



Town of  
**North Stonington**  
**Connecticut**  
**LAND USE DEPARTMENT**  
Nathan Reichert – Planning, Development and Zoning Official

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**SINGLE-FAMILY RESIDENTIAL**

**Submission Requirements**

Amended 6-20-2022

**Beginning Your Residential Project**

Building a Single-Family Residence in North Stonington requires approvals from multiple Officials prior to beginning construction. A typical residence requires the approval of five applications, they are as follows:

1. Inland Wetlands Compliance Certificate - Town of North Stonington Inland Wetlands Official.
2. Zoning Compliance Permit - Town of North Stonington Zoning Official.
3. Driveway Permit - Town of North Stonington Highway Department or the State of Connecticut Department of Transportation.
4. Septic system and Well Water - Ledge Light Health District.
5. Building Permit - Town of North Stonington Building Official.

Prior to the Building Official issuing a Building Permit all elements of review must be complete. Simultaneous application for all required permits is permissible. Please contact the Officials directly with specific questions about your application. This document describes the submission requirements for Inland Wetlands Compliance Certificate, Zoning Compliance Permit, and a Driveway Permit.

**Single Family Home - Application Submission Requirements:**

**Application for Staff Approval**

Submit a complete Application for Staff Approval with applicable fee to the North Stonington Land Use Department in the New Town Hall. Upon receipt of the complete Application for Staff Approval a review will be conducted by the Inland Wetlands Official and the Zoning Official.

For the application to be deemed complete and processed the following items must be provided:

**Site Plan:**

A professionally prepared site plan that includes the following items is required:

1. The as-built site plan shall be prepared, signed, dated, and sealed, with live signatures and seals, by a Professionally Licensed Connecticut Land Surveyor, Engineer, Architect, and/or Soil Scientist acting within the licensed privileges of their professional designation.
  - a. If the plan is prepared solely by an Engineer or Architect, reference must be made to a filed A-2 Property/Boundary or Limited Property/ Boundary Survey and T-2 Topographic Survey plan prepared after 1996.
2. The site plan must meet or exceed A-2 Boundary and T-2 Topographic survey accuracy standards.
3. The site plan shall Location and description of a benchmark set on the property and location of all existing monumentation boundary points, angles and or bearings & distances.
4. Location and type of monumentation (IP – Iron Pipe or Pin, DH – Drill Hole, RB – Rebar or Monument) shall be certified as present and if not present it shall be reset and re-certified by the licensed Land Surveyor.



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5. Show the existing and proposed land contours at 2' intervals based on actual field data.
    - a. Proposed spot elevations for significant regrading.
    - b. The location and height of proposed retaining walls.
  6. The plan must be drawn to scale and include a scale.
  7. Show a North Arrow.
  8. Show all lot dimensions.
  9. State the Zoning District
  10. Display the required Zoning District setback lines.
  11. Existing site conditions of the lot must be depicted.
  12. The site plan is required to show all site improvements in relation to the property lines and building setback lines:
    - a. Building footprint, including all decks, steps, bulkhead doors, a/c equipment, enclosed mechanicals, overhangs, etc.
    - b. The location of all accessory structures including sheds, garages, barns, gazebos, screen houses, patios, green houses, carports, pools, generators, etc.
  13. Include a Zoning Compliance Table demonstrating adherence with the site's zoning district dimensional regulations:
    - a. Zoning District Dimensional Requirements for: Zoning District, Lot Size, Street Frontage, Front Yard Setback, Side Yard Setbacks, Rear Yard Setback, Building Height, Number of Stories, Impervious Surface Coverage, and others as applicable.
    - b. Proposed dimensions: Lot Size, Street Frontage, Front Yard Setback, Side Yard Setbacks, Rear Yard Setback, Building Height, Number of Stories, Impervious Surface Coverage, and others as applicable.
    - c. If existing improvements exist on the lot, then include the existing dimensions within the table.
    - d. Please note the reliance upon a special permit, use requirements or approved variance(s) for altered or conditional dimensional requirements.
  14. Wetlands, water courses, wetland buffers and the relationship of improvements to the wetlands and their required buffers.
    - a. If the location of the wetlands, water course and wetland buffers rely upon locations provided by a Soil Scientist a live soil scientist signature is required certifying the plan.
    - b. If the improvement location(s) rely upon an approval from the Inland Wetlands Commission please note the decision's conditions, approval date and demonstrate compliance with the Commission's approval.
    - c. If no wetlands are present on the site note that no wetlands are present.
  15. Include the location of any outcroppings of ledge on the site.
    - a. If no ledge outcroppings are present on the site note that no ledge outcroppings are present.
  16. The location, type of surface and percent grade of the driveway.
  17. Demonstration of adequate site-lines must be shown from proposed driveway location.
  18. Location of any existing or proposed easements, encumbrances, and/or deed restrictions.



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- a. If no easements, encumbrances, and/or deed restrictions are present on the site note that no easements, encumbrances, and/or deed restrictions are present.
- b. If easements, encumbrances, and or deed restrictions are present reference and note the Town Clerk's book and page of their recording.
19. The location of any footing and/or gutter drains and their point of origin.
  - a. Rodent proof covers are required on footing drains.
20. The location of any stormwater runoff treatment, controls, drainage structures or pipes installed on the property.
  - a. Invert, rim and grate elevations shall be noted for all storm water and sewer structures.
21. Limits of lot clearing and land disturbance.
22. Location and detail of erosion & sediment controls to be used during the time of construction.
23. The location of the utilities servicing the new home.
  - a. Electrical Entrance location, the location of the entrance line's connection to the power lines and the location of the entrance line.
  - b. The location of the well or public water supply connection and all water lines.
  - c. The location of the septic system and its connection line.
  - d. Above ground or below ground LP tank location and its connection line.
  - e. The locations of gas, solar, telephone, cable, applicable other utilities, their connections with the utility, connection line and building entrance.
24. Approximate location of adjacent structures, wells and septic systems on surrounding lots.
25. Flood Zone classification
26. Include the property's owner(s) name, e-911 address, assessors' plat and lot.

**Building Plans:**

Submit building plans

1. Drawn to scale.
2. Show dimensions of building and individual rooms.
3. Labeled use of all rooms.
4. Show profile views from all sides.
5. Footprint of house and outbuildings proposed must match the footprint shown on the site plan.

**Additional Items:**

Provide Copies of The Following Items if applicable and complete:

1. Ledge Light Health District - Septic and Well.
2. Inland Wetlands Commission Permit.
3. Driveway Permit Application if driveway is off a local road. Or A State of Connecticut Department of Transportation approval if the driveway is off a state road or highway.
4. If applicable, proof of notification to holder of conservation or preservation restriction or easements.



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5. Documentation pursuant to a site-specific zoning district overlay, subdivision requirement(s), Zoning Board of Appeals variance approval with conditions and/or Planning and Zoning Commission condition(s) of approval.
  6. Other submission items deemed required by the Zoning Official to demonstrate adherence with the Town of North Stonington Land Use Regulations.

**Application Review:**

The Zoning Official's will review the application and all plans, conduct a site visit, and issue a zoning compliance permit if all is in compliance with applicable regulations. The Zoning Permit is valid for 1 year. Construction, land disturbance or site improvement may not begin until a Building Permit has been issued by the Building Official.