



## Checklist of Review of Subdivision Maps

Checker's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Plan Date: \_\_\_\_\_ Plan Revision Date: \_\_\_\_\_

### **Information that must appear on every sheet**

- Name of subdivision
- Address of subdivision, including the words "NORTH STONINGTON, CT"
- Name of subdivider or owner of record
- Date of original drawing. May be the date of the engineer or surveyor's signature.
- Class "A-2" certification statement on sheet with BOUNDARY SURVEY MAP
- Class "A-2" or "D" certification statement on sheet with ASSESSORS MAP
- Engineer's or surveyor's signature and date
- Engineer's or surveyor's seal. Final copies and mylar require a raised seal.
- Revision block with dates and description of revision
- Sheets numbered
- North point for each map
- Written and/or graphic scale
- All sheets have at least 0.5-inch border on 3 sides and 2-inch border on left side map

**Maps that must be included in the Subdivision Plan**

- KEY or LOCATION MAP** – shows where the subdivision is located
- Title is shown
- Site shown on area map with scale of 1” =1000’ or less
- Map shows all existing roads and watercourses within 5000’ of site
- Map shows all schools within 1 mile of site
- Shows area covered by each BOUNDARY SURVEY MAP sheet with match lines and page numbers
  
- ASSESSORS MAP** – may be combined with SOILS MAP
- Title is shown
- Map drawn to 1” =200’ scale
- All boundary lines are shown
- Assessor-assigned lot numbers are shown on each lot
- All abutting property owners (including directly across the street) and abutting roads within 100’ of site are named
  
- SOILS MAP** – may be combined with ASSESSORS MAP or BOUNDARY SURVEY MAP
- Title is shown
- All soil delineation lines are shown
- All soil-type symbols are shown
- Soil types match detailed soils maps in “Soil Survey of New London County, Connecticut” by U.S.D.A. Soil Conservation Service
- A Zoning Compliance Block for all lots with required and provided setbacks and lot areas (in square feet and acres). **NOTE:** Interior lots are not to include the access strip in the area requirements and setbacks are doubled for Interior Lots. The area (In square feet & acres) of developable area of the parcel as defined in the Regulations.

- BOUNDARY SURVEY MAP – may be on more than one sheet
- Match lines with page numbers are shown if map on more than one sheet
- Title is shown. May be on an Index of Sheets
- Map drawn to 1"=50' or 1"=40' scale
- Town boundary line, if any, is shown
- Zone boundary line, if any, is shown
- Zone is identified
- Lots are not irregularly or incorrectly (corner lots) shaped as defined in the regulations
- Aquifer Protection Overlay Area boundary line is shown, or there is a note to the effect that the subdivision is entirely within or outside the Aquifer Protection Overlay Area
- Easement and open space set-aside areas, if any, are identified and all supporting documentation is attached. Approval of Subdivision Application may contingent on formal acceptance and/or approval of such documentation.
- Deed restrictions, if any, are described or attached. Approval of Subdivision application may be contingent on filing of such documentation.
- Waiver requests, listed by section.
- Burial Ground Buffer Limit Line is shown at least 25 feet from burial ground, if any
- Inland Wetlands and Buffer Line, if any, is shown and labeled
- Wetland flags, if any, are shown and identified to the extent that they can be easily located in the field
- Inland Wetlands Buffer Limit Line is shown 100' from the Inland Wetlands Limit Line
- Flood Hazard (A Zone) Boundary Line, if any, is shown and labeled
- Watercourses, if any, are shown and labeled
- 2-foot elevation contours are shown and labeled at least every 10 feet

- Lot Number & Street Address assigned by Town Assessor is shown on each lot
- Square footage and acreage is shown on each lot.
- Buildable area is shown on each proposed lot per the Zone District requirements.
- Square footage shown on each lot complies with Zone District requirements
- All abutters within 100' of site are shown (may be on ASSESSORS MAP) including directly across the street
- Abutters that are shown on the map are the same that were notified for the Public Hearing
- Frontage road is shown and named
- 25' from centerline of abutting town road is shown as deeded to the Town of North Stonington. All supporting documentation is attached.
- All property lines and interior tangents and curves are shown
- Length of each tangent and curve is labeled
- Angle of each tangent is labeled
- Information for each curve is shown or the curve is identified for reference to a table
- Found and set property corner markers are shown at least one monument per lot
- Note on Plan; "Prior to issuance of a zoning compliance permit for individual site development, all lot corners, including open-space markers, are to be set and a certification of lot monumentation letter, signed and sealed by a Connecticut licensed surveyor, is to be submitted to the zoning official."
- Proposed open-space set-aside areas are shown and labeled, if any
- Proposed ingress/egress areas are shown and labeled, if any and draft copies of proposed easement and driveway maintenance language is attached.
- Proposed rights of way are shown and labeled, if any and draft copies are attached
- Existing structures, wells and septic areas on or adjacent to the site are shown and labeled
- Existing roads, driveways and paths are shown and labeled

- Stone walls, landmarks, major trees over 24” DBH and rock and ledge outcroppings are shown and labeled
- Test pit location is shown and identified. At least one on each lot
- Percolation test location, if different than test pit, is shown and identified
- Existing and proposed soil erosion and sediment control locations (hay bales, siltation fences, rip rap, etc.) are shown and labeled
- Existing and proposed drainage locations (culverts, basins, retention ponds, etc.) are shown and labeled with invert elevations
- Utility poles are shown and identified, if any
- Overhead wires are shown, if any
- Utilities servicing subdivision are shown as underground, if required
- Front, side and rear building lines (setbacks) are shown on all lots per regulations
- Proposed dwelling footprints are shown based on a 4-bedroom house
- Proposed primary and secondary septic areas are shown
- Proposed wells are shown
- Proposed driveways and curb cuts are shown per the Regulations– if on a State Road a note is to be placed on Plan requiring a DOT Encroachment Permit prior to issuance of a Zoning Compliance Permit.
- Legend shown and includes all symbols used on map
- Soil scientist’s certification statement
- Soil scientist’s signature, date of signature and registration number
- Plan Map expiration time note
- PZC approval statement - “Approved by the North Stonington Planning and Zoning Commission” with a line for the PZC Chairman’s or Secretary’s signature and the words “Chairman/Secretary” under the line.

- [ ] Conservation approval statement – same as above except substitute Conservation Commission. Approval statement is to be located on the cover page and any pages depicting Open Space, Conservation Easements or other Open space dedications on the parcel to be subdivided. There is to be a note on the plans if a fee in lieu of Open Space or other Open Space dedication on other parcels is agreed to. (Plans must be submitted for Open Space on parcels other than the one being subdivided.)

DRAINAGE PLAN for on-site drainage calculations and engineering of on-site storm water drainage system, if any

- [ ] Where drainage systems are to be constructed, one copy of the Construction Plan shall be suitably marked to show watershed data used in the design of such systems, and shall be accompanied by all calculations used in the drainage design.
- [ ] In the case of retaining walls or other special features, a drawing to a scale of 0.5"=1' of all such details shall be furnished.

CONSTRUCTION PLAN for engineering or improvement of roads, road drainage, water supply, sewer system, retaining walls, etc.

- [ ] The subdivision Construction Plan, if any, shall be prepared and sealed by a Connecticut Registered Professional Engineer. All construction shall be in accordance with the Subdivision Regulations or with the current issue of the Connecticut Department of Transportation, Bureau of Highways "Standard Specifications for Roads, Bridges and Incidental Construction" and any supplements and amendments thereof.
- [ ] Plans and profiles show existing surface elevation along the centerline
- [ ] Locations, bearings, curve data, including arc length, radii and central angles, proposed grades, vertical curves with centerline elevations every 50 feet, except that such information shall be provided at 10-foot intervals within 80 feet of the centerline cross point of an intersection.
- [ ] Locations, size and invert elevations of existing and proposed storm drains, catch basins, manholes, bridges, culverts, outfalls and other drainage features.
- [ ] Location, size and invert elevations of proposed sewers, if any.
- [ ] Location and size of all water supply and distribution facilities and hydrants.
- [ ] Cross-sections at 25-foot intervals where existing terrain slopes more than 10 percent.
- [ ] Sidewalk location, if any, and location of road paving and curbs within the

right-of-way.

- Note on Plan that road improvements must be approved by Board of Selectmen prior to issuance of a Zoning Compliance Permit for any lot.
- Locations of road signs, trees and other special landscape features to be installed by the applicant
- Road names

**Notes that must appear on at least one sheet of the Subdivision Plan**

- Test pit results for each test pit are shown on the map
- Test pit identification number
- Soil depths and descriptions
- Water depth, mottling depth and ledge depth
- Percolation rate – at least one for each lot

**Tangent Table** – if referenced on the BOUNDARY SURVEY MAP

- Tangent identification number
- Distance
- Bearing

**Curve Table** – if referenced on the BOUNDARY SURVEY MAP

- Curve identification number
- Radius
- Delta
- Arc
- Tangent
- Chord
- Bearing

Soil Erosion and Sediment Control Plan

- Hay bale and/or silt fence installation diagram is in accordance with Connecticut Guidelines for Soil Erosion and Sediment Control.”
- Typical SESC site layout is shown, if required

Soil Erosion and Sediment Control Notes similar to the following, if applicable, are provided:

- The project consists of the future, (not timed) construction of homes and out-buildings; I.E., barns and garages or of commercial facilities by individual future owners of plots within this subdivision.
- The individual owners will be required to submit plans to the Wetlands Commission only if that specific lot is regulated by the Inland Wetlands Agency.
- On those lots regulated by the Inland Wetlands Agency, the following measures shall be taken:
  1. Prior to construction, hay bale or silt fence barriers will be installed between any proposed construction and wetland areas or any down-slope areas so as not to allow siltation to be transported beyond the confines of actual construction.
  2. Excavation will be kept to a minimum around the perimeter of the proposed foundations and within 10 feet of septic fields and to utility trenches. Grading for driveways and walks will be done only after backfilling or excavations. immediately upon completion of finish grading, reasonable landscaping and sodding or seeding will be provided.
  3. Barriers will not be removed until the growth has obtained reasonable and substantial retention capabilities.
  4. No structural control measures are anticipated.

General Notes similar to the following are provided, if applicable

- Total acreage of the property to be subdivided is \_\_\_\_\_ acres
- All lots to be serviced by on-site wells and sewage disposal systems
- Grading is not to be carried out by the developer
- There are not known ledge outcroppings
- Septic systems and structure foundations will be a minimum of \_\_\_\_\_ feet from natural watercourses.
- All land twenty five (25) feet from the centerline of the pavement for the \_\_\_\_\_ road to revised line of said road to be deeded to the Town of North Stonington.
- Drainage right of way \_\_\_\_\_ to be deeded to the Town of North Stonington
- No activity shall be allowed within the one hundred foot (100') buffer without the approval from the Inland Wetlands Agency.
- A detailed engineered site plan, prepared signed and sealed by a registered professional engineer, showing well location, sewage disposal system, sediment and erosion controls and any other appropriate information must be approved by the Inland Wetlands Agency before a building permit can be issued for lots
- The owner at the time of construction will be responsible for maintaining the environmental integrity of the land. The owner of each lot will be responsible for erosion and sediment control measures after construction is completed.
- Future lot owners will be responsible for no increased runoff and for maintaining natural water courses where applicable.
- The subdivision regulations of the Town of North Stonington are a part of this plan and approval of this plan is contingent upon compliance with all requirements of said regulations except for such variances or modifications as may be made in writing by the North Stonington Planning and Zoning Commission and attached hereto.

Reference Notes similar to the following are provided, if applicable

- Reference is made to a plan titled \_\_\_\_\_ and dated \_\_\_\_\_ by \_\_\_\_\_
- Reference is made to the Town of North Stonington, Connecticut land records in volume \_\_\_\_\_ at page \_\_\_\_\_
- Bearings are referenced to the Connecticut Coordinate System, SPCS 1927
- Flood hazard boundary map is zone \_\_\_\_\_ for the entire property
- This subdivision is in zone \_\_\_\_\_ as shown on flood insurance rate map community-panel number \_\_\_\_\_ and dated \_\_\_\_\_
- Existing contours are from maps prepared by \_\_\_\_\_ , surveyor registration number \_\_\_\_\_ dated \_\_\_\_\_
- See sheet \_\_\_\_\_ for test hole and percolation test results

Additional Submission Requirements

- Copy of the current assessor's property card for the parcel to be subdivided
- Copy of the current deed for entire parcel to be subdivided
- Form #2 of Public Health Code for each lot, signed and sealed by Connecticut Licensed Engineer