

TOWN OF NEW LISBON

(FOR OFFICE USE ONLY)

APPLICATION NO: #1-2024

DATE RECEIVED 10-25-2024

FEE RECEIVED \$25.00

DATE OF PLAN.BD.REVIEW 11-4-2024

DATE OF TOWN BD.REVIEW

ACTION

SITE PLAN REVIEW APPLICATION

DATE: 10/23/24

TAX MAP # 157.02-1-31.00

Name of Proposed Development:

Tanning Salon / Rentals
Gas pumps

Applicant:

Plans Prepared by:

Name: Keith + Melina

Name:

Woodbeck

Same

Address: 940 City Pt 16

Address:

Burlington flats, ny 13315

Phone # 107-965-2109

Phone #

Owner (if different than applicant) (or additional applicant)

Name:

Address:

Phone #

Location of Site:

940 City Pt 16, Garrattsville, ny

Current Land Use & Condition:

out of Business / closed General Store / Building
also would like to use existing sign pole, remove General Store
acrylic left with sign condition

Proposed Use of Site:

Tanning Salon in Store Side, 24 hour gas pumps,
update existing Apartment and adding 2 more apartments

Character of Surrounding Lands (residential, commercial, agricultural, wetlands, etc.)

residential

Total Site Area to be Utilized By Project (Square feet or acres): 5010 sq. feet

State and Federal Permits Needed (list type and dept.) NO

Anticipated Construction Time: move Salon by end of 2024

Will Development Be Staged?: _____

Estimated Cost of Proposed Improvement: \$ 30,000 —

Anticipated Increase in Number of Residents, Shoppers, Employees, etc. _____

5-8 Residents, Tanning Customers - 400 customers but not everyone actively tans all the time - depends on season

ATTACH A SITE PLAN (SURVEY IF REQUIRED) SHOWING THE FOLLOWING:

____ 1. Property Boundaries.

____ 2. Building Locations & Setbacks (show measurements).

____ 3. Type of construction, proposed use and exterior dimensions of all buildings, including storage buildings if any.

____ 4. Parking Areas & Spaces and Lighting (show measurements).

____ 5. Loading Areas (show measurements).

____ 6. Driveways, Ingress & Egress Points (show measurements).

____ 7. Landscaping (greenspace).

____ 8. Utility/Water/Septic Systems/Waste Areas (if applicable).

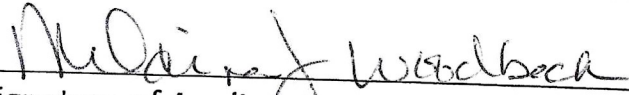

- ____ 9. Drainage System/Storm Sewer (if applicable).
- ____ 10. Sign Location, Size & illumination.
- ____ 11. Existing Land Use of Surrounding Area.
- ____ 12. Buffering (if abutting a residential property).
- ____ 13. For residential buildings include number of dwelling units by size (efficiency, # of bedrooms) and # of parking spaces to be provided.
- ____ 14. For non-residential buildings include total floor areas and # of parking spaces.

CHECKLIST OF REQUIREMENTS FOR SITE PLAN SUBMISSION:

- 1. COMPLETED APPLICATION & FEE (\$25.00). ✓
- 2. SITE PLAN DRAWING (INCLUDING ITEMS #1 THROUGH #14 ABOVE) ✓
- 3. ENVIRONMENTAL ASSESSMENT FORM. ✓
- 4. TAX MAP SHOWING PARCEL IN RELATION TO SURROUNDING PARCELS. ✓
- 5. NEW YORK STATE & FEDERAL WETLAND MAPS. (not wetland)
- 6. IF NEW DRIVEWAY IS REQUIRED, APPROPRIATE APPROVAL. *existing*
- 7. SHORT LETTER DESCRIBING BUSINESS INTENTIONS. ✓
- 8. DISCLOSURE STATEMENT. ✓

SIGNATURES:

APPLICANT: I certify that this document and all attachments were prepared by me and the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I understand that in accordance with Town of New Lisbon Site Plan Regulations, I will be required to pay any and all cost incurred by the Planning Board and Town Board for consultant fees, or other extraordinary expenses in connection with the review of my proposed site plan.

	10/23/24
Signature of Applicant	Date
	10/23/24
Signature of Owner (if different than applicant) (or 2 nd applicant)	Date

DISCLOSURE STATEMENT

Pursuant to the requirements of General Municipal Law Article 18, Section 809, an applicant seeking local approval for a planning action is obligated to disclose the name, residence and the nature and extent of the interest that any officer or employee of the municipality may have with the applicant.

An officer or employee of the municipality is deemed to have an interest in the applicant, when he/she, his/her spouse, their brothers, sisters, parents, children, grandchildren or the spouse of any of them

- A. Is the applicant, or
- B. Is an officer, director, partner or employee of the applicant, or
- C. Legally or beneficially owns or controls stock of a corporate applicant or is a member of a partnership applicant or association applicant, or
- D. Is a party to an agreement with such an applicant, express or implied, whereby he/she may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon favorable approval of such application, petition or request.

Keith + Melaina Woodbeck, the applicant for local approval of a planning action in the Town of New Lisbon, hereby disclose one of the following:

No officer or employee of the local agency from which approval is sought has any interest in the applicant.

There exists an interest in the applicant by at least one officer or employee of the local agency from which approval is sought. Their interest(s) follows:

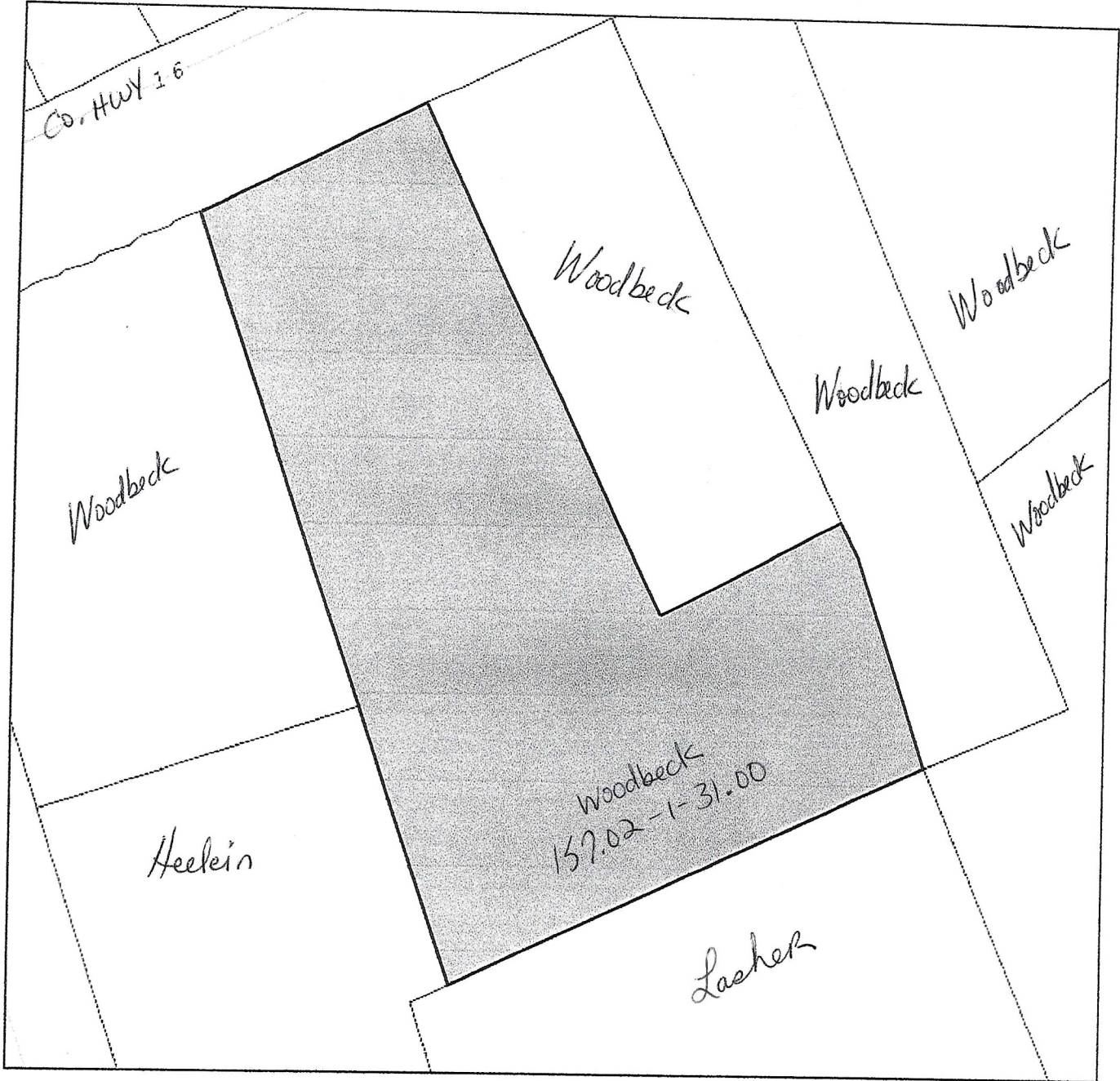
Name	Residence	Nature/Interest
<u>Melaina Woodbeck</u>	<u>946 City Pt 16 Graftonville</u>	<u>Court employee Council person on Town Board</u>
<u>[Signature]</u>		<u>10/22/24</u>
<u>Melaina Woodbeck</u>		<u>10/23/24</u>
Applicant Signature		Date

Otsego County, New York

Geographic Information System (GIS)



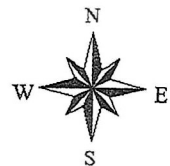
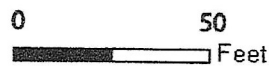
Date Printed: 10/25/2024



MAP DISCLAIMER - NOTICE OF LIABILITY

This map is for assessment purposes only. It is not for legal description or conveyances. All information is subject to verification by any user. Otsego County, NY and its mapping contractors assume no legal responsibility for the information contained herein.

Approximate Scale: 1 inch = 50 feet



Business Intentions:

We would like to put our existing tanning salon, which is located in a rented location in West Burlington, into the store front side of 940 Cty Rt. 16. Currently we have 2 tanning beds. This facility is open by appointment only. We would like to change out the acrylics in the outdoor sign from Garrattsville General Store to Jill's Tanning Salon. Parking: This is a small tanning salon. Typically, less than 20 customers per day during the peak season, March – June, and 20 – 30 customers per week during the off months, July – February. We have two parking spots out front of 940 Cty Rt 16 and two spots out front of 944 Cty Rt 16 for off-street parking. There is room for 3 to 5 vehicles behind 944 Cty Rt 16. There is also plenty of parking on the side of Cty Rt 16 which has been used for many years for a busy small-town store without any incidents.

We are in the process of registering the inground fuel storage tanks in our name. We have a company interested in putting 24-hour self-serve, card only, fuel dispensing pumps back in at the pump island in front of property. A much-needed service in our area.

We plan to update the current the existing apartment. This will include paint, new flooring, new appliances, and an updated rear entrance. We are currently working with Otsego Count Code Enforcement to add two new apartments to this location as well.

This will be in the “new addition” that was put on 20-ish years ago.
These will all become rental units.

One or both of us plan to attend the Planning Board meeting on
11/4/24 incase there are questions that need to be addressed.

5 Additional Streets

944 CTP 16

PARKING

DRIVEWAY

Additional 2 Streets

940 CTP 16

PARKING

GAS PUMP

COUNTY HWY 16

NOT TO SCALE

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 - 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 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.

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: <div style="text-align: center; font-size: 1.2em;">Jill's Tanning Salon</div>			
Project Location (describe, and attach a location map): 940 City Rt 16 Ganettville Cold Ganettville County State			
Brief Description of Proposed Action: We would like to move my existing Tanning Salon which is located in West Burlington into this location (store front side) We would like to change out the acrylics in the outdoor sign to Jill's Tanning Salon sign. Hours of operation are by appointment. We plan on updating the existing apartment and adding 2 more apartments. We are in the process of registering the inground storage tanks and have some interest in putting self some 24 hour card only gasoline & diesel based into town. Parking: This is a very small Tanning Salon, less than 20 customers per day during peak season March - Sept and 20-30 per week in off season. There is plenty of parking on side of City Rt 16 & 2 spots at front.			
Name of Applicant or Sponsor: Keith & Melbina Woodbeck		Telephone: 607-435-1637	
Address: 946 City Rt 16		E-Mail: mywoodbeck12@gmail.com	
City/PO: Burlington Flats		State: ny	Zip Code: 13315
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? If Yes, list agency(s) name and permit or approval: Building Permit from County Tank registration from DEC		NO YES	
3. a. Total acreage of the site of the proposed action?		<input type="checkbox"/> <input checked="" type="checkbox"/>	
b. Total acreage to be physically disturbed?		1 1/2 acres	
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?		0 acres	
We own 948, 946, 944, 940 City Rt 16		8 1/2 +/- 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 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,		NO	YES	N/A
a. A permitted use under the zoning regulations?		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?		<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?		NO	YES	
If Yes, identify: _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES	
b. Are public transportation services available at or near the site of the proposed action?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?		NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?		NO	YES	
If No, describe method for providing potable water: _____		<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?		NO	YES	
If No, describe method for providing wastewater treatment: _____		<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?		NO	YES	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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?		<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?		NO	YES	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____				
_____ _____				

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:

- Shoreline
 Forest
 Agricultural/grasslands
 Early mid-successional
 Wetland
 Urban
 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?

NO	YES
<input checked="" type="checkbox"/>	<input type="checkbox"/>

If Yes,

a. Will storm water discharges flow to adjacent properties?

<input type="checkbox"/>	<input type="checkbox"/>
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b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?

<input type="checkbox"/>	<input type="checkbox"/>
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If Yes, briefly describe:

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)?

NO	YES
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If Yes, explain the purpose and size of the impoundment:

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?

NO	YES
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If Yes, describe:

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?

NO	YES
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If Yes, describe:

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE

Applicant/sponsor/name: Keith Woodbeck Date: 10/23/24
 Signature: Melaina J Woodbeck Title: owner