

Agenda

Natalie E. Nitsche Town Clerk

Town Board of the Town of Hamburg

October 19, 2026

- 1. Roll Call**
- 2. Pledge of Allegiance**
- 3. Minutes of Previous Meeting**
RESOLVED, that the Town Board does hereby approve the minutes of the previous meeting as follows: September 28, 2026
- 4. Agenda Items**
 - 4.1. Proclamation John Mills**
 - 4.2. Small Business Recognition**
 - 4.3. Notice of Public Hearing 2027 Town of Hamburg Budget**
 - 4.4. Public Hearing 2027 Fire Company Budget Requests**
 - 4.5. Public Hearing Proposed Local Law 18, 2026**
 - 4.6. Implementation of RPTL §458-a(11), As Amended 100% Total and Permanent Disabled Veterans Exemption**
 - 4.7. POLICE – Recoveries/Sales Budget Amendment**
 - 4.8. Budget Amendment: Receipt of Revenue**
 - 4.9. B&G Budget Transfer**
 - 4.10. Budget Transfer**
 - 4.11. Highway Budget Amendment**
 - 4.12. Budget Transfer - Certificate of Need Application Fee**
 - 4.13. Budget Transfer**
 - 4.14. Room Rental Fee Refund**
 - 4.15. B&G Auction Accessible Restroom Trailers**
 - 4.16. POLICE – Disposal of Police Vehicle**

4.17.Plumbing Exam

4.18.Transition from Granicus to CivicPlus for Agenda and Minutes Management

4.19.Amend the 2026 Schedule of Fines and Penalties

4.20.PAF – POLICE

4.21.Youth, Recreation, & Senior Services P.A.F.

4.22.Cutting and Removal of Dead Trees

4.23.Appending Highmark Corner Community Destination Concepts to Comprehensive Plan SEQR Resolution

4.24.Appending Highmark Corner Community Destination Concepts to Comprehensive Plan Adoption Resolution

4.25.Taylor Road Alcohol Waiver Request

4.26.Town of Hamburg Short-Term Rental Law SEQR Resolution

4.27.Town of Hamburg Short-Term Rental Law Adoption Resolution

4.28.Short term rental fees

4.29.Senior & Community Center Change Orders

4.30.Updated Title VI Plan for Senior Citizen Transportation Service

4.31.Town of Hamburg Employee Manual

5. Public Comment

6. Meeting is adjourned by Supervisor

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.1. Proclamation John Mills

Proclamation Recognizing Legislator John Mills on his Retirement from the Erie County Legislature

WHEREAS, the Honorable John J. Mills has spent his life building businesses, serving his neighbors, and strengthening communities in Western New York, and

WHEREAS, John and his wife, Barbara, founded J. Mills Distributing Company, and together with their three children and close family, built it into a successful food distribution enterprise, and John also serves as President of Quality Food Brokers, M J M Industries, and Florida's Finest Food Brokers, and he has given back generously through countless food donations to fundraisers and worthy causes across the region, and

WHEREAS, John's public service began in Orchard Park on the Public Safety Committee and the Zoning Board of Appeals, before he was elected to six terms as Town Councilman, which included serving as Deputy Supervisor, and he founded the Zoning Commission, and chaired the South Towns Sewage Treatment Agency, and

WHEREAS, upon being elected to the Erie County Legislature in 2005, John became Minority Leader from 2007 through 2013, and then in 2014 through 2017 was elected Chairman of the Legislature and today serves as Republican Leader of the Erie County Legislature and as Chairman of the Erie County Soil and Water Conservation District, and

WHEREAS, John's commitment extends well beyond government and is evident in his support of the library system for which he has raised tens of thousands of dollars across the 11th District, and also through serving as past president of the Orchard Park Lions Club, former vice president of the Orchard Park Jaycees, past chairman of the Quaker Arts Festival, and as a member of the American Legion, the Shriners, Masons Lodge #514, the Orchard Park Historical Society, and the Orchard Park Chamber of Commerce, and

WHEREAS, John Mills has been recognized for his selfless contributions in the community including having been recently presented with the Jack Kemp Leadership Award,

NOW, THEREFORE BE IT RESOLVED, that the Hamburg Town Board recognizes, honors and thanks John Mills upon his retirement from the Erie County Legislature at the end of 2026, for his decades long commitment to fighting for the communities he has represented including the Town of Hamburg, and for his inspiration as a sincere, hardworking, and extraordinary leader, and

BE IT FURTHER RESOLVED, the Hamburg Town Board, on behalf of the Hamburg community, wishes John good health and all the best in the years ahead with his wife Barbara, three children, and nine grandchildren.

In Witness Whereof, we have caused the seal of the Town of Hamburg to be affixed this 19th day of October 2026.

**Town Board of the Town of Hamburg
October 19, 2026 Meeting**

4.2. Small Business Recognition

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.3. Notice of Public Hearing 2027 Town of Hamburg Budget

LEGAL NOTICE

TOWN OF HAMBURG

NOTICE OF PRELIMINARY BUDGET

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NOTICE IS HEREBY GIVEN that the preliminary budget of the Town of Hamburg for the fiscal year beginning January 1, 2027, has been completed and filed in the Office of the Town Clerk, 6100 South Park Avenue, Hamburg, New York, where it is available for inspection by any interested person, at reasonable hours. Additionally, an exemption report is also available for inspection.

FURTHER NOTICE IS HEREBY GIVEN, that the Town Board of the Town of Hamburg pursuant to Section 121(b)(1) of the State and Local Fiscal Assistance Act of 1972, as amended, and all other applicable statutes, will meet and review said preliminary budget and hold a public hearing thereon at Hamburg Town Hall, 6100 South Park Avenue, Hamburg, New York at 6:00 p.m. (local time) on October 19, 2026, and that at such hearing any person may be heard in favor or against the preliminary budget as compiled and for or against any items therein contained.

PURSUANT to Section 108 of the Town Law, the proposed salaries of the following Town Officers are hereby specified as follows:

Supervisor	\$89,29
Councilman (4) each	\$21,306
Town Clerk	\$85,258
Justices (2) each	\$65,842
Highway Superintendent	\$90,133

BY ORDER OF THE TOWN BOARD OF THE TOWN OF HAMBURG

Dated: October 5, 2026

Natalie Nitsche

Town Clerk

Town of Hamburg

**Town Board of the Town of Hamburg
October 19, 2026 Meeting**

4.4. Public Hearing 2027 Fire Company Budget Requests

LEGAL NOTICE/TOWN OF HAMBURG

NOTICE OF HEARING

PLEASE TAKE NOTICE that the Town Board of the Town of Hamburg will hold a public hearing on October 19, 2026, at 6:00 p.m. (local time) at the Hamburg Town Hall, 6100 South Park Avenue, Hamburg, New York, in accordance with Section 184 of the Town Law, to provide for changes in the fire protection contracts as follows:

<u>NAME OF COMPANY</u>	<u>2027 CONTRACT REQUEST</u>	<u>2026 CONTRACT</u>
Armor Volunteer Fire Co., Inc	\$367,921	\$332,133
Big Tree Volunteer Fire Co. Inc.	\$721,082	\$670,585
Lake Shore Volunteer Fire Co, Inc.	\$645,800	\$627,054
Lake View Fire District (Town-wide fire protection district)	\$83,117	\$76,782
Newton Abbott Volunteer Fire Co., Inc.	\$571,295.68	\$554,656
Scranton Volunteer Fire Co., Inc.	\$650,400	\$598,224
Village of Hamburg Volunteer Fire Co., Inc (Town-wide fire protection district)	\$326,600	\$226,600
Woodlawn Volunteer Fire Co., Inc.	\$478,300	\$464,240

These contracts provide for fire protection and ambulance service within and/or outside the boundaries of the respective districts. The terms of the above contracts shall be for a period of one (1) year with a privilege of renewal for four (4) additional year terms, as provided in and under the conditions stated in each contract. Full opportunity to be heard will be given to all citizens and parties interested.

BY ORDER OF THE TOWN BOARD OF THE TOWN OF HAMBURG

Dated: October 5, 2026

Natalie Nitsche

Town Clerk

Town of Hamburg

Town of Hamburg

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.5. Public Hearing Proposed Local Law 18, 2026

Notice of Public Hearing on Proposed Local Law #18, 2026

Establishing a One-year Moratorium on the Approval and Development of

New Large Scale Data Centers within the Town of Hamburg

NOTICE IS HEREBY GIVEN that on September 28, 2026, there has been presented to the Town Board of the Town of Hamburg, New York proposed local law #18, 2026.

This proposed local law would establish a One-year Moratorium on the Approval and Development of New Large Scale Data Centers within the Town of Hamburg.

THEREFORE, pursuant to statute the Town Board will hold a public hearing on said proposed local law at 6:00 p.m. on October 19, 2026, at Hamburg Town Hall, 6100 South Park Avenue, Hamburg, New York 14075, at which time and place all persons interested will be heard. Written comments can be submitted by email to: townclerk@townofhamburgny.com or by mail to the Town Clerk, 6100 South Park Avenue, Hamburg, NY 14075. A copy of the proposed local law is on file for public review at the office of the Town Clerk of the Town of Hamburg during regular business hours.

BY ORDER OF THE TOWN BOARD OF THE TOWN OF HAMBURG

Dated: September 28, 2026

Natalie Nitsche

Town Clerk

Town of Hamburg

ATTACHMENTS:

[20261013102546.pdf](#)

TOWN OF HAMBURG
LOCAL LAW NO. OF THE YEAR 2026

Section 1. Title:

A Local Law of the Town of Hamburg to Establish a Temporary One-Year Moratorium on Applications, Approvals, Permits and Construction Related to Data Centers Within the Town of Hamburg

Section 2. Legislative Authorization:

This Local law is authorized by New York State Municipal Home Rule Law Section 10.

Section 3: Intent:

It is the intent of this local law to establish a temporary one (1) year moratorium on the acceptance, processing, review, consideration, approval, and issuance of applications, permits, certificates, site plan approvals, special use permits, variances, building permits, and other land use approvals relating to the construction, establishment, expansion, enlargement, conversion, or operation of data centers within the Town.

Section 4. Definitions:

For purposes of the proposed Local Law, a "Data Center" shall mean a building, facility, or group of buildings and facilities used primarily for the housing, operation, management, processing, storage, transmission, or distribution of digital data or electronic information through computer servers, networking equipment, data storage systems, cooling equipment, backup power systems, and related infrastructure, including colocation facilities, cloud computing facilities, artificial intelligence computing facilities, high-performance computing facilities, and similar commercial computing operations.

Section 5. Purpose:

The purpose of the moratorium is to allow the Town Board sufficient time to study the potential land use, zoning, environmental, infrastructure, public safety, utility demand, noise, traffic, and community character impacts associated with data centers and to determine whether amendments to the Town's Comprehensive Plan, Zoning Law, Site Plan Review Law, and other applicable regulations are necessary to protect the health, safety, and welfare of the residents of the Town.

Section 6. Moratorium:

The proposed moratorium would remain in effect for a period of one (1) year from its effective date unless earlier modified, extended, or repealed by the Town Board.

Section 7. Extensions:

This Moratorium may be extended by Resolution for such additional periods as the Town Board may determine to be necessary to protect the public health, safety and welfare of the residents of the Town of Hamburg and accomplish the stated purposes and intent of this Local Law.

Section 8. Severability.

If a court determines that any, clause, sentence, paragraph, subdivision, or part of this local law or the application thereof to any person, firm, corporation, or circumstance is invalid or unconstitutional, the court's order or judgment shall not affect, impair, or invalidate the remainder of this local law, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this local law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

Section 9. Effective Date:

This Local Law shall become effective immediately, upon filing with the New York State Secretary of State.

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.6. Implementation of RPTL §458-a(11), As Amended 100% Total and Permanent Disabled Veterans Exemption

WHEREAS, New York Real Property Tax Law §458-a(11), as amended, authorizes a real property tax exemption for the primary residence of an eligible veteran who is considered 100% total and permanently disabled as a result of military service; and

WHEREAS, the Town of Hamburg wishes to continue to acknowledge and support disabled veterans by providing this exemption as authorized under New York State law;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Hamburg hereby adopts and implements the real property tax exemption authorized pursuant to New York Real Property Tax Law §458-a(11), as amended, for eligible veterans who are considered 100% total and permanently disabled as a result of military service; and

BE IT FURTHER RESOLVED, that the appropriate Town departments are authorized and directed to take all necessary actions to administer this exemption in accordance with applicable law.

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.7. POLICE – Recoveries/Sales Budget Amendment

WHEREAS, the Town of Hamburg Police Department receives distribution payments from a share of assets forfeited from defendants from time to time and,

WHEREAS, the use of these funds has been recommended by the respective department and,

WHEREAS, these items are not included in the 2026 budget,

NOW, THEREFORE BE IT RESOLVED, that the Town Board approves the receipt of the following monies and approves a budget amendment to the revenue and expenditure accounts as follows:

ATTACHMENTS:

[POLICE Budget Adjustment EC_2767.50_10-18-2026.pdf](#)

Board Meeting Date: **Monday, October 18, 2026**
Resolution Number:

Recoveries and Sales Budget Adjustment			
Receipt	Revenue Code	Expenditure Code	
Amount	To Increase	To Increase	Purpose/Source
\$2,767.50	B2625	B3120.0203	Assets Forfeited - County of Erie
Total:			
\$2,767.50			

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.8. Budget Amendment: Receipt of Revenue

RESOLVED, The Hamburg Town Board approves the deposit of \$1,325.00 generated from the Legacy Trail Partner Agreement into Account A000.0000.2770.0000 Sponsorships and Naming Rights; and

BE IT FURTHER RESOLVED, that the Town Supervisor and Finance Office are authorized and directed to make the necessary accounting and budgetary entries to carry out this amendment.

**Town Board of the Town of Hamburg
October 19, 2026 Meeting**

4.9. B&G Budget Transfer

RESOLVED, that the Town Board approves the following budget transfers; and

BE IT FURTHER RESOLVED, that the Town Supervisor and Finance Office are authorized and directed to make the necessary accounting and budgetary entries to carry out these transfers.

Transfer From:	Transfer To:	Amount
A.1620.303	A.7410.423	\$2,830.00
A.1620.303	A.7185.423	\$7,910.80

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.10. Budget Transfer

NOW, THEREFORE BE IT, RESOLVED, that the Town Board approve the transfer of \$9,281.39 from account A000.0000.0909.0000 (general fund) into Account A000.1690.0423.0000 (maintenance and service contracts) to fund the purchase and installation of security equipment and facility access control systems at the Seaway Trail.

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.11. Highway Budget Amendment

WHEREAS, The Highway Dept. has received funds from residents for installation of drainage pipe that has exceeded the amount budgeted for 2026 by \$3,075.00

THEREFORE, BE IT RESOLVED, that the Town Board approve that the funds exceeding the budgeted amount will be deposited into Revenue Account DB.2770.7 and transferred to DB.5110.474.

BE IT FURTHER RESOLVED, that the Expense Account DB.5110.474 be increased by \$3,075.00.

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.12. Budget Transfer - Certificate of Need Application Fee

BE IT RESOLVED, the Hamburg Town Board approves the transfer of \$15,000.00 from account A000.0000.0909.0000 into account A1220.0440 to fund the permanent Certificate of Need application fee to WEREMS Council, Inc.

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.13. Budget Transfer

BE IT RESOLVED, the Hamburg Town Board hereby approves a budget amendment to transfer \$23,365.00 from the Park Fund Balance to the General Fund Playgrounds and Recreation Center Permanent Improvement as follows:

Park Fund (SB):

SB00.0000.0599.0000 - Appropriated Fund Balance - \$23,365.00

SB000.9901.0915 - Interfund Transfers to the General Fund - \$23,650.00

General Fund (A):

A0000.0000.5031.00105 - Interfund Transfers from Park Fund \$23,365.00

A0000.7140.0303.0000 - Playgrounds & Recreation Permanent Improvements \$23,365.00

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.14. Room Rental Fee Refund

WHEREAS, the Town of Hamburg charges fees for the rental and use of designated rooms at Town Hall; and

WHEREAS, the Berkley Square Homeowners' Association was charged \$150.00 for a private rental; and

WHEREAS, the Berkley Square Homeowners Association is, in fact, and not-for-profit, and should have only been charged \$50.00

BE IT RESOLVED, that the Town Board hereby authorizes a refund in the amount of \$100.00 to Berkley Square Homeowners Association for the overpayment of the Town Hall room rental fee;

Funds available in A.1410.0492

ATTACHMENTS:

[DOC101326-10132026170714.pdf](#)

COPY



FILED IN THE
TOWN CLERK'S OFFICE
2025 OCT 13 A 9:21
HAMBURG, NEW YORK

Town of Hamburg
6100 South Park Avenue
Hamburg, NY 14075
716-649-6111, ext. 2431

APPLICATION AND AGREEMENT FOR USE OF TOWN OF HAMBURG FACILITIES

To be submitted at least fourteen (14) days prior to request use date. Please return to the Town Clerk at the address above.

Name of Organization Berkley Square Homeowners' Association

Address of Organization 4285 Tisbury Lane
Hamburg, NY 14075

Email Address bsardina26@aol.com

Name of Contact Person Beth Sardina

Telephone Number 716-228-4748

Room or Area	Date(s)	Start Time	End Time
	10/29/2026	6pm	8pm

Type of Activity: Annual meeting Estimated Attendance: 50

FEE	CLASSIFICATION OF GROUP
\$25/hr	Not-for-profit Organization
\$75/hr	Private Rental
\$100/hr	For-profit Business/profit making program or organization

The following terms and conditions apply to the use of Town of Hamburg facilities:

1. The Town of Hamburg reserves the right to cancel this Agreement, and use of the room/area during the period it is reserved, and the organization must vacate the room/area, whenever the room/area is needed for municipal purposes.
2. Evidence of insurance coverage, as outlined in the Specimen Certificate of Insurance, attached as "Exhibit A" must be submitted and approved prior to use of the facility. Certificate of Insurance must be completed exactly as indicated on specimen.
3. Insurance certificate of liability must be provided fourteen (14) days in advance of event and be mailed or faxed to 716-646-1384. Call 716-649-6111, ext. 2360 with questions.
4. All non-municipal Town of Hamburg individuals and/or organizations using the facilities shall abide by the following rules and regulations:
 - Grounds, buildings, rooms and common areas must be kept clean, neat and orderly and left in the original condition.
 - Individual/Organizations must assume responsibility for keeping order while they are using the facility.
 - All costs resulting from careless use of Town property, damage to or loss of Town property will be assessed against the individual/organization.
 - Use will be limited to the area and times designated
 - All areas used by minors must be under adult supervision at all times.
 - Consumption and/or possession of alcoholic beverages or controlled substances on Town property is prohibited.
 - Use of tobacco is prohibited in the building and within twenty-five (25) feet of any entrance, open window, or ventilation intake to any town owned building which serves an area where smoking is prohibited.
 - Any accident resulting in injury to any person or damage to any property must be immediately reported by calling 716-649-6111 ext. 2360.
 - Persons in attendance must be notified of emergency exit procedures by organization representative at the beginning of the program.
 - The Town of Hamburg reserves the right to alter or change any or all of the provisions of approval for use or cancel the approval in its entirety at any time providing that notice of such action be given to the Individual/organization concerned. Town of Hamburg events take precedence over outside activities.
 - Failure to abide by the rules and regulations may result in immediate loss of use privileges.
5. The current fee for use of the facility is set per the above table. The fee is due at the time the signed lease is returned to the Town Clerk, and final confirmation of the use date is completed. Fees shall be determined from time to time by resolution of the Town Board of the Town of Hamburg at a public meeting.

6. I, the undersigned, assume the responsibility for the conduct of the persons and organization using the facility and for any damages to property which may result from use by the persons or organizations. I hereby agree that I and all program participants shall not hold the Town of Hamburg liable for any damages arising from personal injury or property damages sustained by me or said program participants in, on, or about the Town premises resulting from or arising out of the use or intended use of the Town of Hamburg facilities or equipment.
7. Individual/Organization shall defend, indemnify, and hold the Town of Hamburg its officers, employees and agents harmless from and against any and all liabilities, loss, expense, including reasonable attorney fees, or claims of injury or damages arising out of the use or intended use of the Town facilities or equipment.
8. On behalf of the organization, I agree to all the terms and conditions included in this application and agreement, and certify that I have read the above rules and regulations and agree to abide by them.

Beth Sardino

10-13-2026

Signature of Individual /authorized Representative

Date

☐ Approved

☐ Disapproved

☒ Certificate of Insurance Approved

Natalie E Hirsch

OCT 13, 2026

Town Clerk

Date

Understanding New York Workers Compensation Board Workers Compensation and N.Y.S Disability Benefits Liability

This is a brief description for governmental organizations to validate vendor workers compensation and NYS Disability Benefits coverage. These requirements should be used when applying for permits, licenses or secure contracts. Copies should be obtained not only at the initial issuance but at renewal as well. A full instruction manual can be obtained from the Workers Comp Board.

The forms discussed are:

1) Form CE-200- Affidavit of Exemption (obtain at <https://www.web.ny.gov/iceexempt/index.jsp>)

- Acceptable proof that the business listed is exempt from providing workers' compensation and/or disability insurance coverage.

2) Workers Compensation

- Form C-105.2: Certificate of Workers Compensation (WC) (Obtain from your insurance agent)
 - All private NYS licensed workers' compensation carriers are required to issue the C-105.2.
- Form SI- 12: Certificate of WC when self-insured. (Obtain from workers compensation board)
 - Only the Self-Insurance Office of the Workers' Compensation Board issues the SI-12. The Self-Insurance Office can be contacted at 518-402-0247. **Only one legal name and Federal Employer Identification Number can be listed on each Form SI-12. (Multiple legal entities must not be listed.)**
- Form GSI- 105.2: Certificate of WC when participating in a group self-insured program.
 - The self-insurance administrator of the group completes the form.
- Form U-26.3: Certificate of WC
 - Acceptable proof that the business has workers' compensation coverage through the New York State Insurance Fund. Only available through (NYSIF).

3) New York State Disability Benefits Law (DBL)

- Form DB-120.1: Certificate of DBL Insurance (obtain from workers compensation board)
 - The DB-120.1 must be completed by either the NYS statutory disability benefits insurance carrier, or a licensed NYS insurance agent of that carrier. The form can be obtained by contacting the Bureau of Compliance. (certificates@web.state.ny.us)
- Form DB-155: Certificate of DBL Self-Insurance
 - The Self-Insurance Office of the Workers' Compensation Board issues the DB-155. The Board's secretary will approve the DB-155. The Self-Insurance Office can be contacted at 518-402-0247.

4) Exemption 1, 2, 3, or 4 Family, Owner Occupied residence (<http://www.web.ny.gov/content/main/forms/bp-f.pdf>)

NOTE: ACORD Certificates of Insurance are not acceptable proof. Must use one of the forms noted above:



Town of Hamburg
6100 South Park Avenue
Hamburg, NY 14075
716-649-6111, ext 2431

☒ Approved ☐ Disapproved ☐ Certificate of Insurance Approved

Remarks: _____

Natalie E. Triche
Town Clerk

Date: 10/13/20

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/02/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER John J Grimaldi and Associates Inc. d/b/a Grimaldi Insurance 137 Summer Street Buffalo NY 14222	CONTACT NAME: Steven Grimaldi PHONE (A/C, No, Ext): (716) 636-1355 FAX (A/C, No): (716) 636-1350 E-MAIL ADDRESS: spg@grimaldiinsurance.net <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: American Alternative Ins. Co. (CAU)</td> <td>19720</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C: PMA Insurance Group</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: American Alternative Ins. Co. (CAU)	19720	INSURER B:		INSURER C: PMA Insurance Group		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: American Alternative Ins. Co. (CAU)	19720														
INSURER B:															
INSURER C: PMA Insurance Group															
INSURER D:															
INSURER E:															
INSURER F:															
INSURED Berkley Square Homeowners Association, Ltd C/O Andruschat Real Estate Service, Inc. P.O. Box 448 Getzville NY 14068															

COVERAGES

CERTIFICATE NUMBER: CL2692800802

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. *Not Applicable in WY

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			CAU513236-5	10/01/2026	10/01/2027	EACH OCCURRENCE \$ 5,000,000
	☐ CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 5,000,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 5,000,000
							GENERAL AGGREGATE \$ unlimited
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 5,000,000
	☐ POLICY ☐ PRO-JECT ☐ LOC						\$
	OTHER:						\$
A	AUTOMOBILE LIABILITY			CAU513236-5	10/01/2026	10/01/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	☒ HIRED AUTOS ONLY	☒ NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
							\$
B	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	☐ DED ☐ RETENTION \$						\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			2026010812420Y	10/01/2026	10/01/2027	PER STATUTE ☐ OTH-ER ☐
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y ☐ N	N/A				E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

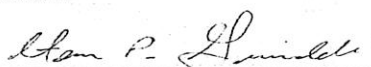
 Town of Hamburg and Frontier Central Schools
 S-6100 South Park Avenue

Hamburg

NY 14075

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF INCORPORATION

OF

BERKLEY SQUARE HOMEOWNERS' ASSOCIATION, LTD.

Under Section 402 of the Not-for-Profit Corporation Law

THE UNDERSIGNED, being the age of 18 years or over under Section 402 of the Not-for-Profit Corporation Law of State of New York, hereby certifies:

1. The name of the Corporation is Berkley Square Homeowners' Association, Ltd. (hereinafter referred to as the "Corporation").

2. (a) The Corporation is a corporation as defined in subparagraph (a)(5) of Section 102 of the Not-for-Profit Corporation Law in that it has not been formed for pecuniary profit or financial gain and no part of the assets, income or profit of the Corporation is distributable to, or inures to the benefit of, its members, directors or officers or any private person except to the extent permitted under the Not-for-Profit Corporation Law;

(b) The purposes for which the Corporation is formed are to preserve, protect and enhance the value of community facilities, and to insure the enjoyment of rights, privileges and easements with respect thereto for the benefit of the people owning or residing in dwelling units located within the tract of land located in the Town of Hamburg, County of Erie and State of New York, known as the Berkley Square development.

3. In furtherance of the purposes of the Corporation and in addition to the powers provided for by law, the Corporation shall have the power: (a) to purchase, lease, hire, receive donations of, or otherwise acquire, hold, own, develop, improve, maintain, and operate, and to aid and subscribe toward the acquisition, development or improvement of, real and personal property, and rights and privileges therein, suitable or convenient for any of the purposes of the Corporation; (b) to purchase, lease, hire, receive donations of, or otherwise acquire, hold, own, construct, erect, improve, manage, maintain and operate and to aid and subscribe toward the acquisition, construction or improvement of systems, utilities, buildings, machinery, equipment and facilities, and any other property or appliances which any appertain to or be useful in accomplishment of any of the purposes of the Corporation; (c) to make contracts, incur liabilities and borrow money and to issue bonds, notes and other obligations and secure the same (i) by mortgage of all or any part of the property, franchises and income of the Corporation, and/or (ii) by the charges imposed on the property of others and the liens on such property and to guarantee the obligation of others in which it may be

5. The office of the Corporation shall be located in the County of Erie and State of New York.

6. The names and addresses of the initial directors are:

<u>Name</u>	<u>Address</u>
a. Brian Maslowsky	1162 Peppertree Drive Derby, New York 14047
b. Mary Maslowsky	1162 Peppertree Drive Derby, New York 14047
c. Doris Maslowsky	60 Seneca Creek Road West Seneca, New York 14224

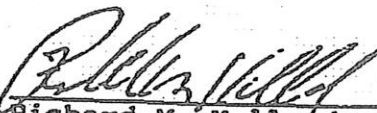
7. The Secretary of State is designated as the agent of the Corporation upon whom process against it may be served. The post office address to which the Secretary of State of New York shall mail a copy of any process against it served upon him is: 1162 Peppertree Drive, Derby, New York 14047.

8. The management of the affairs of the Corporation shall be vested in a Board of Directors of not less than three (3) Directors; the exact number of Directors to be established by the By-Laws of the Corporation.

9. The incorporator hereof is at least 18 years of age, a citizen of the United States and a resident of the State of New York.

10. The Corporation shall be authorized, by resolution duly adopted by the Board of Directors of the Corporation, to accept subventions from members or nonmembers pursuant to the provisions of the Not-for-Profit Corporation Law and to issue certificates therefor.

IN WITNESS WHEREOF, the undersigned incorporator has made, subscribed and acknowledged this Certificate this 25 day of October, 1991.



Richard M. Holland, Incorporator
1100 Rand Building
Buffalo, New York 14203

RMH/dmf
:019:410MASBERK

Town of Hamburg
6100 South Park Ave.
Hamburg, NY 14075

*** RECEIPT ***

Date: 08/04/26

Receipt#: 225039

Quantity	Transactions	Reference	Subtotal
2	Town Hall Rooms	39702	\$150.00
Total Paid:			\$150.00

Notes: RM 7A & 7B Oct 29
2 Hours

Payment Type	Amount	Paid By
Credit Card-Ref #2406	\$150.00	HOA, Berkley Square

Contract + Insurance Still Notes -

RM

SALE

Town of Hamburg
Town Clerk
6100 S Park Ave
Hamburg, NY 14075
716-649-6111

4/26 09:37:28
Merchant ID: 206318
Terminal: 401-553-304
Sequence #: 000002
Number: 01064G

AMOUNT: \$ 150.00
CONVENIENCE FEE: \$ 3.75
TOTAL: \$ 153.75

ENTRY MODE CONTACTLESS
CARD TYPE VISA CREDIT
CARD NUMBER *****2406

A0000000031010
0000000000
06021203A00000
0000

Thank you!

CUSTOMER COPY

quare

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.15. B&G Auction Accessible Restroom Trailers

WHEREAS, The Buildings & Grounds Dept. has two (2) accessible restroom trailers that are no longer needed; and

THEREFORE, BE IT RESOLVED, that the Town Board approves that the trailers are hereby declared to be sold via auction; and

BE IT FURTHER RESOLVED, that the proceeds from the auction will be deposited to A.2665 and transferred to A.7181.303.

**Town Board of the Town of Hamburg
October 19, 2026 Meeting**

4.16. POLICE – Disposal of Police Vehicle

WHEREAS, the Town Board recognizes the need to efficiently manage the assets owned by the Town and to ensure responsible utilization of public resources; and

WHEREAS, it has been determined that certain Town assets are no longer required for public use, have become obsolete, or are in a state of disrepair beyond reasonable cost of restoration; and

WHEREAS, the disposal of these assets will facilitate the efficient operation of the town and provide an opportunity for the generation of revenue or cost savings;

NOW, THEREFORE, BE IT RESOLVED that the following assets shall be disposed of in accordance with the Town Sale of Surplus property policy:

2023 Ford Explorer SUV Police Vehicle (VIN__7387)

WHEREAS, these items were sold via public auction through Auctions International, and;

WHEREAS, the disposition of 2023 Ford Explorer SUV Police Vehicle (VIN__7387) resulted in the receipt of \$6,300.00; and,

WHEREAS, these items are not included in the 2026 budget,

NOW, THEREFORE BE IT RESOLVED, that the Town Board approves the receipt of these monies and approves the transfer of these funds to B3120.0202 to be used for Police Department motor vehicles and equipment.

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.17. Plumbing Exam

BE IT RESOLVED that the Town Clerk is authorized to advertise for the Master Plumber, Journeyman Plumber and Site Utility Contractor examination. The examination is scheduled for December 21, 2026.

ATTACHMENTS:

[Plumbing exam legal notice.docx](#)

LEGAL NOTICE
TOWN OF HAMBURG

The Code Enforcement Department of the Town of Hamburg hereby gives notice of the regular examination for the Master Plumber License, Site Utility Contractor License, and Journeyman Plumber License to be held at the Hamburg Town Hall, 6100 South Park Avenue, Room 7A, Hamburg, New York on Monday, December 21, 2026, at 6:00 p.m. local time.

Anyone wishing to take this examination and meeting the qualifications listed below, should file an application in writing with the Town of Hamburg Code Enforcement Department Office **prior to December 9th, 2026**. A nonrefundable deposit of \$100 per exam taken is due at the time of application. Upon approval of the Town Plumbing Examiner, each applicant will be required to pay on the night of the exam, to the Town Clerk, an additional fee of \$200 for each exam to be taken (Master Plumber Journeyman Plumber and Site Utility Contractor.)

Master Plumber, Journeyman Plumber, and Site Utility Contractors applicants must have:

(A). Two years of vocational school, plus four years of practical experience under the supervision of a master plumber for a master plumbing exam; Two years of vocational school, plus two years of practical experience under the supervision of a master plumber for a journeyman exam; Two years of vocational school, plus two years of practical experience under a licensed site utility contractor for a site utility contractor exam; or

(B). Six years of practical plumbing experience for a master plumbing exam; Four years of practical plumbing experience for a site utility contractor or journeyman plumber or

(C) An equivalent combination of training and experience indicated.

Certification must be attached or included with the application for the Master Plumber or Site Utility Contractor Exam.

Jeffrey Skrzypek
Supervising Code Enforcement Officer
Town of Hamburg

Dated: October 19, 2026

**Town Board of the Town of Hamburg
October 19, 2026 Meeting**

4.18. Transition from Granicus to CivicPlus for Agenda and Minutes Management

WHEREAS, the Town of Hamburg currently utilizes Granicus for the preparation, publication, management, and archival of Town Board meeting agendas and minutes; and

WHEREAS, the Town Clerk has reviewed available agenda and meeting management solutions and has determined that CivicPlus can provide comparable agenda and minutes management services while providing a cost savings to the Town; and

WHEREAS, transitioning to CivicPlus is expected to provide the Town with an effective and efficient platform for the preparation, publication, management, and retention of Town meeting agendas and minutes; and

BE IT RESOLVED, that the Town Board of the Town of Hamburg hereby authorizes the Town Clerk's Office to transition the Town's agenda and minutes management program from Granicus to CivicPlus, subject to the terms and conditions of an agreement acceptable to the Town; and

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to execute the agreement with CivicPlus, together with any reasonably necessary related documents, pending review and approval by the Town Attorney.

ATTACHMENTS:

[CivicPlus Agenda and Minutes Quote.pdf](#)

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:
CivicPlus Pricing
Approval Date:
Expires On:

Statement of Work
Q-154256-1
9/30/2026 5:11 PM
9/30/2026

Client:
Town of Hamburg, NY

Bill To:
HAMBURG TOWN (ERIE COUNTY), NEW
YORK

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Woody Estep	850-692-7032	westep@civicplus.com		Net 30

Discount(s)

QTY	PRODUCT NAME	DESCRIPTION	DISCOUNT %	12 Month Value
1.00	AMM: Year 1 Annual Fee Discount	Year 1 Annual Fee Discount	0	USD - 2,500.00

One-time(s)

QTY	PRODUCT NAME	DESCRIPTION	DISCOUNT %	12 Month Value
1.00	AMM Select: Pro Premium Implementation	Pro Premium Implementation; Includes config. of up to 10 meeting types, up to 10 boards, 1 approval workflow per meeting type, 4 hrs of training, and 2 hrs of consulting; Includes 1 original agenda, 1 original minutes, and 1 original staff report design	0	USD 4,400.00
1.00	AMM Select: Historical Import Fee with Videos (500 - 750)	Historical import of between 500 and 750 meetings; Volume is calculated based on number of meetings being imported; Import does include video files	0	USD 2,500.00

Recurring Service(s)

QTY	PRODUCT NAME	DESCRIPTION	DISCOUNT %	12 Month Value
1.00	AMM Select: Pro Annual Fee	AMM Select: Pro Annual Fee	0	USD 10,000.00
1.00	AMM Select: AI Editing Assistant	AI Editing Assistant is an optional AMMS feature that enables authorized users to enhance agenda and meeting content using integrated AI tools to generate, summarize, rewrite, or polish text in fields like item descriptions, fiscal info, and minutes.	0	USD 0.00

List Price - Initial Term Total	USD 16,900.00
Total Investment - Initial Term	USD 14,400.00
Annual Recurring Services (Subject to Uplift)	USD 10,000.00

Initial Term	12 Months Beginning at Signing
Initial Term Invoice Schedule	100% Invoiced upon Signature Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

Acceptance of Quote # Q-154256-1

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.19. Amend the 2026 Schedule of Fines and Penalties

WHEREAS, the Town of Hamburg Code established a Schedule of Fines and Penalties to be imposed for various violations throughout the Town Code; and

NOW, THEREFORE, BE IT RESOLVED, that the Hamburg Town Board amends the 2026 Town of Hamburg Schedule of Fines and Penalties as attached.

ATTACHMENTS:

[Schedule of Fines and Penalties \(4\).pdf](#)

Schedule of Fines and Penalties Amended					
Description of Code/Section	Fine	Imprisonment Penalty	Civil Penalty	Second Repeat offense within 12 Months fine	Repeat offenses over two in a Five year period
Tampering with the Code 1-10	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Fire Prevention Bureau 28-9	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Historic Preservation 31-14	\$500 Minimum \$2,000 Maximum	Max 15 days		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Animals 67-12	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Beach Control 70-3	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Grass, weeds, and brush 75-5	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Building Construction and Fire Prevention 76-17	\$250 Minumum \$1,000 Maximum		\$1,000 Maximum	\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Plumbing and Site Work 76-27	\$250 Minumum \$1,000 Maximum	Max 15 days		\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Unsafe Buildings 80-10	\$500 Minimum \$2,000 Maximum			\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Dead Trees 90-5	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Diesel Engine Control 93-6	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Dogs 100-14	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Removal of Topsoil 107-7	\$250 Minumum \$1,000 Maximum			\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Clearing,stripping, and eroision control 170-19	\$500 Minimum \$2,000 Maximum	Max 15 days		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Fair housing 109-7	\$2,000 Minimum \$5,000 Maximum			\$5,000 Minumum \$10,000 Maximum	\$10,000 Minimum \$20,000 Maximum
Firearms and other devices 111-3	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Fire Prevention Code 113-85	\$250 Minumum \$1,000 Maximum	Max 15 days		\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Flood Damage Prevention 115-9	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum

Incinerators 135-6	\$250 Minumum \$1,000 Maximum	Max 30 days		\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Junk Vehicles 145-11	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Junkyards 147-8	\$500 Minimum \$2,000 Maximum	Max 15 days	\$2,000 Maximum	\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Lighting Nuisances	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Mobile Home Parks 165-9	\$500 Minimum \$2,000 Maximum			\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Noise 175-6	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Parking Code 185-8	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Parks and Recreation General 188-15	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Parks and Recreation Boats in park 188-21	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Parks and recreation Boats in launch 188-25	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Garage sales 190-10	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Peddling and Soliciting 191-13	\$500 Minimum \$2,000 Maximum	Max 30 days		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Transient retail merchants 191-23	\$500 Minimum \$2,000 Maximum	Max 30 days		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Abandoned Refrigerators 200-2	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Sanitary Sewer 205-9	\$250 Minumum \$1,000 Maximum			\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Sex Offender Residency 207-4	\$500 Minimum \$2,000 Maximum	Max 15 days		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Traffic Regs for shopping centers and assembly areas 210-4	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Smoking 213-5	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Snowmobiles 215-6	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Solid Waste Dumping 220-2	\$250 Minumum \$1,000 Maximum			\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum

Solid Waste Storage of refuse/littering 220-9	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Solid Waste Recycling General 220-30A.	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Solid Waste Recycling Collecting without authorization 220-30 B.	\$500 Minimum \$2,000 Maximum			\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Solid Waste Recycling Collecting offenses 220-30 C.	\$1,000 Minimum \$4,000 Maximum			\$2,000 Minimum \$8,000 Maximum	\$4,000 Minimum \$16,000 Maximum
Solid Waste Recycling improper disposal 220-30 D.	\$500 Minimum \$2,000 Maximum			\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Storage Trailers 225-9	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Storm Sewers 226-13	\$500 Minumum \$2,000 Maximum	Max 6 Months		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Stormwater management 226A-8	\$500 Minimum \$2,000 Maximum	Max 6 Months		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Subdivision of Land 230-7	\$250 Minumum \$1,000 Maximum	Max 15 days		\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Swimming Pools 232-15	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Regulation of Town owned Property except operating a motor vehicle unauthorized on Town property 240-7A.	\$100 Minumum \$500 Maximum	Max 15 days	\$500 Maximum	\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Regulation of Town owned Property operating a motor vehicle unauthorized on Town property 240-7B.	\$100 Minumum \$500 Maximum	Max 15 days	\$500 Maximum	\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Tree Management except for clearing without a permit 243-16	\$500 Minimum \$2,000 Maximum	Max 15 days		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum

Tree Management for clearing without a permit 243-16	\$1,000 Minimum \$4,000 Maximum	Max 15 days		\$2,000 Minimum \$8,000 Maximum	\$4,000 Minimum \$16,000 Maximum
Trespassing 245-8	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Vadalizing Traffic Devices 262-3	\$100 Minumum \$500 Maximum			\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Waterfront Revitalization 270-7	\$250 Minumum \$1,000 Maximum			\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Zoning Code General	\$250 Minumum \$1,000 Maximum	Max 6 Months		\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Zoning Code Special Use Permits 280-333	\$250 Minumum \$1,000 Maximum	Max 6 Months		\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Commercial Wind Energy conversion Systems 280-353	\$250 Minumum \$1,000 Maximum	Max 6 Months	\$1,000 Maximum	\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Residential wind energy conversion systems 280-371	\$250 Minumum \$1,000 Maximum	Max 6 Months	\$1,000 Maximum	\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Solar Energy Systems 280-384	\$250 Minumum \$1,000 Maximum	Max 6 Months		\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Battery Energy Storage Systems 280-396	\$250 Minumum \$1,000 Maximum	Max 6 Months		\$500 Minimum \$2,000 Maximum	\$1,000 Minumum \$2,000 Maximum
Bituminous Processing Facilities 280-418	\$500 Minimum \$2,000 Maximum	Max 15 days		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Adult-Use Cannabis	\$500 Minimum \$2,000 Maximum	Max 15 days		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum
Unmanned aircraft takeoff and landings	\$100 Minumum \$500 Maximum	Max 15 days		\$250 Minumum \$500 Maximum	\$500 Minimum \$1,000 Maximum
Short term Renatals	\$500 Minimum \$2,000 Maximum	Max 15 days		\$1,000 Minimum \$4,000 Maximum	\$2,000 Minimum \$8,000 Maximum

**Town Board of the Town of Hamburg
October 19, 2026 Meeting**

4.20. PAF – POLICE

BE IT RESOLVED, the Town Board approve the termination of personnel for the Police Department as attached:

ATTACHMENTS:

[Police PAF Monaco_J_Term 10-07-26.pdf](#)

TOWN OF HAMBURG - PERSONNEL ACTION FORM

Date of Request: 10/7/26 Department: POLICE

Department Head Signature: [Signature] Date: 10/7/26

Supervisor Signature: [Signature]

TOWN BOARD MEETING OF 10/19/26

PAGE 1 of 1

I request that a Town Board Resolution be adopted approving the following personnel action(s):

[illegible]

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.21. Youth, Recreation, & Senior Services P.A.F.

BE IT RESOLVED, that the Town Board approve the termination and hiring of personnel for the Youth, Recreation & Senior Services Department as attached.

ATTACHMENTS:

[scan_2026_10_15_10_29_59_285.pdf](#)

TOWN OF HAMBURG - PERSONNEL ACTION FORM

Date of Request: _____ Department: Youth, Recreation, & Senior Services

Department Head Signature: _____

Supervisor Signature: _____ Date: _____

TOWN BOARD MEETING OF 10/19/26

I request that a Town Board Resolution be adopted approving the following personnel action(s):

#	Emp #	Employee Name	Town Resident Yes (Y) or No (N)	New(H) or Rehire (R) or Change (C)	Position/Status/Fund	Start date	Full Time hourly rate	Part Time hourly rate	Separation Date
1	4121	Lantzy, Raymond	Y	C	Rec. Attend. PT. A6772 toVan Driver. PT A6772	10/6/26		\$17.75	
2	5244	Antonio, Paige	Y	C	Rec. Attend. PT A7310 to Lifeguard PT A7310	10/6/26		\$19.50	
3	5322	Dee, Hailey	Y	C	Rec. Attend. PT A7310 to Lifeguard PT A7310	10/6/26		\$19.50	
4	5096	DeMeo, Isabella	Y	C	Rec. Attend. PT A7310 to Lifeguard PT A7310	10/6/26		\$20.00	
5	5252	Gullo, Salvatore	Y	C	Rec. Attend. PT A7310 to Lifeguard PT A7310	10/6/26		\$19.50	
6	5187	Radomski, Charlie	Y	C	Rec. Attend. PT A7310 to Lifeguard PT A7310	10/6/26		\$20.00	
7	5087	Radomski, Jackson	Y	C	Rec. Attend. PT A7310 to Lifeguard PT A7310	10/6/26		\$20.00	
8	4997	Regan, Abby	Y	C	Rec. Attend. PT A7310 to Lifeguard PT A7310	10/6/26		\$20.00	
9	5106	Regan, Maggie	Y	C	Rec. Attend. PT A7310 to Lifeguard PT A7310	10/6/26		\$20.00	
10	5344	Tothero, Madeline	Y	C	Rec. Attend. PT A7310 to Lifeguard PT A7310	10/6/26		\$19.50	
11	5238	Vitko, Kaden	Y	C	Rec. Attend. PT A7310 to Lifeguard PT A7310	10/6/26		\$19.50	
12	5456	Finley, Taylor	Y	C	Rec. Attend Seas. A7310				10/20/2026
13	5473	Guagliardo, Joe	Y	C	Rec. Attend Seas. A7310				10/20/2026
14	5457	Kozak, Ava	Y	C	Rec. Attend. Seas. A7310				10/20/2026
15	5474	Westfall, Hailey	Y	C	Rec. Attend. Seas. A7310				10/20/2026

16	5305	Collins, Emilie	Y	C	Rec. Attend Seas. A7182 to Rec. Attend PT A7184	11/2/26		\$16.00	
17	5159	Collins, Ryan	Y	C	Rec. Attend. Seas. A7182 to Rec. Attend. PT A7184	11/2/26		\$17.00	
18	3905	Lease, Warren	Y	C	Rec. Attend. Seas. A7182 to Rec. Attend. PT A7184	11/3/26		\$17.00	
19	5397	Frascella, Claire	Y	X	Rec. Attend Seas. A7184 to Rec. Attend PT A7310	11/2/26		\$16.00	
20	1729	Otremba, Steve, Sr.	Y	C	Rec. Attend Seas A7184 to Rec. Attend PT A7184	11/1/26		\$19.50	
21	5167	Otremba, Steve, JR	Y	C	Rec. Attend Seas. A7184 to Rec. Attend PT A7184	11/1/26		\$16.00	
22	5114	Pasquarella, Michael	Y	C	Rec. Attend Seas. A7184 to Rec. Attend PT A7184	11/2/26		\$16.50	
23	5318	Przybyasz, Megan	Y	C	Rec. Attend Seas. A7184 to Rec. Attend PT A7184	11/2/26		\$16.00	
24	5122	Massey, Morgan	Y	C	Rec. Attend Seas . A7180 to Rec. Attend PT A7180	10/20/26		\$16.00	
25	5271	Meade, Juliana	Y	C	Lifeguard Seas. A7180 to Lifeguard PT A7310	10/22/26		\$19.50	
26	5454	Stewart, Haley	Y	C	Rec. Attend Seas. A7180 to Rec. Attend PT A7180	10/26/26		\$16.00	
27	5455	Bermingham, John	Y	C	Rec. Attend Seas. A7310 to Rec. Attend PT A7310	11/2/26		\$16.00	
28	5372	Best, Sara	Y	C	Rec. Attend. Seas. A7310 to Rec. Attend PT A7310	11/2/26		\$16.00	
29	5099	Best, Sydney	Y	C	Rec. Attend Seas. A7310 to Rec. Attend PT A7310	11/2/26		\$16.00	
30	5194	Cole, Grace	Y	C	Rec. Attend Seas. A7310 to Rec. Attend PT A7310	11/2/26		\$16.00	
31	5390	Cook, Madalyn	Y	C	Rec. Attend. Seas. A7310 to Rec. Attend PT A7310	10/21/26		\$16.00	
32	5353	Gorlewski, Livia	Y	C	Rec. Attend. Seas. A7310 to Rec. Attend PT A7310	10/20/26		\$16.00	
33	5355	Gorman, Emma	Y	C	Rec. Attend. Seas. A7310				10/20/2026
34	5200	Gorman, Olivia	Y	C	Rec. Attend. Seas. A7310 to Rec. Attend PT A7310	11/2/26		\$16.00	
35	5352	Hall, Korri	Y	C	Rec. Attend. Seas. A7310 to Rec. Attend PT A7310	11/2/26		\$19.50	
36	5399	Linn, Abigail	Y	C	Rec. Attend. Seas. A7310				10/20/2026
37	5393	Linn, Emily	Y	C	Rec. Attend. Seas. A7310				10/20/2026

38	5193	Shea, Christopher	Y	C	Rec. Attend. Seas. A7310 to Rec. Attend PT A7310	11/2/26		\$16.50	
39	5216	Waters, Olivia	Y	C	Rec. Attend. Seas. A7310 to Rec. Attend PT A7310	10/20/26		\$16.00	
40	5079	Watkins, Paul	Y	C	Rec. Attend. Seas. A7310 to Rec. Attend PT A7310	10/20/26		\$18.00	
41	4166	Bonetto, Ryan	Y	C	Lifeguard PT A7310 to Lifeguard PT A7310	10/20/26		\$19.00	
42	5352	Gordon, Grace	Y	C	Rec. Attend Seas. A7310				10/20/2026
43	5470	Orcutt, Luke	Y	C	Rec. Attend. Seas. A7310				10/20/2026
44	5481	Lambert, Lexi	Y	C	Rec. Attend. Seas. A7310				10/20/2026
45	5422	Duda, Liam	Y	C	Rec. Attend PT A7184 to Rec. Attend Seas. A7184	11/1/26		\$16.00	
46	5235	Joslin, Mark Sr.	Y	C	Rec. Attend Pt A7182 to Rec. Attend PT A7184	10/18/26		\$16.00	
47	5402	Kennedy, Matthew	Y	C	Rec. Attend Seas. A7182 to Rec. Attend Seas. A7184	10/18/26		\$17.00	
48	4221	Kumiega, Mark	Y	C	Rec. Attend Pt A7182 to Rec. Attend PT A7184	10/18/26		\$16.00	
49	5320	Kumiega, Trevor	Y	C	Rec. Attend Pt A7182 to Rec. Attend PT A7184	10/18/26		\$16.00	
50	5310	Maher, John Sr.	Y	C	Rec. Attend Seas. A7184	10/18/26		\$16.00	
51	5439	Marrano, Matthew	Y	C	Rec. Attend Pt A7182 to Rec. Attend PT A7184	10/18/26		\$16.00	
52	5132	O'Brien, Elizabeth	Y	C	Rec. Attend Pt A7182 to Rec. Attend PT A7184	10/18/26		\$17.00	
53	5138	O'Brien, Kathryn	Y	C	Rec. Attend Pt A7182 to Rec. Attend PT A7184	10/18/26		\$17.00	
54	5160	Scherer, Andrew	Y	C	Rec. Attend Pt A7182 to Rec. Attend PT A7184	10/18/26		\$16.00	
55	5054	Wyman, Declan	Y	C	Rec. Attend Pt A7182 to Rec. Attend PT A7184	10/18/26		\$17.00	

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.22. Cutting and Removal of Dead Trees

WHEREAS, the Town of Hamburg Code Chapter 90 Dead Trees references the procedure for the Town of Hamburg to cut and remove a dead tree, and,

WHEREAS, the Code Enforcement Department of the Town of Hamburg has sent multiple violation notices to the property owner of parcel SBL 160.14-1-27 to remove the two dead trees which can fall and hit structures located on neighboring properties on Highland Parkway. Per the Town Code the final notice sent by registered and certified mail to the property owner notifying the owner that the dead trees must be removed by October 13, 2026, and,

WHEREAS, the property owner of parcel SBL 160.14-1-27 has disregarded all notices and has failed to cut down the dead trees, now therefore,

BE IT RESOLVED, that the Town Board authorizes the Code Enforcement Department to obtain a contractor to cut and remove the two dead trees located on parcel SBL 160.14-1-27 that can fall and hit the structures on the neighboring Highland Parkway parcels, and,

BE IT FINALLY RESOLVED, that the Town Board directs the expense of the tree cutting and removal be levied against parcel SBL 160.14-1-27 where the work has been done.

Funds are available to be charged to Clean up of properties A3620.469

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.23. Appending Highmark Corner Community Destination Concepts to Comprehensive Plan SEQR Resolution

WHEREAS, the Hamburg Town Code contains and specifies the local laws and ordinances of the Town of Hamburg; and

WHEREAS, in December 2023, the Town of Hamburg was awarded \$126,000 on competitive basis from New York State Department of State (NYSDOS) for the development of the Buffalo Bills NFL Stadium Economic Impact Area & Town of Hamburg Zoning Update Project, and

WHEREAS, on August 10th, 2026, the Town of Hamburg adopted the SIA - Stadium Impact Area District, amended Article LVI McKinley Mall Area Incentives of the Town Code, and appended the “Bills Stadium Economic Impact Area Plan” to the 2023 Comprehensive Plan; and

WHEREAS, the Town of Hamburg hired Progressive Companies to produce additional community destination concepts for Highmark Stadium, and the surrounding area in the Town of Hamburg to add to the Town’s Comprehensive Plan; and

WHEREAS, pursuant to Municipal Home Rule Law, the Town Board is proposing to enact a local law as follows:

Be it enacted by the Town Board of the Town of Hamburg, New York, that the Hamburg Town Board amends the Hamburg Town Code as follows (full copies attached):

- Append the “Highmark Corner Community Destination Concepts” to the Comprehensive Plan.

WHEREAS, a public hearing was held on October 5th, 2026, for discussion and public comment concerning adoption of this proposed Comprehensive Plan amendment; and

WHEREAS, this proposed Comprehensive Plan amendment was referred to Erie County through the 239-m referral process and received no objections; and

WHEREAS, pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act - SEQR) of the Environmental Conservation Law, the Hamburg Town Board established itself as SEQR Lead Agency for this Type I action; and

WHEREAS, the Town Board has completed the FEAF (Parts 1, 2, and 3) and solicited input from the public and from other Involved and Interested agencies, and has taken a hard look at the social, economic, and environmental impacts of the adoption of the proposed Comprehensive Plan amendment; and

WHEREAS, the findings of this review indicate that the proposed Highmark Concepts Comprehensive Plan amendment will not adversely affect the natural resources of the State and/or the health, safety and welfare of the public.

NOW, THEREFORE BE IT RESOLVED, the Hamburg Town Board, as Lead Agency has determined that the adoption of the Highmark Concepts Comprehensive Plan amendment will not result in any significant adverse impacts on the environment, and a Negative Declaration is hereby issued, based on

the reasons as set forth in the Full Environmental Assessment Form (Parts 1, 2 and 3); and

BE IT FINALLY RESOLVED, the Town Board authorizes the Town Supervisor to sign the Environmental Assessment Form, which will act as the SEQR Negative Declaration, and authorizes that the appropriate notices and filings be made.

ATTACHMENTS:

[Part 1 Full Environmental Assessment Form.pdf](#)

[FEAF Part 2.pdf](#)

[FEAF Part 3.pdf](#)

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. 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; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies that would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No.” If the answer to the initial question is “Yes,” complete the following sub-questions. If the answer to the initial question is “No,” proceed to the next question. Section F allows the project sponsor to identify and attach additional information. Section G requires the name and signature of the applicant or project sponsor to verify the information in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project: Highmark Corner Community Destination Concepts Comprehensive Plan Amendment		
Project Location (describe and attach a general location map): Town of Hamburg		
Brief Description of Proposed Action (include purpose or need): This project involves an amendment to the Comprehensive Plan appending community design concepts from the Progressive Companies team to the Comprehensive Plan to complement the recently adopted Bills Stadium Economic Area Plan and the Stadium Impact Area (SIA) zoning district.		
Name of Applicant/Sponsor: Town of Hamburg Town Board	Telephone: E-Mail:	
Address: 6100 South Park Avenue, Hamburg NY, 14075		
City/PO:	State: NY	Zip Code: 14075
Project Contact (if not same as sponsor; give name and title/role): Joshua Rogers	Telephone: (716) 649-2023 E-Mail: jrogers@townofhamburgny.gov	
Address: 6100 South Park Avenue, Hamburg NY, 14075		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):	Telephone: E-Mail:	
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, ☒ Yes ☐ No or Village Board of Trustees	Town of Hamburg Town Board	Fall 2026
b. City, Town or Village ☐ Yes ☐ No Planning Board or Commission		
c. City, Town or ☐ Yes ☐ No Village Zoning Board of Appeals		
d. Other local agencies ☐ Yes ☐ No		
e. County agencies ☒ Yes ☐ No	Erie County 239-m referral	Fall 2026
f. Regional agencies ☐ Yes ☐ No		
g. State agencies ☐ Yes ☐ No		
h. Federal agencies ☐ Yes ☐ No		
i. Coastal Resources.		
i. Is the project site within a Coastal Area or the waterfront area of a Designated Inland Waterway?		☒ Yes ☐ No
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?		☒ Yes ☐ No
iii. Is the project site within a Coastal Erosion Hazard Area?		☒ Yes ☐ No

C. Planning and Zoning

C.1. Planning and zoning actions.	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule, or regulation be the only approval(s) that must be granted to enable the proposed action to proceed? ☒ Yes ☐ No	
If Yes, complete sections C, F and G. If No, proceed to question C.2 and complete all remaining sections and questions in Part 1	
C.2. Adopted land use plans.	
a. Do any municipally adopted (city, town, village, or county) comprehensive land use plan(s) include the site where the proposed action would be located? ☒ Yes ☐ No	
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☒ Yes ☐ No	
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?) ☒ Yes ☐ No	
If Yes, identify the plan(s): NYS Heritage Areas: West Erie Canal Corridor	
c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan or an adopted municipal farmland protection plan? ☐ Yes ☒ No	
If Yes, identify the plan(s):	

d. Is the proposed action in a municipality with an adopted comprehensive or individual plan that addresses climate change? ☒ Yes ☐ No

If yes, identify the elements of the plan that are relevant to the action:

Key issues and objectives section of the Comprehensive Plan

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. ☒ Yes ☐ No

If Yes, what is the zoning classification(s) including any applicable overlay district?

All zoning districts in the Town of Hamburg

b. Is the use permitted or allowed by a special or conditional use permit? ☐ Yes ☐ No

c. Is a zoning change requested as part of the proposed action? ☐ Yes ☒ No

If Yes, What is the proposed new zoning for the site? _____

C.4. Existing community services.

a. In what school district is the project site located? All school districts in the Town of Hamburg

b. What police or other public protection forces serve the project site?

Town of Hamburg Police, Erie County Sheriff's Department, New York State Police

c. Which fire protection and emergency medical services serve the project site?

All Fire Departments and EMS Services in the Town of Hamburg

d. What parks serve the project site?

All parks in the Town of Hamburg

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? _____ acres

b. Total acreage to be physically disturbed? _____ acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres

c. Is the proposed action an expansion of an existing project or use? ☐ Yes ☐ No

i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? ☐ Yes ☐ No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed? ☐ Yes ☐ No

iii. Number of lots proposed? _____

iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? ☐ Yes ☐ No i. If No, anticipated period of construction: _____ months ii. If Yes: • Total number of phases anticipated _____ • Anticipated commencement date of phase 1 (including demolition) _____ month _____ year • Anticipated completion date of final phase _____ month _____ year • Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____																			
f. Does the project include new residential uses? ☐ Yes ☐ No If Yes, show numbers of units proposed. <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 20%; text-align: center;"><u>One Family</u></th> <th style="width: 20%; text-align: center;"><u>Two Family</u></th> <th style="width: 20%; text-align: center;"><u>Three Family</u></th> <th style="width: 25%; text-align: center;"><u>Multiple Family (four or more)</u></th> </tr> </thead> <tbody> <tr> <td>Initial Phase</td> <td>_____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>At completion of all phases</td> <td>_____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> </tbody> </table>						<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>	Initial Phase	_____	_____	_____	_____	At completion of all phases	_____	_____	_____	_____
	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>															
Initial Phase	_____	_____	_____	_____															
At completion of all phases	_____	_____	_____	_____															
g. Does the proposed action include new non-residential construction (including expansions)? ☐ Yes ☐ No If Yes, i. Total number of structures _____ ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length iii. Approximate extent of building space to be heated or cooled: _____ square feet																			
h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? ☐ Yes ☐ No If Yes, i. Purpose of the impoundment: _____ ii. If a water impoundment, the principal source of the water: ☐ Ground water ☐ Surface water streams ☐ Other specify: _____ iii. If other than water, identify the type of impounded/contained liquids and their source. _____ iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____																			
D.2. Project Operations																			
a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) ☐ Yes ☐ No If Yes: i. What is the purpose of the excavation or dredging? _____ ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site? • Volume (specify tons or cubic yards): _____ • Over what duration of time? _____ iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____ iv. Will there be onsite dewatering or processing of excavated materials? ☐ Yes ☐ No If yes, describe. _____ v. What is the total area to be dredged or excavated? _____ acres vi. What is the maximum area to be worked at any one time? _____ acres vii. What would be the maximum depth of excavation or dredging? _____ feet viii. Will the excavation require blasting? ☐ Yes ☐ No ix. Summarize site reclamation goals and plan: _____																			

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? ☐ Yes ☐ No

If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g., excavation, fill, placement of structures, or alteration of channels, banks, and shorelines. Indicate extent of activities, alterations and additions in square feet or acres: _____

iii. Will the proposed action cause or result in disturbance to bottom sediments? ☐ Yes ☐ No

If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? ☐ Yes ☐ No

If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? ☐ Yes ☐ No

If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? ☐ Yes ☐ No

If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No
- Do existing lines serve the project site? ☐ Yes ☐ No

iii. Will line extension within an existing district be necessary to supply the project? ☐ Yes ☐ No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? ☐ Yes ☐ No

If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes?

☐ Yes ☐ No

If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities?

☐ Yes ☐ No

If Yes:

• Name of wastewater treatment plant to be used: _____

• Name of district: _____

• Does the existing wastewater treatment plant have capacity to serve the project?

☐ Yes ☐ No

• Is the project site in the existing district?

☐ Yes ☐ No

• Is expansion of the district needed?

☐ Yes ☐ No

• Do existing sewer lines serve the project site?

☐ Yes ☐ No

• Will a line extension within an existing district be necessary to serve the project?

☐ Yes ☐ No

If Yes:

• Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site?

☐ Yes ☐ No

If Yes:

• Applicant/sponsor for new district: _____

• Date application submitted or anticipated: _____

• What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e., sheet flow) during construction or post construction?

☐ Yes ☐ No

If Yes:

i. How much impervious surface will the project create in relation to total size of project parcel?

_____ Square feet or _____ acres (impervious surface)

_____ Square feet or _____ acres (parcel size)

ii. Describe types of new point sources. _____

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water, or off-site surface waters)?

• If to surface waters, identify receiving water bodies or wetlands: _____

• Will stormwater runoff flow to adjacent properties?

☐ Yes ☐ No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater?

☐ Yes ☐ No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional energy demand? ☐ Yes ☐ No If Yes: i. Estimate annual electricity demand during operation of the proposed action: _____ ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____ iii. Will the proposed action require a new, or an upgrade, to an existing substation? ☐ Yes ☐ No	
l. Hours of operation. Answer all items which apply. i. During Construction: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ ii. During Operations: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____	
m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? ☐ Yes ☐ No If yes: i. Provide details including sources, time of day and duration: _____ ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? ☐ Yes ☐ No Describe: _____	
n. Will the proposed action have outdoor lighting? ☐ Yes ☐ No If yes: i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures: _____ ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? ☐ Yes ☐ No Describe: _____	
o. Does the proposed action have the potential to produce odors for more than one hour per day? ☐ Yes ☐ No If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____	
p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? ☐ Yes ☐ No If Yes: i. Product(s) to be stored _____ ii. Volume(s) _____ per unit time _____ (e.g., month, year) iii. Generally, describe the proposed storage facilities: _____	
q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? ☐ Yes ☐ No If Yes: i. Describe proposed treatment(s): _____ _____ _____ ii. Will the proposed action use Integrated Pest Management Practices? ☐ Yes ☐ No	

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? ☐ Yes ☐ No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: _____ tons per _____ (unit of time)
- Operation : _____ tons per _____ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: _____
- Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: _____
- Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? ☐ Yes ☐ No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____

ii. Anticipated rate of disposal/processing:

- _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
- _____ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☐ No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled, or managed at facility: _____

ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

iii. Specify amount to be handled or generated _____ tons/month

iv. Describe any proposals for on-site minimization, recycling, or reuse of hazardous constituents: _____

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

☐ Urban ☐ Industrial ☐ Commercial ☐ Residential (suburban) ☐ Rural (non-farm)

☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): _____

ii. If mix of uses, generally describe:

b. Land uses and cover types on the project site.

Land use or Cover type	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces (total)			
• Industrial or manufacturing			
• Commercial			
• Residential			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse, etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth, or fill)			
• Other, Describe: _____			

c. Is the project site presently used by members of the community for public recreation? i. If Yes: explain: _____	☐ Yes ☐ No
d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? If Yes, i. Identify facilities: _____ _____	☐ Yes ☐ No
e. Does the project site contain an existing dam? If Yes: i. Dimensions of the dam and impoundment: • Dam height: _____ feet • Dam length: _____ feet • Surface area: _____ acres • Volume impounded: _____ gallons OR acre-feet ii. Dam's existing hazard classification: _____ iii. Provide date and summarize results of last inspection: _____ _____	☐ Yes ☐ No
f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property that is now, or was at one time, used as a solid waste management facility? If Yes: i. Has the facility been formally closed? • If Yes, cite sources/documentation: _____ ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____ _____	☐ Yes ☐ No ☐ Yes ☐ No
iii. Describe any development constraints due to the prior solid waste activities: _____ _____	
g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? If Yes: i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____ _____	☐ Yes ☐ No
h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? If Yes: i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: ☐ Yes – Spills Incidents database ☐ Yes – Environmental Site Remediation database ☐ Neither database Provide DEC ID number(s): _____ Provide DEC ID number(s): _____	☐ Yes ☐ No ☐ Yes ☐ No
ii. If site has been subject of RCRA corrective activities, describe control measures: _____ _____	
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? If Yes, provide DEC ID number(s): _____	☐ Yes ☐ No
iv. If Yes to (i), (ii) or (iii) above, describe current status of site(s): _____ _____	

v. Is the project site subject to an institutional control limiting property uses? ☐ Yes ☐ No	
• If Yes, DEC site ID number: _____ • Describe the type of institutional control (e.g., deed restriction or easement): _____ • Describe any use limitations: _____ • Describe any engineering controls: _____ • Will the project affect the institutional or engineering controls in place? ☐ Yes ☐ No • Explain: _____	
E.2. Natural Resources On or Near Project Site	
a. What is the average depth to bedrock on the project site? _____ feet	
b. Are there bedrock outcroppings on the project site? ☐ Yes ☐ No If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %	
c. Predominant soil type(s) present on project site: _____ % _____ _____ % _____ _____ %	
d. What is the average depth to the water table on the project site? Average: _____ feet	
e. Drainage status of project site soils: Well Drained: _____ % of site Moderately Well Drained: _____ % of site Poorly Drained _____ % of site	
f. Approximate proportion of proposed action site with slopes: 0-10%: _____ % of site 10-15%: _____ % of site 15% or greater: _____ % of site	
g. Are there any unique geologic features on the project site? ☐ Yes ☐ No If Yes, describe: _____	
h. Surface water features.	
i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds, or lakes)? ☐ Yes ☐ No	
ii. Do any wetlands or other waterbodies adjoin the project site? ☐ Yes ☐ No	
If Yes to either <i>i</i> or <i>ii</i> , continue. If No, skip to E.2.i.	
iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? ☐ Yes ☐ No	
iv. For each identified regulated wetland and waterbody on the project site, provide the following information:	
• Streams: Name _____ Classification _____ • Lakes or Ponds: Name _____ Classification _____ • Wetlands: Name _____ Approximate Size _____ • Wetland No. (if regulated by DEC) _____	
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? ☐ Yes ☐ No If Yes, name of impaired water body/bodies and basis for listing as impaired: _____	
i. Is the project site in a designated Floodway? ☐ Yes ☐ No	
j. Is the project site in the 100-year Floodplain? ☐ Yes ☐ No	
k. Is the project site in the 500-year Floodplain? ☐ Yes ☐ No	
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? ☐ Yes ☐ No If Yes: i. Name of aquifer: _____	

m. Identify the predominant wildlife species that occupy or use the project site: _____ _____ _____	
n. Does the project site contain a designated significant natural community? ☐ Yes ☐ No If Yes: i. Describe the habitat/community (composition, function, and basis for designation): _____ ii. Source(s) of description or evaluation: _____ iii. Extent of community/habitat: • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres	
o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? ☐ Yes ☐ No If Yes: i. Species and listing (endangered or threatened): _____ _____	
p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? ☐ Yes ☐ No If Yes: i. Species and listing: _____ _____	
q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? ☐ Yes ☐ No If Yes, give a brief description of how the proposed action may affect that use: _____ _____	
E.3. Designated Public Resources On or Near Project Site	
a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? ☐ Yes ☐ No If Yes, provide county plus district name/number: _____	
b. Are agricultural lands consisting of highly productive soils present? ☐ Yes ☐ No i. If Yes: acreage(s) on project site? _____ ii. Source(s) of soil rating(s): _____	
c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? ☐ Yes ☐ No If Yes: i. Nature of the natural landmark: ☐ Biological Community ☐ Geological Feature ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____ _____ _____	
d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? ☐ Yes ☐ No If Yes: i. CEA name: _____ ii. Basis for designation: _____ iii. Designating agency and date: _____	

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYSO of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? ☐ Yes ☐ No

If Yes:

i. Nature of historic/archaeological resource: ☐ Archaeological Site ☐ Historic Building or District

ii. Name: _____

iii. Brief description of attributes on which listing is based: _____

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the New York State Historic Preservation Office (SHPO) archaeological site inventory? ☐ Yes ☐ No

g. Have additional archaeological or historic site(s) or resources been identified on the project site? ☐ Yes ☐ No

If Yes:

i. Describe possible resource(s): _____

ii. Basis for identification: _____

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic, or aesthetic resource? ☐ Yes ☐ No

If Yes:

i. Identify resource: _____

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail, or scenic byway, etc.): _____

iii. Distance between project and resource: _____ miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? ☐ Yes ☐ No

If Yes:

i. Identify the name of the river and its designation: _____

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? Yes No

E.4. Disadvantaged Communities Designated Pursuant to ECL Article 75

a. Is the project located within, or within 1/2-mile of, a disadvantaged community? ☐ Yes ☐ No

If No, could impacts (see examples below in E.4.b) from the project affect a disadvantaged community? ☐ Yes ☐ No

If Yes to either question in E.4.a, answer the remaining questions in this section.

b. Will there be direct or indirect impacts that may affect a disadvantaged community, such as those listed below? ☐ Yes ☐ No

- i. new noise sources or expansions/modification of existing noise sources;
 - noise from operational sources
 - noise from construction activities
- ii. emissions of air pollutants, including mobile emissions;
- iii. wastewater discharges;
- iv. generation of odors;
- v. light pollution;
- vi. new or modified radiation sources;
- vii. new or modified sources of solid waste generation, management, or disposal.

If Yes, describe the impacts: _____

c. Do any of the state agency approvals identified in question B.g include any of the following DEC permits?

State Pollutant Discharge Elimination System (SPDES)	☐ Yes	☐ No
Solid Waste Management Facility	☐ Yes	☐ No
Hazardous Waste Management Facility	☐ Yes	☐ No
Air Pollution Control (Title V or Air State Facility)	☐ Yes	☐ No
Water Withdrawal over 20 MGD for Cooling Water	☐ Yes	☐ No
Waste Transporter	☐ Yes	☐ No

E.5 Future Physical Climate Risks

Will the proposed action be vulnerable to the following future physical climate risks under current or projected future conditions:

- a. Is the proposed action vulnerable to damage from a projected 100-year flood? ☐ Yes ☐ No
- b. Is the proposed action vulnerable to damage from a projected 500-year flood? ☐ Yes ☐ No
- c. Is the proposed action in an area potentially affected by sea level rise? ☐ Yes ☐ No
- d. Will the proposed action increase the vulnerability of human or ecological communities to the following:
- i. drought? ☐ Yes ☐ No
- ii. temperature extremes (hot or cold)? ☐ Yes ☐ No
- iii. extreme storms, including high winds? ☐ Yes ☐ No
- iv. landslides? ☐ Yes ☐ No
- v. coastal erosion? ☐ Yes ☐ No
- vi. stormwater flooding? ☐ Yes ☐ No
- vii. other climate or weather hazards? ☐ Yes ☐ No. If Yes, describe: _____

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

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

Applicant/Sponsor Name Joshua Rogers Date 9/23/2026

Signature  Title Town of Hamburg Planning Department

PRINT FORM

Full Environmental Assessment Form
Part 2 - Identification of Potential Project Impacts

Project :	Agency Use Only [If applicable] Highmark Corner Community Destination Concepts Comprehensive
Date :	10-19-26

Part 2 is to be completed by the lead agency. Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

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

Tips for completing Part 2:

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer “**Yes**” to a numbered question, please complete all the questions that follow in that section.
- If you answer “**No**” to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box “Moderate to large impact may occur.”
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the whole action.
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

1. Impact on Land Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1) <i>If “Yes”, answer questions a - j. If “No”, move on to Section 2.</i>			
		☐ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	☐	☐
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	☐	☐
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	☐	☐
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	☐	☐
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	☐	☐
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	☐	☐
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	☐	☐
h. Other impacts:		☐	☐

2. Impact on Geological Features

The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g)

☒ NO☐ YES

If "Yes", answer questions a - c. If "No", move on to Section 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached:	E2g	☐	☐
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature:	E3c	☐	☐
c. Other impacts:		☐	☐

3. Impacts on Surface Water

The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h)

☒ NO☐ YES

If "Yes", answer questions a - l. If "No", move on to Section 4.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	☐	☐
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	☐	☐
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	☐	☐
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	☐	☐
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	☐	☐
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	☐	☐
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	☐	☐
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	☐	☐
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	☐	☐
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	☐	☐
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	☐	☐

l. Other impacts:		☐	☐
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4. Impact on groundwater The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer. (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t) <i>If "Yes", answer questions a - h. If "No", move on to Section 5.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	☐	☐
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source:	D2c	☐	☐
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	☐	☐
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	☐	☐
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	☐	☐
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	☐	☐
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	☐	☐
h. Other impacts:		☐	☐

5. Impact on Flooding The proposed action may result in development on lands subject to flooding. (See Part 1. E.2) <i>If "Yes", answer questions a - g. If "No", move on to Section 6.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	☐	☐
b. The proposed action may result in development within a 100-year or a 500-year floodplain.	E2j, E5a, E5b	☐	☐
c. The proposed action may result in development in an area potentially affected by sea level rise.	E2k, E5c	☐	☐
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	☐	☐
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	☐	☐
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	☐	☐

g. Other impacts:		☐	☐
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6. Impacts on Air and Climate

The proposed action may include a state regulated air emission source. (See Part 1. D.2.f., D.2.h, D.2.g) or generate greenhouse gas emissions over 10,000 metric tons of carbon dioxide equivalents (See Part 1. D.2.h)

☒ NO

☐ YES

If “Yes”, answer questions a - i. If “No”, move on to Section 7.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also have the potential to emit one or more regulated air contaminants at or above the following levels: i. More than 100 short tons/year of carbon monoxide (CO) ii. More than 100 short tons/year of oxides of nitrogen (NO _x) outside the NYC Metropolitan Area or Long Island OR 25 short tons/year within the NYC Metropolitan Area or Long Island iii. More than 100 short tons/year of particulate matter (PM-10, PM-2.5) iv. More than 50 short tons/year of volatile organic compounds (VOC) outside the NYC Metropolitan Area or Long Island OR 25 short tons/year within the NYC Metropolitan Area or Long Island v. More than 100 short tons/year of sulfur dioxide (SO ₂)	D2g D2g D2g D2g D2g	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐
b. The proposed action has the potential to emit 10 short tons/year or more of any one designated hazardous air pollutant, or 25 short tons/year or more of any combination of such hazardous air pollutants.	D2g	☐	☐
c. The proposed action may include a heat source capable of producing more than 20 million BTUs per hour.	D2f, D2g	☐	☐
d. The proposed action may exceed 50% of any of the thresholds in “a” or “b”, _____ above.	D2g	☐	☐
e. The proposed action may result in the combustion or thermal treatment of solid, hazardous, or hospital/medical/infectious waste.	D2f, D2s	☐	☐
f. The proposed action is subject to the Nonattainment New Source Review or Prevention of Significant Deterioration requirements discussed in 6 NYCRR Part 231.	D2g	☐	☐
g. The proposed action will emit more than 10,000 metric tons of CO ₂ equivalents per year.	D2h	☐	☐
h. A municipality adopted comprehensive or individual plan addressing climate change applies to the proposed action and the proposed action would materially conflict with the achievement of one or more goals of the plan related to climate change.	C2d	☐	☐
i. Other impacts:		☐	☐

7. Impact on Plants and Animals The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) ☒ NO ☐ YES <i>If “Yes”, answer questions a - j. If “No”, move on to Section 8.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	☐	☐
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	☐	☐
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	☐	☐
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	☐	☐

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	☐	☐
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source:	E2n	☐	☐
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	☐	☐
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	☐	☐
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	☐	☐
j. Other impacts:		☐	☐

8. Impact on Agricultural Resources The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.) ☒ NO ☐ YES <i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	☐	☐
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	☐	☐
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	☐	☐
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	☐	☐
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	☐	☐
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	☐	☐
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	☐	☐
h. Other impacts: _____		☐	☐

9. Impact on Aesthetic Resources The land use of the proposed action is obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	☐	☐
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	☐	☐
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	☐ ☐	☐ ☐
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism-based activities	E3h E2q, E1c	☐ ☐	☐ ☐
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	☐	☐
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	☐	☐
g. Other impacts:		☐	☐

10. Impact on Historic and Archeological Resources The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on the National or State Register of Historical 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.	E3e	☐	☐
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	☐	☐
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source:	E3g	☐	☐

d. Other impacts:		☐	☐
If any of the above (a-d) are answered "Moderate to large impact may occur", continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	☐	☐
ii. The proposed action may result in the alteration of the property's setting or integrity.	E3e, E3f, E3g, E1a, E1b	☐	☐
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or that may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	☐	☐

11. Impact on Open Space and Recreation The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If "Yes", answer questions a - e. If "No", go to Section 12.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in an impairment of natural functions, or "ecosystem services", provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b E2h, E2m, E2o, E2n, E2p	☐	☐
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	☐	☐
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c E1c, E2q	☐	☐
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	☐	☐
e. Other impacts:		☐	☐

12. Impact on Critical Environmental Areas The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If "Yes", answer questions a - c. If "No", go to Section 13.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	☐	☐
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	☐	☐
c. Other impacts:		☐	☐

13. Impact on Transportation

The proposed action may result in a change to existing transportation systems.

(See Part 1. D.2.j)

If "Yes", answer questions a - f. If "No", go to Section 14.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	☐	☐
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	☐	☐
c. The proposed action will degrade existing transit access.	D2j	☐	☐
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	☐	☐
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	☐	☐
f. Other impacts:		☐	☐

14. Impact on Energy

The proposed action may cause an increase in the use of any form of energy.

(See Part 1. D.2.k)

If "Yes", answer questions a - e. If "No", go to Section 15.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	☐	☐
b. The 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 commercial or industrial use.	D1f, D1q, D2k	☐	☐
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	☐	☐
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	☐	☐
e. Other Impacts:		☐	☐

15. Impact on Noise, Odor, and Light

The proposed action may result in an increase in noise, odors, or outdoor lighting.

(See Part 1. D.2.m., n., and o.)

If "Yes", answer questions a - f. If "No", go to Section 16.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	☐	☐
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	☐	☐
c. The proposed action may result in routine odors for more than one hour per day.	D2o	☐	☐

d. The proposed action may result in light shining onto adjoining properties.	D2n	☐	☐
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	☐	☐
f. Other impacts:		☐	☐

16. Impact on Human Health

The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.)
If "Yes", answer questions a - m. If "No", go to Section 17.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	☐	☐
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	☐	☐
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	☐	☐
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	☐	☐
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	☐	☐
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	☐	☐
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	☐	☐
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	☐	☐
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	☐	☐
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	☐	☐
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off-site structures.	E1f, E1g	☐	☐
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	☐	☐
m. Other impacts:		☐	☐

17. Consistency with Community Plans The proposed action is not consistent with adopted land use plans. (See Part 1. C.1, C.2. and C.3.) <i>If “Yes”, answer questions a - h. If “No”, go to Section 18.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action’s land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	☐	☐
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	☐	☐
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	☐	☐
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	☐	☐
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	☐	☐
f. The proposed action is in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	☐	☐
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	☐	☐
h. Other:		☐	☐

18. Consistency with Community Character The proposed project is inconsistent with the existing community character. (See Part 1. C.2, C.3, D.2, E.3) <i>If “Yes”, answer questions a - g. If “No”, proceed to Part 3.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	☐	☐
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	☐	☐
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	☐	☐
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	☐	☐
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	☐	☐
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	☐	☐
g. Other impacts:		☐	☐

19. Impact on Disadvantaged Communities

The proposed project may impact a disadvantaged community.
(See Part 1. E.4)



NO



YES

If “Yes”, answer questions a - g. If “No”, proceed to Part 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Is the potentially affected disadvantaged community identified as having comparatively higher burdens or vulnerabilities by the Disadvantaged Community Assessment Tool ?	E.4.c	☐	☐
b. The proposed action may create new air emissions or increase existing air emissions within a disadvantaged community.	D.2.f-i, E.4	☐	☐
c. The proposed action may create new wastewater treatment or discharges, or expand existing wastewater treatment or discharges, within a disadvantaged community.	D.2.d	☐	☐
d. The proposed action creates or expands a solid or hazardous waste management facility, or involves the generation of solid or hazardous waste, within or near a disadvantaged community.	D.2.r, D.2.s, D.2.t, E.1.f, E.1.g	☐	☐
e. The proposed action may increase traffic within a disadvantaged community.	D.2.j	☐	☐
f. The proposed action affects or involves one or more of the following facility types: i. landfill; ii. other industrial, manufacturing, or mining land uses; iii. major oil or chemical bulk storage facility; iv. municipal waste combustor; v. power generation facility; vi. risk management plan site; vii. remediation site; or viii. scrap metal processor.	C.3.c, D.1.a, D.1.g, D.2.a, D.2.d, D.2.f, E.1.a, E.1.b, E.1.h, E.1.v, E.4	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
g. Other impacts:		☐	☐

20. Future Physical Climate Risks

The proposed project may be vulnerable to future physical climate risks or increase the vulnerability of human or ecological communities to future physical climate risks. ☒ NO ☐ YES

(See Part 1. E.5)

If “Yes”, answer questions a - e. If “No”, proceed to Part 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is vulnerable to damage from a projected 100-year flood.	E2j, E5a	☐	☐
b. The proposed action is vulnerable to damage from a 500-year flood.	E2k, E5b	☐	☐
c. The proposed action is in an area potentially affected by sea level rise.	E5c	☐	☐
d. The proposed action may increase the vulnerability of human or ecological communities to the following: i. drought ii. temperature extremes (hot or cold) iii. extreme storms, including high winds iv. landslides v. coastal erosion vi. stormwater flooding vii. other climate or weather hazards? If yes, describe: _____	E5d	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
e. Other impacts:		☐	☐

Full Environmental Assessment Form

Part 3 - Evaluation of the Magnitude and Importance of Project Impacts and Determination of Significance

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

Reasons Supporting This Determination:

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size, or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact, and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact.
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

The adoption of the Highmark Corner Community Destination Concepts involves an amendment to the Comprehensive Plan that will produce additional community destination concepts for Highmark Stadium, and the surrounding area in the Town of Hamburg to add to the Town's Comprehensive Plan, and will not include any development or construction.

Determination of Significance - Type 1 and Unlisted Actions

SEQR Status: ☒ Type 1 ☐ Unlisted

Identify portions of EAF completed for this Project: ☒ Part 1 ☒ Part 2 ☒ Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the
Hamburg Town Board _____ as lead agency that:

☒ A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

☐ B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions that will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

☐ C. This Project may result in one or more significant adverse impacts on the environment and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: **Highmark Corner Community Destination Concepts Comprehensive Plan Amendment**

Name of Lead Agency: **Hamburg Town Board**

Name of Responsible Officer in Lead Agency: **Elizabeth Farrell-Lorentz**

Title of Responsible Officer: **Town Supervisor**

Signature of Responsible Officer in Lead Agency:

Date:

Signature of Preparer (if different from Responsible Officer)

Date:

For Further Information:

Contact Person: **Joshua Rogers**

Address: **6100 South Park Avenue**

Telephone Number: **716-649-2023**

E-mail: **jrogers@townofhamburgny.gov**

For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)
Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.24. Appending Highmark Corner Community Destination Concepts to Comprehensive Plan Adoption Resolution

WHEREAS, the Hamburg Town Code contains and specifies the local laws and ordinances of the Town of Hamburg; and

WHEREAS, in December 2023, the Town of Hamburg was awarded \$126,000 on competitive basis from New York State Department of State (NYSDOS) for the development of the Buffalo Bills NFL Stadium Economic Impact Area & Town of Hamburg Zoning Update Project, and

WHEREAS, on August 10th, 2026, the Town of Hamburg adopted the SIA - Stadium Impact Area District, amended Article LVI McKinley Mall Area Incentives of the Town Code, and appended the “Bills Stadium Economic Impact Area Plan” to the 2023 Comprehensive Plan; and

WHEREAS, the Town of Hamburg hired Progressive Companies to produce additional community destination concepts for Highmark Stadium, and the surrounding area in the Town of Hamburg to add to the Town’s Comprehensive Plan; and

WHEREAS, pursuant to Municipal Home Rule Law, the Town Board is proposing to enact a local law as follows:

Be it enacted by the Town Board of the Town of Hamburg, New York, that the Hamburg Town Board amends the Hamburg Town Code as follows (full copies attached):

- Append the “Highmark Corner Community Destination Concepts” to the Comprehensive Plan.

WHEREAS, a public hearing was held on October 5th, 2026, for discussion and public comment concerning adoption of this proposed Comprehensive Plan amendment; and

WHEREAS, this proposed Comprehensive Plan amendment was referred to Erie County through the 239-m referral process and received no objections; and

WHEREAS, pursuant to Part 617 6NYCRR, Article 8 of the Environmental Conservation Law (SEQRA), the Town of Hamburg Town Board established itself as SEQR Lead Agency and has issued a SEQR Negative Declaration; and

NOW THEREFORE BE IT RESOLVED, the Hamburg Town Board, in accordance with Section 272-A of New York State Town Law, hereby adopts the Highmark Corner Community Destination Concepts document as an appendix to the Town’s Comprehensive Plan.

BE IT FINALLY RESOLVED, that a copy of the Highmark Corner Community Destination Concepts document be filed in the office of the Hamburg Town Clerk, and placed on the Town’s website.

ATTACHMENTS:

[Highmark Corner Community Destination Concepts.pdf](#)

Highmark Corner

September 4, 2026

COMMUNITY DESTINATION Concepts



REGIONAL OPPORTUNITY



Former Highmark Stadium

- Mixed use, destination-oriented development.
- Stadium tour business, Team hall of fame exhibit and store, Hotels.
- Study: Titledtown.

HAMBURG COMMUNITY PRIORITIES 2021-2022 COMPREHENSIVE PLAN



ORIGINAL CONCEPT



Concept Review Comments 7/9/26

MARKET SATURATION

- Can the market support this amount of retail 356-days of the year?

ANCHOR & MIXED USE DEFINITIONS

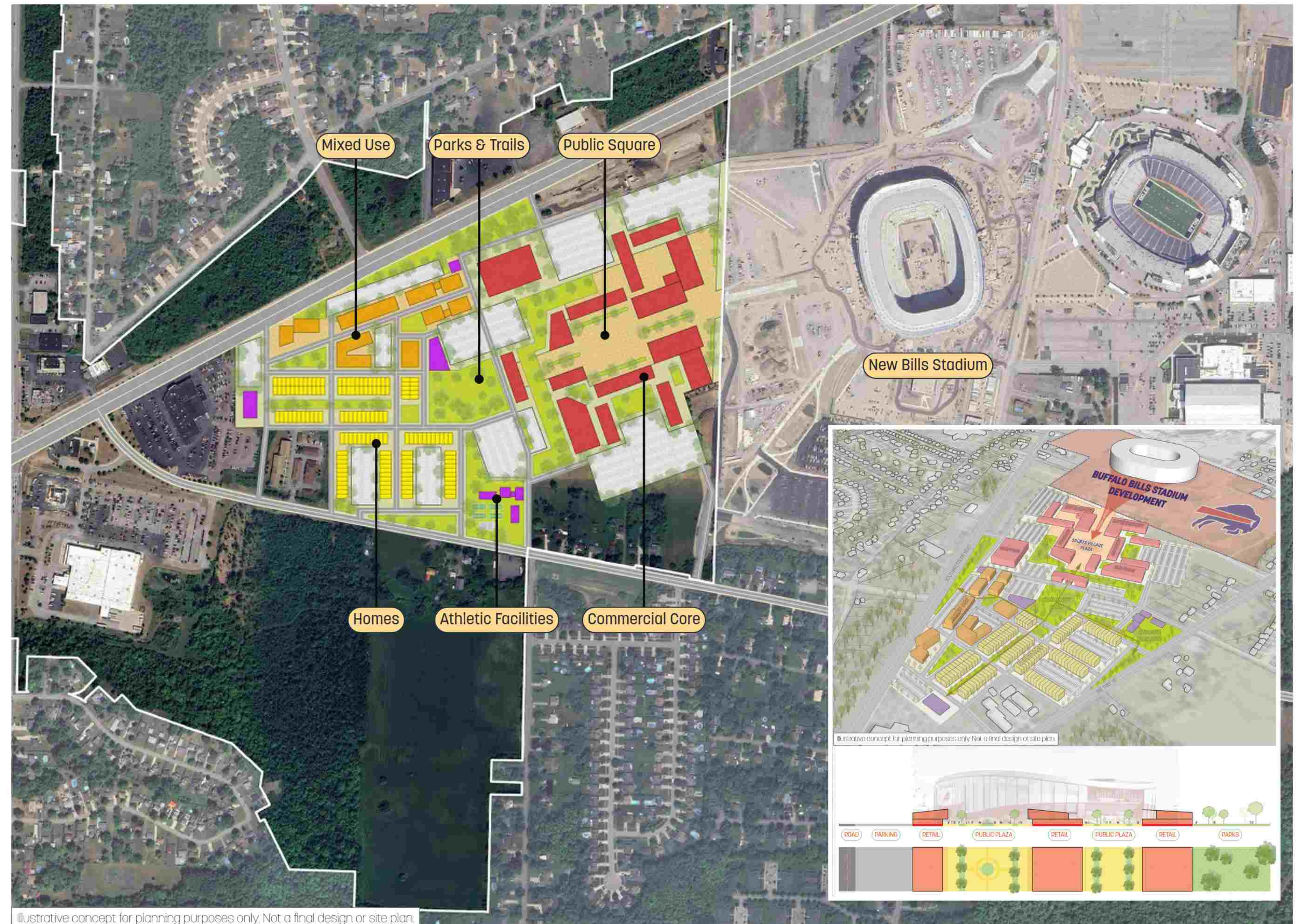
- The concept needs another “hook” to leverage the stadium investment and draw people in.
- Where is the heart of the project?
- How is mixed use defined? By building, lot, block or site?

CONNECTIVITY

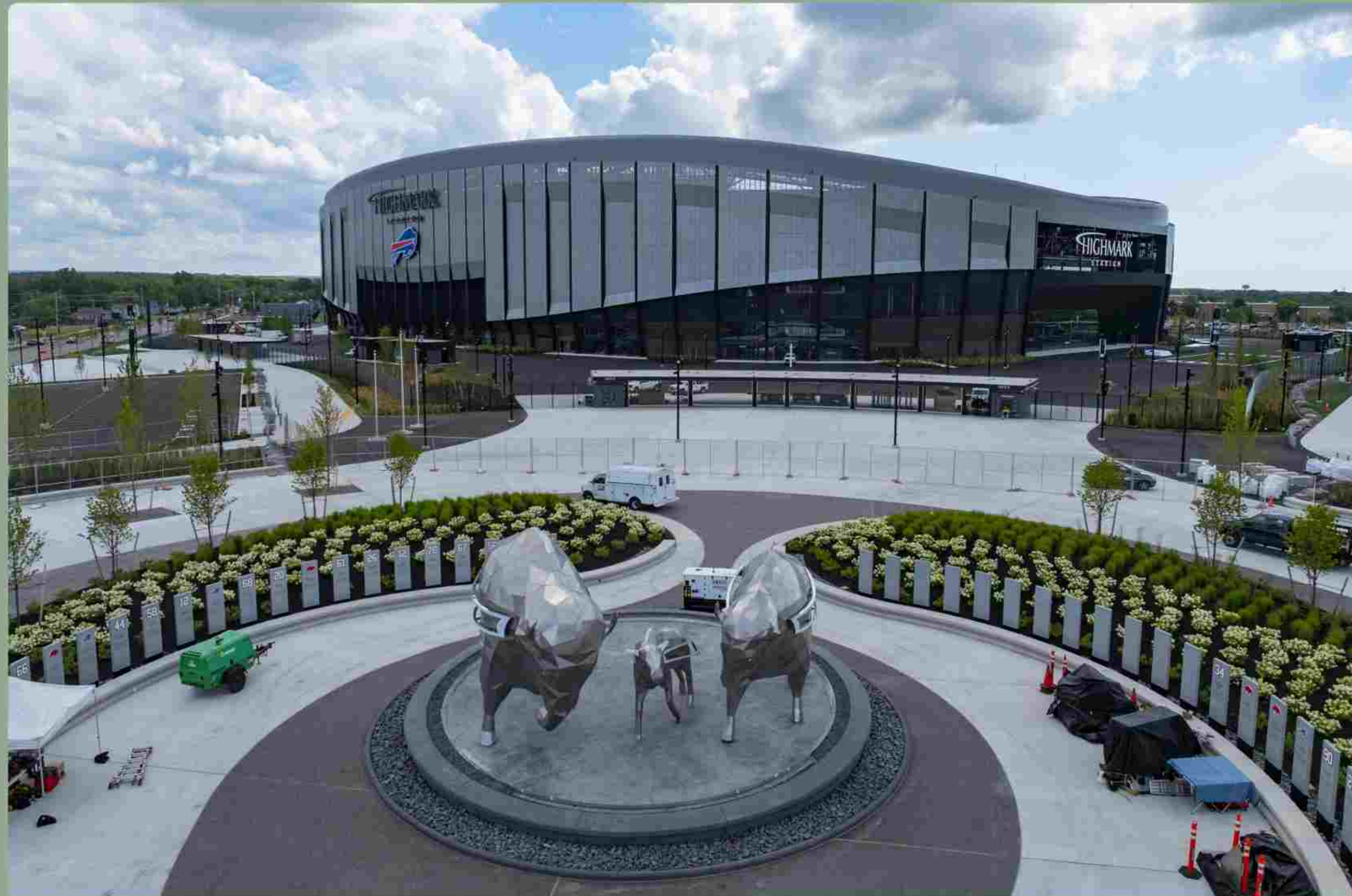
- Parking lots are an “edge”; the promenade is insufficient as a connection.
- Brompton Drive is not connected to and through the area.

ACCESS, CIRCULATION & SAFETY

- Options for Transportation Demand Management Strategy.
- Provide a safe crossing location for pedestrians and cyclists.
- Provide a better, grided system that provides more options for travel.



PROJECT GOALS



01 CREATE A WALKABLE,
MIXED-USE NEIGHBORHOOD
WITH YEAR-ROUND
ACTIVATION THAT CAN
SUSTAIN ITSELF WITHOUT
DEPENDING ON THE
STADIUM AS A DRAW

02 BRING ACTIVITY TO THIS
CORRIDOR THAT GOES
BEYOND GAME-DAY

03 PRESERVE GAME-DAY
TAILGATING EXPERIENCE

DESIGN PRINCIPLES

Improved Multi-modal Connectivity.

Create safe, seamless, cross-town connectivity and an interior grid of streets that would support multi-modal access.

Stadium-informed Programming.

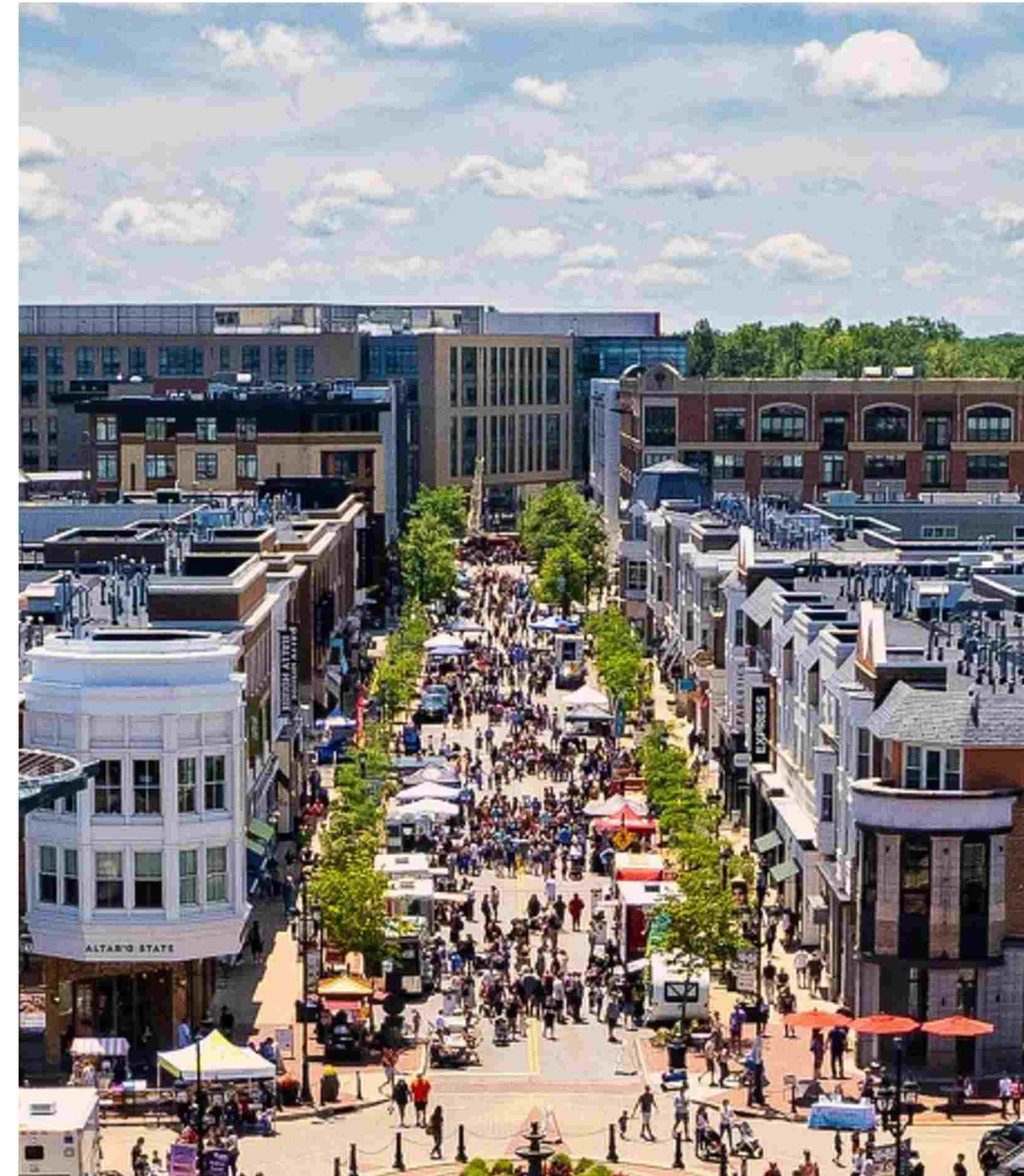
Activate the edge closest to the stadium with plazas, event spaces, and game-day amenities.

Year-round Destination.

Mix of shops, homes, and civic uses that sustain economic activity beyond the football season.

Sensitivity to Neighbors.

Landscaped buffers, smaller-scale buildings, and new greenways that link existing neighborhoods to the stadium district.



PROJECT DRIVERS

Medical Clinics

Outpatient & Sports Medicine.

Bring high-volume, non-gameday patient visits directly to the district year-round.

Western New York's healthcare sector (anchored by major networks like UBMD Orthopedics, Kaleida Health, and ECMC) is a primary economic driver in Erie County. The Southtowns currently lack a centralized, mega-footprint sports science and outpatient rehab center.

Campus Adaptive Reuse Opportunity: Existing ECC institutional structures can be adaptively reused into outpatient surgery centers, physical therapy labs, or orthopedic urgent care facilities.



5,000-Seat Arena

Events / Theatre / Hospitality / Convention Space.

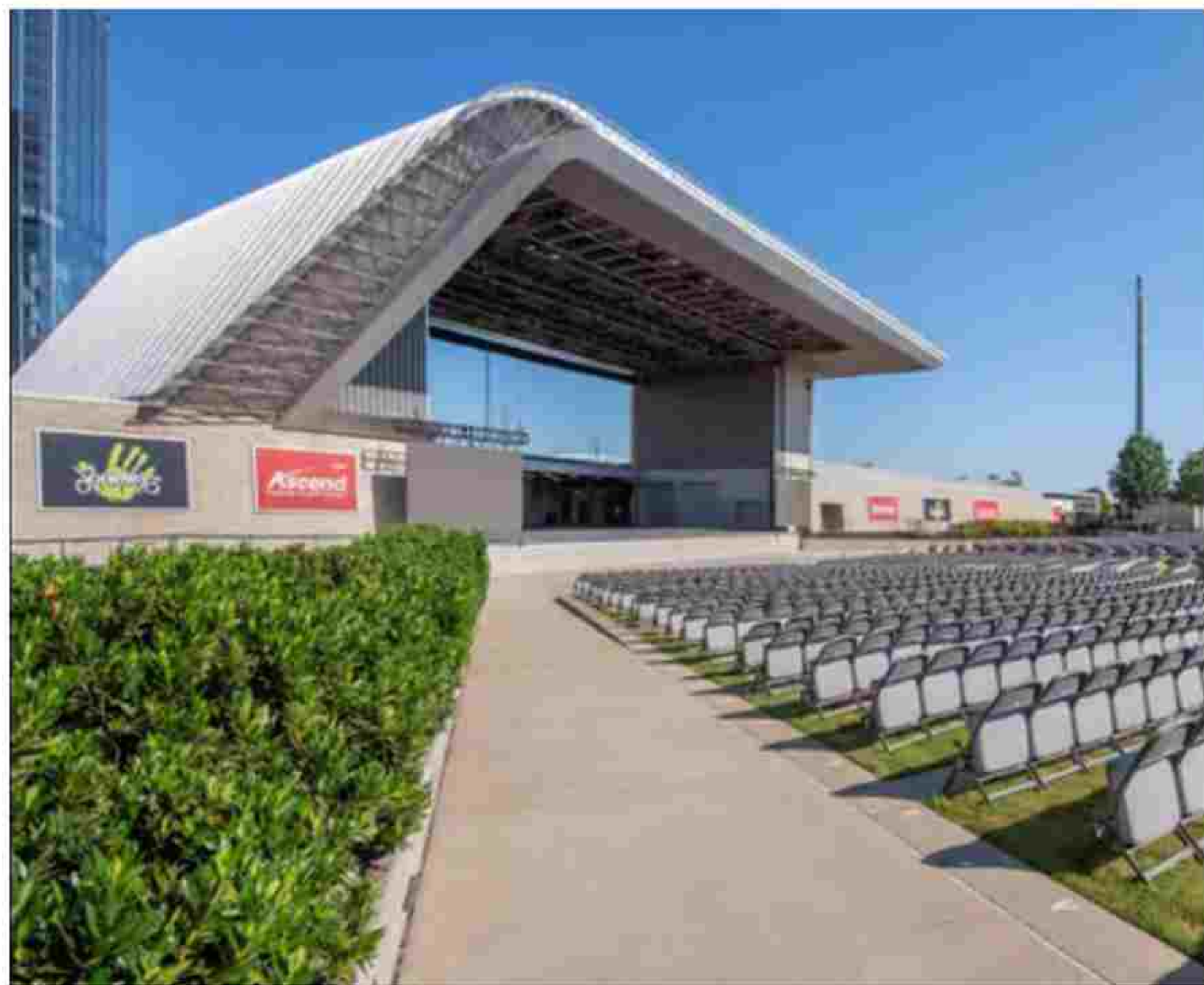
Bring high-volume, non-gameday visitors directly to the district year-round.

The immediate Southtowns area suffers from a shortage of full-service, mid-to-upper-tier hotel accommodations. Visitors for Bills games, youth sports tournaments, corporate events, and wedding trade are currently pushed toward downtown Buffalo or suburban Airport/Cheektowaga clusters.

Campus Adaptive Reuse Opportunity: A 150- to 200-room hotel paired with flexible banquet/meeting space on Big Tree Road or Southwestern Blvd creates a revenue generator 365 days a year.



High Density Mixed Use



Outdoor Amphitheater



Hotel



Corporate Headquarters

PROJECT PRECEDENTS



Title Town, Green Bay WI
45 ACRES



The Battery, Atlanta GA
60 ACRES



Deer District, Milwaukee WI
30 ACRES



Hollywood Park, Inglewood CA
300 ACRES



Ballpark Village, St Louis MO
10 ACRES



Texas Live!, Arlington TX
20 ACRES



Water Street, Tampa FL
60 ACRES



Crocker Park, Westlake OH
120 ACRES

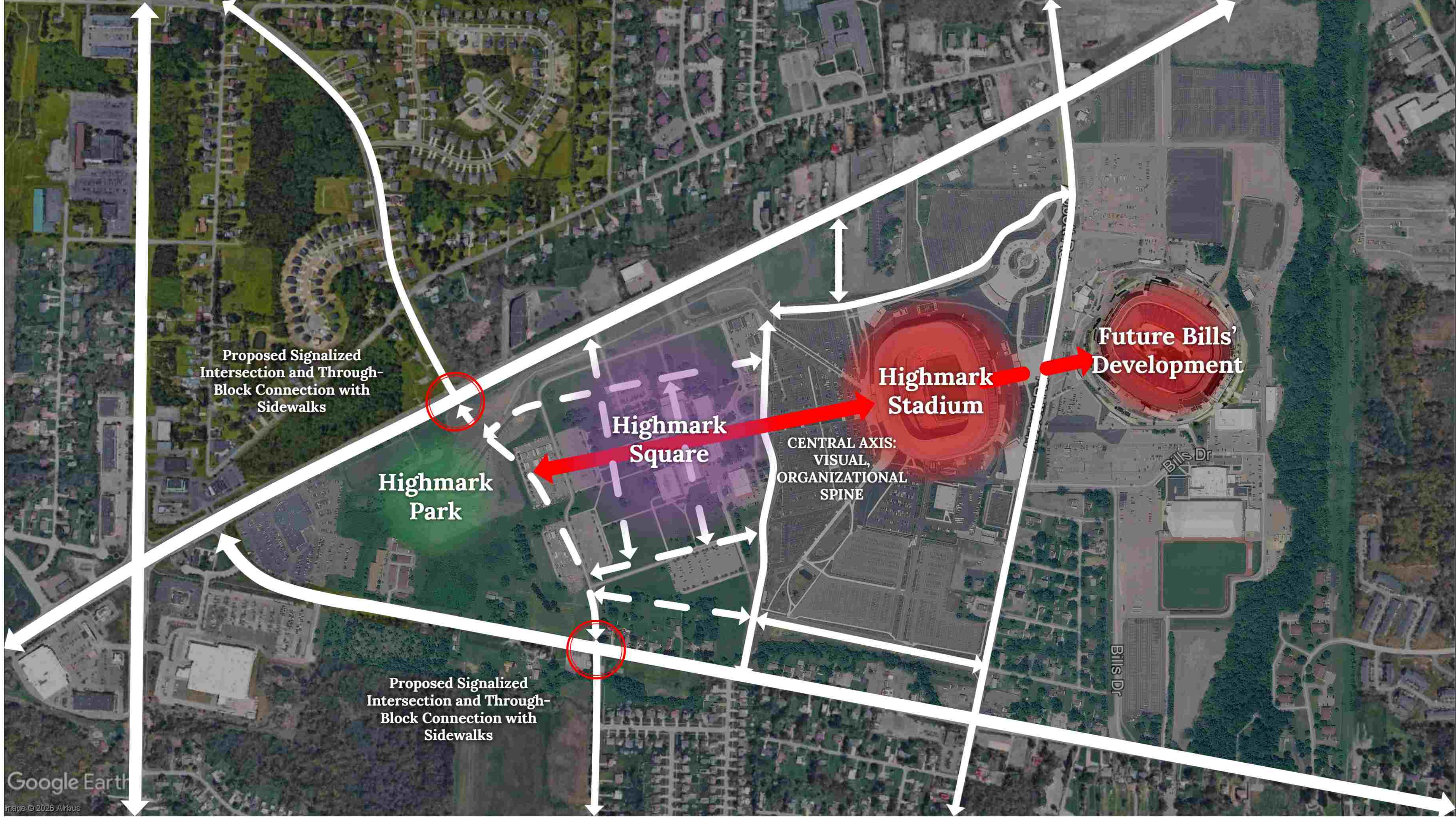
EXISTING CONDITIONS

OPPORTUNITIES

- Use of Highmark Stadium's parking lots
- Easy access to site
- Potential reuse of community college
- Game day activation



FRAMEWORK PLAN: CONNECTED ANCHORS & NEIGHBORHOODS



CONNECTIVITY & PLACEMAKING



Stitch the Neighborhoods Across Brompton Dr. & Parker Rd.

Provide a signalized Intersection and through-block connection with sidewalks, lighting, and landscaped parkways to transition from the residential neighborhoods to the new community destination district. The intent is to improve vehicular, pedestrian, and bike connectivity while providing safe crossings at the busy arteries of Southwestern Blvd and Big Tree Road.



Enhance Southwestern Blvd with Tree-lined Medians & Multimodal Paths

As a primary gateway and corridor, Southwestern Blvd defines the resident and visitor experience to Highmark Stadium and this future community destination. Besides creating an attractive, comfortable, walkable, streetscape, planted medians and parkways calm traffic and reduce speed without sacrificing throughput. At key pedestrian and bike crossings along this wide and busy artery, medians also serve as safety islands.



Incorporate Shared Streets Along the Organizational Axis & Promenade

A shared street, or “woonerf,” is a design concept in which vehicles share the same space pedestrians and cyclists. The curbless paving, narrow visual paths, on-street parking, and integrated space with intentional landscaping and lighting are intended to create a slower, inviting environment for people to linger, gather, and socialize. For a mixed-use anchor, this significantly increases foot traffic for local cafes, shops, and restaurants and enhances the desirability of the district.



Create an Active, Comfortable Sidewalk Edge

Besides establishing an interior grid of collector and local streets accompanied by a complete network of sidewalks or multimodal paths, design attention to the streetscape can soften the overall district, providing a counterpoint to the open parking lots and plazas surrounding the Highmark Stadium. At key collector streets through the proposed Highmark Square, walkability can be enhanced by an intentional rhythm of shade trees and the careful placement of outdoor seating, lighting, and other street furniture.

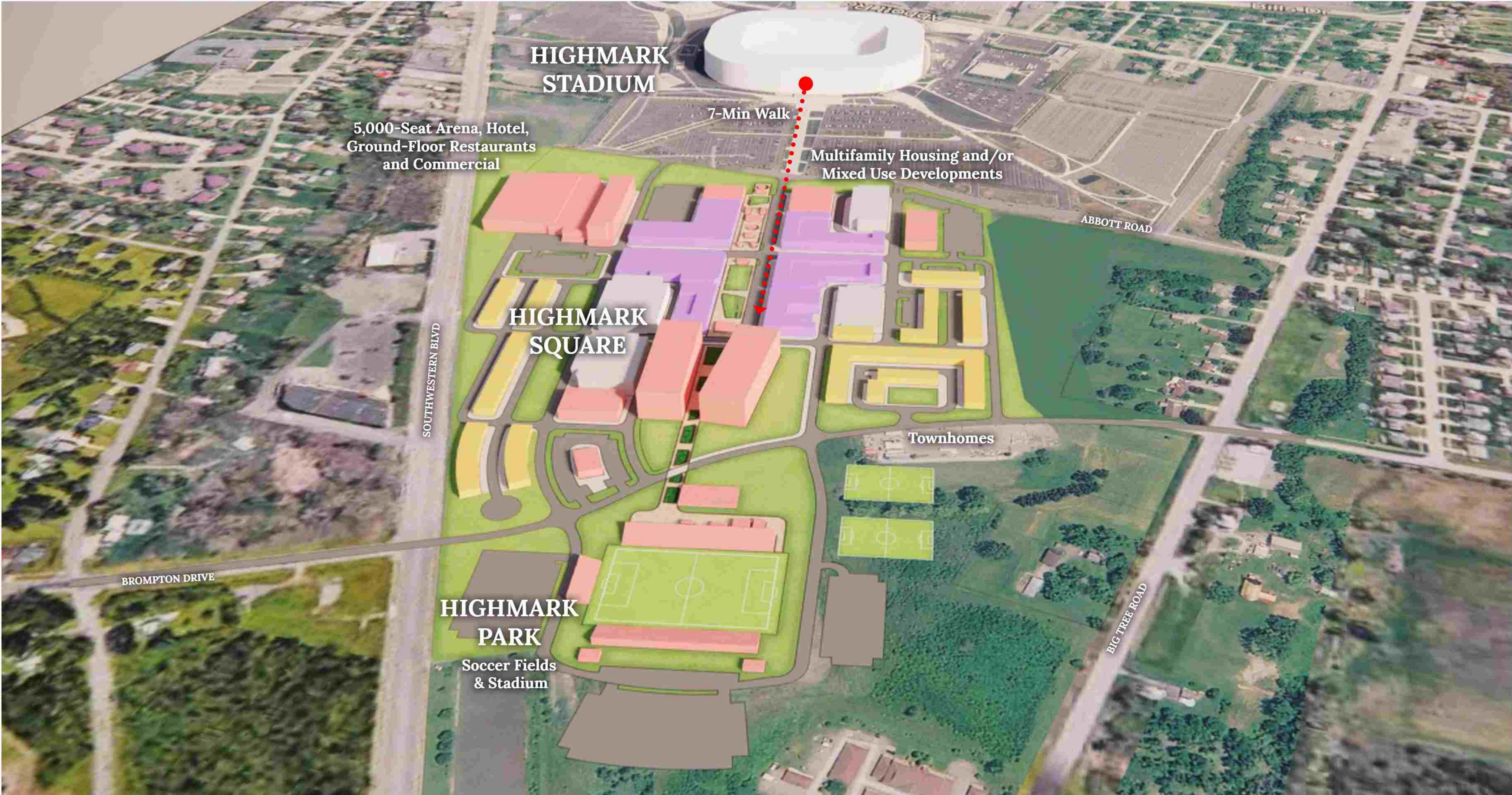
HIGHMARK CORNER CONCEPT #1



HIGHMARK CORNER CONCEPT #1



HIGHMARK CORNER CONCEPT #1



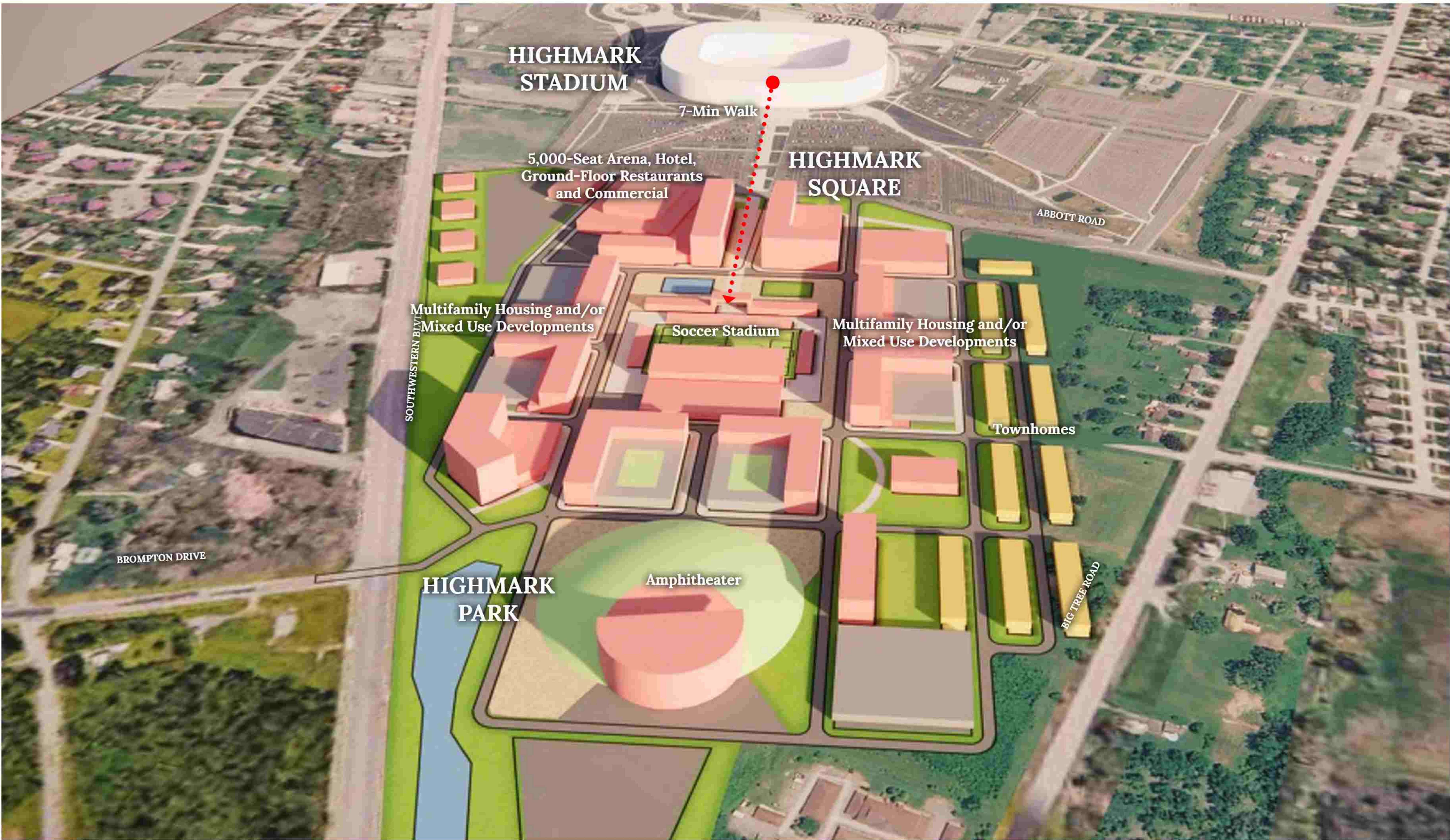
HIGHMARK CORNER CONCEPT #2



HIGHMARK CORNER CONCEPT #2



HIGHMARK CORNER CONCEPT #2



THANK YOU



SPORTS & ENTERTAINMENT PRACTICE

Matthew Taylor, AIA
Tessa Sodini, AIA
Joe Donelko, RA

URBAN DESIGN & PLANNING PRACTICE

Suzanne Schulz, FAICP
Dan Dunston, PLA
Har Ye Kan, AICP, CAPS

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.25. Taylor Road Alcohol Waiver Request

BE IT RESOLVED, that the Hamburg Town Board does hereby approve alcohol waivers for the Taylor Road Cabin for November 2026

Taylor Road Cabin rentals are as follows:

11/6/26
11/7/26
11/8/26
11/13/26
11/14/26
11/15/26
11/21/26
11/22/26
11/24/26
11/25/26
11/28/26
11/29/26

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.26. Town of Hamburg Short-Term Rental Law SEQR Resolution

WHEREAS, the Hamburg Town Code contains and specifies the local laws and ordinances of the Town of Hamburg; and

WHEREAS, the Town of Hamburg recognizes that requests for short-term rentals have increased in the Town over the past couple of years; and

WHEREAS, short-term rentals can cause public nuisance and public safety issues when they are not properly registered, licensed, inspected, and enforced; and

WHEREAS, the Town currently does not have a short-term rental law in Town Code, and the Town Board desires to have a law that regulates the short-term rental of dwelling units within the Town of Hamburg to establish comprehensive registration and licensing regulations to safeguard the public health, safety and welfare by regulating and controlling the use, occupancy, oversight and maintenance of short-term rental properties; and

WHEREAS, the Code Review Committee has reviewed the current bed-and-breakfast law regulations of § 280-332, reviewed precedent short-rental laws of neighboring and similar size municipalities, drafted a new short term rental law, and has sent these suggested revisions for the Town Board to begin the adoption process; and

WHEREAS, pursuant to Municipal Home Rule Law, the Town Board is proposing to enact a local law as follows:

Be it enacted by the Town Board of the Town of Hamburg, New York, that the Hamburg Town Board amends the Hamburg Town Code as follows (full copies attached):

- Adding a new article “Article LXI Short-Term Rentals”.

WHEREAS, a public hearing was held on October 5th, 2026, for discussion and public comment concerning adoption of this proposed local law; and

WHEREAS, this proposed local law amendment was referred to Erie County through the 239-m referral process and received no objections; and

WHEREAS, pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act - SEQR) of the Environmental Conservation Law, the Hamburg Town Board established itself as SEQR Lead Agency for this Type I action; and

WHEREAS, the Town Board has completed the FEAR (Parts 1, 2, and 3) and solicited input from the public and from other Involved and Interested agencies, and has taken a hard look at the social, economic, and environmental impacts of the adoption of the proposed Code change; and

WHEREAS, the findings of this review indicate that the proposed Code change will not adversely affect the natural resources of the State and/or the health, safety and welfare of the public.

NOW, THEREFORE BE IT RESOLVED, the Hamburg Town Board, as Lead Agency has determined that the adoption of the short-term rental law will not result in any significant adverse impacts on the

environment, and a Negative Declaration is hereby issued, based on the reasons as set forth in the Full Environmental Assessment Form (Parts 1, 2 and 3); and

BE IT FINALLY RESOLVED, the Town Board authorizes the Town Supervisor to sign the Environmental Assessment Form, which will act as the SEQR Negative Declaration, and authorizes that the appropriate notices and filings be made.

ATTACHMENTS:

[Short Term Rental Law SEQR-FullEAF-Part1_2026.pdf](#)

[FEAF Part 2.pdf](#)

[FEAF Part 3.pdf](#)

Full Environmental Assessment Form
Part 1 - Project and Setting

Instructions for Completing Part 1

Part 1 is to be completed by the applicant or project sponsor. 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; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies that would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either “Yes” or “No.” If the answer to the initial question is “Yes,” complete the following sub-questions. If the answer to the initial question is “No,” proceed to the next question. Section F allows the project sponsor to identify and attach additional information. Section G requires the name and signature of the applicant or project sponsor to verify the information in Part 1 is accurate and complete.

A. Project and Applicant/Sponsor Information.

Name of Action or Project: Adoption of Short Term Rental Law in Town of Hamburg		
Project Location (describe and attach a general location map): Town of Hamburg, NY		
Brief Description of Proposed Action (include purpose or need): This project involves an amendment to the Town Code to establish regulations governing short-term rentals. The proposed law will establish permit requirements, application procedures, operating standards, and clear expectations for property owners seeking to operate short-term rentals within the Town.		
Name of Applicant/Sponsor: Hamburg Town Board	Telephone:	
	E-Mail:	
Address: 6100 South Park Avenue		
City/PO: Hamburg	State: NY	Zip Code: 14075
Project Contact (if not same as sponsor; give name and title/role): Joshua Rogers	Telephone:	
	E-Mail:	
Address: 6100 South Park Avenue, Hamburg NY, 14075		
City/PO:	State: NY	Zip Code: 14075
Property Owner (if not same as sponsor):	Telephone: 716-649-2023	
	E-Mail: jrogers@townofhamburgny.gov	
Address:		
City/PO:	State:	Zip Code:

B. Government Approvals

B. Government Approvals, Funding, or Sponsorship. ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)

Government Entity	If Yes: Identify Agency and Approval(s) Required	Application Date (Actual or projected)
a. City Council, Town Board, ☒ Yes ☐ No or Village Board of Trustees	Hamburg Town Board	Fall 2026
b. City, Town or Village ☐ Yes ☐ No Planning Board or Commission		
c. City, Town or ☐ Yes ☐ No Village Zoning Board of Appeals		
d. Other local agencies ☐ Yes ☐ No		
e. County agencies ☒ Yes ☐ No	Erie County 239-m Referral	Fall 2026
f. Regional agencies ☐ Yes ☐ No		
g. State agencies ☐ Yes ☐ No		
h. Federal agencies ☐ Yes ☐ No		
i. Coastal Resources. <i>i.</i> Is the project site within a Coastal Area or the waterfront area of a Designated Inland Waterway? ☒ Yes ☐ No <i>ii.</i> Is the project site located in a community with an approved Local Waterfront Revitalization Program? ☒ Yes ☐ No <i>iii.</i> Is the project site within a Coastal Erosion Hazard Area? ☒ Yes ☐ No		

C. Planning and Zoning

C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule, or regulation be the only approval(s) that must be granted to enable the proposed action to proceed? ☒ Yes ☐ No

- If Yes, complete sections C, F and G.
- If No, proceed to question C.2 and complete all remaining sections and questions in Part 1

C.2. Adopted land use plans.

a. Do any municipally adopted (city, town, village, or county) comprehensive land use plan(s) include the site where the proposed action would be located? ☒ Yes ☐ No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located? ☒ Yes ☐ No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other)? ☒ Yes ☐ No

If Yes, identify the plan(s):

NYS Heritage Areas: West Erie Canal Corridor

c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan or an adopted municipal farmland protection plan? ☐ Yes ☒ No

If Yes, identify the plan(s):

d. Is the proposed action in a municipality with an adopted comprehensive or individual plan that addresses climate ☒ Yes ☐ No change?

If Yes , identify the elements of the plan that are relevant to the action:

C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance? ☒ Yes ☐ No
If Yes, what is the zoning classification(s) including any applicable overlay district?

All zoning districts in the Town of Hamburg

b. Is the use permitted or allowed by a special or conditional use permit? ☐ Yes ☐ No

c. Is a zoning change requested as part of the proposed action? ☐ Yes ☒ No
If Yes, what is the proposed new zoning for the site?

C.4. Existing community services.

a. In what school district is the project site located? All school districts in the Town of Hamburg

b. What police or other public protection forces serve the project site?

Town of Hamburg Police, Erie County Sheriff's Department, New York State Police

c. Which fire protection and emergency medical services serve the project site?

All Fire Departments and EMS services in the Town of Hamburg

d. What parks serve the project site?

All parks in the Town of Hamburg

D. Project Details

D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)?

b. a. Total acreage of the site of the proposed action? _____ acres
b. Total acreage to be physically disturbed? _____ acres
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres

c. Is the proposed action an expansion of an existing project or use? ☐ Yes ☐ No
If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % _____ Units: _____

d. Is the proposed action a subdivision, or does it include a subdivision? ☐ Yes ☐ No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types)

ii. Is a cluster/conservation layout proposed?

☐ Yes ☐ No

iii. Number of lots proposed? _____

iv. Minimum and maximum proposed lot sizes? Minimum _____ Maximum _____

e. Will the proposed action be constructed in multiple phases? ☐ Yes ☐ No

i. If No, anticipated period of construction: _____ months

ii. If Yes:

- Total number of phases anticipated _____
- Anticipated commencement date of phase 1 (including demolition) _____ month _____ year
- Anticipated completion date of final phase _____ month _____ year
- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: _____

f. Does the project include new residential uses? ☐ Yes ☐ No

If Yes, show numbers of units proposed.

	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? ☐ Yes ☐ No

If Yes,

i. Total number of structures _____

ii. Dimensions (in feet) of largest proposed structure: _____ height; _____ width; and _____ length

iii. Approximate extent of building space to be heated or cooled: _____ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? ☐ Yes ☐ No

If Yes,

i. Purpose of the impoundment: _____

ii. If a water impoundment, the principal source of the water: ☐ Ground water ☐ Surface water streams ☐ Other specify: _____

iii. If other than water, identify the type of impounded/contained liquids and their source. _____

iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres

v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length

vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____

D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? ☐ Yes ☐ No
(Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)

If Yes:

i. What is the purpose of the excavation or dredging? _____

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

- Volume (specify tons or cubic yards): _____
- Over what duration of time? _____

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____

iv. Will there be onsite dewatering or processing of excavated materials? ☐ Yes ☐ No
If yes, describe. _____

v. What is the total area to be dredged or excavated? _____ acres

vi. What is the maximum area to be worked at any one time? _____ acres

vii. What would be the maximum depth of excavation or dredging? _____ feet

viii. Will the excavation require blasting? ☐ Yes ☐ No

ix. Summarize site reclamation goals and plan: _____

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? ☐ Yes ☐ No

If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____

ii. Describe how the proposed action would affect that waterbody or wetland, e.g., excavation, fill, placement of structures, or alteration of channels, banks, and shorelines. Indicate extent of activities, alterations and additions in square feet or acres: _____

iii. Will the proposed action cause or result in disturbance to bottom sediments? ☐ Yes ☐ No

If Yes, describe: _____

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? ☐ Yes ☐ No

If Yes:

- acres of aquatic vegetation proposed to be removed: _____
- expected acreage of aquatic vegetation remaining after project completion: _____
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): _____
- proposed method of plant removal: _____
- if chemical/herbicide treatment will be used, specify product(s): _____

v. Describe any proposed reclamation/mitigation following disturbance: _____

c. Will the proposed action use, or create a new demand for water? ☐ Yes ☐ No

If Yes:

i. Total anticipated water usage/demand per day: _____ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? ☐ Yes ☐ No

If Yes:

- Name of district or service area: _____
- Does the existing public water supply have capacity to serve the proposal? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No
- Do existing lines serve the project site? ☐ Yes ☐ No

iii. Will line extension within an existing district be necessary to supply the project? ☐ Yes ☐ No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____
- Source(s) of supply for the district: _____

iv. Is a new water supply district or service area proposed to be formed to serve the project site? ☐ Yes ☐ No

If, Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- Proposed source(s) of supply for new district: _____

v. If a public water supply will not be used, describe plans to provide water supply for the project: _____

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: _____ gallons/minute.

d. Will the proposed action generate liquid wastes? ☐ Yes ☐ No

If Yes:

i. Total anticipated liquid waste generation per day: _____ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): _____

iii. Will the proposed action use any existing public wastewater treatment facilities? ☐ Yes ☐ No

If Yes:

- Name of wastewater treatment plant to be used: _____
- Name of district: _____
- Does the existing wastewater treatment plant have capacity to serve the project? ☐ Yes ☐ No
- Is the project site in the existing district? ☐ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☐ No

- Do existing sewer lines serve the project site? ☐ Yes ☐ No
- Will a line extension within an existing district be necessary to serve the project? ☐ Yes ☐ No

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: _____

iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? ☐ Yes ☐ No

If Yes:

- Applicant/sponsor for new district: _____
- Date application submitted or anticipated: _____
- What is the receiving water for the wastewater discharge? _____

v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans):

vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____

e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e., sheet flow) during construction or post construction? ☐ Yes ☐ No

If Yes:

i. How much impervious surface will the project create in relation to total size of project parcel?

_____ Square feet or _____ acres (impervious surface)

_____ Square feet or _____ acres (parcel size)

ii. Describe types of new point sources.

iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water, or off-site surface waters)?

- If to surface waters, identify receiving water bodies or wetlands: _____
- Will stormwater runoff flow to adjacent properties? ☐ Yes ☐ No

iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? ☐ Yes ☐ No

k. Will the proposed action (for commercial or industrial projects only) generate new or additional energy demand? ☐ Yes ☐ No If Yes: i. Estimate annual electricity demand during operation of the proposed action: _____ ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____ iii. Will the proposed action require a new, or an upgrade, to an existing substation? ☐ Yes ☐ No			
l. Hours of operation. Answer all items which apply. <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> i. During Construction: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ </td> <td style="width: 50%; vertical-align: top;"> ii. During Operations: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____ </td> </tr> </table>		i. During Construction: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____	ii. During Operations: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____
i. During Construction: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____	ii. During Operations: • Monday - Friday: _____ • Saturday: _____ • Sunday: _____ • Holidays: _____		
m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? ☐ Yes ☐ No If yes: i. Provide details including sources, time of day and duration: _____ ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? ☐ Yes ☐ No Describe: _____			
n. Will the proposed action have outdoor lighting? ☐ Yes ☐ No If yes: i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures: _____ ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? ☐ Yes ☐ No Describe: _____			
o. Does the proposed action have the potential to produce odors for more than one hour per day? ☐ Yes ☐ No If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____			
p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? ☐ Yes ☐ No If Yes: i. Product(s) to be stored _____ ii. Volume(s) _____ per unit time _____ (e.g., month, year) iii. Generally, describe the proposed storage facilities: _____			
q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticide) during construction or operation? ☐ Yes ☐ No If Yes: i. Describe proposed treatment(s): _____ ii. Will the proposed action use Integrated Pest Management Practices? ☐ Yes ☐ No			

r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? ☐ Yes ☐ No

If Yes:

i. Describe any solid waste(s) to be generated during construction or operation of the facility:

- Construction: _____ tons per _____ (unit of time)
- Operation : _____ tons per _____ (unit of time)

ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:

- Construction: _____
- Operation: _____

iii. Proposed disposal methods/facilities for solid waste generated on-site:

- Construction: _____
- Operation: _____

s. Does the proposed action include construction or modification of a solid waste management facility? ☐ Yes ☐ No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): _____

ii. Anticipated rate of disposal/processing:

- _____ Tons/month, if transfer or other non-combustion/thermal treatment, or
- _____ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: _____ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☐ No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled, or managed at facility: _____

ii. Generally describe processes or activities involving hazardous wastes or constituents: _____

iii. Specify amount to be handled or generated _____ tons/month

iv. Describe any proposals for on-site minimization, recycling, or reuse of hazardous constituents: _____

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No

If Yes: provide name and location of facility: _____

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: _____

E. Site and Setting of Proposed Action

E.1. Land uses on and surrounding the project site			
a. Existing land uses. i. Check all uses that occur on, adjoining and near the project site. ☐ Urban ☐ Industrial ☐ Commercial ☐ Residential (suburban) ☐ Rural (non-farm) ☐ Forest ☐ Agriculture ☐ Aquatic ☐ Other (specify): ii. If mix of uses, generally describe:			
b. Land uses and cover types on the project site.			
Land use or Cover type	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces (total) • Industrial or manufacturing • Commercial • Residential			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse, etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth, or fill)			
• Other, Describe: _____			

c. Is the project site presently used by members of the community for public recreation? ☐ Yes ☐ No <i>i. If Yes: explain:</i> _____
d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? ☐ Yes ☐ No If Yes, <i>i. Identify facilities:</i> _____
e. Does the project site contain an existing dam? ☐ Yes ☐ No If Yes: <i>i. Dimensions of the dam and impoundment:</i> • Dam height: _____ feet • Dam length: _____ feet • Surface area: _____ acres • Volume impounded: _____ gallons OR acre-feet <i>ii. Dam's existing hazard classification:</i> _____ <i>iii. Provide date and summarize results of last inspection:</i> _____
f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property that is now, or was at one time, used as a solid waste management facility? ☐ Yes ☐ No If Yes: <i>i. Has the facility been formally closed?</i> ☐ Yes ☐ No • If Yes, cite sources/documentation: _____ <i>ii. Describe the location of the project site relative to the boundaries of the solid waste management facility:</i> _____ <i>iii. Describe any development constraints due to the prior solid waste activities:</i> _____
g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? ☐ Yes ☐ No If Yes: <i>i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred:</i> _____
h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? ☐ Yes ☐ No If Yes: <i>i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply:</i> ☐ Yes ☐ No ☐ Yes – Spills Incidents database ☐ Yes – Environmental Site Remediation database ☐ Neither database Provide DEC ID number(s): _____ Provide DEC ID number(s): _____ <i>ii. If site has been subject of RCRA corrective activities, describe control measures:</i> _____ <i>iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database?</i> ☐ Yes ☐ No If Yes, provide DEC ID number(s): _____ <i>iv. If Yes to (i), (ii) or (iii) above, describe current status of site(s):</i> _____

v. Is the project site subject to an institutional control limiting property uses? ☐ Yes ☐ No • If Yes, DEC site ID number: _____ • Describe the type of institutional control (e.g., deed restriction or easement): _____ • Describe any use limitations: _____ • Describe any engineering controls: _____ • Will the project affect the institutional or engineering controls in place? ☐ Yes ☐ No • Explain: _____																
E.2. Natural Resources On or Near Project Site																
a. What is the average depth to bedrock on the project site? _____ feet																
b. Are there bedrock outcroppings on the project site? ☐ Yes ☐ No If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %																
c. Predominant soil type(s) present on project site: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; width: 60%;"></td> <td style="border-bottom: 1px solid black; width: 40%; text-align: right;">%</td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: right;">%</td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black; text-align: right;">%</td> </tr> </table>		%		%		%										
	%															
	%															
	%															
d. What is the average depth to the water table on the project site? Average: _____ feet																
e. Drainage status of project site soils: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30px;">☐</td> <td style="width: 150px;">Well Drained:</td> <td style="width: 150px; border-bottom: 1px solid black;"></td> <td style="width: 50px; text-align: right;">%</td> <td style="width: 50px;">of site</td> </tr> <tr> <td>☐</td> <td>Moderately Well Drained:</td> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: right;">%</td> <td>of site</td> </tr> <tr> <td>☐</td> <td>Poorly Drained</td> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: right;">%</td> <td>of site</td> </tr> </table>	☐	Well Drained:		%	of site	☐	Moderately Well Drained:		%	of site	☐	Poorly Drained		%	of site	
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☐	Poorly Drained		%	of site												
f. Approximate proportion of proposed action site with slopes: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30px;">☐</td> <td style="width: 100px;">0-10%:</td> <td style="width: 150px; border-bottom: 1px solid black;"></td> <td style="width: 50px; text-align: right;">%</td> <td style="width: 50px;">of site</td> </tr> <tr> <td>☐</td> <td>10-15%:</td> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: right;">%</td> <td>of site</td> </tr> <tr> <td>☐</td> <td>15% or greater:</td> <td style="border-bottom: 1px solid black;"></td> <td style="text-align: right;">%</td> <td>of site</td> </tr> </table>	☐	0-10%:		%	of site	☐	10-15%:		%	of site	☐	15% or greater:		%	of site	
☐	0-10%:		%	of site												
☐	10-15%:		%	of site												
☐	15% or greater:		%	of site												
g. Are there any unique geologic features on the project site? ☐ Yes ☐ No If Yes, describe: _____																
h. Surface water features. i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds, or lakes)? ☐ Yes ☐ No ii. Do any wetlands or other waterbodies adjoin the project site? ☐ Yes ☐ No If Yes to either <i>i</i> or <i>ii</i> , continue. If No, skip to E.2.i. iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? ☐ Yes ☐ No iv. For each identified regulated wetland and waterbody on the project site, provide the following information: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px;">•</td> <td style="width: 100px;">Streams:</td> <td style="width: 300px;">Name _____</td> <td style="width: 100px;">Classification _____</td> </tr> <tr> <td>•</td> <td>Lakes or Ponds:</td> <td>Name _____</td> <td>Classification _____</td> </tr> <tr> <td>•</td> <td>Wetlands:</td> <td>Name _____</td> <td>Approximate Size _____</td> </tr> <tr> <td>•</td> <td colspan="3">Wetland No. (if regulated by DEC) _____</td> </tr> </table>	•	Streams:	Name _____	Classification _____	•	Lakes or Ponds:	Name _____	Classification _____	•	Wetlands:	Name _____	Approximate Size _____	•	Wetland No. (if regulated by DEC) _____		
•	Streams:	Name _____	Classification _____													
•	Lakes or Ponds:	Name _____	Classification _____													
•	Wetlands:	Name _____	Approximate Size _____													
•	Wetland No. (if regulated by DEC) _____															
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? ☐ Yes ☐ No If Yes, name of impaired water body/bodies and basis for listing as impaired: _____																
i. Is the project site in a designated Floodway? ☐ Yes ☐ No																
j. Is the project site in the 100-year Floodplain? ☐ Yes ☐ No																
k. Is the project site in the 500-year Floodplain? ☐ Yes ☐ No																
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? ☐ Yes ☐ No If Yes: i. Name of aquifer: _____																

m. Identify the predominant wildlife species that occupy or use the project site: _____ _____ _____	
n. Does the project site contain a designated significant natural community? ☐ Yes ☐ No If Yes: i. Describe the habitat/community (composition, function, and basis for designation): _____ ii. Source(s) of description or evaluation: _____ iii. Extent of community/habitat: • Currently: _____ acres • Following completion of project as proposed: _____ acres • Gain or loss (indicate + or -): _____ acres	
o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? ☐ Yes ☐ No If Yes: i. Species and listing (endangered or threatened): _____	
p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? ☐ Yes ☐ No If Yes: i. Species and listing: _____	
q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? ☐ Yes ☐ No If Yes, give a brief description of how the proposed action may affect that use: _____	
E.3. Designated Public Resources On or Near Project Site	
a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? ☐ Yes ☐ No If Yes, provide county plus district name/number: _____	
b. Are agricultural lands consisting of highly productive soils present? ☐ Yes ☐ No i. If Yes: acreage(s) on project site: _____ ii. Source(s) of soil rating(s): _____	
c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? ☐ Yes ☐ No If Yes: i. Nature of the natural landmark: ☐ Biological Community ☐ Geological Feature ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____	
d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? ☐ Yes ☐ No If Yes: i. CEA name: _____ ii. Basis for designation: _____ iii. Designating agency and date: _____	

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYSO of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? ☐ Yes ☐ No

If Yes:

i. Nature of historic/archaeological resource: ☐ Archaeological Site ☐ Historic Building or District

ii. Name: _____

iii. Brief description of attributes on which listing is based: _____

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the New York State Historic Preservation Office (SHPO) archaeological site inventory? ☐ Yes ☐ No

g. Have additional archaeological or historic site(s) or resources been identified on the project site? ☐ Yes ☐ No

If Yes:

i. Describe possible resource(s): _____

ii. Basis for identification: _____

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic, or aesthetic resource? ☐ Yes ☐ No

If Yes:

i. Identify resource: _____

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail, or scenic byway, etc.): _____

iii. Distance between project and resource: _____ miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666? ☐ Yes ☐ No

If Yes:

i. Identify the name of the river and its designation: _____

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666? ☐ Yes ☐ No

E.4. Disadvantaged Communities Designated Pursuant to ECL Article 75

a. Is the project located within, or within ½ mile of, a disadvantaged community? ☐ Yes ☐ No

If No, could impacts(see examples below in E.4.b) from the project affect a disadvantaged community? ☐ Yes ☐ No

If Yes to either question in E.4.a, answer the remaining questions in this section.

b. Will there be direct or indirect impacts that may affect a disadvantaged community, such as those listed below? ☐ Yes ☐ No

i. new noise sources or expansions/modification of existing noise sources;

- noise from operational sources

- noise from construction activities

ii. emissions of air pollutants including, mobile emissions;

iii. wastewater discharges;

iv. generation of odors;

v. light pollution;

vi. new or modified radiation sources;

vii. new or modified sources of solid waste generation, management, or disposal.

If Yes, describe the impacts:

c. Do any of the State agency approvals identified in question B.g include any of the following DEC permits?

State Pollutant Discharge Elimination System (SPDES)	☐ Yes	☐ No
Solid Waste Management Facility	☐ Yes	☐ No
Hazardous Waste Management Facility	☐ Yes	☐ No
Air Pollution Control (Title V or Air State Facility)	☐ Yes	☐ No
Water Withdrawal over 20 MGD for Cooling Water	☐ Yes	☐ No
Waste Transporter	☐ Yes	☐ No

E.5 Future Physical Climate Risks

Will the proposed action be vulnerable to the following future physical climate risks under current or projected future conditions:

- a. Is the proposed action vulnerable to damage from a projected 100-year flood? ☐ Yes ☐ No
b. Is the proposed action vulnerable to damage from a projected 500-year flood? ☐ Yes ☐ No
c. Is the proposed action in an area potentially affected by sea level rise? ☐ Yes ☐ No

d. Will the proposed action increase the vulnerability of human or ecological communities to the following:

- i. drought? ☐ Yes ☐ No
ii. temperature extremes (hot or cold)? ☐ Yes ☐ No
iii. extreme storms, including high winds? ☐ Yes ☐ No
iv. landslides? ☐ Yes ☐ No
v. coastal erosion? ☐ Yes ☐ No
vi. stormwater flooding? ☐ Yes ☐ No
vii. other climate or weather hazards? ☐ Yes ☐ No If Yes, describe: _____

F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

G. Verification

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

Applicant/Sponsor Name Joshua Rogers Date 10/7/2026

Signature  Title Town Planner

Full Environmental Assessment Form
Part 2 - Identification of Potential Project Impacts

Agency Use Only [If applicable]
Project : Town of Hamburg Short-Term Rental Law
Date : 10-19-26

Part 2 is to be completed by the lead agency. Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

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

Tips for completing Part 2:

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer “**Yes**” to a numbered question, please complete all the questions that follow in that section.
- If you answer “**No**” to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box “Moderate to large impact may occur.”
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the whole action.
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

1. Impact on Land Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1) <i>If “Yes”, answer questions a - j. If “No”, move on to Section 2.</i>				☐ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur		
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	☐	☐		
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	☐	☐		
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	☐	☐		
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	☐	☐		
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	☐	☐		
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	☐	☐		
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	☐	☐		
h. Other impacts:		☐	☐		

2. Impact on Geological Features

The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g)

☒ NO☐ YES

If "Yes", answer questions a - c. If "No", move on to Section 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached:	E2g	☐	☐
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature:	E3c	☐	☐
c. Other impacts:		☐	☐

3. Impacts on Surface Water

The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h)

☒ NO☐ YES

If "Yes", answer questions a - l. If "No", move on to Section 4.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	☐	☐
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	☐	☐
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	☐	☐
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	☐	☐
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	☐	☐
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	☐	☐
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	☐	☐
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	☐	☐
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	☐	☐
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	☐	☐
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	☐	☐

l. Other impacts:		☐	☐
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4. Impact on groundwater The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer. (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t) <i>If "Yes", answer questions a - h. If "No", move on to Section 5.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	☐	☐
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source:	D2c	☐	☐
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	☐	☐
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	☐	☐
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	☐	☐
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	☐	☐
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	☐	☐
h. Other impacts:		☐	☐

5. Impact on Flooding The proposed action may result in development on lands subject to flooding. (See Part 1. E.2) <i>If "Yes", answer questions a - g. If "No", move on to Section 6.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	☐	☐
b. The proposed action may result in development within a 100-year or a 500-year floodplain.	E2j, E5a, E5b	☐	☐
c. The proposed action may result in development in an area potentially affected by sea level rise.	E2k, E5c	☐	☐
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	☐	☐
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	☐	☐
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	☐	☐

g. Other impacts:		☐	☐
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6. Impacts on Air and Climate

The proposed action may include a state regulated air emission source. (See Part 1. D.2.f., D.2.h, D.2.g) or generate greenhouse gas emissions over 10,000 metric tons of carbon dioxide equivalents (See Part 1. D.2.h)

☒ NO

☐ YES

If “Yes”, answer questions a - i. If “No”, move on to Section 7.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also have the potential to emit one or more regulated air contaminants at or above the following levels: i. More than 100 short tons/year of carbon monoxide (CO) ii. More than 100 short tons/year of oxides of nitrogen (NO _x) outside the NYC Metropolitan Area or Long Island OR 25 short tons/year within the NYC Metropolitan Area or Long Island iii. More than 100 short tons/year of particulate matter (PM-10, PM-2.5) iv. More than 50 short tons/year of volatile organic compounds (VOC) outside the NYC Metropolitan Area or Long Island OR 25 short tons/year within the NYC Metropolitan Area or Long Island v. More than 100 short tons/year of sulfur dioxide (SO ₂)	D2g D2g D2g D2g D2g	☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐
b. The proposed action has the potential to emit 10 short tons/year or more of any one designated hazardous air pollutant, or 25 short tons/year or more of any combination of such hazardous air pollutants.	D2g	☐	☐
c. The proposed action may include a heat source capable of producing more than 20 million BTUs per hour.	D2f, D2g	☐	☐
d. The proposed action may exceed 50% of any of the thresholds in “a” or “b”, _____ above.	D2g	☐	☐
e. The proposed action may result in the combustion or thermal treatment of solid, hazardous, or hospital/medical/infectious waste.	D2f, D2s	☐	☐
f. The proposed action is subject to the Nonattainment New Source Review or Prevention of Significant Deterioration requirements discussed in 6 NYCRR Part 231.	D2g	☐	☐
g. The proposed action will emit more than 10,000 metric tons of CO ₂ equivalents per year.	D2h	☐	☐
h. A municipality adopted comprehensive or individual plan addressing climate change applies to the proposed action and the proposed action would materially conflict with the achievement of one or more goals of the plan related to climate change.	C2d	☐	☐
i. Other impacts:		☐	☐

7. Impact on Plants and Animals The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) ☒ NO ☐ YES <i>If "Yes", answer questions a - j. If "No", move on to Section 8.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	☐	☐
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	☐	☐
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	☐	☐
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	☐	☐

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	☐	☐
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source:	E2n	☐	☐
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	☐	☐
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	☐	☐
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	☐	☐
j. Other impacts:		☐	☐

8. Impact on Agricultural Resources The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.) ☒ NO ☐ YES <i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	☐	☐
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	☐	☐
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	☐	☐
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	☐	☐
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	☐	☐
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	☐	☐
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	☐	☐
h. Other impacts: _____		☐	☐

9. Impact on Aesthetic Resources The land use of the proposed action is obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	☐	☐
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	☐	☐
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	☐ ☐	☐ ☐
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism-based activities	E3h E2q, E1c	☐ ☐	☐ ☐
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	☐	☐
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	☐	☐
g. Other impacts:		☐	☐

10. Impact on Historic and Archeological Resources The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on the National or State Register of Historical 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.	E3e	☐	☐
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	☐	☐
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source:	E3g	☐	☐

d. Other impacts:		☐	☐
If any of the above (a-d) are answered "Moderate to large impact may occur", continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	☐	☐
ii. The proposed action may result in the alteration of the property's setting or integrity.	E3e, E3f, E3g, E1a, E1b	☐	☐
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or that may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	☐	☐

11. Impact on Open Space and Recreation The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) <i>If "Yes", answer questions a - e. If "No", go to Section 12.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in an impairment of natural functions, or "ecosystem services", provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b E2h, E2m, E2o, E2n, E2p	☐	☐
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	☐	☐
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c E1c, E2q	☐	☐
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	☐	☐
e. Other impacts:		☐	☐

12. Impact on Critical Environmental Areas The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) <i>If "Yes", answer questions a - c. If "No", go to Section 13.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	☐	☐
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	☐	☐
c. Other impacts:		☐	☐

13. Impact on Transportation

The proposed action may result in a change to existing transportation systems.

(See Part 1. D.2.j)

If "Yes", answer questions a - f. If "No", go to Section 14.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	☐	☐
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	☐	☐
c. The proposed action will degrade existing transit access.	D2j	☐	☐
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	☐	☐
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	☐	☐
f. Other impacts:		☐	☐

14. Impact on Energy

The proposed action may cause an increase in the use of any form of energy.

(See Part 1. D.2.k)

If "Yes", answer questions a - e. If "No", go to Section 15.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	☐	☐
b. The 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 commercial or industrial use.	D1f, D1q, D2k	☐	☐
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	☐	☐
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	☐	☐
e. Other Impacts:		☐	☐

15. Impact on Noise, Odor, and Light

The proposed action may result in an increase in noise, odors, or outdoor lighting.

(See Part 1. D.2.m., n., and o.)

If "Yes", answer questions a - f. If "No", go to Section 16.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	☐	☐
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	☐	☐
c. The proposed action may result in routine odors for more than one hour per day.	D2o	☐	☐

d. The proposed action may result in light shining onto adjoining properties.	D2n	☐	☐
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	☐	☐
f. Other impacts:		☐	☐

16. Impact on Human Health

The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.)
If "Yes", answer questions a - m. If "No", go to Section 17.

☒ NO

☐ YES

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	☐	☐
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	☐	☐
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	☐	☐
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	☐	☐
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	☐	☐
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	☐	☐
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	☐	☐
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	☐	☐
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	☐	☐
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	☐	☐
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off-site structures.	E1f, E1g	☐	☐
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	☐	☐
m. Other impacts:		☐	☐

17. Consistency with Community Plans The proposed action is not consistent with adopted land use plans. (See Part 1. C.1, C.2. and C.3.) <i>If “Yes”, answer questions a - h. If “No”, go to Section 18.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action’s land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	☐	☐
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	☐	☐
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	☐	☐
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	☐	☐
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	☐	☐
f. The proposed action is in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	☐	☐
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	☐	☐
h. Other:		☐	☐

18. Consistency with Community Character The proposed project is inconsistent with the existing community character. (See Part 1. C.2, C.3, D.2, E.3) <i>If “Yes”, answer questions a - g. If “No”, proceed to Part 3.</i>			
		☒ NO	☐ YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	☐	☐
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	☐	☐
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	☐	☐
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	☐	☐
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	☐	☐
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	☐	☐
g. Other impacts:		☐	☐

19. Impact on Disadvantaged Communities

The proposed project may impact a disadvantaged community.
(See Part 1. E.4)



NO



YES

If “Yes”, answer questions a - g. If “No”, proceed to Part 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Is the potentially affected disadvantaged community identified as having comparatively higher burdens or vulnerabilities by the Disadvantaged Community Assessment Tool ?	E.4.c	☐	☐
b. The proposed action may create new air emissions or increase existing air emissions within a disadvantaged community.	D.2.f-i, E.4	☐	☐
c. The proposed action may create new wastewater treatment or discharges, or expand existing wastewater treatment or discharges, within a disadvantaged community.	D.2.d	☐	☐
d. The proposed action creates or expands a solid or hazardous waste management facility, or involves the generation of solid or hazardous waste, within or near a disadvantaged community.	D.2.r, D.2.s, D.2.t, E.1.f, E.1.g	☐	☐
e. The proposed action may increase traffic within a disadvantaged community.	D.2.j	☐	☐
f. The proposed action affects or involves one or more of the following facility types: i. landfill; ii. other industrial, manufacturing, or mining land uses; iii. major oil or chemical bulk storage facility; iv. municipal waste combustor; v. power generation facility; vi. risk management plan site; vii. remediation site; or viii. scrap metal processor.	C.3.c, D.1.a, D.1.g, D.2.a, D.2.d, D.2.f, E.1.a, E.1.b, E.1.h, E.1.v, E.4	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐
g. Other impacts:		☐	☐

20. Future Physical Climate Risks

The proposed project may be vulnerable to future physical climate risks or increase the vulnerability of human or ecological communities to future physical climate risks.

☒ NO ☐ YES

(See Part 1. E.5)

If “Yes”, answer questions a - e. If “No”, proceed to Part 3.

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is vulnerable to damage from a projected 100-year flood.	E2j, E5a	☐	☐
b. The proposed action is vulnerable to damage from a 500-year flood.	E2k, E5b	☐	☐
c. The proposed action is in an area potentially affected by sea level rise.	E5c	☐	☐
d. The proposed action may increase the vulnerability of human or ecological communities to the following: i. drought ii. temperature extremes (hot or cold) iii. extreme storms, including high winds iv. landslides v. coastal erosion vi. stormwater flooding vii. other climate or weather hazards? If yes, describe: _____	E5d	☐ 	☐
e. Other impacts:		☐	☐

Full Environmental Assessment Form
Part 3 - Evaluation of the Magnitude and Importance of Project Impacts
and
Determination of Significance

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

Reasons Supporting This Determination:

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size, or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact, and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact.
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

The adoption of the Town of Hamburg Short-Term Rental Law is not anticipated to have any significant environmental impacts, as the action involves a new local law that will establish comprehensive registration and licensing regulations to safeguard the public health, safety and welfare by regulating and controlling the use, occupancy, oversight and maintenance of short-term rental properties, and will not include any development or construction.

Determination of Significance - Type 1 and Unlisted Actions

SEQR Status: ☒ Type 1 ☐ Unlisted

Identify portions of EAF completed for this Project: ☒ Part 1 ☒ Part 2 ☒ Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the
Hamburg Town Board _____ as lead agency that:

☒ A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

☐ B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions that will be required by the lead agency:

There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

☐ C. This Project may result in one or more significant adverse impacts on the environment and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: **Adoption of Town of Hamburg Short-Term Rental Law**

Name of Lead Agency: **Hamburg Town Board**

Name of Responsible Officer in Lead Agency: **Elizabeth Farrell-Lorentz**

Title of Responsible Officer: **Town Supervisor**

Signature of Responsible Officer in Lead Agency:

Date:

Signature of Preparer (if different from Responsible Officer)

Date:

For Further Information:

Contact Person: **Joshua Rogers**

Address: **6100 South Park Avenue**

Telephone Number: **716-649-2023**

E-mail: **jrogers@townofhamburgny.gov**

For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)
Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.27. Town of Hamburg Short-Term Rental Law Adoption Resolution

WHEREAS, the Hamburg Town Code contains and specifies the local laws and ordinances of the Town of Hamburg; and

WHEREAS, the Town of Hamburg recognizes that requests for short-term rentals have increased in the Town over the past couple of years; and

WHEREAS, short-term rentals can cause public nuisance and public safety issues when they are not properly registered, licensed, inspected, and enforced; and

WHEREAS, the Town currently does not have a short-term rental law in Town Code, and the Town Board desires to have a law that regulates the short-term rental of dwelling units within the Town of Hamburg to establish comprehensive registration and licensing regulations to safeguard the public health, safety and welfare by regulating and controlling the use, occupancy, oversight and maintenance of short-term rental properties; and

WHEREAS, the Code Review Committee has reviewed the current bed-and-breakfast law regulations of § 280-332, reviewed precedent short-rental laws of neighboring and similar size municipalities, drafted a new short term rental law, and has sent these suggested revisions for the Town Board to begin the adoption process; and

WHEREAS, pursuant to Municipal Home Rule Law, the Town Board is proposing to enact a local law as follows:

Be it enacted by the Town Board of the Town of Hamburg, New York, that the Hamburg Town Board amends the Hamburg Town Code as follows (full copies attached):

- Adding a new article “Article LXI Short-Term Rentals”.

WHEREAS, a public hearing was held on October 5th, 2026, for discussion and public comment concerning adoption of this proposed local law; and

WHEREAS, this proposed local law amendment was referred to Erie County through the 239-m referral process and received no objections; and

WHEREAS, pursuant to Part 617 6NYCRR, Article 8 of the Environmental Conservation Law (SEQRA), the Town of Hamburg Town Board established itself as SEQR Lead Agency and has issued a SEQR Negative Declaration; and

WHEREAS, the proposed local law amendment is in accordance with the recommendation of the Town of Hamburg Code Review Committee and the Town of Hamburg Planning Board.

NOW THEREFORE BE IT RESOLVED, the Hamburg Town Board amends Local Law #10 of the year 1986 of the Code of the Town of Hamburg Chapter 280 entitled “Zoning” to provide for the revision of the Town Code as referenced above and attached.

ATTACHMENTS:

Short-Term Rentals

Article LXI

§ 280-436. Purpose.

The purpose of this chapter is to regulate the short-term rental of dwelling units within the Town of Hamburg, NY, and to establish comprehensive registration and licensing regulations to safeguard the public health, safety and welfare by regulating and controlling the use, occupancy, oversight and maintenance of short-term rental properties.

§ 280-437. Definitions.

As used in this Chapter, the following terms shall have the meanings indicated:

HOST — Party responsible for renting a property.

GUEST — A person staying in the rental property.

OWNER — A person who is the titled owner of a piece of real property or the owner of a mobile home located within a mobile home park in the Town of Hamburg.

PERMIT — Numbered document issued to a host by the Code Enforcement Department upon submission and approval, which is subject to a non-refundable fee.

PERSON — Any individual, group, organization, corporation, company, entity, charitable organization, partnership or similar association.

PRIMARY RESIDENCE — The sole residence of the host in which the host resides for more than 6 months of the calendar year.

PROPERTY — Any real property or mobile home situated on real property, whether as a rental unit or not, located within the boundary of the Town of Hamburg.

RESIDENT — Individual(s) living in the Town of Hamburg for more than six months and a day out of a twelve-month period calculated from the first day of the calendar year.

SHORT-TERM RENTAL — A dwelling unit that is rented, in whole or in part, to any person or entity for a period of less than 30 consecutive days and is not otherwise regulated by another section of the Code of the Town of Hamburg.

§ 280-438. Existing Short-Term Rental Establishments.

- A. All properties that lawfully operate as short-term rentals (as defined herein) as of the date of enactment of this Article XVI shall continue to be considered a permitted use under the Town of Hamburg Zoning Code and shall be required to comply with all sections of this article. In the event of an existing short-term rental operation as of the date of enactment of this Article XVI, the owner and/or operator of the rental facility shall be required to apply for a permit within 60 calendar days of the effective date of this chapter. Failure to timely apply and obtain such a permit or any subsequent transfer of title to the property shall result in the termination of the permitted use.

§ 280-439. Presumption of property as a short-term rental unit.

- A. The presence of the following shall create a presumption that all or a part of a property is being used as a short-term rental unit or for short-term rental purposes:

1. All or a part of a property is offered for lease by a booking service including but not limited to, Airbnb, VRBO, and Zillow, for a rental period of less than 30 consecutive days; and/or
 2. All or a part of a property is offered for lease for a period of less than 30 consecutive days through any form of advertising.
- B. The foregoing presumptions may be rebutted by evidence presented to the Town of Hamburg Code Enforcement Department, that the property is not operated as a short-term rental unit or for short-term rental purposes.
- C. Exemptions. The provisions of this Chapter shall not apply to properties owned by a college or university for inhabitation by administrative officers and/or faculty free of charge; properties owned by a faith-based organization for use as a living quarters by clergy free of charge; hotels; motels; hospitals; nursing homes; assisted living facilities; group homes or other dwelling units which offer or provide medical or nursing services if such units are subject to state or federal licensing or regulations concerning the safety of the users, patients or tenants.

§ 280-440. Permit Required.

- A. Persons shall not use property located within the jurisdictional boundaries of the Town of Hamburg for short-term rentals or as short-term rental units without first obtaining a revocable short-term rental permit.
- B. A short-term rental permit shall be valid for two years from the date the permit is issued and must be renewed prior to expiration as long as the unit is used as a short-term rental. A short-term rental unit may be renewed pursuant to § 280-445 below.
- C. Short-term rental permits are non-refundable and not transferable to a new owner of property for which such permit has been previously issued. Any new owner of property shall file a new short-term rental permit application with the Town of Hamburg, pursuant to § 280-444.

§ 280-441. Districts where short-term rentals are allowed.

- A. Short-term rentals shall be permitted in the following districts:

WC (Waterfront Commercial District)

NC (Neighborhood Commercial District)

PUD (Planned Unit Development)

MU1 (Mixed Use District 1)

R-1 (Single-Family Residence District)

R-2 (Single-Family Residence, Attached District)

R-3 (Multifamily District)

R-4 (General Residence, Mobile Home Court District)

R-A (Residential Agricultural District)

R-E (Single-Family Residence Estate District)

AG (Agricultural District)

SIA (Stadium Impact Area District)

Any pre-existing non-conforming residential use in any zoning district in the Town*

*If the residential use discontinues, or if a new use to the property is added, the short-term rental permit shall cease.

§ 280-442. Application Requirements.

- A. Only an owner or their agent is permitted to register a short-term rental unit. The Town Board may set limits on the number of short-term rental units permitted within the Town.
- B. An application for a short-term rental permit may be obtained from the Town website, the Code Enforcement Department, or the Planning Department. Short-term rental permit applications shall be submitted to the Code Enforcement Department for and accompanied by payment of a non-refundable short-term rental permit application fee, which shall be determined from time to time by resolution of the Town Board. Upon approval of the application, the application fee shall be credited towards the cost of the short-term rental permit. The application shall include the following:
 - (1) The name, telephone number, electronic mail address, and address of all persons who are the owners of the property, business or organization for which the permit or certificate of registration is sought, or if acting as an agent, the name, address, electronic mail address, and telephone number of the principal who is being represented, with credentials in written form establishing the relationship and the authority of the employee or agent to act for the employer or principal, as the case may be;
 - (2) The name, address, telephone number, cellular number, and email of any individual who shall be authorized to act on the owner's behalf to promptly rectify and remedy any violations of the standards related to the permit;
 - (3) The address of the short-term rental unit.
 - (4) A copy of the survey with respect to such property;
 - (5) A site plan, drawn to scale, showing the locations of any buildings, and location of required parking spaces.
 - (6) A floor plan showing egress paths, fire extinguisher and smoke and CO locations, and locations and sizes of all the rooms within the dwelling of the proposed short-term rental unit.
 - (7) The number of requested guests.
 - (8) Such other information as may reasonably be required by the Planning and/or Code Enforcement Department as a condition to registration or permitting.
 - (9) A signed statement that the Applicant shall adhere to Chapter 220 of Town Code.
 - (10) A signed statement that all fires must be attended and in an approved location and containment and shall comply with § 113-52 of Town Code.

- (11) A signed statement that guests shall comply with the Noise Ordinance of the Town of Hamburg, as set forth in Chapter 175 of the Town Code, as amended, which sets strict limits on noise levels between 11:00 p.m. and 7:00 a.m., which ordinance will be enforced by the Hamburg Police Department, the New York State Police, or any law enforcement agency properly exercising jurisdiction over the premises or incident.
- (12) A signed statement that the short-term rental permit may be revoked for violations.
- (13) A signed statement that each owner/agent will provide guests with copies of applicable local laws, including the noise, fire, and safety ordinances and requirements (Copies of the applicable local laws, including the noise, fire, and safety ordinances and requirements will be provided from the Code Enforcement and/or Planning Department to the owner/agent for dispersal to guests). Each owner/agent will also provide emergency contact information as well as the address of the property where the short-term rental unit is located and will ensure the property address is clearly identifiable from the street. Owners will provide guests with a property map that shows the property boundaries.
- (14) The application shall be signed by the Applicant and all owners of the real property.

§ 280-443. Short-Term Rental Standards.

- A. Inspection. The Code Enforcement Officer shall undertake an inspection prior to the issuance of any permit. Such inspection shall include, but not be limited to, the following requirements which must be maintained at all times by the owner and Applicant. In the event that the Code Enforcement Officer determines that the necessary requirements have not been met or that the application is incomplete or inaccurate, the Code Enforcement Officer shall have the authority to request additional or corrected information and no permit will be issued until such information is received and reviewed within 10 business days by the Code Enforcement Officer.
 - (1) Smoke and carbon monoxide detectors. All dwelling units shall meet the current New York State Building and Fire Prevention Code for smoke and carbon monoxide detectors.
 - (2) The floor plan submitted with the application shall be posted in the proposed short-term rental unit in a visible location and on the back of each bedroom door of a bedroom occupied by a guest.
 - (3) Exterior doors shall be operational and all passageways to exterior doors shall be clear and unobstructed.
 - (4) Electrical and mechanical systems shall be serviceable with no visual defects or unsafe conditions.
 - (5) All fireplaces, fireplace inserts, wood stoves, or other burning heaters and furnaces shall be vented and properly installed.
 - (6) Each sleeping room shall have an exterior exit that opens directly to the outside or an emergency escape or rescue window.
 - (7) The house number must be affixed and readily viewable from the street.
 - (8) Provisions for garbage collection, retention, and removal by the owner must be provided

in conformance with the regular Town collection rules and regulations.

(9) Maximum occupancy shall be verified and determined by the Code Enforcement Officer, based on the following:

(a) In dwelling units, the maximum number of occupants shall be limited to the number determined on the basis of the floor areas of habitable rooms, other than kitchens. Every habitable room shall contain not less than 70 square feet and every bedroom occupied by more than one person shall contain not less than 50 square feet of floor area for each occupant thereof.

(10) Each establishment shall have a minimum of one rechargeable fire extinguisher (2A-10BC rated) in the kitchen, at each exit, and at least on each floor with sleeping quarters and may, in the discretion of the Code Enforcement Officer, be required to have additional such fire extinguishers available. All fire extinguishers must be inspected once a year.

B. The property must have sufficient off-street parking spaces for the owner, if owner-occupied, and any guests. Off-street parking shall have a minimum of 1 car for every 2 guests. The parking of vehicles and the parking area must comply with all applicable sections of this Chapter and Town Code.

§ 280-444. Procedure upon filing application.

Upon the filing with the Town Code Enforcement Department of the short-term rental permit application, containing the owner and/or agent's written consent allowing the Town Code Enforcement Officer to enter the short-term rental and the lot or parcel of which the short-term rental is a part for purposes of conducting the inspections called for in this section, short-term rental application fee, and all documents and information required by this chapter, the Town Code Enforcement Officer shall:

A. Conduct an inspection of the short-term rental and the lot or parcel of which the short-term rental is a part, and, if applicable, any other lot used to meet parking requirements as permitted by Article XXXII, Off-Street Parking Requirements, of Chapter 280, Zoning, to verify compliance with Chapter 280, Zoning, and this chapter, to verify compliance with New York State laws, codes and regulations, to verify the number of sleeping rooms within the short-term rental, as defined in this chapter, to verify the number of parking spaces that meet the standards set forth in this chapter and to verify that the short-term rental complies with the standards of § 280-443.

B. Have 30 calendar days to complete the inspection required in Subsection A of this section, to review the application, and then to either issue the permit, with or without conditions, or notify the Applicant in writing that the application has been denied, along with the reason or reasons for denial. If a permit is issued, the permit shall bear the signature of the Town Code Enforcement Officer.

C. In reviewing the application, if the Town Code Enforcement Officer has probable cause to believe information contained in the application is inaccurate or incomplete, he or she may request additional information to clarify or verify the situation. A failure to cooperate and provide accurate and complete information is grounds for denial of the permit.

D. In issuing a short-term rental permit, the Town Code Enforcement Officer may impose such

reasonable conditions and restrictions as are directly related to and incidental to the use of the property for short-term rentals so long as such conditions and restrictions are consistent with the requirements of the Town Code.

- E. The Town Code Enforcement Officer may decline an application for any of the following reasons:
1. If the application is incomplete, the documentation required by this chapter was not included with the application or the full short-term rental application fee, in payment form acceptable to the Town Clerk, was not included with the application.
 2. If the Town of Hamburg issued a short-term rental permit to any of the owners needing to sign the short-term rental permit application and any of such owners had a short-term rental permit revoked within the previous year.
 3. If an inspection conducted by the Town Code Enforcement Officer as authorized in this section, shows evidence that the subject property is not in compliance with this Chapter, or the Town Code.
 4. If the site plan required to be submitted with the application does not conform with the requirements of this Chapter.
 5. A short-term rental license shall not be issued or renewed if there are unresolved Code compliance cases, outstanding fines or fees, or Town liens on the property.
- F. Upon approval of the short-term rental application, an Applicant shall be required to pay a non-refundable short-term rental permit fee, as set by the Schedule of Fees. Short-term rental permits issued pursuant to this Chapter shall state the following:
1. The names, addresses, email, and phone numbers of every person or entity that has an ownership interest in the short-term rental property and of a primary contact person who shall be available during the entire time the short-term rental property is being rented.
 2. The address of the short-term rental.
 3. The maximum occupancy and vehicle limits for the short-term rental unit.
 4. Any conditions imposed by the Town Code Enforcement Officer.
 5. That the permit shall expire two years after the date of the issuance of the permit.
 6. Indemnity clause.

§ 280-445 Application for renewal of permit.

An application for renewal of a short-term rental permit shall be granted for an additional two-year term if the following conditions are met:

- A. The application for renewal of the short-term rental permit shall be made at least 30 calendar days prior to expiration of the current permit and requires payment of a nonrefundable renewal fee, to be established by Schedule of Fees and which may be amended from time-to-time by the Hamburg Town Board.
- B. At the time of application for renewal, the owner or designated agent must present the current

permit for the short-term rental unit.

- C. Prior to issuance of a permit renewal, the subject property must be inspected by a Town Code Enforcement Officer.
- D. Any violations must be remedied prior to renewal of a short-term rental permit.

§ 280-446. Conformity and display of permit.

The short-term rental permit, maximum occupancy, maximum parking requirements, and contact information shall be prominently displayed inside and near the front entrance of the short-term rental unit.

§ 280-447. Appeals.

Any person aggrieved by the action or decision of the Town Code Enforcement Department to deny, suspend, or revoke a permit applied for under the provisions of this Chapter shall have the right to appeal such action or decision to the Zoning Board of Appeals.

§ 280-448. Enforcement.

- A. No short-term rental shall operate without a short-term rental permit. Whenever it is found that a short-term rental, its owner, and/or agent, is operating without a short-term rental permit, the Code Enforcement Officer shall serve a written notice of violation upon the short-term rental, its owner, or agent with an order to cease operation, and if applicable, to apply for a short-term rental permit.
- B. It shall be unlawful for any person or entity to fail to comply with a written notice of violation order of the Code Enforcement Officer served in compliance with this Chapter. Any person violating this Chapter upon conviction shall be punishable by a fine or penalty as set forth in the Schedule of Fines and Penalties. Each week the person or entity remains in violation of the order shall be considered a separate violation and subject to additional fines as set forth in this chapter.
- C. A civil action or proceeding in the name of the Town of Hamburg may be commenced in any court of competent jurisdiction to compel compliance with or restrain by injunction, the violation of any provision of this Chapter, or any rule or regulation adopted pursuant thereto. Such remedy shall be in addition to any other penalties prescribed by law.
- D. No remedy or penalty specified in this section shall be the exclusive remedy or penalty available to address any violation described in this chapter and each remedy and penalty shall be in addition to, and not in substitution for or a limitation of, the other remedies or penalties specified in this chapter, or in any other applicable law. Any remedy or penalty specified in this Chapter may be pursued at any time, whether prior to, simultaneously with, or after the pursuit of any other remedy or penalty specified in this chapter. The Town of Hamburg may initiate enforcement proceedings under this Chapter at any time following the receipt of a complaint or if the Code Enforcement Officer determines that a violation has occurred.

§ 280-449. Penalties.

Any violation of this Chapter may be declared an offense and, upon conviction of any offense hereunder, a person shall be subject to a fine or penalty as set forth in the Schedule of Fines and Penalties.

§ 280-450 Revocation.

- A. All short-term rentals, and those owning, occupying, managing and/or maintaining a short-term rental shall comply with all of the provisions of this section, the Town Code, all County, New York State and federal laws and regulations, and all orders, permits, notices, rules, regulations or determinations issued in connection therewith.
- B. The Code Enforcement Officer shall be granted access, upon reasonable request, at any time to ensure compliance with all applicable codes, rules, permits, regulations, safety provisions, and provisions of the Town Code. The Code Enforcement Officer may also request access to investigate any complaints received by the Town regarding the operation of the short-term rental.
- C. Should the Code Enforcement Officer find that the short-term rental or its owner, or agent is in violation of any applicable code, rule, regulation, permit, safety provision, law, or provision of this chapter, the Code Enforcement Officer may allow 10 business days for the violation to be cured. If the violation is not cured within the 10 business days, or no cure period was given, then the Code Enforcement Officer shall revoke the short-term rental permit. Upon revocation of the permit, the Code Enforcement Officer shall notify the short-term rental, its owner, or agent in writing of the revocation, including the reason for the revocation. Said notice shall be sent certified mail and via email to the addresses listed on the permit. Should the short-term rental, its owner, and/or agent wish to appeal the revocation, it may do so by filing a notice of appeal with the Town of Hamburg Zoning Board of Appeals within 60 calendar days of receipt of the notice of revocation. After the curing of a violation, an Applicant shall be required to follow sections 280-444.
- D. The Chief of Police or designee may recommend the revocation or the non-renewal of a short-term rental permit if he or she determines that a short-term rental compromises public health, safety, and/or welfare of the Town of Hamburg, and/or has become a nuisance to the neighborhood. A short-term rental may be considered a nuisance if it is the source of frequent calls for police service, an egregious criminal offense, and/or suspected criminal activity. The Chief of Police shall provide his or her recommendation to the Code Enforcement Officer in writing, including the reason(s) for revocation or non-renewal. The Code Enforcement Officer shall review the recommendation from the Chief of Police within 5 business days of receipt of the recommendation. Upon review of the recommendation, if the Code Enforcement Officer determines the short-term rental permit is to be revoked, the Code Enforcement Officer shall notify the short-term rental owner or agent of the revocation, including the reason(s) for the revocation. Said notice shall be sent certified mail and via email to the addresses listed on the permit. Should the short-term rental, its owner, and/or agent wish to appeal the revocation, it may do so by filing a notice of appeal with the Town of Hamburg Zoning Board of Appeals within 60 calendar days of receipt of the notice of revocation.

§ 280-451. When effective.

This Chapter shall become effective upon filing with the Secretary of State.

**Town Board of the Town of Hamburg
October 19, 2026 Meeting**

4.28. Short term rental fees

WHEREAS, the Town of Hamburg Short Term Rental Code establishes that the Town Board set the application and permit fees, and

NOW, THEREFORE, BE IT RESOLVED, that the Hamburg Town Board set the non-refundable short term rental application fee at \$500.00 and the non-refundable short term rental permit fee at \$1,500.00 for a two-year permit.

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.29. Senior & Community Center Change Orders

WHEREAS, as the Senior & Community Center project progresses, the contractors have run into challenges, and the Town has made requests for revisions on the project; and

WHEREAS, the General Contractor, Resetarits, and the Electrical Contractor, CIR, has provided change orders to cover the cost impacts of these revisions as part of the project and the change orders have been reviewed by the Town Engineer and town's construction manager; and

WHEREAS, the attached general change orders cover the following items:

- Revisions to the septic system to relocate following changes to the stormwater management system, to move structures away from the rear of the building by the patio, and add a new structure and pump due to increase in depth = \$37,887.90
- Credit to the Town for waterline no longer required = Minus \$11,479.00

WHEREAS, the attached electrical change orders cover the following items:

- Revisions to kitchen, fitness room, reception desk and classroom electrical. Kitchen and fitness revisions per the equipment layouts approved by the County Health Department. Reception desk per workstation and IT. Classroom revision around new cabinets = \$10,912.43
- Revisions to the electrical to add additional poles and lights to the existing parking lot, to move the existing overhead wires to underground duct bank, to connect the hotbox power needed, and to extend the connection to the septic system = \$242,771.97

THEREFORE BE IT RESOLVED, that the Town Board hereby authorizes the Supervisor to sign the attached change orders and approves a budget amendment increase of \$280,093.30 from the following accounts:

INCREASE: A000.0000.0599.0000 (General Fund Appropriated Fund Balance) by \$280,093.30

INCREASE: A000.9950.0975.0004 (Interfund Transfers Transfer to Capital) by \$280,093.30

INCREASE: H119.0000.5031.0000 (Capital Construction) by \$280,093.30

INCREASE: H119.7187.0281.0004 (Interfund Transfers Transfer to Capital) by \$280,093.30

ATTACHMENTS:

[RFC#18R1 Sanitary Revisions.pdf](#)

[RFC#17 Credit for RFC#07.pdf](#)

[CIR-COR #8 - Kitchen & Reception Desk Power Modifications.pdf](#)

[CIR-COR #9r1 - RFP-005 Underground Electric Modifications.pdf](#)



1500 Union Road - Suite 100
West Seneca, New York 14224
Tele: (716) 675-1082

Request For Change Order: #17

Re: RFC#07 Credit

Date: 9/30/2026

Project: Hamburg Community Center
2982 Lakeview Rd
Hamburg, NY 14075

To: Square Engineering, DPC
Jake Morley
1385 Hertel Ave
Buffalo, NY 14216

Town of Hamburg No: 24-1116

From: Dave Sliwinski
Project Manager

Resetarits Project No.: 25-013

THE CONTRACT IS CHANGED AS FOLLOWS:

Deduct for RFC#07 due to price change for lesser scope than originally quoted

Tom Greenauer	\$ (9,650.00)
	\$ (9,650.00)
Contractor OH&P 15%	\$ (1,447.50)
	\$ (11,097.50)
Bond 2%	\$ (221.95)

The Contract Sum will be Adjusted by this Change Order in the Amount of \$ (11,319.45)

The Contract Time will be Increased by ...0 days

The Date of Substantial Completion as of this date may change by 0 days

NOTE: This Change Order may further impact the project schedule and Resetarits Construction reserves the right to request a time extension including an equitable adjustment, at a later date.

Jutta Wachowski for Dave Sliwinski

Dave Sliwinski, Project Manager
Resetarits Construction Corporation

9/30/26

Date

Square Engineering

Date



Tom Greenauer
DEVELOPMENT, INC.
SITE CONTRACTOR

**PROPOSED
CHANGE ORDER 003975**

P.O. BOX 250
SPRINGBROOK, N.Y. 14140-0250
TELEPHONE 716 675-9434
FAX 716 675-4739

May 22, 2026

OWNER:	JOB NAME:	JOB NUMBER:	CHANGE ORDER #
Hamburg Community Center 2982 Lakeview Road Hamburg, NY 14075		260015	CO #9 TGDI #6602

RE: Waterline revisions

Install 745 lineal feet of 6" C-900 pipe.
Install all restraints, bends, and tracer wire as needed.
Install new 6"x2" tee with new 6" gate valve at Hamburg cc connection.
Install all bedding stone as needed. Haul off spoils as needed.
Refurbish asphalt in kind at entrance. Hydroseed disturbed lawn areas.
Disconnect and abandon existing 2" main.
Connect new 6" main and test upon completion.

Add: \$79,500.00

Excludes private utility location.

We propose to furnish labor and material - complete in accordance with above specifications.

Payment to be made as follows: Upon Requisition

If change order is accepted, please sign & return one copy.

ACCEPTED. The above prices, specifications and conditions

are satisfactory and are hereby accepted. You are authorized
to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

By _____

By _____

Respectfully submitted -

Tom Greenauer

Development, Inc.

SITE CONTRACTOR

By Dustin Weisman

F:\LORIAN\Accounting\Hamburg Station\CHANGE ORDERS\2026\Hamburg Comm Center #260015\Hamburg

Note: This proposal may be withdrawn by us if not accepted within _____ days

1 1/2 % PER MONTH CHARGED ON ACCOUNTS PAST 30 DAYS



Tom Greenauer
DEVELOPMENT, INC.
SITE CONTRACTOR

**PROPOSED
CHANGE ORDER 004019**

P.O. BOX 250
SPRINGBROOK, N.Y. 14140-0250
TELEPHONE 716 675-9434
FAX 716 675-4739

September 25, 2026

OWNER:	JOB NAME:	JOB NUMBER:	CHANGE ORDER #
Hamburg Community Center 2982 Lakeview Road Hamburg, NY 14075		260015	CO #9 TGDI #6603A

RE: Waterline revisions

Install 745 lineal feet of 6" C-900 pipe.
Install all restraints, bends, and tracer wire as needed.
Install new 6"x2" tee with new 6" gate valve at Hamburg cc connection.
Install all bedding stone as needed. Haul off spoils as needed.
Refurbish asphalt in kind at entrance. Hydroseed disturbed lawn areas.
Disconnect and abandon existing 2" main.
Connect new 6" main and test upon completion.

Add: \$ 79,500.00

Excludes private utility location.

Credit: Install less 6" C-900 pipe, 195 lineal feet.

Deduct: \$ (15,600.00)

Option 1: Additional asphalt restoration.
Install 2" crusher run, perform saw cutting, install 2.5" of NYS DOT binder and 1.5" of NYS DOT top.

Add: \$ 5,950.00

Total: \$ 69,850.00

We propose to furnish labor and material - complete in accordance with above specifications.
Payment to be made as follows: Upon Requisition
If change order is accepted, please sign & return one copy.

ACCEPTED. The above prices, specifications and conditions
are satisfactory and are hereby accepted. You are authorized
to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

By _____

By _____

Respectfully submitted -
Tom Greenauer

Development, Inc.

SITE CONTRACTOR

By Dylan Hascall

F:\LORI\Accounting Morning Staff\CHANGE ORDERS\2026\Hamburg Comm Center #260015\Hamburg Comm Center #260015 CO#9 6603A waterline revisions
Note: This proposal may be withdrawn by us if not accepted within _____ days
1 1/2 % PER MONTH CHARGED ON ACCOUNTS PAST 30 DAYS



2517 Long Rd.
Grand Island, NY 14072

CHANGE ORDER REQUEST RECAP

Job Name: Hamburg Senior Community Center

Date: 8/24/2026

Contract No.: 2025-03E

Change Order Reqt No.: 8

CIR Job No.: 2502019

Description:

Per RFP-004, CIR to provide (1) hardwired electrical connection to a new dishwasher, provide (1) 50A receptacle mounted in a floor box below the kitchen equipment, and provide (8) new receptacles in and around the reception desk in room "reception 102". Relocation of floor boxes in room "fitness 121" and receptacles in room "classroom 117" to be performed at no additional cost.

Material Description	Material	Labor Description	Hours	Rate	Labor Cost
Attached Accubid Extension	\$ 1,982.10	Gen. Foreman ST	63.0	\$ 116.29	\$ 7,326.27
		Foreman ST	-	\$ -	\$ -
		Journeyman ST	-	\$ -	\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Material Cost Subtotal:	\$ 1,982.10				\$ -
Job Expenses:		Supervision (12.5%)	7.875	\$ -	\$ -
Document Control		Tool Usage (4% of Labor)			\$ -
Travel Time Costs		Total Labor Costs:			\$ 7,326.27
Telephone		SUBTOTAL(L+M+JE)			\$ 9,308.37
Transportation		Research & Layout		0%	\$ -
Storage / Warehouse		Material Handling		0%	\$ -
Safety (3% of Labor Cost)	\$ -	Clean Up Costs:		0%	\$ -
Inspections & Permits					
Record Drawings					
Fuel Surcharges (4% of Material Cost)	\$ -	SUBTOTAL:			\$ 9,308.37
'26 - '27 Wage Rate Increase	\$ -	Overhead		10%	\$ 930.84
Total Job Expenses	\$ -	Profit		5%	\$ 511.96
Qualifications & Clarifications: 1.) Sales Tax is NOT included 2.) Straight Time only-NO overtime included 3.) No cutting and patching included 4.) Schedule Impact		Subcontractor			\$ -
		Subcontractor Mark-up		15%	\$ -
		TOTAL:			\$ 10,751.17
		Tax on Total		-	\$ -
		Bond Cost		2%	\$ 161.27
Change Order Request Total					\$ 10,912.43

We reserve the right to correct any and all errors and omissions

Description		Quantity	Price Unit	Net Cost	Labor	Labor Unit	Total Material	Total Hours
	3/4" CONDUIT - EMT	280	C	\$85.99	5.28	C	\$240.77	14.78
	3/4" CONN SS DC - EMT	18	C	\$24.67	15.00	C	\$4.44	2.70
	3/4" COUPLING SS DC - EMT	35	C	\$27.40	16.00	C	\$9.59	5.60
	1" CONDUIT - RMC - GALV	10	C	\$500.40	8.55	C	\$50.04	0.86
1"	CONN THRD HUB INSUL - RMC - MALL OR STL	1	C	\$3,732.00	21.00	C	\$37.32	0.21
	1" BUSHING GRDG INSUL - STEEL	1	C	\$804.00	5.40	C	\$8.04	0.05
	3/4" 2-H STRAP - RMC - STEEL	21	C	\$12.33	9.00	C	\$2.59	1.89
	3/4" 2-PC CONDUIT STRUT CLAMP	40	C	\$95.36	7.65	C	\$38.14	3.06
	1" 2-PC CONDUIT STRUT CLAMP	2	C	\$105.23	8.40	C	\$2.10	0.17
	3/4" FLEX - LIQUIDTIGHT METALLIC - GRAY	5	C	\$145.20	7.43	C	\$7.26	0.37
3/4"	CONN 45 DEG INSUL - LIQUIDTIGHT DIECAST	2	C	\$747.00	25.50	C	\$14.94	0.51
	1" CONDUIT - PVC80	100	C	\$74.15	7.50	C	\$74.15	7.50
	1" ELBOW 90 DEG - PVC80	3	C	\$429.67	38.10	C	\$12.89	1.14
	1" ADAPTER MALE - PVC	1	C	\$46.00	18.00	C	\$0.46	0.18
	1" ADAPTER FEM - PVC	1	C	\$28.00	18.00	C	\$0.28	0.18
	#12 THHN BLACK	1225	M	\$224.52	7.73	M	\$275.04	9.47
	#10 THHN SOLID BLACK	120	M	\$343.42	9.30	M	\$41.21	1.12
	# 8 THHN BLACK	360	M	\$637.42	10.50	M	\$229.47	3.78
	DEV BOX 2 1/2" DEEP COMB KO W/ EARS	9	C	\$267.00	33.00	C	\$24.03	2.97
	1G BLANK COVER W/ GASKET - CI	1	E	\$18.11	0.08	E	\$18.11	0.08
	1G SURF SGL REC COVER - SHEET STL	8	E	\$1.52	0.09	E	\$12.16	0.72
	HUBW B4333 3-G RECT CAST FB, DEEP,	1	E	\$763.72	2.30	E	\$763.72	2.30
	GROUND SCREW W/ INSUL #12 LEAD	9	C	\$65.11	4.50	C	\$5.86	0.41
	DEVICE BOX MTG BRKT TO 2 1/2-3 1/2" STUD	11	C	\$570.54	7.50	C	\$62.76	0.83
	20A 125V DUP REC - IVY (SG)	8	C	\$584.00	30.00	C	\$46.72	2.40
Totals							\$1,982.10	63.27



2517 Long Rd.
Grand Island, NY 14072

CHANGE ORDER REQUEST RECAP

Job Name: Hamburg Senior Community Center

Date: 10/6/2026

Contract No.: 2025-03E

Change Order Reqt No.: 9-1 REV 2

CIR Job No.: 2502019

Description:

Per RFP-005, CIR to provide new underground electric feed from existing utility pole to existing 150A panel. Electric feed to contain 1 set of (4) 500 MCM CU & (1) #2 CU in 3-1/2" PVC. Overhead service & (2) 40' utility poles to be removed. CIR to provide (4) light pole bases & (6) pole mounted fixtures. CIR to provide new underground electric feed to water hot box & sanitary pumps.

Material Description	Material	Labor Description	Hours	Rate	Labor Cost
Attached Accubid Extension	\$ 60,156.67	Gen. Foreman ST	-	\$ 116.29	\$ -
Kistner Concrete Quote Dated 9/2/26	\$ 4,958.00	Foreman ST	196.0	\$ 110.12	\$ 21,583.52
PSG Quote #25-63831-9	\$ 9,194.00	Journeyman ST	393.0	\$ 97.78	\$ 38,427.54
SuperBreakers Quote Dated 9/1/26	\$ 97.98				\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Material Cost Subtotal:	\$ 74,406.65				\$ -
Job Expenses:		Supervision (12.5%)	73.625	\$ -	\$ -
Document Control	\$ -	Tool Usage (4% of Labor)			\$ -
Travel Time Costs	\$ -	Total Labor Costs:			\$ 60,011.06
Transportation	\$ -	SUBTOTAL(L+M+JE)			\$ 134,417.71
Storage / Warehouse	\$ -	Research & Layout		0%	\$ -
Safety (3% of Labor Cost)	\$ -	Material Handling		0%	\$ -
Inspections & Permits	\$ -	Clean Up Costs:		0%	\$ -
Record Drawings	\$ -				
Fuel Surcharges (4% of Material Cost)	\$ -				
'26 - '27 Wage Rate Increase	\$ -	SUBTOTAL:			\$ 134,417.71
		Overhead		10%	\$ 13,441.77
Total Job Expenses	\$ -	Profit		5%	\$ 7,392.97
Qualifications & Clarifications: 1.) Sales Tax is NOT included 2.) Straight Time only-NO overtime included 3.) All trenches to be sand bed encased 4.) All additional work is subject to schedule extension 5.) Disposal of 40' utility poles is excluded		Site Work (Tom Greenauer)			\$ 79,935.00
		Subcontractor Mark-up		5%	\$ 3,996.75
		TOTAL:			\$ 239,184.21
		Tax on Total		-	\$ -
		Bond Cost		2%	\$ 3,587.76
		Change Order Request Total			\$ 242,771.97

We reserve the right to correct any and all errors and omissions

WATER HOT BOX UNDERGROUND ELECTRIC:

DESCRIPTION	QUANTITY	PRICE UNIT	NET COST	LABOR	LABOR UNIT	TOTAL MATERIAL	TOTAL HOURS
DEMO 30/1 BREAKER	2	E	\$0.00	0.20	E	\$0.00	0.40
1" CONDUIT - PVC 80	660	C	\$7.43	6.25	C	\$49.04	41.25
1" ELBOW 90 DEG - PVC 80	10	C	\$473.21	31.75	C	\$47.32	3.18
1" COUPLING - PVC	10	C	\$32.16	2.00	C	\$3.22	0.20
1" EXPANSION COUPLING - PVC	3	C	\$2,491.83	43.75	C	\$74.75	1.31
UNDERGROUND WARNING TAPE - METALLIC - RED 6" WIDE	1,000	M	\$102.70	0.63	M	\$102.70	0.63
1" LOCKNUT SEALING - STEEL	6	C	\$139.62	4.65	C	\$8.38	0.28
1" BUSHING - PLASTIC	6	C	\$22.50	3.25	C	\$1.35	0.20
1" ADAPTER MALE - PVC	6	C	\$490.59	15.00	C	\$29.44	0.90
FS 1G BOX 1 x 1" HUB - TOP	3	E	\$23.71	0.68	E	\$71.13	2.04
1G DUP REC COVER W/ GASKET	3	E	\$37.91	0.08	E	\$113.73	0.24
20A 125V DUP REC - IVY (SG)	3	C	\$584.14	25.00	C	\$17.52	0.75
2" DIAM CORE 6" THICK WALL	3	E	\$15.00	1.38	E	\$45.00	4.14
LINKSEAL - 1"	12	E	\$5.29	0.41	E	\$63.48	4.92
# 4 THHN BLACK	2,250	M	\$1,510.23	12.75	M	\$3,398.02	28.69
20/1 BREAKER TERM LABOR	5	E	\$0.00	0.20	E	\$0.00	1.00
1" 2-H STRAP - PVC - STL PVC CTD	6	C	\$65.44	12.50	C	\$3.93	0.75
#10 x 2" WOOD SCREW	50	C	\$12.63	4.75	C	\$6.32	2.38
TOTALS						\$4,035.32	93.24

Labor Cost
\$9,496.71
Trenching Cost
\$8,423.10
Mat Cost
\$4,035.32
Total Cost
\$21,995.13

DEMOLITION, LOAD TESTING, T&M WORK:

DESCRIPTION	QUANTITY	PRICE UNIT	NET COST	LABOR	LABOR UNIT	TOTAL MATERIAL	TOTAL HOURS
GEN. FOREMAN LABOR HOURS (LOAD TESTING)	46	E	\$0.00	4.00	E	\$0.00	46.00
FOREMAN LABOR HOURS (T&M DEMO/MAKE SAFE)	32	E	\$0.00	4.00	E	\$0.00	32.00
JOURNEYMAN LABOR HOURS (T&M DEMO/MAKE SAFE)	64	E	\$0.00	4.00	E	\$0.00	64.00
DEMO 30 FT SITE POLE	2	E	\$0.00	3.75	E	\$0.00	7.50
DEMO 3" PVC (EXISTING PVC RISER ON POLE)	30	C	\$0.00	5.10	C	\$0.00	1.53
DEMO 250 MCM WIRE (OVERHEAD SERVICE CABLE)	500	M	\$0.00	15.13	M	\$0.00	7.57
DEMO 1/0 AWG WIRE (RISER CABLE ON POLE)	150	M	\$0.00	7.50	M	\$0.00	1.13
DEMO HOUR (OVERHEAD SERVICE TERMINATIONS)	4	E	\$0.00	1.00	E	\$0.00	4.00
SERVICE TRUCK MOBILIZATION	2	E	\$250.00	8.00	E	\$500.00	16.00
TOTALS						\$500.00	37.72

Total labor
\$ 3,841.89
Total Cost
\$4,341.89

ADDITIONAL SITE LIGHTING:

DESCRIPTION	QUANTITY	PRICE UNIT	NET COST	LABOR	LABOR UNIT	TOTAL MATERIAL	TOTAL HOURS
1" CONDUIT - PVC 80	1,150	C	\$7.43	6.25	C	\$85.45	71.88
1" ELBOW 90 DEG - PVC 80	3	C	\$473.21	31.75	C	\$14.20	0.95
1" COUPLING - PVC	30	C	\$32.16	2.00	C	\$9.65	0.60
1" END BELL - PVC	10	C	\$371.36	6.25	C	\$37.14	0.63
1" ADAPTER FEM - PVC	1	C	\$54.08	15.00	C	\$0.54	0.15
1" ELBOW 90 DEG - RMC - GALV	1	C	\$1,202.81	14.75	C	\$12.03	0.15
1" CONDUIT - RMC - GALV	10	C	\$500.65	7.13	C	\$50.07	0.71
1" COUPLING - RMC - GALV	2	C	\$210.09	2.25	C	\$4.20	0.05
1" CONN THRD HUB INSUL W/ GRD LUG - RMC - MALL OR STL	1	C	\$970.27	17.50	C	\$9.70	0.18
UNDERGROUND WARNING TAPE - METALLIC - RED 6" WIDE	3,000	M	\$102.70	0.63	M	\$308.10	1.89
# 8 THHN BLACK	4,500	M	\$640.83	8.75	M	\$2,883.74	39.38
IDEAL 31-340BP 4 GAL 6500 FT PULL-IN	1	E	\$108.21	2.00	E	\$108.21	2.00
TOTALS						\$3,523.01	118.55

Labor Cost
\$12,074.55
Trench Cost
\$27,675.90
Base Install
\$2,640.00
Material Cost
\$3,523.01
Fixture Cost
\$14,152.00
Total Cost
\$60,065.45

150A OUTDOOR PANEL UNDERGROUND ELECTRIC:

DESCRIPTION	QUANTITY	PRICE UNIT	NET COST	LABOR	LABOR UNIT	TOTAL MATERIAL	TOTAL HOURS
SERVICE TRUCK MOBILIZATION	2	E	\$250.00	8.00	E	\$500.00	16.00
UNDERGROUND WARNING TAPE - METALLIC - RED 6" WIDE	1,000	M	\$102.70	0.50	M	\$102.70	0.50

3" x 30" RAD ELBOW 90 DEG - RMC - GALV	4	C	\$15,845.00	97.00	C	\$633.80	3.88
3" LOCKNUT SEALING - STEEL	2	C	\$2,519.66	11.80	C	\$50.39	0.24
3" FLEX - LIQUIDTIGHT METALLIC - GRAY	5	C	\$957.21	20.50	C	\$47.86	1.03
3" CONN STRAIGHT INSUL - LIQUIDTIGHT DIECAST	2	C	\$78.06	35.00	C	\$1.56	0.70
3" CONDUIT - PVC 80	940	C	\$286.87	5.00	C	\$2,696.53	47.00
3" COUPLING - PVC	10	C	\$246.84	24.00	C	\$24.68	2.40
3" ADAPTER MALE - PVC	2	C	\$379.89	28.00	C	\$7.60	0.56
3" ADAPTER FEM - PVC	8	C	\$334.67	28.00	C	\$26.77	2.24
3" EXPANSION COUPLING - PVC	4	C	\$5,126.09	80.00	C	\$205.04	3.20
3" ENTRANCE FITTING - PVC	1	C	\$8,947.14	7.00	C	\$89.47	0.07
3" END CAP - PVC	2	C	\$1,305.99	45.00	C	\$26.12	0.90
3" 2-H STRAP - PVC	10	C	\$275.12	14.80	C	\$27.51	1.48
#1 THHN BLACK	1,060	M	\$3,069.01	13.50	M	\$3,253.15	14.31
#250 THHN BLACK	4,200	M	\$8,350.07	24.20	M	\$35,070.27	101.64
ILSCO PBTD-3-500-M MNT INSLTD MECH	10	E	\$113.13	0.90	E	\$1,131.30	9.00
18" x 12" x 12" WP FLNG J-BOX	1	E	\$347.66	4.60	E	\$347.66	4.60
3-1/2" KO SEAL W/ SCREW & BAR	1	C	\$988.81	5.00	C	\$9.89	0.05
1-5/8x 1-5/8x 14G STRUT SLOTTED HOLE GALV	40	C	\$348.77	10.00	C	\$139.51	4.00
3/8-16x 1-5/8x 1-3/8 OR 1-5/8 SPRING NUT	50	C	\$160.12	4.00	C	\$80.06	2.00
3/8" THREADED ROD - S/S	20	C	\$112.19	5.00	C	\$22.44	1.00
3/8-16 x 2" BOLT HEX HEAD - S/S	50	C	\$40.79	5.00	C	\$20.40	2.50
3/8-16 HEX NUT - S/S	100	C	\$10.60	2.00	C	\$10.60	2.00
3/8" LOCK WASHER - S/S	100	C	\$5.31	1.00	C	\$5.31	1.00
3/8"x 1-1/4" FENDER WASHER - S/S	100	C	\$16.72	1.00	C	\$16.72	1.00
300/3 BREAKER TERM LABOR	1	E	\$0.00	1.25	E	\$0.00	1.25
#250-3C + GRD EQUIPMENT TERM	4	E	\$0.00	5.76	E	\$0.00	23.04
TOTALS						\$44,547.35	247.58

Labor Cost
\$25,214.20

Trench Cost
\$16,204.44

Material Cost
\$44,547.35

Total Cost
\$85,965.99

Previous Cost
\$138,671.51

SANITARY PUMP UNDERGROUND ELECTRIC:

DESCRIPTION	QUANTITY	PRICE UNIT	NET COST	LABOR	LABOR UNIT	TOTAL MATERIAL	TOTAL HOURS
1 1/4" CONDUIT - RMC - GALV	20	C	\$333.21	6.60	C	\$66.64	1.32
1 1/4" ELBOW 90 DEG - RMC - GALV	2	C	\$2,113.00	15.80	C	\$42.26	0.32
1 1/4" CONN THRD HUB INSUL W/ GRD LUG - RMC/STL	2	C	\$1,216.43	16.00	C	\$24.33	0.32
1 1/4" FLEX - LIQUIDTIGHT METALLIC - GRAY	10	C	\$339.64	8.90	C	\$33.96	0.89
1 1/4" CONN STRAIGHT - LIQUIDTIGHT DIECAST	4	C	\$14.00	20.00	C	\$0.56	0.80
1 1/4" CONDUIT - PVC80	850	C	\$104.20	3.00	C	\$885.70	25.50
1 1/4" ELBOW 90 DEG - PVC80	4	C	\$688.70	30.00	C	\$27.55	1.20
1 1/4" COUPLING - PVC	15	C	\$59.10	6.00	C	\$8.86	0.90
1 1/4" ADAPTER FEM - PVC	2	C	\$106.78	14.00	C	\$2.14	0.28
1 1/4" END BELL - PVC	4	C	\$478.40	6.00	C	\$19.14	0.24
CRS-H LSA275-C-07 LINK-SEAL ENVIRON - 1 1/4"	8	E	\$7.59	0.46	E	\$60.72	3.68
# 4 THHN BLACK	1,650	M	\$1,688.15	10.20	M	\$2,785.45	16.83
# 3 THHN BLACK	1,125	M	\$2,139.24	11.90	M	\$2,406.65	13.39
UNDERGROUND WARNING TAPE - METALLIC - RED 6" WIDE	1,000	M	\$102.70	0.63	M	\$102.70	0.63
15/2 BREAKER TERM LABOR	2	E	\$0.00	0.25	E	\$0.00	0.50
#4/3C EQUIPMENT TERM	1	E	\$0.00	1.19	E	\$0.00	1.19
#3/3C EQUIPMENT TERM	1	E	\$0.00	1.34	E	\$0.00	1.34
2" DIAM CORE 6" THICK WALL	2	E	\$0.00	1.25	E	\$0.00	2.50
QZT PG2424BA24 BOX W/OPEN BTM	1	E	\$639.00	3.00	E	\$639.00	3.00
QZT PG2424HA0009 COVER HVY DTY	1	E	\$345.34	1.50	E	\$345.34	1.50
LABOR HOURS (SANITARY PUMP CONTROL PANEL INSTALL)	2	E	\$50.00	8.00	E	\$100.00	16.00
TOTALS						\$7,550.99	92.32

Labor Cost
\$9,403.54

Trench Cost
\$20,055.00

Material Cost
\$7,550.00

Total Cost
\$37,088.54

CHANGE ORDER TOTAL

\$60,156.67

589.42



Tom Greenauer
DEVELOPMENT, INC.
SITE CONTRACTOR

**PROPOSED
CHANGE ORDER 004026**

P.O. BOX 250
SPRINGBROOK, N.Y. 14140-0250
TELEPHONE 716 675-9434
FAX 716 675-4739

October 8, 2026

OWNER:	JOB NAME:	JOB NUMBER:	CHANGE ORDER #
CIR Electrical	Hamburg Comm Center	260027	CO #3
2517 Long Road			TGDI #6601A
Grand Island, NY 14072			

RE: Underground electrical modifications

REVISED

Excavate to -3' deep for new underground electrical conduit, approximately 1,880 lineal feet.
Backfill electrical trench with bedding sand and 2" C/r stone in structural areas.
Install 4 provided light pole bases.
Saw cut for trenching in existing asphalt areas, approximately 920 lineal feet.
Install 2.50" of NYS DOT Type 3 binder to restore asphalt, approximately 1,840 square feet.
Install 1.50" of NYS DOT Type 7 top to restore asphalt, approximately 1,840 square feet.
Place 4" of topsoil in island due to excavating for new light pole bases and conduit, appx 2,600 SF.
Hydroseed grass island, approximately 2,500 square feet.
Generated spoils hauled from site.

Total \$ 79,935.00

We propose to furnish labor and material – complete in accordance with above specifications.
Payment to be made as follows: Upon Requisition
If change order is accepted, please sign & return one copy.

ACCEPTED. The above prices, specifications and conditions
are satisfactory and are hereby accepted. You are authorized
to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

By _____

By _____

Respectfully submitted -
Tom Greenauer

Development, Inc.

SITE CONTRACTOR

By Dylan Glocum

F:\LORIV\Accounting\Morning Stuff\CHANGE ORDERS\2026\Hamburg Electric #260027\Hmbg CC-Elec #200027 CO#3 0001A underground electrical revised
Note: This proposal may be withdrawn by us if not accepted within _____ days
1 1/2 % PER MONTH CHARGED ON ACCOUNTS PAST 30 DAYS



Quote

Job Name: Community Senior Center - Hamburg
2025-03

Quote #: 25-63831-9

Quote Label: Rev 1

Job Location: Buffalo, New York

Issue Date: 9/2/2026

Good Through: 4/30/2026

Quoted By: McCormick, Nick

POINT SOURCE GROUP
3495 WINTON PLACE
BLDG C, SUITE 3
ROCHESTER, NY 14623-2517
(Phn) 585-424-2540

Quoted To: CIR Electrical Construction Corp.
2517 LONG ROAD
GRAND ISLAND, NY 14072

Type	Qty	Manufacturer / Brand	Catalog #	Line Comment	Unit \$	Ext \$
SL1	6	ABL-Lithonia Lighting	RSX2 LED P3 40K R4 MVOLT SPA NLTAIR2 PIRHN DDBXD			
SL1-SINGLE POLE	2	ABL-Lithonia Lighting	SSS 16 4C DM19AS DDBXD			
SL1-DOUBLE POLE	2	ABL-Lithonia Lighting	SSS 16 4C DM28AS DDBXD			

Grand Total: \$9,194.00

Notes

- * PLEASE NOTE: All items quoted may be subject to freight charges based on manufacturer's terms & conditions. Please see our manufacturer's terms & conditions on our website at www.pointsourcegroup.com/TC.pdf - If you have any questions regarding this specific quote, please ask. Freight terms may change based upon final Bill of Material
- * Due to the uncertain nature of pending tariffs and rising material costs, all quoted prices are subject to change. Quotes will be treated as pricing in effect and we will work to notify you of any potential increases prior to finalizing orders.
- * Freight Allowed - Anchor bolt preshipment is plus freight



Manufacturers of Superior Precast Products

Main Sales Office - 3080 West Main Street

Mailing: PO Box 806 Batavia, New York 14020

Phone: (585) 815-4650

Website: <http://www.kistner.com>

Phone: 716-362-5004

Quote Date: September 2, 2026

good for "See Note#2 below"

Email:

Add 4 units

Attn: Jordan Cialone

Project: Hamburg Community Sr Center Elec

To: CIR Electric

Location: Hamburg, NY

Owner:

Customer #:

Engineer:

File Name: Hamburg Community Sr Center Elec

We are pleased to quote the following:

Bid Date:

Quote Contingencies

- 1.) It is assumed this job **DOES NOT** have any connection to any NYSDOT, NYSTA, DOT permit/ROW or Federal Aid funded project. It is more costly to supply jobs with these requirements. If some or all units need to be NYSDOT tested and certified, it is the responsibility of the contractor to make us aware and call for updated prices.
- 2.) Quotes for concrete products are good for **60 days from quote date or most current revision date**. Large vaults (8'sq & larger), NYSDOT items & Stormwater treatment units & specialty items are good for **10 days**. All resale item prices are subject to change without notice and are **good until the end of day** of quote.
- 3.) In order to hold the price and supply of resale material the following must apply:
 - Kistner reserves the right to invoice resale items at the time that purchase order is received and the pricing is accepted by Kistner.
 - Payment terms will apply from Kistner invoice date including possible prepayment, or other negotiated terms.
 - Payment Terms apply regardless if the material has been shipped or picked up by customer or remains in Kistner yard for future shipment.
- 4.) Any portion of project not released for production after 90 days from Sold date will be subject to pricing review and potential increase.
- 5.) Structures not released for production from previous season must be released by the end December, prior to start of the new year, and/or any structures not delivered within 6 mo. of the original signed order may be subject to a possible 10 % -15% price escalation.
- 6.) **Prices based on complete precast package - partial orders will affect individual part pricing and freight**
- 7.) We are not responsible for errors, omissions or **confirmation of quantities**. Our quantities are estimates and it is the responsibility of the estimator to verify quantities and change the line item total as they see fit.
- 8.) Plans and details have been reviewed. Not all specs were available / reviewed at bid time. Please review all inclusions / exclusions on quote to verify that all specifications were met for this project **or additional charges may apply after time of bid**.
- 9.) All proposals are based on engineer approval.
- 10.) Prices are based on project quantities. If the project is reduced due to changes/redesigns, we reserve the right to review and adjust prices as need be.
- 11.) Partial release of a structure size and type, may warrant additional mold re-mobilization charges.
- 12.) **Schedule to be negotiated. We have no committed production or delivery schedule at this time. We will advise tentative production and delivery schedules during negotiations. Projects are quoted without production schedules because of special nature of units. Production schedules will be negotiated based on on KCP Production capacity and availability of plant space and specific product production run capacity. KCP will do its best to provide Customer with best estimate of production schedule, but KCP will not guarantee any up front delivery or production schedule.**
- 13.) Kistner Concrete Products, Inc. cannot be held responsible for any unnecessary process interruption and delays including but not limited to COVID-19 and material supply chain issues. **See COVID-19 statement for further details.**

				Unit Price + tax	Total + tax
Qty	Unit	Item	Description		
4	ea		Light Bases		
			Spec: 24" Dia x 8'-6" or tall per plans & specs Propose: 24" Dia x 8'-6" tall Unibase	No bid \$ 1,037.00	\$ 4,148.00
1	ea		Delivery Freight charges are subject to change at anytime.	\$ 660.00	\$ 660.00
1	ea		Optional Unloading - dropped in 1 spot if Kistner unloads - 1 hr allowed O.T. @ \$180/hr	\$ 150.00	\$ 150.00
if req'd	ea		Engineered product design over & above Kistner standard Unibase design (per design) allow add'l time for drawings & design package	\$1,850.00	
KISTNER INCLUDES: • Base with 4" Unibase Void system					
Bidding Notes: • Above price is for 4" unibases ONLY! - NO BID if conduits are required to be cast in or Conduits are 2" dia as 2-2" conduits will NOT fit in a 4" Unibase Void System • Prices are based on quantity discount. If quantities vary, call for price adjustment					



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Phone: 716-362-5004

Quote Date: September 2, 2026

good for "See Note#2 below"

Email:

Add 4 units

Attn: Jordan Cialone

Project: Hamburg Community Sr Center Elec

To: CIR Electric

Location: Hamburg, NY

Owner:

Customer #:

Engineer:

File Name: Hamburg Community Sr Center Elec

We are pleased to quote the following:

Bid Date:

- Above price is for KCP standard Unibase design and reinforcing only - No bid if KCP Unibase is not approved
- Plans & specs may not have been reviewed by Kistner Sales - Contr to confirm quantity and compliance with specifications or call for updated quote.
- tolerances maybe up to 1" +/- per piece
- Minimum 8" anchor bolt circle required for the 4" Unibase
- Exposed surfaces will have standard mold imperfections/impressions and the top surface will have trowled finish

Delivery Terms:

- Delivered - Contr to unload & set **Hvst Pc** 2.5 ton
1 HR allowed OT @ \$180/hr
Pricing is based on standard weekday delivery hours (8am-5pm). Price subject to change for delivery needed outside of standard weekday daytime delivery hours.
- Partial loads may require additional flat rate delivery charges when in area or an hourly charge if urgent delivery required based on current freight rates.

Not included & contractor responsible to supply or additional costs may apply:

- special additives
- special coatings
- special coatings on reinforcing bar
- Anchor bolts threaded 1" longer than required projection with 3 nuts (1 will be cast into product)
- Ground wire and all misc unlisted items
- Quantities are approximate and should be confirmed
- Units are quoted with standard gray concrete (any color, staining or painting is by contr in field)
- Units quoted with standard reinforcing - If epoxy or galvanized is required, call for requote.
- Square units to have hand troweled surface on one side
- Contractor responsible for all engineering and sizing of pole bases
- Plans & specs may not be reviewed by KCP- Contractor to confirm compliance or call for requote

General Products warranty:

rev# 2020/10/06

- Kistner Concrete Products, Inc. hereby warrants any product manufactured by it to be free of all defects in material and workmanship for a period of one year from the date of delivery of the product from the premises of KISTNER CONCRETE PRODUCTS, INC. In the event of any malfunction or defect discovered within the one-year period specified in the preceding sentence, KISTNER CONCRETE PRODUCTS, INC., at its option, and within 30 days after receiving notice of malfunction or defect, will (1) repair the product or (2) replace it free of charge or (3) refund the purchase price received by KISTNER CONCRETE PRODUCTS, INC. at the time of the sale of the product. Notice of any malfunction or defect must be given in writing to KISTNER CONCRETE PRODUCTS, INC. within ten days of the time the defect becomes apparent or this warranty shall be null and void. This warranty does not apply to any defects caused by negligence (unless it is caused solely by the negligence of KISTNER CONCRETE PRODUCTS, INC., its agents or employees), or the misuse or the mishandling or abuse of the product, whether accidental or intentional. This express warranty excludes all implied warranties, KISTNER CONCRETE PRODUCTS, INC. shall in no event be liable for damages for a breach of warranty in any amount
- Kistner Concrete Products, Inc. Excludes and disclaims any implied warranty of merchantability or fitness for any particular purpose and disclaims all liability for incidental and consequential damage. The remedy provided for herein shall be exclusive and sole remedy of the buyer and right of the buyer to consequential and incidental damages being excluded.

Order & Delivery Conditions:

rev# 2024/05/24

- 1) Unless otherwise agreed to in writing, customer agrees to accept and honor all invoices for materials delivered, picked up, or remaining in Kistner Concrete's yard 30 days after manufacture. Payment for these materials will be made in accordance with the established terms.
- 2.) Orders canceled after the start of engineering or fabrication will be subject to "close-out" charges. Orders canceled prior to production, may be subject to charges for drawing, design and engineering time. Returned materials may be subject to 30% restocking charges along with applicable freight & loading charges. No credit will issued for special manufactured or damaged pieces. Certain items may need customer to load product onto Kistner truck. Certain items, due to shipping restrictions, may need to be returned to Kistner facility by the customer. All returns must be preapproved by Kistner management prior to return. Returned check fee is \$20.00



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Phone: 716-362-5004

Quote Date: September 2, 2026

good for "See Note#2 below"

Email:

Add 4 units

Attn: Jordan Cialone

Project: Hamburg Community Sr Center Elec

To: CIR Electric

Location: Hamburg, NY

Owner:

Customer #:

Engineer:

File Name: Hamburg Community Sr Center Elec

We are pleased to quote the following:

Bid Date:

3) Unless noted otherwise, the customer understands and acknowledges that all quoted manufacturing and delivery schedules are estimates only and are not guaranteed. Such schedules are subject to change due to delays in obtaining customer's final approval of drawings and/or purchase authorization. Unforeseen events may also cause changes in such schedules. These events include but are not limited to customer change orders, account payment status matters, component material lead times, disruptions due to weather, workforce matters, etc. Kistner Concrete will not be held responsible for schedule changes resulting from such events.

4) If the customer's account is determined to be "in default", Kistner Concrete may, at its discretion, suspend or restrict further manufacture or delivery of orders pending or in production. If Kistner Concrete takes such action, the customer understands and acknowledges that any subsequent resumption of production or delivery activities is subject to, and dependent upon, scheduling availability at that point in time. Customer understands and agrees to defend and hold Kistner Concrete harmless for any adverse actions by any parties that may result from such suspension of manufacture or delivery.

5) Customer agrees to provide reasonable site access and traffic control or other personnel to assist when Kistner trucks must unload while parked on or near roadways, or in high activity locations. Customer will be responsible for excess delivery charges if site conditions warrant such assistance and personnel are not available to assist or if driver is otherwise delayed in unloading product beyond allotted time.

6) Customer agrees that in the event of a dispute resulting from conflicting terms between the customer's P.O. (if any) and Kistner's terms and conditions, the customer will work in a "good faith" manner to negotiate a mutually acceptable resolution of the issue. The customer agrees to notify Kistner Concrete of any non-negotiable P.O. terms prior to placement of order for production or delivery. Acceptance of customer's purchase order or delivery of product by Kistner Concrete does not constitute a waiver of this provision.

7) Terms and conditions set forth on any trade account credit agreement signed by the customer apply to this order unless stated otherwise herein.

8) Adjustments for all product warranty, serviceability or fitness for application and related claims, including claims or back charges for field repair costs or other damages, are subject to, and shall be resolved in accordance with, the "General Product Warranty" in effect on the date of shipment. The "General Product Warranty" document is the sole governing warranty for all product related claims and appears in Kistner Concrete Product's price catalog. A copy of this document is available upon request.

9) Should any provision hereof be finally determined inconsistent with or contrary to applicable law(s), such provision shall be deemed amended or omitted to conform therewith without affecting any other provision.

Project Owner: Name/address/phone/contact -

Payment bond co: Name/address/phone/contact -

Engineering Firm: Name/address/phone/contact -

1.) ALL ORDERS ARE SUBJECT TO STATE AND APPLICABLE TAXES.

2.) IF APPLICABLE, A VALID TAX EXEMPTION CERTIFICATE MUST BE SUBMITTED AT THE TIME OF ORDER.

3.) PAYMENT BY CERTIFIED CHECK REQUIRED ON DELIVERY. SPECIAL ORDERS REQUIRE DOWN PAYMENT.

4.) NON-COD ORDERS REQUIRE PAYMENT ARRANGEMENTS TO BE MADE IN ADVANCE WITH CREDIT DEPT

5.) ACCEPTANCE OF THIS OFFER IS SUBJECT TO KISTNER STANDARD TERMS & CONDITIONS and KISTNER WARRANTY.

6.) LIFTING APPARATUS WILL REQUIRE PAYMENT ON DELIVERY.

MANUFACTURING AND DELIVERY SCHEDULE TO BE DETERMINED DURING NEGOTIATIONS

DELIVERY TO BE SUPPLIED AFTER RECEIPT OF SIGNED QUOTE AND APPROVED DRAWINGS

ACCEPTED BY:

SIGNED:

Brennan P Burdett

TITLE:

Kistner Concrete Products, Inc.



shop

jcialone@cirelectric.com

Ship to

ⓘ You can't change your shipping address because this order has pre-arranged shipping information

ⓘ Your order can only be shipped to this address.

Jordan Cialone, CIR Electric, 2517 Long Rd
Grand Island NY 14072, US, +17165796437

Shipping UPS® Ground · \$15.14 ▼

Plan ^

- ☒ Pay now
Pay the entire amount today
- ☐ Pay in 4 installments of \$24.50
Pay every 2 weeks with no interest or fees

Payment Discover 2859  ▼

REQUEST FOR PROPOSAL

RFP No: 005 REVISED
Date Issued: 10.05.2026
Project: Town of Hamburg Senior and Community Center
Project No: 24-1116

Location: 2982 Lakeview Road, Hamburg, New York 14075
Client: Town of Hamburg
Construction Manager: Square Engineering, DPC

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Within 10 days, the Contractor must submit this proposal or notify the Architect in writing of the date on which proposal submission is anticipated.

THIS IS NOT A CHANGE ORDER, CONSTRUCTION CHANGE DIRECTIVE, OR DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATION.

01 CLARIFICATIONS:

- 1) Changing pumps from 120V as submitted to 208V would reduce wire size.
 - a. Pump as submitted (120V, single phase): Feeder for pump tank, assumed distance of 500': 2#2/0 & #2/0G in 2"C. Feeder for grinder pump, assumed distance of 320': 2#1 & #1G in 1-1/2"C.
 - b. Pump as submitted (208V, single phase): Feeder for pump tank, assumed distance of 500': 2#3 & #3G in 1-1/4"C. Feeder for grinder pump, assumed distance of 320': 2#4 & #4G in 1-1/4"C.
- 2) Reduced 150A feeder alternate
 - a. Replace the 300A MCB on the existing panel with a 150A MCB. If the existing breaker has an electronic trip unit, then the settings can likely be reduced to 150A without replacing the breaker.
 - b. The associated feeder could be reduced to (2) 2-1/2" conduits instead of (2) 3-1/2" conduits as called for.

02 CHANGES TO SPECIFICATIONS:

- 1) N/A

03 CHANGES TO DRAWINGS:

- A. Power to Hotbox
 - 1) Refer to Sheets E-001 & E-002
 - a. Utilize existing 60A-2P MCB load center to power new hotbox.
 - 03.A.1.a.1. Replace breakers per electrical drawings.
 - b. Provide new duct bank to hotbox per detail 2/E-002.
 - c. Provide receptacles at hotbox.
- B. Additional Light Poles
 - 1) Refer to Sheet E-001.
 - a. Light poles were added with site revisions under RFP #03.
 - b. Electrical plan for circuiting purposes.
- C. Underground Feeds Site west buildings
 - 1) Refer to Sheet E-001.
 - a. Overhead wire that feeds site west buildings to be run underground from existing pole at drive to existing pole before existing underground.
 - b. Poles to be removed after new feeds are run.

CARMINA WOOD

DESIGN

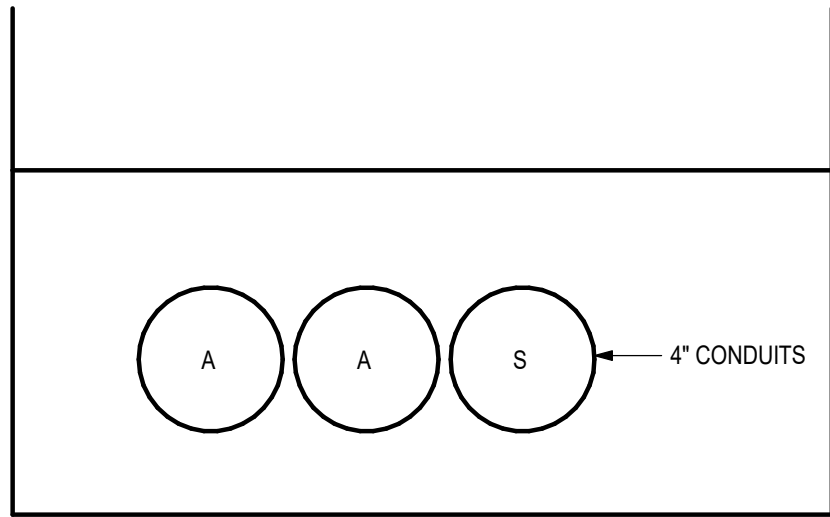
- c. Provide duct bank, conduit and wire per electrical plan.
- D. Revised Septic layout due to high ground water
 - 1) Refer to Sheets C-200, C-400, C-403, C-404 & E-001.
 - a. Construct septic mound on existing grade per plans.
 - b. Provide new grinder pump and tank.
 - c. Provide wire and conduit to two pumps from electrical room.

Issued By: Alex Farrell, AIA

Attachments: E-001 - Rev #4 - Dated 08/24/2026 - Site Plan - Elec
E-002 - Rev #1 - Dated 08/24/2026 - Site Plan - Elec South
C-200 - Rev #3 - Dated 09/22/2026 - Grading Plan
C-400 - Rev #6 - Dated 09/22/2026 - Utility Plan
C-403 - Rev #3 - Dated 09/22/2026 - Septic System Details
C-404 - Rev #5 - Dated 09/22/2026 - Septic System Details

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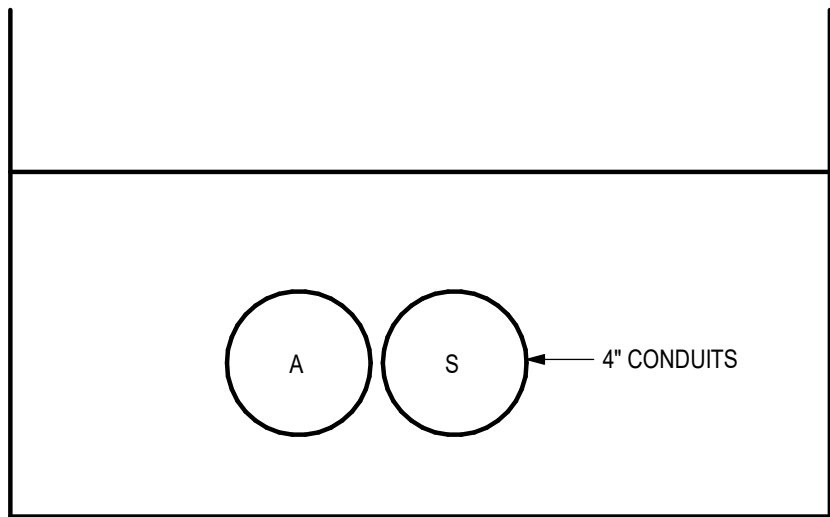
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GENERAL DETAIL NOTES:

- A = ACTIVE CONDUIT
- S = SPARE (EMPTY) CONDUIT

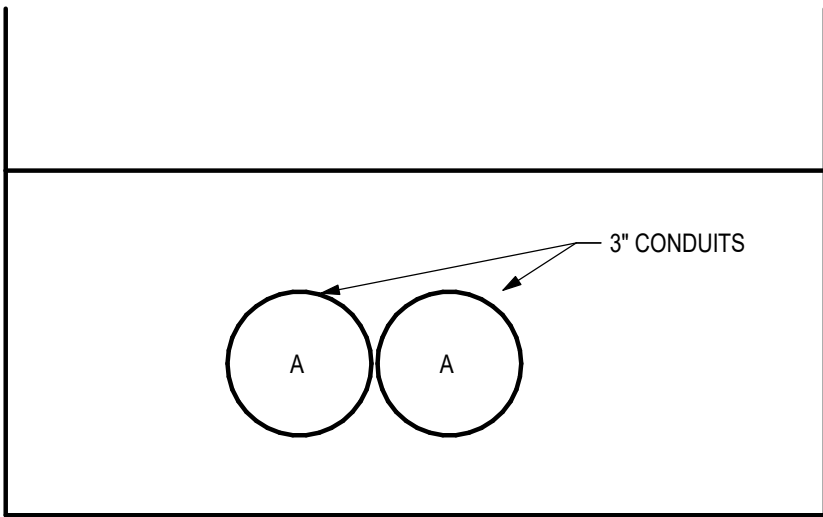
CONDUITS (ACTIVE AND SPARE) SHALL BE SAND BED ENCASED. REFER TO DETAIL #3 ON E-400 FOR INSTALLATION REQUIREMENTS.



GENERAL DETAIL NOTES:

- A = ACTIVE CONDUIT
- S = SPARE (EMPTY) CONDUIT

CONDUITS (ACTIVE AND SPARE) SHALL BE SAND BED ENCASED. REFER TO DETAIL #3 ON E-400 FOR INSTALLATION REQUIREMENTS.



GENERAL DETAIL NOTES:

- A = ACTIVE CONDUIT

CONDUITS SHALL BE SAND BED ENCASED. REFER TO DETAIL #3 ON E-400 FOR INSTALLATION REQUIREMENTS.

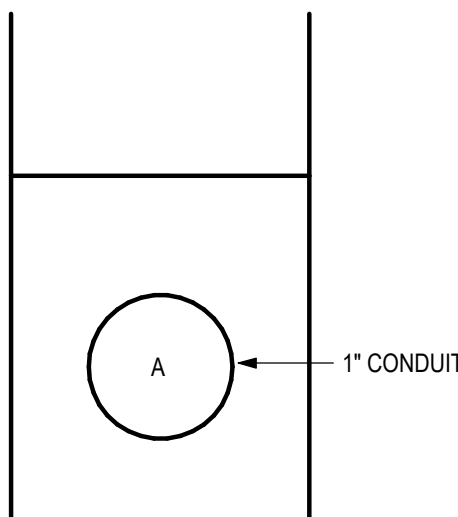
GENERAL NOTES:

- REFER TO CIVIL PLANS FOR EXACT CONDUIT ROUTING AND PATHWAYS. SIZE OF CIRCUITRY AND EQUIPMENT AND DEVICE LOCATIONS ARE SHOWN ON THIS PLAN.
- ROUTING OF UNDERGROUND ELECTRIC IS DIAGRAMMATIC. FIELD COORDINATE EXACT ROUTING.
- ALTHOUGH EVERY ATTEMPT HAS BEEN MADE TO INDICATE EXISTING UTILITIES AS ACCURATELY AS POSSIBLE FROM EXISTING SURVEYS, DRAWINGS AND OTHER DATA; OTHER UTILITIES MAY BE PRESENT OR PLACED IN DIFFERENT LOCATIONS. VERIFY EXACT LOCATION OF EXISTING UTILITIES BY TEST HOLES AND/OR SITE INVESTIGATIONS. NOTIFY "DISAFAELY" TO LOCATE ALL EXISTING UNDERGROUND UTILITIES PRIOR TO COMMENCEMENT OF SITE WORK.
- HAND EXCAVATE WHERE CROSSING EXISTING UNDERGROUND UTILITIES.
- FIELD VERIFY LOCATION OF NEW ELECTRICAL EQUIPMENT BEFORE INSTALLATION WITH OWNER.
- PROVIDE NYLON PULL CORD IN ALL SPARE CONDUITS FOR PULLING OF FUTURE CABLING.
- ALL EXCAVATION, BACKFILL, AND SITE RESTORATION SHALL BE PART OF THE ELECTRICAL WORK CONTRACT.
- SITE LIGHTING LOCATIONS ARE SHOWN FOR REFERENCE ONLY. COORDINATE FINAL LOCATIONS WITH SITE CONTRACTOR. PROVIDE CIRCUITRY AS CALLED AS NOTED.

DRAWING KEYNOTES:

- DUAL PORT CHARGING STATION: PROVIDE LEVEL 2 CHARGER AND POWER FROM 40A-2P CIRCUIT BREAKER IN PANEL LP-1 VIA 2#8 & 1#8G IN 2" CONDUIT. CONDUIT SHALL BE SAND BED ENCASED.
- PROVIDE 3/4"X1/2" GROUND ROD AND BOND TO GENERATOR GROUND BUS WITH #2/0 WIRE.
- PROVIDE GROUNDING GRID. REFER TO DETAIL 'S' ON E-400 FOR ADDITIONAL REQUIREMENTS.
- FOR THE INDICATED FIXTURES, AS A PART OF BASE BID, PROVIDE EMPTY 1" WITH PULLSTRING TO EACH LOCATION FROM THE ELECTRIC ROOM. COORDINATE FINAL FIXTURE LOCATION WITH SITE CONTRACTOR. AS A PART OF ALTERNATE BID #1, INSTALL THE INDICATED FIXTURES COMPLETE. CIRCUIT TO SITE LIGHTING CIRCUIT IN PANEL LP-1, 20A-2P CIRCUIT BREAKER, CIRCUIT NUMBER 27.29.
- FOR THE INDICATED FIXTURES AS A PART OF BASE BID, EXTEND EMPTY CONDUIT WITH PULLSTRING AS SHOWN AND ABANDON UNDERGROUND. AS A PART OF ALTERNATE BID #1, INSTALL THE INDICATED FIXTURES COMPLETE. CIRCUIT TO SITE LIGHTING CIRCUIT IN PANEL LP-1, 20A-2P CIRCUIT BREAKER, CIRCUIT NUMBER 20.22. EXTEND/REROUTE CIRCUITRY PROVIDED IN BASE BID POWERING FIXTURES INDICATED BY NOTE 6.
- AS A PART OF BASE BID, INSTALL THE INDICATED FIXTURES COMPLETE. CIRCUIT TO SITE LIGHTING CIRCUIT IN PANEL LP-1 VIA 2#8 & 1#8G IN 1" CONDUIT FROM 20A-2P CIRCUIT BREAKER, CIRCUIT NUMBER 20.22.
- REMOVE INDICATED POWER/LIGHT POLE. REMOVE ASSOCIATED OVERHEAD CONDUCTORS BACK TO EXISTING TO REMAIN POWER POLE. PROVIDE NEW SECONDARY CONDUCTORS UNDERGROUND FROM POLE MOUNTED TRANSFORMERS TO THE OUTBUILDINGS AS INDICATED ON THE DRAWINGS.
- PROVIDE NEW CONCRETE ENCASED DUCT BANK FROM EXISTING POLE WITH TRANSFORMERS TO EXISTING POLE WITH 300A MCB 208/120V PANEL MOUNTED TO IT. PROVIDE 2 PARALLEL SETS OF 4#500 & #2G IN 3-1/2" CONDUIT FROM EXISTING POLE MOUNTED TRANSFORMER TO POLE MOUNTED PANEL VIA NEW CONCRETE ENCASED DUCT BANK.
- AS A PART OF BASE BID, INSTALL THE INDICATED FIXTURES COMPLETE. CIRCUIT TO SITE LIGHTING CIRCUIT IN PANEL LP-1 VIA 2#8 & 1#8G IN 1" CONDUIT FROM 20A-2P CIRCUIT BREAKER, CIRCUIT NUMBER 27.29.
- PROVIDE POWER FOR SITE PUMP TANK FROM PANEL LP-1 VIA 2#3 & #3G IN 1-1/4" CONDUIT FROM 15A-2P CIRCUIT BREAKER, CIRCUIT NUMBER AS INDICATED.
- PROVIDE POWER FOR SITE GRINDER PUMP FROM PANEL LP-1 VIA 2#4 & #4G IN 1-1/4" CONDUIT FROM 15A-2P CIRCUIT BREAKER, CIRCUIT NUMBER AS INDICATED.

2 SECONDARY FEEDER DUCTBANK SECTION
NTS

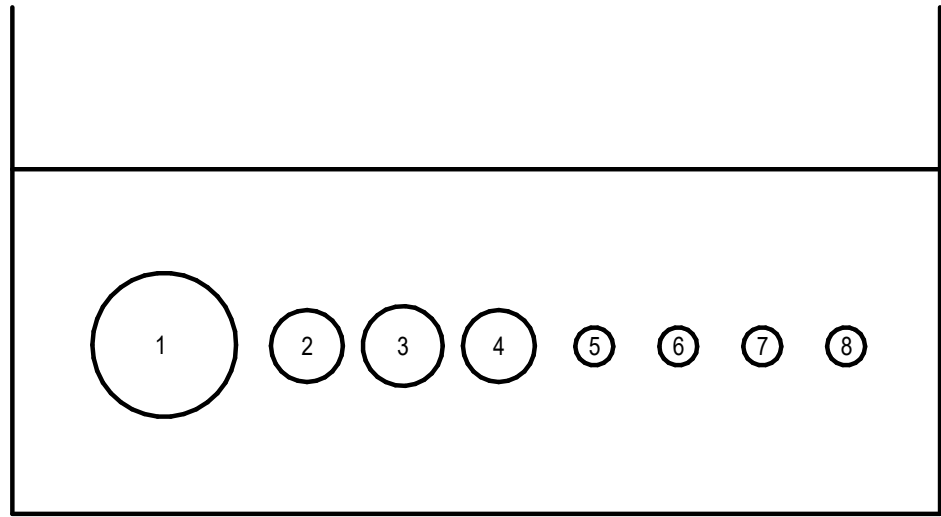


GENERAL DETAIL NOTES:

- A = ACTIVE CONDUIT

CONDUITS SHALL BE SAND BED ENCASED. REFER TO DETAIL #3 ON E-400 FOR INSTALLATION REQUIREMENTS.

3 PRIMARY FEEDER DUCTBANK SECTION
NTS

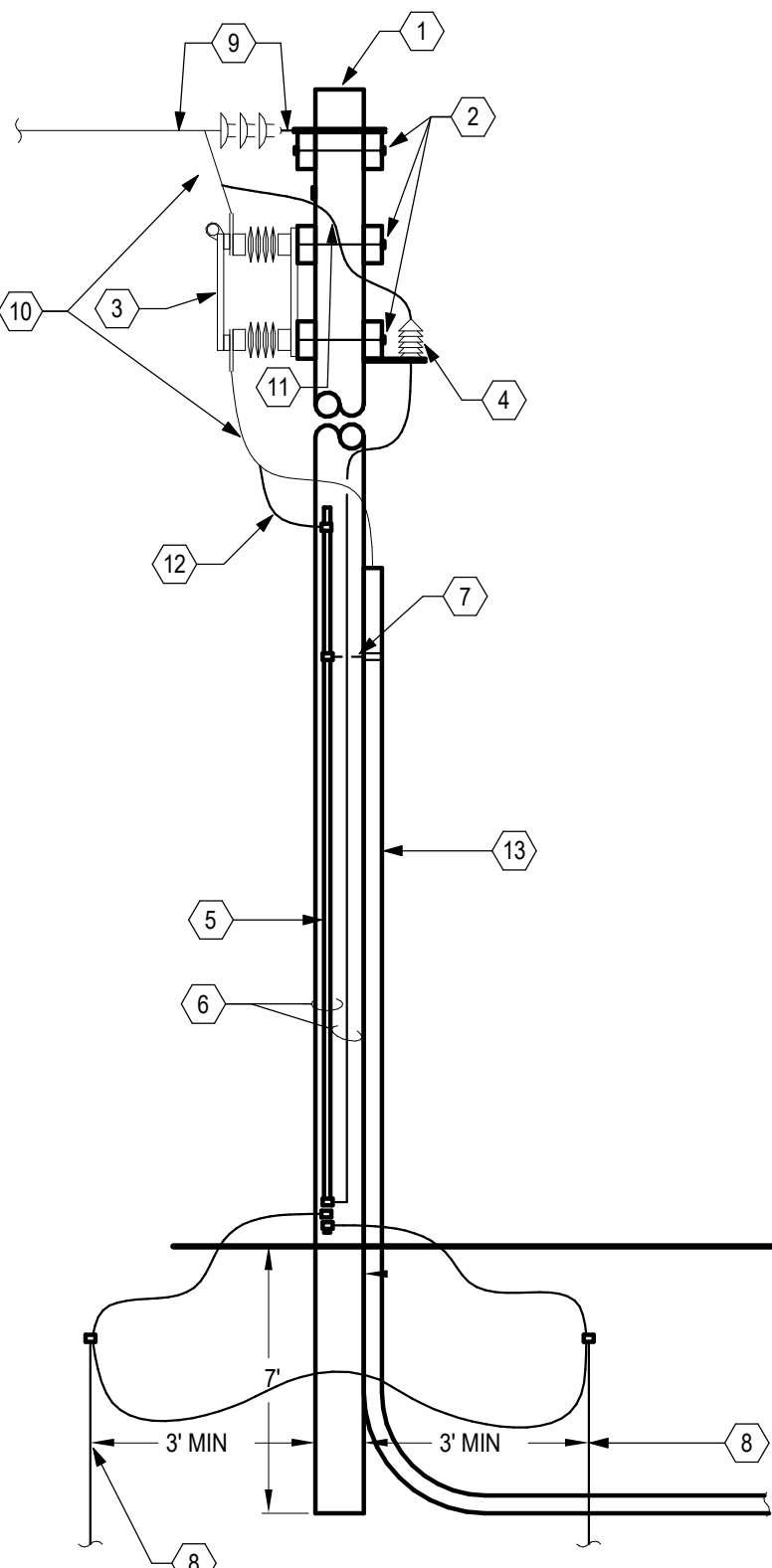


CONDUITS:

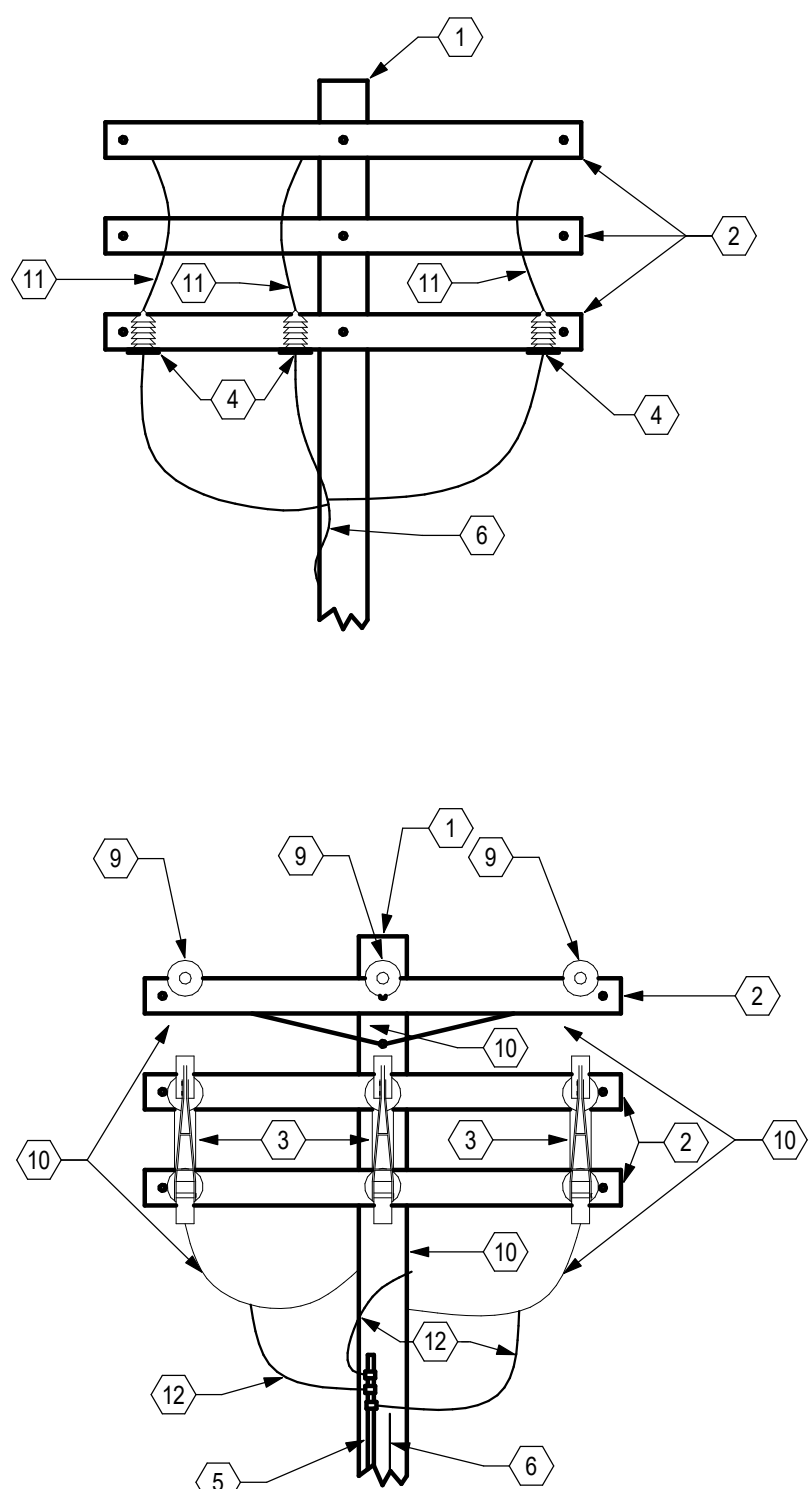
- 2" CONDUIT FOR CONTROL WIRING FOR GENERATOR REMOTE ANNUNCIATOR PANEL.
- 1" CONDUIT FOR ATS CONTROL WIRING.
- 1-1/4" CONDUIT FOR ATS-OS EMERGENCY POWER FEEDER.
- 1" CONDUIT FOR ATS-LS EMERGENCY POWER FEEDER.
- 1/2" CONDUIT FOR GENERATOR BATTERY CHARGER. REFER TO DETAIL 3 ON E-300 FOR ADDITIONAL REQUIREMENTS.
- 1/2" CONDUIT FOR GENERATOR BATTERY HEATER. REFER TO DETAIL 3 ON E-300 FOR ADDITIONAL REQUIREMENTS.
- 1/2" CONDUIT FOR GENERATOR ALTERNATOR STRIP HEATER. REFER TO DETAIL 3 ON E-300 FOR ADDITIONAL REQUIREMENTS.
- 1/2" CONDUIT FOR GENERATOR BLOCK HEATER. REFER TO DETAIL 3 ON E-300 FOR ADDITIONAL REQUIREMENTS.

CONDUITS SHALL BE SAND BED ENCASED. REFER TO DETAIL #3 ON E-400 FOR INSTALLATION REQUIREMENTS.

6 SECONDARY FEEDER DUCTBANK SECTION
NTS



7 CUSTOMER POLE DETAIL
NTS

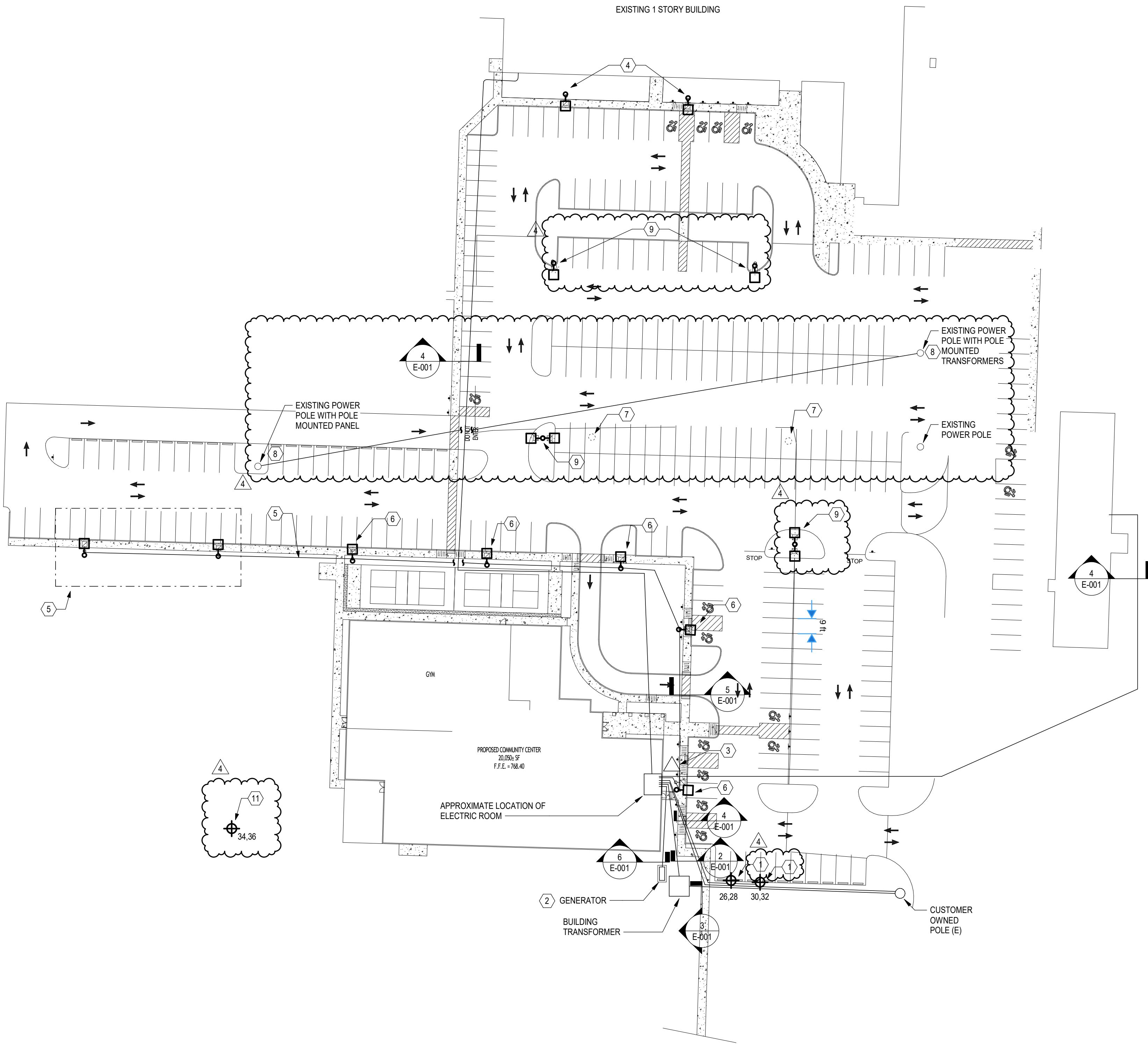


GENERAL NOTES:

- ALL EQUIPMENT SUPPLIED BY ELECTRICAL CONTRACTOR SHALL BE APPROVED BY ENGINEER PRIOR TO PURCHASE.

KEYED NOTES:

- EXISTING POLE TO REMAIN.
- EXISTING TOP CROSS ARM TO REMAIN. PROVIDE LOWER CROSS ARMS TO SUPPORT HOOK SWITCH DISCONNECT. LOWER CROSS ARMS SHALL BE SAME DIMENSION AS TOP CROSS ARM.
- PROVIDE HOOK STICK DISCONNECT, S&C SMD-20 OR APPROVED EQUAL. MAINTAIN CLEARANCE BETWEEN PHASES OF EXISTING OVERHEAD LINE.
- PROVIDE 5.1KV MCOV/40K DUTY CYCLE SURGE ARRESTOR. MOUNT TO POLE.
- #2/0 GROUND WIRE DOWN LEAD FROM LIGHTNING ARRESTOR TO GROUND RODS.
- PROVIDE GROUND WIRE SLEEVE 15' AFG.
- PROVIDE #2/0 CONNECTION TO PIPE CLAMP ON BOTH ACTIVE & SPARE CONDUIT.
- 5/8 X 8'-0" GROUND ROD WITH GROUND CLAMP.
- OVERHEAD CONDUCTORS, INSULATORS AND ASSOCIATED HARDWARE.
- CONDUCTORS FROM OVERHEAD TO CUSTOMER SERVICE TRANSFORMER VIA HOOK STICK SWITCHES.
- WIRING TO LIGHTNING ARRESTOR.
- CABLE GROUND TO DOWN LEAD.
- TWO 5" CONDUITS, ONE ACTIVE & ONE SPARE.



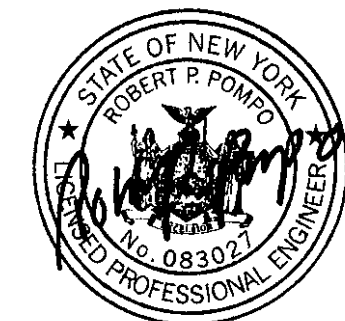
1 SITE PLAN - ELEC
1" = 40'-0"

CARMINA WOOD
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INTEGRATED PROJECT DESIGN
www.carminawood.com
IPDENGINEERING.COM

Bid/Permit Set
Town of Hamburg Community Center
2982 Lakeview Road
Hamburg, New York 14075

REVISIONS:	No.	Description	Date
	1	CCD #1	02/08/2025
	2	RFP #01	03/18/2025
	3	RFP #08	04/14/2025
	4	RFP #05	08/24/2025



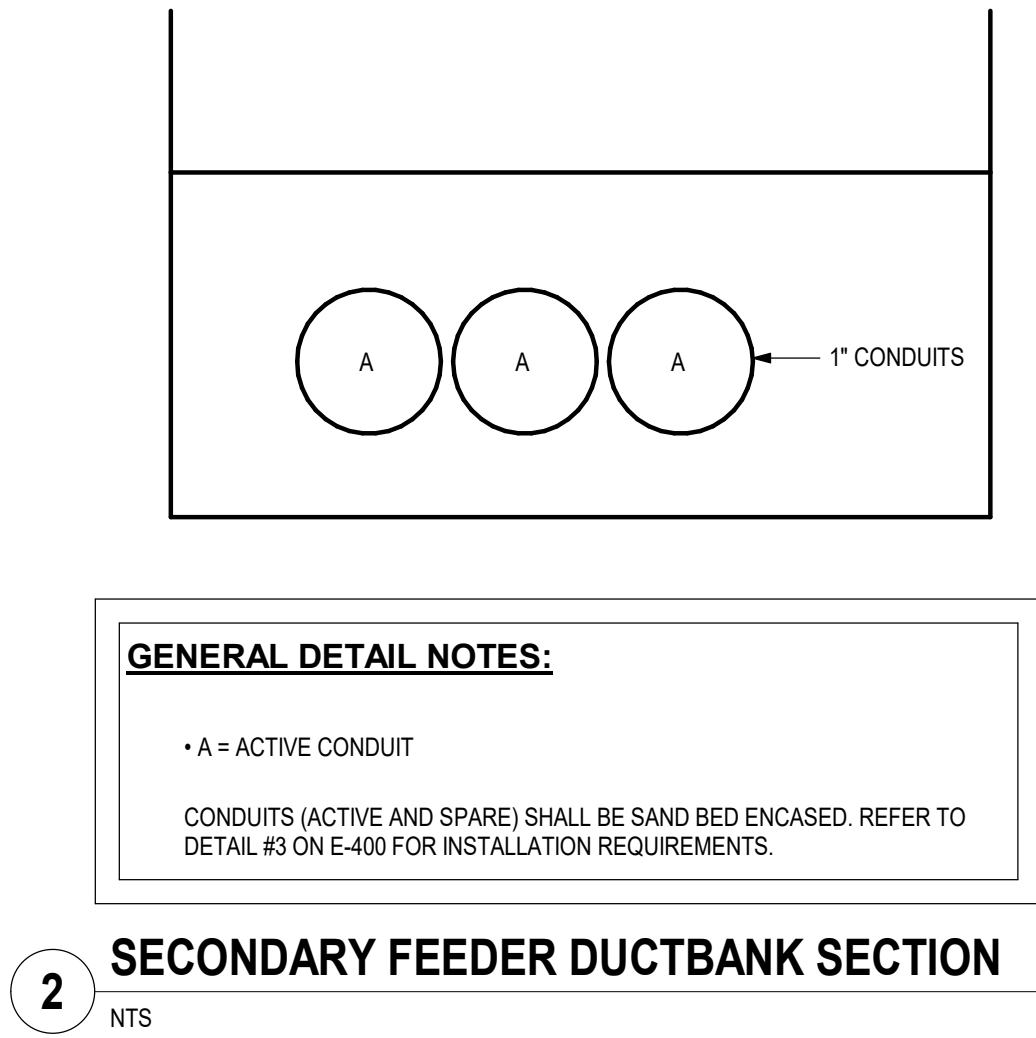
DRAWING NAME:
SITE PLAN - ELEC

Date: 08/08/2025
Drawn By: SAS
Checked By: RPP
DRAWING NO.

E-001
Project No: 24-6059

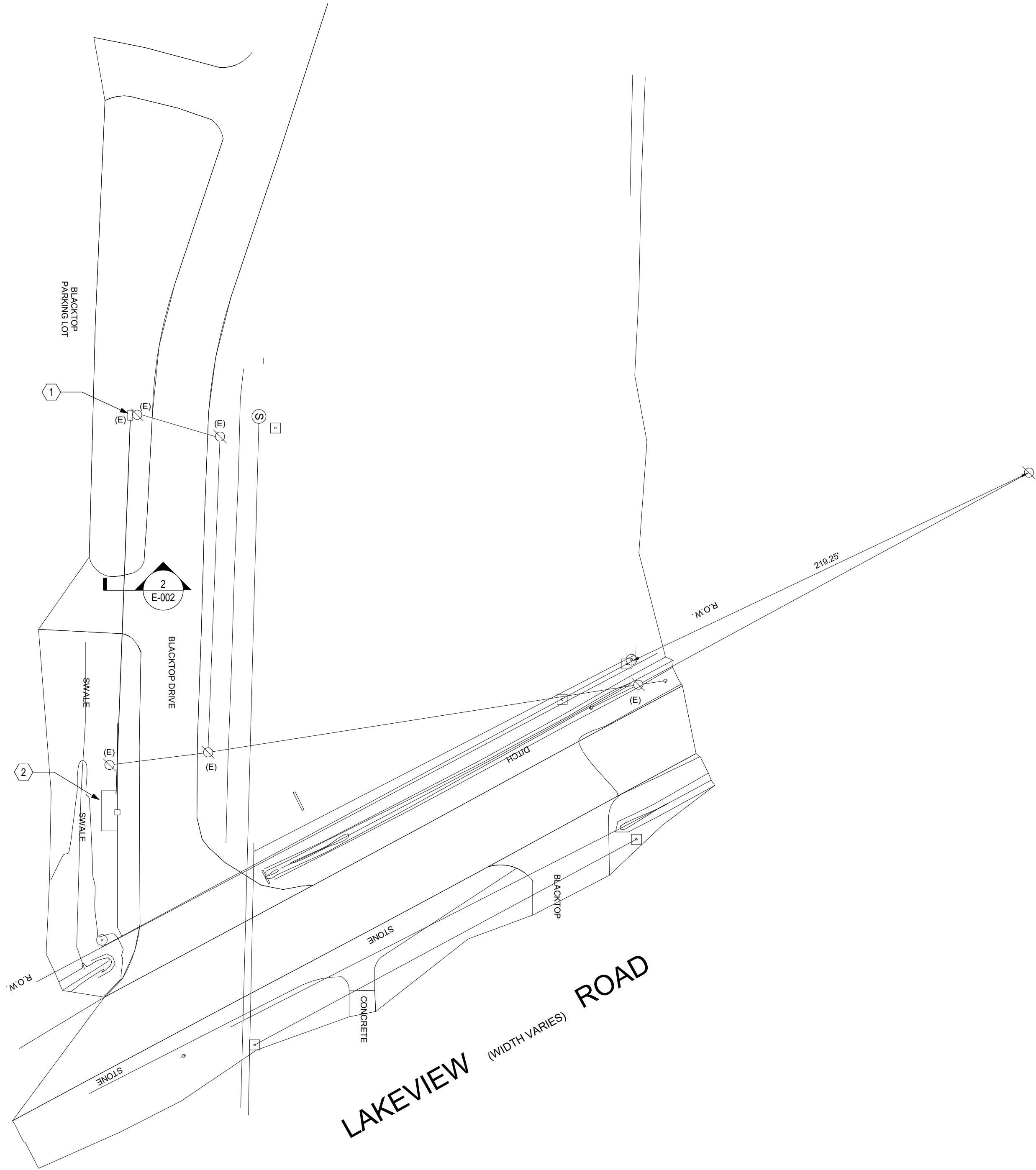
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- GENERAL NOTES:**
- REFER TO CIVIL PLANS FOR EXACT CONDUIT ROUTING AND PATHWAYS. SIZE OF CIRCUITRY AND EQUIPMENT AND DEVICE LOCATIONS ARE SHOWN ON THIS PLAN.
 - ROUTING OF UNDERGROUND ELECTRIC IS DIAGRAMMATIC. FIELD COORDINATE EXACT ROUTING.
 - ALTHOUGH EVERY ATTEMPT HAS BEEN MADE TO INDICATE EXISTING UTILITIES AS ACCURATELY AS POSSIBLE FROM EXISTING SURVEYS, DRAWINGS AND OTHER DATA, OTHER UTILITIES MAY BE PRESENT OR PLACED IN DIFFERENT LOCATIONS. VERIFY EXACT LOCATION OF EXISTING UTILITIES BY TEST HOLES AND/OR SITE INVESTIGATIONS. NOTIFY "DIGISAFELY" TO LOCATE ALL EXISTING UNDERGROUND UTILITIES PRIOR TO COMMENCEMENT OF SITE WORK.
 - HAND EXCAVATE WHERE CROSSING EXISTING UNDERGROUND UTILITIES.
 - FIELD VERIFY LOCATION OF NEW ELECTRICAL EQUIPMENT BEFORE INSTALLATION WITH OWNER.
 - PROVIDE NYLON PULL CORD IN ALL SPARE CONDUITS FOR PULLING OF FUTURE CABLING.
 - ALL EXCAVATION, BACKFILL, AND SITE RESTORATION SHALL BE PART OF THE ELECTRICAL WORK CONTRACT.

- DRAWING KEYNOTES:**
- UTILIZE EXISTING 60A-2P MCB SQUARE D LOAD CENTER TO POWER NEW HOT BOX HEATER LOADS. REPLACE (2) EXISTING 30A-1P BREAKERS WITH (2) 20A-1P CIRCUIT BREAKERS AND PROVIDE (3) NEW 20A-1P CIRCUIT BREAKERS FOR HOT BOX HEATER BRANCH CIRCUITS.
 - PROVIDE (3) NEMA 5-20R RECEPTACLES IN THE HOT BOX FOR HEATERS. EACH RECEPTACLE SHALL HAVE A DEDICATED CIRCUIT FROM NEW 20A-1P CIRCUIT BREAKER IN EXISTING PANEL VIA 2#4 & 1#4G IN 1".



1 **SITE PLAN - ELEC SOUTH**
1" = 40'-0"

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Bid/Permit Set
Town of Hamburg Community Center
2982 Lakeview Road
Hamburg, New York 14075

REVISIONS:		Date
No.	Description	
1	RFP #05	08/24/2025



Sealed: 08/08/2025

DRAWING NAME:
SITE PLAN - ELEC SOUTH

Date: 08/08/2025
Drawn By: SAS
Checked By: RPP

DRAWING NO.
E-002
Project No. 24-0059

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.30. Updated Title VI Plan for Senior Citizen Transportation Service

BE IT RESOLVED the Town Board approve the updated Title VI Plan that we are required to have in place relating to the New York State 5310 Transportation grant. We have utilized these funds to augment our fleet of vans for the Senior Citizen Transportation service.

ATTACHMENTS:

[NEW Title VI PLAN AS OF 2026.pdf](#)

Appendix B
Template for Developing a
Title VI Plan for Open-Door Services

Updated: 4/22/2026

Town of Hamburg

Title VI Plan for Open-Door Services

Date Adopted: 10/20/2026

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A. PROGRAM DESCRIPTION AND SERVICES

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

Subrecipients of public transportation funding from the Federal Transit Administration (FTA), are required to develop policies, programs, and practices that ensure that federal and state transit dollars are used in a manner that is nondiscriminatory. Town of Hamburg is a subrecipient of FTA financial assistance through a grant from NYSDOT. This Title VI plan details how Town of Hamburg incorporates nondiscrimination policies and practices in providing transit services to the ridership we serve.

Town of Hamburg operates transportation services out of its senior center. Town of Hamburg is a municipality who receives program funds from municipal general funds. Town of Hamburg also receives FTA Section 5310 funding through NYSDOT to acquire transit vehicles. Town of Hamburg provides transportation for older adults aged 55 and over as well as individuals of any age with a qualifying disability. Services are oriented to the senior center but are also operated to medical appointments, personal business, and other activities. Riders must be a resident of Town of Hamburg and pay a nominal fee each way.

B. Town of Hamburg TITLE VI PLAN

As a subrecipient to NYSDOT receiving Federal Transit Administration Section 5310 funds, the Title VI Plan of Town of Hamburg complies with Title VI of the Civil Rights Act of 1964 as presented with the following elements:

- ✓ Title VI Notice to the Public, including a list of locations where the notice is posted
- ✓ Title VI Complaint Procedures (i.e., instructions to the public regarding how to file a Title VI discrimination complaint)
- ✓ Title VI Complaint Form
- ✓ List of transit-related Title VI investigations, complaints, and lawsuits
- ✓ Public Participation Plan, including information about outreach methods to engage minority and limited English proficient populations, as well as a summary of outreach efforts made since the last Title VI Program submission
- ✓ Language Assistance Plan for providing language assistance to persons with limited English proficiency
- ✓ A table depicting the membership of transit related non-elected committees and councils, the membership of which is selected by the subrecipient, broken down by race, and a description of the process the agency uses to encourage the participation of minorities on such committees
- ✓ A copy of board meeting minutes, resolution, or other appropriate documentation showing the board of directors or appropriate governing entity or official(s) responsible for policy decisions reviewed and approved the Title VI Program. (Board approval is not required if the subrecipient does not have a Board.)

The Town of Hamburg shall update its Title VI plan every three years and present the updated plan to NYSDOT for their review and approval.

B1. Town of Hamburg TITLE VI Policy

The Town of Hamburg commits to comply with Title VI of the Civil Rights Act of 1964 that prohibits discrimination based on race, color, or national origin in programs and activities receiving federal financial assistance. Specifically, Title VI provides that "no person in the United States shall on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance" (Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq.). This requirement is included in the Section 5310 agreement between NYSDOT and Town of Hamburg and any related agreements the agency may have with third-party contractors.

For more information on Town of Hamburg's Title VI program, contact:

Tara Rinaldi

Town of Hamburg
Senior Personnel Clerk
6100 South Park Ave
Hamburg, NY 14075
Phone 716-649-611 x2386
trinaldi@townofhamburgny.gov

B2. Title VI Public Notice

The Town of Hamburg's Notice to the Public is shown in Appendix 6 and is posted in the following locations:

- ☒ Agency website at: www.townofhamburgny.gov
- ☒ Public areas of the agency office (Main office at the Rec Dept. and at the dispatch office.)
- ☒ Inside transit vehicles (required by NYSDOT)

B3. Title VI Complaint Procedures and Complaint Form

The Town of Hamburg's Title VI Complaint Procedure is available in the following locations:

- ☒ Agency website at: <https://www.townofhamburgny.gov/>
- ☒ Hard copy in the central office
- ☒ In client intake materials
- ☒ Other- posted in vehicles

Anyone who believes they have been discriminated against on the basis of race, color, or national origin, may file a complaint by completing and submitting the Title VI Complaint Form (contained in *Appendix 2*) to the address below.

Town of Hamburg
Tara Rinaldi
6100 South Park Ave
Hamburg NY 14075
Phone 716-649-6111 x2386
trinaldi@townofhamburgny.gov

The complaint form is not required to file a complaint. The complainant may submit any written report as a complaint notice. Town of Hamburg will make reasonable modifications and take information verbally if the complainant requires this accommodation.

The Town of Hamburg investigates complaints received no more than 180 days after the alleged incident. Once the complaint is received, the Town of Hamburg will follow the steps below:

1. Acknowledge receipt of the complaint within 10 days (*Appendix 3*)
2. Determine if the Town of Hamburg has jurisdiction to investigate the complaint.
3. Plan to complete the investigation within 45 days.
4. Schedule an interview, if deemed necessary.
5. Determine if other public or private entities are or should be involved.
6. Determine if additional information is needed. Complainant has 15 days to provide the additional information.
7. If the Town of Hamburg is not contacted by the complainant or does not receive the additional information within 15 days, the case can be administratively closed. Additionally, a case can be administratively closed if the complainant no longer wishes to pursue the case.
8. Determine if meetings with the affected party or other interested parties are needed.

After the investigation process has been completed, the Town of Hamburg will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF).

1. A **closure letter** summarizing the allegations and stating that there was no Title VI violation and that the case will be closed. (*Appendix 4*)
2. A **letter of finding (LOF)** summarizing the allegations and the interviews regarding the alleged incident, and explaining whether any disciplinary action, additional training of the staff member, or other action will occur. (*Appendix 5*)

If the complainant wishes to appeal the decision, the complainant must submit the appeal within 21 days after the date of the closure letter or the LOF.

Filing complaints with Town of Hamburg enables the agency to properly investigate the complaint. A person may also file a complaint directly with:

- New York State Department of Transportation
Office of Diversity and Opportunity
50 Wolf Road, 6th Floor
Albany, NY 12232
(518) 457-1129 Fax (518) 549-1273
OCR-TitleVI@dot.ny.gov
- Federal Transit Administration
Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor-TCR,
1200 New Jersey Ave., SE Washington, DC 20590

If information is needed in another language, please contact Town of Hamburg at 716-649-6111

Si se necesita información en otro idioma, por favor contacto 716-649-6111.

B4. Transit Related Title VI Complaints, Investigations and Lawsuits

The Town of Hamburg maintains a log of all Title VI complaints, investigations, and lawsuits pertaining to its transit-related activities since the last Title VI plan update.

Reporting Period: Oct 2023- Oct 2024

Nov 2024- Oct 2025

Nov 2025- Current

Check One:

- ☒ There have been no investigations, complaints and/or lawsuits filed against Town of Hamburg during the reporting period.
- ☐ There have been investigations, complaints and/or lawsuits filed against Town of Hamburg. *See list below.*

	Date (Month, Day, Year)	Summary (include basis of complaint: race, color, national origin)	Status (open/closed)	Disposition (finding/no finding)
Complaints				
1.				
2.				
3.				
Investigations				
1.				
2.				
3.				
Lawsuit				
1.				
2.				
3.				

B5. Public Involvement Process

Strategies and Desired Outcomes

This section describes how Town of Hamburg disseminates vital agency information and engages the public in the transit service decision-making process. We seek out and consider the input and needs of interested parties and groups traditionally underserved by transportation systems. These groups may face challenges accessing our services, such as minority and limited English proficient (LEP) persons. Underlying these efforts is our commitment to determining the most effective public involvement methods for a given project or population.

Public Outreach Activities

In efforts to involve minority and limited English proficient (LEP) populations in the planning process and to address linguistic, institutional, cultural, economic, historical, or other barriers that may prevent minority and LEP persons from effectively participating in Town of Hamburg's decision-making process, Town of Hamburg implements early, frequent and continuous engagement for public involvement. The engagement methods include and are not limited to:

1. Posting public involvement notifications on transit vehicles, Town of Hamburg building, and on the Town of Hamburg website.
2. Public meetings will be conducted at times, locations, and facilities that are convenient and accessible.
3. Meeting materials will be available in a variety of predetermined formats and language(s) to serve diverse audiences.
4. Provide professional interpreters in the language(s) spoken by the targeted LEP population(s).

The determination of how specific public participation activities should take place, and which specific measures are most appropriate is based on the following:

- A demographic analysis of the persons serves and/or are eligible to receive services.
- The type of transportation program and/or service provided.
- The resources available for public outreach.

Summary on Public Involvement Activity

Since the last Title VI plan update, Town of Hamburg conducted the following public involvement outreach (emails, website posting, media outlets, in-person, virtual) sessions:

Event Name	Date (Month, Day, Year)	Brief Description of Event Purpose	Communication Methods to Notify Public	Summary of Attendance
Age Friendly Survey	2025	Survey was conducted to find out the needs of senior population in community which included transportation questions	Survey Monkey Link and paper copies, constant contact, FaceBook, Instagram, senior center flyers, library, etc	public

B6. Language Assistance Plan

To comply with the FTA Title VI requirement on nondiscrimination based on national origin, as it affects limited English proficient (LEP) persons, Town of Hamburg will take reasonable steps to ensure meaningful access to our programs and activities by persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English.

The Language Assistance Plan for Town of Hamburg is based on a Four Factor Analysis that describes the demographic characteristics of our service area, the frequency with which riders use our services, and the importance of our transportation services. These three factors identify the need for language assistance and are balanced with a fourth factor, that of the available resources with which to provide language assistance to result in an assistance plan to address the identified needs of the LEP population(s) served.

The Town of Hamburg is a small agency serving a limited number of clients who are well known and maintains a registration list of clients, can use that internal data on clients to determine language assistance needs. This data can also document how language assistance needs change as clients change. Language assistance needs should be evaluated regularly. This can be as simple as listing all the clients, where appropriate, and noting their language needs including the language spoken, requirements for interpreters or other assistance, and perhaps impairments to hearing.

LEP Four Factor Analysis

To determine what the specific languages are spoken in our transit service area and to determine what language services are appropriate for the LEP population, the Town of Hamburg has conducted a Four Factor Analysis¹: (1) Demography, (2) Frequency, (3) Importance, and (4) Resources and costs.

1. **Demography**: A number or proportion of the LEP population(s) specifically served or that could be served by Town of Hamburg transit service.
2. The **frequency** with which LEP persons come into contact with Town of Hamburg.
3. The nature and **importance** of Town of Hamburg transit services to LEP population(s).
4. The **resources** available for LEP outreach and how employees are trained to provide language assistance to LEP persons.

Our analysis is based on:

- internal client registration data for our transportation services.

Factor 1–Demography | Number or proportion of the LEP population(s), specifically served or could be served by Town of Hamburg transit service.

¹ DOT LEP guidance <https://www.transportation.gov/civil-rights/civil-rights-awareness-enforcement/dots-lep-guidance>

We examined our transit services and our experiences with LEP individuals who specifically use our transit services to determine the breadth and scope of the LEP preferred language services that were needed in providing the specific transit services.

- *Fewer than 1,000 persons and less than 5% of eligible population: No specific written translation requirement (though oral interpretation must still be provided upon request).*

Town of Hamburg clients and potential clients are primarily older adults and individuals with disabilities. When our clients register for our transportation services, they provide information such as address, emergency contact, and mobility aids used (e.g., canes, walkers, or wheelchairs). As part of the registration process any language assistance needs are identified, along with any impairments which may affect the ability to hear spoken language.

Factor 2–Frequency | Frequency with which LEP people come in contact with Town of Hamburg

The Town of Hamburg's services are critical to the lives of its clients, enabling them to participate as fully as possible in the community, interact and socialize with others, and carry out the activities of daily living. The Town of Hamburg has taken positive steps at the intake process to identify non-English speaking clients with whom we have regular contact.

Therefore, the Town of Hamburg has staff available to provide oral interpretation as needed thus ensuring the importance of our client services be communicated to all clients in a language other than English. If there is ever a language barrier dispatch will forward the person to our personnel department.

Since the last Title VI plan update, Town of Hamburg has found that our existing language support meets the needs of our clientele.

Factor 3–Importance | Importance of the service to clients who need language assistance

The Town of Hamburg's services are critical to the lives of its clients, enabling them to participate as fully as possible in the community, interact and socialize with others, and carry out the activities of daily living. The Town of Hamburg has taken positive steps at the intake process to identify non-English speaking clients and their parents or guardians with whom we have regular contact.

Therefore, the Town of Hamburg has staff available to provide oral interpretation as needed thus ensuring the importance of our client services be communicated to all clients in a language other than English.

Since the last Title VI plan update, Town of Hamburg has found that our existing language supports meet the needs of our clientele.

Factor 4–Resources and Costs | Resources available and costs

To meet the language assistance needs of our Town of Hamburg LEP population, Town of Hamburg utilizes readily available resources and works to strengthen our partnership with other organizations our riders engage with. Some of those readily available resources may include the inclusion of Google translate toolbar to our website, tablets, and computers, by calling personnel, and the NY Office on Aging Services language assistance tools. To supplement these resources, Town of Hamburg may also retain the services of an

interpreter, translate vital documents, and utilize community volunteers. After analyzing the Town of Hamburg budget and reviewing available resources, cost associated to meet language assistance needs of the LEP population at 5% or greater will be incurred for translating vital documents. For languages that do not meet the 5% threshold, the cost of interpretive services will be considered on a case-by-case basis.

Results of the Four Factor Analysis

As a result of the four-factor analysis, a written Language Assistance Plan is not required. However, reasonable attempts will be made to accommodate any persons encountered who require written translation or oral interpretation services. Our agency will do this at no cost to the program clientele. Further, we will work with other agencies to identify resources that will effectively meet the needs of LEP individuals.

During the registration process, Town of Hamburg is able to identify non-English speaking clients with whom we have frequent contact; and therefore, have language assistance tools or staff available to provide oral interpretation.

Training Employees to Provide Language Assistance

Town of Hamburg employees are oriented on the principles of Title VI and language assistance at hire and when the Title VI plan is updated. New employees will be provided guidance on the needs of clients served and how best to meet their language needs. Training will include review of the following Title VI program components:

1. Title VI Notice to the Public
2. Title VI complaint procedures and form
3. Complaint log
4. LEP and Language Assistance Plan

If an employee needs further assistance related to LEP individuals, they will work with the Town of Hamburg's Title VI Coordinator to identify strategies to meet the language needs of the participants of the program or service.

B7. Minority Representation on Advisory Boards

Town of Hamburg has no transit-related, non-elected committees or advisory councils.

B8. Recordkeeping and Reporting

Town of Hamburg maintains records related to the agency's implementation of Title VI program, including records of the Title VI Plan adoption and approval (see section B5), records of Title VI staff training, public involvement activities, complaints, investigations, language assistance services and other implementation activities.

Town of Hamburg shall update the Title VI Plan, every three years and submit the plan to the New York State Department of Transportation (NYSDOT) for approval.

B9. Plan and Policy Review

The Title VI policy will be disseminated to employees through training at new employee orientation and every time the plan is updated. The Town of Hamburg will review its Title VI Plan at least once every three years to determine if modifications are necessary. The Town of Hamburg directly operates and will review implementation annually to ensure compliance with Title VI Plan requirements. The agency's review includes verifying that all employees have

received ongoing updates, training, and a copy of the Title VI policies and that all postings are in place and in good condition.

Program Monitoring

The Town of Hamburg will monitor the effectiveness of the Title VI program through the feedback from clientele, employees, general public and other agencies (NYSDOT, FTA). Town of Hamburg seeks opportunities to continuously improve its Title VI plan, public participation outreach efforts and providing meaningful access of our services to LEP individuals.

B10. Facility Location Equity Analysis

As a subrecipient of federal funds, Town of Hamburg understands we are required to conduct a Title VI equity analysis when planning to acquire land to construct a new transportation facility or expand an existing transportation facility to ensure the location is selected without regard to race, color, or national origin. The facility includes storage facilities, maintenance facilities, and operations centers, but it does not include bus shelters, transit stations, or power substations. The equity analysis requirement applies even to land acquired to construct a new facility that do not receive direct federal funding (as long as Town of Hamburg receives federal financial assistance, Title VI requirements apply to all programs and activities). The equity analysis compares the equity impacts of various siting alternatives and must occur during the planning phase, prior to the selection of the preferred site, and must include the following:

1. A description of the outreach to persons potentially impacted.
2. A comparison of equity impacts of various siting alternatives.
3. An analysis about whether a disparate impact occurs on the basis of race, color or national origin (including potential cumulative adverse impacts from other facilities with similar impacts in the area) because of the location and construction of a facility. (If there is a disparate impact, the construction of the facility may only occur if there is a substantial legitimate justification, there are no alternative locations that would have a less disparate impact, and it is not a pretext for discrimination).

For any land acquired to construct a new facility Town of Hamburg will work with NYSDOT to ensure that the equity analysis is completed and submitted to NYSDOT. The equity analysis will be provided upon request to NYSDOT, FTA and during the triennial review.

The below is intended to provide direction to the reader as to whether Town of Hamburg was required to, completed, and included a Title VI equity analysis with this Title VI Plan update.

Did Town of Hamburg acquire land to construct a transportation facility in the past three years?

- ☒ **No.** Town of Hamburg has not acquire land to construct a transportation facility.
- ☐ **Yes.** Town of Hamburg did acquire land to construct, a new transportation facility and completed a Title VI equity analysis to compare the equity impacts of various siting alternatives.

Does Town of Hamburg plan to acquire land to construct a new transportation facility in the next three years? (*check the box next to the appropriate response below*)

- ☒ **No.** Town of Hamburg does not plan to acquire land to construct a new transportation facility.
- ☐ **Yes.** Town of Hamburg plans to acquire land to construct a new transportation facility.

If yes, was a Title VI equity analysis completed?

- ☐ **Yes.** A Title VI equity analysis was completed. A copy of the analysis is included as **Appendix X**.
- ☐ **No.** A Title VI equity analysis was not completed.

If no, when will the Title VI equity analysis be completed?

C. LIST OF APPENDICES

1. Documentation of Board Approval
2. Title VI Complaint Form
3. Letter Acknowledging Receipt of Title VI Complaint
4. Title VI Complaint Letter of Closure
5. Title VI Complaint Letter of Finding
6. Title VI Notice to the Public

APPENDIX 1: Town of Hamburg Documentation of Board Approval

Town of Hamburg Title VI Plan Board Approval

On behalf of the Town of Hamburg, we the Board have reviewed and adopted the Town of Hamburg Title VI plan. We the Board are committed to ensuring that all decisions are made in accordance with the adopted Title VI plan, to that end no person is excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination under any Town of Hamburg services and activities based on race, color or national origin, as protected by Title VI of the Civil Rights Act of 1964 and Federal Transit law under Title 49 Part 21.

Effective: 10-20-2026

Adopted: 10-19-2026

Adopted By: Hamburg Town Board

Revised: n/a

Adopted By: n/a

APPENDIX 2: Town of Hamburg Title VI Complaint Form

Town of Hamburg Title VI and ADA Complaint Form

Section I:				
Your Name:				
Address:				
Telephone (Home):			Telephone (Work/Mobile):	
Email Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
Section II:				
Are you filing this complaint on your own behalf?			Yes*	No
<i>*If you answered "yes" to this question, go to Section III.</i>				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party:				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
Section III:				
I believe the discrimination I experienced was based on (check all that apply):				
☐ Race ☐ Color ☐ National Origin ☐ Disability				
Date of Alleged Discrimination (Month, Day, Year): _____				
Agency name complaint is against: _____				
Location of where the alleged discrimination occurred:- _____				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please attach additional pages.				
_____ _____ _____ _____ _____ _____				
Section IV				
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?				

☐ Yes	☐ No
<i>If yes, check all that apply:</i>	
☐ Federal Agency: _____	
☐ Federal Court: _____	☐ State Agency: _____
☐ State Court: _____	☐ Local Agency: _____
Provide information for the contact person at the agency/court where the complaint was filed.	
Name and Title:	
Agency:	
Address:	
Telephone:	

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below.

Signature	Date

Please submit this form by mail, email or in person to the address below.

Town of Hamburg
 Tara Rinaldi
 6100 South Park Ave
 Hamburg NY 14075
 Phone 716-649-6111 x2386
trinaldi@townofhamburgny.gov

This complaint may also be filed directly with the New York State Department of Transportation, Office of Civil Rights, 50 Wolf Road, 6th Floor, Albany, NY 12232, (518) 457-1129 Fax (518) 549-1273, OCR-TitleVI@dot.ny.gov or the Federal Transit Administration, Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.

APPENDIX 3: Town of Hamburg Letter Acknowledging Receipt of Complaint

Date

Name

Address

City, State Zip

Dear Name:

This letter is to acknowledge receipt of your Title VI complaint against Town of Hamburg alleging _____.

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by contacting our office at 716-649-6111 or in writing to Town of Hamburg, 6100 South Park Ave, Hamburg, NY 14075

Sincerely,

Town of Hamburg
Tara Rinaldi
6100 South Park Ave
Hamburg NY 14075
Phone 716-649-6111 x2386
trinaldi@townofhamburgny.gov

APPENDIX 4: Town of Hamburg Title VI Complaint Letter of Closure

Date

Name

Address

City, State Zip

Dear Name:

The matter referenced in your Title VI complaint dated _____ against Town of Hamburg alleging _____ has been investigated. The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964, had in fact been violated. As you know Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal financial assistance.

Town of Hamburg has analyzed the materials and facts pertaining to your case. There was no evidence identified that a violation of your Title VI rights were denied. I therefore advise you that your complaint was not substantiated and that I am closing the matter in our files.

You have the right to 1) provide additional information to this office for reconsideration of your complaint within seven (7) calendar days of receipt of this final written decision and/or 2) file a complaint externally with the Federal Transit Administration at:

Federal Transit Administration Office of Civil Rights Attention: Title VI Program Coordinator East Building, 5th Floor- TCR 1200 New Jersey Ave., SE Washington DC 20590

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to call me.

Sincerely,

Town of Hamburg
Tara Rinaldi
6100 South Park Ave
Hamburg NY 14075
Phone 716-649-6111 x2386
trinaldi@townofhamburgny.gov

APPENDIX 5: Town of Hamburg Title VI Complaint Letter of Finding

Date

Name

Address

City, State Zip

Dear Name:

The matter referenced in your letter dated _____ against Town of Hamburg alleging Title VI violation has been investigated. The investigation determined non-compliance by Town of Hamburg in administering the Title VI obligations of nondiscrimination in the programs and services we administer. Immediate efforts are underway to correct the findings.

Thank you for bringing this important matter to our attention. You were extremely helpful during our review of the program to correct our implementation of the Title VI Program. If I can be of assistance to you in the future, do not hesitate to call me at _____.

Sincerely,

Town of Hamburg
Tara Rinaldi
6100 South Park Ave
Hamburg NY 14075
Phone 716-649-6111 x2386
trinaldi@townofhamburgny.gov

APPENDIX 6: Town of Hamburg Title VI Notice to the Public

Notifying the Public of Rights under Title VI and the ADA

Town of Hamburg

The **Town of Hamburg** operates its programs and services without regard to race, color, and national origin, in accordance with Title VI of the Civil Rights Act of 1964, and for persons with disabilities under the Americans with Disabilities Act of 1990. Any person who believes they have been aggrieved by any unlawful discriminatory practice under Title VI or the ADA may file a complaint with the **Town of Hamburg**.

For more information on the **Town of Hamburg's** program, and the obligations and procedures to file a complaint, contact 716-649-6111 x2386; email trinaldi@townofhamburgny.gov; or visit our office at **Town of Hamburg, 6100 South Park Ave, Hamburg NY 14075**. For more information on how to contact **Town of Hamburg** to find out about Title VI, visit <https://www.townofhamburgny.gov/317/Transportation> .

A complainant may file a complaint directly with **Town of Hamburg** TITLE VI Coordinator by following the **Town of Hamburg** complaint procedures also found on the agency's website. A complaint can also be filed with the New York State Department of Transportation on its Civil Rights website at <https://www.dot.ny.gov/main/business-center/civil-rights/title-vi-ej>. Finally, a complaint can be filed directly with the Federal Transit Administration Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.

If information is needed in another language, contact 716-649-6111 x2386.

Si necesita información en otra idioma, por favor contacto 716-649-6111 x2386.

Town Board of the Town of Hamburg
October 19, 2026 Meeting

4.31. Town of Hamburg Employee Manual

BE IT RESOLVED, the Hamburg Town Board approves the Town of Hamburg Employee Manual.

A copy of the manual is available in the Hamburg Town Clerk's office for viewing.