

**MINUTES OF THE BUDGET WORKSHOP OF  
THE TOWN BOARD OF THE TOWN OF NEW LEBANON  
HELD ON OCTOBER 27, 2021**

**Present:** Tistrya Houghtling, Supervisor  
Jesse Newton, Councilmember  
Norman Rasmussen, Councilmember  
Deborah Gordon, Councilmember  
John Trainor, Councilmember

**Recording Secretary:** Marsha “Marcie” Robertson, Town Clerk

**Others Present:** Ted Salem, ZBA & ZRC Chair  
Sharon Powers, BEDC & Comp Plan Comm Member  
Jim Carroll, PB & ZRC Member  
David Farren, CAC Chair & ZRC Member

**CALL TO ORDER:**

The meeting was called to order at 6:01p.m. by Supervisor Houghtling.

**COMPREHENSIVE PLAN UPDATE 2021:**

Supervisor Houghtling stated that she and the rest of the Town Board have gone through the Comprehensive Plan update thoroughly and tonight they will discuss possible edits with the Comprehensive Plan Committee. She stated that there is no need to review the appendices or slideshow document as they are actual documents used in the process and cannot be modified, so it will just be the draft document they will review.

Supervisor Houghtling thanked the whole committee for all of their hard work. The Town Board reviewed the draft Comprehensive Plan page by page from front to back.

A motion was made by Supervisor Houghtling to incorporate the following modifications to the draft Comprehensive Plan received from the Comprehensive Plan Committee prior to commencing the Town Board’s adoption process:

- 1) Re-word “Vision for New Lebanon’s Future” before page 1 of the executive summary to match exactly the wording of “Vision for New Lebanon’s Future” on page 2 of the executive summary
- 2) On page 12 – profile reword bullet 2 under strength’s to read “Affordable homes (relative to other places in the County)”
- 3) On page 14 – remove the period after “Land (33 acres) off of Rte 20 recently donated to the Town

- 4) On page 17 – state who considers 2.0 affordable
- 5) On page 19, remove the sentence “5. It is generally understood that local realtors do not promote New Lebanon.”
- 6) On page 19, in the 3<sup>rd</sup> paragraph, change several to some to read “Survey respondents saw attracting outside visitors as a relatively low Town need and some community members...”
- 7) On page 22, in the last sentence of section 2. Agriculture, remove “...located in the Fisher Store”
- 8) On page 22, in the first sentence of section 3. Employment/Unemployment add in language to end the sentence “...and now is equal to their proportion of the population in New Lebanon.”
- 9) On page 27, under “pandemic impact” change the last sentence to read “The Town needed to suspend Town Clean-up Day in 2020, however, this widely popular service took place again in late summer 2021.”
- 10) On page 27, in the last sentence of section b. Town Roads, add in for highway equipment to read “The Town is currently in the process of developing an inventory replacement schedule for highway equipment to spread replacement costs over time, instead of shocks to any given budget year.”
- 11) On page 28, remove the second sentence in section d. Emergency Services
- 12) On page 32, under Issues, add “3. There is a need to increase cell service throughout New Lebanon.”
- 13) On page 36, remove the space between NYS and DEC to read NYSDEC in the first paragraph
- 14) On page 37, in the first paragraph, change the semi-colon to a comma between court and three and change the spelling from Weisbuck to Weisbuch
- 15) On page 39, section 4. Change the wording to “...for public recreational enjoyment, including the portions of the rail bed that the Corkscrew Rail Trail does not own nor have access to, and urged...”
- 16) On page 45, in section 8, re-word it to say “...will be adopted by the Town Board to help ensure...”
- 17) On page 49, in the second bullet, change “the Farmer’s Market” to “local farmers”
- 18) On page 55, under sub-goals in the second bullet change the wording to read “Expand housing options in order to retain and attract younger and low income individuals and families.”
- 19) On page 57, under the strategies section 1B, change the wording to read “The Town should expand its website, modelled after many other communities, that features...”
- 20) On page 59, under Strategies to Improve Safety in Areas of High Vehicle and Pedestrian Usage, section 1, change the wording to read “The Town will consider joining the Complete Streets program...”
- 21) On page 61, under Indicators in the second to last bullet change “issues” to “services”

- 22) On page 62, in section 5, re-word sentence 2 to read “Such evaluation must include: a needs analysis then a cost/benefit analysis as an initial stage.”
- 23) On page 62, insert a new #7 to read “The Town should work with cell providers to increase the number of cell towers or come up with some other solution to increase the availability of cell service.” Then change current #7 to #8 and change current #8 to #9.
- 24) On page 64, section 3, change the wording to read “Explore historic overlay zones. Areas to consider include the Shaker Museum, the original Mount Lebanon Shaker settlement, the Warm Mineral Spring and its surrounding area and the Mill Road area, among others.”
- 25) On page 72, in the third box, change the time to complete date from 12/22 to 12/23
- 26) On page 73, in the fourth box, change the action wording to read “The BEDC will expand the Town website to feature Town attractions and resources and maintain an event calendar.”
- 27) On page 73, in the fifth box, change the action wording to read “The Town will consider joining the Complete Streets program...”
- 28) On page 74, in the third box, change the action wording to read “The BEDC will arrange for a needs analysis, and, if a need is determined, an initial cost benefit analysis. If warranted, the BEDC will take the lead...”

The motion was seconded by Councilmember Newton.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Trainor -	Aye
Councilmember Newton-	Aye

**RESOLUTION – LEAD AGENCY:**

**TOWN OF NEW LEBANON**

**RESOLUTION #27, 2021**

**INTENT TO BE LEAD AGENCY, IDENTIFICATION OF A TYPE 1 ACTION FOR THE ADOPTION OF TOWN COMPREHENSIVE PLAN, AND COUNTY 239-M REFERRAL  
OCTOBER 27, 2021**

At the regular monthly meeting of the New Lebanon Town Board, held at the New Lebanon Town Hall, 14755 State Route 22, New Lebanon, New York and viewed by the public via live stream, duly called and held on the 27<sup>th</sup> day of October 2021, the following Resolution was proposed and seconded:

Resolution by Supervisor Houghtling

Seconded by Councilmember Newton

**INTENT TO BE LEAD AGENCY, IDENTIFICATION OF A TYPE 1 ACTION FOR THE ADOPTION OF**

**TOWN COMPREHENSIVE PLAN, AND COUNTY 239-M REFERRAL**

WHEREAS, the Town of New Lebanon Town Board identified a need to review and update their existing comprehensive plan to properly plan growth and development in Town; and

WHEREAS, the Town Board assigned the task of reviewing and updating the plan to the Town of New Lebanon Comprehensive Plan Committee; and

WHEREAS, the Comprehensive Plan Committee has drafted this plan with the assistance of a planning consultant and has solicited input from the community via a survey, focus groups, public meetings, and a public hearing pursuant to Town Law 272-a; and

WHEREAS, the Comprehensive Plan Committee has submitted that draft plan to the Town Board of the Town of New Lebanon for their consideration; and

WHEREAS, on October 27, 2021, the Town Board has reviewed and modified the draft Comprehensive Plan submitted to it by the Comprehensive Plan Committee; and

WHEREAS, the Town Board is initiating an adoption process per Town Law 272-a; and

WHEREAS, adoption of a comprehensive plan pursuant to Town Law 272-a has been determined to be a Type I action, pursuant to the New York State Environmental Quality Review Act (SEQR) 6 NYCRR Part 617.4, and

WHEREAS, the proposed action will not require permits and approvals from any other local, regional and State agencies prior to adoption of the plan and a coordinated SEQRA review is not required; and

WHEREAS, the Columbia County Planning Board is required to review the draft plan and this review is considered an advisory opinion under SEQRA and the agency is not considered to be eligible for lead agency status in this action.

NOW THEREFORE BE IT RESOLVED, pursuant to the applicable standards of SEQR 6 NYCRR Part 617, the Town of New Lebanon Town Board concludes that it is the appropriate agency to serve as, and declares itself lead agency for the environmental review of the proposed Type I action; and

BE IT FURTHER RESOLVED, that the Town of New Lebanon Town Board hereby authorizes development and circulation of a copy of the Full EAF pursuant to the requirements set forth in SEQR 6 NYCRR Part 617.

BE IT FURTHER RESOLVED, that the Town of New Lebanon Town Board

hereby authorizes referral of the updated draft Comprehensive Plan, as modified by the Town Board on October 27, 2021 and Part I of the EAF to the Columbia County Planning Board.

BE IT FURTHER RESOLVED, that the Town of New Lebanon Town Board hereby schedules a public hearing on the adoption of the updated draft Comprehensive Plan, as modified by the Town Board on October 27, 2021, on November 9, 2021 at 6:30 pm at the New Lebanon Town Hall, 14755 State Route 22, New Lebanon, NY, 12125. The Town Board hereby instructs the Town Clerk to prepare and circulate a public notice as required in the Town’s official newspaper and to all adjacent municipalities.

Upon the question of the foregoing Resolution, the following Town Board Members voted “Aye” or “Nay” for said Resolution:

Roll Call Vote:

Councilmember Norman Rasmussen	Aye
Councilmember Deborah Gordon	Aye
Supervisor Tistrya Houghtling	Aye
Councilmember Jesse Newton	Aye
Councilmember John Trainor	Aye

The Resolution, having been approved by a majority vote of the Town Board, was declared duly adopted by the Supervisor of the Town of New Lebanon.

Dated: October 27, 2021  
Marcie Robertson  
Town Clerk  
Town of New Lebanon

See Addendum A for SEQR forms.

**BUDGET REVIEW:**

Supervisor Houghtling provided the board with an updated copy of the budget with all of the changes made up to this point. She stated that she pulled out the \$40,000 holding for pay raises because it has now been built into the budget. This resulted in an overall decrease in the budget to keep the zero percent increase.

**DCO EVALUATION AMENDMENT:**

Supervisor Houghtling stated that when she was doing the score for Maggie Banker, DCO’s evaluation and she saw that it was a 3.13, she was surprised. Town Clerk Robertson spoke to Supervisor Houghtling after the meeting held on October 21<sup>st</sup>, 2021 and asked if she had done something wrong on Maggie’s evaluation, that there was no way her evaluation score should be that low.

Town Clerk Robertson met with Supervisor Houghtling and reviewed the evaluation together. Come to find out when there was a question that didn't apply to Maggie's job as DCO, Town Clerk Robertson put N/A but also circled the (3), which actually counted against her scoring. Town Clerk Robertson also misunderstood that a rating of a (3) meant that they were doing a good job. Where a (3) actually means you are doing what you are supposed to be doing. Town Clerk Robertson amended the DCO's evaluation to better reflect her actual job performance. Her new evaluation score came to a 4.1, which would change her pay increase from a 2% (\$70.00) to a 4% (\$140.00) pay increase.

Supervisor Houghtling stated that she doesn't want to get into the habit of doing this but it was the first-year scoring evaluations and there was a misunderstanding of the grading on the evaluations. Supervisor Houghtling would like to recommend, if the rest of the Town Board will allow it, that Maggie Banker, DCO get a \$140.00 raise instead of a \$70.00.

The board agreed.

Town Clerk Robertson addressed the Town Board and apologized for the misunderstanding and thanked the board for their consideration in this matter.

#### **BUDGET REVIEW CONTINUED:**

Supervisor Houghtling stated that she has made the changes to the budget that the board agreed to. She also made changes on the **Highway .1** accounts. It looks like there will not be a union contract before the final budget is adopted. She went based on the labor attorney's best guess of where the rates would fall, some of the **.1's** came up slightly based on that. All highway **.1** accounts are increased by 50% from the 2021 budget.

The following changes to the tentative budget were agreed to by all Town Board members present:

- Change A-3510.1 (DCO Salary) to \$3,640
- Change DA-5110.1 (General Repairs - Roads) to \$154,500
- Change DA-5140.1 (Brush & Weeds - Miscellaneous) to \$6,180
- Change DA-5142.1 (Snow Removal) to \$61,800

#### **HIGHWAY PRESSURE WASHER:**

Councilmember Newton reported that the pressure washer in the highway garage is broken and possibly unrepairable. This is a piece of equipment that the highway department really needs to have.

Highway Superintendent Winestock directed Town Clerk Robertson to let the board know that this is a piece of equipment he cannot be without.

Councilmember Newton stated that there was discussion of possibly using some of the money from the sale of the grader for this.

Supervisor Houghtling stated that she is sure they can find the money in the budget to

repair if possible or replace the pressure washer this year.

Councilmember Newton stated that this is something the board needs to act on right away due to availability of products. He thinks there may be issues again being able to find comparable bids.

Supervisor Houghtling looked over the purchasing policy and if the purchase is greater than \$5,000, they will need to have written/faxed quotes from at least three vendors. Councilmember Newton can print off from three websites the price quotes for the pressure washer.

Councilmember Newton will go over the options with Highway Superintendent Winestock and get back to the board.

#### **COMPARATIVE BUILDING DEPARTMENT COSTS:**

Councilmember Gordon reported that at the last meeting she passed out the research that she did on comparative Building Dept. costs, this was an outgrowth of hers and Councilmember Rasmussen's committee. She reported that what she discovered was that the town's Building Dept's. was upwards of \$92,000. Other towns in Columbia County closer to our size had budgets between \$20k and \$30,000. Larger towns like Kinderhook and Chatham had budget of \$55,000 and \$65,000. She stated that it seems there is a pretty large discrepancy. She stated that she thinks they should look into these differences. Councilmember Gordon stated that she thinks they should offer the Building Department the option of bringing their budget more in line with other towns or explaining to the board why it is that the board should continue to pay more for their services than other towns pay for similar services.

Supervisor Houghtling stated that it is too late for the 2022 budget and there are two board members outgoing. Should they wait until there is a new full board and look into this for the next year's budget? She commented that way they can give the Building Department a chance to gather comparative information on their own.

Councilmember Rasmussen commented that he thinks this will be a long conversation and will most likely not get resolved this year. He thinks it should be done with the new board.

Councilmember Newton commented that he was familiar with that department, he thinks it might just be an issue of what is pulled out of certain budgets. He sees things in our budget that doesn't show up in a couple of the other towns budgets. He stated that with his time spent there, he doesn't think that the budget is out of line at all for the building department.

Supervisor Houghtling commented that they will want to look at the busyness of the office. She stated that having worked in multiple offices within the town, our town is much busier than other towns our size.

The town board continued discussion on this subject. The board agreed to wait until the new board comes in.

**ADJOURNMENT:**

A motion was made by Councilmember Newton and seconded by Supervisor Houghtling to adjourn the meeting at 8:14pm.

Roll Call Vote:

Councilmember Rasmussen -	Aye
Councilmember Gordon -	Aye
Supervisor Houghtling -	Aye
Councilmember Trainor -	Aye
Councilmember Newton-	Aye

Respectfully submitted,

Marcie Robertson  
New Lebanon Town Clerk

# Addendum A

## 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 which 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 sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

#### A. Project and Applicant/Sponsor Information.

Name of Action or Project: Adoption of Town of New Lebanon Updated Comprehensive Plan		
Project Location (describe, and attach a general location map): Entire town area of New Lebanon, Columbia County, NY		
Brief Description of Proposed Action (include purpose or need): The action is adoption of an updated municipal comprehensive plan. This action is adoption of an updated comprehensive plan pursuant to procedures for development and adoption of a comprehensive plan NY Town Law 272-a. Such adoption is a Type I action under SEQRA. The Plan was developed to provide the Town with an updated profile/inventory of the Town's resources, with inclusion of the recently completed Town of New Lebanon Natural Resource Inventory (including maps), updated vision and goals for the future, and new recommendations for strategies and actions that can be taken over the 3-5 years by the municipality to attain that vision. The Plan addresses a variety of topics including enhancement of agriculture, housing, economic development, community character, infrastructure, historic and cultural character and resources, recreation and open space, and other environmentally related topics. The Plan was developed based on extensive community input from focus groups, a town-wide survey, community forums, public meetings, and regular meetings of the Town Comprehensive Plan Steering Committee over the course of more than 1 year.		
Name of Applicant/Sponsor: Town of New Lebanon	Telephone: 518-794-8889	E-Mail: supervisor@townofnewlebanon.com
Address: 14755 NY Route 22		
City/PO: New Lebanon	State: New York	Zip Code: 12125
Project Contact (if not same as sponsor; give name and title/role): same	Telephone:	E-Mail:
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor): N/A	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 Counsel, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Town Board	Anticipated October 2021
b. City, Town or Village <input type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Columbia County Planning Board for 239-M review	Anticipated November 2021
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Funded in part by Hudson River Valley Greenway (no approval needed)	Final to be submitted
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
iii. Is the project site within a Coastal Erosion Hazard Area?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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) which 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):

Hudson River Valley Greenway \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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):

Columbia County Agricultural and Farmland Protection Plan \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**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? \_\_\_\_\_

The Comprehensive Plan makes recommendations for enhancing the Town zoning and land use laws to better attain community goals and address community needs. This action however, does not change those laws, but recommends future changes.

b. Is the use permitted or allowed by a special or conditional use permit? **Not Applicable**  Yes  No

c. Is a zoning change requested as part of the proposed action?  Yes  No

If Yes,  
i. What is the proposed new zoning for the site? This action makes recommendations for changes to zoning. These are outlined in Plan. \_\_\_\_\_

**C.4. Existing community services.**

a. In what school district is the project site located? New Lebanon Central School District

b. What police or other public protection forces serve the project site?  
NYS Police, Columbia County Sheriff

c. Which fire protection and emergency medical services serve the project site?  
Lebanon Valley Protective Association, Chatham Rescue

d. What parks serve the project site?  
Shatford Memorial Park, School resources, Speedway, Adams Point Beach, Wyomanock and Kinderhook Creek access, Corkscrew Rail Trail, Hand Hollow Conservation Area and State Forest

**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  
i. 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:
 

- 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)
- Describe types of new point sources. \_\_\_\_\_
- 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

f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations?  Yes  No  
 If Yes, identify:
 

- Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)  
 \_\_\_\_\_
- Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers)  
 \_\_\_\_\_
- Stationary sources during operations (e.g., process emissions, large boilers, electric generation)  
 \_\_\_\_\_

g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit?  Yes  No  
 If Yes:
 

- Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year)  Yes  No
- In addition to emissions as calculated in the application, the project will generate:
  - \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)
  - \_\_\_\_\_ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)
  - \_\_\_\_\_ Tons/year (short tons) of Perfluorocarbons (PFCs)
  - \_\_\_\_\_ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)
  - \_\_\_\_\_ Tons/year (short tons) of Carbon Dioxide equivalent of Hydroflouorocarbons (HFCs)
  - \_\_\_\_\_ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?  Yes  No

If Yes:

i. Estimate methane generation in tons/year (metric): \_\_\_\_\_

ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): \_\_\_\_\_

---

i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations?  Yes  No

If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): \_\_\_\_\_

---

j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services?  Yes  No

If Yes:

i. When is the peak traffic expected (Check all that apply):  Morning  Evening  Weekend  
 Randomly between hours of \_\_\_\_\_ to \_\_\_\_\_.

ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): \_\_\_\_\_

iii. Parking spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_ Net increase/decrease \_\_\_\_\_

iv. Does the proposed action include any shared use parking?  Yes  No

v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: \_\_\_\_\_

vi. Are public/private transportation service(s) or facilities available within 1/2 mile of the proposed site?  Yes  No

vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles?  Yes  No

viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes?  Yes  No

---

k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy?  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: \_\_\_\_\_

<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:</p> <p>_____</p>
<p>ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p>
<p>n. Will the proposed action have outdoor lighting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:</p> <p>_____</p>
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>Describe: _____</p>
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____</p> <p>_____</p>
<p>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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally, describe the proposed storage facilities: _____</p>
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):</p> <p>_____</p> <p>_____</p>
<p>ii. Will the proposed action use Integrated Pest Management Practices? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> <li>• Construction: _____ tons per _____ (unit of time)</li> <li>• Operation : _____ tons per _____ (unit of time)</li> </ul> <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul> <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> <li>• Construction: _____</li> <li>• Operation: _____</li> </ul>

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 covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• 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. If Yes: explain: \_\_\_\_\_

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. Identify Facilities: \_\_\_\_\_

e. Does the project site contain an existing dam?  Yes  No  
If Yes:  
i. Dimensions of the dam and impoundment:  
• Dam height: \_\_\_\_\_ feet  
• Dam length: \_\_\_\_\_ feet  
• Surface area: \_\_\_\_\_ acres  
• Volume impounded: \_\_\_\_\_ gallons OR acre-feet  
ii. Dam's existing hazard classification: \_\_\_\_\_  
iii. Provide date and summarize results of last inspection: \_\_\_\_\_

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 which is now, or was at one time, used as a solid waste management facility?  Yes  No  
If Yes:  
i. Has the facility been formally closed?  Yes  No  
• If yes, cite sources/documentation: \_\_\_\_\_  
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: \_\_\_\_\_  
iii. Describe any development constraints due to the prior solid waste activities: \_\_\_\_\_

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. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: \_\_\_\_\_

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. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:  Yes  No  
 Yes – Spills Incidents database Provide DEC ID number(s): \_\_\_\_\_  
 Yes – Environmental Site Remediation database Provide DEC ID number(s): \_\_\_\_\_  
 Neither database  
ii. If site has been subject of RCRA corrective activities, describe control measures: \_\_\_\_\_  
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?  Yes  No  
If yes, provide DEC ID number(s): \_\_\_\_\_  
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): \_\_\_\_\_

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. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)?  Yes  No

ii. Do any wetlands or other waterbodies adjoin the project site?  Yes  No

If Yes to either *i* or *ii*, continue. If No, skip to E.2.i.

iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency?  Yes  No

iv. 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. Name of aquifer: \_\_\_\_\_

<p>m. Identify the predominant wildlife species that occupy or use the project site: _____          _____          _____</p>
<p>n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          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</p>
<p>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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If Yes:            i. Species and listing (endangered or threatened): _____          _____          _____</p>
<p>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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If Yes:            i. Species and listing: _____          _____</p>
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If yes, give a brief description of how the proposed action may affect that use: _____          _____</p>
<p><b>E.3. Designated Public Resources On or Near Project Site</b></p>
<p>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? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If Yes, provide county plus district name/number: _____</p>
<p>b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>            i. If Yes: acreage(s) on project site? _____            ii. Source(s) of soil rating(s): _____</p>
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If Yes:            i. Nature of the natural landmark:   <input type="checkbox"/> Biological Community   <input type="checkbox"/> Geological Feature            ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____          _____          _____</p>
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span>          If Yes:            i. CEA name: _____            ii. Basis for designation: _____            iii. Designating agency and date: _____</p>

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?  Yes  No

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: \_\_\_\_\_

---

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 NY 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?  Yes  No

If Yes:

i. Describe possible resource(s): \_\_\_\_\_

ii. Basis for identification: \_\_\_\_\_

---

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?  Yes  No

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.

---

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?  Yes  No

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

**F. Additional Information**

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

See attached.

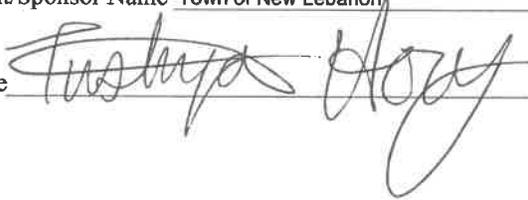
If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

**G. Verification**

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

Applicant/Sponsor Name Town of New Lebanon

Date 10/28/2021

Signature 

Title Town Supervisor



Section F of the Full Environmental Assessment Form (FEAF) for the Town of New Lebanon, Columbia County, Updated Comprehensive Plan

**Section F Narrative, FEAF Part I.**

*Instructions for Section F from FEAF: 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.*

**Environmental Setting:** The action covers all land areas within the Town of New Lebanon. All physical, historical, agricultural, and natural resources are fully described and mapped in the New Lebanon Comprehensive Plan, including the appended Natural Resource Conservation Plan prepared previously. The updated plan identifies and recognizes a variety of environmental features in the Town including:

- Wetlands (Federal and State regulated), including different wetland types identified as significant habitats.
- Surface water bodies (streams, lakes, ponds) including watersheds of the Kinderhook Creek,
- Designated floodways with 100-year and 500-year floodplains.
- Principal Aquifer.
- Significant natural communities including those on the Taconic Ridge, calcareous areas, circumneutral bog lake, fens, carbonate crest ledge and talus habitats, limestone woodlands, calcareous talus slope woodland and others. The entire Taconic Ridge area is an important area and recognized as a critical Biodiversity area.
- Plant and animal species listed as special concern including the American bittern, and species of greatest conservation need including spotted salamander, wood frog, Jefferson's salamander, blackbilled cuckoo, ruffed grouse, scarlet tanager, wood thrush, bobolink, blue-winged warbler, brown thrasher, and prairie warbler.
- New York State designated Agricultural District including productive agricultural soils
- Various historic resources listed on the National and State Register of Historic Places.
- Sensitive archaeological sites identified by the NYS Historic Preservation Office.

**Description of Action:** The Town of New Lebanon has developed, and desires to adopt an updated comprehensive plan to guide future growth, development, and community enhancement programming. The proposed action is to adopt a plan that updates a previous 2005 adopted comprehensive plan. It is a written document that describes and details the current conditions and resources of the Town and establishes the goals, principles, policies, strategies and recommended actions for the immediate and long-range protection, enhancement, growth, and development of the Town. The Plan covers a 3–5-year period.

The Plan has been developed pursuant to State Town Law (272-a). Its role will be as a roadmap or blueprint for the community to follow in order to help focus future development, growth and enhancement activities in a manner consistent with the needs and desires of the community. It is designed to guide not only the physical, environmental, and economic development of the Town, but also addresses social and cultural resources and needs.

Section F of the Full Environmental Assessment Form (FEAF) for the Town of New Lebanon, Columbia County, Updated Comprehensive Plan

The Plan was based on extensive public input and analysis of current conditions. It offers a comprehensive inventory and profile of the Town and its assets and outlines actions that can be taken in the future to help New Lebanon attain the goals and vision expressed by citizens. The Plan is based on significant public input, research, analysis of data collected in and about the Town.

**Summary of Plan:** See also Executive Summary of the proposed Comprehensive Plan. The Plan includes the following elements:

- A profile and inventory of resources, land uses, demographics, cultural and historic features, and a full description of the Town and its environmental resources;
- Strengths, weaknesses, opportunities, and threats facing the Town (SWOT page 12);
- Long-term goals for the Town and (Vision and Goals);
- Recommended Strategies (Strategies, pages 41 -69);
- Short and Long-term Implementation Priorities (Action Plan);
- Maps (Maps as included in the 2005 Comprehensive Plan remain valid supplemented with natural resource maps from the Natural Resource Conservation Plan);
- Reference Appendix (includes public engagement information, status of 2005 Action Items and Glossary).

The Plan recognizes the unique environmental features of New Lebanon and seeks to protect and enhance them to ensure a clean environment, high quality of life for its residents, and to maintain small town and rural character. However, the community also recognizes these are the very same resources that form an important focus for future economic growth, opportunities for its citizens, and quality of life.

The Plan establishes the following policies and strategies that all relate to environmental protection as follows:

**Natural Resources** - The important natural resources that occur throughout New Lebanon will be responsibly and sensibly managed and protected. Sub-goals for this topic include:

- Maintain intact floodplain forests wherever possible, especially “ancient” forests.
- Protect pristine riparian corridors from erosion.
- Where possible in farm operations, adopt wildlife-friendly agricultural practices that protect water supplies, build living soils, support native pollinators, and accommodate ground-nesting birds while maintaining efficiency and profitability.
- Prevent degradation of steep slopes.
- Prevent disturbance of wetlands and development within the floodplain that would impact downstream properties and the natural functioning of stream systems.
- Protect sensitive wildlife habitats and migration corridors.
- Promote environmentally sensitive management and use of forest resources that will preserve woodlands and minimize forest fragmentation.
- Promote environmentally sensitive mining practices while preserving extraction of sand and gravel deposits in the floodplain as an allowed land use.

Section F of the Full Environmental Assessment Form (FEAF) for the Town of New Lebanon, Columbia County, Updated Comprehensive Plan

**Environmental Sustainability** - The Town will work to protect its environment and safeguard it for current and future generations. Sub-goals for this topic include:

- Contribute to decreased dependence on fossil fuels and support energy efficiency and renewable energy production
- Minimize solid waste, including strategies to promote recycling and composting or anaerobic digestion of organic materials
- Adapt to climate change (including strategies for public education and engagement)
- Preserve the Town's clean air
- Preserve the Town's relative quiet from excessive noise
- Protect the Town's dark skies from glare

**Agriculture** - Encourage the creation of new, sustainable, and economically viable farms as well as the preservation of existing farms and open farmlands. Sub-goals for this topic include:

- Preserve prime agricultural lands.
- Promote environmentally sensitive farm management and cultivation methods according to organic and regenerative standards and other agroecological approaches.
- Increase the planting of easy-to-pollinate varieties on farms, private and public gardens, parks, and meadows.

**Community Appearance:** Protect and enhance the Town's natural scenic vistas and the publicly visible aspects of the man-made environment. Sub-goals for this topic include:

- Preserve scenic vistas of the area's natural beauty including vistas of woodlands, fields, ridgelines, hillsides, hilltops and valleys, and open spaces.
- Preserve and/or improve scenic vistas that involve manmade structures.

**Economic Development:** Achieve the long-term economic vitality of the Town through constructive growth of existing businesses and attracting appropriate new businesses, consistent with preserving the Town's rural character and environment. Sub-goals for this topic include:

- Increase the ready access to "basic" goods and services, including support of the Rolling Grocer and the Farmers Market.
- Increase non-motor vehicular access to Town businesses through their concentration within commercial districts.
- Promote additional commercial activity in West Lebanon.
- Achieve greater use of un- and under-utilized properties, in commercial zones as well as historical properties throughout Town.
- Assure environmentally appropriate economic development through continued prohibition of heavy industrial and highly polluting business and big box stores
- Expand the home-based business sector by providing necessary infrastructure, notably high-speed internet throughout Town, and other support services.
- Improve water and sewer availability if this has proven to be a hindrance to business activity and is determined to be economically feasible.

Section F of the Full Environmental Assessment Form (FEAF) for the Town of New Lebanon, Columbia County, Updated Comprehensive Plan

**Housing:** Housing opportunities will be available for all economic levels and age groups. Sub-goals for this topic include:

- Expand housing options for seniors with emphasis on safety, affordability, and access to daily needs
- Expand housing options in order to retain and attract younger individuals and families
- The location and density of homes matches the ability of the land to support them and the community's desire to preserve the Town's rural, small-Town character

**Tourism:** Increase the utilization of local businesses, historical, cultural, entertainment and recreational resources, programs, and events through an increase in awareness of them. Sub-goals related to this topic include:

- Leverage the Town's proximity to world-class cultural and recreational resources in the surrounding area in its informational campaigns.
- Create a distinctive, positive identity for the Town.

**Traffic and Transportation:** Maintain and improve the safety and functionality of the roadway infrastructure and promote opportunities for alternative means of public and private transportation. Sub-goals for this topic include:

- Improve safety in areas of high vehicle and pedestrian usage and ensure safe pedestrian access to areas of identified need.
- Plan for changing traffic patterns and volumes and promote traffic access management techniques to control traffic congestion when new development occurs.
- Ensure safe, adequate, and accessible parking to meet commercial and public needs.
- Increase opportunities for public transportation and nonmotor vehicular transportation within Town.
- Design, build and maintain roads and parking lots consistent with rural road standards and small town character.
- See also Environmental Sustainability regarding electric charging stations.

**Community Facilities and Services:** Provide convenient, safe public facilities and maintain appropriate services that meet the needs of the community. Sub-goals for this topic include:

- Maximize use of existing public facilities to meet the needs of residents, notably, seniors and youth.
- Provide well-designed facilities for local government, with adequate space for staff and public meetings and security for records and judicial proceedings.
- Continue a safe and well-maintained Town road system (see also Traffic and Transportation).
- Provide affordable high speed internet service throughout Town.
- Continue effective emergency services and public safety
- Evaluate the need for municipal water and sewers in appropriate locations, and address, if deemed necessary.
- Improve the availability of and dissemination of information regarding both mental and physical health services, including alcohol and drug-abuse services.

Section F of the Full Environmental Assessment Form (FEAF) for the Town of New Lebanon, Columbia County, Updated Comprehensive Plan

**Historic Resources:** Preserve and promote New Lebanon's historic heritage as an integral part of the Town's culture, character, attractiveness, and economic future. Sub-goals for this topic include:

- Preserve, make accessible and if appropriate, adaptively reuse historic resources, properties, and structures within the Town, in particular those associated with the Town's Shaker heritage.
- Assure that any new development is protective of and consistent with any surrounding historic resources.
- Document historic sites.
- Continue the suitable, permanent display and storage of artifacts of Town history.

**Recreation:** Expand recreation opportunities in keeping with the Town's rural, small-Town character. Sub-goals for this topic include:

- Increase availability, with appropriate conditions, of multiuse trails for activities such as walking, biking, cross-country skiing, snowshoeing, snowmobiling, and horseback riding.
- Protect and expand public access to fishing and boating resources of the Kinderhook and Wyomanock Creeks and Spiegelberg Pond in the State Forest.
- Continue to expand/enhance Town Park facilities to broaden the range of passive and active activities it is able to support.
- Encourage the development of indoor community facilities and programs for recreational activities (see also Community Facilities and Services).
- Provide safe and adequate parking and pedestrian access to recreational facilities.

As can be seen above, the Plan is very environmentally oriented. The recurring theme of the Plan is to promote and allow for new growth and development in a way that builds the economy and offers more opportunities for people of all walks of life, but in a manner that celebrates and protects the character, environment, values, and resources of the community for the future. Policies emphasize the goal of protecting environmental resources even when future growth and change occurs.

**Potential Impacts:** The action of adopting a plan in and of itself does not adversely affect the environment. The Town recognizes that with growth and development, changes will occur in the community and to the landscape. However, the essence of this Plan is to ensure smart and balanced growth that is done in a manner that minimizes or eliminates adverse impacts and that can co-exist with the environmental resources locally, as well as regionally and beyond.

The Plan recommends a variety of strategies designed to implement the above stated goals. These include: updating the 2014 Open Space Inventory and creating an Open Space Index; adopting habitat assessment guidelines; continuing work on the climate smart community programs and reducing carbon footprints in the town; preserving prime agricultural soils; prohibiting development on hilltops and ridges and strictly regulating development within a specific distance of hilltops and ridges; developing design standards to protect viewsheds; identifying new business opportunities tied to a greener economy; allowing for housing density in a manner that preserves the Town's rural and small town character; planning for changing traffic patterns and promoting traffic access management techniques;

Section F of the Full Environmental Assessment Form (FEAF) for the Town of New Lebanon, Columbia County, Updated Comprehensive Plan

assuring that new development is protective of and consistent with surrounding historic resources; and protecting and expanding public access to fishing and boating resources.<sup>1</sup>

**Summary:**

The Town recognizes and desires new businesses, homes, farms, and cultural/recreational opportunities for its residents and landowners. The Plan, when implemented, will guide that growth in a manner that eliminates or mitigates adverse impacts. It is essentially a smart-growth plan based upon environmental protection and best management principles.

The Plan has a 3-5-year outlook. Implementation of its recommended projects and programs will take time, but when completed will allow for responsible growth consistent with the environment and character so valued by New Lebanon residents. The proposed Comprehensive Plan establishes policies and criteria that will govern new land uses and clearly establishes the important role environmental protection has in the Town.

Adoption of the Plan will help the Town reduce or mitigate environmental impacts. Implementation of its recommendations will allow for effective land use regulations, careful and comprehensive development project reviews, and transformative recognition of the importance of the Town's environmental resources. The Town views the Plan as a way to ensure resiliency, sustainability and protection of New Lebanon's environment.

---

<sup>1</sup> These are not all the strategies, but highlight the many strategies crafted specifically to be protective of the environment.