

## Ellis Tract site plan review checklist per Zoning Law §1312

With Zoning Officer comments in bold and giving citations for where some information can be found

F. 4. c. Site plan in accordance with the requirements of Article XI and this section including, without limitation:

- i. Name, address and phone number of the person preparing the reports. **Complies, February application.**
- ii. Postal address and Tax Map parcel number of the property. **Complies, February application.**
- iii. Zoning district in which the property is situated. **RA district, Drawing C-113.**
- iv. The exact location including geographic coordinates of the proposed Ground-Mounted Large-Scale Solar Energy System including any solar arrays, equipment and anchors, if applicable. **Require geographic coordinates.**
- v. Identification on site plans of areas of potential environmental sensitivity, including onsite or nearby Unique Natural Areas, slopes greater than 15%, flood plains, historic sites, airports, other government lands, conservation easements, trails, parkland, prime soils, and wetlands as identified by Tompkins County Planning Department mapping services, the New York State Department of Environmental Conservation, or the United States Army Corps of Engineers. **Complies, Drawings C-101, 102, 106, 107, 108, 112.**
- vi. The maximum height of the proposed Solar Energy System, including all appurtenances. **Complies, 8 feet, Visual Impact Statement and FEAF D.1.g.**
- vii. A detail of solar collector type including but not limited to equipment specification sheets for all photovoltaic panels and collectors, significant components, mounting systems, and inverters that are to be installed; and proposed solar energy production capacity design level proposed for the Solar Energy System and the basis for the calculations of the area of the Solar Energy System's capacity. **Partially complies, Drawing C-114, Visual Impact Statement and FEAF; require spec sheets.**
- viii. The location, type and intensity of any lighting on the site. **No lighting on plan, confirm intent to install work light at each inverter pad.**
- ix. Property boundaries and names of all adjacent landowners; **Complies, Drawings C-103, 109.**
- x. If the real property for the proposed project is to be leased, legal consent between all parties, specifying the use(s) of the land for the duration of the project, including easements and other agreements, shall be submitted. A document must be submitted that clearly delineates the party responsible for decommissioning at the end of the life of the system and in the event the owner of

the system abandons the system for any reason. Examples of such a document are a Lease, Memorandum of Lease or Letter of Agreement. **Partially complies, Letter from landowner provided; require decommissioning document review by town attorney for legal sufficiency.**

- xi. The location of all other structures on the property. **Complies, Drawings C-101, 107.**
- xii. The system shall be designed to accommodate emergency vehicle access. The design may include, but not be limited to, items such as the height, access ways for vehicles, firefighting capabilities, and other prominent features. **Partially complies, require some access control system such as KNOX box.**
- xiii. Blueprints and a site plan showing the layout of the Ground-Mounted Large-Scale Solar Energy System, which must bear the seal of a design professional licensed to practice in New York State. **Complies, Drawings C-102, 108.**
- xiv. Description of continuing Solar Energy System maintenance and property upkeep, such as mowing and trimming. **Complies, Visual Impact Statement proposes grazing for vegetation maintenance.**
- xv. The location, nature and extent of any proposed fencing, landscaping and screening. **Complies, Drawings C-102, 108 and Visual Impact Statement.**
- xvi. The location and nature of any proposed utility easements and access roads or drives. **Complies, Drawings C-102, 108.**
- xvii. A glare assessment survey and any mitigation efforts that may be utilized to minimize glare on contiguous parcels of land. **Complies, Visual Impact Statement.**
- xviii. A Decommissioning plan as set forth in the below provisions titled “Abandonment and Decommissioning”. **Partially complies, February application, require formalization in document deemed sufficient by town board and town attorney.**

## Site plan review checklist per Zoning Law §1103

### B. Site plan checklist:

1. Title of drawing, including name and address of applicant and person responsible for preparation of the drawing;
2. Boundaries of the property, plotted to scale, and including north arrow, scale and date;
3. Identification of public highways;
4. Existing watercourses and wetlands;
5. Grading and drainage plan showing existing and proposed contours;
6. Location, design and type of construction, proposed use and exterior dimensions of

- all buildings;
7. Location, design and type of construction of all parking and truck loading areas showing ingress and egress to the public highway;
  8. Provisions for pedestrian access including sidewalks along public highways. Pedestrian facilities shall be ADA (Americans with Disabilities Act) compliant. Sidewalks must be constructed continuously across all driveways;
  9. Provisions for bicycle parking, such as bicycle racks or bicycle lockers as appropriate. All bicycle parking devices shall be provided in accordance with guidelines published by the Association of Pedestrian and Bicycle Professionals (APBP). Some portion of bicycle parking should be provided in a covered area protected from the weather;
  10. Location, type and screening details of waste disposal containers and outdoor storage areas;
  11. Location, design and construction materials of all existing or proposed site improvements, including drains, culverts, retaining walls and fences;
  12. Description of the method of sewage disposal and location;
  13. Description of the method of securing potable water and location, design and construction materials of such facilities;
  14. Location of fire and other emergency zones, including the location of fire hydrants;
  15. Location, design, and construction materials of all energy distribution facilities, including electrical, gas and solar energy;
  16. Location, height, size, materials, and design of all proposed signage;
  17. Identification of street number(s) in accordance with any applicable 911 numbering system, and method for ensuring that building identification numbers are installed in a manner that will be visible to emergency responders during the day and night;
  18. Location and proposed development of all buffer areas, including existing vegetation cover;
  19. Location and design of outdoor lighting facilities;
  20. Location, height, intensity, and bulb type of all external lighting fixtures;
  21. Direction of illumination and methods to eliminate glare onto adjoining properties;
  22. Identification of the location and amount of building area proposed for retail sales or similar commercial activity;
  23. Proposed limit of clearing showing existing vegetation. Individual trees with a diameter at breast height (DBH) of 12 inches or greater within the clearing line shall also be shown, if the Board finds that there are uniquely beneficial species on the site and/or exceptionally mature trees;
  24. Landscaping plan and planting schedule;
  25. Estimated project construction schedule;

26. Record of application for and approval status of all necessary permits from state and county agencies;
27. Identification of any state or county permits required for the project;
28. Other elements integral to the proposed development as considered necessary by the Board;
29. Stormwater Management Plan as required by the Town of Dryden Stormwater Management, Erosion and Sediment Control Law;
30. Short or Full Environmental Assessment Form or draft Environmental Impact Statement as determined by the Board at the sketch plan conference.

## Checklist for site plan review considerations per Zoning Law § 1104

C. The Board's review of the site plan shall include, but is not limited to, the following considerations:

1. Location, arrangement, size, design, and general site compatibility of buildings, lighting, and signs;
2. Adequacy and arrangement of vehicular traffic access and circulation, including intersections, road widths, pavement surfaces, dividers, and traffic controls;
3. Location, arrangement, appearance, and sufficiency of off-street parking and loading;
4. Adequacy and arrangement of pedestrian traffic access and circulation, walkway Structures, control of intersections with vehicular traffic, and overall pedestrian convenience;
5. Adequacy of stormwater and drainage facilities;
6. Adequacy of water supply and sewage disposal facilities;
7. Adequacy, type, and arrangement of trees, shrubs and other landscaping constituting a visual and/or noise buffer between the applicant's and adjoining lands, including the maximum retention of existing vegetation;
8. Adequacy of fire lanes and other emergency zones and the provision of fire hydrants;
9. Adequacy of the site's ability to support the proposed use given the physical and environmental constraints on the site, or portions of the site;
10. Special attention to the adequacy and impact of Structures, roadways and landscaping in areas susceptible to ponding, flooding and/or erosion;
11. Conformance with the Town's Residential and Commercial Design Guidelines to the maximum extent practicable;
12. Completeness of the application and detailed site plan in light of the Board's requirements following the sketch plan conference.