



City of Norwich Subdivision / Re-Subdivision Application

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|-------------|--------------------|-------|-----|-------|
| Staff Only: | CAM: | HD: | OD: | SFHA: |
| | Date Filed: | _____ | | |
| | Date Rec'd by CCP: | _____ | | |
| | File Number: | _____ | | |

SUBDIVISION / RE-SUBDIVISIONS: FEE SCHEDULE

Revised July 1, 2009 per Ordinance 1619

\$360 Application Fee + \$100 per lot.

\$210 Public Hearing Fee (If Required)

\$25 Coastal Site Plan Application Fee (If Applicable)

A \$60 FEE IS INCLUDED IN THE APPLICATION FEE AS REQUIRED BY THE STATE OF CONNECTICUT

Please fill out this application completely. If the application is not properly completed with documentation submitted as requested, it will create unnecessary delays. In addition to this application, the following items **MUST** be provided, if deemed applicable:

1. Coastal Area Management Application (If Applicable).
2. If improvements are proposed, two (2) copies of bond estimate, certified by a Professional Engineer.
3. Two (2) copies of the drainage calculations, including gutter flow analysis, certified by a Professional Engineer. In addition, provide a narrative comparing the runoff from the site before and after the development, and what impact the development will have on downstream properties. Furthermore, drainage calculations for the proposed road and provide evidence that pipe sized for the road and the wetland crossings are adequate to handle the runoff.
4. Ten (10) folded, full-size sets of the complete plans.
5. Show location of any proposed easements, rights-of-way, etc. Provide unexecuted documents, including deeds, related to these items.
6. Soil test information for each lot where municipal sewer lines are not available. In addition, test borings in the area of any proposed road.
7. Detail drawings of all improvements.
8. Erosion & Sediment Control Plan that reflects the latest State of Connecticut standards. Include Detail Page.
9. Copy of Deed of land to be subdivided.
10. Fee – See Schedule.

PROPERTY LOCATION: _____

Parcel Information: **Map:** _____ **Block:** _____ **Lot:** _____

Zoning District: _____ **Lot Size:** _____ **Deed Vol:** _____ **Deed Page:** _____

Subdivision or RE-Subdivision: _____ **Number of Lots:** _____

Applicant Name: _____

Applicant Email: _____

Mailing Address: _____

Telephone Number: _____

Owner Name: _____

Owner Email: _____

Mailing Address: _____

Telephone Number: _____

A. Is any portion of the property within 500 ft. of the City Boundary? Yes: _____ No: _____

If yes, please provide the name of Municipality: _____

B. Will a significant portion of the traffic to the completed project use streets within the adjoining Municipality to enter or exit the site?

C. Will a significant portion of the sewer or water drainage from the project flow through and significantly impact the drainage or sewage system within the adjoining Municipality?

D. Will the run-off from the improved site impact streets or other Municipal or private property within the adjoining Municipality?

NOTE: According to the Connecticut General Statutes (CGS), if the subdivision is adjacent to another Municipality, or meets any of the criteria listed in A-D above, the Commission on the City Plan must notify the adjoining Municipality of a pending application seven (7) days prior to the Commission meeting. If improper information is given on the application, it will cause delay in processing the application.

Does the site adjoin a Municipal boundary? _____

NOTE: If the site adjoins a Municipal boundary, it is required that the Commission on the City Plan notify the Regional Planning Agency of the application. The Regional Planning Agency must be provided thirty five (35) days to review the application. The Commission will not conduct a hearing nor act on the application until the thirty five (35) day timeframe has expired.

If future development is proposed for the remaining land, please provide preliminary layout and phasing of the future development. Please note that the layout is provided to the Commission for informational purposes to illustrate the feasibility for future development of the remaining land. By no means is the preliminary layout approved as the subdivision of the remaining land.

APPROVALS from the following agencies, commissions, departments, etc. (If applicable) must be provided with this application. If approval notices are not obtained and are not submitted with this application, the application will be deemed incomplete and will not be accepted.

1. Inland Wetlands, Water Courses & Conservation Commission

- **Date of Approval: _____**

2. Zoning Board of Appeals

- **Date of Approval: _____**

3. Connecticut Department of Transportation: (Attach Letter w/ Application)

4. Other miscellaneous commissions or agencies that may have jurisdiction over this subdivision: Connecticut Department of Energy & Environmental Protection (DEEP), Connecticut Department of Public Health (DPH), US Army Corps of Engineers, etc. (If Applicable)

- **Date of Approval:** _____
- **Or attach Letter w/ Application**

Please attach a sheet of all abutting property owner Names and Addresses:

Name of any proposed street(s): _____

Name & Connecticut Registration Number of Land Surveyor and/or Professional Engineer:

Name: _____ **Registration Number:** _____

Name: _____ **Registration Number:** _____

Name of Certified Soil Scientist: _____

The undersigned hereby acknowledges that this application conforms to the applicable Subdivision and Zoning Regulations for the City of Norwich and that approval of the subdivision is contingent upon compliance with all requirements of said regulations. The undersigned authorizes the Commission on the City Plan or its designated agent to enter upon the property for purposes of inspection and enforcement of said Regulations.

Applicant's Name: _____ **Date:** _____

Applicant's Signature: _____

Owner's Name: _____ **Date:** _____

Owner's Signature: _____

***** NOTE: Should a public hearing be determined necessary for this application, notification to abutting property owners shall be required in accordance with Subdivision Regulation Section 19-24.1.5a *****

Staff will provide guidance and a list of property owners.