

LETTER OF TRANSMITTAL

TO: Village of Ballston Spa Building
Department
Attn: Dave LaFountain
66 Front Street
Ballston Spa, NY 12020

DATE: May 2, 2025 JOB NO.: 2023024

ATTENTION: Dave LaFountain

RE: Tannery Commons

WE ARE SENDING YOU ☒ Attached ☐ Under separate cover via _____ the following items

☐ Shop drawings ☒ Prints ☐ Plans ☐ Samples ☐ Specifications
☐ Copy of letter ☐ Change order ☐ _____

COPIES	DATE	NO.	DESCRIPTION
10			Site Plan Application Form and Checklist- Signed
10			Owner Authorization Letter
10			Letter of Intent
10			Site Plan Drawing Set – The LA Group and TAT
10			Full EAF - Signed
10			EAF supporting document – Knapp Letter
10			EAF supporting document – LaBella Environmental Summary Letter
10			EAF supporting document – LaBella Habitat Assessment Report
1			EAF supporting document – GPI Traffic Study
10			EAF supporting document – NYS Parks Letter of No Effect
1			Stormwater Pollution Prevention Plan
1			Engineers Report
10			Bath Street Rendering - TAT
1			Application Fee for Site Plan - \$100
10			Environmental Easement from July 2019
10			Certificate of Completion – Brownfield Cleanup Program

THESE ARE TRANSMITTED as checked below:

☐ For approval ☐ Approved as submitted ☐ Resubmit _____ copies for approval
☐ For your records ☐ Approved as noted ☐ Submit _____ copies for distribution
☐ As requested ☐ Return for corrections ☐ Return _____ corrected prints
☒ For review and comments ☐ _____
☐ FOR BIDS DUE _____ 20____ ☐ PRINTS RETURNED AFTER LOAN TO US

REMARKS: A digital Application is provided as well

SIGNED: Matthew C. Brashers