



Adirondack Park Agency

September 11, 2019

Primax Properties, LLC
1100 East Morehead Street
Charlotte, NC 28204

**Re: APA Project 2019-0093
Town of Caroga, Fulton County
Land Use Area: Hamlet and Rural Use
Tax Map No.: 83-1-1**

Dear Primax Properties, LLC Representative:

Thank you for the recent submission in relation to APA Project No. 2019-0093, received on August 13, 2019. The submission provided important information in response to the Agency's June 28, 2019, Notice of Incomplete Permit Application (NIPA). As a result, items 4 and 5 of the June 28, 2019 NIPA are either satisfied or no longer required.

The remaining information required by the Agency's June 28, 2019 Notice of Incomplete Permit Application is still required to review the application. A copy is enclosed for your convenience. You will receive a Notice in writing informing you when staff has received the information necessary to complete the application. At the time the application is deemed complete, the required time period for Agency action on the proposed project will begin.

If you have any questions regarding this letter or the project review process, please contact me at the phone number listed below.

Sincerely,

A handwritten signature in black ink that reads "Matthew Brown".

Matthew Brown
Environmental Program Specialist I

MBB:lh

Attachment: June 28, 2019 NIPA

cc: Caroga Lake Volunteer Fire Co.

John Duesler, Town of Caroga Code Enforcement Officer

Alan Kozakiewicz, Town of Caroga Planning Board Chair



**Adirondack
Park Agency**

COPY

Via Certified Mail, Return Receipt Requested
Tracking No.: 7018 02290 0000 8504 7689

NOTICE OF INCOMPLETE PERMIT APPLICATION

APA Project No.: 2019-0093

Project Sponsor: Primax Properties, LLC 1100 East Morehead Street Charlotte, NC 28204	Authorized Representative: N/A
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Date Permit Application Received: June 13, 2019

Type of Project: Two-lot subdivision and construction of a commercial use structure

Location of Project: Town of Caroga, Fulton County

Land Use Area: Hamlet and Rural Use

Tax Map No.: 83-1-1

Dear Primax Properties, LLC Representative:

Thank you for your permit application, received by the Agency on June 13, 2019. The application provided important information on the proposed project. As outlined below, initial evaluation by Agency staff indicates that additional information is necessary to review the application.

Staff will also need to visit the project site as part of the review process. Please contact **Matt B. Brown**, the Environmental Program Specialist 1 (EPS1) assigned to your proposal, to arrange for this visit. Site visits should be scheduled well in advance.

You will receive a notice in writing informing you when staff has received the information necessary to complete the application. At the time the application is deemed complete, the required time period for Agency action on the proposed project will begin.

The proposal may not be undertaken until a permit has been issued by the Agency. "Undertake" means any commencement of a material disturbance of land preparatory to the proposed project, including but not limited to road construction, grading, installation of utilities, excavation, clearing of building sites, or other landscaping, or in the case of subdivision, the conveyance of any lots.

If you have any questions regarding this Notice of Incomplete Permit Application or the project review process, please contact EPS Brown.

6-28-19

Date



Terry Martino, Executive Director

Attachment: List of Requested Information

REQUESTED INFORMATION
APA Project No. 2019-0093

1. **General Information Request (GIR) Item 5 “Site Plan Map or Subdivision Map”:** Please submit a site plan showing:
 - a. Existing property boundaries;
 - b. A proposed boundary line creating two lots (labeled as Lot 1 and Lot 2) and note the size of each proposed lot in acres or square feet;
 - c. A suitable deep-hole soils test pit (DHTP) for an on-site wastewater treatment system (OSWTS) on each building site or vacant lot, with DHTP numbered and a corresponding notation on the site plan of soil profile results;
 - d. Proposed on-site water supplies;
 - e. Proposed OSWTS(s), including all components of each OSWTS, including tank, piping, leach field and a reserve area for 100% replacement of leach field;
 - f. Wetlands as delineated by Agency staff on November 3, 2016;
 - g. A 100-foot undisturbed vegetative buffer between the wetlands and the proposed development;
 - h. Existing and proposed structures, including the location of the single-family dwelling constructed circa 1910;
 - i. All new roadway and parking areas (label size and materials);
 - j. New sidewalks, stairways and other pedestrian facilities (label size and materials);
 - k. Construction limit lines;
 - l. Grading limit lines and final grading shown at 2-foot intervals;
 - m. Permanent stormwater management facilities (label size and materials);
 - n. Fuel and bulk chemical storage and dispensing facilities;
 - o. Limits of vegetative cutting; and
 - p. Local town zoning designation boundaries and required town setbacks.

2. **GIR Item 9 “On-Site Wastewater Treatment System”:**
 - a. Please contact EPS Brown to arrange a site visit to conduct a DHTP observation to investigate whether standards for installation of an OSWTS can be met on the proposed 2.1-acre parcel. The applicant is responsible for having a backhoe and backhoe operator present during the site visit.
 - b. Please provide detailed plans prepared by a licensed design professional (e.g., New York State licensed professional engineer or architect) or qualified contractor for each proposed new or replacement OSWTS on the project site including a 100% replacement area that meets all required 100-foot setbacks to wetlands, wells, and waterbodies.

3. **GIR Item 14 “Other Governmental Reviews”:** Please calculate the proposed area of disturbance for site development including the access driveway, OSWTS, and location of all commercial buildings and associated parking areas. Please note that if the proposed area of disturbance is greater than one acre, a New York State Department of Environmental Conservation (NYSDEC) State Pollutant Discharge Elimination System (SPDES) general permit for stormwater discharges from construction activities is required, and a completed Storm Water

Primax Properties, LLC

June 28, 2019

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Pollution Prevention Plan (SWPPP) and draft Notice of Intent (NOI) Form will need to be provided to NYSDEC and the Agency for review.

4. **GIR Item 15 "Project Applicant/Landowner Signatures:** Please provide signatures of all Project Applicants on the attached signature page.
5. Please detail how wastes will be disposed of and stored on site. Any outside storage or disposal facilities should be shown on the Site Plan Map.

TM:MBB:slp

Enclosures: Signature Page

cc: Caroga Lake Volunteer Fire Co.

John Duesler, Town of Caroga Code Enforcement Officer

Alan Kozakiewicz, Town of Caroga Planning Board Chair