



## Memorandum

To: Marty Mosely  
Cc: Planning Board members, Town Clerk  
From: Planning Department  
Subject: Sketch Conference: 121-123 Sweetland Road, Tax Parcel 25.-1-24.212  
Date: July 19, 2018

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In Rural Residential and Rural Agricultural zoning districts, Section 606 of the Town's zoning law allows a density of two (2) Dwelling Units per acre, up to a maximum of ten (10) Dwelling Units per lot, provided an equal number of conforming lots could be created if the parent parcel was subdivided. Site plan Review (SPR) is required whenever two to four dwelling units are proposed.

Tammi Young wishes to add one 3-bedroom manufactured homes to her 3.5-acre property on Sweetland Road. The property, located in a Rural Residential district, currently contains one 3-bedroom manufactured home and an onsite wastewater treatment system sized for six bedrooms.

The Planning Department has been aware that a second home was planned for the future, but the discussion was limited to whether or not a second home would be allowed, not the process. I assumed the parcel would be divided into two lots and I failed to appreciate that the septic system was oversized to accommodate a second home (separate lots would require separate systems).

A window of opportunity has presented itself for the second home to be installed sooner than anticipated. Ms. Young has provided enough information to proceed with the sketch conference.

### **Residential Design Guidelines**

As mentioned above, there was no discussion about the requirements for adding a second dwelling; there was no discussion about the Residential Design Guidelines.

Contrary to the design guidelines, a separate driveway is planned. The curb cut is already in place and the location of the septic system makes a shared drive impractical. In addition, a shared drive would result in more impervious surface and thus be more adverse to the environment, contrary to the purpose of the design guidelines. As proposed, the total buildout for this parcel is less than one quarter acre – each home development area, including the home's driveway, is less than one tenth of an acre.

Other general design principles to consider are maintaining natural, cultural and historic features, protecting the scenic character of rural corridors and roads, protecting farmland and agricultural resources, designing with nature, and awareness of regional context.

There are no cultural or historic features, and no mature trees or streams. The land is not in agricultural production. The siting of a second home on the property will not significantly impact the scenic character of the rural corridor – any views are to the north, on the opposite side of the road. Buffering is not required for single-family homes.

### **EAF, SEQR, 239 Review**

Part 1 of the Short EAF is included with the application, however, construction or expansion of a single-family, two-family or a three-family residence on an approved lot, including provision of necessary utility connections as provided in paragraph (11) and the installation, maintenance and/or upgrade of a drinking water well and septic system, is a listed Type II action (6NYCRR 617 §617.5(c)(9)) and subject to SEQR review exemption status.

I've sent the application to the County but in a discussion with Scott Doyle of the Tompkins County Department of Planning and Sustainability, we concluded that that County review would only be required if the Planning Board requires full site plan review.



**Planning Department**

Director of Planning  
Code Enforcement Officer  
Code Enforcement Officer  
Zoning Officer  
Stormwater Officer  
Administrative Coordinator

Ray Burger  
Kevin Ezell  
David Sprout  
David Sprout  
David Sprout  
Joy Foster

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Dryden, NY 13053  
T 607 844-8888 Ext. 216  
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Joy@dryden.ny.us  
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**General Permit Application – Sheet 1 General Information**

DO NOT FILL IN SHADED SECTIONS

Date: 7-16-18 Tax Parcel #: 25-1-24-212 Zoning District: Town of Dryden

(Complete) Project Address: 121 Sweetland Rd

Project Description: Site for single-wide

Principal Use: Residential  Commercial: \_\_\_\_\_ Other: \_\_\_\_\_

Permit(s) Required:  Building  Zoning  Special Use  Site Plan Review  Subdivision  Pool  
 Heating  Demolition  Pre-built Shed

**To be completed by Planning Department personnel:**

**Worksheets / sections required:**

- Site Plan Sketch
- Site Plan Review
- Special Use Permit
- Notice of Ground Disturbance
- Zoning Permit
- Varna Compliance Worksheet
- Residential Design Guidelines Compliance
- Commercial Design Guidelines Compliance
- Sign Compliance Worksheet
- Driveway or Roadcut Compliance
- Notices and Disclaimer Acknowledgement
- Agricultural Data Statement
- County Review
- Minor Subdivision
- Major Subdivision
- Demolition
- Lot Line Adjustment

Notes:  
\_\_\_\_\_  
\_\_\_\_\_

# Permit Application - Contact Information

Owner - Print name: Tammi Young  
Owner Signature required & dated: Tammi J Young  
Address: 325 Johnson Rd City: Fresville State: NY Zip Code: 13016  
E-mail: Tammi.Young@Cohd.com Telephone No.: 607-745-4276  
Emergency Contact: Steve Card Telephone No.: 607-592-0022

Agent / Applicant - Print : \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

General Contractor: Preston's Est License # \_\_\_\_\_  
Address: Gulf Hill City: Cortland State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Mason Contractor: \_\_\_\_\_ License # \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Electrical Contractor: Pete Kamil License # \_\_\_\_\_  
Address: Anna LN City: Drydenville State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

HVAC Contractor: \_\_\_\_\_ License # \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Plumbing Contractor: \_\_\_\_\_ License # \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Surveyor: \_\_\_\_\_ License # \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Note: The Town of Dryden will keep your contact information private.

\*\*CUT: .....\*\*

Application from _____	for _____
Project Site _____	received on _____
Payment received \$ _____	Cash _____ Check # _____ Credit Card (circle one) _____
Signature of receiver _____	Date _____

7-16-18

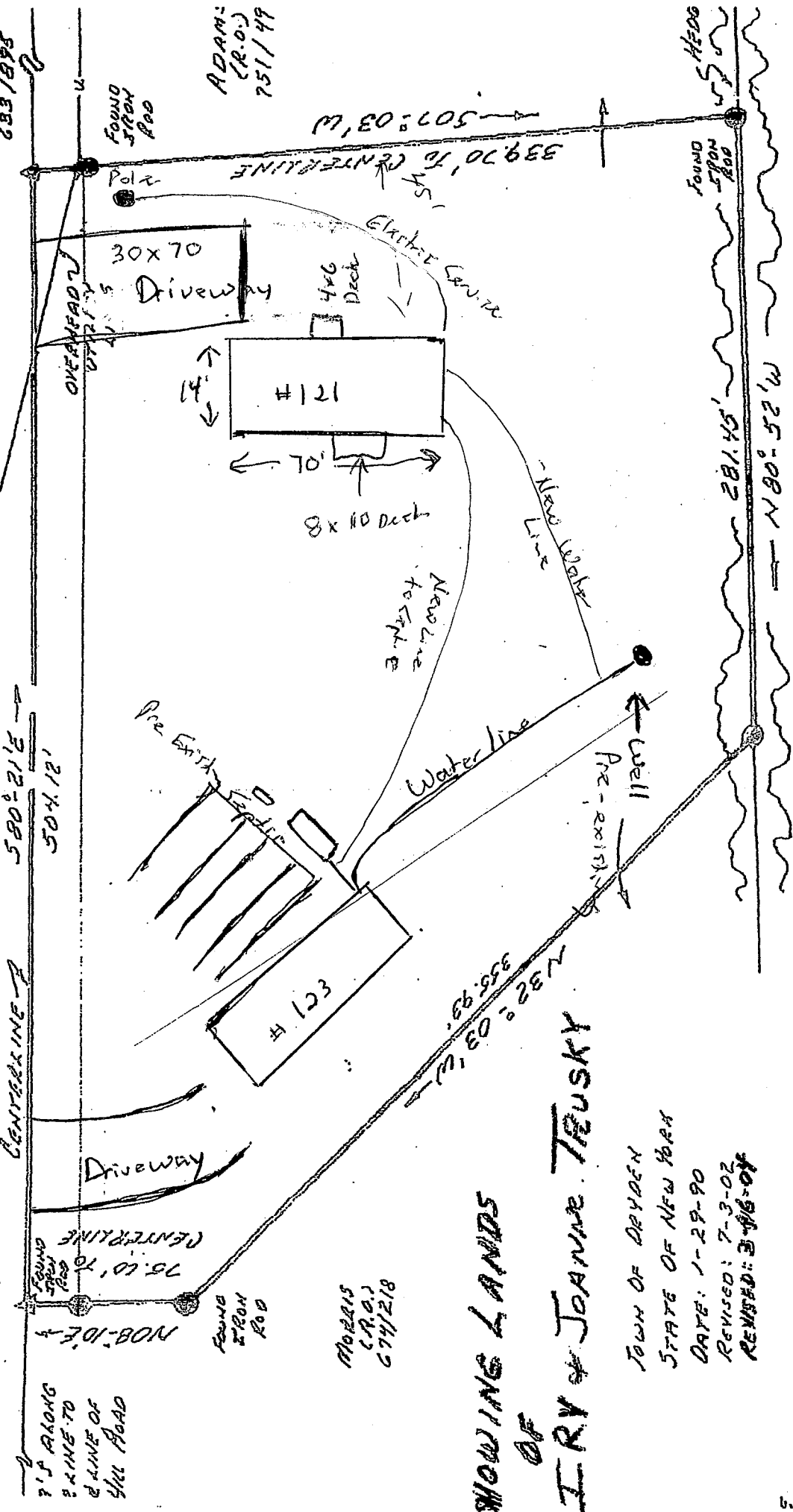
I am submitting the attached Site Plan Renew application for my property located at 121 + 123 Sweetland Road in Cortland. I purchased the property in June of 2017 with the purpose of moving my single wide mobile home to the 123 location and then adding a 2nd single wide to the 121 location for my daughter and grandson. A driveway and foundation (pad) for the mobile home need to be completed. McElwain Engineering has prepared the foundation drawing (enclosed). Preston Enterprise of Cortland will be completing the driveway, foundation and other site work. The septic was engineered by the Tompkins County Health Department with the intention of servicing both homes, as well as the well has been deemed adequate to service both.

I have enclosed a topography map as requested, as well as a sketch of the property clearly showing the location of the 2nd mobile home and driveway, as well as where electric, water and septic services will be routed.

Storm water management will be determined by the Town of Dryden zoning.

# 123 SWEETLAND ROAD

WATER LINE TO ADJACENT OWNER OF PARCELS 633/895



ADAMS (R.O.) 751/49

FOUND IRON ROD

507°03'W  
339.70' TO CENTERLINE

30x70 Driveway

4x6 Deck

#121

8x10 Deck

New Line to Exp. E

New Water Line

Water line

Well

Pre-existing

Pre-Existing

#123

332°03'W  
355.83'

281.45'  
180°52'W

580°21'E  
504.12'

Driveway

75.10' TO CENTERLINE

FOUND IRON ROD

MORRIS (R.O.) 674/218

7'5" ALONG PLANE TO PLANE OF THE ROAD

## SHOWING LANDS OF IRVING JOANNE TRUSKY

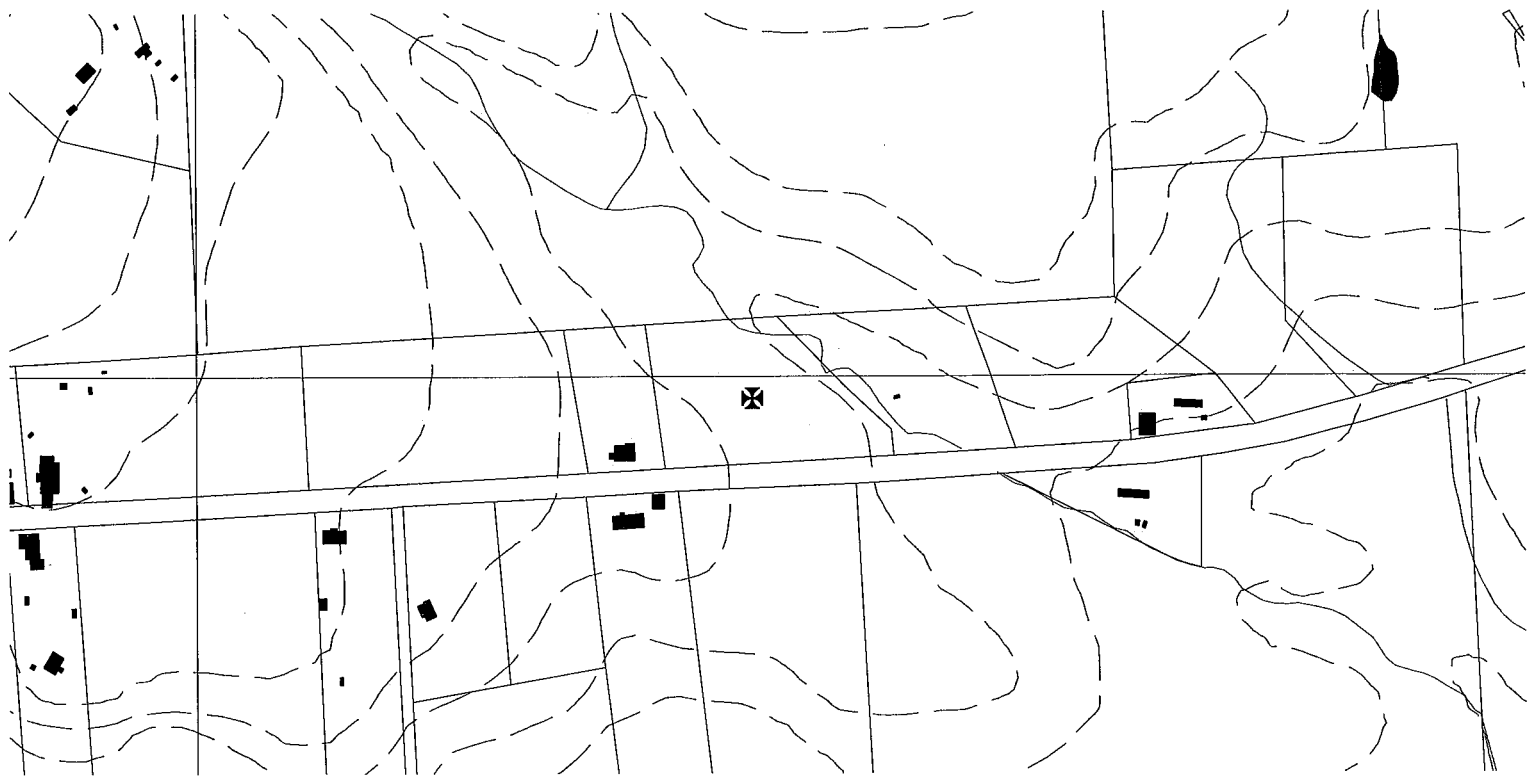
TOWN OF DEYDEN  
STATE OF NEW YORK  
DATE: 1-29-90  
REVISED: 7-3-02  
REVISED: 3-16-04

5 FEB

BORBA (R.O.) 767/13

JAMES W. DENYENBERGER P.L.S. 50397

25-1-24.212 TAX MAP #



617.20  
Appendix B  
Short Environmental Assessment Form

**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.

<b>Part 1 - Project and Sponsor Information</b>			
Name of Action or Project: <p style="text-align: center; margin: 0;">Tammi Young</p> <p style="text-align: center; margin: 0;">Site for Single-Wide</p>			
Project Location (describe, and attach a location map): <p style="text-align: center; margin: 0;">121 Sweetland Rd</p>			
Brief Description of Proposed Action: <p style="text-align: center; margin: 0;">Install driveway, Pad and develop site for Single-wide</p> <p style="text-align: center; margin: 0;">Septic + well pre existing and sized correctly</p>			
Name of Applicant or Sponsor: <p style="text-align: center; margin: 0;">Tammi Young</p>		Telephone: 607-745-4276	
Address: <p style="text-align: center; margin: 0;">325 Johnson Rd</p>		E-Mail: Tammi.Young@Cortland.edu	
City/PO: <p style="text-align: center; margin: 0;">Freeville</p>		State: <p style="text-align: center; margin: 0;">NY</p>	Zip Code: <p style="text-align: center; margin: 0;">13068</p>
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  YES
2. Does the proposed action require a permit, approval or funding from any other governmental Agency? If Yes, list agency(s) name and permit or approval:			NO  YES
3.a. Total acreage of the site of the proposed action? <u>3.5</u> acres			
b. Total acreage to be physically disturbed? <u>1</u> acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? <u>3.5</u> acres			
4. Check all land uses that occur on, adjoining and near the proposed action.			
<input type="checkbox"/> Urban <input checked="" type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input checked="" type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Parkland			





18. Does the proposed action include construction or other activities that result in the impoundment of water or other liquids (e.g. retention pond, waste lagoon, dam)? If Yes, explain purpose and size: _____ _____	NO	YES
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
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

NO YES  
X  
NO YES  
X  
NO YES  
X

**I AFFIRM THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE**

Applicant/sponsor name: Tammi Young Date: 7-16-18  
Signature: Tammi J. Young

**Part 2 - Impact Assessment. The Lead Agency is responsible for the completion of Part 2.** Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: a. public / private water supplies? b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		

	No, or small impact may occur	Moderate to large impact may occur
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

**Part 3 - Determination of significance. The Lead Agency is responsible for the completion of Part 3.** For every question in Part 2 that was answered "moderate to large impact may occur", or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.	
<input type="checkbox"/> Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.	
_____	_____
Name of Lead Agency	Date
_____	_____
Print or Type Name of Responsible Officer in Lead Agency	Title of Responsible Officer
_____	_____
Signature of Responsible Officer in Lead Agency	Signature of Preparer (if different from Responsible Officer)

## Notice of Ground Disturbance / Area Tally Form

Please complete this form and submit to the Town of Dryden Stormwater Management Officer, David Sprout. "Land Development Activity" resulting in Ground Disturbance is defined as all areas where soil will be disturbed as a result of clearing, grubbing, grading, excavating, stockpiling, placement of fill, paving, installation of utilities, and construction of buildings or structures. This form will enable Town of Dryden staff to assist applicants in meeting local stormwater standards, and it is helpful to submit this form prior to finalizing your SWPPP.

Owner's Name: Tammi Young Date: 7-16-18  
Phone # 607-795-4276 Mailing Address: 325 Johnson Rd  
Project Site Address: 121 Sweetland Rd Tax Parcel # 25-1-24.1212  
Project Sponsor Name (If Different than Owner): \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

### Brief Description of the Project:

Site for single-wide

(Attach additional sheets of paper as necessary and include a project sketch)

### Project and Site Characteristics (Check yes or no as appropriate)

1. Will the project involve multiple phases?  YES  NO If YES, how many phases? \_\_\_\_\_
2. What is the shortest distance from the project area of disturbance to the edge of any stream, pond, lake, or wetland in the vicinity of the project? 225 feet.
3. Does the site show any field or map indicators of potential wetland presence?  YES  NO  
Check all that are applicable:  
 Mapped NWI Wetlands  Mapped DEC Wetlands  Mapped Hydric Soils  
 Field indicators of Hydric Soils  Vegetation indicative of wetlands  Wetland Delineation
4. Please describe the slope on site (e.g. steep or flat areas, stream banks, gullies, bluffs etc.).  
gentle South to North
5. Will the project include a linear excavation that is more than 500 feet long and 3 feet wide?  
 YES  NO
6. Will the project involve excavation or fill resulting in the movement of more than 250 cubic yards of soil, sand, or similar material?  YES  NO
7. Does the project require any state or federal environmental permits?  YES  NO  
Permit(s): \_\_\_\_\_
8. Do connected Impervious Areas exceed 1/2 acre.  YES  NO  
(If YES a Full SWPPP is required)

**Town of Dryden Notice of Ground Disturbance / Area Tally Form**

**9. Area Tally**

9A) Fill in the approximate area to be disturbed by the following, in square feet, as applicable. If it has been determined that a Full SWPPP is necessary from the Notice of Ground Disturbance, then please present this information when the final draft is complete.

Driveway 1500  
Parking Area 500  
House / Main Building 986  
Other Buildings \_\_\_\_\_  
Septic System Pre existing  
Other Grading / Clearing / Lawn \_\_\_\_\_  
Wells and Ditches Pre existing  
Drainage Structures \_\_\_\_\_  
Utility Laying 100  
Additional Area \_\_\_\_\_ (for construction access, stockpiling, etc.)

Total (do not total overlapping areas): 3000

9B) For subdivisions only:  
Total from Above: \_\_\_\_\_ x \_\_\_\_\_ (# of lots) + \_\_\_\_\_ (road area) = \_\_\_\_\_

9C) As estimated above, the total Area of Disturbance is: 3000

10. Is more than half of the project site area over soils in Hydrologic Soil Group A, B, or C according to the Tompkins County Soil Survey?  YES  NO

11. Is the project redevelopment, as defined by Chapter 9 of the DEC's design manual?  YES  NO

12. Total Parcel Acreage: 3.5

13. Area of existing impervious surface prior to development: 3000

14. Total Impervious Area expected after project completion: 3000

Signature: Jamoni J. Young Date: 7-16-18  
7/16/18

AGRICULTURAL DATA STATEMENT

1. Permit Application Sheet 1, General Information.
2. Permit Application Sheet 2, Site Plan Worksheet.
3. Name, address, telephone number and type of farm of owner(s) of land within the agricultural district which land contains farm operation(s) and upon which the project is proposed or which is located within 500 feet of the boundary of the property upon which the project is proposed:

A. Name: Allen & Kevin Call (25.-1-49)

Address: 1067 Cortland Road Groton NY 13073

phone#: ?

Type of farm: Crops

B. Name: Fred Whitsett 25.-1-24.23 & 25.-1-24.211

Address: 74 Sweetland Rd  
Cortland NY 13045

phone#: ?

Type of farm: ~~Honorio Barba~~ Crops

C. Name: Honorio Barba 25.-1-46.2

Address: 523 Cortland Rd  
FREEMING, NY 13068

phone#: ?

Type of farm: Crops

D. Name: \_\_\_\_\_

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

phone#: \_\_\_\_\_

Type of  
farm: \_\_\_\_\_

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4. Site Plan Worksheet showing relation to farm.