

# VILLAGE OF DOBBS FERRY

## SITE PLAN CHECK LIST

The items listed below should be reviewed by the applicant's design professional to aid in providing a complete submission.

### AGENCY APPROVALS

<p>APPLICANT IS PURSUING ALL REQUIRED STATE AND COUNTY APPROVALS</p>
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YES

NO

Westchester County Department of Health  
Septic and Water.

✓

    

New York State Department Environmental  
Conservation Stormwater SPDES.

✓

    

New York City Department Environmental  
Protection Joint Septic.

    

NA

New York City Department of Environmental  
Protection SWPPP.

    

NA

### VILLAGE PERMITS/APPROVALS

APPLICANT IS PURSUING  
ALL REQUIRED VILLAGE  
PERMITS AND APPROVALS

Zoning Board of Appeals.

    

NA

Blasting and Explosives Permit.

    

NA

Fill Permit.

    

NA

Freshwater Wetlands Permit.

    

NA

Site Plan to comply with Subdivision

Plat approval requirements

    

NA

Stormwater Pollution Prevention Plan (SWPPP)

✓

    

Architectural Review

✓

    

Building Permit

✓

    

Excavation/Grading Permit

INCLUDED IN THE  
BUILDING PERMIT  
APPLICATION

Demolition Permit

Electrical Permit

### SITE PLAN INFORMATION

1. 24" x 36" maximum drawing size.

Drawings are 30"X42"

2. Minimum scale: (1" = 30').

✓

    

3. Project Name.

✓

    

4. Name and address of engineer and surveyor.

✓

    

5. Name and address of owner of record and applicant.

✓

    

6. Drawings signed and sealed by P.E. or R.A.

✓

    

7. Original drawing date & revision dates.

✓

    

8. Tax map section and lot numbers.

✓

- |     |  |             |             |
|-----|--|-------------|-------------|
| 9.  | Location plan with existing and adjacent zoning district.  | <u>✓</u>    | <u>    </u> |
| 10. | Scale, north arrow, date of survey, property acreage, drawings numbered (i.e., 1 of 3, 2 of 3, etc.) & identify adjoining property owners. | <u>✓</u>    | <u>    </u> |
| 11. | Minimum yard setbacks.   | <u>    </u> | <u>NA</u>   |
| 12. | Provide bulk zoning table with all existing, proposed and required conditions.   | <u>✓</u>    | <u>    </u> |

### AGENCY APPROVALS

- |     |  |          |             |
|-----|--|----------|-------------|
| 12. | Estimated quantity of cut or fill to be imported or removed from site or provide note stating that ANo material is to be imported or removed from this site. @ | <u>✓</u> | <u>    </u> |
| 13. | Topography at two feet maximum intervals.  | <u>✓</u> | <u>    </u> |
| 14. | Topography along streets adjacent to property.   | <u>✓</u> | <u>    </u> |
| 15. | Existing buildings, retaining walls, fences, rock outcrops, wooded areas, watercourses, water bodies, wetlands and wetland controlled areas, etc.              | <u>✓</u> | <u>    </u> |
| 16. | Total amount of site area disturbed  | <u>✓</u> | <u>    </u> |

### DRAINAGE

- |     |  |   |             |
|-----|--|---|-------------|
| 1.  | Collect and convey driveway runoff. Mitigate increases in site runoff due to site development.   | <u>✓</u>  | <u>    </u> |
| 2.  | Roof drains to discharge to existing or proposed drainage system. Mitigate increases from roof runoff.   | <u>✓</u>  | <u>    </u> |
| 3.  | Surface inlets provided where low points cannot be graded to drain .   | <u>✓</u>  | <u>    </u> |
| 4.  | Swale provided between buildings and embankment which slopes toward building.  | <u>✓</u>  | <u>    </u> |
| 5.  | Culverts provided where roads or driveways cross watercourses.   | <u>    </u>   | <u>NA</u>   |
| 6.  | Catch basin spacing adequate.  | <u>✓</u>  | <u>    </u> |
| 7.  | All rim and invert elevations provided.  | <u>✓</u>  | <u>    </u> |
| 8.  | Two feet minimum cover of storm drains in roads, driveways and parking areas. 18" minimum elsewhere.   | <u>    </u>   | <u>NA</u>   |
| 9.  | Drywells provided with emergency overflow outlet pipes to grade. Multiple drywell systems should be connected by equalization pipes with rim and invert elevations posted. | <b>EXISTING INTERCONNECTED DRYWELL SYSTEM TO REMAIN</b> |             |
| 10. | Minimum storm drain pipe size 15" diameter.  | <u>✓</u>  | <u>    </u> |

- |     |  |               |               |
|-----|--|---------------|---------------|
| 11. | Headwalls or end sections provided at pipe inlets and outlets. | <u>      </u> | <u>NA</u>     |
| 12. | Rip-rap provided at headwalls and end sections.                | <u>      </u> | <u>NA</u>     |
| 13. | Provide cross section for pond or detention facility.          | <u>✓</u>      | <u>      </u> |

**SITE INGRESS/EGRESS**

- |    |   |          |               |
|----|---|----------|---------------|
| 1. | Adequate sight distance at driveway intersection with road.   | <u>✓</u> | <u>      </u> |
| 2. | Site accessible to fire trucks, emergency vehicles, tractor trailers for fill deliveries, moving vans, oil trucks, etc. | <u>✓</u> | <u>      </u> |
| 3. | Backup space for parking area.  | <u>✓</u> | <u>      </u> |
| 4. | Driveways intersecting existing road at 90E.  | <u>✓</u> | <u>      </u> |

**SITE GRADING**

- |     |   |               |                    |
|-----|---|---------------|--------------------|
| 1.  | All proposed grading on property for house, driveway and septic. Show limit line of disturbance.  | <u>✓</u>      | <u>      </u>      |
| 2.  | Driveway platform sloped at 4% maximum within 25 feet of centerline of street or within 35 feet from the Right-of-Way, whichever is the greater distance. | <u>      </u> | <u>NA</u>          |
| 3.  | Driveway slope 14% maximum.   | <u>✓</u>      | FOR ALL NEW SPACES |
| 4.  | Parking area 5% maximum.  | <u>✓</u>      |                    |
| 5.  | Paved areas 1% minimum grade at curb line.  | <u>✓</u>      |                    |
| 6.  | Lawn area 2% minimum.   | <u>✓</u>      |                    |
| 7.  | Top and bottom of retaining wall elevations provided.   | <u>✓</u>      | <u>      </u>      |
| 8.  | Outside grade pitched away from residence.  | <u>✓</u>      | <u>      </u>      |
| 9.  | Guide rail provided at steep drop offs.   | <u>      </u> | <u>NA</u>          |
| 10. | Spot elevations at corners of residence and parking area where necessary to ensure positive drainage.   | <u>✓</u>      | <u>      </u>      |
| 11. | Finished floor elevations provided including basement.  | <u>✓</u>      | <u>      </u>      |
| 12. | Plans and calculations for walls $\geq$ 4 feet Signed & Sealed by P.E., R.A.  | <u>      </u> | <u>NA</u>          |
| 13. | Provide profiles of proposed roads with vertical geometry.  | <u>      </u> | <u>NA</u>          |
| 14. | Provide horizontal geometry.  | <u>✓</u>      | <u>      </u>      |

**GENRAL**

- |    |   |          |               |
|----|---|----------|---------------|
| 1. | Show existing and proposed utilities(water, sewer,etc.) | <u>✓</u> | <u>      </u> |
| 2. | Show snow piling areas.                                 | <u>✓</u> | <u>      </u> |

3.	Show refuse areas with enclosures.	<u>✓</u>	<u>      </u>
4.	Show zoning map with districts(school,fire,etc).	<u>✓</u>	<u>      </u>
5.	Show signage.	<u>      </u>	<u>✓</u>
6.	Show landscaping.	<u>✓</u>	<u>      </u>
7.	Provide sections and details of wall.	<u>✓</u>	<u>      </u>
8.	Provide phasing plan for areas over 5ac.	<u>      </u>	<u>NA</u>
9.	Provide lighting plan.	<u>      </u>	<u>      </u>
10.	Maintain low noise level at property line.	<u>✓</u>	<u>      </u>
11.	ADA compliance	<u>✓</u>	<u>      </u>
12.	-Village Construction Standard Compliance	<u>✓</u>	<u>      </u>

### **SITE PLAN NOTES**

1.	General construction notes.	<u>✓</u>	<u>      </u>
2.	Construction Sequence shown on plans.	<u>✓</u>	<u>      </u>
3.	The following notes shall be provided on the plans: AShould rock blasting be required, a permit application in accordance with Chapter 125 - Blasting and Explosives of the Village of Dobbs Ferry Code must be submitted to the Village by the applicant for review/approval. This should be noted on the plans as follows:	<u>✓</u>	<u>      </u>
	AThe Village Engineer may require additional erosion control measures if deemed appropriate to mitigate unforeseen siltation and erosion of disturbed soils.@	<u>✓</u>	<u>      </u>
	AAAs-Built plans of the proposed driveway and drainage improvements shall be submitted to the Village Engineer for review prior to issuance of Certificate of Occupancy.@	<u>✓</u>	<u>      </u>
	AFill material imported to the site shall be certified in writing by a New York Licensed Professional Engineer as clean, non-contaminated fill suitable for the intended use.@	<u>✓</u>	<u>      </u>
	“Before the site plan is signed by the Chairman of the Planning Board, the applicant shall be required to post a performance bond or other type of		

acceptable monetary guaranty which shall be in an amount determined by the Planning Board and the Village Engineer and in a form satisfactory to the Village Attorney”.

✓

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4. The following notes shall be provided on plans that involve SWPPP’s:

The applicant shall notify the Building Department or Village’s Consulting Engineer in writing at least 48 hours before any of the following so that any inspection may be performed.

- |   |          |       |
|---|----------|-------|
| 1) Start of construction  | <u>✓</u> | _____ |
| 2) Installation of sediment and erosion control measures.           | <u>✓</u> | _____ |
| 3) Completion of site clearing.                                     | <u>✓</u> | _____ |
| 4) Completion of rough grading.                                     | <u>✓</u> | _____ |
| 5) Installation of SMP’s.   | <u>✓</u> | _____ |
| 6) Completion of final grading and stabilization of distured areas. | <u>✓</u> | _____ |
| 7) Closure of construction.   | <u>✓</u> | _____ |
| 8) Completion of final landscaping; and                             | <u>✓</u> | _____ |
| 9) Successful establishment of landscaping in public areas.         | <u>✓</u> | _____ |

“The owner or operator shall have a qualified inspector inspect and document the effectiveness of all erosion and sedimentation control practices and prepare inspection reports at least once a month. These reports must be kept on site and available for review”.

✓

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**SITE CONSTRUCTION DETAILS**

Driveway Profile

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NA

Driveway and shoulder section		<u>NA</u>
Roadway replacement	<input checked="" type="checkbox"/>	_____
Pavement section	<input checked="" type="checkbox"/>	_____
Sidewalk Details	<input checked="" type="checkbox"/>	_____
Rip-rap slopes, embankments and aprons	_____	<u>NA</u>
Paved, rip-rapped, grass gutters	_____	<u>NA</u>
NYSDOT material item numbers	<input checked="" type="checkbox"/>	_____
Detention basin	<b>AS CHAMBERS</b>	_____
Catch basin		<u>NA</u>
Surface inlet	<input checked="" type="checkbox"/>	_____
Drain manhole	<input checked="" type="checkbox"/>	_____
Headwall	_____	<u>NA</u>
Curb	<input checked="" type="checkbox"/>	_____
Drywell	_____	<u>NA</u>
Underdrain	<input checked="" type="checkbox"/>	_____
Retaining wall	_____	<u>NA</u>
Silt fence	<input checked="" type="checkbox"/>	_____
Haybales	<input checked="" type="checkbox"/>	_____
Inlet protection	<input checked="" type="checkbox"/>	_____
Anti-tracking strip	<input checked="" type="checkbox"/>	_____
Guiderail	_____	<u>NA</u>
Energy dissipater	_____	<u>NA</u>
Sediment traps or basins	_____	<u>NA</u>

### **EROSION CONTROL PLAN**

Erosion control measures implemented as per New York  
Guidelines for Urban Erosion and Sediment Control.



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### **MISCELLANEOUS ITEMS**

- |    |  |           |       |
|----|--|-----------|-------|
| 1. | Proposed easements   |           |       |
|    | a) Temporary construction  | <u>NA</u> | _____ |
|    | b) Drainage  | <u>NA</u> | _____ |
|    | c) Sight   | <u>NA</u> | _____ |
|    | d) Slope   | <u>NA</u> | _____ |
|    | e) Driveway access   | <u>NA</u> | _____ |
| 2. | Existing sanitary disposal system in the vicinity<br>of construction activity protected with temporary<br>fencing. | <u>NA</u> | _____ |