



Mayor Danny Condella
Trustee Kevin McCloud
Trustee Daniel Henries, Jr.
Trustee Teresa Hoban
Trustee Daniel Irwin
Trustee Norman Koek
Trustee Brenda Travis
Clerk-Treasurer Holly Easling

PO Box 426, 111 Elm Street
Penn Yan, New York 14527
Phone 315-536-3015
Fax 315-536-4685
TDD 800-662-1220
villageofpennyan.com

Village of Penn Yan Planning Board Meeting Agenda

Village Hall, Room 202, 111 Elm Street, Penn Yan
Monday, August 5, 2024 at 7:00 p.m.

Mike Clancy, Chair
Sarah Purdy

Larry Strickland
Denis Gilmartin

Dan Henries, Trustee
James Marshall, CEO

1. Call to order – Pledge of Allegiance, roll call, report of a quorum and opening comments
2. Approve or approve with corrections the July 1, 2024 meeting minutes.
3. Site Plan Application and Special Use Permit review and public hearing(s) for:
 - 16 Main Street – a short-term rental is proposed.
 - 203 Lake Street – a smoke shop is proposed.
4. Due to the Labor Day holiday, the next Planning Board meeting will be held on **Tuesday, September 3, 2024**
5. Adjourn

Village of Penn Yan
Special Use Permit Application

Proposed Project

Please type or clearly print

Address: 16 main St Penn Yan Tax Map ID 49.75-1-29

Zoned: Commercial Historic District: Yes No

Name: _____

Current Use: H+R block & abandoned 2nd story

Proposed Use: H+R block & STR apartment

Description: We have renovated the 2nd floor into an studio apartment

Applicant

Name: Anna Sweet

Mailing Address: 2893 W Lake Rd, Penn Yan

Phone Number: 206 406 7242 Email: annasweet@gmail.com

Property Owner

Name: Same

Mailing Address: _____

Phone Number: _____ Email: _____

Supply proof of consent from property owner for this proposed project.

Engineer

Name: N/A

Mailing Address: _____

Phone Number: _____ Email: _____

Site Detail

Parking Requirements, per Village Code Lot behind building + street all around

Easements: Yes No If yes, briefly describe _____

Deed Restrictions: Yes No If yes, briefly describe _____

Square footage

Building: 3504 Open Storage Area: N/A

Parking: Lot & Street Landscaped area: N/A

Other: N/A Total Site sf: N/A

Applicant Signature:  Date: 6-18-24

Special Use Permit Checklist

→ The plan should contain all of the following, attach notes if necessary. ←

1.		PB	Title of drawing, name, address of person responsible for preparation of drawing and the date of drawing.
2.		PB	A general location map identifying the location of the lot, including tax map # and street address.
3.		PB	Boundaries of the lot for which permit is requested.
4.		PB	Location of all streets identifying land uses within 300 feet of the boundaries of the lot.
5.		PB	Location, dimensions & description of all existing or proposed buildings & structures on the lot, including distances of all exterior portions of the buildings or structures to the lot boundary lines.
6.		PB	Location of an existing or proposed outdoor storage, including description and quantities of what it to be stored.
7.		PB	Location of all existing and proposed access drives, parking areas and other paved surfaces, showing dimensions and setback distances to lot boundary lines.
8.		PB	All existing and proposed landscaping on the property.
9.		PB & MUB	A grading & drainage plan showing proposed elevation contour lines of the lot upon which the use is proposed. Such grading and drainage plan shall show the elevation contours for the immediate 10 feet outside the boundary lines of and surrounding the premises which is the subject of the application, for the full perimeter of such subject premises.
10.		PB & MUB	Location of existing and proposed water lines, sanitary and storm sewers, natural gas lines and power, telephone and cable lines.
11.		PB	Location & description of all existing and proposed exterior signs.
12.		PB	Location & design of all exterior lighting fixtures, including directions of lamination and intensity thereof.
13.		PB	A record of application and status of any other permits required for the project.
14.		PB	State Environmental Quality Review (SEQR) – <u>Short Environmental Assessment Form</u>
15.		PB	Any other information concerning the proposed use considered necessary by the Planning Board in its sole discretion.
16.		PB	Nine (9) copies of site plan & attachments scaled 1"=20' (or 40') Max 34"X44" AND one (1) pdf.

Revised site plans MUST HAVE all changes CLEARLY identified using clouds, symbols, notes or some other readily recognizable format.

Village of Penn Yan Special Use Permit Application

Planning Board meetings are held on the first Monday of the month at 7:00 PM in the Village Hall, 111 Elm Street. *In the event a regularly scheduled meeting is on a holiday, the meeting will be moved the next day – Tuesday – this will be confirmed by the Planning Board secretary.*

The application submission deadline is the 1st Thursday of the prior month **and is subject to change**, confirm with Planning Board secretary.

The application fee is \$100. All legal and engineering costs incurred by the Village of Penn Yan will be billed to the applicant. Fee and costs apply to all applications.

All items on the attached checklist must be answered **AND** a State Environmental Quality Review (SEQR) submitted. *Follow this link for a Short Environmental Assessment Form.*

A Special Use Permit shall be valid for a period of six (6) months from the date of issuance should advanced permitting and/or construction not occur.

A member of the Planning Board can meet with you for a sketch plan conference prior to submitting a completed application, plan and fee.

Development in the Historic District that call for exterior alterations will require a Certificate of Appropriateness from the Historic Preservation Commission.

See Village Code §202-20.1 Special Use Permit procedures.

Project Name:

16 Main St Rental

Project Address:

16 main st, Penn Yan

Applicant Name:

Anna Sweet

Email Address:

anna.sweet@gmail.com

Date Received:

Fee Paid

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part I – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part I based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part I. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: <i>116 Main Revitalization</i>			
Project Location (describe, and attach a location map): <i>116 Main St, Penn Yan NY</i>			
Brief Description of Proposed Action: <i>Restoring the second floor of 116 main St to its historic use as apartments</i> <p style="text-align: center;">and Short-term Rental</p>			
Name of Applicant or Sponsor: <i>Anna Sweet</i>		Telephone: <i>206 406 7242</i>	
		E-Mail: <i>anna.sweet@gmail.com</i>	
Address: <i>2893 W Lake Rd</i>			
City/PO: <i>Penn Yan</i>		State: <i>NY</i>	Zip Code: <i>14527</i>
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:			NO <input type="checkbox"/>
			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres			
b. Total acreage to be physically disturbed? <u> 0 </u> acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input checked="" type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: <i>Adding upgraded high R value insulation as well as new windows.</i> <i>Installing a heat pump unit and on-demand hot water.</i>	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. 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? b. 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?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

Short-Term Rental Permit Application

Office of Zoning & Building Inspection ♦ PO Box 426, 111 Elm Street, Penn Yan, NY 14527 ♦ 315-536-6397



A short-term rental (STR) permit is required for a property used as a short-term rental, minimally defined as sleeping rooms with a bathroom facility, offered for compensation for periods of less than 30 consecutive days per occurrence. Each property or parcel that is used for a short-term rental are required to obtain a special use permit from the Planning Board. A revocable STR permit is valid for one year and must be renewed prior to its expiration. STR permits expired for more than three (3) months will pay the initial permit fee when renewing. A short-term permit is not transferrable to a new owner. Short-Term Rental Permit Application [Fee Schedule](#).

	Permit Fee
Owners (51%+) who are residents of the Village of Penn Yan	\$ 500.00
Owners (51%+) who are residents of Yates County	\$ 1,500.00
Owners, all other.....	\$ 2,500.00

Provide a completed application, fee and supplemental information at the time of submittal, per § 202-20.16.

Address of Rental: 110 main St Penn Yan NY **Tax Map ID:** 49.75-1-29

Applicant's Name: Anna Sweet
Mailing Address: 2893 W Lake Rd Penn Yan NY 14527
Phone Number: 206 406 7242
Email: annasweet@gmail.com

Owner by Entity – provide the underlying document creating the entity. It must specify the ownership interests and the physical address of the specific people who are a part of that entity.

Entity Name: Callie Cafe LLC
Managing Member: Anna Sweet
Mailing Address: Same
Phone Number: Same

Owner by Individual People – provide names of all owners of property.

Owner Name: _____
Mailing Address: _____
Physical Address: _____
Phone Number: _____ **% Of Ownership:** _____

Owner Name: _____
Mailing Address: _____
Physical Address: _____
Phone Number: _____ % Of Ownership: _____

Owner Name: _____
Mailing Address: _____
Physical Address: _____
Phone Number: _____ % Of Ownership: _____

Property Management – must be authorized to act as the agent to remedy any violations per §202-20.16 and sign Acknowledgment of Responsibility.

Manager Name: YourStay I Finger Lakes Vacation Rentals
Mailing Address: 1562 Anthony Rd, Penn Yan, NY 14527
Physical Address: 924 David Downey Rd, Penn Yan, NY 14527
Phone Number: +1(703) 297-0772
Email: info@yourstayflx.com

Required Support Documentation

- Current deed showing ownership of property proposed for short term rental.
- In the event ownership is by other than individual, include a copy of the document creating the ownership entity showing the interest of each individual in ownership.
- Evidence of property insurance and/or certificate of liability insurance for rental property.
- Non-refundable fee, visit fee schedule.
- Application for site plan and special use permit with the following support documentation. *Residential properties only, properties currently zoned commercial do not need to apply.*
 - Fee
 - Short Environmental Assessment Form (SEQR)
 - Site plan as described on application checklist
- Floor plan – accurate, drawn to scale floor plan that includes every floor of the structure.
 - Basement, include all rooms, windows, exits, bedrooms and utilities.
 - First and second floors, include all rooms, windows, exits, bedrooms and heating/cooling units.
 - Attic, if any, include all rooms, exits, windows, bedrooms and heating/cooling units.

Acknowledgement of Standards – checking the following items and signing below affirms that the proposed short-term rental will comply with all listed items.

Every short-term rental operator shall apply for and procure a Special Use Permit and site plan approval from the Village Planning Board.

- Short-term rental permits are renewed annually and are revocable.
- Permission for property inspection by Code Enforcement Officer.
- Short-term rentals must comply with the Code of the Village of Penn Yan and the New York State Uniform Fire Prevention and Building Code at all times.
- Operators are required to present renters prior to occupancy with a policy statement that contains:
 - Maximum facility occupancy and on-site parking.
 - Parking is not permitted on the street or unpaved yard.
 - Emergency contact is by 911.
 - Good neighbor statement:
 - Renters should be conscious of residents in neighboring homes
 - Vehicular traffic should not be greater than normally expected in the neighborhood.
 - No excessive music or other noise, fumes, glare or vibrations generated during use.
 - Outdoor events are to be held between the hours of 10 a.m. and 10 p.m. and be a one-day occurrence.
 - Activities shall be in compliance with noise regulations.
- Property owner, agent or applicant has not had a short-term rental permit revoked in any jurisdiction.
- Exterior advertising on property is prohibited.
- The property manager is available 24 hours a day, every day and is within 30 miles of the Village of Penn Yan and is authorized by the property owner to act as their agent. Manager contact information is provided to renters.
- A current copy of the short-term rental permit is prominently posted in close proximity to the main entrance to the unit along with a copy of the Certificate of Authority to Collect Occupancy Tax.
- Notify the Office of Zoning & Building Inspection of any changes in the short-term rental status.
- Display the short-term rental permit number conspicuously in all advertisements.


The undersigned, property owners(s) and agent thereof, if any agree to comply in accordance with the Acknowledgement of Standards listed above, Code of the Village of Penn Yan and NYS Uniform Fire Prevention and Building Code. Affirming that the supplied information for this short-term rental application is accurate and that the property manager is an authorized representative to take action as required to comply with the provisions of §202-20.16.

Signature:  Date 6-6-24

Signature: _____ Date _____

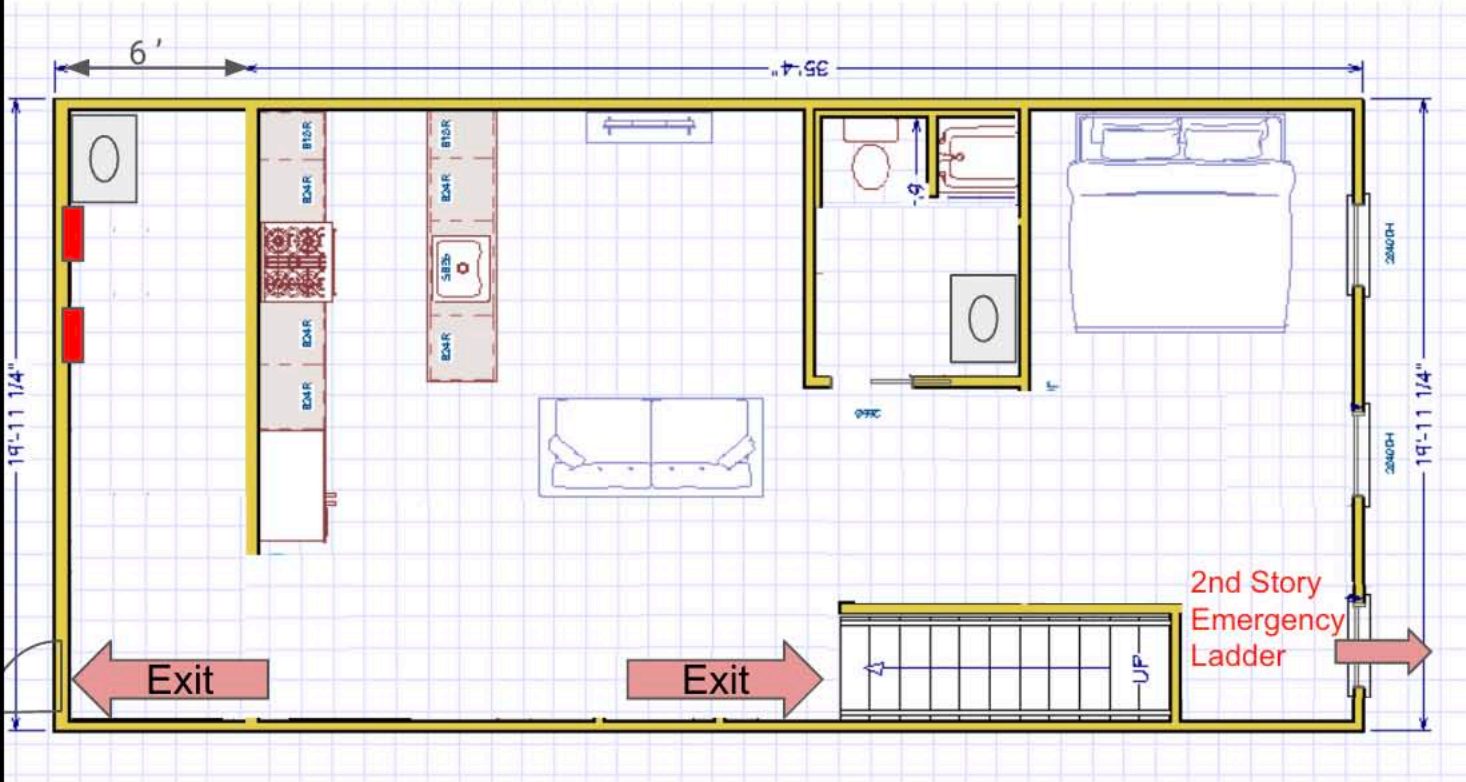
Signature: _____ Date _____

Property Manager Acknowledgement of Responsibility. The undersigned property manager agrees to comply with and be responsible for the enforcement of the regulations and restrictions as outlined in sub-section F and I of §202-20-16.

Signature:  Date 6/5/2024

OFFICE USE → _____ | Fee paid _____ | Date received _____
Address, tax ID

North



■ Electrical panel/subpanels

Main St., Penn Yan, NY



Property Description Report For: 16 Main St, Municipality of Village of Penn Yan, Milo

No Photo Available

		Status:	Active
		Roll Section:	Taxable
		Swis:	573001
		Tax Map ID #:	49.75-1-29
		Property Class:	481 - Att row bldg
		Site:	COM 1
		In Ag. District:	No
		Site Property Class:	481 - Att row bldg
		Zoning Code:	-
		Neighborhood Code:	30500
		School District:	Penn Yan
Total Acreage/Size:	22 x 100	Total Assessment:	2024 - Tentative \$165,000 2023 - \$165,000
Land Assessment:	2024 - Tentative \$4,400 2023 - \$4,400		
Full Market Value:	2024 - Tentative \$181,300 2023 - \$165,000		
Equalization Rate:	2024 - Tentative 100.00% 2023 - 100.00%	Property Desc:	
Deed Book:	2022	Deed Page:	7309
Grid East:	693691	Grid North:	969704

Owners

Callie Cafe LLC
2893 West Lake Rd
Penn Yan NY 14527

Taxes

Year	Description	Amount
2024	County	\$956.67
2024	Village	\$2,179.57
2023	County	\$776.73
2023	School	\$1,397.93
2023	Village	\$1,682.02

*** Taxes reflect exemptions, but may not include recent changes in assessment.**

**THIS POLICY IS ISSUED ON THE CO-OPERATIVE NON-ASSESSABLE PLAN
FINGER LAKES FIRE & CASUALTY CO.**

**Business Owners Policy
Policy # BOP100003334
Standard**

6905 Route 227
Trumansburg, NY 14886-0550
www.ffcc.com
DECLARATIONS

Policy Period
03/18/2024 to 03/18/2025
12:01 A.M. Standard Time

POLICYHOLDER

**Callie Cafe LLC
2893 West Lake Rd
Penn Yan, NY 14527**

YOUR AGENT

**STORK INSURANCE AGENCY
136 MAIN ST
PO BOX 443
PENN YAN, NY 14527
Phone Number: 315-536-2363**

GENERAL LIABILITY COVERAGES — LIMITS

L. Bodily Injury & Property Damage	1,000,000	Each Occurrence
M. Premises Medical Payments	10,000	Each Person
	25,000	Each Accident
N. Products/Completed Operations	1,000,000	Each Occurrence
O. Fire Legal Liability	50,000	Each Occurrence

Personal Injury (See Coverage L for Limits)
** Any payments under Coverage P reduces Coverage L Limits of Liability for the same loss **

GENERAL LIABILITY AGGREGATES — LIMITS

Aggregate Other Than Products/Completed Work	2,000,000
Aggregate Limit For Products/Completed Work	2,000,000

**Inception Premium For All Locations: \$3,181
NY State Fire Fee: \$16.61**

Location Description (Location: 1 Building: 1)
16 Main St
Penn Yan, NY 14527, YATES
LRO Mercantile & Apartments

PROPERTY COVERAGES	LIMIT OF LIABILITY	COINSURANCE	DEDUCTIBLE	PREMIUM
A. Building	463,500 ACV SF-3	0%	5,000	\$2,658
B. Business Property	0	0%	500	\$0
			Liability Premium:	\$110
			Fire Legal Liability Premium:	\$0

RATING INFORMATION

Class Code: 101013	Policy Type: Deluxe	Occupancy: TENANT	Sq Foot Area: 3564
Territory: 01.2	County: YATES	Construction: MASONRY	Sprinklered: No
Year: 1960	Protection: PROTECTED		

Forms & Coverages

LS-59	(11/92)	Lead Exclusion	
LS-70	(9/02)	Business Premises Exclusion Other Than Designated	-10
LS-82	(7/96)	Redefinition Of Insured	
SF-345	(12/00)	Mechanical Breakdown	140
SF-500	(7/00)	Business Extender	182

Issued Date

03/19/2024 07:43:39 AM

INSURED COPY

060 - PG0001

RPT_BOPDec

Schedule A

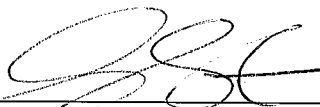
MEMBER LIST AND MEMBERSHIP UNIT OWNERSHIP DETAILS

<u>Member Name and Address</u>	<u>Capital Contributions of Member</u>	<u>Total Membership Units Owned by Member</u>	<u>Member's Percentage Interest</u>
Gizmo Enterprises LLC 2983 West Lake Road, Penn Yan, New York 14527	\$1.00	100	100%
Total:	1.00	100 Membership Units Issued and Outstanding	100%

IN WITNESS WHEREOF, the Member has duly executed this Operating Agreement of Bruno Barns LLC as of the Effective Date first written above.

MEMBER:

Gizmo Enterprises LLC

A handwritten signature in black ink, appearing to read 'AS', is written over a horizontal line.

By: Anna Sweet

Its: Member

Short-term Rental Inspection

16 Main Street

49.75-1-29

Your Stay, manager

703-297-0772

6/28/2024 1:00 PM

Inspection Checklist

- All exits are unobstructed and accessible.
- All smoke detectors are inspected in proper areas and working properly.
- Fire extinguishers are inspected annually and are tagged.
- Fire extinguishers are unobstructed and hung from proper hangers.
- Electric panels/mechanicals are unobstructed.
- Electrical panels are not missing breakers. No openings inside panel cover.
- Exterior property is in a sanitary condition.
- Carbon monoxide detectors are installed and working properly.
- Escape plan on the back of each bedroom door – TAKE PICTURE & submit for file if not provided.
- Escape ladders for each upper bedroom.

CEO Comments Furnishings

Max Occupancy 2 Number of Bedrooms 1

Min Vehicles 1 Parking Location Village

CEO Approved Jane Marshall III Date 7/16/2024

CEO Denied _____ Date _____

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See Village Code §202-20.1 Special Use Permit procedures.

Project Name: 203 Smoke Shop
Project Address: 203 Lake Street
Applicant Name: Bashar Adel Said
Email Address: 203late1nic@gmail.com
Date Received: 7/16/24 Fee Paid \$100 cost

Special Use Permit Checklist

→ The plan should contain all of the following, attach notes if necessary. ←

1.		PB	Title of drawing, name, address of person responsible for preparation of drawing and the date of drawing.
2.		PB	A general location map identifying the location of the lot, including tax map # and street address.
3.		PB	Boundaries of the lot for which permit is requested.
4.		PB	Location of all streets identifying land uses within 300 feet of the boundaries of the lot.
5.		PB	Location, dimensions & description of all existing or proposed buildings & structures on the lot, including distances of all exterior portions of the buildings or structures to the lot boundary lines.
6.		PB	Location of an existing or proposed outdoor storage, including description and quantities of what it to be stored.
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9.		PB & MUB	A grading & drainage plan showing proposed elevation contour lines of the lot upon which the use is proposed. Such grading and drainage plan shall show the elevation contours for the immediate 10 feet outside the boundary lines of and surrounding the premises which is the subject of the application, for the full perimeter of such subject premises.
10.		PB & MUB	Location of existing and proposed water lines, sanitary and storm sewers, natural gas lines and power, telephone and cable lines.
11.		PB	Location & description of all existing and proposed exterior signs.
12.		PB	Location & design of all exterior lighting fixtures, including directions of lamination and intensity thereof.
13.		PB	A record of application and status of any other permits required for the project.
14.		PB	State Environmental Quality Review (SEQR) – <u>Short Environmental Assessment Form</u>
15.		PB	Any other information concerning the proposed use considered necessary by the Planning Board in its sole discretion.
16.		PB	Nine (9) copies of site plan & attachments scaled 1"=20' (or 40') Max 34"X44" AND one (1) pdf.

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Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

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Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information			
Name of Action or Project: <i>203 Lake INC DBA 203 Smoke Shop</i>			
Project Location (describe, and attach a location map): <i>203 Lake St Penn Yan N.Y 14527</i>			
Brief Description of Proposed Action: <i>Smoke Shop</i>			
Name of Applicant or Sponsor: <i>Bashar Adel said</i>		Telephone: <i>716 313 4296</i>	
		E-Mail: <i>203lakeinc@gmail.com</i>	
Address: <i>40 Nelson Pl.</i>			
City/PO: <i>Lackawanna</i>		State: <i>N.Y</i>	Zip Code: <i>14218</i>
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?		NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency?		NO	YES
If Yes, list agency(s) name and permit or approval:		<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. a. Total acreage of the site of the proposed action?		<i>0.55</i> acres	
b. Total acreage to be physically disturbed?		_____ acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		_____ acres	
4. Check all land uses that occur on, are adjoining or near the proposed action:			
<input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban)			
<input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify):			
<input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. 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? b. 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?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input checked="" type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. Will storm water discharges flow to adjacent properties?	<input type="checkbox"/>	<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:	<input type="checkbox"/>	<input type="checkbox"/>

18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE		
Applicant/sponsor/name: <u>Adel N said</u> Date: <u>7/16/24</u>		
Signature: <u>Adel said</u> Title: _____		



2

49.83-1-70.1

49.83-1-68.1

To whom it may concern:

My name is Fung Wai Kwok and I am the landlord for 203 Lake Street Plaza, Penn Yan, NY 14527. I talked to code enforcement and let them know that we allow our building to have a smoke shop. The code enforcement secretary told me the only thing the business owner needed to do was follow the regulations. Unfortunately, the smoke shop owner forgot to get a building permit. He is almost finished remodeling the space, however, he did not do anything with the electric or plumbing. This business owner is coming from Buffalo, and they are busy and did not know a building permit was required. I know this new business will be great for Penn Yan, so please help them finish setting up their building.

Thank you,

Fung