ Yes ☐ No	
v. coastal erosion?	☐ Yes ☐ No	
vi. stormwater flooding?	☐ Yes ☐ No	
vii. other climate or weather hazards?	☐ Yes ☐ No	If Yes, describe: _____

F. Additional Information
 Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

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

Applicant/Sponsor Name_____Date_____

Signature_____Title_____