

FINAL SUBDIVISION & SITE PLAN APPROVAL

The Developer shall submit **10 copies and a reproducible mylar of the subdivision** with related application and reports to the Building Inspector for final approval within the period contained in the resolution approving the Preliminary Plan. In the event the final plan isn't submitted in this specified period, the Preliminary Plan approval granted may be revoked. The procedure for final approval is parallel to the process for preliminary approval as outlined in 29.05.04 except the Planning Board may wave the Public Hearing at their discretion.

After the Planning Board has granted final approval and before the final signatures are placed on the plat, the Developer shall enter into an agreement with the Town for the subsequent completion of the platted improvements. The Developer shall submit with the tender of dedication and deeds to all streets and easements an irrevocable letter of credit so as to assure the proper and timely completion of the required improvements.

A letter of credit furnished for the installation of the required improvements shall be in the amount fixed by the resolution of the Planning Board and shall be approved by the Town Board as to form, sufficiency and manner of execution. The letter of credit shall be issued in favor of the town of Farmington and shall assure the complete installation of the required improvements within such period, not longer than three (3) years, as shall be fixed by the Board. The Board, with the consent of all parties to the letter of credit, may extend such period upon written application of the Developer filed with the Town Clerk Prior to the date of expiration or upon its own motion at any time prior to the date of expiration or upon its own motion at any time prior to a declaration of a default in the letter of credit by the Town for an initial minimum period of one (1) year.

The Planning Board may, in acting on a Final Plat, make their approval subject to specific conditions set forth by the approval resolution and the plat may not be filed with the County Clerk, but must await the signature of a Planning Board Official which shall be affixed only after the foregoing conditions have been met to the Board's satisfaction. The Developer shall have 180 days to meet the conditions, extendable by the Board up to two additional ninety (90) day periods if the Board's opinion particular circumstances warrant such extension.

The approval by the Planning Board of a plat showing lots, blocks or sites, with or without streets or highways, or the approval by the Board of the development of a plat or plats already on file in the office of the Ontario County Clerk or the certificate of Farmington as to date of submission for which no hearing was duly held, or the date of the hearing for the approval or disapproval of such plat as the case may be, and the failure of the Planning Board to take action thereon within the time prescribed, shall expire sixty (60) days from the date of such approval or of such certificate, unless within such sixty (60) day period such plat or a section thereof shall have been duly filed or recorded by the owner in the office of the Ontario County Clerk.

If the owner shall file only a section of an approved plat within such sixty (60) day period, such section shall encompass at least ten percent (10%) of the total number of lots contained in the approved plat and the approval of the remaining sections of the approved plat shall expire unless said sections are filed before the expiration of the exemption period to which such plat is entitled under the file only a section of such approved plat in the office of the Ontario County Clerk, the entire approved plat shall be filed within sixty (60) days of the filing of such section with the Farmington Town Clerk.

The subdivider shall tender offers of cession in a form certified as satisfactory by the Town Attorney of all land included in streets, highways or parks, not specifically reserved by him, but approval of the plan by the Planning Board shall not constitute an acceptance by the Town of the dedication of any street, highway, park or other public open space.

Between the interval of Preliminary and Final approvals of the subdivision plat, the Developer shall petition the Town Board for the creation of the districts or extensions as necessary for a given development:

- a. Sanitary Sewer Improvement Area
- b. Storm Drainage Districts
- c. Water Districts
- d. Lighting District
- e. Any other District required for a particular development

In order to preserve the continuity and format of the application of the districts to the various governing authorities, the Town Attorney and Town Engineers shall prepare the necessary documents and maps and the Town Clerk will be responsible for publication and filing requirements. All costs for the formation of these districts shall be paid for by the Developer to the Town within thirty (30) days of its receipt of a bill therefor.

Required special improvement districts must be extended or created by the Town Board before the signature of the official of the Planning Board may be affixed to the approved plan

The installation of improvements and development of any subdivision shall be subject to inspection at all stages by representatives of the Town of Farmington and for such purposes free access shall be accorded and requested information shall be promptly submitted. All costs of inspection, including testing of materials, shall be paid for solely by the Developer. A sufficient sum shall be provided by the Developer in either the letter of credit or cash for the project inspection costs.

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The attached **CHECKLIST** is for use by the applicant (or agent) and Town Staff as a guide to insure that all necessary information has been provided on the plans. The applicant (or agent) shall complete ALL items. Should an item not be applicable, please indicate N.A. and explain.

If the set of required documents is incomplete, your application will not be placed on the Planning Board Agenda

Prepared for: _____
Name of Developer _____ Date _____

Developer's Address & Telephone Number

Prepared for: _____
Name of Consultant _____ Date _____

Consultant's Address & Telephone Number

SECTION 29.08 PLAN REQUIREMENTS

In addition to the requirements for final plan the following may be required.

29.08.3 Final Plan (continued)

- __a. Indicate zoning by note. If more than one area, delineate the zoning on the plan view.
- __b. By plan note, list all variances and special permits accompanied by application number and approval date.
- __c. Show a tie distance from the proposed site to the nearest intersection.
- __d. All survey monuments on site and within 100 feet of the site must be shown. Indicate, on the plan, the proposed protection from damage for the “on site” monuments.
- __e. A letter of credit, in the amount of \$1,000.00 per monument, will be required as a protective measure for all Town, County State, and Federal monument on site, or those affected by the proposed construction .
- __f. Show all fire lanes.
- __g. The Planning Board may require that the landscape plan be prepared by a Licensed Landscape Architect.
- __h. The Planning board may also require that the proposed landscape be installed by a Certified New York State Nurseryman.
- __i. The Planning Board may require a letter of credit in the amount of the landscape contract and that the letter of credit be for a two year period to guarantee growth.
- __j. All architectural plans must include elevation drawings of the proposed structure and be fully dimensioned, horizontally and vertically.
- __k. Indicate the architectural treatment of the proposed and/or existing buildings including the type and color of the proposed finish materials.
- __l. Show location of the dumpster (when applicable).
- __m. The site plan must be prepared from a current Instrument Survey (less than 12 months old).
- __n. Snow storage areas must be shown on the plan. If the parking area is used, list its effects, etc.

FINAL PLAN APPROVAL

SECTION 29.08 PLAN REQUIREMENTS

In addition to the requirements for final plan the following may be required.

29.08.3 Final Plan (continued)

- ___o. Where easements are required for items such as utilities, access, drainage or sidewalks, these must also be shown to include survey data. The actual offer of easements shall be prepared by the engineer and attorney and submitted for review by the town at time of final approval.
- ___p. If the proposed driveway will enter a state of county highway, the plan must be submitted to the agency for curb cut approval. Copies of such approvals must be submitted to the town at the time of final approval.
- ___q. A separate Lighting Plan will be provided showing the proposed lighting, to the nearest candle power, as measured at ground level (sometimes called a lighting contour map.)
- ___r. All contours shall be carried a minimum of fifty (50) feet offsite.
- ___s. Show wetland and buffer zone limits (when applicable).
- ___t. Show floodplain and floodway limits (when applicable).

SECTION 29.08 PLAN REQUIREMENTS

29.08.3 FINAL PLAN:

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

- __a. Size of the plan and material shall be acceptable for filing in the Ontario County Clerk's Office.
- __b. Scale (no smaller than 1" = 50')
- __c. Name and seal of the registered professional engineer, architect or surveyor responsible for the plan.
- __d. Street lines, lot lines, rights-of-way, easements and areas to be 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 and to reproduce such lines on the ground.
- __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. All dimensions and angles or bearings of the lines of each lot and of each area proposed to be dedicated to public use.
- __i. The proposed building setback line for each street or the proposed placement of each building
- __j. Names of streets within and adjacent to development.
- __k. Permanent reference monuments shall be shown.
- __l. Lot numbers and area of each lot in square feet and acreage of each section or phase.
- __m. 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.

NOTE: On larger projects these should be incorporated on a separate grading plan.

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- __n. Location, size, invert elevations, type and class of pipe on all sanitary and storm sewers and manholes.
- __o. Location, sizes and types of pipe for all watermains, location of all valves, hydrants, blowoffs, etc.
- __p. Profiles with detailed information of all streets, storm sewers, sanitary sewers and watermain crossings.
- __q. Design and plan details of all special construction (culverts, bridges, headwalls, etc.)
- __r. Engineering calculations are required to substantiate the proposed design of utilities, etc.
- __s. A landscaping plan with planting schedule.
- __t. Details required to specify special conditions, materials or methods of construction, including erosion control plans.
- __u. Indication of approval from the jurisdictional agencies.
- __v. Signature of approval of plans by Town Engineer, Superintendent of Water & Sewer and Highway Superintendent.
- __w. approval of all agencies having jurisdiction over any phase of the development. (DEC approval/permits, DOT approval/permits etc.) A copy of such approvals/permits must be included with the plan
- __x. An affidavit that the applicant is the owner or equitable owner of the land proposed to be developed.
- __y. A statement duly acknowledged before an officer authorized to take acknowledgement of deeds and signed by the owner or owners of the property, to the effect that the subdivision as shown on the final plan is made with his or their full consent and that it is desired to record the same.
- __z. An affidavit stating that the applicant will install all improvements shown on the final plan at his own expense.