

SECTION FIVE- APPLICATION AND PLANS FOR SUBDIVISION APPROVAL¹

Final subdivision plans submitted to the Commission for action shall include the following requirements:

5-01 APPLICATION REQUIREMENTS²

- a) All applications for subdivision approval shall be made on standard forms of the Commission, which form shall be completed to the satisfaction of the Commission. The number of copies of plans and other supporting application documents shall be as prescribed by the Commission on its General Requirements for All Applications to the Planning and Zoning Commission and Inland Wetlands Agency.³
- b) Site development plans shall be submitted in accordance with the electronic submittal requirements of the Town of Southington. Electronic submittals are due when final plans for stamping are submitted to the planning department.⁴
- c) Stormwater Management Report. A Stormwater Management Report shall be prepared in accordance with the Town Public Improvement Standards and the State of Connecticut's 2004 Stormwater Quality Manual, as amended.⁵
- d) Sets of bound plans in accordance with Section 5.02.⁶

5-02 PLAN REQUIREMENTS

Plans and applicable portions of plans submitted under this section shall be prepared, certified and sealed by a Licensed Land Surveyor in the State of Connecticut. All plans are to be prepared in accordance with the "Minimum Standards for Surveys and Maps in the State of Connecticut" as adopted by the Connecticut Association of Land Surveyors, Inc. on September 26, 1996, as amended.⁷

5-03 BOUNDARY SURVEY

A Property Survey shall be prepared in accordance with the referenced standards herein, of the tract to be subdivided. This plan is to be provided on a single 24" x 36" Mylar sheet, at a scale which depicts adequate detail of the subject parcel. Monumentation, both existing and proposed is to be shown. If monumentation was recovered beyond the project perimeter and used to determine the parcel's perimeter, it too shall be shown or referenced. Coordinate values tied into the state's grid system shall be displayed for at least three existing or set boundary markers on the parcel perimeter. The intent of this plan is to depict all applicable conditions of the subject parcel prior to subdivision. Said map shall be drawn to a scale of one inch equaling one hundred

¹ Revised, SA #19, effective 9/8/07

² Revised, SA #19, effective 9/8/07

³ Revised, SA #19, effective 9/8/07

⁴ New, SA #19, effective 9/8/07

⁵ New, SA #19, effective 9/8/07

⁶ New, SA #19, effective 9/8/07

⁷ Revised, SA #19, effective 9/8/07

(100) feet or 1" equaling forty (40) feet and conform to the Class A-2 requirements of the "Code of Recommended Practice for Standards of Accuracy of Maps" of the Connecticut Technical Council, Inc., and shall show the following:¹

- 5-03.1** Length and directions of present property lines with distances to the nearest one-hundredth of a foot;
- 5-03.2** Present buildings, streets, sanitary and storm sewer, water and gas mains, culverts and all easements or rights-of-way;
- 5-03.3** Current names of adjoining property owners;
- 5-03.4** North point, scale, date of the survey, and date of map;
- 5-03.5** The title under which the proposed subdivision is to be recorded.
- 5-03.6** Existing & proposed easements for utilities, sightlines, vehicular and pedestrian access.²

5-04 DIGITAL SURVEY DATA

A copy of survey and final design data, required in accordance with these regulations, shall be submitted on computer disk in digital format. Such data shall be provided in "DXF" format and submitted in accordance with the Town Engineering Department requirements.

5-05 TOPOGRAPHIC MAP

A topographic map (this map may be on the same sheet as the boundary survey) based on the U.S. Geological Survey Datum if practicable, or else a datum acceptable to the Town Engineer or appropriate town official, prepared and certified by a CT registered land surveyor, and drawn to a scale of 1 inch equals 100 feet or 1 inch equals 40 feet, showing:³

- 5-05.1** Present property lines and other data required of a Boundary Survey;
- 5-05.2** Present wooded areas indicated by foliage line;
- 5-05.3** Recognized landmarks, private roads and ways within the area to be subdivided and for at least 40 feet beyond the boundary lines;
- 5-05.4** Contours at two-foot intervals with spot elevations at high and low points for relatively level land. For rough or rolling land five (5) feet contour intervals are permitted and for at least 40 feet beyond the boundary lines;
- 5-05.5** All existing watercourses, inland wetlands, floodplain and groundwater classifications;

¹ Revised, SA #19, effective 9/8/07

² New, SA #19, effective 9/8/07

³ Revised, SA #19, effective 9/8/07

- 5-05.6** Size, top of frame and invert elevations for all culverts, manholes, or catch basins and flow line elevations for all brooks at 100 foot stations. This data for at least 40 feet beyond the boundary lines;
- 5-05.7** Title under which the subdivision will be recorded and the name of the present owner or owners;
- 5-05.8** Northpoint, scale and date of survey.

5-06 LOCATION MAP

A key map which shall be placed on the plot plan, drawn to a scale of one inch equals one thousand feet (1"=1000') on transparent material (film, acetate) indicating the property for which the application is submitted, the zoning districts if there are different ones inside a half mile radius and all the existing and proposed streets and their connections with the Traffic Street System, covering at least the area inside a half-mile radius beyond the plot to be subdivided. Proposed lot lines shall be shown at 1"=1000" and 1"=100'.¹

5-07 PLOT PLAN

- 5-07.1** A plot plan of the layout of the subdivision drawn to a scale of one inch equals forty feet (1"=40') on sheets twenty four inches by thirty six (24"x36"), including ruled margins, prepared and certified by a land surveyor and a professional engineer registered in the State of Connecticut, which map will show the following:²
 - 5-07.1.a** All proposed streets to be constructed with stations, curve data, width of paving and right-of-way;³
 - 5-07.1.b.** Proposed building lines in accordance with the Zoning Regulations;
 - 5-07.1.c.** Proposed radii at all street intersections in accordance with the Town of Southington's design standards.⁴
 - 5-07.1.d.** Proposed lot boundary lines with dimensions and directions, a schedule of lot areas in square feet, and lot and building numbers respective to future house numbers in accordance with the above referenced survey standards;⁵
 - 5-07.1.e.** Proposed and existing easements for utilities and drainage, walks and other rights-of-way with dimensions and bearings. All volumes and pages in the Town of Southington land records, as applicable, shall be noted;⁶

¹ Revised, SA #19, effective 9/8/07

² Revised, SA #19, effective 9/8/07

³ Revised, SA #19, effective 9/8/07

⁴ Revised, SA #19, effective 9/8/07

⁵ Revised, SA #19, effective 9/8/07

⁶ Revised, SA #19, effective 9/8/07

- 5-07.1.f.** Proposed and existing water, gas and sewage lines and their connection with any present lines if such are existing;
- 5-07.1.g.** No numbered streets, or street names which duplicate or are similar to those of existing streets, will be accepted. All street names shall be subject to the approval of the Commission;
- 5-07.1.h.** Proposed and existing retaining walls, culverts, bridges and treeline;¹
- 5-07.1.i.** Title under which the proposed subdivision is to be recorded and the name of the owner or owners, northpoint, scale and date;
- 5-07.1.j.** All existing watercourses, inland wetlands, floodplain and groundwater classifications.
- 5-07.1.k** Names of all abutters as they appear in the most recent tax list.²
- 5-07.1.l** Key Map. The first sheet of the Plot Plan shall include a plan of the entire subdivision drawn to a scale of not less than one inch equals four hundred feet. The Key Map shall show street intersections with existing streets, and shall contain information which correctly identifies and locates the site.³
- 5-07.1.m** Scale Layout Plan. A separate plan of the entire subdivision drawn to a scale of one inch equals one hundred feet shall also be provided.⁴
- 5-07.1.n** Commission Signature Blocks.^{5 6}

<p>This subdivision is approved by the Planning and Zoning Commission of the Town of Southington, Connecticut.</p> <p>Signature _____</p> <p>Date of Approval _____</p> <p>Pursuant to Section 8 of the Connecticut General Statutes all work in connection with this subdivision shall be completed within five (5) years from the date of this approval.</p>
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¹ Revised, SA #19, effective 9/8/07
² New, SA #19, effective 9/8/07
³ New, SA #19, effective 9/8/07
⁴ New, SA #19, effective 9/8/07
⁵ New, SA #19, effective 9/8/07
⁶ Revised, SA #20, effective 3/22/08

5-07.2 Directions and distances shall conform to the Class A-2 requirements of the "Code of Recommended Practice for Standards of Accuracy of Maps" of the Connecticut Technical Council, Inc.

5-07.3 LOCATION OF DETENTION PONDS / RETENTION PONDS FOR ROAD DRAINAGE¹

Detention ponds, retention ponds and similar open drainage control systems proposed to be under public ownership shall be designed so as not to infringe upon the front or side yard area of a proposed residential lot. This provision shall not apply to rear lots created by subdivision. Under no circumstances shall detention ponds, retention ponds and similar open drainage control systems be sited within 50 feet of either a proposed or existing residence nor within 50 feet of either an existing or planned public right-of-way.

5-08 GRADING PLAN

5-08.1 A grading plan showing in addition to the requirements of a plot plan, the following in accordance with the appropriate specifications and/or administrative order:²

5-08.1.a. The location of each house on its lot;

5-08.1.b. The elevation of the top of each foundation, garage and basement;³

5-08.1.c. Proposed ground formation contours at intervals of two feet based on⁴ Town of Southington Control, except that the intervals shall be one foot in and within 50 feet of, areas of special flood hazard as defined by the Zoning Regulations;⁵

5-08.1.d. On-site water and septic system if required. Percolation tests and location of test pits for each lot proposed for a private sewage disposal system.⁶

- (a) All existing structures with indication as to the proposed utilization or removal of the structures.
- (b) All wetlands and watercourses on the tract.
- (c) Existing ground formation contours at intervals of two feet based on Town of Southington Control. Prominent isolations and depressions shall be indicated by spot highlights. Benchmarks (two per sheet) are to be shown.
- (d) All areas designated as areas of special flood hazard as defined by the Zoning Regulations.
- (e) All existing rights-of way.

¹ new, SA #22, effective 9/20/08

² revised, SA #19, effective 9/8/07

³ revised, SA #19, effective 9/8/07

⁴ revised, SA #20, effective 3/22/08

⁵ revised, SA #19, effective 9/8/07

⁶ revised, SA #19, effective 9/8/07

- (f) Proposed sanitary sewer systems approved by Town Sewer Department.
- (g) All other utilities including, but not limited to, natural gas, telephone, cable and electrical (including pole and equipment installation).
- (h) Proposed water lines approved by the Water Department.
- (i) Proposed storm sewer systems in accordance with the Town Standards.
- (j) Proposed house basement drains showing invert levels of the drain at the house connection and the storm sewer connection, which levels shall show that gravity flow from house to storm sewer is maintained. If basement drainage is intended to discharge to a natural watercourse, full details shall be shown on plan.
- (k) Proposed basements requiring sump pumps.
- (l) Proposed hydrants¹

5-08.2 In cases where the outfall of the stormwater disposal system which shall be included in the grading plan, is off the site the subdivider shall furnish satisfactory evidence that the necessary drainage rights and easements have been secured.

5-08.3 Soil Erosion and Sediment Control Plans:

Soil Erosion and Sediment Control Plans as required in Section Eleven.²

5-08.4 Site development shall not begin nor shall any building permit be issued until the soil erosion and sedimentation control plan is certified and those control measures and facilities in the plan scheduled for installation prior to site development are installed and functional.

5-08.5 Inspections shall be made by the Commission or its designated agent during development to ensure compliance with the certified plan and that control measures and facilities are properly performed, installed, and maintained. Failure of the applicant or assignee to install and/or maintain any and all improvements and/or any necessary clean-up for failure to install said improvements shall be cause for the Commission to call the surety for said improvements within one (1) week after notification by certified mail of the need for such erosion and sedimentation control. The subdivider shall give the Town the right to enter onto the property to perform the necessary work.

5-09 STREET PLAN AND PROFILE

5-09.1 A street plan and profile for all proposed streets drawn on standard plan-profile paper

¹ (a) – (l) new, SA #19, effective 9/8/07

² revised, SA #19, effective 9/8/07

at scales of 1 inch equals 40 feet horizontally and 1 inch equals 4 feet vertically, certified by a Connecticut registered Professional Engineer showing:¹

- 5-09.1.a.** Layout of the street, coordinated by stations with the profile;
- 5-09.1.b.** Accurate tangent directions, curve data, distances and coordinates of points to the nearest hundredth of a foot as required by the appropriate specifications and/or administrative order;
- 5-09.1.c.** Typical cross-sections of the street at points as required by the Town Engineer; normally in points of maximum cut and fill and on curves if super-elevation is necessary. Cross-sections shall indicate the shoulders, curbs, ditches, gutters, sidewalks, slopes, and other information in accordance with the appropriate specification;
- 5-09.1.d.** Vertical curves computed for at least five points;
- 5-09.1.e.** Elevations at each 50 foot station;
- 5-09.1.f.** Street drainage facilities and their connection to existing facilities or watercourses, designed in accordance with the appropriate specification and/or administrative order;
- 5-09.1.g.** Location, grade and size of all utility lines;
- 5-09.1.h.** The title under which the proposed subdivision will be recorded and the name of the owner or owners;
- 5-09.1.i.** Scales, date, northpoint and street name;
- 5-09.1.j.** (Effective 2/17/67) At least one permanent bench mark per sheet to which all elevations must refer.

5-09.2 As-Built Street Plans

5-09.3 Prior to acceptance of streets and utilities, the subdivider shall furnish the Town Engineer with final as-built plans and profiles certified by a land surveyor or registered Professional Engineer on reproducible material. See Section 10 herein.²

5-10 WAIVER OF SPECIFICATIONS

The Commission may waive any requirements for showing specific features or information in the final subdivision plan required by Section Five herein, except for the application and plot plan, if no new street is proposed, if the subdivision does not create more than three lots and if no geophysical conditions as stated in Section 3-05 of these regulations exist. The waiver of the need to show a certain specification on the subdivision map does not exempt an applicant from implementation of that specification unless a formal waiver is approved by the Commission.

¹ revised, SA #19, effective 9/8/07

² revised, SA #19, effective 9/8/07

