

Redding Planning Commission

P.O. Box 1028

Redding Center, Connecticut 06875-1028

Subdivision Application Fee

Please call the Office at 938-3721 PRIOR TO SUBMISSION to determine your individual fee

The Redding Planning Commission has revised its application fee procedure pursuant to Section 8-1c of the Connecticut General Statutes and the 2003 Town of Redding "Ordinance Establishing Fees for Municipal Land Use Applications" which allow the actual excess costs of reviewing, evaluating and processing subdivision applications and subdivision review to be billed to the applicant.

The basic subdivision application fee of \$400 per lot remains the same. It shall be submitted with each application and will be retained by the Town. However, a new additional fee will be imposed, consisting of an estimate for Commission consultant costs based on actual billing history. This additional fee is also to be paid at the time of submission of the application.

Any estimated consultant fees not expended on review of the application shall be refunded to the applicant upon conclusion of the application process. In the event that consultant costs are in excess of any estimated amount paid by the applicant, the Commission shall bill the applicant, who shall pay such additional costs prior to recording of the subdivision.

The basic fee of \$200 for any request to amend an approved subdivision shall remain the same. If consultant fees exceed the amount resubmitted, the additional sum shall be billed to the applicant and paid prior to approval of the request.

Adopted by the Redding Planning Commission
11/14/06

LU:Subdiv.App'l Fee
7/21/09

Redding Planning Commission

P.O. Box 1028

Redding Center, Connecticut 06875-1028

MEMO

TO: ALL APPLICANTS OF THE REDDING PLANNING COMMISSION AND
REDDING CONSERVATION COMMISSION

FROM: Jo-an Brooks
Land Use Coordinator

Previously the Land Use Office has supplied duplicate copies of all data to the applicant, his legal counsel and engineering firm.

We are no longer able to handle the vast amount of paperwork incumbent on this office and therefore in the future we will send or FAX all pertinent data only to the owner of the property or his designee.

We regret this inconvenience, but find it necessary to simplify the workload of the small Land Use staff.

JB:SH
Pl.AppMemo

NUMBER OF COPIES NEEDED FOR THE AVERAGE SUBDIVISION APPLICATION

CALL THE PLANNING OFFICE AT 938-3721 PRIOR TO SUBMISSION TO DETERMINE PRECISE NUMBER FOR EACH INDIVIDUAL APPLICATION.

	Application Form	Subdivision Map & Site Plan (stapled tog.)	Complete Set of Maps	Technical Reports	Archaeological Reports
File	1	1	2	1	1
LUC	1	0	0	0	0
RPC	8	7	0	7	7
Planning Consultant	1	0	1	1	1
Engineering Consultant	1	0	1	1	1
Health Officer	1	0	1	1	0
Historian	1	0	1	1	1
Archaeological Consultants	2	0	2	2	2
Highway Superintendent	1	1	0	0	0
District Fire Chief	1	1	0	0	0
Subtotal	18	10	8	14	13

IF APPLICABLE:

Aquarion (check watershed boundaries)	1	1	0	1	0
Inland Wetlands for Referral	1	0	1	1	0
RCC Open Space	1	1	0	0	0
Open Space Recipient	1	1	0	0	0
Regional Agencies (1 or 2 as needed)	1-2	0	0	0	0
Abutting Town (Town Clerks)	1-2	0	0	0	0
Dept. of Transportation	1	1	0	0	0
Subtotal					0

Grand Total

IF THE COMMISSION IS ENJOINED IN A LAWSUIT, THE APPLICANT IS REQUIRED TO SUBMIT THE NUMBER OF ADDITIONAL COPIES REQUIRED FOR THESE PROCEEDINGS.

IF A NOTICE OF INTERVENTION IS FILED, THE APPLICANT IS REQUIRED TO SUPPLY THE INTERVENORS WITH DUPLICATION OF ALL DATA.

REDDING PLANNING COMMISSION
Application Form

It is suggested that the applicant consider going through the preliminary application process before submitting a final subdivision application. Forms and information are available at the Land-Use Office. Complete pages 1-7 with precise information. Note samples for "Unobstructed Parking Spaces" and "Buildable Areas".

Please submit applications before 12:00 noon on the Thursday preceding a meeting.

Subdivision ___ or Resubdivision ___ Address of Property: _____

Number of Telephone Pole Nearest Entrance _____ Developers Map # _____

Assessor's Map _____ Block _____ Lot _____ Total Acreage _____

Total Acres _____ Total Acres of Proposed _____ Total Acres of Open _____ No. of Lots
Of Wetland _____ Deeded Open Space _____ Space Easements _____ Proposed _____

If Property is Within 500' of Adjoining Municipality,
Please identify: _____

Owner(s)*: _____ Tele. # _____

Address: _____ Email _____

*Please list all owners, attach extra sheet if necessary.

Authorized Agent: _____ Tel. # _____

Address: _____ Email _____

Engineer: _____ Tel. # _____

Address: _____ Email _____

Surveyor: _____ Tel. # _____

Address: _____ Email _____

Legal Counsel: _____ Tel. # _____

Address: _____ Email _____

Signature of Owner(s) _____

Signature of
Authorized Agent (if any) _____

Attach names, street and MAILING ADDRESSES and telephone numbers of all adjacent property owners including those across adjacent streets.

Date Received in Office _____ Fee Received \$ _____ Application # _____

Special Note for any applicant who plans to seek Planning Commission approval for shared-driveway access in a subdivision or resubdivision:

A request to the Planning Commission to consider common-driveway access may be made as part of a subdivision or resubdivision application (see Subdivision Regulations 4.1.9a), but it is a prerequisite for considering the common-driveway option that the application for individual-driveway access be fully ready for Commission action. This must include either:

- a.) Individual driveways located to avoid any activity within an area regulated by the Inland Wetlands Commission, or
- b.) Receipt of the required report of the Inland Wetlands Commission on the individual-driveway option per CGS 8-26.

PLEASE NOTE: Historically, Redding's Inland Wetlands Commission has not looked favorably on individual driveways having wetland impact. A negative finding on individual driveways may necessitate a subdivision design based upon road access rather than driveway access.

Applicant: State specifically where each requirement has been shown.

Answer each line in full.

<u>Item</u>	<u>Map(s)/Plans(s) Number:</u>	<u>Report(s) Page:</u>	<u>Other (Describe):</u>
1. Adjacent Land in Same Ownership (S.R. 5.6a)			
2. Permits/Approvals/Reports			
.. RCC Open Space (S.R. 4.6.5.)			
.. Inland/Wetland Application/License (S.R. 5.4j)			
.. Zoning Board of Appeals (S.R. 5.4K)			
.. Adjacent Towns (S.R. 5.4n)			
.. Utility Companies (S.R. 5.4n)			
.. CT D.E.P. (Flood Plain, Dams, Stream Channel Encroachments) (S.R. 5.4n)			
.. CT D.O.T. (Roads/Driveways)			
3. Land Requiring Special Precautions (S.R. 3.1, 3.2 and 3.3) Applicant complete "Data Sheet, Land Requiring Special Precautions" - Page 8 of 8			
a. Flood Plains			
b. Over an Aquifer			
c. Wetlands and watercourses			
d. Soil Types/Severe or Very Severe			

Applicant: State specifically where each requirement has been shown. Answer each line in full.

<u>Item</u>	<u>Map(s)/Plans(s) Number:</u>	<u>Report(s) Page:</u>	<u>Other (Describe):</u>
3. (cont.)			
e. Erosion Hazards			
- Unstable soils			
- Excessive Stream Velocity			
- Lack of topsoil and vegetation			
f. Slopes in excess of 20% determined at 2' contour intervals			
g. Ledge Rock Areas/Bedrock Outcrops			
4. Lot Layout & Standards (S.R. 4.1) Applicant complete Lot Area Table page 7 of 8			
Lot can support:			
.. Suitable Access (S.R. 3.1) (S.R. 4.1.3) (S.R. 4.3.1)			
.. Septic System (S.R. 4.2)			
.. Water Supply (S.R. 4.2)			
Lot conforms to:			
.. Drainage/Runoff Reqmts. (S.R.4.5)			
.. Minimum lot area (Z.R.3.6 & 4.6) (S.R. 4.1.1)			
Exclusions subtracted (S.R. 4.1.4 a, b,c,)			
.. Minimum rectangle (S.R. 4.1.2, Z.R. 3.6 & 4.6)			
.. Building restriction lines (S.R. 8.1.36) drawn to the maximum limit permitted by Town Regs.			
.. Frontage (SR 4.1.7, 4.1.8 & 4.1.10)			
5. Driveway Information (S.R. 4.3.13)			
.. Maximum grade			
.. Intersection/Sight Line (Z.R. 3.8b) (S.R. 4.3.13)			
.. Guard Rails (S.R. 4.3.13)			
.. Paving (S.R. 4.3.13)			
6. Road Information (S.R. 4.3)			
.. Safe access to lots (S.R. 4.3.1)			
.. Interrelation with existing road system.			
.. Intersection/Sight Lines (S.R. 4.3.7 and 4.3.13)			
.. Layout of road			
.. Through/Dead end			
.. Turnaround/Cul-de-sac			
.. Construction Requirements			
.. Road Name (R.H.S.) (S.R. 4.3.10)			
7. Road Waiver Request and Justification (S.R. 4.4)			

Applicant: State specifically where each requirement has been shown. Answer each line in full.

<u>Item</u>	<u>Map(s)/Plans(s) Number:</u>	<u>Report(s) Page:</u>	<u>Other (Describe):</u>
8. Waivers (will require 4/5 vote)			
.. Road Length (750')			
.. Road Width			
.. Design of turnaround (S.R. 4.3.6)			
9. Special Approvals (require majority vote)			
.. Required report 3.3.3, 3.3.5			
.. Multiple Driveway (4 max) (S.R.4.1.9)			
.. Rear Lots (S.R. 4.1.8)			
.. Driveway centered on accessway (S.R. 4.1.8e)			
.. Exception to zero increase in Peak Runoff. (S.R. 4.5.6)			
.. Development of Land Requiring Special Precautions (S.R. 3.2 & 3.3.1)			
.. Drainage & Erosion Control Plan (S.R. 4.5.3) (S.R. 4.5.9)			
10. Open Space Information (S.R. 4.6)			
.. Total acres			
- Wetland acres			
- Deeded acres			
- Acres under easement			
.. Suitability			
.. Access			
.. Parking			
11. Solar Considerations (S.R. 4.7)			
12. Archeological, Historical & Cultural Resources Preservation (S.R. 4.8)			
.. Preliminary archeological assessment survey (S.R. 4.8.2)			
.. Environmental, cultural and existing conditions map (S.R. 5.10.1)			
.. Archeological, historical and cultural resources map (S.R. 5.10.2)			
13. Protection of Asset Trees (S.R. 4.9)			
14. Mapping per Subdivision Regulations			
.. Subdivision Map(s) (S.R. 5.4d) (S.R. 5.6)			
.. Site Plan(s)/Lot Develop Plan(s) (S.R.5.8)			
.. Environ, cultural and exist. cond. mapping (S.R. 5.10, S.R. 5.10.1) (S.R. 5.4c)			
.. Archeological, historical, and cultural resources map (S.R. 5.10.2)			

Applicant: State specifically where each requirement has been shown. Answer each line in full.

<u>Item</u>	<u>Map(s)/Plans(s) Number:</u>	<u>Report(s) Page:</u>	<u>Other (Describe):</u>
14. (cont.)			
.. Construction Plans/Details (S.R. 5.4e) (S.R. 5.7) (S.R. 4.5.3)			
.. Road/Driveway Plan & Profile (S.R. 5.4e) (S.R. 5.7)			
.. Alternate Driveway Plan (S.R. 4.1.9a)			
.. Soil Erosion & Sediment Control Plan & Narrative (S.R. 5.4f) (S.R. 5.4.3) (S.R. 4.5.9)			
15. Required Reports from Applicant			
.. Soils, Water Supply, Sewage Disposal Report (Deep test pits & perc data) (S.R. 4.2.2) (S.R. 5.4i)			
.. Environmental Assessment Report (S.R. 3.3.3) (S.R. 5.4h)			
.. Storm Runoff Calculations & Erosion Control Report (S.R. 4.5)			
.. Hydrologic Report; Drainage Basin Analysis & Impact of Construction (S.R. 4.5.4)			
.. Engineering report/drainage basin analysis (S.R. 4.5.4)			
.. Water Quality impact (when requested) (S.R. 4.5.14)			
.. Preliminary archeological assessment survey (S.R. 5.4p)			
16. Construction Estimates for Pass Book Credit (S.R. 5.4o) (S.R. 6.4)			
17. Draft of Deeds/Easements/Agreements (S.R. 5.4m) Per Land Use Office Models			
.. Land Transfer Deed			
.. Open Space Deed (S.R. 4.6.8)			
.. Open Space Access Deed or Easement			
.. Open Space parking Deed or Easement			
.. Road Deed			
.. Road Widening Deed			
.. Conservation Easements/ Restrictions (Scenic, Pedestrian) (S.R. 4.8.8)			
.. Deed of Development Rights to Land Trust			
.. Common Driveway Easement and Maintenance Agreements			

Applicant: State specifically where each requirement has been shown. Answer each line in full

17. (cont.)	<u>Item</u>	<u>Map(s)/Plan(s) Number:</u>	<u>Report(s) Page</u>	<u>Other (Describe):</u>
	.. Utility Easements			
	.. Drainage Easements			
	.. Slope Easements			
	.. Sedimentation/Detention Basin and Catch Basin Maintenance Agreements			
	.. Archeological, Historical Easements			
	.. Water Tank Easement			
	18. Fire Protection:			
	.. Size and location of underground water storage tanks and hydrant connections			

Table of Minimum Lot Area in Acres

<u>Lot #</u>	<u>Total Area</u>	<u>Area Encumbered by Wetlands</u>	<u>Area Encumbered by Other*</u>	<u>Unencumbered Area</u>
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- *Encumbered areas include:
- o Utility line easements
 - o Uncountable accessways
 - o Portions of lots narrower than 100 ft.

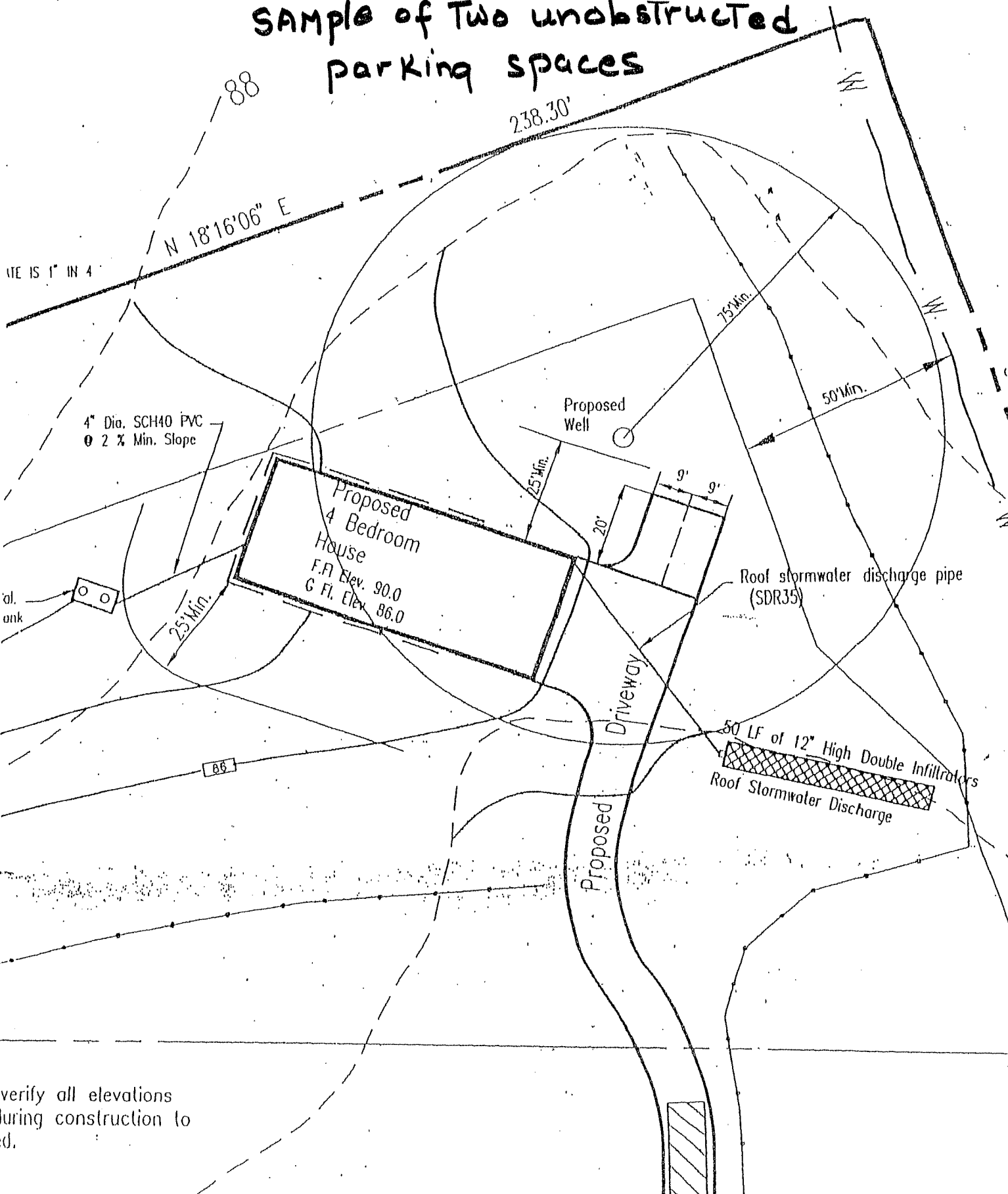
Land Requiring Special Precautions

Data Sheet

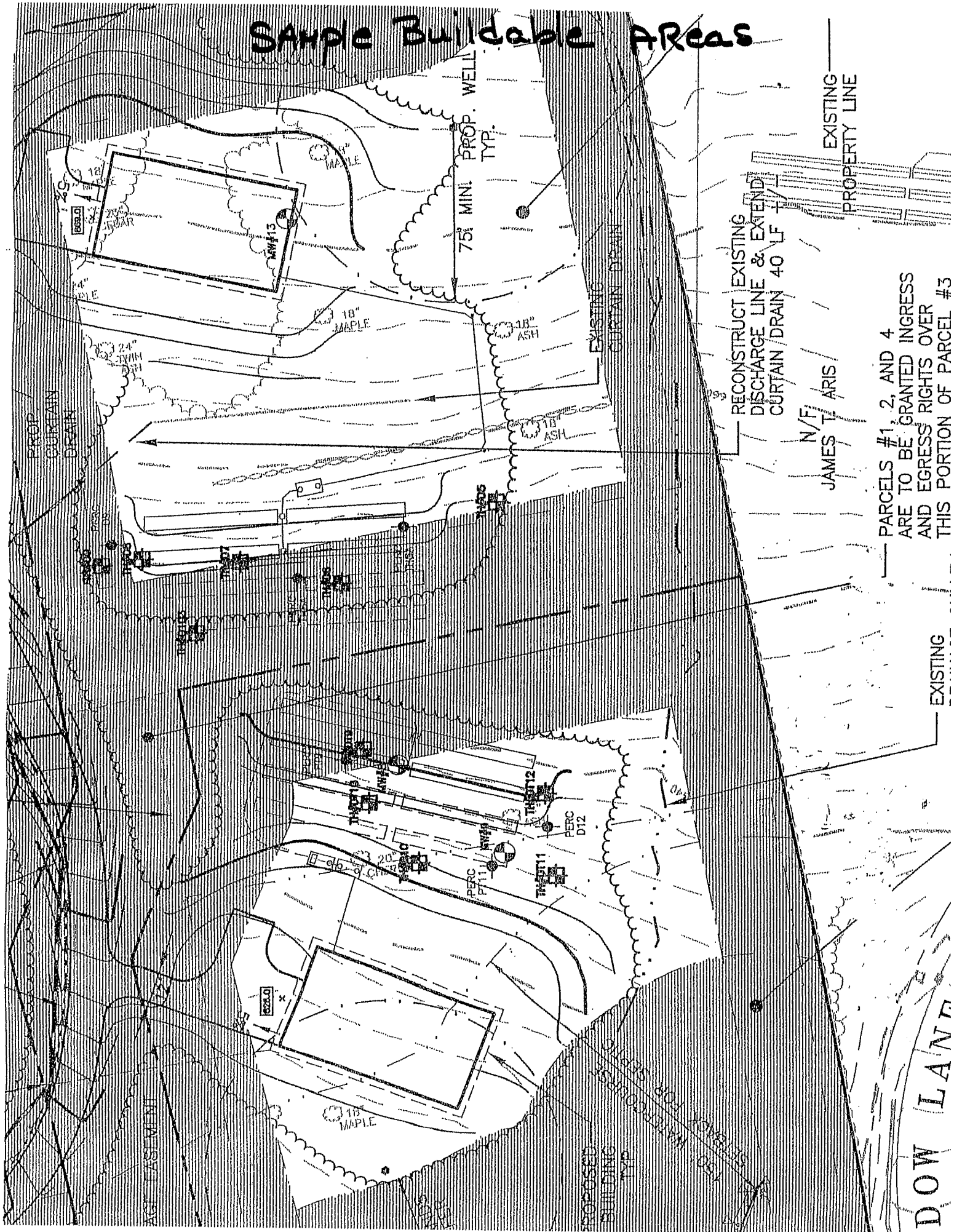
Fill out the following for each proposed lot stating the accurately measured area of each type of Land Requiring Special Precautions.

<u>Lot #</u>	<u>3.2a,</u>	<u>3.2b,</u>	<u>3.2c,</u>	<u>3.2d,</u>	<u>3.2e,</u>	<u>3.2f,</u>	<u>3.2g</u>
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SAMPLE of Two unobstructed parking spaces



Sample Buildable Areas



DOW LANT