

VILLAGE OF FRANKLINVILLE
SITE PLAN APPLICATION

PROPOSED PROJECT: _____

ADDRESS: _____

SBL#: _____ Zoning District: _____

The applicant agrees to reimburse the Village for any additional fees required for consultant's review of submitted technical data, including but not limited to, traffic studies, drainage, lighting, water and sewer plans.

APPLICANT NAME: _____

ADDRESS: _____

TELEPHONE _____ E-MAIL _____

SIGNATURE _____

OWNER NAME: _____

ADDRESS: _____

TELEPHONE _____ E-MAIL _____

SIGNATURE _____

OWNER NAME: _____

ADDRESS: _____

TELEPHONE _____ E-MAIL _____

SIGNATURE _____

MUST INCLUDE THE FOLLOWING: • Fifteen (15) Sets of: Cover letter to Village Board, Supporting Documents, and SEQR as required in Check List for Site Plan Application and One (1) complete file of submittal package in PDF format via email (under 10MB) to villageclerk@franklinvilleny.org. Larger files may be submitted on a USB drive. • Application fee \$200 payable to Village of Franklinville at time of application.

CHECK LIST FOR SITE PLAN APPLICATION

An application for site plan review shall include the Application Form and the following supporting documents, as applicable:

1. A licensed professional engineer or registered land surveyor shall prepare all site plan materials unless otherwise approved by the Village Board.
2. Description or narrative of all proposed uses and structures, including but not limited to hours of operation, number of employees, maximum seat capacity, and proposed number of off-street vehicle and bicycle parking spaces.
3. A site plan drawn at a scale of one inch equals 20 feet or such other scale as the Village Board may deem appropriate, on standard 24 inch by 36 inch sheets, with continuation on 8 ½ inch by 11 inch sheets as necessary for written information.
4. A certified land survey showing the boundaries of the applicant's property under consideration in its current state plotted to scale with the north point, scale, and date clearly indicated, or other document deemed acceptable by the reviewing board.
5. Plans indicating the following with regard to the property in question, where applicable.
 - a. The location of all properties, their ownership, uses thereon, subdivisions, streets, easements, and adjacent buildings within 300 feet of the property in question.
 - b. The location and use of all existing and proposed structures on the property in question, including all dimensions of height and floor area, exterior entrances, and anticipated future additions and alterations.
 - c. The location of all existing and proposed topography features, including but not limited to, site grading, open spaces, woodlands, watercourses, steep slopes, wetlands, floodplains, and watersheds.
 - d. The location of existing and proposed landscaping, screening, walls, and fences, including information regarding the size and type of plants and building materials proposed.
 - e. The location of existing and proposed public and private streets, off-street parking areas, loading areas, driveways, sidewalks, ramps, curbs, and paths. Such plans shall include considerations for vehicular, pedestrian, and bicycle traffic circulation, parking, and access.
 - f. The location of existing and proposed utility systems including sewage or septic, water supply, telephone, cable, electric, and stormwater drainage.
 - g. Stormwater drainage systems shall include existing and proposed drain lines, culverts, catch basins, headwalls, endwalls, hydrants, manholes, and drainage swales.

- h. The location, height, intensity, and bulb type (sodium, incandescent, etc.) of all external lighting fixtures. The direction of illumination and methods to eliminate glare onto adjoining properties must also be shown.
 - i. The location, height, size, material, and design of all existing and proposed signs.
 - j. Elevations at a scale of one-quarter inch equals one foot for all exterior facades of the proposed structure(s) and/or alterations to or expansions of existing facades, showing design features and indicating the type and color or materials to be used.
 - k. Plans to prevent the pollution of surface or ground water, erosion of soil both during and after construction, excessive runoff, excessive raising or lowering of the water table, and flooding of other properties, as applicable.
 - l. A schedule for completion of each construction phase for buildings, parking, and landscaped areas.
 - m. Plans for disposal of construction and demolition waste, either on-site or at an approved disposal facility.
6. Full EAF pursuant to New York State Environmental Quality Review Act.
 7. The Village Board may request additional information for a complete assessment of the site plan.
 8. \$200 Filing Fee payable to Village of Franklinville
 9. A Letter from Applicant stating that Applicant will pay all Village review fees (engineering, technical, legal) associated with the Site Plan Application.