

APPLICATION FOR SKETCH PLAN REVIEW

GENERAL INFORMATION

Planning Board Fee - \$15.00 per lot plus \$25.00 per lot for engineering review per Chapter 27 REIMBURSEMENT OF FEES and the Town of Victor Fee Schedule. Engineering fees may exceed the amount set above. If engineering review exceeds the amount submitted at the time of this application, the applicant will be billed on a monthly basis and receive a copy of the Town Engineer’s invoice.

As provided for in Chapter 27, REIMBURSEMENT OF FEES, all administrative expenses (i.e., legal, engineering) incurred by the Town in review and processing of the applications shall be charged back to the applicant as a fee related to the application submitted.

Chapter 27 is available upon request.

A subdivider may discuss with the Planning Board, the Director of Development and the Town Engineer the general requirements as to design of streets, reservation of lands, town drainage, erosion control policies, retention facilities, sewage, sanitary sewer, water supply, fire protection, other improvements and procedural matters prior to preparing a “Sketch Plan”.

Twelve (12) sets of plans, One (1) 11 x 17, and the complete application must be submitted to the Planning Department **FIVE (5) WEEKS** prior to a scheduled Planning Board meeting.

Should there be a need for a Special District, the Town has established procedures for the implementation of Special Districts.

The subdivision should carry the name of the parcel for which it may be known.

An aerial photograph may be obtained through the Ontario County Planning Department.

That a sign stating “Property Under Review” be obtained from the Planning Board Department at the time the application is submitted and must be posted at least one week prior to the Planning Board meeting date. FINAL APPROVALS MAY BE DELAYED IF THE SIGN IS NOT POSTED!

UPDATED DESIGN AND CONSTRUCTION STANDARDS FOR LAND DEVELOPMENT ARE AVAILABLE IN THE TOWN CLERK’S OFFICE. ASK THE SECRETARY TO THE PLANNING BOARD FOR THE MOST RECENT REVISION DATE.

Date _____ Application _____

Name of Subdivision

APPLICATION FOR "SKETCH PLAN" REVIEW

DATE _____

APPLICANT'S NAME _____ PHONE _____

ADDRESS _____ ZIP CODE _____

CONSENT HAS BEEN GRANTED BY THE OWNER FOR THIS APPLICATION ___ YES ___ NO

OPTION EXPIRES _____ (PROOF OF CONSENT MUST BE SUPPLIED)

PREVIOUS PROPERTY OWNER _____

ADDRESS _____

NAME OF SUBDIVISION _____

LOCATION _____

TYPE OF SUBDIVISION ___ RESIDENTIAL ___ COMMERCIAL ___ INDUSTRIAL

WATER BENEFITTED AREA ___ YES ___ NO SEWER DISTRICT _____

FIRE DISTRICT _____ ZONING DISTRICT _____

ACREAGE IN SUBDIVISION _____ NUMBER OF LOTS ___ TAX MAP _____

NAME OF ENGINEER _____ PHONE # _____

ADDRESS _____

EASEMENTS ___ NO ___ YES _____

(Brief Description)

DEED RESTRICTIONS ON PROPERTY _____

(Brief Description)

WILL SUBDIVISION BE DEVELOPED IN PHASES? ___ NO ___ YES HOW MANY _____

DATE FEE PAID _____ PRINT NAME _____

DATE _____ SIGNATURE _____

PHONE _____ ADDRESS _____

INFORMATION REQUIRED FOR SKETCH PLAN REVIEW

The information listed below is required by the Town of Victor Planning Board prior to an application being deemed “complete.”

A completed application must be received by the Secretary to the Planning Board **FIVE (5) WEEKS** prior to a scheduled Planning Board meeting. This checklist is provided for informational purposes only, and is not to be “used” or “removed” and all items listed must be on the plan at the time of submittal.

1. ___ Twelve (12) copies & One 11x17 copy of plan.
2. ___ Plan not more than 34” x 44”.
3. ___ Name or title of proposed project.
4. ___ Scale not less than 1” = 100’.
5. ___ Name and address of subdivider or developer.
6. ___ Name, address, seal and signature of Professional Engineer or Licensed Surveyor who prepared the plan.
7. ___ Names of owners of adjacent lands and names of adjacent subdivisions.
8. ___ Written and clear statement of subdivider’s intent.
9. ___ North arrow.
10. ___ Location map.
11. ___ Graphic scale.
12. ___ Tax map with proposed subdivision outlined.
13. ___ Date plan was prepared.
14. ___ Existing buildings.
15. ___ Lots numbered.
16. ___ Aerial photograph with proposed subdivision outlined (Scale 1” = 1,000’ or larger).
17. ___ Ground contours for the parcel and parcels adjacent to the tract to be subdivided, at intervals not more than ten (10) feet of elevation.
18. ___ Pertinent topographic features within the site and on adjoining tracts including existing buildings, water bodies, water courses, wooded areas, swamps, and recreational or open space. Features to be retained and to be removed shall also be indicated. U.S. Geological Survey Map may be used IF ENLARGED.
19. ___ If the subdivider intends to develop the tract in stages, the entire tract shall be shown, with anticipated stages and time scheduled indicated. All other lands contiguous to the proposal owned by the subdivider shall be shown on the map with approximate area.
20. ___ Zoning district within the tract and any other legal restrictions of use.
21. ___ Method of sewage disposal. ___ Public ___ Septic System

22. ___ Schematic plan of sanitary sewer system.
23. ___ Engineer's preliminary report on soil and groundwater conditions, as specified in Section 2.5.3., based on percolation and deep (minimum eight feet depth) test pit results. Percolation test and deep test pit data must be provided in number and at locations such that at least one percolation test and deep test pit is located within a 200 foot radius of each on-site sewage disposal system proposed.
24. ___ Schematic plan of water system and proposed source of water supply ___ Public ___ Well(s)
25. ___ Drainage study map with schematic plan of proposed system for storm water drainage.
26. ___ Location of project in relation to identified wetlands and to 100 year flood plain.
27. ___ If proposal is within the one hundred (100) year flood plain, the proposal MUST BE reviewed by the Town Engineer and the New York State Department of Environmental Conservation.
28. ___ Schematic plan of proposed system for sediment and erosion control.
29. ___ Proposed street lines, lot lines, easements, and areas to be dedicated.
30. ___ One (1) 11" x 17" plan be submitted for use by each Board Member in the review of the project.

STATEMENT OF APPLICANT/OWNER

In conjunction with an application made to the Planning Board/Zoning Board of Appeals/Town Board for the Town of Victor, the undersigned represents and states the following:

1. That the applicant and/or owner have been advised and are aware of their obligation to reimburse the Town of Victor for any and all engineering or legal fees incurred by the Town of Victor in conjunction with this application. Furthermore, this obligation shall not be dependent upon the approval or success of the application.
2. In the event the Town of Victor is required to refer for collection an outstanding debt for engineering and/or legal fees due and owing to the Town of Victor, the applicant and/or owner shall be obligated to pay the reasonable attorney's fees incurred as a result of the Town's efforts to collect such fees. Reasonable attorney's fees shall also include any and all disbursements that may result from the commencement of litigation.
3. Each party to the application shall be jointly and severally liable for all municipal fees and expenses incurred in conjunction with the application.

DATED _____

OWNER _____

APPLICANT (if not owner) _____

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

Location of Action (include Street Address, Municipality and County)

Name of Applicant/Sponsor

Address

City / PO

State

Zip Code

Business Telephone

Name of Owner (if different)

Address

City / PO

State

Zip Code

Business Telephone

Description of Action:

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

A. SITE DESCRIPTION

Physical setting of overall project, both developed and undeveloped areas.

1. Present Land Use: Urban Industrial Commercial Residential (suburban) Rural (non-farm)
 Forest Agriculture Other

2. Total acreage of project area: acres.

APPROXIMATE ACREAGE	PRESENTLY	AFTER COMPLETION
Meadow or Brushland (Non-agricultural)	acres	acres
Forested	acres	acres
Agricultural (Includes orchards, cropland, pasture, etc.)	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)	acres	acres
Roads, buildings and other paved surfaces	acres	acres
Other (Indicate type)	acres	acres

3. What is predominant soil type(s) on project site?

- a. Soil drainage: Well drained % of site Moderately well drained % of site.
 Poorly drained % of site

b. If any agricultural land is involved, how many acres of soil 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? Yes No

a. What is depth to bedrock (in feet)

5. Approximate percentage of proposed project site with slopes:

0-10% % 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? Yes No

8. What is the depth of the water table? (in feet)

9. Is site located over a primary, principal, or sole source aquifer? Yes No

10. Do hunting, fishing or shell fishing opportunities presently exist in the project area? Yes No

11. Does project site contain any species of plant or animal life that is identified as threatened or endangered? Yes No

According to:

Identify each species:

12. 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

15. Streams within or contiguous to project area:

a. Name of Stream and name of River to which it is tributary

16. Lakes, ponds, wetland areas within or contiguous to project area:

b. Size (in acres):

17. Is the site served by existing public utilities? Yes No
- a. If **YES**, does sufficient capacity exist to allow connection? Yes No
- b. If **YES**, will improvements be necessary to allow connection? Yes No
18. Is the site located in an agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? Yes No
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 617? Yes No
20. Has the site ever been used for the disposal of solid or hazardous wastes? Yes No

B. Project Description

1. Physical dimensions and scale of project (fill in dimensions as appropriate).
- a. Total contiguous acreage owned or controlled by project sponsor: acres.
- b. Project acreage to be developed: acres initially; acres ultimately.
- c. Project acreage to remain undeveloped: acres.
- d. Length of project, in miles: (if appropriate)
- e. If the project is an expansion, indicate percent of expansion proposed. %
- f. Number of off-street parking spaces existing ; proposed
- g. Maximum vehicular trips generated per hour: (upon completion of project)?
- h. If residential: Number and type of housing units:
- | | One Family | Two Family | Multiple Family | Condominium |
|------------|------------|------------|-----------------|-------------|
| Initially | | | | |
| Ultimately | | | | |
- i. Dimensions (in feet) of largest proposed structure: height; width; length.
- j. Linear feet of frontage along a public thoroughfare project will occupy is? ft.
2. How much natural material (i.e. rock, earth, etc.) will be removed from the site? tons/cubic yards.
3. Will disturbed areas be reclaimed Yes No N/A
- a. If yes, for what intended purpose is the site being reclaimed?
- b. Will topsoil be stockpiled for reclamation? Yes No
- c. Will upper subsoil be stockpiled for reclamation? Yes No
4. How many acres of vegetation (trees, shrubs, ground covers) will be removed from site? 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: months, (including demolition)

7. If multi-phased:

a. Total number of phases anticipated (number)

b. Anticipated date of commencement phase 1: month year, (including demolition)

c. Approximate completion date of final phase: month year.

d. Is phase 1 functionally dependent on subsequent phases? Yes No

8. Will blasting occur during construction? Yes No

9. Number of jobs generated: during construction ; after project is complete

10. Number of jobs eliminated by this project .

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 No

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

d. Will any wastes not go into a sewage disposal system or into a sanitary landfill? Yes No

e. If yes, explain:

17. Will the project involve the disposal of solid waste? Yes No

a. 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? Yes No

If yes, indicate type(s)

22. If water supply is from wells, indicate pumping capacity gallons/minute.

23. Total anticipated water usage per day gallons/day.

24. Does project involve Local, State or Federal funding? Yes No

If yes, explain:

25. Approvals Required:

Type

Submittal Date

City, Town, Village Board Yes No

City, Town, Village Planning Board Yes No

City, Town Zoning Board Yes No

City, County Health Department Yes No

Other Local Agencies Yes No

Other Regional Agencies Yes No

State Agencies Yes No

Federal Agencies Yes No

C. Zoning and Planning Information

1. Does proposed action involve a planning or zoning decision? Yes No

If Yes, indicate decision required:

Zoning amendment

Zoning variance

New/revision of master plan

Subdivision

Site plan

Special use permit

Resource management plan

Other

2. What is the zoning classification(s) of the site?

3. What is the maximum potential development of the site if developed as permitted by the present zoning?

4. What is the proposed zoning of the site?

5. What is the maximum potential development of the site if developed as permitted by the proposed zoning?

6. Is the proposed action consistent with the recommended uses in adopted local land use plans? Yes No

7. What are the predominant land use(s) and zoning classifications within a ¼ mile radius of proposed action?

8. Is the proposed action compatible with adjoining/surrounding land uses with a ¼ mile? Yes No

9. If the proposed action is the subdivision of land, how many lots are proposed?

a. What is the minimum lot size proposed?

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? Yes No

12. Will the proposed action result in the generation of traffic significantly above present levels? Yes No

a. If yes, is the existing road network adequate to handle the additional traffic. Yes No

D. 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.

E. Verification

I certify that the information provided above is true to the best of my knowledge.

Applicant/Sponsor Name

Date

Signature

Title

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