



Yates County Planning Board Referral Form

Referral #
County Use Only 2022-14

Date Received 04/11/2022

Revised 11/2021

Municipality and Referring Agency _____

Project Address _____ Project Tax Map # _____

Zoning District _____

Applicant (**Name & MAILING**) _____

_____ Email _____

Property Owner (**Name & MAILING**) _____

_____ Email _____

Reason for Referral (Prox. to Cty Rd., State Rd., Muni Boundary, etc.) _____

Application Type

Project Description

- Area Variance
- Use Variance
- Special Use Permit
- Site Plan
- Subdivision
- Text Amendment
- Map Amendment
- Other _____

Supporting Documents Required (IF N/A, include explanation)

- Municipal Application
- Tax Map or Plat
- SEQR
- Site Plan *
- Variance Criteria **
- Subdivision Plat For Subdivision Referrals Only
- Other _____

*If Site Plan Review, Site Plan **MUST** be detailed and meet the municipal requirements.

All Variance referrals (Area/Use) **MUST include detailed justifications associated with reason/s for appeal.

Certification: *With the following signature I certify that this application provides a complete description of the proposed local action and is a complete application pursuant to NYS General Municipal Law Article 12b, Section 239-m, part c.*

Katie Tomlinson, Referring Official



Provision of required information is the responsibility of the referring agency. Failure to provide such information may result in a significant delay in processing.

Submit To: Yates County Planning Department, jayers@yatescounty.org or 417 Liberty St. Suite 1093, Penn Yan, NY 14527

Village of Penn Yan

Application for Site Plan Review

Planning Board meetings are held on the first Monday of the month at 7:00 PM in the Village Hall, 111 Elm Street.

The application submission deadline is the 1st Thursday of the previous month. Site plan approval usually takes two to three months.

In the event, a regularly scheduled meeting is on a holiday, confirm the rescheduled date with the 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.

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 may require a Certificate of Appropriateness from the Historic Preservation Commission.

See Village Code 202-39.5 Site plan review procedures

Project Name: Abarrotes Ortiz Mexican Store
Project Address: 368 Clinton Street Penn Yan, NY 14527
Applicant Name: Teresa Ortiz Gutierrez
Email Address: abarrotesortiz14527@gmail.com
Date Received: 4/6/22 Fee Paid \$100 CASH

Village of Penn Yan
Application for Site Plan Review

Proposed Project

Please type or clearly print

Address: 368 Clinton Street Tax Map ID _____

Zoned: _____ Historic District: ___ Yes No

Name: _____

Description: The project would be to convert the current location into a mini Mexican Grocery store.

Applicant

Name: Teresa Ortiz Gutierrez

Mailing Address: 559 Liberty Street Penn Yan, NY 14527

Phone Number: (315) 719-2554 Email: _____

Property Owner

Name: Dale Lane - 368 Clinton St Dev LLC

Mailing Address: 201 Elm Street, Pennyan, NY

Phone Number: _____ Email: _____

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

Engineer

Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Site Detail

Parking Requirements, per Village Code _____

Easements: ___ Yes ___ No If yes, briefly describe _____

Deed Restrictions: ___ Yes ___ No If yes, briefly describe _____

Square footage

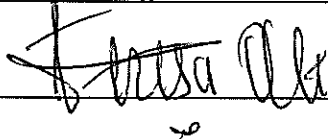
Building: _____ Open Storage Area: _____

Parking: _____ Landscaped area: _____

Other: _____ Total Site sf: .261 acres

Do you plan to dedicate infrastructure facilities to the Village? ___ Yes No

If yes, please refer to Penn Yan Design & Construction Standards Handbook for Land Development.

Applicant Signature:  Date: 4-6-2022

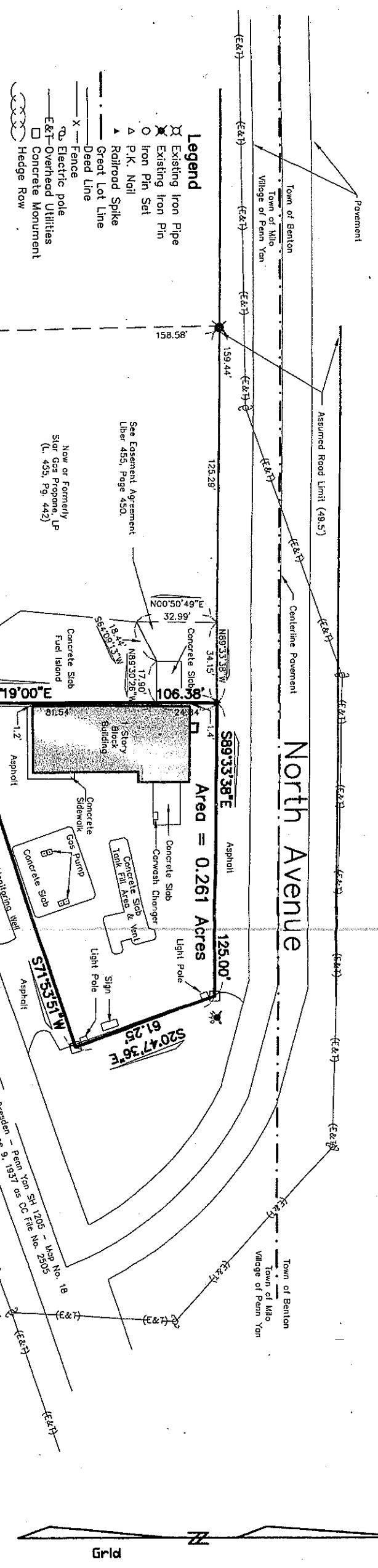
Site Plan Review Checklist

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

1.	PB	NO	A site plan scaled to 1" = 20' (or 40'). Sized to a maximum of 34" by 44". 1" = 30'
2.	PB	yes	North arrow.
3.	CEO	yes	Property boundaries plotted to scale.
4.	CEO		Site dimensions and setbacks. 155' x 101.38' x 125' x 61.25'
5.	CEO		The building location with first floor elevations noted.
6.	CEO	N/A	Design and type of construction materials.
7.	CEO	202.43	Parking lot details showing layout with spaces visibly marked, wheel stops, calculations for required spaces. sufficient parking
8.	CEO	202.43	Landscaping of at least 10% of the area useable for parking and for screening from adjacent lots.
9.	DPW	yes	Adjacent roads with pavement, right of way and culvert details.
10.	DPW	202.47	Proposed vehicular access with sight distances.
11.	FD	yes	Existing buildings.
12.	FD	N/A	Nearest fire hydrant and flow test details
13.	MUB & PB	N/A	Electrical needs (load & voltage) and service location.
14.	MUB	NO	Energy distribution facilities (electrical, gas, solar).
15.	MUB	pre	Existing water & sewer mains. pre existing - no change to infrastructure
16.	MUB & PB		Location of water service and size. Water needs, including demand for water flow (gallons per minutes).
17.	MUB	N/A	Location of natural gas lines.
18.	MUB N/A	202.52	Existing easements and proposed utility or drainage easements.
19.	PB	NO	A grading plan with existing and proposed grades.
20.	PB	NO	Existing land features such as creeks, springs, woods.
21.	PB N/A	202.42	Pedestrian access.
22.	PB	202.60	Location of buffer areas.
23.	PB N/A	202.60	Proposed landscaping with details about species, spacing and heights.
24.	PB yes		Exterior lighting with manufacturer's photometric details
25.	CEO	202.64	Location, size and design of all exterior signs. Include lighting details for all lighted signs.
26.	PB yes		A locator map using a 3" x 3" inset.
27.	PB yes		A 3" x 5" block marked "For Village Use Only"
28.	PB	yes	Completed SEAF (State Environmental Assessment Form) PART I only.
29.	PB	N/A	Engineer's seal, signature, date of plan and dates of revisions. no change to infrastructure
30.	PB	N/A	A color rendering of proposed buildings.
31.	PB	N/A	Other items determined as result of sketch plan conference.
32.	PB	2-3	Present and anticipated future number of employees.
33.	PB	N/A	Project schedule and phases.
34.	PB preliminary		Status of other required permits.
35.	PB		Nine (9) copies of site plan and attachments AND one (1) pdf, if available
36.	SWCD	202.50	A storm water management plan with TR-55 hydrology calculations for the site for the existing land use condition and the developed land use condition. Three (3) copies. existing infrastructure
37.	SWCD	202.50 N/A	An erosion and sediment control plan for during and after construction with a maintenance plan.
38.	PB	N/A	Pollution control devices.

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

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Notes:
 "Unauthorized alteration or addition to a survey map bearing a licensed land surveyor's seal is a violation of section 7209, subdivision 2, of the New York State Education Law."
 "Copies from the original of this survey map not marked with an original or true surveyor's seal are considered false copies. This survey conforms with the minimum standards of the 'Code of Practice for Land Surveyors' as adopted by the New York State Association of Professional Land Surveyors."

- Legend**
- Existing Iron Pipe
 - Existing Iron Pin
 - Iron Pin Set
 - P.K. Nail
 - Railroad Spike
 - Great Lot Line
 - Dead Line
 - Fence
 - Electric pole
 - Overhead Utilities
 - Concrete Monument
 - Hedge Row

NEW YORK STATE ROUTE 54
(Clinton Street)

Deed Reference

Douglas E. Rowe, Esq., Referee to Small Business Loan Source, LLC by Referee's deed recorded December 19, 2008 in Liber 597 of Deeds, Page 61.
 See Also:
 Charles & Shirley Weaver to Kauna Corporation by deed recorded May 27, 2003 in Liber 483 of Deeds, Page 224.
 Easement:
 Charles R. & Shirley E. Weaver to Star Gas Propane, LP by Easement Agreement recorded September 11, 2001 in Liber 455 of Deeds, page 450.
 Kauka Abstract Corporation - Abstract No. 6-3279 - Dated June 11, 2012.
 Current Tax Map Parcel No. 50.45-1-14

Map Reference

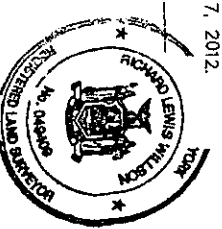
"Plan of Land to be Conveyed by Earl J. & Evelyn L. Cuthane" - surveyed by Harnish & Lookup - filed December 29, 1955 in Liber 6 of Maps, Pages 29 & 30.
 "Plan of Lands of Donny L. Bailey & Angela L. Bailey" - surveyed by Dwight I. Lofler - filed January 11, 1988 in Liber 14 of Maps, page 284.
 "Plan of Land to be Conveyed by Charles R. & Shirley E. Weaver" - surveyed by Dwight I. Lofler - filed as Map No. M03-127.

Certificate

This is to certify that I am a licensed Land Surveyor and that this plan was completed on June 20, 2012 from notes from a instrument survey completed on June 17, 2012.

Signed: Richard L. Willison
 License No. 49409

Certified to:
 Paul W. Joynes
 Katie A. Martens - Henderson



Plan of Land
Owned By
Small Business
Loan Source, LLC
 of
 368 Clinton Street
 in
 Lot 32
 Township 7, Range 1
 of the
 Phelps & Gorham Purchase
 in the
 Village of Penn Yan
 Town of Milo
 County of Yates
 State of New York

Scale: 1" = 30'

#5233

Surveyed By:
 Penn Yan, N.Y.

Telephone / Fax: 315-535-2618

Willison & Associates, Inc.
 Job No. 10-1452

DOCUMENT # 00005233
 BK: VOL: 2
 REC'D: 29 JUN 2012 03:58P
 PAGE: 2

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: Abarrotes Ortiz Mexican Store			
Project Location (describe, and attach a location map): 368 Clinton Street Penn Yan NY 14527			
Brief Description of Proposed Action: Convert location into a mini mexican grocery store. Maybe in the future add selling of food. No changes to in infrastructure.			
Name of Applicant or Sponsor: Teresa Ortiz Gutierrez		Telephone: 315 719 2504	
		E-Mail:	
Address: 559 Liberty Street			
City/PO: Penn Yan		State: NY	Zip Code: 14527
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 checked="" 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: New York State Department of Health & Coding			YES <input checked="" type="checkbox"/>
3. a. Total acreage of the site of the proposed action? b. Total acreage to be physically disturbed? c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor?			acres _____ acres _____ 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			

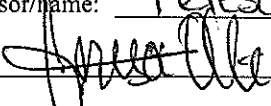
5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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 type="checkbox"/>	<input checked="" 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
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: _____	<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 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
a. Will storm water discharges flow to adjacent properties?	<input checked="" 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 checked="" 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>Teresa Ortiz-Gutierrez.</u> Date: <u>4-6-2022</u> Signature: <u></u> Title: _____		



50.45:1-14

Cornwell St & North Ave

Clinton St

North Ave