

**VILLAGE OF FAYETTEVILLE
ZONING BOARD OF APPEALS
AREA VARIANCE APPLICATION PACKAGE**

MILLER RESIDENCE – 123 CHAPEL STREET – FAYETTEVILLE – NY – 13066

26 August 2020

Village of Fayetteville
Zoning Board of Appeals
425 East Genesee Street
Fayetteville, New York 13066

Re: Miller Residence
123 Chapel Street, Fayetteville, NY 13066
Proposed Detached Garage Area Variance
Side Yard & Rear Yard Setback Relief
Municipal Code Section 187- 54

Dear Mark A. Colvin, Chairperson/Julia Marshall, Deputy Chairperson & Board Members:

Jack Klump
Tim Rowland
Dan Smolnycki
Rick Hall (Associate)

APPLICATION PACKAGE

Please find attached: Variance Submittal Requirements Checklist; Zoning Board of Appeals Variance Application; NYS DEC Short Form Environmental Assessment Parts 1 & 2; Existing Property Survey and Proposed Residence Construction Drawings for your review and consideration regarding the requested Area Variance.

EXISTING CONDITIONS

The subject property is currently zoned Residential Business District, (RB) including the adjacent property to the east, as well as the adjacent properties to the north along Chapel Street. The adjacent property immediately to the northeast is zoned Transitional Business District and is currently occupied by Spring Manor, LLC. The adjacent properties to the south along Clinton Street are zoned Residential R2.

LIMITED SETBACK VARIANCE

This Variance Application is limited to the construction of a 2-car garage with covered boat storage at the northeast corner of the building lot only. The associated residence was granted a Building Permit on 25 August 2020 pursuant to review by Michael Jones, Code Enforcement Officer, with the understanding that the Permit was for the residential dwelling only, and that the detached garage would require an Area Variance to obtain the necessary permit.

SIDE YARD SETBACK RELIEF

The sought Relief consists of a side yard setback reduction from 15 feet 4.26 feet for approximately half the length of the overall 36-foot garage structure. The building lot north property width narrows 12.74 feet approximately halfway into the length of the proposed garage structure. The side yard setback for the western most portion of

the garage does comply with the required 15 feet. This portion of side yard borders the Traditional Business District (TB) and poses the least amount impact because it borders on a Business Property. The current use of this Business Property in this specific location is a parking lot with no structures or buildings within 85 -90 feet of the rear property line.

REAR YARD SETBACK

The Rear Yard Setback Relief sought reduces the required rear yard from 50 feet to 18.24 feet, a 31.76-foot reduction to accommodate the garage and the covered boat storage area. The rear yard to the main structure of the garage would be 30.24 feet. The property to the east of the rear lot line is also zoned Residential Business (RB) and is separated to the applicant's property by both existing foliage and a privacy fence. The current use of the adjacent property (Owned by Jessica Schaffner) to the east appears to be a residential rear yard. The existing dwelling is approximately 50 feet to the existing property garage and approximately 90 feet to the existing dwelling.

The north and east property line corner has significant existing foliage, and if it pleases the Board, the applicant would be willing to plant additional evergreens in this location to lessen the visual impacts of the applicant's garage to the neighboring properties.

Respectfully submitted,



Paul Billings Architect

VILLAGE OF FAYETTEVILLE
ZONING BOARD OF APPEALS
425 EAST GENESEE STREET
FAYETTEVILLE, NY 13066

PLEASE READ THE FOLLOWING CAREFULLY:

The Zoning Board of Appeals (ZBA) normally meets the third Monday of the month, although this schedule is subject to change. In order for your application to be placed on the ZBA's agenda, you must file your complete application with the Village Clerk at least two weeks before the meeting will be held. The placement of your application on the meeting agenda is subject to both caseload, the evaluation of your application under the NYS Environmental Quality Review Act, and the requirements for referral to the Onondaga County Planning Agency.

Please type or print your application. Please submit an original of the application and ten (10) copies.

The zoning board of appeals reserves the right to limit the number of cases it hears at any one meeting to the first applications received. Additional applications may be delayed until a later meeting, despite submissions prior to a filing deadline. AN INCOMPLETE APPLICATION WILL NOT BE CONSIDERED AT ALL.

Once an application has been scheduled for a public hearing, a notice of this public hearing will be published in a local newspaper, and may be mailed to the applicant. The application will be open for inspection at the village clerk's office.

Unless otherwise notified, all meetings at which public hearings are to be held will begin at 7:00 PM in the Village Hall, 425 E. Genesee Street, Fayetteville. **The applicant or an authorized representative must attend the public hearing to explain the case or variance request to the Zoning Board of Appeals.** While not required by law, the ZBA recommends that owners of neighboring properties be contacted by the applicant with respect to any proposed variance. An applicant may wish to present the Board with the neighbor's opinions, either verbally or in writing.

VARIANCE SUBMITTAL REQUIREMENTS
(Incomplete applications will be rejected.)

1. Ten (10) copies of an accurate survey map of the property drawn by a licensed land surveyor. The survey must designate existing structures and proposed structures or additions (to scale). The survey must also show driveways and/or parking spaces. The distances from the rear line, front line, and side lines to the closest point on the primary structure must be shown. Distances from accessory or secondary structures to boundary lines should be shown as appropriate.
2. Ten (10) copies of the completed application form and attachments as detailed in #3.
3. Site plan; floor plans, if applicable; parking plan, if applicable; photos. Please attach a site plan of the property, drawn to scale, showing the dimensions of the lot, all existing buildings, and the exact size and location of the proposed construction, including the dimensions from the front, side, and rear boundaries of the lot.
4. Environmental Assessment Form (Page 1 must be completed by the applicant, if the short form is used.)
5. Fee of \$ 125 for area variance; \$500 for use variance.

The application may be either mailed or delivered in person to the address at the top of the page.

RECEIVED BY: _____ DATE: _____

Village of Fayetteville
ZONING BOARD OF APPEALS
Mark Colvin, Chairperson
Telephone: (315) 637-9864 Fax: (315) 637-0106
425 East Genesee Street
Fayetteville, NY 13066

ZONING BOARD of APPEALS
(Please fill out the application completely)

Tax Map Number of Property:
05.-02-15.0

Zoning District of Property:
RB-RESIDENTIAL BUSINESS

Date Filed: _____

Application Fee: \$125.00

Applicant: JOSEPH MILLER

Telephone: 607-351-3544

Co-Applicant: CHRISTEN BONACCI

Applicant's Address: 4959 RAVINE ROAD

Email: JMILLER@MILLERBROTHERS.COM

Owner of Property: SAME AS APPLICANTS

Telephone: 607-351-3544

Property Address: 123 CHAPEL STREET, FAYETTEVILLE, NY 13066

Denied by Codes Enforcement on: 25 AUGUST 2020

When did the Planning Board review the application? CONCURRENT WITH THIS APPLIC.

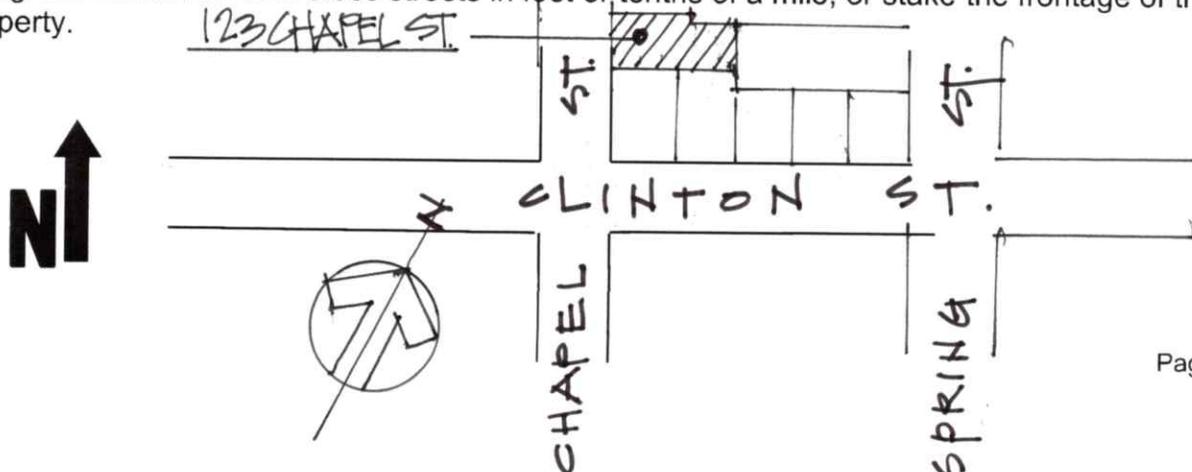
Planning Board's recommendation or determination: T.B.D.

If the property is located within the historic district, when did the Historic Preservation

Commission (HPC) review the application? NOT LOCATED IN HISTORIC DISTRICT

HPC's recommendation or determination: N/A

The Zoning Board members routinely visit each site. In order to assist them in finding your property, please locate BELOW the property with cross street names, and provide any other features which might assist the Board in identifying the property. If the land is vacant, please designate distances from cross streets in feet or tenths of a mile, or stake the frontage of the property.



Eff. 2018

Size of Parcel: _____ Width 69.51' Depth 162.45' Total Area 11,300.62 # Shape RECT.

0.259 ACRES

Current Use of the Property:

VACANT BUILDING LOT W/ PARTIAL TARMA DRIVE & WOODEN STORAGE SHED.

Is the property located within 500 feet of: (Please check one.)

YES NO

A boundary line of the Village of Fayetteville? () (X)

An existing or proposed County, State, or Highway Road? () (X)

An existing or proposed County, State Park, or Recreation Area? () (X)

Right of way or County owned or used stream or drainage channel? () (X)

County or State owned lands with public building? () (X)

Is the property located within a flood plain or floodway? () (X)

Appeal is made herewith for:

() Interpretation of the Zoning Ordinance or Zoning Map

(X) Variance from the **AREA** restrictions of the Zoning Ordinance (See page 3.)

() Variance from the **USE** restrictions of the Zoning Ordinance (See page 4.)

() Other – Appeal

The applicant requests a variance from the following Section(s) of the Code, granting the following relief:

Code Section (Title, Article)	Subject	Permitted	Proposed	Extent of Relief Requested
<u>107-54</u>	<u>SIDEYARD SETBACK</u>	<u>15.0'</u>	<u>4.26'</u>	<u>10.74'</u>
<u>107-54</u>	<u>REARYARD SETBACK</u>	<u>50.0'</u>	<u>18.24'</u>	<u>31.76'</u>

Description of Proposed Use:

VARIANCE REQUESTED TO ALLOW CONSTRUCTION OF A 2 CAR GARAGE & PORTICO (ROOF ONLY) BOAT STORAGE AREA. SIDEYARD BORDERS AN EXIST. TRANSITIONAL BUSINESS DISTRICT (TB) & REARYARD BORDERS AN EXIST. RESIDENTIAL BUSINESS (RB) DIST.

Proposed Hours of Operation:

NOT APPLICABLE TO OWNER OCCUPIED SINGLE

Mon _____ Tues _____ Wed _____ Thur _____ Fri _____ Sat _____ Sun _____

FAMILY RESIDENTIAL DWELLING.

Expected Peak Hours:

Weekday _____ Weekday Evening _____ Weekend Day _____ Weekend Evening _____

Expected Parking Needs: 2 OWNER OCCUPIED CARS & PERSONAL GUESTS

Expected Exterior Storage: NONE EXCEPT THE PROPOSED SMALL BOAT COVERED STORAGE.

Description of any proposed interior improvements: SINGLE FAMILY CRAFTSMAN STYLE HOUSE WITH NEW CONSTRUCTION INTERIOR FINISHES

Description of drainage flows and controls: THE APPLICANT DOES NOT INTEND TO ALTER THE EXIST. STORM WATER DRAINAGE PATTERN. THE SITE WILL BE AS UNDISTURBED AS POSSIBLE.

Full description of any proposed exterior improvements: SEE SITE LOCATION PLAN AND CONSTRUCTION DRAWINGS FOR DETAIL

Existing/Proposed Signage: NONE.

AREA VARIANCE: The questions below are the criteria for which an area variance request is determined.

- 1) Will there be an undesirable change in the character of the neighborhood or a detriment to nearby properties? NONE: THE PROPOSED CRAFTSMAN DESIGN WILL ENHANCE RATHER THAN ALTER THE VILLAGE.
- 2) Can the applicant achieve the benefit by some method, feasible for the applicant to pursue, other than an area variance? UNFORTUNATELY NO, THE BUILDING LOT IS NARROW AND EVEN WITH A "FRONT TO BACK" DESIGN THE GARAGE
- 3) Is the area variance request substantial? NO, NOT REALLY AT ALL. MUST BE DETACHED.
- 4) Will the variance have an adverse effect on the physical or environmental conditions in the neighborhood or district? NO, NO IMPACT (ADVERSE) TO EITHER THE PHYSICAL OR ENVIRONMENTAL DISTRICT.
- 5) Was the alleged difficulty self-created? NO, THE DIFFICULTY WAS UNFORSEEN BY THE APPLICANT PRIOR TO PURCHASING THE PROPERTY

The above-stated questions will be discussed and evaluated by the Zoning Board of Appeals.

Please state the basis for your variance request and attach that statement to this application.

SEE ATTACHED SUBMISSION LETTER PREPARED BY THE ARCHITECT.

USE VARIANCE: If the applicant requests to use the subject property for purposes which are not allowed or are prohibited by the Village of Fayetteville Codes, the applicant must demonstrate unnecessary hardship. In order to prove unnecessary hardship, the applicant must submit evidence demonstrating this:

- 1) The applicant is deprived of all economic use or benefit from the property in question, which deprivation must be established by competent financial evidence;
- 2) The alleged hardship relating to the property is unique, and does not apply to a substantial portion of the district or neighborhood;
- 3) That the requested use variance, if granted, will not alter the essential character of the neighborhood; and
- 4) That the alleged hardship has not been self-created.

Please state the basis for your appeal and attach that statement to this application.

DISCLOSURE OF INTEREST

Pursuant to Section 809 of the General Municipal Law and Section 99-36 of the Code, every applicant for an area variance must certify the name, residence, and the nature and extent of the interest of any officer or employee of the State of New York, the Village of Fayetteville, the Town of Manlius, or the County of Onondaga, in the person, partnership, corporation, or association making such an application to the extent known to such applicant. The names, residences, and nature and extent of interest of all such public officers or employees are:

Please list any professionals who will be assisting you with your presentation at the public hearing:

<u>Name</u>	<u>Company</u>	<u>Profession</u>	<u>Telephone#</u>
PAUL BILLINGS	PAUL BILLINGS ARCHITECT	ARCHITECT	315.569.9113
_____	_____	_____	_____
_____	_____	_____	_____

Eff. 2018

***ATTENTION APPLICANTS: YOU OR PERSON(S) ACTING ON YOUR BEHALF MUST ATTEND THE SCHEDULED PUBLIC HEARING IN ORDER FOR YOUR APPLICATION TO BE REVIEWED.**

Print Name of Property Owner: _____

Signature of Property Owner: _____ Date: _____

Print Name of Property Owner: _____

Signature of Property Owner: _____ Date: _____

State of New York

County _____ }

_____ being duly sworn, deposes and says that s/he is the person who has signed this application; that s/he is the _____, authorized by the said owner to make and file this application; that s/he has read and understands this application; that all statements contained therein are true to the best of his/her knowledge and belief; and the work will be performed in accordance with the application and the plans and specifications filed therewith.

Signature(s) of Applicant

Sworn to before me this _____ day of _____

Notary Public _____

County _____

******* OFFICIAL USE ONLY *******

Received by: _____ Date: _____

	APPROVED	DENIED	DATE
Codes Enforcement Review:	_____	_____	_____
Planning Board Review:	_____	_____	_____
Zoning Board of Appeals:	_____	_____	_____

Condition(s) made part of approval:

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			
Paul Billings Architect			
Name of Action or Project: Miller Residence (Single Family Wood Framed Dwelling w/ Wood Framed Detached 2 Car Garage)			
Project Location (describe, and attach a location map): 123 Chapel Street, Village of Fayetteville, County of Onondaga, State of New York 13066 (See Location Plan Attached)			
Brief Description of Proposed Action: The Proposed Action consists of the construction of a 2,455 SF Single Family Dwelling and 792 SF Detached 2 Car Garage including a Portico Roof 12 x 22 Area for the storage of the applicant's boat. The proposed use of the property is for a Residential Owner Occupied Dwelling (R-2 Use) in an RB (Residential Business District)			
Name of Applicant or Sponsor: Paul Billings Architect - Project Designer		Telephone: 315-569-9113 E-Mail: phbarchitect@gmail.com	
Address: 4407 Watervale Road			
City/PO: Manlius		State: NY	Zip Code: 13104
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 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:			YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ 0.259 acres			
b. Total acreage to be physically disturbed? _____ 0.120 acres			
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ 0.259 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 checked="" type="checkbox"/> Other(Specify): Traditional Business District TB Zone <input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO	YES	
	<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	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input checked="" 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? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO	YES	
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

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

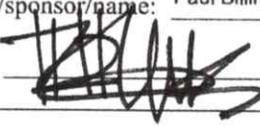
Shoreline Forest Agricultural/grasslands Early mid-successional

Wetland Urban Suburban

15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,	NO	YES
	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If Yes, briefly describe: Village of Fayetteville Municipal Storm Water System.		
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: Paul Billings Architect Date: 26 August 2020

Signature:  Title: Licensed Registered Architect



Project:

Date:

Short Environmental Assessment Form
Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

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?	<input type="checkbox"/>	<input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	<input type="checkbox"/>	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	<input type="checkbox"/>	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	<input type="checkbox"/>	<input type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>
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?	<input type="checkbox"/>	<input type="checkbox"/>
7. Will the proposed action impact existing:		
a. public / private water supplies?	<input type="checkbox"/>	<input type="checkbox"/>
b. public / private wastewater treatment utilities?	<input type="checkbox"/>	<input type="checkbox"/>
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	<input type="checkbox"/>	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	<input type="checkbox"/>	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	<input type="checkbox"/>	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	<input type="checkbox"/>	<input type="checkbox"/>

Project:

Date:

**Short Environmental Assessment Form
Part 3 Determination of Significance**

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.

- 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.
- 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)

PRINT FORM