

VILLAGE OF HUNTINGTON BAY
Steep Slope Application Checklist:

1. Title, Topographic and Tree Survey of Property, which includes:

- a) Title boundaries including easement and ROW data.
- b) Existing topography at two (2) foot intervals, high tide location if appropriate
- c) Existing structures: which includes all structures: buildings, building offsets, retaining walls, fences, driveways, drainage, bulkheads, pools, wells, retaining walls, sanitary facilities, patios, water service, easements and ROW information.

Structure – Any object, installed or placed on, above or below a parcel of land for use, occupancy or ornamentation, including but not limited to buildings, sheds, decks, dwellings, mobile homes, trailers (whether movable or stationary), stadiums, tents, reviewing stands, satellite antennas, solar heating devices, tennis courts, platforms, porches, staging, observation towers, radio and television towers and antennas, gasoline pumps, standpipes, outside bins, pools, docks, walls and retaining walls, bulkheading, fences, trellises, pergolas, gates, gateposts, poles, signs, tanks and any fixtures, additions and alteration thereto. The work “structure” shall be construed as through followed by the words “or part thereof.”

- d) Existing Tree locations, size and species twelve (12) inch caliber three (3) feet above ground level and larger).
- e) Area of Property
- f) Portion of Property having slopes 15% - <25% and +25% per Chapter 73 definition graphically depict location on survey and compute areas effected.

2. Proposed Steep Slope Site Plan which includes:

- a) Existing/proposed topographic information two (2) foot intervals, spot grades at building corners, driveway and drainage inlets.
- g) Existing/proposed improvements and structures including but not limited to: buildings, building offsets, retaining walls, fences, driveways, drainage, bulkheads, pools, wells, retaining walls, sanitary facilities, patios, water service, easements and ROW information. Stormwater drainage information must include volume computations based on a six (6) inch rainfall event.

- b) Abutting owner’s information, tax lot data, landuse and zoning
- c) All dimensional offsets for proposed structures

d) Landuse Table:

- Property area sq.ft. & acres
- Zoning of Property
- Suffolk County Tax Lot Identification
- Existing & Proposed Building Areas
- Existing & Proposed Building Floor Area
- Landscape Area
- Driveway Area
- Patio/Walkway Area
- Pool
- 15% & 25% Slope Areas Total
- Portion of 15% & 25% Slope Areas impacted by proposed action

- e) **Erosion Control Information: All projects must include a computation of total/ultimate clearing area.**

All site plans which propose clearing shall include provisions for erosion control. Applicants may utilize NYSDEC Reference Materials available at Village of Huntington Bay or at the NYSDEC web site http://www.dec.ny.gov/docs/water_pdf/bluebklite.pdf.

Site plans which result in clearing of more than 1 acre must file a Notice of Intent (NOI) in accordance with NYSDEC General Permit for Stormwater Discharges from Construction Activity Permit No. GP-0-10-001 dated January 29, 2010. Applicants may utilize NYSDEC Reference Materials available at Village of Huntington Bay or at the NYSDEC web site http://www.dec.ny.gov/docs/water_pdf/gpsconspmt10.pdf and http://www.dec.ny.gov/docs/water_pdf/noipgr10.pdf http://www.dec.ny.gov/docs/water_pdf/instrman1.pdf.

*Applicants should note that steep slope areas have increased potential for erosion. The erosion control plan should include control measures consistent with NYSDEC recommendations for sloped areas. The landscape plan should include final stabilization methods which will reduce the potential for erosion.

3. Landscape Plan:

- a) Existing trees within development/clearing area (12 inch caliber and larger)
- b) Existing trees to be removed (12 inch caliber and larger)
- c) Proposed trees and shrubs (species size, location, number)

4. NYSDEC Freshwater or Tidal Wetlands Permit or Jurisdiction Determination

- a) If the subject property falls within 300 ft of the survey located high tide elevation the applicant must submit a NYSDEC Tidal Wetland Jurisdictional determination and/or Tidal Wetland Permit.
- b) If the subject property contains or abuts an open freshwater surface or stream the applicant must submit a NYSDEC Freshwater Wetland Jurisdictional determination and/or Freshwater Wetlands Permit.

5. Photographs depicting visual setting of the property and structures on the property and surrounding area from each of the corners of the property and abutting streets.

Notes: Survey must be prepared by a NYS Lic. Surveyor. Site plans must be prepared by a NYS Lic. Architect or Engineer. Landscape plans may be prepared by a licensed Landscape Architect, Architect or Engineer

Title survey must be dated within (1) year of the application date.

A single plan may be prepared combining site plan and landscape requirements

If the property development also requires a site plan approval the requirements of both applications can be combined to create a single plan. Contact the Village Engineer or Building Inspector for information regarding plan requirement overlap.

Applicant should contact the Village Engineer regarding NYSDEC tidal and freshwater wetland jurisdictional determinations. Contact the Village Administrator for the hearing schedule.

If an NOI, ESCP and/or SWPPP is required it must be prepared and filed by a individual meeting the requirements of the NYSDEC General Permit Criteria.