

SECTION 5

SUBDIVISION PLAN REQUIREMENTS

5.1 GENERAL REQUIREMENTS

Fifteen (15) copies of all maps, plans, and profiles shall be submitted with the application and fee, and unless otherwise permitted by these Regulations, be clear and legible, and conform to the current "Recommended Standards for Surveys and Maps in the State of Connecticut" as adapted by the Connecticut Association of Land Surveyors. The maps shall be prepared and sealed by a Connecticut Licensed Land Surveyor and/or Connecticut Licensed Professional Engineer and shall be presented on good-quality white paper prints and shall be not larger than thirty-six (36) by twenty-four (24) inches in size. All such prints shall have a minimum one half (.5) inch border on three (3) sides and minimum two (2) inch border on the left side. If more than one (1) sheet is submitted, they shall be bound. All such prints shall bear the following information:

5.1.1 All sheets shall contain a title block with the following:

- A. statement of subdivision or re-subdivision;
- B. the name or title of the subdivision and the words, "North Stonington, Connecticut;"
- C. the name and address of the owner of the tract;
- D. the original date of preparation of the map and revisions thereto; and,
- E. the identity of person or company who prepared or was responsible for preparing each sheet.

5.1.2 The scale of the drawings/map.

5.1.3 Each map and plan (except for vertical profiles) shall contain a north arrow which shall, when practical, be consistent on all drawings and shall be to the top, or right side of sheet depending upon the shape of the subdivision. The type of north used shall be clearly marked. When the parcel is within 1,000 feet of a Connecticut grid point, Connecticut Grid North shall be used.

5.1.4 Where only a part of the subdivision is shown on the sheet, an Index map shall show its location in relation to the whole subdivision (see Section 5.2.3). All corresponding sheets shall show appropriate match lines.

5.1.5 The subdivision map is to be filed in as a permanent record in the Town Land Records, and shall meet the accuracy standards of an "A-2" survey as specified in the "Code of Recommended Practice for Standards of Accuracy of Survey and Maps by the State Board of Registration for Professional Engineers and Land Surveyors of the State of Connecticut. The Commission may accept a Class "D" survey, subject to the above referenced code, for a large parcel of land not proposed for sale or development or to establish the perimeter ownership boundary of a large parcel where a portion of the parcel is proposed for subdivision and shall be subject to an "A-2" survey.

5.1.6 Suitable space to record the action of the Commission and the signature of the Chairman or Secretary of the Planning and Zoning Commission. The plan shall contain the following statement:

"The Subdivision Regulations of the Town of North Stonington, Connecticut are a part of this plan, and approval of this plan is contingent on compliance with all requirements of

these regulations except for such variances or modifications as may be made in writing by the North Stonington Planning and Zoning Commission and attached hereto.”

- 5.1.7** Name, registration, original seal, and signature of the land surveyor or engineer, or both, that prepared the drawing.

5.2 REFERENCE MAPS

- 5.2.1 Location Map.** The Location Map shall be at a scale not smaller than one (1) inch equals 1,000 feet and shall show the location of the proposed subdivision and all existing roads and watercourses within 5,000 feet of it. If space permits, the key map may be included as an insert map on the boundary survey map. The key map may be a simple tracing.

- 5.2.2 Assessors and Soils Map.** This map contains a lot layout on the scale of one (1) inch equals two hundred (200) feet, showing lot lines and soil types.

- 5.2.3 Property history map.** The property history map shall show the parcel of land existing on October 18, 1963 of which the proposed subdivision is a part and all divisions of that parcel since. (October 18, 1963 is the date of adoption of subdivision regulations in the Town.)

- A. Scale of 1”= 200’ (corresponding to the assessor’s maps).
- B. A table including dates and names of grantees and grantors for all transfers of related land and easements following October 18, 1963.
- C. Existing property lines and road right of way lines, including those for land trust preserves and Town open spaces within five hundred (500) feet of the perimeter boundary of the area to be subdivided.

5.3 BOUNDARY SURVEY MAP

This map shall show property to be divided into lots at a scale of one (1) inch equals forty (40) feet, although a scale of one (1) inch equals fifty (50) feet will also be acceptable. The boundary survey map shall show the following:

- 5.3.1** Boundaries, dimensions, and acreage of the property to be subdivided to Class A-2 standard, unless otherwise permitted.

- 5.3.2** Boundaries of properties and names of current property owners within one hundred (100) feet of the proposed new building lots.

- 5.3.3** Locations of wetlands and watercourses as delineated in the field by an appropriately certified soil scientist, aquifers, and ledge (greater than two hundred (200) square feet).

- A. Signature block for the soil scientist certifying that all wetland and watercourses have been delineated or that there are none on the property. Live signature shall be shown on the plans submitted to the Commission at the time of application.

- 5.3.4** Boundaries, dimensions, angles, bearings, area in square feet and in acres, and lot numbers of all proposed lots (lot areas may be shown in tabular form on the same sheet).

- 5.3.5** All existing buildings, stone walls, cart paths, cemeteries.

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- 5.3.6** All existing and proposed monuments, pipe markers, stone piles, and any other physical evidence concerning property boundaries.
- 5.3.7** Locations of all existing and proposed easements, right-of-way, drainage rights, and open space.
- 5.3.8** Existing and proposed contours at two (2) foot intervals or at intervals as required by the Commission. The Commission shall require Class T-2 or T-3 accuracy for the topographic data. Additional spot elevations may be required where necessary to indicate drainage patterns. Elevations shall be referred to U.S. Geological Survey datum.
- 5.3.9** Maps shall designate Flood Hazard Zones for the subdivision. Subdivisions greater than fifty (50) lots or five (5) acres (whichever is less) shall include base flood 100-year storm) elevation data for that portion of the subdivision located within "A" Zones of the Flood Hazard Boundary Map or Flood Insurance Rate Map of North Stonington.
- 5.3.10** Areas of each proposed lot exclusive of areas designated as inland wetlands and watercourses by the Town's Inlands Wetlands and Watercourses Commission.
- 5.3.11** Any reserved areas for water courses and wetlands protection or for conservation areas.
- 5.3.12** The words "Approved by the North Stonington Planning and Zoning Commission" with designated spaces provided for the date and signature of the Chairman or Secretary of the Commission.

5.4 SITE ANALYSIS PLAN

The purpose of the site analysis map is to enable the Commission to evaluate the impact of the proposed subdivision on the land that is the subject of the Application, on neighboring parcels, and all the natural and historic resources and features of the area. Where so much information drawn on any one sheet would make reading the sheet confusing, the information required on the site analysis map may be placed on more than one sheet as long as information on one can easily be related to information placed on the other. The site analysis map shall contain and conform to the following.

- 5.4.1** Boundaries, dimensions, and acreage of the property to be subdivided to Class A-2 standard, unless otherwise permitted.
- 5.4.2** Boundaries, dimensions, angles, bearings, area in square feet and in acres, and lot numbers of all proposed lots (Lot areas may be shown in tabular form on the same sheet).
- 5.4.3** A chart showing the dimensional requirements required by Section 1300 of the Zoning Regulations (i.e. setbacks, buildable area, frontage etc. and how the proposed subdivision will comply with the regulations).
- 5.4.4** Existing and proposed contours at two-foot intervals or at intervals as required by the Commission. The Commission shall require Class T-2 or T-3 accuracy for the topographic data. Additional spot elevations may be required where necessary to indicate drainage patterns. Elevations shall be referred to U.S. Geological Survey datum.
- 5.4.5** Designated Flood Hazard Zones for the subdivision. Subdivisions greater than fifty (50) lots or five (5) acres (whichever is less) shall include base flood 100-year storm) elevation data for that portion of the subdivision located within "A" Zones of the Flood Hazard Boundary Map or Flood Insurance Rate Map of North Stonington.

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- 5.4.6** Locations of wetlands and watercourses, and wetland buffers (as delineated in the field by an appropriately certified soil scientist), aquifers, and ledge (greater than two hundred (200) square feet).
- A.** Signature block for the soil scientist certifying that all wetland and watercourses have been delineated or that there are none on the property. Live signature shall be shown on the plans submitted to the commission at the time of application.
- 5.4.7** Boundaries of any sub-regional watersheds that lie within the site, as shown on maps available from the Natural Resources Center of the Department of Environmental Protection.
- 5.4.8** All existing stonewalls, cart paths, and cemeteries.
- 5.4.9** All existing and proposed monuments, pipe markers, stone piles, and any other physical evidence concerning property boundaries.
- 5.4.10** Locations of all existing and proposed easements, right-of-way, drainage rights, and open space.
- 5.4.11** The location of any points of drainage points onto the tract from any street or other property.
- 5.4.12** Location of proposed septic-leach field systems and reserve fields, showing distances to adjacent land, distances from all wells within two hundred (200) feet (on or off the tract), and distance from any manure handling systems.
- 5.4.13** Location of percolation test holes and deep hole tests for each lot, keyed to Sanitary Report.
- 5.4.14** Location of proposed wells and water sources for each lot, keyed to Sanitary Report.
- 5.4.15** Any reserved areas for watercourses and wetlands protection or for conservation areas.
- 5.4.16** Areas proposed for preservation as open space and/or conservation easements.
- 5.4.17** Wooded areas, specimen trees (exceeding thirty (30) inches diameter at breast height (DBH), five (5) feet above the ground), and any unique and fragile natural features.
- 5.4.18** The general location of any State and Federal endangered species, and/or species of special concern and/or significant natural communities shall be shown on the plans.
- 5.4.19** Stonewalls and monuments, and other structures having historical significance.
- 5.4.20** Archaeological sites including those known to the State Archaeologist's Office. The Commission may require the Applicant to submit a report from the State Archaeologist's Office.
- 5.4.21** Historic buildings and sites listed on the National Register of Historic Places.
- 5.4.22** Location of existing and proposed buildings and structures and the number of bedrooms in each.
- 5.4.23** Location of all proposed utilities.
- 5.4.24** Location of proposed driveways.
- 5.4.25** Show sightlines for proposed driveways.

Commented [j2]: How about soil types? Per "Soil Survey of NL County, CT" as required in 1704.2(j)

Commented [j3]: Identification of any easements and deed restrictions affecting the property including Conservation and/or Open Space areas.

Commented [j4]: Locations and descriptions of water supply wells or other water sources and of all sewage disposal facilities, together with percolation and test pit data.

Commented [j5]: J.Sight line information at proposed driveway cut(s), and statement that plans have either been submitted to DOT for review or that DOT review is not required.

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5.4.26 Existing and proposed road(~~street?~~) and lot lines.

5.4.27 The information required in Section 5.5, *Construction Plans*, may be included on the site analysis map.

5.5 CONSTRUCTION PLAN

A Construction Plan, drawn at a scale of one (1) inch equals forty (40) feet, shall be submitted when any type of construction, such as roads, drainage, water supply or sewer systems, retaining walls, etc., is to be carried out in connection with the subdivision. The Construction Plan shall be prepared and sealed by a Connecticut Licensed Professional Engineer. All construction shall be in accordance with these Regulations or with the current issue of the *Connecticut Department of Transportation, Bureau of Highways Standard Specifications for Roads, Bridges, and Incidental Construction* any supplements and amendments thereof. The Construction Plan shall include the following where applicable:

5.5.1 Plan and profiles for all proposed roads, showing the following information.

- A. Existing surface elevation along the centerline.
- B. Locations, bearings, curve data, including arc length, radii and central angles, proposed grades, vertical curves with centerline elevations every fifty (50) feet, except that such information shall be provided at ten (10) foot intervals within eighty (80) feet of the centerline cross point of an intersection.
- C. Locations, size, and invert elevations of existing and proposed storm drains, catch basins, manholes, bridges, culverts, out-falls, and other drainage features.
- D. Location, size, and invert elevations of proposed sewers, if any.
- E. Location and size of all water supply and distribution facilities and hydrants.
- F. Cross-sections at twenty-five (25) foot intervals where existing terrain slopes more than ten (10) percent.
- G. Sidewalk location, if any, and location of road paving and curbs within the right-of-way.
- H. Location of road signs, trees, and other special landscape features to be installed by the applicant.
- I. Road names.

5.5.2 Where drainage systems are to be constructed, one (1) 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 system.

5.5.3 In the case of retaining walls or other special features, a drawing to a scale of one half (.5) inch equals one (1) foot of all such details shall be furnished.

5.5.4 The words "Date of Completion of All Work" with designated space for the date and initial of the Chairman or Secretary of the Commission.

5.6 SOIL EROSION AND SEDIMENT CONTROL PLAN (SE&SC)

Whenever plans for a subdivision show construction or improvements or buildings related to the subdivision that will result in the disturbance of more than one half (.5) acre of land, the applicant

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will submit, as part of the subdivision plan, SE&SC Plan that presents, in mapped and narrative form, the measures to be taken to control erosion and sedimentation both during and after construction. Exempted from the provisions of this section are single-family residences that are not part of a subdivision. The SE&SC Plan shall be based on *Connecticut Guidelines for Soil Erosion and Sediment Control*, available from the Natural Resources Center of the Connecticut Department of Environmental Protection.

5.6.1 The SE&SC Plan shall include the following information:

- A. a description of the project and a schedule of the major activities to be constructed on the land;
- B. locations of wetlands and watercourses;
- C. locations of areas to be stripped of vegetation;
- D. locations of areas to be regraded and contour data indicating existing and proposed grades;
- E. a schedule of operations, including the sequence of major improvement phases such as clearing, grading, paving, installation of drainage features, and the like;
- F. seeding, sodding, or revegetation plans and specifications for all unprotected or unvegetated areas;
- G. location, design, and timing of structural control measures, such as diversions, waterways, grade stabilization structures, debris basins, and the like; and the narrative shall indicate design criteria used in the design of control measures;
- H. a description of procedures to be followed to maintain sediment control measures; and,
- I. the plan map shall show the words: "Soil Erosion and Sediment Control Plan Certified by Vote of the North Stonington Planning and Zoning Commission on (date)," and a space for the signature of the Chairman or Secretary of the Commission.

5.6.2 After review of the SE&SC Plan by the Commission or its designee, the Commission shall certify that the plan is in compliance with these Regulations. A vote of the Commission to approve a subdivision plan constitutes approval of the SE&SC Plan as well.

5.6.3 The Commission, through its members, agents, and consultants, shall periodically inspect construction projects for which SE&SC Plans have been certified to verify that soil erosion and sediment controls are consistent with the certified plan.

5.6.4 The ~~performance~~ surety required for improvements in connection with the proposed subdivision shall be required to be sufficient to cover the costs of accomplishing the SE&SC measures.

5.7 STORMWATER MANAGEMENT

5.7.1 Purpose and Authority. Increased development without proper consideration of stormwater impacts is a significant source of pollution to surface and ground water. These water resources are valuable natural, economic, recreational, cultural, and aesthetic

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resources. The protection and preservation of these resources is in the public interest and is essential to the health, welfare, and safety of the citizens of the Town. It is therefore, the purpose of this section to protect and preserve the resources within the Town of North Stonington by managing storm water flows in accordance with the Connecticut Department of Environmental Protection "Connecticut Stormwater Quality Manual" (CSQM), as amended. The provisions of these Regulations are pursuant to Connecticut General Statutes 8-25 inclusive and 8-2(b) and shall apply to all development occurring within the Town. The provisions of this section of the Regulations shall be the minimum requirements for stormwater management plans in the Town of North Stonington, and enactment of this Regulation shall not preclude the application of applicable town, state and/or federal regulations to the facilities regulated thereby.

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5.7.2 Applicability. A Stormwater Management Plan is required for any development requiring a Site Plan or for a Subdivision/Re-subdivision that disturbs over one-half (1/2) (1) acre of land over the total project area. The stormwater management plan is to be designed to be consistent with the CSQM (as amended). The Commission shall use the standards and criteria for decision outlined in the CSQM (as amended) when reviewing the Stormwater Management Plan.

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5.7.3 Design Criteria

A. **Sedimentation.** The system shall remove eighty (80) percent of the annual solid pollutant loading. This can be met by providing manufacturers data sheets, or calculations verifying the adequacy of a site designed system. CSQM guidelines may be used in such calculations, or the Engineer may use other methodologies with prior approval of the Town Engineer.

B. **Stormwater Flow.** Provide individual watershed stormwater flows across the site boundary (property line) equal to or less than the pre-existing condition. In other words, flows may not be increased within any watershed after development. This shall be provided for the 2, 10, 25 and 100-year rainfall events.

C. **Stormwater Volume.** For each of the design rainfall events (above), the volume of stormwater leaving the site shall be equal to or less than the volume of stormwater leaving the site in its pre-existing condition.

In granting the plan approval, the Commission may make modifications or impose such conditions that may be deemed necessary to ensure compliance with the CSQM (as amended).

5.7.4 Review Fee. A non-refundable review fee shall be collected per the Town Ordinance Concerning Fees for Review and Evaluation of Land Use Applications and Inspection of Land Use Permit Compliance; at the time the stormwater management plan is submitted.

5.7.5 Permitting. A Zoning Permit shall not be issued for any-development requiring a Site Plan or a Subdivision/Re-subdivision that disturbs over one (1) acre of land unless the Commission has approved a Stormwater Management Plan. Where appropriate, a Zoning Permit shall not be issued without the following, as appropriate:

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A. recorded easements for the stormwater management facility and easements to provide adequate access for inspection and maintenance from a public right-of-way;

- B. a recorded stormwater management maintenance agreement, per Section 5.7.9 (A) of these Regulations;
- C. ~~a cash~~ surety; and
- D. easements from adjacent property owners as necessary.

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5.7.6 Suspension and Revocation. Any Zoning Permit may be suspended or revoked after written notice is given to the permittee for any of the following reasons:

- A. any violation(s) of the conditions of the Stormwater Management Plan approval;
- B. changes in site runoff characteristics upon which an approval was granted;
- C. construction is not in accordance with the approved plan;
- D. noncompliance with correction notice(s) or stop work order(s) issued for the construction of the stormwater management facility; and/or
- E. an immediate danger exists in a downstream area in the opinion of the Zoning Enforcement Officer.

5.7.7 Surety. A surety shall be required prior to the issuance of any zoning and/or grading permit for the construction of a stormwater management facility. The amount of the security shall not be less than the total estimated construction cost of the stormwater management facility. The surety required in this section shall include provisions relative to forfeiture for failure to complete work specified in the approved Stormwater Management Plan, and other applicable laws and regulations, and any time limitations established in the Stormwater Management Plan. The surety shall not be fully released without a final inspection of the completed work by a licensed Engineer and the Zoning Enforcement Officer, submission of “as-built” plans, and certification of completion by a licensed Engineer and the Zoning Enforcement Officer that the stormwater management facilities comply with the approved plan and the provisions of these Regulations.

5.7.8 Inspection

- A. The developer shall retain a professional engineer licensed in the State to conduct inspections. Written inspection reports shall be made of the periodic inspections necessary during construction of stormwater management systems to ensure compliance with the approved plan.
- B. The developer shall notify the engineer responsible for inspections as least forty-eight (48) hours before commencing any work in conjunction with the Stormwater Management Plan and upon completion of the project when a final inspection will be conducted.
- C. Written inspection reports shall be provided to the developer and the Commission and shall include:
 - 1. the date and location of the inspection;
 - 2. whether construction was in compliance with the approved stormwater management plan;
 - 3. any variations from the approved construction specifications; and

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4. any violations that exist.
- D. The owner and/or developer and, as necessary, the on-site personnel shall be notified in writing when violations are observed. Written notification shall describe the nature of the violation and the required corrective action.
- E. The inspector shall provide the owner and/or developer and the Commission with the inspection reports as soon as possible after completion of each required inspection. Upon issuance of a Notice of Violation or an unsatisfactory inspection report, all work shall cease until corrective measures are taken and approved by a licensed Engineer and the Zoning Enforcement Officer.

5.7.9 Maintenance

A. Maintenance Agreement

1. The applicant shall execute an inspection and maintenance agreement binding on the property owner and all subsequent owners. Such agreement shall provide for access at reasonable times for regular inspections by the Commission or its authorized representative, to ensure that the stormwater facilities are maintained in proper working condition to meet design standards.
2. The applicant and/or owner shall record the agreement in the Land Records of the Town.
3. The agreement shall provide that, if after notice by the Commission to correct a violation requiring maintenance work, satisfactory corrections are not made by the owner(s) within thirty (30) days; the Commission shall have the right but not the obligation to perform all necessary work to place the facility in proper working condition. The owner(s) of the facility shall be assessed the cost of the work and any penalties. Charges shall become a special assessment against the property and assessment. Nothing herein shall make or be construed to make the Commission, the Town, and/or Town officials, employees, representatives, or agents legally liable or in any way responsible for the cost, inspection, maintenance and/or operation of approved stormwater management facilities.

B. Responsibility

1. The owner of the property, and any other person or agent in control of such property, shall maintain in good condition and promptly repair and restore all grade surfaces, walls, drains, dams and structures, vegetation, erosion and sediment control measures, and other protective devices. Such repairs or restoration and maintenance shall be in accordance with the approved Stormwater Management Plan.
2. A maintenance and reporting schedule shall be developed for the life of any stormwater management facility and shall state the maintenance to be completed, the time period for completion, and who shall perform the maintenance. This maintenance and reporting schedule shall be developed as part of the approved Stormwater Management Plan.

C. Terms and Conditions

The agreement shall also provide that the applicant/developer and/or owner and each of their respective representatives, heirs, successors and assigns shall hold the Town of North Stonington and its officials, employees, representatives, agents, boards, agencies and commissions and each of their respective representatives, heirs, successors and assigns harmless and indemnify them from and against any claims, damages, losses, costs and expenses (including attorney's fees) from any personal injury (including death) and property damage resulting from any act or omission of said applicant/developer and/or owner in the design, construction, inspection, maintenance and operation of stormwater management facilities approved pursuant to this section of the Regulations and from any acts or omissions, including without limitation negligent acts or omissions of said Town and/or its officials, employees, representatives, agents, boards, agencies and commissions and each of their respective representatives, heirs, successors and assigns in the approval and inspection of said facilities or the performance of any activities pursuant to Section 5.7.9 (A)(3) of these Regulations.

- D.** Any agreement pursuant thereto shall apply to the owners and/or lessees of the property in question and shall run with the land.

5.8 OTHER SUPPORTING DOCUMENTS

Before approval of any subdivision, the Commission shall require the following.

- 5.8.1** Evidence of an application to and/or approval from other local and/or state agencies for activities that are regulated by said entities where applicable.
- 5.8.2** The subdivider shall submit to the Commission written copies of all agreements, restrictive covenants, or other documents governing the use, reservation, or maintenance of land.
- 5.8.3** All deeds, surety, and other documents submitted pursuant to these Regulations shall be subject to approval as to form and content by the Counsel for the Town of North Stonington.
- 5.8.4** When the subdivision includes any portion of a watercourse that is located within an "A" Zone on the Flood Hazard Boundary Map or the Flood Insurance Rate Map for North Stonington, and the subdivision would result in the alteration or relocation of that watercourse, the applicant shall submit a hydrological design by a Licensed Professional Engineer that indicates that the flood-carrying capacity of the watercourse will not be impaired by any construction or additional runoff resulting from the subdivision.

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