

<p>ADIRONDACK PARK AGENCY Division of Regulatory Programs PO Box 99, 1133 NYS Route 86 Ray Brook, New York 12977 Telephone (518) 891-4050 www.apa.ny.gov</p>		<p>APPLICATION FOR MINOR PROJECT PERMIT</p> <p>Single Family Dwelling, Mobile Home, or Two Lot Subdivision</p>
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MINOR PROJECT PERMIT APPLICATION

SUBMISSION AND SITE VISIT

Please fill out all questions in the enclosed application and sign the application before returning it to the Adirondack Park Agency. After the Agency receives your signed application, you will receive a Notice advising you of the date the application was received, the Agency file number, and the name of the Environmental Program Specialist (EPS) assigned to review your application.

Please note that a site visit is required before most permit applications can be considered complete. During site visits, staff review the soils and slopes on a project site, as well as any wetlands, waterbodies, and other resources. Using this and other information, staff may be able to help you locate the most suitable areas for development, including appropriate locations for on-site wastewater treatment systems and site access. Staff may also have comments and suggestions on any proposed vegetative clearing or other activities associated with the project.

By law, the Agency is required to respond to your application within fifteen days of its receipt, identifying any additional information necessary for a complete application. The Agency will make every effort to conduct a site visit within these fifteen days. **However, the combined site visit and application review may not be possible within fifteen days**, especially depending on weather and project complexity.

Site visits conducted early in the application process help to ensure that proposals are well designed from the beginning, minimize the need for follow-up information requests from the Agency, and result in a more efficient review.

Please indicate if you agree to extend the response deadline until fifteen days after a site visit.

_____ **YES** _____ **NO**

Thank you for submitting the Minor Permit Application to the Adirondack Park Agency. We look forward to working with you on the project.