

 <p><b>Adirondack</b> parkagency</p> <p>P.O. Box 99 · Ray Brook, New</p> <p><a href="http://www.apa.ny.gov">www.apa.ny.gov</a></p>	<b>General Permit</b> <b>2011G-1</b> <b>Application</b>	<b>Project #</b>
	<b>Application For Subdivisions Involving Regulated Wetlands</b>	

General Permit 2011G-1 authorizes an expedited Agency review process for certain subdivisions involving wetlands. Upon approval of a proposed subdivision pursuant to this General Permit, the subdivision may be undertaken in accordance with the terms and conditions of the approved subdivision map/plat, and the Certification issued for the specific project. General Permit 2011G-1 is available on the Agency's website at [www.apa.state.ny.gov](http://www.apa.state.ny.gov).

Please answer all questions and provide all applicable Attachments. Type or print clearly in ink. If you need assistance, please contact the Agency at the telephone number noted above.

### **Adirondack Park Agency Jurisdiction**

Pursuant to Executive Law §§ 809(2)(a) and 810(1) and 9 NYCRR §§ 570.3, 578.2, and 578.3(n)(3), the undertaking of a subdivision involving wetlands requires a permit from the Agency. .

### **Section I – Eligibility and Application Review Process**

#### **Eligibility**

Any project that meets the following criteria is eligible for a Certification issued pursuant to General Permit 2011G-1:

- a. The sole basis of Agency jurisdiction on the project site is a subdivision of lands involving wetlands;
- b. The project sponsor submits to the Agency a complete application, including all required attachments (see Section III); and
- c. Unless designated on the application map/plat as restricted against development, each proposed lot:
  - (i) contains sufficient area for construction of an access road or driveway at least 100 feet from all wetlands and on slopes of less than 15% and sufficient area for development at least 100 feet from all wetlands and on slopes of less than 25%, as documented by Agency staff using available maps and data, or by submission of surveyed topographic information from the project sponsor; and
  - (ii) will not have an adverse impact on registered or eligible property under the New York State Historic Preservation Act of 1980.

## **Application Review Process**

ALL WETLANDS ON THE PROPERTY MUST BE DELINEATED BY A QUALIFIED WETLAND SCIENTIST BEFORE YOUR APPLICATION CAN BE PROCESSED. FEEL FREE TO CONTACT THE AGENCY AT (518) 891-4050 TO ARRANGE FOR AN AGENCY STAFF SCIENTIST TO PERFORM THIS DELINEATION.

- (1) To commence Agency review of a proposed subdivision pursuant to this General Permit, a project sponsor must complete this application and submit the application and all required attachments to:

Adirondack Park Agency  
Deputy Director, Regulatory Programs  
P.O. Box 99  
Ray Brook, New York 12977

- (2) Upon receipt of an application, Agency staff will confirm jurisdiction, determine whether the proposed project meets the eligibility criteria, and review the application for completeness. Agency staff will contact the applicant to arrange a meeting at the project site, if necessary. If the application is incomplete, Agency staff will inform the project sponsor by mail, indicating what information is missing.
- (3) When a proposed project is determined by the Agency's Deputy Director, Regulatory Programs, to be ineligible for authorization under General Permit 2011G-1, the Agency will send a letter explaining why the project is ineligible, stating that the project will be reviewed as a minor or major permit or variance application, and requesting any additional information that may be required.
- (4) Within ten (10) business days of receipt of a complete application and a determination by the Agency's Deputy Director, Regulatory Programs, that the project is eligible for authorization under General Permit 2011G-1, the Agency will issue a signed certification approving the project.
- (5) By signing the application, a project sponsor:
  - a. confirms that the information contained in the application is true, accurate and complete to the best of the project sponsor's knowledge;
  - b. agrees to allow Agency staff, on reasonable notice, to access the project site;
  - c. agrees that the review time periods of Executive Law §809 do not apply;

- d. agrees that a determination that the proposed project is ineligible for a Certification issued pursuant to General Permit 2011G-1 cannot be appealed, although a project sponsor may, upon request, meet with the Deputy Director, Regulatory Programs, to review the reasons for which a project has been determined to be ineligible;
- e. agrees that, if the proposed project is ineligible for a Certification issued pursuant to General Permit 2011G-1, the time period for review as a minor or major project will not begin until the Agency has received any additional information required for completion of that application; and
- f. agrees to comply with the terms and conditions of the Certification issued by the Agency pursuant to General Permit 2011G-1.

**Section II – Required Information**

**1. Project sponsor(s) \***

Name(s) \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_

Telephone (Daytime): (\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_

\* The project sponsor is any person having a specific legal interest in property who makes application to the Agency for the review of a project proposed on such property. Documentation demonstrating such legal interest must be provided such as a current deed or purchase contract.

**2. Current Property Owner(s) (All named on the current deed of record)**

\_\_\_\_ Check if same as project sponsor(s)

Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_

Telephone (Daytime): (\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_

Name(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
 \_\_\_\_\_

Telephone (Daytime): (\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_

**3. Project Site**

Town: \_\_\_\_\_ County: \_\_\_\_\_

Road: \_\_\_\_\_

Tax Map Number (see your tax bill): Section: \_\_\_\_\_ Block: \_\_\_\_\_ Parcel: \_\_\_\_\_

Name of Waterbody if on shoreline: \_\_\_\_\_

**4. Authorized Contact Person**

I do not choose to have an authorized contact person.

If you, the project sponsor, choose to have your real estate agent, lawyer, surveyor, engineer, contractor, or another person act on your behalf before the Agency, please complete the following authorization:

I hereby authorize: (name) \_\_\_\_\_

Mailing Address:

\_\_\_\_\_

\_\_\_\_\_

Telephone (Daytime): \_\_\_\_\_ FAX: \_\_\_\_\_

to act as my agent in all matters relating to this permit application before the Adirondack Park Agency. I acknowledge that all contact regarding the permit application will be through my authorized contact person. I understand that I am ultimately responsible for the accuracy of the information contained in this permit application and for compliance with all terms and conditions of any permit issued to me by the Agency.

**5. Prior Agency Contact**

a. Has there been any previous discussion with Agency staff regarding this project or project site, or has any Agency staff visited the project site? \_\_\_\_\_

If YES, provide the name of the APA staff person, if known:

\_\_\_\_\_

- b. Has the project site been the subject of a past Agency action (i.e., project application, variance, jurisdictional inquiry, enforcement case or wetland flagging)? \_\_\_\_\_

If YES, provide the past project number, jurisdictional inquiry number, enforcement case number, or wetland delineation boundary flagging number, if known:

\_\_\_\_\_

**6. Historic Resources**

Does the project site have any buildings that are more than 50 years old, or does the site or surrounding area contain any structures, districts, or resources that are listed or deemed eligible to be listed on the State or National Register of Historic Places? Does the project site involve any known archeological resources?

\_\_\_\_\_ No

\_\_\_\_\_ Yes (to any of the above criteria)

If Yes, you must provide to the NYS Office of Parks, Recreation and Historic Preservation (OPRHP) a location map, project description, site plan map, and recent photographs. OPRHP may be contacted at the following address or phone number.

Deputy Commissioner for Historic Preservation  
NYS Office of Parks, Recreation and Historic Preservation  
Peebles Island, P.O. Box 189  
Waterford, NY 12188-0189  
(518)237-8643

**7. Certificate, Authorization and Signatures**

I HAVE PERSONALLY EXAMINED AND AM FAMILIAR WITH THE INFORMATION SUBMITTED IN THIS APPLICATION, INCLUDING ALL ATTACHMENTS, AND I HEREBY CERTIFY AND AFFIRM THAT THIS INFORMATION IS TRUE, ACCURATE AND COMPLETE.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date

Signature(s) of all Landowner(s) from current deed of record:  
(Required for all applications)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date

Signature of all Project sponsors (if not the current landowners)  
(Required for all applications)

\_\_\_\_\_  
Signature of Authorized Contact Person:  
(Required if designated in Item 4 above)

\_\_\_\_\_  
Date

### Section III – Required Attachments

**(Your application cannot be processed without all of the required attachments listed below.)**

Attach and label, as **ATTACHMENT A, a written narrative**, on 8-1/2" x 11" paper, that provides the following:

1. Name and address of the project sponsor(s).
2. A detailed description of the proposed project.

Attach and label as **ATTACHMENT B, a SUBDIVISION MAP/PLAT**, stamped by a licensed professional engineer, licensed architect, or licensed land surveyor and labeled with the map scale, north arrow, date of preparation and name of preparer, showing the entire project site at a scale of one inch equals fifty feet (1" = 50'). For larger parcels, the entire project site may be shown at a smaller scale, such as one inch equals two hundred feet (1" = 200'). This map/plat must depict the following:

- the proposed boundaries of lots for the entire subdivision;
- all wetlands on the project site as delineated in the field by a qualified wetland scientist;
- a 50-foot buffer around all wetlands;
- a 100-foot buffer around all wetlands;
- the mean high water mark of any pond or lake or any navigable river or stream located on or immediately adjacent to the project site;
- the location of any intermittent stream with a defined bed and bank on the project site;
- all existing paved and unpaved roads, driveways, and parking areas on the project site;
- on each proposed lot intended for development, the location of a potential absorption field site that:
  - a. is within 50 feet of a deep hole test pit demonstrating a minimum of two feet of usable soil above the seasonal high groundwater level and four feet of usable soil above bedrock,
  - b. has a soil percolation rate of greater than one minute per inch,
  - c. is located on slopes of 8% or less, and
  - d. is located at least 100 feet from all wetlands and 200 feet from all lakes, ponds, rivers, and streams.

The following language must also be stated or otherwise depicted on the map/plat:

- All new roads, driveways, and other access routes must be located at least 100 feet from all wetlands.

- All new structures must be located at least 100 feet from all wetlands.
- There shall be no cutting, culling, trimming, pruning, or other disturbance to trees and other vegetation within 50 feet of wetlands.
- All wastewater treatment systems shall be designed by a design professional (licensed professional engineer, licensed architect, or exempt licensed land surveyor).
- All wastewater treatment systems shall comply with the additional requirements established in 10 NYCRR Appendix 75-A.

Attach and label, as **ATTACHMENT C**, a **complete copy of the current recorded deed(s)** for the project site. If you have an executed contract or agreement to purchase or lease the property, provide a copy as part of your application in order to establish your legal interest in the project site. (Details regarding price can be blacked out.)

Attach and label, as **ATTACHMENT D**, a **complete copy of all recorded deeds for the project site back through and including May 22, 1973**. Make a notation on the bottom of each deed, indicating the current tax map number(s) associated with each deed.