



277 OLD NYACK TURNPIKE, CHESTNUT RIDGE, NY 10977 / 845-425-8283 / FAX 845-425-7199

BUILDING DEPARTMENT

CHECKLIST FOR PLOT PLANS
(Submit 4 Originals)
Minimum size 24"x36"

Section, Lot, Block: _____ Zone: _____

Owner(s): _____

Site Address: _____

City: _____ State: _____ Zip code: _____

1. Property Tax I.D. (section, block and lot) number, zone and owner(s).-----YES NO N/A
2. Filed Map reference including name of Subdivision.-----YES NO N/A
3. Metes and bounds of all property lines and widths of Right of Way.-----YES NO N/A
4. Existing dwelling and/or proposed dwelling (and/or additions) including-----YES NO N/A
all site improvements (decks, walkways, sheds and driveways/hardscape).
5. Existing and proposed topography. Provide elevations of building corners.-----YES NO N/A
6. Finish floor elevations, first, basement and/or garage elevations.-----YES NO N/A
7. Additional spot grades along the grading limit line, to define swales at all-----YES NO N/A
breaks in slope, at top and bottom of walls and key points in driveways.
8. Show swale locations. Swales to have a minimum of one (1) foot below-----YES NO N/A
the grade around the foundation. Swales to have a minimum slope of 1.5%.
9. Driveway location, material and slope.-----YES NO N/A

10. Pertinent utilities to be shown including: house sewer location----- YES NO N/A
and cleanouts: house water connections.
11. Provide Bulk Zoning Table with; Required, Existing and----- YES NO N/A
Proposed Requirements.
12. Show Building Envelopes.----- YES NO N/A
13. Development Coverage, show existing and proposed coverages----- YES NO N/A
with breakdown of calculations.
14. Floor Area Ratio (show on bulk table) Submit to Building Department----- YES NO N/A
necessary support plans and calculations.
15. Soil Erosion and Sediment Control (SESC) measures including----- YES NO N/A
silt fencing locations and details, construction access, tree protection, notes and details.
16. Tree Removals and clearing limit line, provide number of trees to----- YES NO N/A
be removed with size and species.
17. Limit of Disturbance line clearly delineated.----- YES NO N/A
18. Provide drainage design and analysis for increase in runoff----- YES NO N/A
due to improvements. Provide on-site retention based on 100 year storm
(seepage pits or chambers). Roof drains to be connected to subsurface system.
Inlets/trench drains may be used in driveways for collection of runoff.
Roof drain piping shall be SDR 35. Provide details and appropriate notes.
19. Footing drains locations and elevations.----- YES NO N/A
(Insure discharge location does not negatively impact adjacent properties).
20. At time of the completion the applicant shall submit an "As-Built" of site----- YES NO N/A
improvements prepared by a Licensed Professional Land Surveyor showing
dwelling location and offsets, bulk requirements, utility locations, drainage and
all other information to provide for a complete review of the construction for
closeout. Required as part of Certificate of Occupancy review.

To the best of my knowledge the information contained is complete and correct.

Signature: _____

Phone: _____

Print Name: _____

Email: _____

Date: _____

Fax: _____