Date:

June 6, 2013

To:

Cayuga County Industrial Development Agency

From:

Pleasant T. Rowland, LLC 6120 University Avenue Middleton, WI 53562

The attached packet contains the following items:

- Application for Financial Assistance
- Site plan and architect's floor plans for the house and boathouse
- Abbott house program/business plan
- SEQRA full environmental assessment form
- 2012 Cayuga County office of tourism annual report

Enclosures

CAYUGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY APPLICATION FOR FINANCIAL ASSISTANCE

Please answer all questions either by filling in the blanks or by attachment where necessary. All information will be kept confidential.

A. APPLICANT DATA

Company Name: Pleasant T. Rowland, LLC

Address 1: 6120 University Avenue

Middleton WI 53562

Address 2:

City/State/ZIP:

Contact Person: Katie Waller

Title: Vice President

Contact Telephone: 608-441-5555

Contact Fax: 608-729-2861

Contact Email: Katie.waller@rowlandreading.org

Attorney: Wendy Marsh

Firm: Hancock & Estabrook, LLP

Phone: 315-565-4500

Email: wmarsh@hancocklaw.com

Accountant: Rhona Vogel

Firm: Vogel Consulting Group, S.C.

Phone: 414-262-4890

Email: rhonav@vogelcg.com

Business Type: OTHER

If other, describe: LLC

If a corporation, incorporated in what state? DE

Principal Officers, Partners or Shareholders with 15% or greater interest in Applicant organization:

Mailing Address Name

Telephone #

Pleasant T. Rowland, sole member 6120 University Avenue, Madison, WI 53562

608-441-5555

Attach additional sheets if necessary.

B. PROJECT DATA

1. a. Provide a narrative description of your project. Include major elements such as new construction, acquisition of existing building, acquisition of equipment, and proposed product lines or services. Also, indicate square feet by usage (e.g., office, laboratory, manufacturing), type construction, etc. *Attach additional sheets if necessary*.

The project calls for the reconstruction of the over 10,000 square foot Abbott house mansion on Cayuga Lake into a high-end inn and meeting center comprising 10 lovely guests rooms with private baths, an Innkeeper room, a 20-seat conference room, 18-seat private dining room, and 150-seat outdoor lakefront special event patio. The property contains a very large newly renovated dock that will provide guests access by boat and plans include the construction of a new boat house. This renovation project will be a critical addition to the completed historic renovations of other lodging and retail properties in the Village of Aurora. The addition of Abbott House to the Inns of Aurora (the 4-diamond Aurora Inn and E. B. Morgan House, and Leffingwell House) will represent a significant step forward in helping to bring the business to breakeven in the near future and to ensure that it becomes self-sustaining. This project will protect over 100 full-time jobs, and the financial health of this rural village and the other businesses that are located there, making Aurora a truly remarkable historic and tourist destination. It is anticipated that a number of employees will return to full-time status over the November through April time period thereby reducing reliance on New York State's Shared Work Program.

Additional lodging will offer visitors access to Aurora's diverse retail downtown, direct access to Cayuga Lake, Wells College offerings and golf course, along with numerous nearby wineries, specialty farms, and artisans. These agri-tourism businesses will benefit from a sustainable customer and visitor base. Aurora is also the home of MacKenzie Childs, an internationally ranked manufacturer of high-end home furnishings and decorations. This project will generate new "brick and mortar" investment along with short-term construction (well over 100) and long-term service jobs (3). In addition, sales tax revenue will increase.

Pleasant T. Rowland, LLC intends to hire Aurora Inn, Inc., a non-profit hospitality management company wholly owned by Wells College, to manage Abbott House as the fourth addition to the Inns of Aurora. The Inns of Aurora will retain all of the profits.

b. Is any component of this Project a retail operation? Yes

If yes, what percentage is considered retail? 100 %

2. a) Location of project including the City, Town, or Village within which it is located.

Street Address: 453 Main Street

City/State/ZIP: Aurora, NY 13026

Tax Map ID (if available): 181.12-1-8

- b) Attach map showing the general location of the project. NOTE: County Planning will provide map.
- c) If this project will result in closing or relocating from an existing facility, is the move necessary in order to remain competitive? **Not applicable**
- 3. Attach copies of preliminary plans or sketches of proposed construction, site plans or floor plans of existing facility.
- 4. Utilities on Site:

a) Water Supply Municipal Describe source / supplier: Village of Aurora

b) Sewer Municipal De

Describe other: NA

c) Electricity Utility NYSEG

Describe other:

d) Gas Utility

NYSEG

Describe other:

5. Who presently is legal owner of the project building or site described in # 2 above? Pleasant T. Rowland, LLC.

6.Is there an existing or proposed lease for the project? NO . If yes, attach a copy of the lease.

C. PAYROLL INFORMATION

1.	Annual Payroll (for 2012 Aurora Inn, Inc – not sure what number CCIDA is looking for here)	\$ 2,477,000
	Present Payroll (for Abbott House – not sure what number CCIDA is looking for here)	\$0
	First Year After Completion of Project	\$ 210,650
	(for Abbott House – not sure what number CCIDA is looking for here)	
	Second Year After Completion of Project	\$ 252,800
	(for Abbott House – not sure what number CCIDA is looking for here)	

2. Employment Plan- Complete Appendix I

D. PROJECT COSTS

1. Give an accurate estimate of the following costs:

			Land	
	Bui	lding Const	ruction	\$ 4,268,200
		Sit	e Work	\$ 678,800
	Legal Fees (Other than Co	mpany's At	torney)	
		Engineeri	ng Fees	\$ 400,000
	Financial Charges			
	Machinery & Equipment		Included in building construction estimate	
	Agency Fee		Sue: IDA will calculate based on Total Project Cost (.075%)	
	Other	(Describe:)	
		S	ubtotal:	\$ 5,347,000
Total Funds Required:	N/A Sue: This does not apply here – leave blank.	Term:	N/A	1-1

3. Has the Applicant ever applied to this or any other issuer of Industrial Revenue Bonds for financing? No

If yes, explain:

E. INDICATE THE TYPE(S) OF ASSISTANCE APPLIED FOR:

Yes	Real Property Tax Abatement			
No	Issuance by the Agency of Tax Exempt Bonds			
No	Mortgage Tax Exemption Sue: This usually applies with filing of a mortgage at the County when conventional financing is involved. If needed, we can change to "Yes".			
Yes	Sales and Usage Tax Exemption			

F. PROJECT CONSTRUCTION SCHEDULE

1. Provide an accurate estimate of schedule to complete Project.

December 2013

2. At what times and in what estimated amounts will funds be required?

N/A

2.

G. COMPANY FINANCIAL INFORMATION ATTACHMENTS:

1. Copy of most recent Annual Report, or for new ventures, attach your business plan.

(See attached Program Description for Abbott House)

2. As available, sales and income projections for future years:

Year	Projected Projected		Projected	
Y	Room Revenue	Event Revenue	Total Revenue	
2013	\$ 30,000	\$0	\$ 30,000	
2014	\$ 469,551	\$ 71,068	\$ 540,619	
2015	\$ 493,029	\$ 74,621	\$ 567,650	
2016	\$ 517,680	\$ 78,352	\$ 596,032	
TOTAL	\$ 1,510,260	\$ 224,042	\$ 1,734,301	

H. ENVIRONMENTAL INFORMATION

Has a copy of the Environmental Assessment Form been completed and submitted? Yes

If yes, attach a copy. Sue: Please confirm the SEQRA I have on file and sent to you is the final determination by the Village Planning Board. If so, we are all set with the copy on file here.

I. REMARKS OR COMMENTS:

Please feel free to provide additional information that might be of assistance to the Agency in making a decision on your application.

The loss of Aurora Inn, Inc.'s properties and hospitality services would take away one of the signature highend tourism properties in the Finger Lakes and with it more than 100 full-time equivalent jobs with an average wage of \$35,600. The addition of Abbott House to the Aurora Inn's portfolio of properties is a key component in helping Aurora Inn, Inc. achieve financial sustainability or all of these jobs are in jeopardy of being lost.

Tourism and visitations are an important economic driver locally, county wide, regionally, and have been identified in Regional Council planning sessions as priority industries to support. This project has significant positive regional economic impact because it contains outside investment dollars upgrading an existing property to support the tourism and visitor industry, which in turn will attract out-of-state visitors to the Finger Lakes and Central New York regions.

Pleasant Rowland is financing this venture with her own monies, demonstrating a personal commitment to the project and the community.

J. APPLICATION/PUBLIC HEARING FEES:

After the application has been reviewed and the Agency has agreed to schedule a public hearing, the project will be scheduled to appear before the full Agency Board for action. At the time the application is submitted to the Agency Board, an application fee of \$250 is due.

Send your completed application to:

CAYUGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY

Cayuga County Office Building, 5th Floor

160 Genesee Street

Auburn, NY 13021

ATTENTION: Stephen F. Lynch, Executive Director, CCIDA

Email Applications (scanned PDFs) may be sent to: slynch@cayugacounty.us

Telephone: (315) 253-1276

The Agency will collect a fee of three quarter of one percent at the time of closing.

K. ESTIMATED FINANCIAL BENEFITS TO COMPANY

Note to Applicant:

CCIDA staff will work with applicants to identify potential IDA benefits upon receipt of a completed preliminary application and application fee, using the information contained in the preliminary application and discussions with the applicant. Therefore, please do not complete this section when submitting the application.

For information on town, city, school and special district tax rates, visit http://co.cayuga.ny.us/realproperty/index.htm

1. Sales and Use Tax Exemption	
a. Amount of Project Cost Subject to Tax:	\$
Applicable sales and use tax rate:	x .08
b. Financial benefit if fully exempt:	\$
2. Mortgage Recording Tax Exemption	
a. Projected amount of Mortgage:	\$
Mortgage recording tax rate:	\$ x .01 = \$
b. Financial benefit if fully tax exempt:	\$
3. Payment of Lieu of Taxes (PILOT) *	
a. Investment in real property	
b. Equalization rate	
c. Probable assessed value	
d. Total applicable tax rates per \$1000	
e. Total taxes (c x d)	
f. Proposed exemption rates:	/ \$1000
g. PILOT payments (e x f)	
h. Financial benefit of PILOT (e-g)	

* Cayuga County IDA Staff will work with application to assess potential PILOT benefits.

APPENDIX I - EMPLOYMENT PLAN (PART 1)

		13026	
agement			
	Title:	General Manag	ger
Conta	ct Fax:	: 315.364.8014	
sofourore com			
		Title: Contact Fax:	Title: General Manag Contact Fax: 315.364.8014

1. Complete this chart describing your projected employment plan following receipt of financing.

Job Title of Current and Planned Full Time Occupations	Current # Full Time	Estimated # of Full	Time Jobs after Comp	
in Company	Jobs per Occupation	1st Year	2nd Year	3rd Year
Innkeeper	1.5	3	3	3
Housekeeper	12	15	16	16
Maintenance Technician	2	2.5	2.5	2.5
Landscape Technician	.5	1	1	1
Banquet Captain	1	2	2	2
Banquet Servers	20	30	30	30
Special Event Coordinator	.5	1	1	1
Banquet Chef	1	2	2	2
Banquet Line Cook	1	2	2	2
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0
	0	0	0	0

Attach additional Sheets if required.

2. Are the employees of your firm currently covered by a collective bargaining agreement? **No**If yes, enter the Union Name and Local

List the union contact person, address, phone #:

3. Indicate whether labor pool in Cayuga County is adequate to fill new jobs. Yes

If no, explain why not:

Under New York State Municipal Law, an IDA must consider project elements like job creation and job retention when approving projects.

Prepared by: Sue Edinger

Title: General Manager, Aurora Inn, Inc.

APPENDIX I - EMPLOYMENT PLAN (PART II)

In consideration of the issuance of Industrial Development bonds by the Cayuga County Industrial Development Agency, **Pleasant T. Rowland, LLC,** project beneficiary, agrees to cause any new employment opportunities created in connection with industrial or commercial projects financed by the proceeds of such obligations to be listed with the New York State Department of Labor Community Services Division (DOL) and with the Cayuga County Employment and Training Department.

Pleasant T. Rowland, LLC, project beneficiary, also agrees to report to the Cayuga County Industrial Development Agency on or before September 1 of each year on the status of employment opportunities filed with DOL, including the number of new employment opportunities created, the number listed, and the number filled.

	P
Signed:	Casarel Son Paul
	(Company Officer)
Date:	June 6,2013
Address:	6/20 University Avenue
	0
0	middleton
	WI 53562
9	
Phone:	608-441-5555
Email:	N/A

APPLICATION CERTIFICATION

CAYUGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY

Each Applicant must complete one of the two certifications below (strike the section not used):

Corporate Applicants:	
PlOASANT T. ROWLAND	deposes and says that s/he is the
50/2 member	of Cloasant T. Rowland, LLC, Corporation Name
the corporation named in the attached application; s/he	has read the foregoing and knows the contents thereof
that the same are true to his/her knowledge. S/he fu	orther deposes and says that s/he is authorized by the
corporation (the "Applicant") to submit to application as	nd incur the following legal obligations on its behalf.
Individual Applicants:	
	deposes and says that s/he is submitting
Name	
this application on behalf of	(the Applicant) That s/he has read the foregoing
and knows the contents thereof; that the same are true	to his/her knowledge, or are the result of investigation
which deponent has caused to be made concerning the s	subject matter of the application.
by the Cayuga County Industrial Development Agree processing the application, in negotiating with a financing documents, and in taking any other actions and to provide the financing requested in this application of time to take reasonable, proper, or requested to take application or if the Agency or Application assigns all actual costs incurred by the Agency with including fees of bond counsel for the Agency and for the Costs incurred by the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Cayung application of the Agency and paid by the Agency application of the Agency and paid by the Agency application of the Agency applicati	he Applicant, including fees of the Agency's bond ay be considered as a cost of the Project and included

APPLICANT OBLIGATIONS

NEW YORK STATE FINANCIAL REPORTING REQUIREMENTS FOR INDUSTRIAL DEVELOPMENT AGENCIES

- A. Chapter 692 of the Laws of 1989 require additional financial reporting requirements from all IDA's in New York State.
 - 1. All bonds issued, outstanding or retired during the year must indicate the following; Month and Year issued, Interest rate at year-end, Outstanding beginning of year, Issued during the year, Principal payments during the year, Outstanding at end of year, and Final maturity date.

This information is required annually and will be requested from you in January each year.

2. All new bonds issued need the following supplemental information, Name of the project, Tax exemptions separated by State and local sales tax, County and school taxes, Mortgage recording tax, Payment of lieu of taxes, New tax revenue if no exceptions granted, Number of jobs created, and Other economic benefits.

This information is required annually and will be requested from you in September each year.

B. Chapter 356 and 357 of the Laws of 1993 require all entities appointed as agents of the CCIDA for sales tax purposes to file on an annual basis with the State Department of Taxation information as to all sales tax exemptions claimed by such agent or its subagents.

Please sign below to indicate that you have read and understood the above and will provide information on a timely basis.

Chief Executive Officer of Applicant

Date

HOLD HARMLESS AGREEMENT

Applicant hereby releases the Cayuga County Industrial Development Agency and its members, officers, servants, agents and employees thereof (the "Agency"), and agrees that the Agency shall not be liable for and agrees to indemnify, defend and hold the Agency harmless from and against any and all liability arising from or expense incurred by (A) the Agency's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or not the Application or Project described therein or the tax exemptions and other assistance requested therein are favorably acted upon by the Agency, (B) the Agency's acquisition, construction and /or installation of the Project described therein and(C) any further action taken by the Agency with respect to the Project; including without limiting the generality of the foregoing, all causes of action and attorney's fees and any other expenses incurred without limiting the generality of the foregoing, all causes of actions and attorney's fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing. If for any reasons, the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Agency or the Applicant are unable to reach final agreement with respect to the Project, then, and in the event, upon presentation of an invoice itemizing the same, the Applicant shall pay to the Agency, its agents or assigns, all costs incurred by the Agency in the processing of the application, including attorney's fees, if any.

(Applicant)

By:

Name: () EASANT T. ROWLAND

Title: Sole Member

Sworn to before me this

2d 3

Notary Public

Spares 9/15/13

Attachment Checklist

Attachments:

- Map showing project location (sec B, 2, b) NOTE: County Planning staff will provide map.
- Preliminary plans or sketches of proposed construction; site plans / floor plans of existing facility
- Opy of most recent Annual Report or for new businesses, attach your Business Plan. (sec G, 1)
- Sales and income projections for future years. (sec G, 2)
- SEQRA Environmental Assessment Forms (if applicable; may already have on file)
- **O** \$250 Application fee

Other Attachments: (please specify)

Documentation that the Project is a Tourism Destination drawing from outside the CNY Economic Development Region (Cortland, Onondaga, Madison, Cayuga and Oswego Counties):

In reviewing our guest registration data from May 2009 – May 2013, we found that 91% of our room guests at the Aurora and E. B. Morgan House come from outside the CNY Economic Development region. (The data in the table below comes directly from our Property Management: RezOvation.)

In 2011, the Cayuga County Office of Tourism commissioned Young Strategies, Inc. to do a travel market research study of tourism patterns and trends in Cayuga County. Young Strategies, Inc. reported that the average overnight guest in Cayuga County spent an additional \$246/day beyond their room charges. For additional information, please see the attached 2012 Cayuga County Office of Tourism Annual Report.

In the case of the Aurora Inn and E. B. Morgan House, ninety-six percent of our overnight guests dine in the Aurora Inn restaurant and spend on average \$52/person for dinner. Furthermore, they frequent the local shops and businesses bringing additional revenue to the area.

Orig	gin	<u>Number</u>	<u>Percentage</u>
Nev	w York State residents – Cayuga, Onondaga,	1072	9.0%
Cor	tland, Oswego, and Madison Counties		
Nev	w York State residents – all other counties	4648	39.0%
Uni	ited States residents – all states but NYS	5782	48.4%
Inte	ernational visitors	<u>426</u>	<u>3.6%</u>
N.	TOTAL	11,928	100.0%



File Photo

Photo for 181.12-1-8 in Aurora

Print - Maps

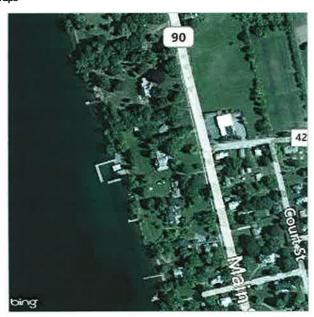


ABBOTT HOUSE INN PROJECT CCIDA LOCATION MAP 453 MAIN STREET AURORA, NY 13026



6/10/13

On the go? Use **m.bing.com** to find maps, directions, businesses, and more





ABBOTT HOUSE PROGRAM/

Business Plan

Abbott House provides the Inns of Aurora exciting opportunities to expand its offerings in several ways: an increased number of guest rooms will capitalize on room stay revenue, additional venues will present diversified event space options, and, perhaps most importantly, private spaces for event guests will further increase the flexibility of the already distinctive and unique Inns of Aurora brand. Abbott House yet again illustrates the Inns of Aurora's commitment to restore the character of Aurora and bring to life the gleaming jewels in its crown.

GUEST ROOMS

Increasing the Inns' price-point spectrum, guest rooms at Abbott House will extend our approachable luxury to a new subset of overnight guests. Increasing the number of transient guests will provide an important influx of traffic for all Aurora Inn Inc. properties, especially the Aurora Inn Dining Room.

Guests will be welcomed by their innkeeper in the foyer and enjoy an iteration of the E.B. Morgan House's traditional wine and cheese hour in the architectural yet intimate parlor and sweeping porch. Fresh coffee and handcrafted muffins will be available in the butler's pantry before a full a la carte breakfast in the Aurora Inn Dining Room. With its picturesque bay window and comforting quarters, the library and its game table is primed to serve as a natural gathering space for transient guests. All spaces inside the house will be handicap accessible and offer wireless internet.

Abbott House will offer unparalleled access to Lake Cayuga, one of the Inns' greatest assets. With a casual yet refined exclusive lounge space on the top floor of the boathouse, overnight docking capabilities, and Adirondack chairs perfect for watching a roaring sunset or calm, star-filled night, hydrophiles will find heaven on Abbott's grounds. Guests are welcome to utilize the boathouse on their own terms, and while catering service is not available, our staff is happy to pack a picnic basket for guests to share atop the boat house.

WHOLE HOUSE RENTALS

With a whole-house rental, Abbott House becomes a party's exclusive estate, with access to all of its spaces and amenities. Some spaces become exceptionally versatile with a whole-house rental: the porch, for example, may accommodate up to fifty guests for a cocktail party or up to twenty for a sit-down meal. The first floor of the house, with both comfortable, quiet nooks and majestic, large rooms, may be utilized for cocktail parties and receptions for up to seventy guests. Dancing may take place in the jubilant foyer while a four-person band or deejay looks below from the mezzanine, and portable bars may be placed in the dining room, on the East side of the porch, in the windows of the library, or—if there is no dancing—in the foyer.

Housed beside the butler's pantry—or in dining room, if unused—a portable coat rack with accompanying coat check system will allow guests to feel fully welcomed to the house.

SUMMER WEDDINGS

Summer weddings at Abbott House will feature the picturesque Greek temple, or tempietto, graded lawn seating to the East, and casual elegance. In case of inclement weather, the temple will feature clear, roll-down blinds on its West side. Reception options follow whole house rental guidelines. Summer weddings can accommodate up to seventy guests and the house must be rented in whole.

WINTER WEDDINGS

Charming and intimate with fireplaces ablaze, winter weddings at Abbott House feature its distinct parlor by either the fireplace or West windows. Reception options follow whole house rental guidelines. Winter weddings can accommodate up to twenty-five guests and the house must be rented in whole.

COCKTAIL PARTIES & DINNERS

Cocktail parties and private meals without a whole-house rental are a natural fit for Abbott House, with its grand and inviting social spaces. With the utilization of pocket doors, special events and their guests will integrate seamlessly into a house otherwise filled with transient guests.

Parties of up to twenty guests will be welcomed in the foyer and have their coat checked, followed by cocktails and conversation in the parlor. (In our experience, parties have come to

expect a cocktail and reception area separate and distinct from the dining area—providing us with the perfect opportunity to showcase Abbott's parlor.) Guests may then be ushered into the exquisite dining room for a sit-down meal; all while transient guests enjoy a game of cards in their exclusive library.

EXECUTIVE RETREATS

Abbott House is the ideal location for a relaxing, yet revitalizing and productive executive retreat for up to twenty people. Modern amenities—including full audio/visual presentation tools, ample electrical access, handicap accessibility, and wireless internet—are coupled with all the grace of an historical estate. Continental breakfast may be served on the sun-filled mezzanine, and ample public baths can easily accommodate twenty executives. Other spaces of the house may be used for break out sessions—including the parlor—and lunch can be hosted in the dining room. Importantly, the use of these spaces will have minimal impact on transient guests.

PROGRAM DETAILS

FIRST FLOOR

Parlor

- Cocktails for up to 70 guests (must be a whole house rental) otherwise parlor is reserved for transient guests
- Indoor wedding ceremony for up to 25 guests; ceremony to take place along the west windows or in front of the fireplace
- Need portable bar with possible setups in:
 - Foyer adjacent to staircase if no dancing
 - Doorway of dining room if dining room is not being utilized
 - East wall of parlor

Library

- Space is reserved for Abbott House room guests
- Game table for 4 guests; possible extension of table to accommodate 6 guests for dining
- Gaming setup preferred over dining space

Foyer

- Use fover space for dancing
- Set up band/DJ on the Mezzanine
- Portable coat rack (with numbers to allow "coat check" system) to accommodate 40 70 coats; depending on event, rack would be in the dining room if that space was not being used or in the foyer outside the butler's pantry
- Possible portable bar location if no dancing
- Desk for check in (similar to EBMH)
- Elevator to provide access to the 1st, 2nd, and 3rd floors of the house

Dining Room

- Private dining for up to 20 guests
- Able to close off room from other Inn guests (can be sold while transient guests in the rooms)
- Modular table that can be combined for 20 guests or separate to provide seating at 3-4 tables
- Counter space for up to 5 chafing dishes

Porch

- Able to accommodate up to 50 guests for a cocktail party (must be reserved as a whole house rental)
- Private dining option on house porch for up to 20 guests, if bad weather, event would be moved to private Dining Room

Pantry Area

- Innkeeper room
- 3 individual bathrooms

Butler Pantry

- EBMH butler pantry works very well and serves as a good model
 - Complimentary coffee, tea, water, and soda available to room guests in pantry
 - Microwave in cupboard or under counter for guest and innkeeper use
 - Trash drawer
 - Small ice machine (similar to EBMH)
 - Lowboy refrigerator for juice, cream, etc. (similar to EBMH)
 - Cupboards for mugs/plates
 - Drawer for silverware
 - Floor should have some grit (rubber mats would need to be hosed down daily and don't provide the level of safety we need)
 - Dual coffee makers for guests (similar to EBMH)
 - Instant hot water dispenser for tea drinkers (similar to EBMH)
 - Small hand sink
 - Counter should be a non-porous material that can easily be cleaned

Bedroom

Handicapped guest room and bathroom

Kitchen

- Commercial equipment to prepare food for indoor and outdoor special events including:
 - 8 burner gas stove
 - 2 ovens, each with convection option, gas, under counter preferred, do not need to be wall units
 - Refrigerator and freezer, each unit should be equal size to a standard residential refrigerator
 - Hand sink near stove
 - 2 residential size commercial dishwashers (i.e.: dishwasher at Dories)
 - Counter space (prefer island) for plating that can hold up to 20 dinner plates with minimum 4 feet between oven and island
- Small food cupboard, over counter
- Trash drawers
- Counter should be cleanable/non-porous material
- Fluorescent lighting or brightest lighting, especially near the stove
- Floor should have some grit as opposed to rubber mats which would need to be hosed down every night
- Disposal in center sink under windows (no separate sink necessary)
- Small under-counter refrigerator for 24 bottles of wine
- Storage
 - Plates/china to be stored in 1st floor kitchen:
 - 100 dinner plates (5 courses for 20 people Epicurean meal)
 - 50 B&Bs
 - 25 salad plates
 - 30 soup cups
 - 30 saucers
 - 30 coffee cups
 - Backup plates/china to be stored in the basement:
 - 100 B&Bs
 - 75 salad plates
 - 50 saucers
 - 50 coffee cups
 - Glassware (see attached photos) one rack of each to be stored in 1st floor kitchen cupboards: one rack holds between 16-36 glasses:
 - Martini (16)
 - rocks (25)
 - soda (25)
 - water (25)
 - champagne (36)
 - wine (25)
 - Backup glassware to be stored in basement in proper racks:
 - 1 martini (~16 glasses)
 - 4 rocks (~100 glasses)
 - 2 soda (~50 glasses)
 - 1 water (~25 glasses)
 - 3 champagne (~108 glasses)
 - 4 wine (~100 glasses)
 - Champagne flutes are the tallest glass

- Depth of glass rack depends on glass height
- Flatware to be stored in 1st floor kitchen:
 - o 50 dinner forks
 - o 50 dinner knifes
 - o 100 app forks
 - o 75 steak knifes
 - o 25 B&B knifes
 - o 25 teaspoon
 - o 25 soup spoon
- Backup flatware to be stored in basement:
 - 50 Dinner forks
 - o 25 steak knives
 - o 50 teaspoons
- We need to take into account shrinkage which is approximately 30%

MEZZANINE LEVEL

Board Room

- Meeting space for up to 20 guests
- Rectangular table to accommodate up to 14 participants with additional seating along the north and south walls for 6 more guests
- Able to close off from other Inn guests-the second of two private spaces that can be sold while transient guests in the rooms; the first is the dining room.
- Electrical power must be available in the center of the floor under the table for presentation set up
- Ample outlets available in the room to provide power for 20 laptops to be plugged in, preferably 8 outlets on the floor with 3-4 around the rooms
 - Large screen on the west wall for video projection
- Wall space for hanging posters, completed flip chart sheets, etc. that easily accepts these items without damaging the paint
 - Floor space for 4 flip chart easels

Bay Window

• Set up band/DJ on the Mezzanine; maximum 4 person band, must have sufficient electrical power (2 different circuits)

SECOND & THIRD FLOORS

- 10 guest rooms all with private bathrooms
- Several of the rooms will be smaller allowing for lower price points
- Both floors will be accessible by the elevator

LAWN

- Installation of geothermal heating/cooling system
- Off-street parking for up to 11 cars
- Outdoor wedding ceremony at Greek temple for 70 guests
- Approach for bride from west/south porch of house to Greek temple

- Tiered seating on east side of Greek temple for up to 70 guests
- Create sheltered space for trash on north side of house
- Fire pit/Adirondack chairs at lakeside for informal gatherings of Abbott House room and/or event guests (similar to Aurora Inn); 12 chairs available
- All stairs should have lighting
- Lawn should have automated irrigation system similar to the Aurora Inn

BOAT HOUSE

- Boathouse deck for guest relaxation and informal gatherings, no catering permitted, guests may bring food with them
- Private dock for Abbott House guests for swimming
- Flexible boat mooring arms for 4 boats (to allow for overnight docking of boats)

TECHNOLOGY CONSIDERATIONS

- All guest spaces including the porches and boathouse deck should offer Wi-Fi
- Music zones should be created for the parlor, library, dining room, foyer, and porch with the option of combining spaces in all possible iterations
- Guest rooms should be secured with a keyless entry system (VingCard system should be considered if replacement cost of cards is significantly lower than FOB's)
- Security system for the house should mesh with WinPak access control system currently controlling Aurora Inn and EBMH
- Similar to EBMH, no automated HVAC control system (i.e.: Johnson Controls) is needed
- Guest rooms should be equipped with BOSE radios that accept IPODS and smart phones to play music

Cayuga County Office of Tourism



Crystal Clear Lakes

Spectacular Scenery

Award-Winning Wineries

Charming Villages

- Executive Summary
- Program Highlights
- Statistics & Trends

Cayuga County Office of Tourism 131 Genesee Street Auburn, NY 13021

Phone: 315/255-1658

800/499-9615 Fax: 315/255-3742

E-mail: info@TourCayuga.com Web: www.TourCayuga.com

Mission Statement

The mission of the Cayuga County Office of Tourism is to promote, support, and increase tourism and thereby stimulate economic growth and the quality of life for area residents.

Vision Statement

The Cayuga County Convention and Visitors Bureau will be the primary catalyst for the ongoing development of a dynamic, collaborative and innovative Cayuga County tourism industry which:

Enhances economic development throughout the County.

Improves quality of life for its residents, and

Provides an unparalleled Finger Lakes visitor experience

Executive Summary

January 2013

2013 was the most exciting year that tourism in Cayuga County has seen in a long time. With the opening of the new Hilton Garden Inn and the debut of the Finger Lakes Musical Theatre Festival, we experienced a new vibrancy in our community that was absolutely contagious! Although those two major projects occurred in Auburn, the impact could be seen throughout the county with our tourism partners creating packages, special programs and promotions to enhance the visitor experience.

In 2012, the Cayuga County Office of Tourism also launched a major initiative to bring more meetings, conferences and groups to the County with direct sales efforts and we are off to a great start with the development of a strategic marketing plan for groups, collateral and exhibit materials, advertising and s how attendance. We plan to expand this effort and grow the program in 2013.

Other new projects included the creation of a 'Sweet Treat Trail' to promote locally produced products such as jams, honey and syrups, the new 'On the Water' brochure and map to help people navigate our many lakes and waterways and the launch of a brand new web site for TourCayuga.com, I am also happy to report that we raised the necessary funds and in 2013 we will have a wayfinding plan developed to help visitors more easily find their way around our beautiful county!

"Where did 2012 go?" I think this is a question many of us would ask ourselves. It was certainly a whirlwind of activity and we can only hope to keep up the pace in 2013!

Sincerely,

Meg Vanek **Executive Director**



Strategic Direction

in 2012 the Cayuga County Office of Courism was committed to researching, developing and/or implementing the following key initiatives:

- Develop a themed agricultural frail
- Encourage the use of local agricultural products in restaurants
- Target drive markets within a 6-hour drive
- Continue to target Boomers & Silent Generation with traditional print advertising
- Target GenX with increased online presence
- increase video content on TourCayuga.com
- Create additional litineraries & experiences
- Promote shoulder seasons, weekday getaways & Sunday packages
- Create and launch Group Sales program
- Enhance the Finger Lakes Musical Theatre festival experience with programming, packages and promotions
- Create additional partner coop programs

Cayuga County Convention and Visitors Bureau

Rosemary Barletta

Long Point Winery

of Commerce Jennifer Haines

City of Auburn, Planning &

Economic Development

Jackie omanecky

Agricultural Museum

Ward O'Hara

Sean Lattimore

Springside Inn

Staff

Executive Director Meg Vanek

Administrative & Project Coordinator

Barb Murdoch

Digital Marketing Manager Maureen McEvers

Visitor Information Assistants Lucy Thomas

Board of Directors

Chair David Miller

Vice Chair Steve Lynch

Treasurer Judy Wright

Secretary Rita Trenti

Steve Lynch Cayuga County Planning & Economic Development

> Eileen McHugh Cayuga Museum & Case Research Lab

David Miller Town of Brutus

Jessica Cantu Mary Moore Holiday Inn **Gary Duckett**

Cayuga County Parks & Trails ristin Bridges Finger Lakes George Farenthold Musical Theatre Festival

Finger Lakes Museum Jerry Ryan Andrew Fish Mac en ie-Childs, LLC. Cayuga County Chamber

Dawn Schul

Bonnie Scoville Pleasant Beach Hotel

Timothy Lattimore Cayuga County Legislature

Rita Trenti Hilton Garden Inn

Connie Reilley Downtown Auburn BID

Judy Wright Agricultural Consultant

New Initiatives in 2012

- Sweet Treat Trail
- Monthly e-blasts
- Group sales initiative
- Video B-roll project
- Weedsport Information
- Wayfinding Plan development

Regional & Multi-County Promotional Programs

Finger Lakes PR Program See public relations recap.

Finger Lakes Tourism Alliance

Regional Marketing Program to create top-of-mind awareness of the distinctive features of the Finger Lakes Region as a destination.

- Regional Travel Guide ad (125,000 distribution)
- Group Travel Planner
- AAA/CAA program
- NYS Thruway Information Centers
- www.fingerlakes.org (450,000 unique visitors annually)
- VacationFun Lead Generator

Routes 5 and 20 Promotion

4 counties/1 village (Skaneateles, Cayuga, Ontario, Livingston, Genesee) initiative to promote driving tours along our portion of Routes 5 and 20. 2011 projects included:

- · 'Local Food Favorites' mini map
- Television commercial aired in western New York
- Routes5and20.com

"A Welcome Surprise" Canadian Promotion

Multi-partner, inter-regional promotional program targeting the Greater Toronto market, spearheaded by VisitRochester

- Display ad in 250,000 "A Welcome Surprise!" guides for insertion in home delivered Canadian newspapers, distribution at information centers, CAA Clubs, testivals & events plus editorial feature
- 100+ radio commercials

- Brochure distribution, display space and media promotion at selected Ontario events
- E-blast campaign
- Public Relations
- Social Media campaign on Facebook & Twitter
- "A Welcome Surprise" and "Finger Lakes Surprises" web sites

Lake Ontario Sportsfishing Promotion Council (LOSPC)

7 county (Jefferson, Oswego, Cayugà, Wayne, Monroe, Orleans, Niagara) initiative to promote sportsfishing on Lake Ontario.

- www.loc.org
- Print advertising & fulfillment
- Show
- Rack Cards
- Press Tours

Great Lakes Seaway Trail

10 county initiative to promote the attractions along the 454-mile scenic route paralleling Lake Erie, the Niagara River, Lake Ontario and the St. Lawrence River.

- · Journey maga ine
- Public Relations
- www.seawaytrail.com
- Great Lakes Seaway Trail GeoTrail

Cayuga Lake Scenic Byway

3 county (Cayuga, Tompkins, Seneca) initiative to promote attractions and driving tours around Cayuga Lake with a brochure, advertising and the cayugalake.com web site.

Tourism Statistics & Trends

Economic Impact of Tourism in Cayuga County

(source: Tourism Economics report provided by I Love NY, 2012)

Tourism Direct Sales

Total Tourism Direct Sales	87.36 million
 Lodging 	\$ 24.09 million
 Recreation 	\$ 3.11 million
 Food & Beverage 	\$ 18,93 million
 Retail & Service Stations 	\$ 16,46 million
 Transportation 	\$ 9.96 million
 Second Homes 	\$ 14.81 million

Tourism Employment

•	Direct	1,286
•	Total (Direct, Indirect, Induced)	1,852

Tourism-Generated Taxes

•	Local Taxes	\$	5.60	million
•	State Taxes	\$	5.32	million
•	Total	\$1	0.92	million

Top 10 Trends for 2013

(source: Randall Travel Marketing, October 2012)

- All tourism industry sectors improved in 2012 (over 2011) and will be better still in 2013
- New Jelsure traveler behavior will forgo travel unless price & value is good
- Business travel will not return to 2008 levels for several more years
- Meetings will return to prior levels in most sectors with the exception of government and academic which will lag behind
- Leisure travel returns to positive growth but with less per-person spending
- Social media continues on an accelerated growth trajectory
- There is a surging demand for more consumer-friendly technology (websites, mobile apps, etc.) for travel planning and booking
- · Overall cost increases face all travel segments
- Time poverty is more of a factor than ever
- Consumers are wiser and more resourceful and are focused on the value and quality of their travel experience

Local Visitor Profile & Trends

(source: Cayuga County Office of Tourism Travel Market Research Study, May 2011, conducted by Young Strategies, Inc.)

- The average visitor is 54 years old, with 27% being refired and the overwhelming majority college educated
- Most visitors originate from NY, PA, OH, NJ & Canada
- Adults without kids remain the primary audience coming to Cayuga County
- The average length of stay is 2.3 nights with 26% of Cayuga County's visitors being daytrippers
- The average trip expenditure is \$780
- The most popular months for travel to Cayuga County are August, July and September (In that order)
- The majority of bravelers plan their visit within less than a month
 of their travel date
- The majority of visitors come to Cayuga County for general relaxation
- The average length of stay is 2 nights and 94% are travelling to Cayuga County for leisure purposes
- More than 33% of visitors stay in a holel/motel or B&B
- Overall travelers rate their visit to Cayuga Count a 4.5 out of 5, saying that the beautiful scenic area is what they liked most about their trip
- 71% of visitors to Cayuga County report visiting a winery, with the majority of them visiting 4 or more
- 30% of visitors use TourCayuga.com for Irlp planning

Education & Advocacy

Advocacy

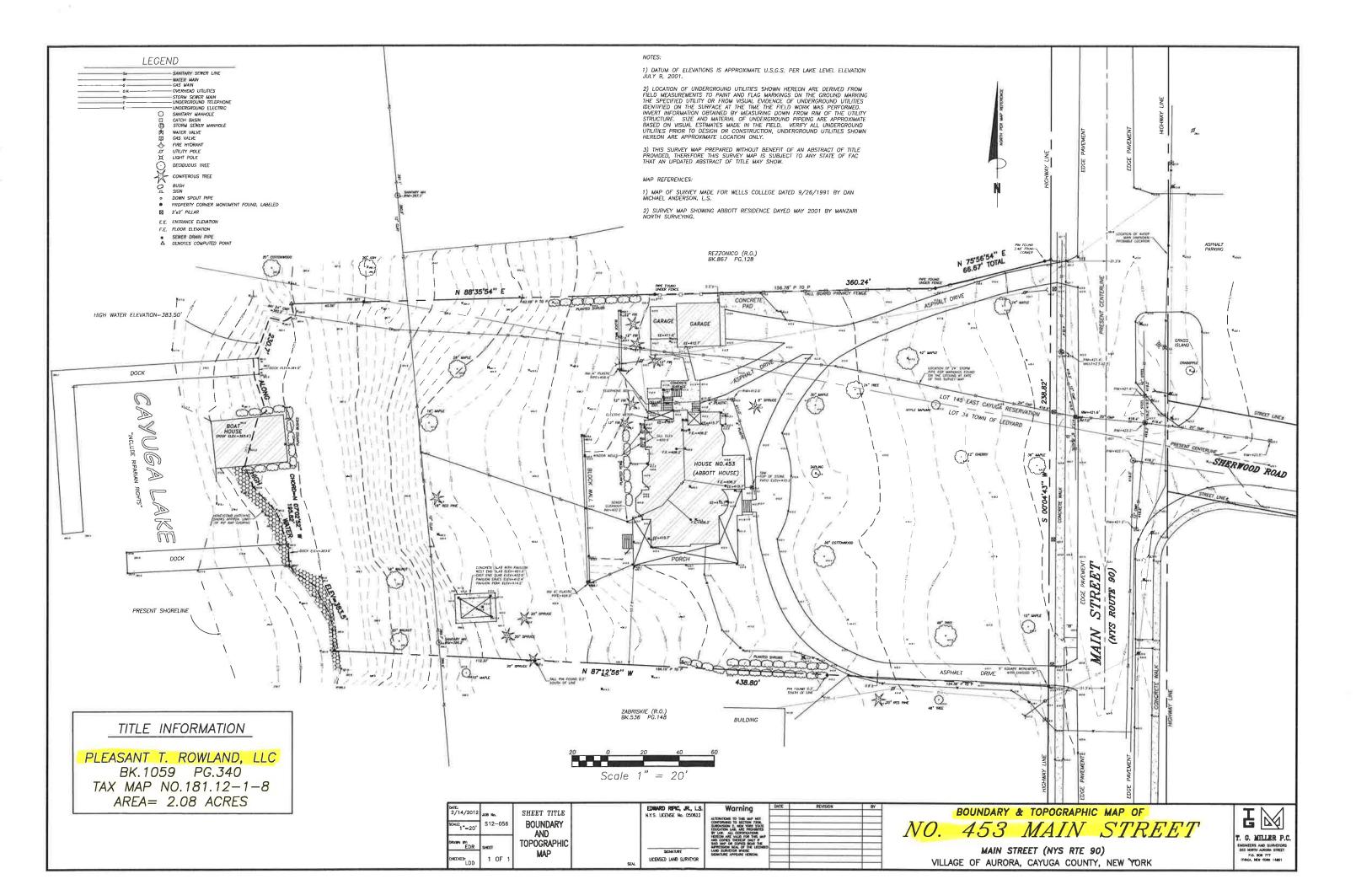
- 2011 Annual Report on Tourism distributed to community leaders
- Quarterly e-newslettter to tourism partners
- 'On the Road' board meetings in Auburn, Aurora, Cayuga, and Fair Haven
- "I am Tourism" video showings

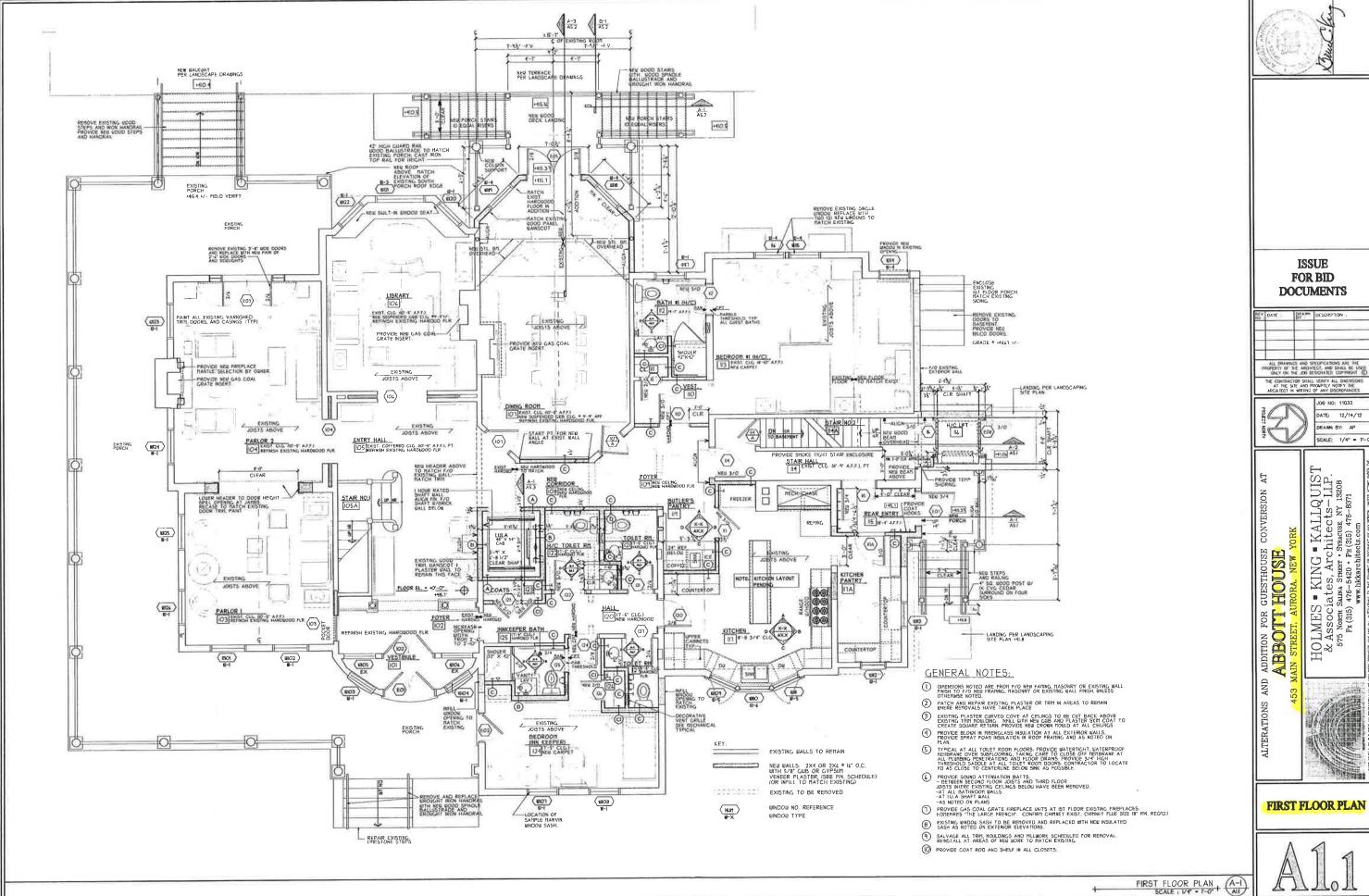
Education

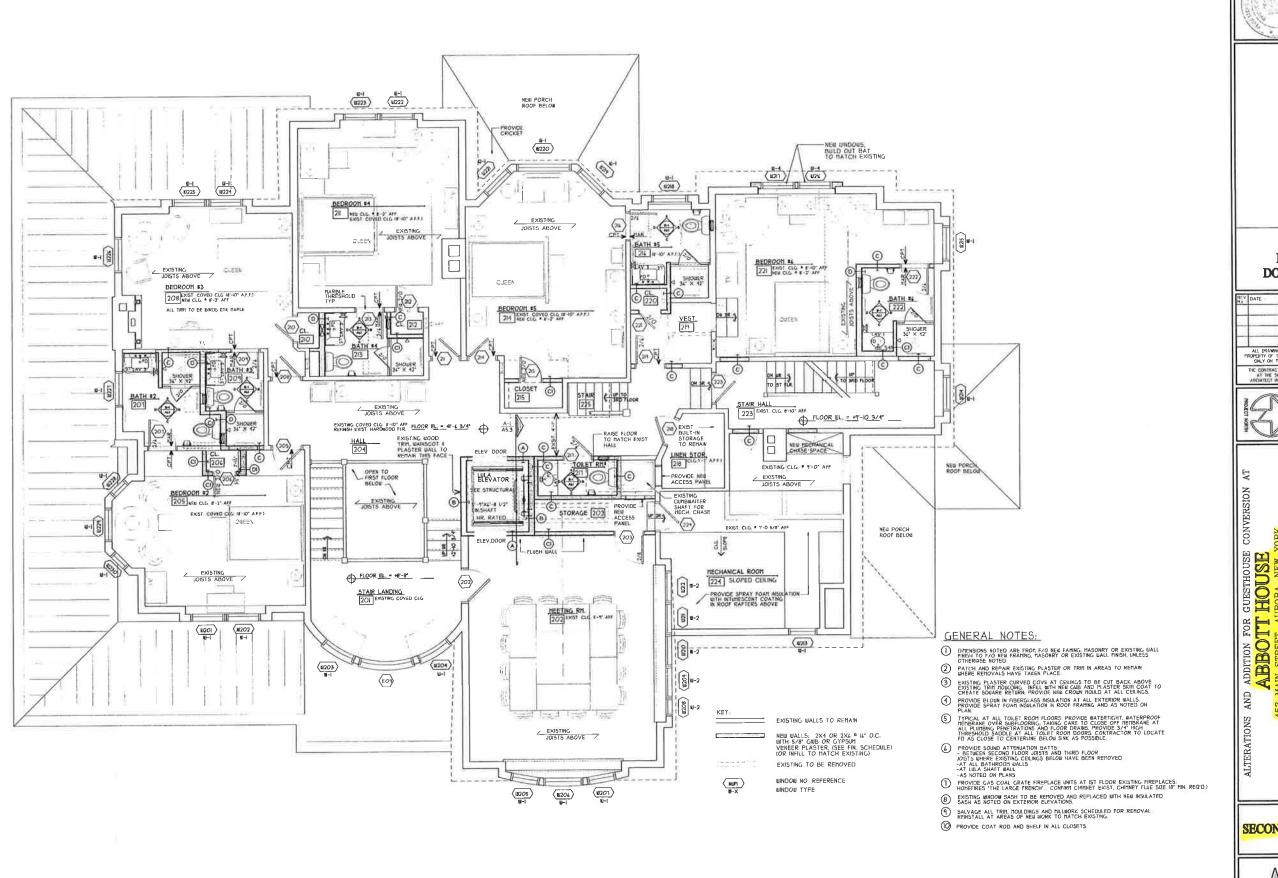
- Educational familiarization tour for Board members
- Familiarization tour for frontline staff & 'Tools for Tourism' session
- · Leadership Cayuga sponsorship
- Leadership Cayuga Fconomic Development Panel
- Social Media workshop
- Annual Meeting & Tourism Awards
- Finger Lakes Musical Theatre Festival hospitality kick-off

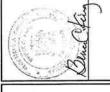
Research

- We continue to purchase a 'Comparative Counties' monthly report from Smith Travel research, which provides us with hotel occupancy and room rate data.
 These reports are valuable market tracking tools, helping us to gauge the impact of our promotional efforts.
- Data analysis from Internet inquiry database
- In addition, we use all research available through the NYS Division of Tourism, D.K., Shifflet, and other reliable sources to make sound marketing decisions.
- Randall Travel Marketing, Top Trends 2012-2013
- Young Strategies, Inc. 2011 Marketing Report









ISSUE FOR BID **DOCUMENTS**

No -	DATE	BY	DESCRIPTION			
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P	ALL DRAWNGS AND SPECIFICATIONS ARE THE PROPERTY OF THE ARCHITECT, AND SHALL BE USE ONLY ON THE JOB DESIGNATED COPYRIGHT (
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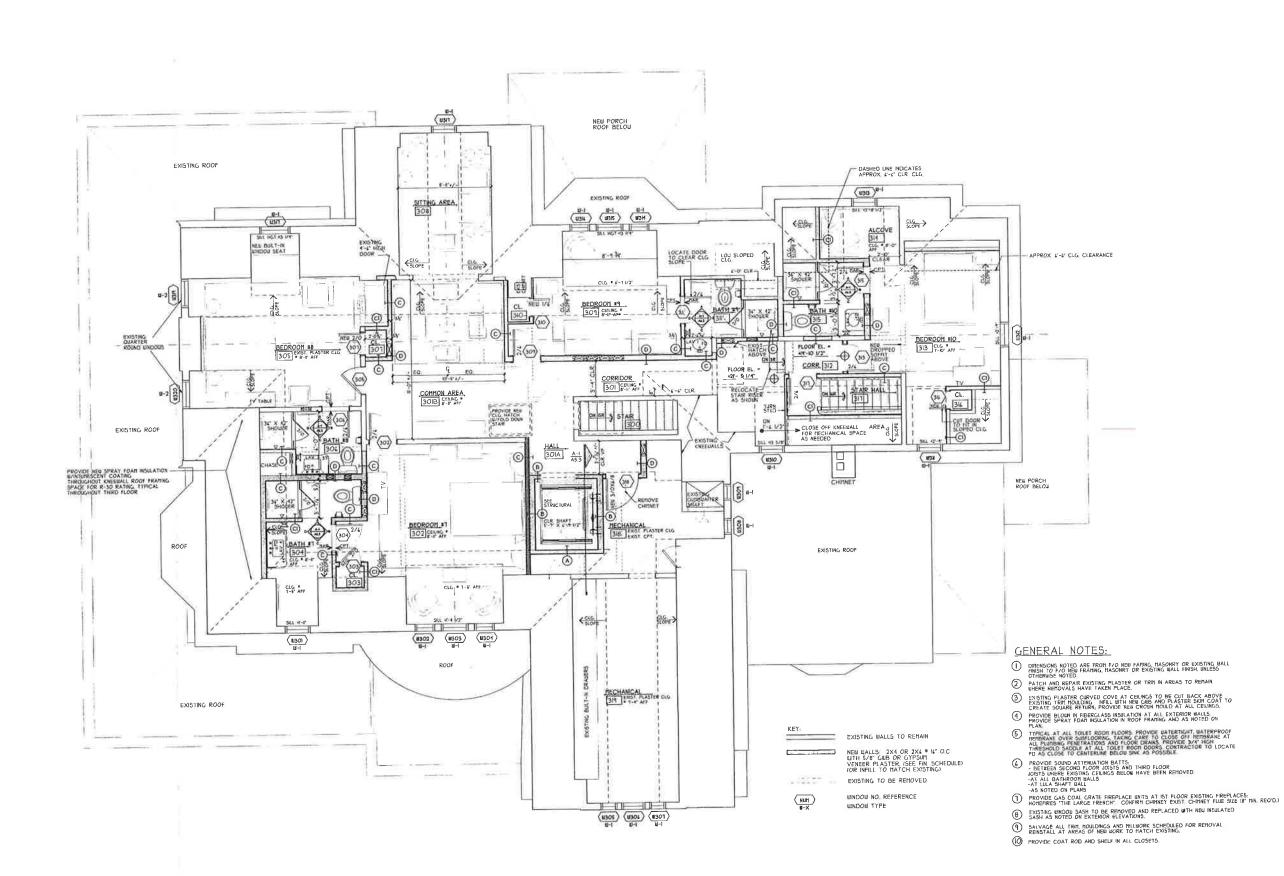
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HOLMES
& Associa
575 North SA
FX (315)

SECOND FLOOR PLAN

SECOND FLOOR PLAN SCALE : 1/4" = 1'-0"

A-1 A12





ISSUE FOR BID **DOCUMENTS**

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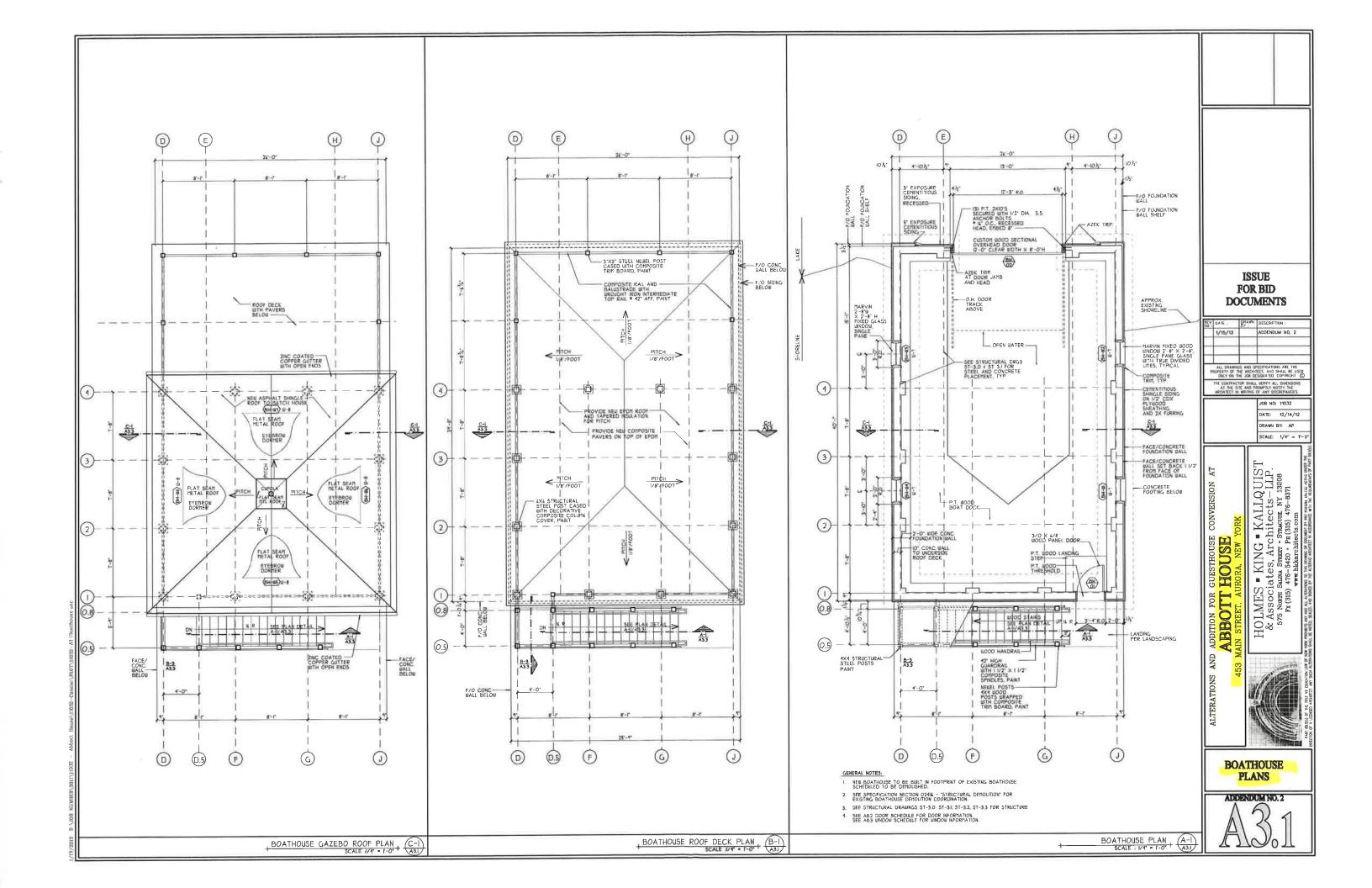
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AND

THIRD FLOOR PLAN

THIRD FLOOR PLAN



617.20 Appendix A State Environmental Quality Review **FULL ENVIRONMENTAL ASSESSMENT FORM**



Purpose: The full EAF is designed to help applicants and agencies determine, in an orderly manner, whether a project or action may be significant. The question of whether an action may be significant is not always easy to answer. Frequently, there are aspects of a project that are subjective or unmeasurable. It is also understood that those who determine significance may have little or no formal knowledge of the environment or may not be technically expert in environmental analysis. In addition, many who have knowledge in one particular area may not be aware of the broader concerns affecting the question of significance.

The full EAF is intended to provide a method whereby applicants and agencies can be assured that the determination process has been orderly, comprehensive in nature, yet flexible enough to allow introduction of information to fit a project or action.

Full EAF Components: The full EAF is comprised of three parts:

- Part 1: Provides objective data and information about a given project and its site. By identifying basic project data, it assists a reviewer in the analysis that takes place in Parts 2 and 3.
- Part 2: Focuses on Identifying the range of possible impacts that may occur from a project or action. It provides guidance as to whether an impact is likely to be considered small to moderate or whether it is a potentially-large impact. The form also identifies whether an Impact can be mitigated or reduced.
- Part 3: If any impact in Part 2 is identified as potentially-large, then Part 3 is used to evaluate whether or not the impact is actually important.

THIS AREA FOR <u>LEAD AGENCY</u> USE ONLY

DETERMINATION OF SIGNIFICANCE -- Type 1 and Unlisted Actions

	ortions of EAF completed for this project: Part 1 Part 2 Part 3 of the Information recorded on this EAF (Parts 1 and 2 and 3 if appropriate), and any other supporting information, a	
considering b	oth the magnitude and importance of each impact, it is reasonably determined by the lead agency that:	
X	The project will not result in any large and important impact(s) and, therefore, is one which will not have a significant impact on the environment, therefore a negative declaration will be prepared.	****
<u> </u>	Although the project could have a significant effect on the environment, there will not be a significant effect for this Unlisted Action because the mitigation measures described in PART 3 have been required, therefore a CONDITIONED negative declaration will be prepared.*	
	The project may result in one or more large and important impacts that may have a significant impact on the environment, therefore a positive declaration will be prepared.	
	onditioned Negative Declaration is only valid for Unlisted Actions tt House - Guesthouse Conversion	
-	Name of Action	
Villag	ge of Aurora Planning Board	
***************************************	Name of Lead Agency	
	CY GIL ame of Responsible Officer in Lead Agency Chaw Planning Boar Title of Responsible Officer	1
	sponsible Officer in Lead Agency Signature of Preparer (If different from responsible officer)	_
Signature of Res	sponsible Oxicer in Lead Agency Signature of Property (if different top 1	
	120ct 2011	
osite	Date	
	D 4 - 104	

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PART 1--PROJECT INFORMATION Prepared by Project Sponsor

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

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

Name of Action Abbott House - Guesthouse Convers	sion	
Location of Action (include Street Address, Municipal 453 Main Street, Aurora, NY 13026	ity and County)	
Name of Applicant/Sponsor Pleasant T. Rowland, Li	LC	
Address 453 Main Street	40 - 40 San (1945 - 1971 - 1995 - 1975 - 1975 - 1975 - 1975 - 1975 - 1975 - 1975 - 1975 - 1975 - 1975 - 1975 -	
City / PO Aurora	State NY	Zip Code 13026
Business Telephone (315) 364-8814		
Name of Owner (If different) Same		New York Control of the Control of t
Address		
City / PO		
Business Telephone	Minus Production and a	
Description of Action:		
The applicant intends to renovate the Abbott House to exterior and interior renovations at the Abbott House, of geothermal wells.	o create ten (10) guest rooms for overnight the demolition of the garage, creation of a	accommodations. The work will involve dequate parking spaces, and installation

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

A. SITE DESCRIPTION Physical setting of overall project, both developed and undeveloped areas. Rural (non-farm) ✓ Residential (suburban) Urban Industrial Commercial 1. Present Land Use: Agriculture Other Forest 2. Total ecreage of project area: _ 2.08 acres. AFTER COMPLETION PRESENTLY APPROXIMATE ACREAGE acres Meadow or Brushland (Non-agricultural) acres acres acres Forested acres Agricultural (Includes orchards, cropland, pasture, etc.) acres _ acres acres Wetland (Freshwater or tidal as per Articles 24,25 of ECL) __ acres acres Water Surface Area acres acres Unvegetated (Rock, earth or fill) .25 acres .25 acres Roads, buildings and other paved surfaces 1.83 acres 1.83 acres Other (Indicate type) Lawn 3. What is predominant soil type(s) on project site? silty loam/weathered shale & gravel Moderately well drained _____% of site. ✓ Well drained 100 % of site a. Soil drainage: Poorly drained _____% of site b. If any agricultural land is involved, how many acres of soll are classified within soil group 1 through 4 of the NYS Land Classification System? ______ acres (see 1 NYCRR 370). 4. Are there bedrock outcroppings on project site? a. What is depth to bedrock ____10 +/- (in feet) 5. Approximate percentage of proposed project site with slopes: 10- 15%____% 15% or greater____% 6. Is project substantially contiguous to, or contain a building, site, or district, listed on the State or National Registers of Historic Places? ■ Yes ■ No 7. Is project substantially contiguous to a site listed on the Register of National Natural Landmarks? What is the depth of the water table? ____383.5 (in feet) 9. Is site located over a primary, principal, or sole source aquifer? 10. Do hunting, fishing or shell fishing opportunities presently exist in the project area?

	11. Does project site contain any species of plant or animal life that is identified as threatened or endangered?
	According to:
	Identify each species:
1.	2. Are there any unique or unusual land forms on the project site? (i.e., cliffs, dunes, other geological formations? Yes No
	Describe:
13	Is the project site presently used by the community or neighborhood as an open space or recreation area? Yes No If yes, explain:
14,	Does the present site include scenic views known to be important to the community? Yes No Views of Cayuga Lake, view of Greek Temple
15.	Streams within or contiguous to project area:
	None
	a. Name of Stream and name of River to which it is tributary
16.	Lakes, ponds, wetland areas within or contiguous to project area:
	Cayuga lake
b b	. Size (in acres):
ſ	42,956 acres

ngil 1. adequate electricity
2. needs more water to
run required sprinkler
system ■ Yes 17. Is the site served by existing public utilities? ■ Yes a. If YES, does sufficient capacity exist to allow connection? Yes b. If YES, will improvements be necessary to allow connection? 18. Is the site located in an agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and Yes 19. Is the site located in or substantially contiguous to a Critical Environmental Area designated pursuant to Article 8 of the ECL, and 6 NYCRR 6177 Yes # No ■ No Yes 20. Has the site ever been used for the disposal of solid or hazardous wastes? B. Project Description 1. Physical dimensions and scale of project (fill in dimensions as appropriate). Total contiguous acreage owned or controlled by project sponsor: Project acreage to remain undeveloped: 1.95 acres. Length of project, in miles: NA (if appropriate) Number of off-street parking spaces existing 4; proposed # 12 total ways Maximum vehicular trips generated per hour: ____1 or 2 (upon completion of project)? h. If residential: Number and type of housing units: Condominium Multiple Family One Family Two Family Initially ds. stairdeck

on West

on West

on west

exit/entran

no roof Ultimately I. Dimensions (in feet) of largest proposed structure: 5'0" height; 15'0" width; j. Linear feet of frontage along a public thoroughfare project will occupy is? 238.82 ft. 2. How much natural material (i.e. rock, earth, etc.) will be removed from the site? 0 tons/cubic yards. N/A 3. Will disturbed areas be reclaimed ■ Yes lNo a. If yes, for what intended purpose is the site being reclaimed? The property will be properly landscaped at the end of construction ■ Yes No b. Will topsoil be stockpiled for reclamation? Yes No c. Will upper subsoil be stockpiled for reclamation?

How many acres of vegetation (trees, shrubs, ground covers) will be removed from site? .05 acres,

5. Will any mature forest (over 100 years old) or other locally-important vegetation be removed by this project?	
Yes No	
6. If single phase project: Anticipated period of construction: 12 months, (including demolition)	
7. If multi-phased:	
a. Total number of phases anticipated (number)	
b. Anticipated date of commencement phase 1: wear, (including demolition)	
c. Approximate completion date of final phase: month vear.	rider
d. Is phase 1 functionally dependent on subsequent phases? Yes No	Ne.
8. Will blasting occur during construction? Yes No	,-
D. Anticipated date of commencement phase 1:	
10. Number of Jobs eliminated by this project 0	
11. Will project require relocation of any projects or facilities? Yes No	
If yes, explain:	
12. Is surface liquid waste disposal involved? Yes No	
a. If yes, indicate type of waste (sewage, industrial, etc) and amount	
b. Name of water body into which effluent will be discharged	
13. Is subsurface liquid waste disposal involved? Yes No Type	
14. Will surface area of an existing water body increase or decrease by proposal? Yes No	
If yes, explain;	
15. Is project or any portion of project located in a 100 year flood plain? Yes	
16. Will the project generate solid waste? Yes No	
a. If yes, what is the amount per month? tons	
b. If yes, will an existing solid waste facility be used? Yes No	
• • • • • • • • • • • • • • • • • • • •	
c. If yes, give name; location; location; location; No	
AN AND MAY AND AND OUR OUR DISCUSSION OF THE OUR DESCRIPTION OF THE OUR OF THE OUR OWNERS AND THE OUR OWNERS OF THE OUR OWNERS OWNERS OF THE OUR OWNERS OWNERS OWNERS OF THE OUR OWNERS OF THE OUR OWNERS OWNER	

e. If yes, explain:
· ·
17. Will the project involve the disposal of solid waste? Yes No
If yes, what is the anticipated rate of disposal? tons/month.
b If yes, what is the anticipated site life? years.
18. Will project use herbicides or pesticides? Yes No
19. Will project routinely produce odors (more than one hour per day)? Yes No
20. Will project produce operating noise exceeding the local ambient noise levels? Yes No
21. Will project result in an increase in energy use? Tes 🔳 No
if yes, indicate type(s)
2. If water supply is from wells, indicate pumping capacity gallons/minute.
3. Total anticipated water usage per day750_ gallons/day.
4. Does project involve Local, State or Federal funding? Yes 🔳 No
If yes, explain:

	25. Approvals Required:			Toma	Colombia I m. s
	City, Town, Village Board	Yes	■ No	Туре	Submittal Date
	City, Town, Village Planning	Board Yes	☐ No	Site Plan Approval Special Use Permit	
g	City, Town Zoning Board	Yes	■ No		
	City, County Health Departme	ent Yes	☐ No	Temporary Residence Permit	
	Other Local Agencies	Yes	☐ No	CPP - Certificate of Appropriateness	
	Other Regional Agencies	Yes	☐ No	Cayuga County Planning Board / GML Section 239	
	State Agencies	Yes	☐ No	NYSDEC	
	Federal Agencies	Yes	■No		×
C. 1.	Zoning and Planning Information Does proposed action involve a If Yes, indicate decision required:	planning or zoning	decision?	Yes No	8
	Zoning amendment Site plan	Zoning varian		New/revision of master plan Resource management plan	Subdivision Other

What is the zoning classification(s) of the site?		
Residential		
What is the maximum potential development of the site if developed as permitted by the present : Subdivided into numerous residential lots.	zoning?	
What is the proposed zoning of the site?		
N/A		
What is the maximum potential development of the site if developed as permitted by the proposed	j zoning?	
N/A		
s the proposed action consistent with the recommended uses in adopted local land use plans?	■ Yes	□ No
/hat are the predominant land use(s) and zoning classifications within a ¼ mile radius of propose	d action?	
Residential Commercial		
commercial agricultural / residential ngs		
ne proposed action compatible with adjoining/surrounding land uses with a ¼ mile?	Yes	No
e proposed action is the subdivision of land, how many lots are proposed?		
What is the minimum lot size proposed?		

8. 9.

10. Will proposed action require any authorization(s) for the formation of sewer or water districts? Yes No	
11. Will the proposed action create a demand for any community provided services (recreation, education, police, fire protection))
Yes No	
a. If yes, is existing capacity sufficient to handle projected demand?	
12. Will the proposed action result in the generation of traffic significantly above present levels?	go
a. If yes, is the existing road network adequate to handle the additional traffic.	LOST.
The Planning Board does not know	
Informational Details	
Attach any additional information as may be needed to clarify your project. If there are or may be any adverse impacts associated with your proposal, please discuss such impacts and the measures which you propose to mitigate or avoid them.	
Verification	
I certify that the information provided above is true to the best of my knowledge.	
Applicant/Sponsor Name Pleasant T. Rowland, LLC Date 9-14-11	
Signature Lucyum Kanlum L	-
Title Sole Heinler	-

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

Filled out by Planning Board and CPP at joint PART 2 - PROJECT IMPACTS AND THEIR MAGNITUDE public hearing on Responsibility of Lead Agency October 12, 2011

General Information (Read Carefully)

In completing the form the reviewer should be guided by the question: Have my responses and determinations been reasonable? The reviewer is not expected to be an expert environmental analyst.

The Examples provided are to assist the reviewer by showing types of impacts and wherever possible the threshold of magnitude that would trigger a response in column 2. The examples are generally applicable throughout the State and for most situations. But, for any specific project or site other examples and/or lower thresholds may be appropriate for a Potential Large Impact response, thus requiring evaluation in Part 3.

The impacts of each project, on each site, in each locality, will vary. Therefore, the examples are illustrative and have been offered as guidance. They do not constitute an exhaustive list of impacts and thresholds to answer each question.

The number of examples per question does not indicate the importance of each question.

in identifying impacts, consider long term, short term and cumulative effects.

Instructions (Read carefully)

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

Maybe answers should be considered as Yes answers. b.

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

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

If reviewer has doubt about size of the impact then consider the impact as potentially large and proceed to PART 3. 0.

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

	* * * * * * * * * * * * * * * * * * *	1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
	Impact on Land			
1. Will the site?	Proposed Action result in a physical change to the project	21		
2110 1	NO YES X			
- E :	Any construction on slopes of 15% or greater, (15 foot rise per 100 foot of length), or where the general slopes in the project area exceed 10%.			Yes No
. 0	Construction on land where the depth to the water table is less than 3 feet.			Yes No
٥	Construction of paved parking area for 1,000 or more vehicles.			Yes No
0	Construction on land where bedrock is exposed or generally within 3 feet of existing ground surface.			Yes No
D	Construction that will continue for more than 1 year or involve more than one phase or stage.			Yes No
0	Excavation for mining purposes that would remove more than 1,000 tons of natural material (i.e., rock or soil) per year.			Yes No

			1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
		Construction or expansion of a santary landfill.			Yes No
		Construction in a designated floodway.			Yes No
		Other impacts: especially parking Demolition of a garage, remiral of cement, per at abbott House site, new bluestene event terrace; To have an engineered faunt of room for an undeter	2) additional o	arking on 3	Yes No parking spaces herwood Rond lot ond a shuttle peryce
2.		ill there be an effect to any unique or unusual land forms found on e site? (i.e., cliffs, dunes, geological formations, etc.)			
		Specific land forms:		_=	Yes Nò
		impact on Water			
3.	(U	II Proposed Action affect any water body designated as protected? nder Articles 15, 24, 25 of the Environmental Conservation Law, CL)			*
		NO YES			
	Ex []	amples that would apply to column 2 Developable area of site contains a protected water body.			Yes No
		Dredging more than 100 cubic yards of material from channel of a protected stream.			Yes No
		Extension of utility distribution facilities through a protected water body.			Yes No
	0	Construction in a designated freshwater or tidal wetland.			Yes No
		Other impacts:	Ш		Yes No
9	Will	Proposed Action affect any non-protected existing or new body of er?			
	.,	NO YES		¥	
		mples that would apply to column 2 A 10% increase or decrease in the surface area of any body of water or more than a 10 acre increase or decrease.			Yes No
		Construction of a body of water that exceeds 10 acres of surface area.			Yes No
	D	Other Impacts:			Yes No

	a a constant of the constant o	1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
5. 1	Will Proposed Action affect surface or groundwater quality or quantity? NO TYES		8	
	Examples that would apply to column 2 Proposed Action will require a discharge permit.			Yes No
0	Proposed Action requires use of a source of water that does not have approval to serve proposed (project) action.			Yes No
	Proposed Action requires water supply from wells with greater than 45 gallons per minute pumping capacity.			Yes No
	Construction or operation causing any contamination of a water supply system.			Yes No
	Proposed Action will adversely affect groundwater.			Yes No
	Liquid effluent will be conveyed off the site to facilities which presently do not exist or have inadequate capacity.			Yes No
	Proposed Action would use water in excess of 20,000 gallons per day.			Yes No
	Proposed Action will likely cause siltation or other discharge into an existing body of water to the extent that there will be an obvious visual contrast to natural conditions.			Yes No
'n	Proposed Action will require the storage of petroleum or chemical products greater than 1,100 gallons.			Yes No
П.,	Proposed Action will allow residential uses in areas without water and/or sewer services.			Yes No
0	Proposed Action locates commercial and/or industrial uses which may require new or expansion of existing waste treatment and/or storage facilities.			Yes No
D	Other impacts:			Yes No
	*			,

			1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
6.		VIII Proposed Action alter drainage flow or patterns, or surface water unoff?			¥
	E:	xamples that would apply to column 2 Proposed Action would change flood water flows			Yes No
	0	Proposed Action may cause substantial erosion.			Yes No
		Proposed Action is incompatible with existing drainage patterns.		791	Yes No
		Proposed Action will allow development in a designated floodway.			Yes No
		Other impacts:			Yes No
					â.
		IMPACT ON AIR			
7.	Wil	Proposed Action affect air quality? NO YES			*
		amples that would apply to column 2 Proposed Action will induce 1,000 or more vehicle trips in any given hour.			Yes No
	0	Proposed Action will result in the incineration of more than 1 ton of refuse per hour.			Yes No
	D	Emission rate of total contaminants will exceed 5 lbs. per hour or a heat source producing more than 10 million BTU's per hour.			Yes No
l		Proposed Action will allow an increase in the amount of land committed to industrial use.			Yes No
[Proposed Action will allow an increase in the density of industrial development within existing industrial areas.			Yes No
[) (Other impacts:			Yes No
	100	IMPACT ON PLANTS AND ANIMALS			
. V		Proposed Action affect any threatened or endangered species? NO YES			
E	F	ples that would apply to column 2 Reduction of one or more species listed on the New York or Rederal list, using the site, over or near Rederal list, using the site.			Yes No

8.

		1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
	Removal of any portion of a critical or significant wildlife habitat.			Yes No
	Application of pesticide or herbicide more than twice a year, other than for agricultural purposes.			Yes No
	Other impacts:			Yes No
9. 1	Will Proposed Action substantially affect non-threatened or non-endangered species? NO YES			
	Examples that would apply to column 2 Proposed Action would substantially interfere with any resident or migratory fish, shellfish or wildlife species.			Yes No
ם	Proposed Action requires the removal of more than 10 acres of mature forest (over 100 years of age) or other locally important vegetation.			Yes No
٥	Other impacts:		×	Yes No
10. W	IMPACT ON AGRICULTURAL LAND RESOURCES III Proposed Action affect agricultural land resources? NO YES			
	amples that would apply to column 2 The Proposed Action would sever, cross or limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc.)	X		Yes No
0	Construction activity would excavate or compact the soil profile of $\bigwedge A$ agricultural land.			Yes No
. 0	The Proposed Action would irreversibly convert more than 10 acres of agricultural land or, if located in an Agricultural District, more than 2.5 acres of agricultural land.			Yes No

				1	2	3
				Small to Moderate	Potential Large	Can Impact Be Mitigated by
				Impact	Impact	Project Change
		·	NA			Yes No
		agricultural land management systems (e.g., subsurface drain lines, outlet ditches, strip cropping); or create a need for such	[*] (<	
		measures (e.g. cause a farm field to drain poorly due to increased runoff).				
		Other impacts:				Yes No
		2				
		IMPACT ON AESTHETIC RESOURCES				
1		/III Proposed Action affect aesthetic resources? (If necessary, use e Visual EAF Addendum in Section 617.20, Appendix B.)				
	Ex D	xamples that would apply to column 2 Proposed land uses, or project components obviously different		\boxtimes		Yes No
	_	from or in sharp contrast to current surrounding land use patterns, whether man-made or natural.				
		Proposed land uses, or project components visible to users of		\boxtimes		☐Yes ☐ No
	ш	aesthetic resources which will eliminate or significantly reduce their enjoyment of the aesthetic qualities of that resource.		hazard		
	D	Project components that will result in the elimination or significant screening of scenic views known to be important to	NA			Yes No
		the area.				
		Other impacts:				Yes No
					*:	
	II	MPACT ON HISTORIC AND ARCHAEOLOGICAL RESOURCES				
12.		Proposed Action impact any site or structure of historic, historic or paleontological importance? NO YES		760		
2.00	Exa	amples that would apply to column 2			п	
		Proposed Action occurring wholly or partially within or substantially contiguous to any facility or site listed on the State or National Register of historic places.		X		Yes No
	0	Any impact to an archaeological site or fossil bed located within the project site.	NΑ			Yes No
	0	Proposed Action will occur in an area designated as sensitive for archaeological sites on the NYS Site Inventory.	NA			Yes No

	D	Other impacts:	Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change Yes No
					endere and a second second
		IMPACT ON OPEN SPACE AND RECREATION			
13.	oper	proposed Action affect the quantity or quality of existing or future a spaces or recreational opportunities? NO YES			
	Exam D	nples that would apply to column 2 The permanent foreclosure of a future recreational opportunity.			Yes No
		A major reduction of an open space important to the community.			Yes No
i		Other impacts:			Yes No
		(+)		94	
	-	IMPACT ON CRITICAL ENVIRONMENTAL AREAS		-	
p L	harac ursua	roposed Action impact the exceptional or unique cteristics of a critical environmental area (CEA) established ant to subdivision 6NYCRR 617.14(g)? NO YES e environmental characteristics that caused the designation of A.			*
					-
E >	amp Pro	les that would apply to column 2 posed Action to locate within the CEA?		П	Yes No
	Pro	oposed Action will result in a reduction in the quantity of the ource?			Yes No
		posed Action will result in a reduction in the quality of the ource?			Yes No
0	Propreso	posed Action will impact the use, function or enjoyment of the ource?			Yes No
	Othe	er impacts:			Yes No

		1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
	IMPACT ON TRANSPORTATION			
15.	Will there be an effect to existing transportation systems? NO X YES			
_	Examples that would apply to column 2 Alteration of present patterns of movement of people and/or goods.	\boxtimes		Yes No
	Proposed Action will result in major traffic problems.			Yes No
	Other impacts:			Yes L No
		8		×
Α.	IMPACT ON ENERGY			
	/ill Proposed Action affect the community's sources of fuel or nergy supply?		*	
	NO YES	9	* _	
E 0	ramples that would apply to column 2 Proposed Action will cause a greater than 5% increase in the use of any form of energy in the municipality.			Yes No
	Proposed Action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two family residences or to serve a major commercial or industrial use.			Yes No
	Other impacts:			Yes No
	2		i.	
	NOISE AND ODOR IMPACT			
	I there be objectionable odors, noise, or vibration as a result of Proposed Action?			
	NO YES			
- Exe D	imples that would apply to column 2 Blasting within 1,500 feet of a hospital, school or other sensitive facility.	Sec.		Yes No
0	Odors will occur routinely (more than one hour per day).			Yes No
	Proposed Action will produce operating noise exceeding the local ambient noise levels for noise outside of structures.			Yes No
	Proposed Action will remove natural barriers that would act as a noise screen.			Yes No
.0	Other impacts:			Yes No

		Small to Moderate Impact	Potential Large Impact	3 Can Impact Be Mitigated by Project Change
	IMPACT ON PUBLIC HEALTH			
18.	Will Proposed Action affect public health and safety? NO YES			(85)
,	Proposed Action may cause a risk of explosion or release of hazardous substances (i.e. oil, pesticides, chemicals, radiation, etc.) In the event of accident or upset conditions, or there may be a chronic low level discharge or emission.			Yes No
]	Proposed Action may result in the burial of "hazardous wastes" in any form (i.e. toxic, poisonous, highly reactive, radioactive, irritating, infectious, etc.)			Yes No
	Storage facilities for one million or more gallons of liquefied natural gas or other flammable liquids.			Yes No
	Proposed Action may result in the excavation or other disturbance within 2,000 feet of a site used for the disposal of solid or hazardous waste.			Yes No
	Other impacts:			Yes No
	IMPACT ON GROWTH AND CHARACTER OF COMMUNITY OR NEIGHBORHOOD			
19. W	Proposed Action affect the character of the existing community?			
E x	tamples that would apply to column 2 The permanent population of the city, town or village in which the project is located is likely to grow by more than 5%.	NA 🗆		Yes No
	The municipal budget for capital expenditures or operating services will increase by more than 5% per year as a result of this project.			Yes No
	Proposed Action will conflict with officially adopted plans or goals.			Yes No
	Proposed Action will cause a change in the density of land use.			Yes No
0	Proposed Action will replace or eliminate existing facilities, structures or areas of historic importance to the community.		, 🗆	Yes No
0	Development will create a demand for additional community services (e.g. schools, police and fire, etc.)			Yes No

		1 Small to Moderate Impact	2 Potential Large Impact	3 Can Impact Be Mitigated by Project Change
	Proposed Action will set an important precedent for future projects.			Yes No
	Proposed Action will create or eliminate employment.	diane		Yes No
	Other impacts:			Yes No
20 le th	ore or is there likely to be subli-			Ĭ
adv	ere, or is there likely to be, public controversy related to potential erse environment impacts? NO YES amended at			
2	ee attached letter from the	Echelbarg	ess.	at The
Υ,	ublic Hearing. the PB felt	that publ	ic re	action
ω	as more positive Than negat	rive, but c	oncer	ns were
ex	ublic Hearing the PB felt as more positive than negati pressed about additional po	asking.		

If Any Action in Part 2 Is Identified as a Potential Large Impact or If you Cannot Determine the Magnitude of Impact, Proceed to Part 3

Part 3 - EVALUATION OF THE IMPORTANCE OF IMPACTS

Responsibility of Lead Agency

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

Instructions (If you need more space, attach additional sheets)

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

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

To answer the question of importance, consider:

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

