

DATE RECEIVED: \_\_\_\_\_

TOWN OF HOPEWELL  
2716 COUNTY ROAD #47  
CANANDAIGUA, NEW YORK 14424

SITE PLAN APPROVAL: \_\_\_\_\_

SUBDIVISION/PLAT APPROVAL: **X** \_\_\_\_\_

Preliminary: \_\_\_\_\_ Date: \_\_\_\_\_

Final: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Proposed Development: \_\_\_\_\_

Applicant: \_\_\_\_\_

Plans Prepared by: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

Owner (if different): \_\_\_\_\_

**Additional Approval Required:**

Name: \_\_\_\_\_

Water District: \_\_\_\_\_

Address: \_\_\_\_\_

Highway Department: \_\_\_\_\_

\_\_\_\_\_

NYSDOH: \_\_\_\_\_ NYSDEC: \_\_\_\_\_

Telephone: \_\_\_\_\_

County Sewer Dept.: \_\_\_\_\_

Other: \_\_\_\_\_

Ownership intentions or project description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Location of site: \_\_\_\_\_

Requires County Planning Board Action:                      yes: \_\_\_\_\_                      no: \_\_\_\_\_

Has Application been forwarded to the County?:                      yes: \_\_\_\_\_                      no: \_\_\_\_\_

Tax Map description:

Section: \_\_\_\_\_                      Block: \_\_\_\_\_                      Lot: \_\_\_\_\_

1. Current zoning classification: \_\_\_\_\_

2. Building size in square feet: \_\_\_\_\_

3. Total site area (square feet or acres): \_\_\_\_\_

4. Current land use of site (agriculture, commercial, undeveloped, etc.): \_\_\_\_\_

\_\_\_\_\_

5. Character of surrounding lands (suburban, agriculture, wetlands, etc.): \_\_\_\_\_

\_\_\_\_\_

6. Anticipated construction time: \_\_\_\_\_

7. Will development be staged? \_\_\_\_\_

**The Applicant shall submit 10 copies of the Preliminary Site Plan or Subdivision Plat with information drawn from the Site Plan or Subdivision Application checklist attachment.**

\_\_\_\_\_  
(Applicant's Name – Signature)

Application Fee \$ \_\_\_\_\_

Public Hearing Notice Fee \$ \_\_\_\_\_

*Applications will NOT BE ACCEPTED or SENT to the Ontario County Planning Board for review or placed on agendas for Town of Hopewell Planning Board and Zoning Board of Appeals unless the application has been COMPLETED IN FULL.. NO EXCEPTIONS.*

# **SUBDIVISION APPLICATION**

## **ARTICLE VI – Town of Hopewell – Specifications for Plans to be Submitted**

All material requiring Planning Board action shall be submitted to the Zoning Officer prior to the 1<sup>st</sup> day of the month for a scheduled Planning Board meeting. The submittal package shall include the plans, reports, sketches and exhibits that may be required for review by the Board.

Before plans are submitted to the Planning Board for review they shall be reviewed and stamped with a seal of a registered New York State Architect and Engineer and conform to the following lists for the various phases of plan development. Subdivisions of land not requiring engineered plans may be prepared and stamped by a N.Y.S. Licensed Surveyor.

Specifications listed below may be waived by the Planning Board pursuant to Article 1, Section 14 of the Town Subdivision Regulations and N.Y.S. Town Law.

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

### A. Sketch Plan (Article 6 Part A Subdivision Regulations)

1. Scale (no smaller than 1" = 100')
2. Title or name of development
3. North point, scale and date
4. Owners name and address
5. Name of Engineer, surveyor, or Architect responsible fore preparation of plan.
6. Zoning District and Limitations
7. Property boundary dimensions.
8. Indication of general topography (5' contour intervals) on U.S.C. & G.S. datum.
9. Indication of all existing natural features.
10. Indication of all existing utilities, roads, houses, etc.
11. Schematic indication of proposed lots (numbered), utilities, roads, etc.
12. General location plan (1" = + 2,000')
13. Schematic method of water supply and sanitary sewage disposal.
14. Name of adjacent owners.
15. Area of property

### B. Preliminary Plan (Article 6 Part B Subdivision Regulations)

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

1. Scale (no smaller than 1" = 50')
2. Property boundaries with bearings and distances.
3. Existing topography (2' contour intervals max.)
4. Topographic datum U.S.C. & G.S.
5. All existing natural features
6. All existing roads, utilities with dimensions, sizes and inverts if possible.
7. Existing easements or other encumbrances on the property.
8. Location and approximate dimensions and sizes of proposed lots (numbered), utilities, streets, etc.
9. Profiles of proposed streets, utilities, etc. with approximate grades.
10. Preliminary designs of culverts, pumps stations, bridges, sewers, drainage, road sections, etc.
11. Proposed location, size and width of easement, parks, rights-of-way, public areas or buildings, and parcels of land to be dedicated or reserved for public use.
12. Zoning setbacks and restriction lines.
13. SEQR – EAF, EIS, etc.
14. Percolation and deep test holes and locations with results (if applicable). The Town Building Inspector shall witness all perk tests and deep hole tests.
15. Special information on details requested by the Planning Board at sketch plan stage.
16. The words "Preliminary Plat Subdivision"

C. Final Plans shall be prepared in accordance with Article 6, Part C of the Subdivision Regulations.

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