

CHAPTER 39: SUBDIVISION REGULATIONS

ARTICLE I - GENERAL PROVISIONS

§39.1 Title

This Chapter shall be known and may be cited as the "Subdivision Regulations of the Town of Camillus".

§39.2 Purpose

It is hereby declared to be the policy of the Town of Camillus that the subdivision and development of land for residential, commercial and industrial purposes shall be guided and regulated in such a manner as to meet the following requirements for orderly and harmonious growth: Land to be subdivided or developed shall be of such character that it can be used safely without danger to health, or peril from fire, flood, erosion, excessive noise or smoke, or other menace; Proper provisions shall be made for drainage, water supply, sewage conveyance and treatment and other appropriate utility services; The proposed streets shall provide a safe, convenient and functional system for vehicular circulation, and shall be properly related to the Comprehensive Plan of the area; Streets shall be of such width, grade and location as to accommodate prospective traffic as determined by existing and probable future land and building uses; Buildings, lots, blocks and streets shall be so arranged as to afford adequate light, view and air to facilitate fire protection and to provide ample access by emergency service personnel and vehicles to buildings; Land shall be subdivided or developed with due regard to topography so that the natural beauty of the land and vegetation shall be protected and enhanced; Adequate sites for schools, parks, playgrounds and other community services shall be located so that residents of all neighborhoods shall have convenient access to such facilities.

§39.3 Definitions

As used in this Chapter, unless the context or subject matter otherwise requires, the following terms are hereby defined.

- A. Cluster Development - Subdivision of land under Section 278 of the Town Law
- B. Double Frontage Lot - A lot which has frontage on two parallel streets
- C. Lot line Realignment – The excision of a portion of a parcel of land for the purpose of conveyance, which does not result in a conforming, buildable lot
- D. Major Subdivision - The division of any parcel of land into four or more parcels for the purpose of conveyance, lease or building development
- E. Minor Subdivision - The re-subdivision of previously subdivided lots, or the division of any parcel of land into two or three parcels for the purpose of conveyance, lease or building development. Any such minor subdivision shall not involve the creation of a public street. If a public street is to be created, such subdivision shall be a major subdivision.

- F. Parcel – A plot of land which conforms to the dimensional requirements of the Zoning Code and which is intended to become a stand-alone building lot.
- G. Planning Board - The Planning Board of the Town of Camillus
- H. Street - A public right-of-way for vehicular traffic. The following functional classifications are used in these Regulations:
 - 1. Arterial Street - Carries a large volume of vehicular traffic through and around the Town and to neighboring communities. Average daily trips are typically 5,000 to 22,000 vehicles.
 - 2. Collector Street - Carries small volumes of vehicular traffic between various connecting residential, commercial and local streets to each other and to arterial streets. The average daily volume is 1,500 to 5,000 cars with peak-hour traffic of more than 10% of the daily volume.
 - 3. Cul-de-sac - A local street with one end open for access and the other end terminating in a vehicular turnaround. The length of a cul-de-sac shall be measured along the centerline from its intersection with the centerline of the street from which it runs to the center of the cul-de-sac turnaround.
 - 4. Local Street - Typically the average daily trips are less than 1,500
 - 5. Marginal Access Street - A local street which is parallel to and adjacent to an arterial street and which provides access to abutting properties and protection from through traffic.
 - 6. Service Drive - A private right-of-way which is primarily for vehicular access to the back or the side of a parcel or properties.
- I. Three Mile Limit of the City of Syracuse - The area outside the boundaries of the City of Syracuse and extending three miles within which the City of Syracuse exercises subdivision control by statutory and charter provisions.
- J. Town Board - The Town Board of the Town of Camillus
- K. SEQRA - State Environmental Quality Review Act as set forth in Article 8 of the Environmental Conservation Law and Chapter 32 of the Town of Camillus Municipal Code

ARTICLE II - PROCEDURES

§39.20 General Procedure

- A. An applicant for approval of a major subdivision shall comply with all procedures in this Article.

- B. An applicant for approval of a minor subdivision may omit applying for a Preliminary Plat approval provided that the provisions of Paragraphs A, C, D, E and F of Section 39.22 are complied with when application is made for Final Plat Approval.
- C. The filing fees for Final Plat Approval for a minor subdivision shall be the amounts as provided for in Section 39.22(B) rather than the amount provided for in Section 39.25(B).

§39.21 Sketch Plan Procedure

- A. Prior to applying for approval of any subdivision, the applicant shall submit to the Planning Board a Sketch Plan and data as specified in Section 39.50.
- B. The applicant and the Planning Board shall discuss the proposal as it relates to the property and with respect to zoning requirements, existing private and public developments, facilities, services and those proposed by the Comprehensive Plan or public agency, and any special community or site problems that may be encountered. Modification of the Sketch Plan shall be discussed if the plan, as submitted, does not meet the objectives or standards of these Regulations or if the Planning Board finds the proposal to be inappropriate in any regard.
- C. Upon completion of the review of the Sketch Plan, the Planning Board shall advise the applicant of the Environmental Assessment Form to be filed with the application for Preliminary Plat approval or, in the case of a minor subdivision, with the filing of the Final Plat application.

§39.22 Preliminary Plat Procedure

- A. Prior to submitting the application, the applicant shall place flagged hubs (stakes) to mark approximate property boundary lines where they intersect public streets, and shall stake the approximate centerline of intersections of proposed streets with existing streets.
- B. The Preliminary Plat and all supplementary material as specified in Section 39.51, together with an application, shall be delivered to the Planning Board clerk together with a fee of \$100 plus \$10 per lot. The cost of the required publication of public hearing notice will be billed to the applicant.
- C. The applicant shall complete and submit with the application the Environmental Assessment Form specified by the Planning Board.
- D. Any requested waivers of the Zoning Code shall be set forth on a separate statement and filed with the application.
- E. Where necessary or as otherwise required the applicant shall obtain and submit with the application, the conceptual approval of the following agencies:
 - 1. Waste disposal by sewer system by Onondaga County Department of Drainage and Sanitation or Onondaga County Health Department;
 - 2. Waste disposal of subsurface leaching by Onondaga County Health Department;

3. Public water system by Onondaga County Water Authority or Camillus Consolidated Water District;
 4. Private water system by Onondaga County Health Department;
 5. Streets and driveways with frontage on, or access to, or otherwise related to existing or proposed State highways or County highways by New York State Department of Transportation or Onondaga County Department of Transportation;
 6. Streets and driveways with frontage on, or access to, or otherwise related to existing or proposed Town highways by the Superintendent of Highways.
 7. Subdivision name and street names by Syracuse Onondaga County Planning Agency.
 8. Approval of the Syracuse City Planning Commission if the subdivision is located within the three-mile limit of the City of Syracuse.
- F. A Preliminary Plat showing proposed new streets or building sites having frontage on, access to, or otherwise directly related to any existing or proposed County highway or within 500' of any other County facility shown on any official County map, shall be submitted by the Planning Board to the Syracuse Onondaga County Planning Agency as provided by in Section 239(k) of the General Municipal Law.
- G. Professional fees:
1. The applicant for a major residential subdivision shall pay the fees for all professionals engaged by the Planning Board to advise it regarding any such application. Those fees have been estimated and based thereon, the following fee schedule is established: \$225 per lot for developments consisting of 1 to 30 lots; \$200 per lot for developments consisting of 31 to 60 lots; \$175 per lot for developments consisting of over 60 lots; \$100 per lot for developments involving construction of attached townhouses pursuant to Section 281 Town Law. Where unusual circumstances exist necessitating additional legal or engineering expenses incurred, fees will be charged on a case by case basis, otherwise the foregoing schedule is deemed to be fair and reasonable compensation to the Town for the contemplated necessary professional services including all professional services required for SEQRA review unless there is a positive declaration. In the event that there is a positive declaration, the fees provided for in Section 32.24 of the Camillus Municipal Code may also be charged to the applicant. The fees required by this subdivision shall be paid with the application fee specified in Section 39.22(B).
 2. The applicant for subdivision of a non-residentially zoned parcel, shall pay the fees for all professionals engaged by the Planning Board to advise it regarding any such application. Only the fees of such professionals which are incurred for necessary time devoted to reviewing the application and all required submittals, other than time expended at regular Planning Board meetings, shall be paid by the applicant. The

applicant shall also be required to reimburse the Planning Board for any legal fees incurred for the preparation of any legal documents required by the action of the Board. The fee rate to be paid shall be the same rate such professionals charge the Planning Board for its routine services. The fees so incurred shall be paid in advance by the applicant by depositing with the Planning Board clerk, within ten days of notification by the Planning Board clerk, a sum to be estimated by the Planning Board at its first meeting where the application is considered. The actual professional fees to be charged to the applicant shall be charged against said sum and any unused portion thereof shall be returned to the applicant at an appropriate time to be determined by the Board. In the event that said estimated fees are not paid when due, the Planning Board shall deny the application at its next regularly scheduled meeting, unless the Planning Board shall have made another suitable arrangement with the applicant to insure payment of all fees that may be incurred. The Planning Board shall from time to time during its review of the project revise the estimated fees, if appropriate, and require additional estimated payments.

- H. The Planning Board shall review the Preliminary Plat and other material submitted for conformity to these Regulations, and determine whether or not there is a significant effect upon the environment pursuant to SEQRA.
- I. Within 62 days from the date of submission of the Preliminary Plat, which period may be extended with the applicant's consent, the Planning Board shall hold a public hearing.
- J. Within 62 days from the date of the hearing, which period may be extended by mutual consent of the applicant and Planning Board, the Planning Board shall approve, approve with conditions, or disapprove such Preliminary Plat. The conditions of approval or the grounds for disapproval shall be stated in the minutes of the meeting at which such action is taken.

§39.23 Construction Drawing Procedure

- A. If the applicant intends to construct streets, sewers, water or drainage facilities prior to submitting a Final Plat, an application shall be made for approval of Construction Drawings. Such application shall be delivered to the Planning Board clerk together with a \$25 fee and shall contain the additional data specified in Section 39.33.
- B. Prior to submittal of the construction drawings to the Planning Board for its approval, the applicant must obtain approval of any permitting agencies which have jurisdiction over the required improvements.
- C. Upon review and approval of the construction drawings by the permitting agencies, the Planning Board and the Town's engineer, the applicant shall obtain an agreement with the Town Board for acceptance of such improvements.

§39.24 Amended Preliminary Plat Procedure

An Amended Preliminary Plat may be used to revalidate an expired Preliminary Plat or to reflect changes in the contemplated development which do not substantially conform to the previously approved Preliminary Plat.

- A. Prior to submitting the application, the applicant shall place flagged hubs (stakes) to mark approximate property boundary lines where they intersect public streets, and shall stake the approximate centerline of intersections of proposed streets with existing streets.
- B. The Amended Preliminary Plat and all supplementary material specified in Section 39.51 or a request for waiver of such items as the applicant alleges to be unnecessary under the circumstances.
- C. The Amended Preliminary Plat and all supplemental material which may be required shall be delivered to the Planning Board clerk together with a fee of \$100, plus the cost of advertising and professional fees in an amount to be determined by the Board.
- D. The applicant shall complete and submit with the application the Environmental Assessment Form specified by the Planning Board.
- E. The applicant shall obtain and present the conceptual approval of any governmental agency as may be identified by the Planning Board upon its consideration of the application.

§39.25 Final Plat Procedure

- A. The Final Plat shall substantially conform to the approved Preliminary Plat.
- B. The Final Plat with all required supplementary materials are specified in §39.53, together with the application for final approval and a \$50.00 fee shall be delivered to the Planning Board Clerk within six months of approval of the Preliminary Plat unless an extension of time is applied for and granted by the Planning Board.
- C. With the application, the applicant shall also submit the following:
 - 1. Construction drawings for all streets, sewers, water facilities and/or drainage facilities which have not been previously approved as provided for in Section 39.23.
 - 2. A list of all proposed deviations from the approved Preliminary Plat.
 - 3. A certificate accompanied by inspection diaries and testing results that the sewer, water and drainage improvements have been installed in accordance with the plans and specifications must be furnished prior to the acceptance of such improvements.
 - 4. An agreement with the Town of Camillus to accept such improvements which are to be conveyed to the Town which have not yet been constructed, together with a Letter of Credit or other security specified by the Town Board in an amount recommended by the Town's engineer and approved by the Town's attorney as to form, manner of execution and surety.
 - 5. A maintenance bond or other security in the amount of 10% of the cost of construction must be posted for such a period of time as is specified by the Town Board and approved by the Town's attorney as to form, manner of execution and surety, for the maintenance

and repair of such improvements as have been constructed. Sanitary sewers shall be televised and any defects found shall be corrected before this bond or other security can be released.

6. Conveyance instruments, in a form acceptable to the Town's attorney, of all lands to be dedicated for streets, easements, parks or other public facilities.
 7. A certified check in the amount specified in Section 39.33(D), Street Construction Standards, to defray the costs of inspection of streets.
 8. Four copies of utility as-built drawings and three copies of street as-built plans and profiles, certified by licensed land surveyor or professional engineer, showing the location of such improvements as have been constructed prior to Final Plat submission.
 9. All fees as provided for in Section 39.35(A)(6).
- D. Within 45 days of the submission of the Final Plat and other required materials, the Planning Board shall conduct a public hearing, and thereafter shall act to approve or disapprove the Final Plat within 62 days of the public hearing. However, the Planning Board may in its discretion waive such a public hearing if it determines that the Final Plat substantially conforms to the approved Preliminary Plat. The Planning Board may also, in its discretion waive the public hearing for minor subdivisions. If the hearing for the Final Plat is waived, the Planning Board shall act to approve or disapprove within 62 days of its resolution waiving a public hearing.
- E. If the Final Plat is approved, the Planning Board shall make an appropriate notation on the face of the prints.
- F. Approval of the Final Plat shall expire 60 days from the date of such approval unless such plat or a section thereof shall have been duly recorded by the applicant in the office of the County Clerk. In the event that a conditional Final Plat approval is granted the sixty days shall not commence until the fulfillment of all conditions.
- G. The Planning Board may permit the Final Plat to be divided into two or more sections, subject to such conditions as it deems necessary to assure orderly development of the subdivision. The approved plat, or any approved section thereof, shall be recorded within 60 days of approval, subject to any conditions imposed, and shall encompass at least 10% of the total number of lots shown on the Final Plat. Approval of any other sections, not recorded, shall expire unless recorded before the expiration of three years. In the event the applicant does not record all approved sections, the entire Final Plat shall be filed with the Town Clerk within 30 days of the recording of any section with the County Clerk.
- H. Within 30 days from the filing of the Final Plat with the County Clerk the applicant shall file with the Planning Board's clerk two Mylar and six paper copies of the Final Plat, with the County recording information thereon.*

*By Town Board resolution #74 dated 4/26/11 the maps should be distributed to the Assessor, Code Enforcement, Highway Dept., Water Dept., Town Engineer, Town Attorney, & permanent file.

- I. As-built drawings as specified in Section 39.25(C)(8) shall be filed with the Town Board within 30 days prior to the acceptance of the improvements by the Town. Until as-built plans are filed, no performance bond or other security guaranteeing the completion of such improvements will be released.

§39.26 Cluster Development

- A. The Planning Board is granted authority, to be exercised simultaneously with the approval of plats, to modify the applicable provisions of the Town of Camillus Zoning Code as they pertain to properties zoned R-1, R-2, R-3 and R-4, subject to the conditions of Section 278 of the Town Law and the other conditions hereinafter set forth.
- B. In addition to the requirements of Section 39.21, the applicant shall submit a computation of the proposed lot yield and provide supportive documentation and calculations for the Planning Board's review. When considering the maximum allowable lot yield, the Board may, in its discretion, exclude from the calculation of lot yield those portions of the applicant's development site which in the judgment of the Planning Board would be impossible or inappropriate to develop. Such a determination by the Planning Board shall be supported in the record and shall be elaborated in its decision. Those portions of the development site that may be excluded from the calculation of lot yield are wetlands, stream corridors, steep slopes, bodies of water, historic lands and any other lands which have unique or sensitive characteristics.

§39.27 Lot Line Realignment Procedure

For purposes of application, a Sketch Plan as outlined in Section 39.50 must be submitted; however, approval shall require a location survey map which must show the original parcel and also show the realigned lot lines. The footprint of all existing buildings and structures must be shown and also the contiguous lot whose lot line is affected by the application. All subsurface water septic and drainage facilities must also be shown on the survey. An application fee of \$75 must be submitted at the time the application is made.

ARTICLE III - DEVELOPMENT STANDARDS

§39.30 General

The following planning and design standards shall be complied with and no higher standard may be required by the Planning Board except where it finds that because of exceptional and unique conditions of topography, location, shape, size, drainage or other physical features of the site, or because of the special nature and character of surrounding development, the minimum standards specified herein would not reasonably protect or provide for public health, safety or welfare. Any higher standards required shall be reasonable and shall be limited to the minimum additional improvements necessary to protect the public health, safety or welfare.

§39.31 Street – General Planning Standards

- A. The arrangement, character, extent, width, grade and location of all streets shall conform to the Comprehensive Plan and shall be considered in relation to existing and planned streets, to topographic conditions, to public convenience and safety and in their appropriate relation to the proposed uses of the land to be served by such streets.
- B. Where such is not shown in the Comprehensive Plan the arrangement of streets in a subdivision shall either provide for the continuation or appropriate projection of existing streets in surrounding areas; or conform to a plan for the neighborhood approved or adopted by the Planning Board to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impracticable.
- C. Local streets shall be laid out so that their use by through traffic will be discouraged.
- D. Where a subdivision abuts or contains an existing or proposed arterial street, the Planning Board may require marginal access streets, reverse frontage with screen planting contained in a non-access reservation along the real property line, or such other treatment as may be necessary for adequate protection of residential properties and to afford separation of through and local traffic.
- E. Where a subdivision borders on or contains a railroad right-of-way or limited access highway right-of-way, the Planning Board may require a street approximately parallel to and on each side of such right-of-way, at a distance suitable for the appropriate use of the intervening land such as for park purposes in residential districts, or for commercial or industrial purposes in appropriate districts. Such distances shall also be determined with due regard for the requirements of approach grades and future grade separations.
- F. A reserve strip which controls access to streets shall be prohibited except where its control is placed with the Town under conditions approved by the Planning Board.
- G. Intersections of local streets with arterial or collector streets shall be held to a minimum to avoid hazard and delay.
- H. Half streets shall be prohibited except where it is necessary to provide the remaining half of a previously approved half street.
- I. No street names shall be used which will duplicate or be confused with the names of existing streets in Onondaga County. Streets that are extensions of or are in alignment with existing named streets shall bear the names of the existing streets.
- J. Where the subdivision abuts or fronts on arterial streets, sidewalks may be required and shall be of size and type as approved by the Planning Board.
- K. No dead-end streets shall be permitted without a suitable turnaround or hammerhead. Dead-end streets within a section of a tract which are to be extended into a future section shall be provided with a hammerhead (Figure III-1). Dead-end streets extending to tract boundary lines which are intended to connect to future streets in adjoining tracts shall be provided with a temporary turnaround (Figure III-2). Driveways shall not be permitted on temporary turnarounds or within

25 feet of hammerheads. Appropriate arrangements shall be made for those portions of temporary turnarounds and hammerheads outside of street rights-of-way to revert to abutting property owners at such time as streets shall be extended.

§39.32 Street Design Standards

	Arterial	Collector	Local	Marginal Access	Cul-de-sac (turnaround Radius)
Minimum Right of Way Width	120'	80'	60'	60'	65'
Maximum Grade	5%	7%	10%	7%	10%
Minimum Grade	0.50%	0.50%	0.50%	0.50%	0.50%
Minimum Radius of Curves*	1,000'	500'	150'	500'	150'
Minimum Tangent Length Between Reverse Curves	200'	100'	0'	0'	0'
Maximum Grades within 150' of Centerline Intersections	1%	2%	3%	3%	3%
Minimum Braking Sight Distance**	300'	200'	200'	200'	200'
Minimum Distance Between Centerline Offset at Street Jog	400'	150'	150'	150'	150'
Angle at Intersections of Street	90°	80°-100°	80°-100°	80°-100°	80°-100°

Minimum edge of pavement radius at street intersection:

Arterial-Collector or Collector-Collector....40'

All others..... 30'

Vertical curves are required on all streets where breaks in grade exceed 2%.

Minimum length.....100'

Minimum outside radius of cul-de-sac pavement.... 55'

* Street widening by 2' will be required on curves less than 200' radius

**Distance measured along the centerline of the street between eye level, at 3.5' above finished grade and an object 0.5' above finished grade

§39.33 Street Construction Standards

- A. Plans – Road profiles and drainage plans shall be approved by the Planning Board before starting construction. Road cross section shall be as shown on Figure III-3, with asphalt curbing, concrete gutter, concrete curbing or granite curbing as specified by the Planning Board.

- B. Approval – The sub grade shall be approved before placing sub-base and concrete gutters. The sub-base shall be approved before placing binder course and concrete gutters, concrete curbing or granite curbing when used. The binder course and gutters or curbs shall be approved before placing the top course. Approvals shall consist of the signature of the Town’s engineer or other designated representative on the completed test report sheet for that segment of construction.

- C. Sequence of Construction – Rough grading shall be finished before utilities are constructed. All utilities shall be constructed and approved before placing sub-base. Where telephone, electric and/ or gas lines cannot be finished before sub-base is constructed, sleeves shall be placed before sub-base is constructed. When binder course is placed sooner than six months after installation of utility crossings, an additional security of 15% of the estimated cost of sub-base and binder construction shall be required for a one-year period following construction to cover shimming and/or repair of trench settlement. Binder and curbing or gutters shall be repaired to the satisfaction of the Town’s engineer or other representative designated by the Town before placing top course. The top course shall not be placed until 75% of the homes on the street are occupied, or until two years after placement of the binder, whichever comes first. Binder shall not be placed when the surface temperature of the sub-base is less than 40 degrees Fahrenheit. The top course shall not be placed when the surface temperature is less than 45 degrees Fahrenheit.

- D. Testing and Construction Observation Fees – Streets shall be observed and tested during construction by the Town’s engineer or other representative designated by the Town. The applicant shall reimburse the Town for the costs of observation and testing. A fee equal to 5% of the estimated construction cost shall be posted by the applicant prior to starting construction. Any unexpended funds shall be returned to the applicant after final acceptance of the top course. The Planning Board may request additional fees from time to time, as the costs of such observation and testing to the Town may change.

- E. Rough Grading
 - 1. Fill materials for use under pavement shall contain no particles greater than 12 inches in greatest dimension, unless rock fill is approved and shall contain less than 30% of material passing a No. 200 sieve. Fill materials shall be free from frost, stumps, other organic material or man-made deposits of industrial waste. Moisture content of fill material shall be adjusted as required and materials shall be placed and rolled to not less than 95% of the standard Proctor density as determined by ASTM D-698.

 - 2. The finished surface of cuts in rock shall be split to a depth of 12 inches beneath the area to be paved to provide drainage, or sub drains shall be provided.

3. The area between the edge of the pavement and the edge of the right-of-way shall not be more than +12% slope nor less than +2% slope unless a grading plan for the area is approved by the Town Planning Board.

F. Subgrade Preparation

1. Grade stakes shall be set at 50 foot intervals and the subgrade brought to no more than +1/2 inch on the design elevation. The subgrade shall be rolled with a rubber tire or steel wheeled roller, and any depressions which develop under rolling shall be filled with an approved granular material and rolled to meet the necessary density requirements. Compaction tests shall be taken at 50 foot intervals in fill areas to demonstrate that the compaction requirements of 95% of the standard Proctor density have been met.
2. Where the subgrade is subject to pumping (AASHTO classification A-7), filter fabric such as Mirafi 500X or equal shall be placed directly on the prepared subgrade within the pavement limits and under drains provided as described below.
3. Where top of the subgrade is below high groundwater elevation, a 4-inch underdrain shall be constructed one foot below the sub grade on the side of the street adjacent to the cut, as shown on the street section (Figure III-3). Where house foundation drains are permitted to be tied into the roadway under drain, a standard 6-inch under drainpipe may be used with the perforations on the top.
4. The inspection sheet for approval of the subgrade shall list, by 50 foot intervals the actual finished grade as a departure from the approved finished grade; the results of compaction tests if in a fill area; the grade between the edge of the pavement and the edge of the right-of-way and whether filter fabric and/or under drains were used.

G. Street Construction

1. The first eight inches of subbase shall be crushed stone conforming to the sieve size and soundness requirements of Type 3 subbase Course as given in Section 304 of the NYSDOT Standard Specifications. The top four inches of the subbase shall be crushed stone conforming to the sieve size and soundness requirements of NYSDOT TYPE 4 Subbase Course as given in Section 304 of the NYSDOT Standard Specifications. Stone shall be placed and rolled with vibratory roller to 95% of the modified Proctor density as determined by ASTM D-1557. Final subbase grade shall be within +/- 1/2 inch of proper grade.
2. Concrete shall be 4000 psi, 5-6% entrained air, maximum 3" slump. Dimensions and reinforcing of gutters shall be as shown on Figure III-3. Gutters shall be flared out to drainage inlets as shown on Figure III-4 or III-5. Asphalt curbing shall conform to Section 609-3.07 of the NYSDOT Standard Specifications except that the mix shall include polyester fibers as Bonifibers by Kapejo, Inc., or equivalent.
3. Inspection sheet for first lift of subbase shall list the results of compaction tests taken at approximately 100 foot intervals and shall include tickets from the supplier of the stone and/or the results of tests indicating that the stone meets the material requirements. Where valley gutters are required, the inspection sheet shall include tickets from the concrete supplier and/or the results of tests indicating that the concrete meets the material requirements. The inspection sheet for the final lift of subbase shall

indicate that the lift has been compacted in the presence of the inspector and shall show the results of tests taken with a string line at 50 foot intervals using grade stakes or the edges of the concrete gutters showing that the grading requirements have been met.

4. Binder course shall be three inches thick for collector streets and for local streets. It shall be Type 3 binder conforming to Section 401 of the NYSDOT specifications, and shall be placed and compacted in accordance with the NYSDOT specifications top of binder shall be level with or no more than ½ inch below edge of gutter when used. The inspection sheet for binder shall indicate temperature of each load, surface temperature, total tons of material placed and calculated thickness of material placed based on square yards of area covered.
5. Top course shall be one and one half inches thick, Type 6F top conforming to Section 401 of the NYSDOT specifications. It shall be placed and compacted in accordance with the NYSDOT specifications. Surface of binder shall be thoroughly cleaned by a power broom and tack coat applied before placing top course. Tack coat shall be emulsified asphalt, rapid setting Grade RS-1, complying with the requirements of Section 702 of the NYSDOT standard specification. It shall be applied at the rate of 0.05 gallons per square yard. Edge shall be feathered to be no more than ½ inch above edge of gutter. Inspection sheet shall be as for binder course.
6. During all phases of construction and until the street has been accepted by the Town, the applicant shall post signs at all entry points indicating that it is not a public road.

§39.34 Blocks

A. General Planning Standards

1. The length, width, and shape of blocks shall be determined with due regard to:
 - a. Adequate building sites suitable for the special needs of the type of use contemplated;
 - b. Zoning requirements as to lot sizes and dimensions;
 - c. Need for convenient access, circulation, control and safety of street traffic;
 - d. Limitations and opportunities of topography
2. Irregular shaped blocks or oversized blocks indented by cul-de-sacs, parking courts or loop streets and containing interior block parks or playgrounds will be acceptable when properly designed, as determined by the Planning Board. Such blocks shall include adequate off-street parking, facilities for pedestrian access from streets to all lots, proper easements for utility lines and satisfactory provisions for maintenance of park and open space where included.
3. Non-residential blocks intended for commercial or industrial use shall be of such length and width as is suitable for their prospective use. Such blocks shall include adequate provisions for off-street parking and servicing.

B. Design Standards

1. <Repealed 8/07>
2. Blocks over 800 feet in length may be required to have a cross-walk if necessary to facilitate pedestrian circulation to a school, park, recreation area, shopping center or other similar neighborhood facility.
3. The minimum block width for two tiers of lots shall be 250 feet, or twice the minimum depth as specified in the Zoning Ordinance.
4. Where double frontage lots are necessary the minimum block width shall be 150 feet.

§39.35 Lots

A. General Planning Standards

1. The lot size, width, depth, shape and orientation shall be appropriate for the location of the subdivision and for the type of development and use proposed and must conform to the Zoning District Regulations.
2. Side lot lines shall be substantially at right angles or radial to street lines
3. Double frontage lots shall be avoided except where essential to provide separation of residential development from traffic arteries or to overcome specific disadvantages of topography and orientation. An easement of suitable width, across which there shall be no right of access, may be required along the line of lots abutting such traffic artery.
4. The subdivision plan shall provide each lot with satisfactory access to an existing public street or to a subdivision street that will be conveyed to the appropriate municipality for public use at the time of Final Plat approval.
5. Corner lots and lots adjacent to pedestrian crosswalks shall have extra width of at least ten feet to permit appropriate building setbacks from and orientation to side streets or crosswalks.
6. A suitable park or parks shall be planned and located on the plat for playground or recreational purposes equal in size to 5% of the subdivision. If the Planning Board determines that a suitable park or parks of adequate size can not be properly located in any such subdivision, or is otherwise not practical, the Planning Board shall require as a condition to approval of any such plat, a payment to the Town of the amount of \$500.00 per lot for homes. (see also Chapter 30-Zoning, §1205(E)(4) regarding parkland fees for apartments)

B. Design Standards

1. Lot dimensions shall conform to the requirements of the Zoning Ordinance. Excessive depth as it relates to width shall be avoided.
2. Reasonable requirements for the preservation of outstanding natural features may be specified. These include large trees or groves, watercourse and falls, historic spots, exceptional views and similar irreplaceable assets in which there is general public interest.
3. There shall be trees planted along the frontage of all lots at intervals to be determined by the Planning Board. This requirement shall also apply to the additional frontage of corner lots. No trees shall be planted within the street right-of-way. Required trees shall be located five to ten feet outside the right-of-way. Trees shall be hardy, suitable to local soil and climate and shall be of species approved by the Planning Board. New trees shall measure at least 1.5 inches in diameter as measured at a point four feet above finished grade level. The obligation to maintain and replace all such trees shall be that of the applicant or subsequent owner of each such lot. The applicant shall impose this requirement upon all subsequent owners by deed covenant or other appropriate legal methods.

§39.36 Driveway Standards

- A. Driveway grades shall conform to the profile shown in Figure III-6.
- B. If the garage floor elevation is less than one foot above the centerline elevation of the road in front of the garage, there shall be a low point in the driveway at least one foot below the garage floor elevation no closer than fifteen feet from the front of the garage.
- C. Driveways shall not be placed over water curb boxes or sewer lateral cleanouts and shall be a minimum of 25 feet from a temporary hammerhead.

§39.37 Easements

- A. Easements across lots or centered on rear or side lot lines shall be provided for utilities where they are anticipated.
- B. Permanent utility easements normally need not exceed 20 feet in width; however, exceptional circumstances may require additional width.

§39.38 Storm Drainage

- A. All applicants shall prepare a Storm Water Pollution Prevention Plan in accordance with Article VI of Chapter 26.

- a. Where a subdivision is traversed by a water course, drainage way, channel or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially with the lines of such water course, and of such width as to encompass the 100-year flood area of such water course.
- b. Right-of-way for storm drainage must be sufficient for facilities to handle not only the anticipated discharge from the property being subdivided, but also the anticipated run-off that will occur when property at a higher elevation in the drainage basin is developed.
- c. Garages and first floors shall be elevated so that drainage will not enter the garage or dwelling unit or flow within five feet of the dwelling unit during a 100-year storm.
- d. Whenever possible, lots shall be graded so that drainage from the lot flows to a street, municipally owned drainage facility or natural watercourse without crossing other lots. When drainage from a lot will cross another lot, a drainage swale shall be provided which shall be centered approximately along the lot line unless an alternate location has been approved by the Planning Board. When drainage from a portion of a lot or lots totaling more than 1/2 acre will cross another lot, an easement and suitable drainage facility shall be provided to carry the drainage.

§39.39 Sectioning

1. Sections shall be arranged and sequenced to minimize the creation of temporary dead-end streets containing large numbers of lots.
2. Where a drainage system or other utility will travel across future sections, temporary easements for the utility shall be provided.
3. Where possible, temporary construction streets shall be provided for equipment access to future sections directly from arterial or collector streets.
4. Where a temporary dead-end street is created, a temporary easement shall be granted for turnarounds or hammerheads.

ARTICLE IV - REQUIRED IMPROVEMENTS

§39.40 General

The following improvements shall be installed by the applicant prior to the approval of the Final Plat. Alternatively, the applicant shall post a performance bond or other security as provided in Section 39.25(C)(4) sufficient in amount to cover the estimated full costs of such construction as determined by the Town's engineer. At the discretion of the Town Board the applicant may apply for the formation of a special district to install and/or maintain such sewer, water and/or drainage improvements.

§39.41 Monuments

Monuments shall be placed at all block corners, angles points, points of curvature in streets and point of tangency or horizontal curves and at such intermediate points as shall be required by the Town's engineer. The monuments shall be of granite or concrete with an iron pin in the center.

§39.42 Utility and Street Improvements

A. Utility and street improvements shall be provided in accordance with the following:

1. Public water shall be installed in accordance with procedures and standards of the Camillus Consolidated Water District or the Onondaga County Water Authority and the New York State Department of Health;
2. Sanitary sewer systems shall be installed in accordance with the procedures and standards of the Onondaga County Department of Drainage and Sanitation and the New York State Department of Health. Wherever the subdivision is in a sanitary district but live sewers are not available, dry sewers shall be installed.
3. The cross sections and construction design of arterial streets shall be determined by the Town's engineer or the Onondaga County Engineer. Where reverse frontage lots are not provided along an arterial street, four-foot sidewalks may be provided. Sidewalk design and construction methods shall be specified either by the Town's engineer or the Onondaga County Engineer.
4. Streets along development boundaries and streets connecting development with an existing improved street system shall have cross sections as determined by the Town's engineer or the Onondaga County Engineer.
5. All other streets shall be in accordance with the current Street Construction Standards as set forth in Section 39.22.
6. Storm sewer systems and other drainage improvements shall be in accordance with procedures and standards of the Town's engineer, the Onondaga County Department of Transportation and the New York State Department of Transportation.
7. Street lighting shall be provided by a lighting district
8. Street name signs shall be erected at all intersections, the design of which shall be approved by the Camillus Highway Superintendent.
9. There shall be a minimum separation distance of three feet between underground utility mains and services, other than electric and communications utilities, which may be laid in the same trench.

B. The above specifications are established for typical conditions within the Town. Where unusual conditions exist, the Planning Board may require reasonably higher standards for construction.

- C. For non-residential subdivisions, construction standards for required improvements shall be specified by the Planning Board.

§39.43 Conveyances

All utility and street improvements required shall be conveyed to the Town in such form as may be specified. The cost of preparation of such instruments of conveyance and the fees to record them in the Onondaga County Clerk's Office shall be paid by the applicant.

ARTICLE V - PLANS AND DATA TO BE SUBMITTED

§39.50 Sketch Plan

- A. All plats shall contain a Title, its Scale, the North Arrow, and the Date of Publication.
- B. A Sketch Plan shall be submitted on a topographical survey map or a regular survey map accompanied by an enlargement, to scale of 1" to 200' of the most recent U.S.G.S. Quadrangle. The Sketch Plan may be freehand; however, it shall portray all of the following required information.
1. Subdivision boundaries;
 2. Approximate layout of proposed streets and lots;
 3. Park and recreational areas, if proposed;
 4. Names of owners and approximate boundaries of all contiguous properties. (Note: names of individual owners are not required for adjacent filed tracts);
 5. Location of and size of any other lands in the neighborhood owned by or in which the applicant has an interest;
 6. For cluster developments being reviewed subject to Section 278 of the Town Law, the Sketch Plan shall designate areas within which structures may be located; proposed location and size of streets; off street open and enclosed parking spaces; and common areas that may be designated for recreational or other public benefit purposes. A calculation of maximum allowable lot yield shall be required in accordance with the terms of Section 39.26(B) of these regulations.
- C. The following Development Data shall be furnished in writing:
1. Copy of Onondaga County Soil Survey indicating subdivision boundaries with a table listing soil features affecting development for each soil type in the subdivision;
 2. Availability of existing and proposed utilities, schools, parks and playgrounds;
 3. Total acreage of subdivision and number of units proposed;

4. Typical width and square footage of lots;
 5. Type of dwelling units and approximate square feet of living area in dwelling units;
 6. For cluster developments:
 - a. typical height and spacing of buildings
 - b. a grid calculating allowable lot density
- D. The following legal data shall be furnished in writing:
1. Name and address of applicant;
 2. Name and address of owner;
 3. Source of Title.

§39.51 Preliminary Plat

- A. All plats shall contain a Title, proposed Subdivision name, its Scale, the North Arrow, and the Date of Publication.
- B. A Preliminary Plat containing the following data shall be submitted:
1. Sheet size: 24" x 36" or 22" x 34"
Scale: Less than ten acres: 1" = 50'
Ten or more acres: 1" = 100'
 2. Bearings and distances of tract boundary lines and reference to control points;
 3. Location and dimensions of:
 - a. All existing streets, easements, utilities and similar features;
 - b. Existing streets, sanitary sewers, storm sewers and water mains, including valves and hydrants adjacent to the tract which are necessary for connections, including invert elevations of sewers at proposed points of connection;
 - c. Proposed streets with proposed street names;
 - d. Lot layout, including approximate lot widths at building line;
 - e. Proposed location and size of sanitary sewage, water and storm drainage facilities;
 - f. Proposed facilities or land dedicated or reserved for public use;
 - g. For cluster developments the location of buildings, height and spacing of buildings, landscaping, off-street open and enclosed parking spaces and driveway locations must be shown.
 4. Topography:
 - a. For land with average slope less than 10%, contour lines at two-foot intervals;
 - b. For land with slope exceeding 10%, contour lines at five-foot intervals;

- c. Datum plane for all topographic information shall be that of the National Geodetic Vertical Datum.
 5. Location and results of Percolation Test sites if subsurface sewage disposal is proposed.
 6. Neighborhood data:
 - a. Names, addresses, tax parcel numbers, subdivision lot number of owners of adjoining land;
 - b. Name of adjoining subdivision;
 - c. Name and address of applicant and owner
- C. A location map containing the following shall be submitted:
1. Subdivision location and boundaries;
 2. Location of adjoining tracts and subdivisions and existing and planned streets;
 3. Scale of 1" = 400' to 1" = 2000'
- D. The following additional Development Data shall be submitted:
1. Corrected and updated development data from Sketch Plan or as required by Sketch Plan;
 2. Drawings showing tentative street cross-sections and centerline profiles;
 3. A report describing storm drainage peak flows for the subject property before and after development, the effects of the development on down stream facilities and the basis of design of any proposed detention areas;
 4. Time schedule of development, including any proposed sectioning.
- E. The completed Environmental Assessment Form as specified by the Planning Board which shall include significant environmental features within 400 feet of any part of the subdivision, as taken from the Environmental Inventory Maps prepared by the Onondaga Environmental Council.
- F. For cluster developments:
1. A statement setting forth the nature of all modifications, changes or supplements of existing zoning provisions laws, rules or regulations;
 2. Proposed methods of ownership of multiple dwelling units;
 3. Proposed improvements;
 4. Covenants concerning ownership and maintenance of any common lands.

§39.52 Final Plat

- A. All Final Plats shall contain Title, proposed subdivision name, the North arrow, and date of publication. The scale of the plat shall be indicated in the title box.
- B. The Final Plat shall be filed on a sheet 22" x 34" or 24" x 36", with a scale of 1"= 50' and shall be an ink drawing on tracing cloth or a transparent reproduction with black line on cloth with corrected and final planimetric data from the Preliminary Plan. In addition, for major subdivisions a digital file containing planimetric data shall be submitted on CD-Rom or floppy disc in DXF format or other format acceptable to the Town.
- C. The following data shall be included:
 - 1. For all street rights-of-way and property lines the following shall be shown:
 - a. Bearings and distances for all straight lines;
 - b. Radius and arc distances for all curves
 - 2. For other rights-of-way and easements, the type, bearings when possible and width are required.
 - 3. Survey data:
 - a. Primary control points, or descriptions and ties to such control points to which all dimensions, angles, bearings and similar data on map are referred;
 - b. For major subdivisions, control points shall be on State Plain Coordinate System;
 - 4. Information beyond subdivision boundary required for Preliminary Plat need not be shown except for boundary streets;
 - 5. If Final Plat is drawn in two or more sections, locations of the area should be indicated.
- C. A location map shall be submitted as required by Section 39.51(C).
- D. The following Development Data shall be submitted:
 - 1. As-built plans for utilities already constructed;
 - 2. Detailed plans, profiles, and specifications for all improvements shown on Preliminary Plat Development Data drawings which are not yet constructed.
- E. The following legal documents shall be submitted:
 - 1. Agreements signed by the Town for streets and utilities
 - 2. Such other information, certificates, and agreements as may be required by the Planning Board.
- F. For major subdivisions, final planimetric data shall be submitted on digital format.

ARTICLE VI - WAIVERS AND MODIFICATIONS

§39.6 Hardship

- A. Where the Planning Board finds that compliance with these Regulations would cause unusual hardship or extraordinary difficulties because of exceptional and unique conditions of topography, access, location, shape, size, drainage or other physical features of the site, the minimum requirements of the Subdivision Regulations may be modified to mitigate the hardship, provided that the public interest is protected and the development is in keeping with the general spirit and intent of the Regulations.
- B. No such modifications may be granted if it would have the effect of nullifying the intent and purpose of the Zoning Map as amended, the Zoning Code, or these Regulations.

§39.61 Unrequired or Inappropriate Improvements

- A. The Planning Board may waive the requirements for such subdivision improvements as in its judgment under the special circumstances of the particular plat, are not requisite in the interest of the public health, safety and general welfare.
- B. The Planning Board may also waive the requirements for such subdivision improvements as in its judgment under the special circumstances of the particular plat, are inappropriate because of inadequacy or lack of connecting facilities adjacent or in proximity to the subdivision.

§39.62 Conditions to Waivers and Modifications

In granting waivers or modifications the Planning Board may require such reasonable conditions as will in its judgment secure substantially the objectives of the standards or requirements so waived or modified.

ARTICLE VII - ENFORCEMENT

§39.70 Violations and Penalties

- A. A violation of these Regulations is declared to be an offense, punishable by a fine not exceeding \$250 or imprisonment for a period not to exceed six months, or both.
- B. Each week's continued violation shall constitute a separate additional violation.

ARTICLE VIII - MISCELLANEOUS

§39.80 Conflict with other Regulations

Whenever there may be a conflict between the standards specified in these Regulations and those of other codes, ordinances or regulations of the Town of Camillus the most restrictive or highest standards shall apply.

§39.81 Separability

If any section, paragraph, clause, phase, or provision of these Regulations shall be adjudged invalid or held unconstitutional such decision shall not affect the validity of these Regulations as a whole or any part thereof other than the part so held to be invalid or unconstitutional.

§39.82 Exemptions to Subdivision Regulations

Tax Map parcel 046.-06-07 is hereby exempt from the regulations of this Chapter to allow the re-subdivision of Lots 60 and 61 as shown on the Spring Gardens Tract map #3071.

§39.83 Moratoria

The authority of the Planning Board to approve a subdivision of any lands with frontage on the east side of Knowell Road is suspended for 90 days, commencing upon the filing of this local law with the Secretary of State of New York.

§39.84 Administrative Rules

The Planning Board is granted the authority to create application forms and to determine how many copies of any such documents must be submitted by an applicant, to facilitate the processing of actions under Chapter 39. All rules created by the Planning Board pursuant to the authority granted herein shall be noticed to the public for comment and considered at a public hearing to be called upon five days' notice to be published in a newspaper of general circulation within the Town. A copy of any such proposed rules and notice of the required public hearing shall be delivered to the Town Supervisor and Town Attorney.

Figure III-3

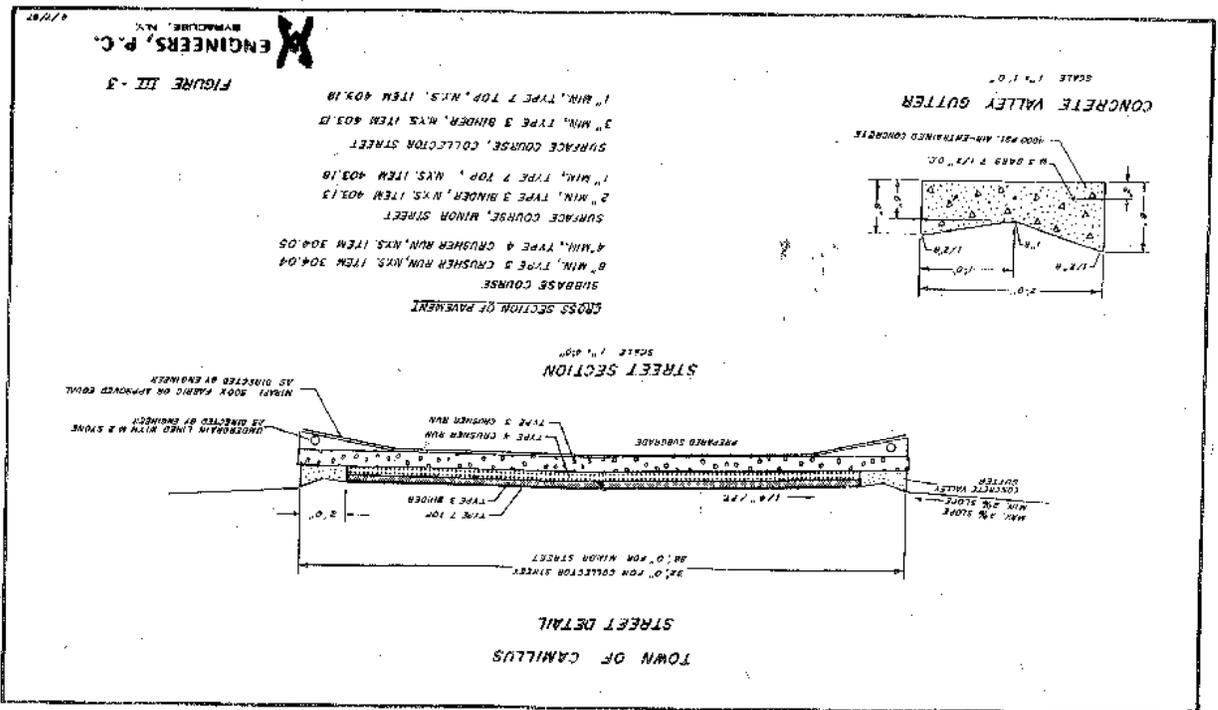
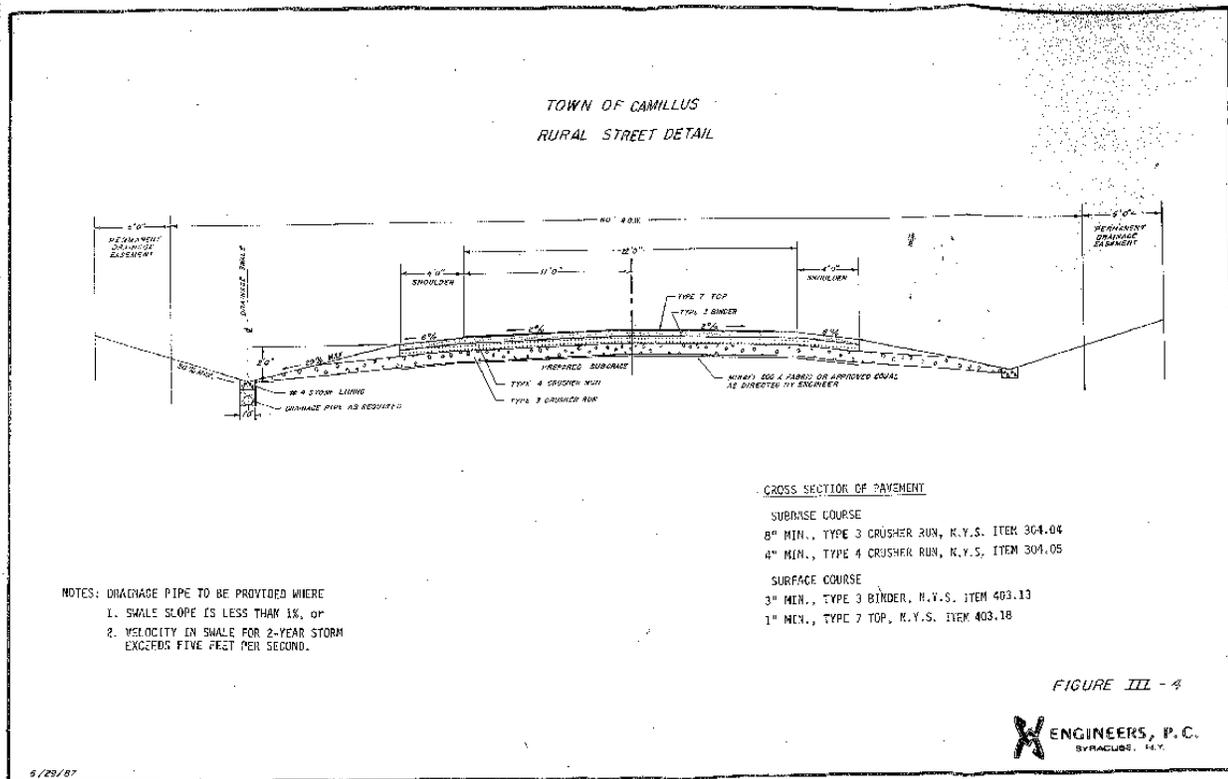


Figure III-4



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Figure III-5

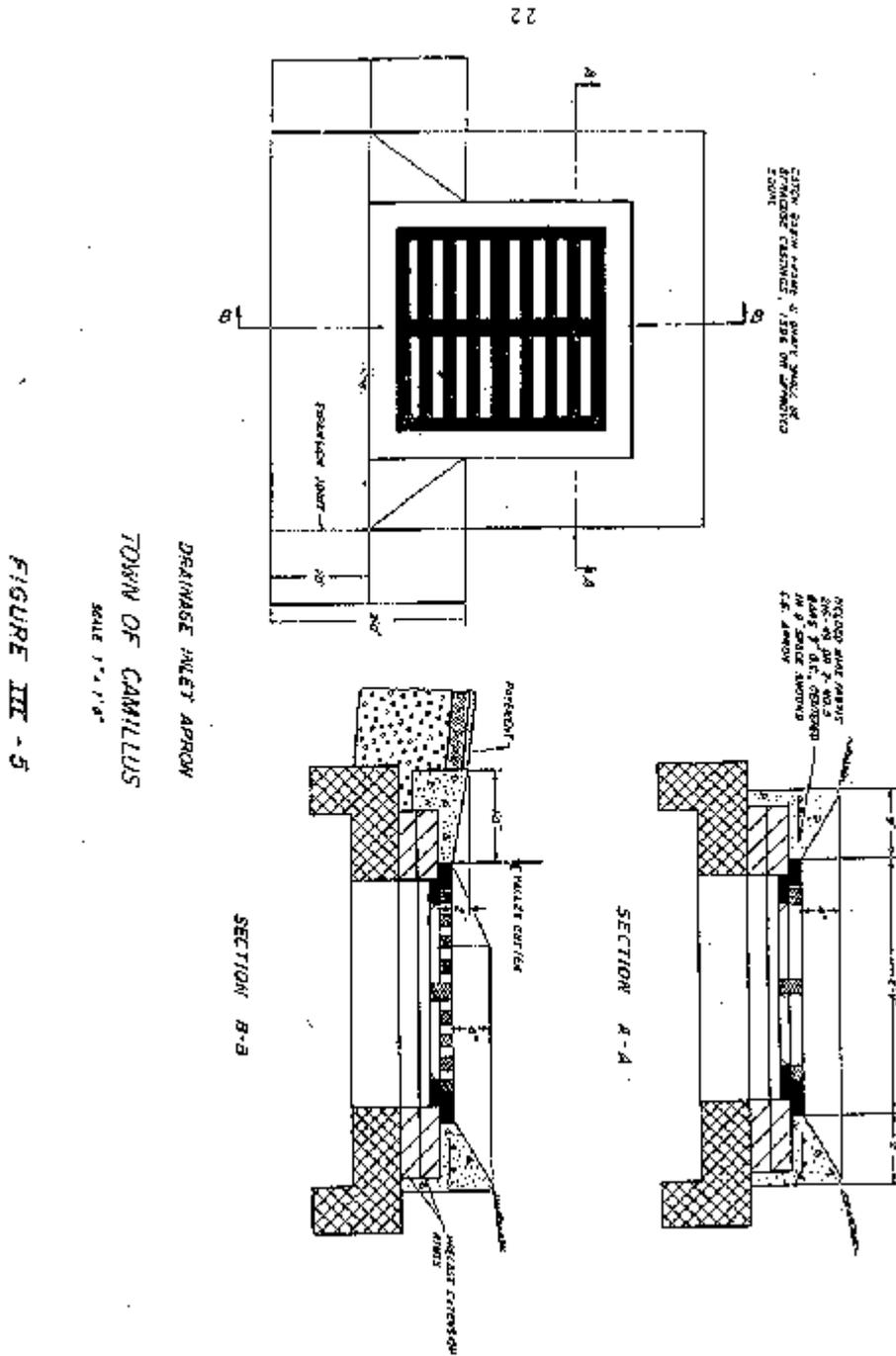
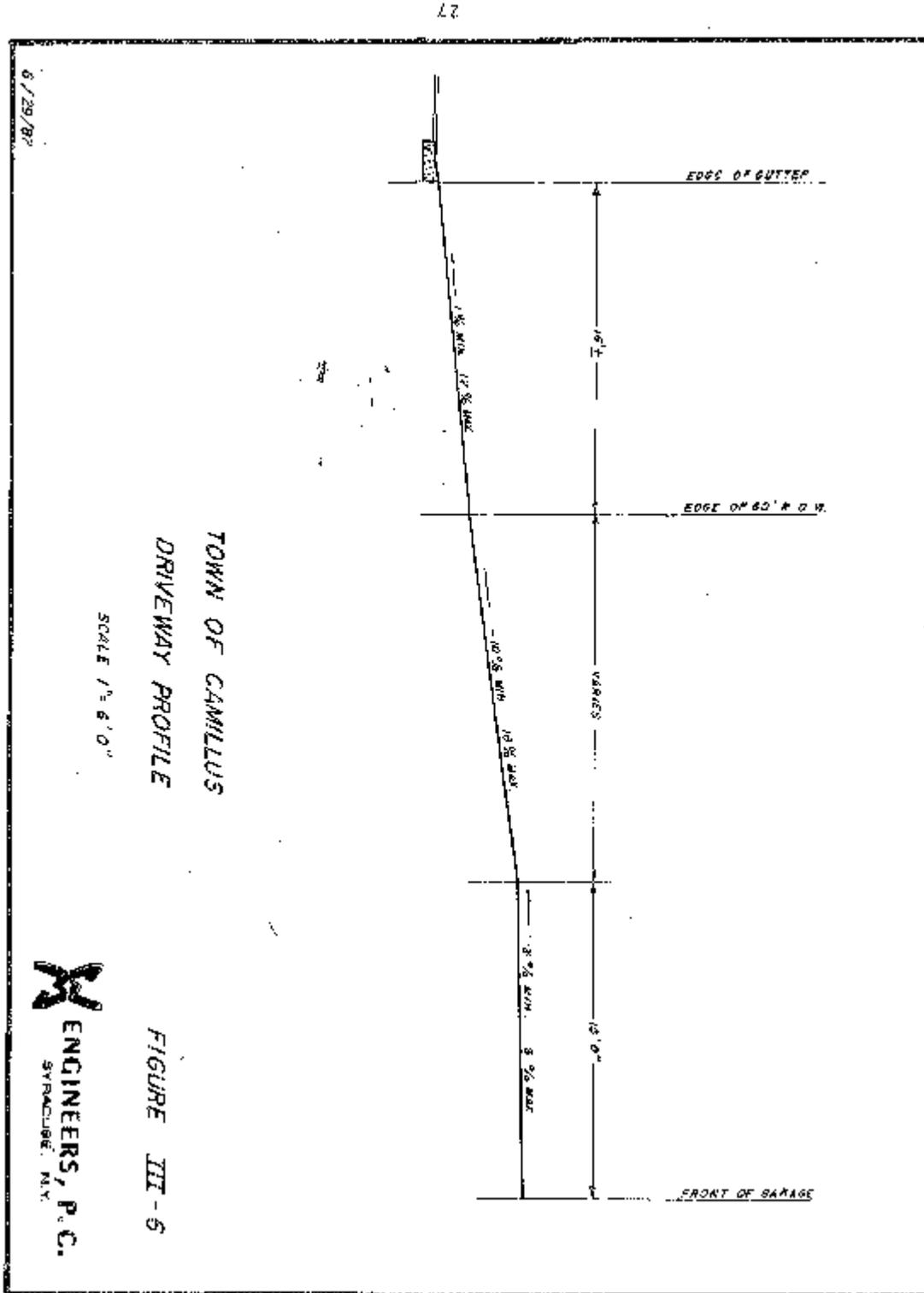


Figure III-6



History:

Repealed and replaced entire chapter LL#5 03/18/03

§39.52 – Created, LL #2-07

§39.38 (A) – repealed and replaced with “All applicants shall prepare a Storm Water Pollution Prevention Plan in accordance with Article VI of Chapter 26.”, LL#10-07

§39.82 – New subdivision “Exemptions to Subdivision Regulations, LL#2-2007

§39.32-repeal verbiage: Maximum length of cul-de-sac, except where in the judgment of the Planning Board, the cul-de-sac does not impose any problem and constitutes a positive design feature and in low-density areas.....700’, LL#17-2007

§39.34 (B) – repeal paragraph #1 (“Block lengths shall not exceed 1,200 feet, nor be less than 400 feet; blocks abutting designated arterial streets shall be no less than 1,000 feet and may exceed 1,200 feet.”), LL #17-2007

§39.35(A)(6) – replace last sentence to remove conditions re-major or minor subdivisions and reflect increase in Park Land fees for homes to \$450, LL#17-2008

§39.83 – Moratoria (re-Knowell Road) created, LL#19-2008

§39.25(H)-change number of final plat maps required to two Mylar and six paper copies, LL#9-2010

§39.35(A)(6)-increase parkland fees to \$500.00, LL#15-2010

§39.25(B)-Final Plat & related materials to be delivered within 6 months of approval, LL#3-2015

§39.84-Administrative Rules-new subsection added, LL#3-2015