

ARTICLE V

PLAN REQUIREMENTS

A154-70. General Provisions

All submittals requiring Planning Board action shall be submitted to the Planning Board Clerk at least 21 calendar days prior to a scheduled Planning Board meeting. The package shall include the plans, reports, sketches and exhibits that are required for review by the Board.

Before plans are submitted to the Planning Board for review they shall be checked by the designer according to the following lists for the various phases of plan development.

Incomplete submittals shall be cause for rejection by the Planning Board until they comply with the listed items.

A154-71. Sketch Plan

The sketch plan shall be a schematic representation of existing conditions and proposed improvements including:

- ___ a. Scale (no smaller than 1" = 100')
- ___ b. Title or name of development
- ___ c. North point, scale and date
- ___ d. Name(s) of the record Owner(s), Developer(s) and their addresses
- ___ e. Name of Design Professional responsible for preparation of plan
- ___ f. Zoning District and limitations
- ___ g. Property boundary dimensions
- ___ h. General location plan (1" = +2,000')
- ___ i. Names of adjacent Owners
- ___ j. Area of property
- ___ k. Total Holdings Map – where the sketch plan covers a portion of the applicants holdings, at a minimum tax map shall be submitted showing the proposed development on the overall parcel and its effect on future development.
- ___ l. General topography (5' contour intervals) on U.S.C. and G.S. datum
- ___ m. Indication of all existing utilities, roads, houses, etc.
- ___ n. Schematic indication of development, utilities, roads, etc.
- ___ o. Schematic method of water supply and sanitary sewage disposal
- ___ p. Agricultural data statement
- ___ q. Tax map indicating subject parcel and surrounding uses

A154-72. Preliminary Plan (submitted following sketch plan approval)

In addition to the requirements for a sketch plan, the following will be required:

- ___ a. Scale (no smaller than 1" = 50')
- ___ b. Property boundaries with bearings and distances
- ___ c. Existing topography (2' contour intervals maximum) shall be shown to properly evaluate and plan the development
- ___ d. Zoning setbacks and restriction lines
- ___ e. Topography datum U.S.C. & G.S.
- ___ f. Bench mark based on U.S.C. & G.S. datum
- ___ g. All existing natural features: watercourses, tree masses, wetlands, floodplains, etc.
- ___ h. All existing buildings, culverts, utilities with dimensions, sizes and inverts with other significant man made features
- ___ i. All existing property lines, easements or other encumbrances on the property certified by a licensed land surveyor per a recent survey and the purpose for which the easements or right-of-way were established
- ___ j. Percolation and deep test holes and locations with results (if applicable)
- ___ k. Special information as required by the Planning Board at sketch plan stage
- ___ l. Where the Preliminary Plan covers only a part of the applicant's entire holdings, a concept shall be submitted of a prospective street and utility layout for the remainder of the property
- ___ m. Sight distances for access to the parcel or proposed streets (required and provided)
- ___ n. Design report for major subdivisions
- ___ o. Location and approximate dimensions and sizes of development improvements
- ___ p. Profiles of proposed streets, utilities, etc. with approximate grades
- ___ q. Preliminary designs of culverts, pump stations, bridges, sewers, road sections, etc.
- ___ r. Proposed location, size and width of easements, parks, right-of-way, public areas or parcels of land to be dedicated or reserved for public use
- ___ s. Water service calculations to justify service size

A154-73. Final Plan

In addition to the requirements for the Preliminary Plan, the following will be required:

- ___ a. Size of the plan shall be acceptable for filing in the Wayne County Clerk's Office
- ___ b. Scale (no smaller than 1" = 50')
- ___ c. Name, seal and signature of the registered professional(s) responsible for the plan
- ___ d. Street lines, lot lines, right-of-way, easements and areas dedicated or proposed to be dedicated for public use
- ___ e. Sufficient data to determine readily the location, bearing and length of every street, lot and boundary line shown on the plan
- ___ f. All dimensions shall be shown in feet and in hundredths of a foot

- ___g. The length of all straight lines, radii, lengths of curves and tangent bearings for each street
- ___h. The proposed setback lines from each street or property line
- ___i. Names of streets within and adjacent to development as approved by the post office
- ___j. Location of permanent reference monuments
- ___k. Lot numbers and area of each lot to the right-of way
- ___l. Existing contours (2' maximum depending on topography)
 1. Proposed finish contours
 2. Proposed finish garage floor elevations
 3. Lowest architectural opening elevations in designated flood zone areas
 4. Spot elevations of swales, etc.
- ___m. Note on all final plans: "Placement and arrangement of building, waste disposal system, driveway, utilities and drainage will not be changed without prior approval of the Town of Ontario Building Department."

NOTE: On some projects the plans should incorporate the following as necessary:

- ___n. Location, size, invert elevations, type and class of pipe on all sanitary and storm sewer systems
- ___o. Location, sizes and types of pipe for all water mains, location of all valves, hydrants, blow offs, etc.
- ___p. Profiles with detailed information of all streets, storm sewers, sanitary sewers and water main crossings
- ___q. Design and plan details of all special construction (culvert, bridges, headwalls, etc.)
- ___r. Engineering calculations are required to substantiate proposed designs
- ___s. Landscaping plan with planting schedule if required by the Planning Board
- ___t. Details required to specify special conditions, materials or methods of construction
- ___u. Indication of approval from any jurisdictional agencies
- ___v. On all subdivisions and site plans, signature lines must appear for project approval by the Superintendent of Highways, Water Utilities Superintendent and Town Engineer. The Planning Board Chairman shall also sign every plan once all approval criteria are met.
- ___w. An affidavit that the applicant is the Owner or equitable Owner of the land proposed to be developed
- ___x. A statement signed by the Owner to the effect that the subdivision as shown on the final plan is made with his full consent and that it is desired to record the same
- ___y. An affidavit stating that the applicant will install all improvements shown on the final plan at his own expense
- ___z. Easements Descriptions, Legal Covenants, etc.
- ___aa. The final map shall contain on its face a certification that the developer will comply with all Federal and State laws, rules and regulations for the development of the subject property