

# Village of Dobbs Ferry

# Land Use Approval Application

Name of Proposed Development					
Applicant:					
Name					
Address					
Telephone					
Email Address					
Plan Prepared by:					
Name					
Address					
Telephone					
Email Address					
Request for Site Plan	Subdivision	Special Permit			
tel: 914-478-0799 email: sl@cgastudio.com Architect (Contact Information)					
Engineer (Contact Information)					

# Owner (if different from Applicant) Same as Applicant Address Telephone Ownership intentions, i.e. purchase options **Property Information** Location of site Tax map description: Sheet\_\_\_\_\_ Block\_\_\_\_\_ Lot/Parcel\_\_\_\_\_ Current Zoning Classification\_\_\_\_\_ Description of Project\_\_\_\_\_ Signature of Applicant, if Owner or Signature of Owner Date 1/6/23

#### **Submittal Requirements**

Plans attached are submitted at the direction of the Building Inspector for review by the following board (check all that apply):

□ BOT- 1 PDF copy + 5 paper copies ¼ scale

PB - 1 PDF copy + 4 paper copies ¼ scale

In addition, a Short Environmental Assessment Form and Coastal Assessment Form must be submitted with each application.

#### **Submittal Deadlines**

Planning Board and Board of Trustees: All new applications must be received by the calendar marked deadline, 15 business days before the meeting. Items that were adjourned from the previous meeting must be submitted 10 business days before the meeting date.

All submissions and documents must be submitted to the Building Department.

#### **Site Development Plan Review**

#### Checklist

Technical Considerations:	Item Satisfied
North Arrow, Scale date	
Property boundary, dimensions and angles	
Easements and deed restrictions	
Names, locations and widths of adjacent streets	
Land use, zoning, ownership and physical improvement	
of adjacent properties	
<u>List of Required Plans for Approval:</u>	
Survey	
Existing Conditions Plan with Topography	
Site Plan with Zoning Table	
Landscaping Plans	
Tree Removal Plan	
Lighting Plans	
Architectural Plans	
Materials Specifications	
Erosion and Sedimentation Control Plan	
Grading and Drainage Plan with Topography	
Stormwater Plan	
IItilities Plan	

#### **Other Site Plan Elements:**

Building & Structures	
Natural Features	
Wetlands	
Hydrologic Features	
Floodplains	
Development Features	
Vehicular and Pedestrian ways including ingress and egress	
Site Improvements such as parking, storage, and recreation areas	
Signs	
Outdoor lighting and public address systems	

## **Standards for Building Permit**

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

SITE	PL/	١N	INF	ORN	TAN	ION
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1.	24" x 36" maximum drawing size
	Minimum scale: (1" = 30")
	Project Name
	Name and address of engineer and surveyor No engineer required
	Name and address of owner of record and applicant
	Drawings signed and sealed by P.E. or R.A.
	Original drawing date & revision dates
	Tax map section and lot numbers
9.	Location plan with existing and adjacent zoning district
10.	Scale, north arrow, date of survey, property acreage, drawings numbered (i.e., 1 of 3, etc.)
11.	Minimum yard setbacks
12.	Provide bulk zoning table with all existing, proposed, and required conditions
13.	Estimated quantity of cut or fill to be imported or removed from site
14.	Topography at two feet maximum intervals See elevation points on Survey and Site Plan
	Topography along streets adjacent to property See elevation points on Survey and Site Plan
16.	Existing conditions.
17.	Total amount of site area disturbed
DRAIN	AGE
1.	Collect and convey driveway runoff. Not Applicable, existing driveway and storm drainage system
	Roof drains to discharge to existing or proposed drainage system.
	Surface inlets provided where low points cannot be graded to drain Not Applicable
	Swale provided between buildings and embankment which slopes toward building Not Applicable
5.	Culverts provided where roads or driveways cross watercourses Not Applicable
6.	Catch basin spacing adequate Not Applicable
7.	All rim and invert elevations provided Not Applicable
	2 feet minimum cover of storm drains in roads, driveways, and parking areas. 18 inch
	minimum elsewhere Not Applicable
9.	Drywells provided with emergency overflow outlet pipes to grade. Multiple drywell Not Applicable, existing
	systems should be connected by equalization pipes with rim and invert elevations posted storm drainage system
10.	Minimum storm drain pipe size 15" diameter Not Applicable
11.	Headwalls or end sections provided at pipe inlets and outlets Not Applicable
12.	Rip-rap provided at headwalls and end sections Not Applicable
13.	Provide cross section for pond or detention facility Not Applicable

SITE INGRESS	/EGRESS
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1	Adequate sight distance at driveway intersection with road Not Applicable
2	Site accessible to fire trucks, emergency vehicles, tractor-trailers for fill deliveries, etc. Not Applicable
3	Backup space for parking area Not Applicable
	Driveways intersecting existing road at 90 degrees Not Applicable
TE GRA	<u>DING</u>
1	All proposed grading on property. Show limit line of disturbance.
2.	Driveway platform sloped at 4% maximum within 25 feet of centerline of street or within
3.	5 feet from the Right-of-Way, whichever is the greater distance. Not Applicable
3	Driveway slope 14% maximum. <i>Not Applicable</i>
4	Parking area 5% maximum. Not Applicable
5	Paved areas 1 % minimum grade at curb line. Not Applicable
6	Lawn area 2% minimum. Not Applicable
7	Top and bottom of retaining wall elevations provided. Not Applicable, existing retaining wall elevations
8	Outside grade pitched away from residence.
9	Guide rail provided at steep drop offs. Not Applicable
10	Spot elevations at comers of residence and parking area where necessary to ensure
p	ositive drainage.
11	Finished floor elevations provided including basement.
12	Plans and calculations for walls ≥ 4 feet Signed & Sealed by P.E., R.A. Not Applicable
13	Provide profiles of proposed roads with vertical geometry. <i>Not Applicable</i>
14	Provide horizontal geometry. <i>Not Applicable</i>
ENERAL	
1	Show existing and proposed utilities (water, sewer, etc.)
2	Show snow piling areas. Not Applicable
3	Show refuse areas with enclosures Not Applicable
4	Show zoning map with districts (school, fire, etc.) Not Applicable
5	Show signage. Not Applicable
	Show landscaping. See new plantings on Site Plan, Sheet S-1
	Provide sections and details of retaining walls
	Provide phasing plan for areas over 5 acres. Not Applicable
	Provide lighting plan. See exterior light fixture location, Sheet A-2, and light fixture specification
_	Maintain low noise level at property line. Not Applicable
11	ADA compliance Not Applicable

#### **MISCELLANEOUS ITEMS**

1.	Proposed easements Not Applicable
	a Temporary construction
	b Drainage
	c Sight
	d Slope
	e Driveway access
2.	Existing sanitary disposal system in the vicinity of construction activity protected with temporary fencing. <i>Not Applicable</i>
SITE PI	LAN NOTES
1.	General construction notes. See General Notes, Cover Sheet, Sheet A-0
2.	Construction Sequence shown on plans. Not Applicable
3.	The following notes shall be provided on the plans: See General Notes, Cover Sheet, Sheet A-0
-	Should 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.
-	The Village Engineer may require additional erosion control measures if deemed appropriate to mitigate unforeseen siltation and erosion of disturbed soils.
-	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.
-	Fill 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.
-	"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".
The fo	llowing notes shall be provided on plans that involve SWPPP's:
_	The applicant shall notify the Building Department 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
	<ol> <li>Installation of sediment and erosion control measures.</li> </ol>
	3. Completion of site clearing.
	4 Completion of rough grading.

\_\_\_\_ Completion of final grading and stabi1ization of disturbed areas.

\_\_\_\_ Installation of SMP's.

\_\_\_\_ Closure of construction.

6. 7.

8.	Completion of final landscaping; and
9.	Successful establishment of landscaping in public areas.

- "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".

### Short Environmental Assessment Form Part 1 - Project Information

#### **Instructions for Completing**

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

D 11 D 1 1 D 1 1						
Part 1 – Project and Sponsor Information						
Name of Action or Project:						
Project Location (describe, and attach a location ma	<u>ap):</u>					
Brief Description of Proposed Action:						
Name of Applicant or Sponsor:			Telephone:			
			E-Mail:			
Address:	_					
City/PO:			State:	Zip (	Code:	
1. Does the proposed action only involve the legis administrative rule, or regulation?	slative adoption	of a plan, loca	law, ordinance,	L	NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.						
2. Does the proposed action require a permit, appr If Yes, list agency(s) name and permit or approval:	roval or funding	from any othe	r government Ager	ncy?	NO	YES
<ul><li>a. Total acreage of the site of the proposed action</li><li>b. Total acreage to be physically disturbed?</li><li>c. Total acreage (project site and any contiguous or controlled by the applicant or project sp</li></ul>	us properties) ow	/ned	acres acres acres			
4. Check all land uses that occur on, are adjoining	or near the prop	osed action:				
☐ Urban Rural (non-agriculture)	Industrial	Commercia		(suburban)		
☐ Forest Agriculture  Parkland	Aquatic	Other(Spec	ify):			

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5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?  Side Yard, Rear Yard and Impervious Coverage variance required.			
b. Consistent with the adopted comprehensive plan?			
	·	NO	YES
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	<b>,</b>		
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?		NO	YES
If Yes, identify:			
		NO	VEC
8. a. Will the proposed action result in a substantial increase in traffic above present levels?		NO	YES
b. Are public transportation services available at or near the site of the proposed action?			
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?			
9. Does the proposed action meet or exceed the state energy code requirements?		NO	YES
If the proposed action will exceed requirements, describe design features and technologies:			
10. Will the proposed action connect to an existing public/private water supply?		NO	YES
If No, describe method for providing potable water:			
11. Will the proposed action connect to existing wastewater utilities?		NO	YES
If No, describe method for providing wastewater treatment:			
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the	ct	NO	YES
Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the	3		
State Register of Historic Places?			
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?			
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain		NO	YES
wetlands or other waterbodies regulated by a federal, state or local agency?			
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?			
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres:			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:		
☐ Shoreline ☐ Forest ☐ Agricultural/grasslands ☐ Early mid-successional		
☐ Wetland ☐ Urban ☑ Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or	NO	YES
Federal government as threatened or endangered?	<b>✓</b>	
16. Is the project site located in the 100-year flood plan?	NO	YES
	<b>✓</b>	
17. Will the proposed action create storm water discharge, either from point or non-point sources?	NO	YES
If Yes,		$\checkmark$
a. Will storm water discharges flow to adjacent properties?	<b>✓</b>	
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?	$\checkmark$	
If Yes, briefly describe:		
Additional stormwater runoff will be conveyed to the existing underground stormwater system that exfiltrates into the existing substrata. The existing system will be extended with an additional Cultec, if required.		
18. Does the proposed action include construction or other activities that would result in the impoundment of water	NO	YES
or other liquids (e.g., retention pond, waste lagoon, dam)?  If Yes, explain the purpose and size of the impoundment:		
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?	NO	YES
If Yes, describe:		
		Ш
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?	NO	YES
If Yes, describe:		
		Ш
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BE	ST OF	
MY KNOWLEDGE		
Applicant/sponsor/name: Christina Griffin Date: 2-14-23		
Signature: Title: Architect		

# VILLAGE OF DOBBS FERRY - LWRP CONSISTENCY REVIEW

#### COASTAL ASSESSMENT FORM (CAF)

Name of applicant:	
Mailing address:	
Telephone number:	
Tax Lot #	
Application number, if any:	
A. INSTRUCTIONS (Please print or type all answers)  1. All applicants, including the Village of Dobbs Ferry and other agencies, shall complete th CAF for proposed actions subject to Local Law # 10-05 - LWRP Consistency Law. This assessment is intended to supplement other information used by the Dobbs Ferry Planning B in making a determination of consistency with the Coastal Management Policies set forth in Dobbs Ferry Local Waterfront Revitalization Program (LWRP).	oard
2. All applicants shall complete Sections B and C of this Coastal Assessment Form. If the proposed action meets any of the criteria listed in Section C, Section D must be completed.	
3. In Section D, a proposed action should be evaluated as to its potential beneficial and/or adverse effects upon the coastal area and how it may affect the achievement of the specific policy standards contained in the LWRP and the LWRP Consistency Law.	• •
4. Once evaluated, a proposed action may need to be analyzed in more detail and, if necessar modified prior to making a determination that it is consistent with the LWRP policy standard an action cannot be certified as consistent with the LWRP policy standards, it shall not be undertaken.	•
B. DESCRIPTION OF SITE AND PROPOSED ACTION	
1. Type of action (check appropriate response):  (a) Directly undertaken (e.g. capital construction, planning activity, agency regulation, land transaction)  (b) Financial assistance (e.g. grant, loan, subsidy)  (c) Permit, approval, license, certification  (d) Party or Agency undertaking action:	

2. Describe nature and extent of action:	
3. Location of action (Street or Site Description):	
C. COASTAL ASSESSMENT CRITERIA Please check any of the following criteria that describe the proposed action.	
1. The proposed action has direct contact with coastal waters, i.e. the Hudson River and/or its tributaries - Wickers Creek and the Saw Mill River.	
2. The proposed action utilizes coastal waters, either directly or indirectly.	
3. The proposed action involves natural features such as tree cover, hillsides, steep slopes, ridgelines and wetlands that either effect or are affected by coastal waters.	
4. The proposed action demonstrates a relationship to coastal waters. The relationship may be recreational, cultural, historic, or business.	
5. The proposed action has a direct visual relationship with coastal waters and their waterfronts.	
If the proposed action meets any of the above criteria, Section D must be completed.	
D. COASTAL ASSESSMENT  The following thirteen questions are based directly on the Coastal Management Policies set for in Section III of the Dobbs Ferry LWRP. The preparer of this form should review these policies which are available online at <a href="https://www.dobbsferry.com/content/waterfront">www.dobbsferry.com/content/waterfront</a> and also on file in the Village of Dobbs Ferry Clerk's office. Please answer every question and provide a brief explanation. If necessary, you may attach further explanation or refer to other available documentation relating to the proposed action.	rth es

	that enhances community character, open space preservation, use of existing
	infrastructure, use of a coastal location?YESNONot Applicable
	Does the proposed action preserve historic and archaeological resources?  YESNONot Applicable
	3. Does the proposed action protect existing scenic resources or enhance visual
	quality in the community? YESNONot Applicable
<u></u>	
	4. Does the proposed action minimize loss of life, structures, and natural resources from flooding and erosion?
	4. Does the proposed action minimize loss of life, structures, and natural resources from flooding and erosion? YESNONot Applicable
	resources from flooding and erosion?
	resources from flooding and erosion?
	resources from flooding and erosion?
. 🗆	resources from flooding and erosion? YESNONot Applicable
	resources from flooding and erosion? YESNONot Applicable
	resources from flooding and erosion? YESNONot Applicable

6. 🛘	6. Does the proposed action protect or restore ecological resources, including significant fish and wildlife habitats, wetlands, and rare ecological				
	communities?YESNONot Applicable				
7. 🗆	7. Does the proposed action protect and/or improve air quality?  YESNONot Applicable				
8. 🗆	8. Does the proposed action minimize environmental degradation from solid waste and hazardous substances and wastes? YESNONot Applicable				
9. 🗆	9. Does the proposed action improve public access to and recreational use of public lands and waters? YESNONot Applicable				
10.	10. Does the proposed action protect water-dependent uses, promote siting of new water-dependent uses in suitable locations, and/or support efficient harbor operation? YESNONot Applicable				

11. 🗆	11. Does the proposed action promote the sustainable use of a resources?				
	YES		Not Applicable		
12. 🗆	12. Does the propo YES	sed actio	on protect agricultural la Not Applicable	ands?	
13. 🗆	and mineral reso	osed actio	on promote appropriateNot Applicable	use and development of energy	
Consistency			S OR ADDITIONAL		
Determination  ☐ Yes  ☐ No					
			ormation is needed to co erk at 914-693-2203 ext	omplete this form, please contact t. 204	
	Preparer's Name:		Telep	hone:	
	Title:		Agency:	Date:	