

TOWN OF CHAMPION

Site Plan Review Checklist

Date: _____

Applicant: _____

Address of Applicant: _____

Phone # of Applicant: _____

Name of Preparer of Plans: _____

Address of Preparer of Plans: _____

Status of Ownership: ___ Owner ___ Legal Purchase Offer ___ Agent

Estimated Project Construction Schedule: _____

ENVIRONMENTAL ASSESSMENT: ___ SEQR short form ___ SEQR long form

PUBLIC HEARING: _____

SITE PLAN: ___ Approved ___ Denied Date: _____

SITE LAYOUT	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING BOARD	ITEM SUBMITTED	ITEMS NEEDED
Graphic Scale				
North Point written				
Type of Land Use of Adjacent Parcels within 200 feet radius				
Type of Zoning of Adjacent Parcels within 200 feet radius				
Boundaries of Area Plotted to Scale				
Location, Proposed Use and Dimensions of All Buildings				
Number & Distribution by Type of All Proposed Dwelling Units				
Location of Outdoor Storage				
Gross Floor Area or Lease Area				
Graphic Representation of Existing & Proposed Conditions				
a. easements				
b. covenants				
c. deed restrictions				
d. structures				
e. topography (<i>contours at 5-10 ft intervals</i>)				
f. drainage				
g. vegetation & landscaping				
h. open space				
i. pedestrian traffic ways				
j. vehicular traffic ways				
k. utilities				
l. sewage				
m. water				

VEHICULAR AND PEDESTRIAN TRAFFIC	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING RD	ITEM SUBMITTED	ITEMS NEEDED
Information on Adjacent Streets				
Vehicular Access & Circulation				
Pedestrian Access & Circulation				
Traffic Control Measures/Safety				
Traffic Volume Report (<i>number & frequency</i>)				
Roads meet Town Standards				

PARKING	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING RD	ITEM SUBMITTED	ITEMS NEEDED
Number of Parking Spaces				
Location of Parking Spaces				
Arrangement of Parking Spaces				

SURFACES	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING RD	ITEM SUBMITTED	ITEMS NEEDED
Roads meet Town Standards				
Road Maintenance Agreement				
Roads, Parking Lots & Pedestrian Circulation Adequately Demarcated				
No More than 75% of Gross Site Area covered by Impervious Surface				

LANDSCAPING & BUFFERING	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING RD	ITEM SUBMITTED	ITEMS NEEDED
Type, Location & Number of Trees to be in Parking Areas				
Schedule for Planting Trees in Parking Areas				
Proposed Landscaping Plan				
Buffering from Adjacent Residential Uses				
Type of Screening to be used				

DRAINAGE & EROSION CONTROL	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING RD	ITEM SUBMITTED	ITEMS NEEDED
Flooding, Pondage, & Storm Water Reports				
Drainage Plan				
a. drainage runoff not at a greater rate or volume than natural conditions				
b. drainage system prevents undue retention of surface water				
c. drainage system does not disturb quality of existing natural drainage				
Soil Erosion & Sedimentation Control Plan				

RECREATIONAL AREAS & OPEN SPACES	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING RD	ITEM SUBMITTED	ITEMS NEEDED
Recreation Space <i>(as required)</i>				

LIGHTING	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING RD	ITEM SUBMITTED	ITEMS NEEDED
Adequate Lighting to Ensure Safety				
Height of Lighting meets Section 650 <i>(as applicable)</i>				
Lighting Plan Indicating Lumens Shed on Areas of Development				
Lighting Plan does not Impact Adjacent Lots or Roads				

SCENIC, HISTORICAL & CULTURAL ATTRIBUTES	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING RD	ITEM SUBMITTED	ITEMS NEEDED
Attributes of Site Preserved to the Extent Practical				
Integrity of existing historic sites or structures on the National Register of Historic Places are not endangered by the development				

ARCHITECTURAL DESIGN	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING BD.	ITEM SUBMITTED	ITEMS NEEDED
Architectural Plans				
a. design, layout, & function				
b. activities in character with neighboring uses				
c. plan meets Section 650 standards –H and RC zones(<i>as applicable</i>)				
<ul style="list-style-type: none"> • pitched roof • no less than 12% or more than 35% glass • overly bright or garish colors avoided • site lighting minimized • lighting source 12’ or less • no vertical siding or concrete block • wood, brick or stone siding encouraged • no steel roof other than standing seam 				
d. plan meets Section 652 standards – H zone(<i>as applicable</i>)				
<ul style="list-style-type: none"> • operation limited to interior • manufacturing/assembly limited to 5hp tools • no excessive noise, glare, vibrations and/or electronic and microwave interference with radios, TVs, and household appliances • no routine outdoor storage 				
e. plan meets Section 654 standards –RC zone (<i>as applicable</i>)				
<ul style="list-style-type: none"> • operation limited to interior • manufacturing/assembly limited to 5hp tools • no excessive noise, glare, vibrations and/or electronic and microwave interference with radios, TVs, and household appliances • minimal disturbance to land • uses screened and buffered from existing residential uses • impervious surface limited to 50% • no impervious surface coverage in front yards, other than access • no routine outdoor storage • uses designed to minimize square footage of ground coverage; multi-storied structures encouraged 				

f. plan meets Section 660 – Home Occupations	SUBMITTED BY APPLICANT	REQUIRED BY PLANNING BOARD	ITEM SUBMITTED	ITEMS NEEDED
<ul style="list-style-type: none"> • no more than 3 employees • use conducted within a structure or building • signage limited to one sign not to exceed 8 sq ft • minimal amount of impervious surface and asphalt • off-street parking space requirements • creates no unsafe traffic conditions • no objectionable odors, noise or unsightly conditions 				
Plan for Material Specifications				
Plan for Signage				