

Parma Town Board meeting held on Tuesday, December 18, 2012 at the Parma Town Hall, 1300 Hilton Parma Corners Road, Hilton, New York.

### **ATTENDANCE**

Supervisor	Carmey Carmestro
Councilperson	James Smith
Councilperson	Gary Comardo
Councilperson	James Roose
Councilperson	Tina Brown
Highway Superintendent	Brian Speer
Recreation Director	Steve Fowler
Building Inspector	Jack Barton

### **OTHERS IN ATTENDANCE**

Recreation Commissioner Art Cosgrove, Library Director Becky Tantillo, Jacob Johnson, Harry Bostley, Helen Ives, Mike Weldon, Sr., Carol Kluth, Ed Arnold, Stan Hoy, Mike Clark, Attorney for the Town Peter Rodgers and other unidentified members of the public.

### **CALL TO ORDER**

Supervisor Carmestro called the meeting to order at 6:30 p.m. and lead those present in the Pledge of Allegiance to the Flag, followed by a moment of silence. Supervisor Carmestro noted emergency exit procedures and that the meeting was being recorded.

### **PUBLIC HEARING – TOWN CODE CHANGES**

Supervisor Carmestro opened the public hearing at 6:34 p.m. He asked that anyone who wished to speak identify themselves and limit their time to three minutes. After a brief discussion on what the code changes were, the legal notice was read.

Edward Arnold stated that he did not understand why the size of parking spaces was being reduced. It appears to him that for every ten spaces one additional space would be gained. Supervisor Carmestro asked Mr. Barton to respond. Mr. Barton explained that Parma has larger spaces than some municipalities and that our Town Code was reviewed as part of a green initiative which recommended less impervious space and more green space. The report identified that the size of parking spaces could be reduced to nine feet by eighteen feet. He noted that the purpose of the change was not to get more parking but to create more “green” space.

Mr. Arnold asked what prompted the farm stand changes. The change is intended to clarify what is already in the code and specifically addresses the end of a growing season and a definitive cut off of December 1<sup>st</sup>. Portable stands are required to be moved behind the house by that time.

Supervisor Carmestro asked if there was anyone else that would like to address the Town Board on this topic. There was no response. The public hearing was closed at 6:40 p.m. He noted that the legal was published in the Suburban News and posted on the website and the

Town Hall Bulletin Board. A response was not received from Monroe County Planning and Development as of the meeting and there were no responses from the Towns of Hamlin, Clarkson, Sweden, Ogden and Greece and the Village of Hilton as interested parties. He noted this is a Type 1 action and the Town Board proceeded to review Part 1 of the Environmental Assessment Form. Mr. Barton read the questions and the corresponding responses. There were no questions regarding Part 1 and the Board proceeded to review Part 2. (*See Schedule B Environmental Assessment Form at end of minutes*)

After a brief discussion on whether to make a determination on SEQR tonight as we have not heard back from Monroe County Planning and Development and it will allow time to consider any input, Supervisor Carmestro stated that the Town Board would not make a determination on SEQR or a decision on the proposed Town Code changes until the January 15, 2013 meeting.

Councilperson Smith noted that some road side farm stands are still up. The question was raised what determines what is permanent. Mr. Barton responded if moveable it would be temporary. The regulations for what can be put up and where are addressed as part of the code and was discussed and looked at by the Zoning Board last year.

### **PUBLIC FORUM**

Supervisor Carmestro asked if there was any citizen present who would like to address the Town Board on any topic not on the agenda. There was no response.

### **MINUTES – DECEMBER 4, 2012**

**RESOLUTION NO. 290-2012** Motion by Councilperson Brown, seconded by Councilperson Comardo, to accept the Minutes of the December 4, 2012 meeting.

Motion approved: Aye 5 Nay 0

### **TOWN CLERK REPORT**

The Town Clerk noted she was present for the bid opening for the proposed Joint Salt Shed. It was reported that the office is prepping for the upcoming 2013 Town and County Tax collection and have been working on a large scanning project for the Code Enforcement Office.

### **HIGHWAY DEPARTMENT REPORT**

Supt. Speer reported that he has the salt shed bid results and will provide the Board with copies. LaBella is reviewing them. It was noted that bids were received for the electrical portion of the project and there is the possibility that we may do the electrical ourselves. Supt. Speer reported he has hired Ty Kelly to work the B shift on the weekends. He indicated he has always had someone to do this and the other person will not be doing it this year. He expects he will start this weekend. Supt. Speer also said he attempted to get final numbers for the bridge projects. The Engineer and contractor are still negotiating for quantities so he did not have them for tonight's meeting. He will provide to the Supervisor and Finance Director when he gets them.

An invoice was just received from Fisher Associates for the Collamer Road Bridge Project for \$15,000. Personnel are getting ready for winter.

Councilperson Smith inquired about the salt from last spring and if we had to pay for it then. Supt. Speer reported that we have just finished paying for the 70% we were required to purchase from last year. The question was raised as to where it will be stored. Supt. Speer explained he will be gauging what we have with the hope that nothing will be left when they start the new salt shed. If there is a quantity left, it will be shipped off to other highway departments to be stored and then returned.

### **BUILDING REPORT**

Mr. Barton did not have anything specific to report. He introduced Barbara Johnston from Stuart Brown Associates, who has helped with our zoning code changes. She has worked with our code since 1998.

### **RECREATION DEPARTMENT REPORT**

Mr. Fowler noted that Ms. Johnston has also been instrumental in the consolidated grant application for the waste water project at the Town Hall and Park. Mr. Fowler reported the department produces an annual programming matrix that charts the number and diversity of the programs offered; volunteers utilized and their hours; and the facilities where programs operate. He reviewed some of the highlights of that report which will be included in their annual report. Mr. Fowler was asked to pursue electronic avenues for distributing the department's annual report. He also noted that the Town Board has received information pertaining to replacing the department's 1998 Ford E350 van.

### **LIBRARY REPORT**

Library Director, Becky Tantillo, provided Library statistics for November which included hosting 7,087 visitors, a variety of programming venues. The third annual gingerbread house display is on view in the main window. The public can vote and prizes have been provided by the Hilton Pharmacy. There has been a good response from recently added adult programming. The Supervisor inquired how many people in the count are repeat visitors. Ms. Tantillo noted that the count is done by a door counter and felt it would be a good survey question to add to a possible strategic planning survey. It is hard to gauge the frequency of visitors, as some come weekly or every three weeks when books are due.

### **BUSINESS ITEMS**

#### **NYS RETIREMENT TRANSFER CHECK**

**RESOLUTION NO. 291-2012** Motion by Councilperson Comardo, seconded by Councilperson Brown, to authorize a check for \$8,760.00 to go into the Worker Compensation Reserve account.

Motion approved: Aye 5 Nay 0

**ROAD DEDICATION – GAILS TRAIL**

**RESOLUTION NO. 292-2012** Motion by Councilperson Roose, seconded by Councilperson Smith,

WHEREAS, a certain parcel of land located in the Gail's Trail Subdivision, Section 2, more particularly described on Exhibit "A" attached hereto, has been offered for dedication to the Town of Parma (the "Town") for highway purposes by the Estate of James R. Northrup (the "Owner") of said land as shown on a map of Gail's Trail Subdivision, Section 2, filed in the Monroe County Clerk's Office in Liber 315 of Maps, page 78, and

WHEREAS, the Town Highway Superintendent has recommended acceptance of said parcel for dedication for highway purposes and the roadway having been completed in accordance with the Town specifications, and

WHEREAS, the Town Attorney has ordered a fee title insurance policy relating thereto,

NOW THEREFORE, BE IT RESOLVED by the Town Board of the Town of Parma in regular session duly convened herein agrees to accept the deed of dedication on the said road, to be known as Gail's Trail and directs the Town Clerk to record the same in the Monroe County Clerk's Office.

Motion approved: Aye 5 Nay 0

*(See Exhibit A at end of minutes)*

**PAYMENT FOR NEW YORK STATE RETIREMENT**

Payment has been requested for the New York State Retirement so the Town can take advantage of a \$3,255 savings by paying now.

**RESOLUTION NO. 293-2012** Motion by Councilperson Smith, seconded by Councilperson Brown, to authorize payment of \$358,459 for the Pension Contribution to New York State Retirement.

Motion approved: Aye 5 Nay 0

**OGDEN-PARMA INTERMUNICIPAL AGREEMENT  
BUILDING DEPARTMENT SERVICES**

Supervisor Carmestro noted that the agreement worked well this year and feedback from Mr. Prince and Mr. Barton was good. It was noted that payments are received on time, the Town is reimbursed for overtime incurred as a result of that work, mileage when Town vehicles are used and a portion of the health insurance is also paid for in addition to wages.

**RESOLUTION NO. 294-2012** Motion by Councilperson Roose, seconded by Councilperson Comardo, to approve the 2013 Ogden-Parma Intermunicipal Agreement for Building Department Services by the Town of Parma for the Town of Ogden.

Motion approved: Aye 5 Nay 0

**RESOLUTION TO REAPPOINT DON WELLS – 6 YEAR TERM**

**RESOLUTION NO. 295-2012** Motion by Councilperson Smith, seconded by Councilperson Roose, to reappoint Don Wells as Assessor for the Town of Parma for another six year term, effective October 1, 2013 and with the ending of his current term, September 30, 2013.

Motion approved: Aye 5 Nay 0

**BUDGET TRANSFERS**

Councilperson Smith inquired if the numbers equal what is being requested for transfer. Supt. Speer responded that it does equal. Supervisor Carmestro stated that we will need to look at how we address the work done for sewer districts.

TRANSFERS TO BUDGET			Dec-12			
ACCT #	FROM DESCRIPTION	AMT.	ACCT #	TO DESCRIPTION	AMT.	REQUESTED
BOO537362048000	MISC EXPENSES	1,400.00	BOO537362046000	CONTRACTED SERVICES	1,170.00	GAVIGAN
			BOO537362045100	GASOLINE	230.00	GAVIGAN
AOO570731048932	FOOTBALL CAMP	50.00	AOO570731040002	ACHERY	50.00	GAVIGAN
AOO570731048932	FOOTBALL CAMP	450.00	AOO570731049842	OTHER PROGRAMS	450.00	GAVIGAN
DBO550513011000	FULL TIME	689.33	DBO550513012000	PART TIME	90.00	SPEER
			DBO550513013000	OVERTIME	599.33	SPEER
DAO550514245200	VEHICLE MAINT	900.00	DAO550514248100	CLOTHING ALLOWANCE	900.00	SPEER
AOO550501013000	CLERK	2,500.00	AOO550501012000	CLERK III	2,500.00	SPEER
AOO550513244100	GAS & ELECTRIC	5,000.00	AOO550513246000	CONTRACTED SERVICES	5,000.00	SPEER
BOO59999091100	BRUSH PICK UP	20,942.00	DBO5031001	BRUSH PICK UP	20,942.00	SPEER
S0159999019000	ALL SEASONS	2,056.00	DBO599503104	SEWER REVENUE	21,410.00	SPEER
S0259999019000	COUNTRY VILLAGE	1,295.00				
S0359999019000	DUNBER ROAD EAST	514.00				
S0759999019000	GIOIA	900.00				
S0859999019000	HEILMANN	948.00				
S0959999019000	MERCY	3,217.00				
S0459999019000	DUNBER ROAD SOUTH	515.00				
S1059999019000	PAYNE BEACH	2,165.00				
S1159999019000	SALMON CREEK	2,588.00				
S1459999019000	WEST HILL	2,321.00				
S1759999019000	WILDER	2,275.00				
S1959999019000	WILDER 4	1,066.00				
S2059999019000	WILDER 5	533.00				
S2159999019000	WILDER 6-10	533.00				
S2259999019000	NORTH AVE	484.00				

**RESOLUTION NO. 296-2012** Motion by Councilperson Smith, seconded by Councilperson Brown, to approve the Budget Transfers as presented.

Motion approved: Aye 5 Nay 0

**INFORMATIONAL ITEMS:**

None

**LIAISON REPORTS**

\*\*Councilperson Brown reported the requested equipment needs list for the Court Officer Attendants and the Special Police has been received from the Court Officer Attendants but not the Special Police. A meeting was held last week with the Village regarding the Recreation Department lease. Mr. Fowler will work with them on how to make the facility more conducive to the Recreation Department needs.

\*\* Councilperson Comardo noted that there had not been a zoning meeting since our last meeting but they would be meeting this Thursday.

\*\*Councilperson Smith reported the Parks Department is having a forester from the DEC out on January 2<sup>nd</sup> to look at the woods in the Town Park to determine if there would be any value in having it commercially logged. They have done a survey of electrical and plumbing costs for the past year both have been under \$1,500. Councilperson Smith has asked Parks staff to obtain quotes for any routine plumbing and electrical jobs estimated to be over \$500.

\*\*Councilperson Roose reported there had been two planning Board meetings since we last met. The Doan project received preliminary and final approvals; preliminary approval was given for two lots in the Jacobs Subdivision on Bailey Road (133 Bailey Road); and the first phase of the phasing plan for Dome (4618 Ridge Road) passed.

\*\*Supervisor Carmestro reported that John Sweeney was elected as the new Fire Commissioner in the Hilton Parma Fire District for a five year term.

Supervisor Carmestro stated that the Town Board would enter into an executive session after bills are paid and there would be no other business.

## **WARRANT**

**RESOLUTION NO. 297-2012** Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of AOO General Fund bills, in the amount of \$142,763.73.

Motion approved: Aye 5 Nay 0

**RESOLUTION NO. 298-2012** Motion by Councilperson Comardo, seconded by Councilperson Smith, to approve payment of BOO Part Town Fund bills, in the amount of \$5,194.52.

Motion approved: Aye 5 Nay 0

**RESOLUTION NO. 299-2012** Motion by Councilperson Smith, seconded by Councilperson Roose, to approve payment of DAO Highway, Townwide Fund bills, in the amount of \$53,541.26.

Motion approved: Aye 5 Nay 0

**RESOLUTION NO. 300-2012** Motion by Councilperson Roose, seconded by Councilperson Brown, to approve payment of HDO Town Bridges bills, in the amount of \$21,328.05.

Motion approved: Aye 5 Nay 0

**RESOLUTION NO. 301-2012** Motion by Councilperson Brown, seconded by Councilperson Comardo, to approve payment of DBO Highway, Townwide Fund bills, in the amount of \$54,952.88.

Motion approved: Aye 5 Nay 0

**RESOLUTION NO. 302-2012** Motion by Councilperson Comardo, seconded by Councilperson Smith, to approve payment of SDO Townwide Drainage bills, in the amount of \$156.00.

Motion approved: Aye 5 Nay 0

**RESOLUTION NO. 303-2012** Motion by Councilperson Smith, seconded by Councilperson Roose, to approve payment of TAO Trust and Agency bills, in the amount of \$5,014.29.

Motion approved: Aye 5 Nay 0

**ENTER INTO EXECUTIVE SESSION**

**RESOLUTION NO. 304-2012** Motion by Councilperson Smith, seconded by Councilperson Comardo, to enter into Executive Session to discuss a personnel matter.

Motion approved: Aye 5 Nay 0

The Board entered into executive session at 7:25 p.m. after a short break so that people could leave.

**CLOSE EXECUTIVE SESSION**

**RESOLUTION NO. 305-2012** Motion by Councilman Smith, seconded by Councilman Comardo, to close the Executive Session at 8:10 p.m. and return to regular session.

Motion approved: Aye 5 Nay 0

There being no further business brought before the Town Board, Councilperson Comardo made a motion to adjourn the meeting at 8:13 p.m., seconded by Councilperson Brown and all were in favor.

Respectfully submitted,

Donna K. Curry  
Parma Town Clerk

## EXHIBIT A

### DESCRIPTION OF GAILS TRAIL TO BE DEDICATED

All that tract or parcel of land situate in the Town of Parma, County of Monroe and State of New York, being part of Town Lot 24 in the Gore Tract in the southerly portion of Township No. 4, Range 1, and being more particularly described as follows:

Beginning at a point on the southerly right-of-way of Pine Hill Road, said point being the northeasterly corner of Lot 3 as shown on said map of Gail's Trail Subdivision, said point also being the intersection of the southerly right-of-way of Pine Hill Road and the westerly line of Gails Trail, as shown on a map of Gail's Trail Subdivision, Section Two filed in the Monroe County Clerk's Office in Liber 315 of maps, Page 78, thence;

1) S 85°30'07" E and along the southerly right-of-way of Pine Hill Road a distance of 60.00 feet to a point, said point being the northwesterly corner of said Lot 8, said point also being on the easterly right-of-way of Gails Trail, as shown on said map, thence;

2) S 05°00'18" W and along the easterly line of said Gails Trail a distance of 152.71 feet to a point of curvature, thence;

3) Southerly on a curve to the right formed by a radius of 180.00 feet, a central angle of 30°17'07" and an arc length of 95.14 feet to a point of reverse curvature, thence;

4) Southerly on a curve to the left formed by a radius of 120.00 feet, a central angle of 31°30'47" and an arc length of 66.00 feet to a point of tangency, thence;

5) S 03°46'38" W and along the easterly right-of-way of Gails Trail a distance of 90.09 feet to a point, thence;

6) N 86°13'22" W and along the southerly right-of-way of Gails Trail a distance of 60.00 feet to a point, thence;

7) N 03°46'38" E and along the westerly right-of-way of Gails Trail a distance of 15.05 feet to a point, thence;

8) Continuing northerly and westerly along the westerly right-of-way of said Gails Trail on a curve to the left formed by a radius of 15.00 feet, a central angle of 90°00'00" and an arc length of 23.56 feet to a point, thence;

9) N 86°13'22" W and along the westerly right-of-way of said Gails Trail a distance of 14.20' feet to a point, thence;

10) N 03°46'38" E and along the westerly right-of-way of Gails Trail a distance of 60.00 feet to a point, thence;

11) S 86°13'22" E and along the westerly right-of-way of Gails Trail a distance of 14.78' feet to a point, thence;

12) Continuing easterly and northerly along the westerly right-of-way of said Gails Trail on a curve to the left formed by a radius of 15.00 feet, a central angle of 85°36'00" and an arc length of 22.41 feet to a point of reverse curvature, thence;

13) Northerly on a curve to the right formed by a radius of 180.00 feet, a central angle of 27°06'47" and an arc length of 85.18 feet to a point of reverse curvature, thence;

14) Northerly on a curve to the left formed by a radius of 120.00 feet, a central angle of 30°17'07" and an arc length of 63.43 feet to a point of tangency, thence;

15) N 05°00'18" E and along the westerly line of said Gails Trail a distance of 152.18 feet to the point and place of beginning.

Intending to convey the right-of-way of Gails Trail, as shown on a map of Gails Trail Subdivision, Section Two, filed in the Monroe County Clerks Office in Liber 315 of Maps, Page 78.

SCHEDULE B

**PART 1 - PROJECT INFORMATION**  
**Prepared by Project Sponsor**

NOTICE: This document is designed to assist in determining whether the action proposed may have a significant effect on the environment. Please complete the entire form, Parts A through E. Answers to these questions will be considered as part of the application for approval and may be subject to further verification and public review. Provide any additional information you believe will be needed to complete Parts 2 and 3.

It is expected that completion of the full EAF will be dependent on information currently available and will not involve new studies, research or investigation. If information requiring such additional work is unavailable, so indicate and specify each instance.

NAME OF ACTION <b>Adoption of revisions to the Parma Town Code</b>		
LOCATION OF ACTION (include Street Address, Municipality and County) <b>Town of Parma</b>		
NAME OF APPLICANT/SPONSOR <b>Town of Parma</b>	BUSINESS TELEPHONE <b>585) 492-4560</b>	
ADDRESS <b>P.O. Box 728, 1300 Hilton-Parma Corners Road</b>		
CITY/PO	STATE	ZIP CODE
NAME OF OWNER (if different)		
BUSINESS TELEPHONE		
ADDRESS		
CITY/PO <b>Hilton</b>	STATE <b>NY</b>	ZIP CODE <b>14468</b>
DESCRIPTION OF ACTION The Parma Town Board proposes to amend Town Code provisions relating to: off-season storage of temporary roadside stands; minimum size of parking spaces; portable storage units in residential districts; self-storage facilities in commercial districts; size and setbacks for certain types of signs; fences in non-residential districts; the expiration of certificates of compliance for vacant structures; the computation of front setbacks; and the role of the Code Enforcement Officer in fire investigations.. A summary of the proposed changes is attached.		

Please Complete Each Question-Indicate N.A. if not applicable

**A. SITE DESCRIPTION**

Physical setting of overall project both developed and undeveloped areas.

1 Present land use:  Urban  Industrial  Commercial  Residential (suburban)  Rural (non-farm)  
 Forest  Agriculture  Other

2 Total acreage of project 27,650 acres. (approximate) Entire Town

	PRESENTLY	AFTER COMPLETION
Meadow or Brushland (Non-agricultural)	_____ acres	_____ acres
Forested	_____ acres	_____ acres
Agricultural (Includes orchards, cropland, pasture, etc.)	_____ acres	_____ acres
Wetland (Freshwater or tidal as per Articles 24, 25 of ECL)	_____ acres	_____ acres
Water Surface Area	_____ acres	_____ acres
Unvegetated (Rock, earth or fill)	_____ acres	_____ acres
Roads, buildings and other paved surfaces	_____ acres	_____ acres
Other (indicate type) _____	_____ acres	_____ acres

3. What is predominant soil type(s) on project site? Hi-Hilton Loam, Cl-Collamer Silt Loam; Od-Odessa Silt Loam; Lockport  
 a. Soil drainage:  Well drained 70 % of site  Moderately well drained 20 % of site  
 Poorly drained 10 % of site  
 b. If any agricultural land is involved, how many acres of soil are classified within soil group 1 through 4 of the NYS Land Classification System?  
90% of Town's land area \_\_\_\_\_ acres (see 1 NYSRR 370)

4 Are there bedrock outcroppings on project site?  Yes  No  
 a What is depth to bedrock? Varies \_\_\_\_\_ (in feet) Outside of the Ridge Road corridor, all areas of the Town have depth to bedrock greater than six feet.

5. Approximate percentage of proposed project site with slopes:  0-10% 95 %  10-15% 4 %  
 15% or greater 1 %
6. Is project substantially contiguous to or contain a building, site, or district listed on the State or the National Registers of Historic Places?  Yes  No
7. Is project substantially contiguous to a site listed on the Register of National Natural Landmarks:  Yes  No
8. What is the depth of the water table? Varies (in feet)
9. Is site located over a primary, principal, or sole source aquifer?  Yes  No
10. Do hunting, fishing or shell fishing opportunities presently exist in the project area?  Yes  No
11. Does project site contain any species of plant or animal life that is identified as threatened or endangered?  
 Yes  No According to David C. Woodruff, NYSDEC Region 8 (1998)  
 Identify each species: Black tern, Pirate perch, Lake Chubsucker, Pawpaw
12. Are there any unique or unusual land forms on the project site? (i.e., cliffs, dunes, other geological formations)  
 Yes  No Describe: Lake Ontario shoreline
13. Is the project site presently used by the community or neighborhood as an open space or recreation area?  
 Yes  No If yes explain: Active: Town Park and at schools and Village of Hilton facilities.  
 Passive: on private lands and along streams and Lake Ontario Shoreline
14. Does the present site include scenic views known to be important to the community?  
 Yes  No
15. Streams within or contiguous the project area  
 a. Name of Stream and name of River to which it is tributary: Major streams: West Creek and Otis Creek tributaries to Salmon Creek, a tributary to Braddock Bay/Lake Ontario; Black Creek and Northrup Creek, tributaries to Long Pond/Lake Ontario; Buttonwood Creek tributary to Braddock Bay/Lake Ontario; East Creek tributary to Lake Ontario
16. Lakes, ponds, wetland areas within or contiguous to project area  
 a. Name: PM-1 to PM20, OG-1, OG-2, GR-1, Lake Ontario b. Size (in acres): > 500 acres
17. Is the site served by existing public utilities?  
 a) If Yes, does sufficient capacity exist to allow connection?  Yes  No  
 b) If Yes, will improvements be necessary to allow connection?  Yes  No
18. Is the site located in an agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304?  
 Yes  No Northwest Agricultural District
19. Is the site located in or substantially contiguous to a Critical Environmental Area designated pursuant to Article 8 of the ECL, and 6 NYCRR617?  
 Yes  No
20. Has the site even been used for the disposal of solid or hazardous wastes?  
 Yes  No  
 (See Narrative)

**B. PROJECT DESCRIPTION**

Not Applicable (Project is not site-specific) – See Narrative

1. Physical dimensions and scale of project (fill in dimensions as appropriate)
- a. Total contiguous acreage owned or controlled by project sponsor \_\_\_\_\_ acres
- b. Project acreage to be developed: \_\_\_\_\_ acres initially; \_\_\_\_\_ acres ultimately.
- c. Project acreage to remain undeveloped \_\_\_\_\_ acres
- d. Length of project, in miles \_\_\_\_\_ (If appropriate)
- e. If the project is an expansion, indicate percent of expansion proposed \_\_\_\_\_ %
- f. Number of off-street parking spaces: Existing \_\_\_\_\_ Proposed \_\_\_\_\_
- g. Maximum vehicular trips generated per hour \_\_\_\_\_ (upon completion of project)?
- h. If residential, Number and type of housing units  
 Initially: One-Family \_\_\_\_\_ Two Family \_\_\_\_\_ Multiple Family \_\_\_\_\_ Condominium \_\_\_\_\_  
 Ultimately: One-Family \_\_\_\_\_ Two Family \_\_\_\_\_ Multiple Family \_\_\_\_\_ Condominium \_\_\_\_\_
- i. Dimensions (in feet) of largest proposed structure \_\_\_\_\_ height; \_\_\_\_\_ width; \_\_\_\_\_ length
- j. Linear feet of frontage along a public thoroughfare project will occupy is? \_\_\_\_\_ ft.

2. How much natural material (i.e., rock, earth, etc.) will be removed from the site? \_\_\_\_\_ tons/cubic yards.

3. Will disturbed areas be reclaimed?  Yes  No  
a. If yes, for what intended purpose is the site being reclaimed? \_\_\_\_\_  
b. Will topsoil be stockpiled for reclamation?  Yes  No  
c. Will upper subsoil be stockpiled for reclamation?  Yes  No

4. How many acres of vegetation (trees, shrubs, ground covers) will be removed from site? \_\_\_\_\_ acres.

5. Will any mature forest (over 100 years old) or other locally-important vegetation be removed by this project?  Yes  No

6. If single phase project: Anticipated period of construction \_\_\_\_\_ months, (including demolition).

7. If multi-phased.  
a. Total number of phases anticipated \_\_\_\_\_ (number).  
b. Anticipated date of commencement phase 1 \_\_\_\_\_ month \_\_\_\_\_ year (including demolition);  
c. Approximate completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year.  
d. Is phase 1 functionally dependent on subsequent phases?  Yes  No

8. Will blasting occur during construction?  Yes  No

9. Number of jobs generated: during construction \_\_\_\_\_ after project is completed \_\_\_\_\_

10. Number of jobs eliminated by the project \_\_\_\_\_

11. Will project require relocation of any projects or facilities?  Yes  No If yes, explain \_\_\_\_\_

12. Is surface liquid waste disposal involved?  Yes  No  
a. If yes, indicate type of waste (sewage, industrial, etc.) and amount \_\_\_\_\_  
b. Name of water body into which effluent will be discharged \_\_\_\_\_

13. Is subsurface liquid waste disposal involved?  Yes  No Type \_\_\_\_\_

14. Will surface area of an existing water body increase or decrease by proposal?  Yes  No  
Explain \_\_\_\_\_

15. Is project or any portion of project located in a 100 year flood plain?  Yes  No

16. Will the project generate solid waste?  Yes  No  
a. If yes, what is the amount per month \_\_\_\_\_ tons.  
b. If yes, will an existing solid waste facility be used?  Yes  No  
c. If yes, give name \_\_\_\_\_, location \_\_\_\_\_  
d. Will any wastes not go into a sewage disposal system or into a sanitary landfill?  Yes  No  
e. If Yes, explain \_\_\_\_\_

17. Will the project involve the disposal of solid waste?  Yes  No  
a. If yes, what is the anticipated rate of disposal? \_\_\_\_\_ tons/month.  
b. If yes, what is the anticipated site life? \_\_\_\_\_ years.

18. Will project use herbicides or pesticides?  Yes  No

19. Will project routinely produce odors (more than one hour per day)?  Yes  No

20. Will project produce operating noise exceeding the local ambient noise levels?  Yes  No

21. Will project result in an increase in energy use?  Yes  No  
If yes, indicate type(s) \_\_\_\_\_

22. If water supply is from wells, indicate pumping capacity \_\_\_\_\_ gallons/minute.

23. Total anticipated water usage per day \_\_\_\_\_ gallons/day.

24. Does project involve Local, State or Federal funding?  Yes  No  
If Yes, explain \_\_\_\_\_

**25. Approval Required:**

			Type	Submittal
	Yes	No		Date
City, Town, Village Board	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Adoption of Code Revisions	October 2012
City, Town, Village Planning Board	<input type="checkbox"/>	<input type="checkbox"/>		
City, Town Zoning Board	<input type="checkbox"/>	<input type="checkbox"/>		
City, County Health Department	<input type="checkbox"/>	<input type="checkbox"/>		
Other Local Agencies	<input type="checkbox"/>	<input type="checkbox"/>		
Other Regional Agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Advisory Review per 239-m by County Planning Department	December 2012
State Agencies	<input type="checkbox"/>	<input type="checkbox"/>		
Federal Agencies	<input type="checkbox"/>	<input type="checkbox"/>		

**C. Zoning and Planning Information**

- Does proposed action involve a planning or zoning decision?  Yes  No  
 If Yes, indicate decision required:  
 zoning amendment  zoning variance  special use permit  subdivision  site plan  
 new/revision of master plan  resource management plan  other
- What is the zoning classification(s) of the site? AC, RR, MD, HD, WF, TH, RB, NC, GC, HC, LI & EPD's
- What is the maximum potential development of the site if developed as permitted by the present zoning?  
N/A Proposed Action is not site specific
- What is the proposed zoning of the site? No changes proposed to zoning classifications of land
- What is the maximum potential development of the site if developed as permitted by the proposed zoning?  
N/A Proposed Action is not site specific
- Is the proposed action consistent with the recommended uses in adopted local land use plans?  Yes  No
- What are the predominant land use(s) and zoning classifications within a 1/4 mile?
- Is the proposed action compatible with adjoining/surrounding land uses within a 1/4 mile?  Yes  No
- If the proposed action is the subdivision of land, how many lots are proposed?  
 a. What is the minimum lot size proposed?
- Will proposed action required any authorization(s) for the formation of sewer or water districts?  Yes  No
- Will the proposed action create a demand for any community provided services (recreation, education, police, fire protection)?  Yes  No  
 a. If yes, is existing capacity sufficient to handle projected demand?  Yes  No
- Will the proposed action result in the generation of traffic significantly above present levels?  Yes  No  
 a. If yes, is the existing road network adequate to handle the additional traffic?  Yes  No

**D. Information Details**

Attach any additional information as may be needed to clarify your project. If there are or may be any adverse impacts associated with your proposal, please discuss such impacts and the measures which you propose to mitigate or avoid them.

**E. Verification**

I certify that the information provided above is true to the best of my knowledge.

Applicant/Sponsor Name Town of Parma Date \_\_\_\_\_  
 Signature \_\_\_\_\_ Title: \_\_\_\_\_

If the action is in the Coastal Area, and you are a state agency, complete the Coastal Assessment Form before proceeding with this assessment.

**Part 2 - PROJECT IMPACTS AND THEIR MAGNITUDE**  
 Responsibility of Lead Agency

**General Information (Read Carefully)**

- In completing the form the reviewer should be guided by the question: Have my responses and determinations been **reasonable**? The reviewer is not expected to be an expert environmental analyst.
- The **Examples** provided are to assist the reviewer by showing types of impacts and wherever possible the threshold of magnitude that would trigger a response in column 2. The examples are generally applicable throughout the State and for most situations. But, for any specific project or site other examples and/or lower thresholds may be appropriate for a Potential Large Impact response, thus requiring evaluation in Part 3.
- The impacts of each project, on each site, in each locality, will vary. Therefore, the examples are illustrative and have been offered as guidance. They do not constitute an exhaustive list of impacts and thresholds to answer each question.
- The number of examples per question does not indicate the importance of each question.
- In identifying impacts, consider long term, short term and cumulative effects.

Instructions (Read carefully)

a. Answer each of the 20 questions in PART 2. Answer **Yes** if there will be any impact.

b. **Maybe** answers should be considered as **Yes** answers.

c. If answering **Yes** to a questions then check the appropriate box (column 1 or 2) to indicate the potential size of the impact. If the impact threshold equals or exceeds any example provided, check column 2. If impact will occur but threshold is lower than example, check column 1.

d. Identifying that an impact will be potentially large (column 2) does not mean that it is also necessarily significant. Any large impact must be evaluated in PART 3 to determine significance. Identifying an impact in column 2 simply asks that it be looked at further.

e. If reviewer has doubt about size of the impact then consider the impact as potentially large and proceed to PART 3.

f. If a potentially large impact checked in column 2 can be mitigated by change(s) in the project to a small to moderate impact, also check the **Yes** box in column 3. A **No** response indicates that such a reduction is not possible. This must be explained in PART 3.

**IMPACT ON LAND**

1. Will the proposed action result in a physical change on the project site?  
 NO       YES

**Examples** that would apply to column 2

- Any construction on slopes of 15% or greater, (15 foot rise per 100 foot of length), or where the general slopes in the project area exceed 10%.
- Construction on land where the depth to the water table is less than 3 feet.
- Construction of paved parking area for 1,000 or more vehicles.
- Construction on land where bedrock is exposed or generally within 3 feet of existing ground surface.
- Construction that will continue for more than 1 year or involve more than one phase or stage.
- Excavation for mining purposes that would remove more than 1,000 tons of natural material (i.e. rock or soil) per year.
- Construction or expansion of a sanitary landfill.
- Construction is in a designated floodway.

Other impacts: \_\_\_\_\_

2. Will there be an effect to any unique or unusual land forms found on the site?  
 (i.e., cliffs, dunes, geological formations, etc.)       NO       YES

• Specific land forms: \_\_\_\_\_

	1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact be Mitigated by Project Change
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No

**IMPACT ON WATER**

3 Will the proposed action affect any water body designated as protected?  
 (Under Articles 15, 24, 25 of the Environmental Conservation Law, EC)  
 NO  YES

Examples that would apply to column 2

- Developable area of site contains a protected water body
- Dredging more than 100 cubic yards of material from channel of a protected stream
- Extension of utility distribution facilities through a protected water body
- Construction in a designated freshwater or tidal wetland
- Other impacts \_\_\_\_\_

4 Will proposed action affect any non-protected existing or new body of water?  
 NO  YES

Examples that would apply to column 2

- A 10% increase or decrease in the surface area of any body of water or more than a 10 acre increase or decrease
- Construction of a body of water that exceeds 10 acres of surface area
- Other impacts \_\_\_\_\_

5 Will proposed Action affect surface or groundwater quality or quantity?  
 NO  YES

Examples that would apply to column 2

- Proposed Action will require a discharge permit
- Proposed Action requires use of a source of water that does not have approval to serve proposed (project) action
- Proposed Action requires water supply from wells with greater than 45 gallons per minute pumping capacity.
- Construction or operation causing any contamination of a water supply system
- Proposed Action will adversely affect groundwater.
- Liquid effluent will be conveyed off the site to facilities which presently do not exist or have inadequate capacity
- Proposed Action would use water in excess of 20,000 gallons per day
- Proposed Action will likely cause siltation or other discharge into an existing body of water to the extent that there will be an obvious visual contrast to the natural conditions
- Proposed Action will require the storage of petroleum or chemical products greater than 1,100 gallons.
- Proposed Action will allow residential uses in areas without water and/or sewer services.
- Proposed Action locates commercial and/or industrial uses which may require new or expansion of existing water treatment and/or storage facilities.
- Other impacts \_\_\_\_\_

6 Will proposed action alter drainage flow or patterns, or surface water runoff?  
 NO  YES

Examples that would apply to column 2

- Proposed Action would change flood water flows.

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact be Mitigated by Project Change	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No





**IMPACT ON CRITICAL ENVIRONMENTAL AREAS**

14. Will Proposed Action impact the exceptional or unique characteristics of a critical environmental area (CEA) established pursuant to subdivision 6 NYCRR 617.14(g)?  NO  YES

List the environmental characteristics that caused the designation of the CEA.

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

**Examples** that would apply to column 2

- Proposed Action to locate with the CEA?
- Proposed Action will result in a reduction in the quantity of the resource?
- Proposed Action will result in a reduction in the quality of the resource?
- Proposed Action will impact the use, function or enjoyment of the resource?
- Other impacts: \_\_\_\_\_

**IMPACT ON TRANSPORTATION**

15. Will there be an effect to existing transportation systems?  NO  YES

**Examples** that would apply to column 2

- Alteration of present patterns of movement of people and/or goods.
- Proposed Action will result in major traffic problems.
- Other impacts: \_\_\_\_\_

**IMPACT ON ENERGY**

16. Will proposed action affect the community's sources of fuel or energy supply?  NO  YES

**Examples** that would apply to column 2

- Proposed Action will cause a greater than 5% increase in the use of any form of energy in the municipality.
- Proposed Action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two family residences or to serve a major commercial or industrial use.
- Other impacts: \_\_\_\_\_

1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact be Mitigated by Project Change	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

**NOISE AND ODOR IMPACTS**

17. Will there be objectionable odors, noise, or vibration as a result of the Proposed Action?  NO  YES

Examples that would apply to column 2

- Bleasting within 1,500 feet of a hospital, school or other sensitive facility
- Odors will occur routinely (more than one hour per day)
- Proposed Action will produce operating noise, exceeding the local ambient noise levels for noise outside of structures.
- Proposed Action will remove natural barriers that would act as a noise screen
- Other impacts: \_\_\_\_\_

**IMPACT ON PUBLIC HEALTH**

18. Will Proposed Action affect public health and safety?  NO  YES

Examples that would apply to column 2

- Proposed Action may cause a risk of explosion or release of hazardous substances (i.e. oil, pesticides, chemicals, radiation, etc.) in the event of accident or upset conditions, or there may be a chronic low level discharge or emission.
- Proposed Action may result in the burial of "hazardous wastes" in any form (i.e., toxic, poisonous, highly reactive, radioactive, irritating, infectious, etc.)
- Storage facilities for one million or more gallons of liquefied natural gas or other flammable liquids.
- Proposed Action may result in the excavation or other disturbance within 2 000 feet of a site used for the disposal of solid or hazardous waste
- Other impacts: \_\_\_\_\_

**IMPACT ON GROWTH AND CHARACTER OF COMMUNITY OR NEIGHBORHOOD**

19. Will proposed action affect the character of the existing community?  NO  YES

Examples that would apply to column 2

- The permanent population of the city, town or village in which the project is located is likely to grow by more than 5%.
- The municipal budget for capital expenditures or operating services will increase by more than 5% per year as a result of this project
- Proposed Action will conflict with official adopted plans or goals.
- Proposed Action will cause a change in the density of land use
- Proposed Action will replace or eliminate existing facilities, structures or areas of historic importance to the community.
- Development will create a demand for additional community services (e.g. schools, police and fire, etc.)
- Proposed Action will set an important precedent for future projects.
- Proposed Action will create or eliminate employment.
- Other impacts: \_\_\_\_\_

	1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact be Mitigated by Project Change	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

20. Is there, or is there likely to be, public controversy related to potential adverse environmental impacts?  NO  YES

If any action in Part 2 is identified as a potential large impact or if you cannot determine the magnitude of impact, proceed to Part 3

### Part 3 -- EVALUATION OF THE IMPORTANCE OF IMPACTS

Responsibility of Lead Agency

Part 3 must be prepared if one or more impact(s) is considered to be potentially large, even if the impact(s) may be mitigated.

#### Instructions

Discuss the following for each impact identified in Column 2 of Part 2:

1. Briefly describe the impact.
2. Describe (if applicable) how the impact could be mitigated or reduced to a small to moderate impact by project change(s).
3. Based on the information available, decide if it is reasonable to conclude that this impact is important.

To answer the question of importance, consider:

- The probability of the impact occurring
- The duration of the impact
- Its irreversibility, including permanently lost resources of value
- Whether the impact can or will be controlled
- The regional consequence of the impact
- Its potential divergence from local needs and goals
- Whether known objections to the project relate to this impact.

(Continue on attachments)

### Environmental Assessment Form

#### Additional Details

#### PART 1 - PROJECT INFORMATION

##### A. Site Description

##### 6. Buildings, Sites, or Districts Listed on the State or National Register of Historic Places

Two cobblestone houses have been listed on the State or National Register of Historic Places. One house is located on Manitou Road south of its intersection with East Parma Center Road; the other is located on Curtis Road east of its intersection with Bennet Road.

##### 10. Hunting, Fishing or Shellfishing Opportunities

Privately held wooded and open parcels of land are used for hunting purposes by residents of the Town of Parma. Fishing opportunities are available along the streams and lakeshore areas, particularly along Salmon Creek.

##### 11. Threatened or Endangered Species

Correspondence from David C. Woodruff, Senior Wildlife Biologist for NYSDEC Region 8, received in conjunction with the environmental review of comprehensive zoning revisions in 1998, indicates the following threatened, endangered or rare species have been identified in the Town: Black Tern, Pirate Perch, Lake Chubsucker, and Pawpaw.

##### 12. Unique or Unusual Land Forms

The Town of Parma contains approximately 3.5 miles of Lake Ontario shoreline. According to The Town of Parma Master Plan Update 1989, the NYS Department of Environmental Conservation has identified this area as a "coastal erosion hazard area" based on the fragile nature of the landforms along the shoreline.

##### 17. Public Utilities

The majority of the Town has public water service. Sanitary sewer services are limited to areas within and immediately adjacent to the Village of Hilton.

##### 20. Disposal Sites

According to the 1989 Master Plan, there are four NYSDEC inactive hazardous waste sites in the Town of Parma. These include:

- Trimmer Road Landfill, an inactive landfill which accepted both municipal and

industrial waste;

- Monarch Sand and Gravel, located on Pine Hill Road, which has been active since 1932 and was used for disposal of construction debris at least through 1989;
- Parma 6, located at 4618 Ridge Road, an inactive site used as a landfill for the disposal of fly ash from Rochester Gas and Electric; and,
- Burritt Road Site, formerly a sand and gravel pit used by a construction company.

## **PART 2 - PROJECT IMPACTS AND THEIR MAGNITUDE**

The proposed amendments would not change the overall density of development permitted in any district and would not affect the character of any district. Site specific environmental review will continue to be required by the Town for new development that may be proposed in accordance with the revised regulations.