

VILLAGE OF DOBBS FERRY

SITE PLAN CHECK LIST

RECEIVED

JUL 16 2021

VILLAGE OF DOBBS FERRY
BUILDING DEPARTMENT

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

AGENCY APPROVALS

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.
New York City Department of Environmental
Protection SWPPP.

✓
✓
✓
✓

VILLAGE PERMITS/APPROVALS

Zoning Board of Appeals.
Blasting and Explosives Permit.
Fill Permit.
Freshwater Wetlands Permit.
Site Plan to comply with Subdivision
Plat approval requirements
Stormwater Pollution Prevention Plan (SWPPP)
Architectural Review
Building Permit
Excavation/Grading Permit
Demolition Permit
Electrical Permit

✓
✓
✓
✓
✓
✓
✓
✓
✓
✓
✓

SITE PLAN INFORMATION

1. 24" x 36" maximum drawing size.
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.

✓
✓
✓
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✓

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|-----|--|-----------|-------------|
| 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> </u> |
| 12. | Provide bulk zoning table with all existing, proposed and required conditions. | <u>NA</u> | <u>✓</u> |

AGENCY APPROVALS

- | | | | |
|-----|---|-------------------------|-------------|
| 12. | Estimated quantity of cut or fill to be imported or removed from site or provide note stating that A No material is to be imported or removed from this site. @ | <u>NA</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>SEQR</u> | <u> </u> |

DRAINAGE

- | | | | |
|-----|--|-------------|-------------|
| 1. | Collect and convey driveway runoff. Mitigate increases in site runoff due to site development. | <u>NA</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>NA</u> | <u>✓</u> |
| 5. | Culverts provided where roads or driveways cross watercourses. | <u>✓</u> | <u>✓</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>✓</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. | <u>✓</u> | <u> </u> |
| 10. | Minimum storm drain pipe size 15" diameter. | <u> </u> | <u>✓</u> |

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

NA	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SITE PLAN NOTES

1. General construction notes.
2. Construction Sequence shown on plans.
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:

✓	_____
✓	_____
_____	_____
✓	_____

AThe Village Engineer may require additional erosion control measures if deemed appropriate to mitigate unforeseen siltation and erosion of disturbed soils.@

✓	_____
_____	_____

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.@

✓	_____
_____	_____

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.@

✓	_____
_____	_____

“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”.

✓ _____

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
- 2) Installation of sediment and erosion control measures.
- 3) Completion of site clearing.
- 4) Completion of rough grading.
- 5) Installation of SMP's.
- 6) Completion of final grading and stabilization of disturbed areas.
- 7) Closure of construction.
- 8) Completion of final landscaping; and
- 9) Successful establishment of landscaping in public areas.

NA _____

“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”.

✓ _____

SITE CONSTRUCTION DETAILS

Driveway Profile

✓ _____

NA

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



1. Proposed easements
 - 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.

NA

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