



**Representative** (Architect, Engineer, Landscape Architect, Surveyor, or Attorney):

Name: Metzger Civil Engineering PLLC

Address: 8245 Sheridan Drive

<u>Williamsville</u>	<u>NY</u>	<u>14221</u>
city	state	zip code

Phone: 716.633.2601 Fax: 716.633.2704

E Mail: meteng@roadrunner.com

**Project Location** (must be verified by Town Assessor's Office):

Address: 3230 Millersport Hwy & 3238 Millersport Hwy

SBL No(s): 27.20-2-41 & 27.20-2-40

**Project Name:** Multi-Family Residential Development

**Project Description:** \_\_\_\_\_

Proposed development consists of the demolition of two (2) existing single family dwellings to be replaced with a 3-story, 8-unit multi-family building.

If this petition is an amendment to a previously approved site plan, please describe the proposed changes (include type and size of existing structures and number of existing parking spaces):

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**Gross Floor Area (non-residential):**

<u>existing</u>	<u>proposed</u>	<u>total</u>
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**Gross Floor Area Residential:**

<u>2,586± sf</u>	<u>16,000± sf</u>	<u>16,000± sf</u>
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existing	proposed	<del>total</del> final
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**Number of Residential Units:**

<u>2</u>	<u>8</u>	<u>8</u>
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existing	proposed	<del>total</del> final
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**Number of Parking Spaces:**

<u>4</u>	<u>29</u>	<u>29</u>
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existing	proposed	<del>total</del> final
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**Acreage of Parcel:**

*(list each parcel separately)*

3238 Millersport Hwy: 0.43 acres

3230 Millersport Hwy: 0.43 acres

**Frontage on Public Roads:**

*(list each road separately)*

3238 Millersport Hwy: 116.02'

3230 Millersport Hwy: 114.67'

**Existing Zoning District(s)**

MFR-4A

## Site Plan Submittal Requirements and Checklist

The following checklist outlines the information required by the Planning Department to accept a Site Plan application for review. *It is strongly recommended that you make an appointment with Planning Staff to determine which items apply to your application.*

Item No.	Item	Submitted	Official use
<b>I Basic Drawing Information</b>			
1.0	Drawing size not to exceed 24" x 36"	✓	
2.0	Title of Drawing	✓	
3.0	Name and address of Applicant	✓	
4.0	Name of person preparing drawing	✓	
5.0	Wet seal/raised seal and signature of NYS licensed architect, engineer, landscape architect, or surveyor (as applicable)	✓	
6.0	Project address	✓	
7.0	Zoning of subject property and adjacent parcels	✓	
8.0	North point, scale, date, and revision date(s)	✓	
9.0	4" x 6" reserved area in lower right hand corner for official Town use	✓	
<b>II Structures, Paved Areas, &amp; Open Space</b>			
1.0	<b>Existing and Proposed Streets</b>	—	
1.1	Names of all existing and proposed streets	N/A	
1.2	Width and radii of proposed curb-cuts	✓	
1.3	Existing curb-cuts on adjacent and opposite properties	✓	
1.4	Show ROW width, pavement dimensions, lane widths, pavement markings, and proposed signage on proposed streets	✓	
1.5	Show proposed ROW consistent with planned NYSDOT, Erie County, or Town road projects (if applicable)	N/A	
1.6	Show location of proposed cross access to adjacent parcels along with a draft easement	N/A	
1.7	Designation of Fire Lanes (if applicable)	✓	
1.8	Fire apparatus access roads	✓	
1.9	Label any proposed roads as public or private	N/A	
1.10	Location and dimensions of sidewalks	✓	
1.11	Typical cross sections and profiles of proposed streets, pedestrian walkways, and bikeways	✓	
2.0	<b>Proposed Structures</b>	—	
2.1	Location and complete dimensions of proposed structures	✓	
2.2	Setback dimensions of structure(s) to all property lines	✓	
2.3	Proposed use of structures	✓	
2.4	Gross square feet area of each structure	✓	
2.5	Location of all building entrances	✓	
2.6	Indicate type of roof construction/materials	N/A	
2.7	Location, height, and design detail of existing and proposed fences and walls	✓	
2.8	Location of light standards and building mounted lights	N/A	
2.9	Location of dumpster and detail of dumpster enclosure with gate	✓	
2.10	Layout and dimensions of the lot(s) proposed for development	✓	

Item No.	Item	Submitted	Official use
<b>II Structures, Paved Areas, &amp; Open Space (cont'd)</b>			
3.0	Floor Plans with individual rooms and spaces labeled (fully dimensioned)	N/A	
4.0	Building elevations with height dimensions from finished grade to the highest point of the roof and to midpoint of gable or hip of a pitched roof. (fully dimensioned)	✓	
4.1	Show screening of mechanical equipment	✓	
5.0	<b>Parking/Loading/Stacking Areas</b>	✓	
5.1	Location and complete dimensions of all paved areas	✓	
5.2	Setback dimensions of all paved areas to property lines	✓	
5.3	Dimension of typical parking space and drive aisles	✓	
5.4	Location and layout of handicapped parking spaces & access aisles	✓	
5.5	Detail of vertical signage for handicapped parking and access aisles	✓	
5.6	Indicate minimum parking requirement & number of spaces provided	✓	
5.7	Proposed signage for directing and guiding traffic	N/A	
5.8	Curb cut permits from NYS, Erie County, or Town (if applicable)	—	
5.9	Pedestrian connections (from proposed structures to public sidewalk network)	✓	
6.0	Location and proposed development of all open spaces, including parks, playgrounds, and open reservations	✓	
<b>III Utilities and Drainage</b>			
1.0	Engineers Report (bound separately from the Stormwater Pollution Prevention Plan [SWPPP])	✓	
1.1	Stamped/sealed and signed by NYS licensed architect or professional engineer	✓	
1.2	Proposed water service sizing, RPZ pressure and fire safety flow and pressure calculations	✓	
1.3	Proposed sanitary sewer facility load calculations (avg. & peak flows) including calculation of the peaking factor	✓	
1.4	Proposed storm drainage facility calculations (see information included with this application)	✓	
2.0	<b>Grading Plan</b>	✓	
2.1	Existing and proposed grades indicated (proposed grades may not exceed 1 on 3)	✓	
3.0	<b>Water Service</b>	✓	
3.1	Location, size and material of existing and proposed facilities	✓	
3.2	Location of existing and proposed fire hydrant location(s)	N/A	
3.3	Indicate use of sprinklers, location of Fire Department connection, and proposed fire protection systems	✓	
3.4	Existing and proposed meter/RPZ size and location	✓	
3.5	Applicable construction details	✓	
4.0	<b>Sanitary Sewers</b>	✓	
4.1	Locations, sizes, slopes, inverts, and materials of all existing and proposed facilities	✓	

Item No.		Submitted	Official use
<b>III Utilities and Drainage (cont'd)</b>			
4.2	Applicable construction details	✓	
4.3	Proposed water/oil/grease interceptor sizing calculations by a professional engineer (if applicable)	N/A	
<b>5.0</b>	<b>Storm Drainage</b>	✓	
5.1	Locations, sizes, slopes, inverts, and materials of existing and proposed storm drainage facilities	✓	
5.2	Connection of roof drains to proposed drainage system	✓	
5.3	Applicable Town Standard construction details	✓	
5.4	Existing and proposed swales and ditches	✓	
5.5	Detention area cross-section and high-level elevations	N/A	
5.6	County and State approval for tie-in to existing sewers	—	
<b>6.0</b>	<b>Stormwater Pollution Prevention Plan (SWPPP) as applicable (bound separately from the Engineer's Report) See attached checklist.</b>	N/A	
<b>7.0</b>	<b>Natural Gas Service</b>	N/A	
<b>8.0</b>	<b>Location of transformers, generators and other mechanical equipment; include detail drawings (if applicable)</b>	✓	
<b>9.0</b>	<b>Downstream Sanitary Capacity Analysis (DSCA) Report (must be submitted if proposed average flows are greater than 2,500 gallons per day)</b>	N/A	
9.1	The DSCA Report must include a detailed downstream sewer capacity analysis and the calculations of and commitment to (via Developer commitment letter) the required financial contribution to the Town's I/I mitigation fund based on peak flow conditions. The contribution must be based on \$250 per gallon per minute of mitigated flow	N/A	
<b>IV Lighting Plan</b>			
<b>1.0</b>	<b>Photometric plan showing light spread in foot candles at property lines</b>	✓	
1.1	Detail of all light standards, including dimension of height from finished grade	✓	
1.2	Detail of all exterior lighting fixtures	✓	
<b>V Landscape Plan</b>			
<b>1.0</b>	<b>Wet/raised seal and signature of a licensed Landscape Architect</b>	✓	
<b>2.0</b>	<b>Provide a calculation of the total Parking area and a calculation of interior parking area in square feet and as a percentage</b>	✓	
<b>3.0</b>	<b>Indicate location, size, number and type of proposed landscape materials</b>	✓	
<b>4.0</b>	<b>Indicate location, type and size of <u>all</u> existing trees 4" caliper or larger and indicate which will be removed or retained</b>	✓	
<b>VI Other Required Information/General Requirements</b>			
<b>1.0</b>	<b>Complete boundary survey that includes all existing structures, acreage, legal description with reference to a property line, street, or other known feature, and easements plotted to scale by a NYS licensed land surveyor</b>	✓	

Item No.		Submitted	Official Use
<b>VI Other Required Information/General Requirements (cont'd)</b>			
1.1	Copies of all easements, reciprocal access agreement or similar leag documents	N/A	
2.0	<b>Topographic Survey with a 30 ft. buffer outside all property lines by a NYS licensed land surveyor</b>	✓	
3.0	<b>Draft of any deed restrictions, covenants, provisions for home associations and common ownership, and reciprocal easement agreements (as applicable).</b>	N/A	
4.0	<b>For assessment purposes, state intent to apply for condominium status (if applicable).</b>	N/A	
5.0	<b>Completed and signed Environmental Assessment Form</b>	✓	
5.1	Soil boring report and geotechnical report prepared by a qualified Professional Engineer (if applicable)	N/A	
5.2	Traffic Impact Study (if applicable)	↓	
5.3	Archaeological survey (if applicable)	↓	
5.4	Wetland Delineation report (if applicable)	↓	
6.0	<b>Show existing zoning(s) of both the subject property and adjacent parcels on the Site Plan and the Landscape Plan</b>	✓	
7.0	<b>Location of NYSDEC wetlands (including buffer area) and/or federal wetlands; indicate jurisdictional status</b>	N/A	
8.0	<b>Location of Floodway and floodplain (if applicable)</b>	↓	
9.0	<b>Documentation pertaining to any conditions of zonings, including copies of required deed restrictions; indicate date of rezoning and the parcel address under which it was rezoned (if applicable)</b>	↓	
10.0	<b>Documentation related to any required variances granted by the ZBA</b>	↓	
11.0	<b>For residential site plans, provide a statement from the appropriate school district that adequate school sites and facilities are available.</b>	↓	
12.0	<b>8 1/2" X 11" reduction of primary site plan drawing (see appendix "B" of application package for specifications)</b>	↓	
13.0	<b>A CD containing a PDF of all site plan drawings (Must also be provided with revised drawings)</b>	↓	
<b>VII Additional Required Information for Projects in the Mixed Use Districts</b>			
1.0	<b>Design Advisory Board Application</b>	N/A	
1.1	Required for Major Site Plan	↓	
1.2	Required at the Planning Directors Discretion for Minor Site Plans	↓	
2.0	<b>Block &amp; Street Network Plan</b>	↓	
2.1	Designation of Core, Local & Alley streets	↓	
2.2	Dimensions of Blocks	↓	
3.0	<b>Block Usage Plan (as applicable)</b>	↓	
3.1	Designation of site usage for each block including open space areas	↓	
4.0	<b>Phasing Plan</b>	↓	

For official use only:

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Approved/Date

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