

**TOWN OF ANDOVER
PLANNING AND ZONING COMMISSION**

SUBDIVISION REGULATIONS

Subdivision Adopted May 10, 1956
Zoning Adopted June 16, 1950

Amended through April 15, 2013

ANDOVER
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SUBDIVISION REGULATIONS

ANDOVER, CONNECTICUT

SECTION 1.0 AUTHORITY AND PURPOSE

- 1.1 AUTHORITY - Pursuant to the authority conferred Chapter 126, Connecticut General Statutes, 1958 Revision, as amended. The Andover Planning and Zoning Commission adopts the following regulations controlling the subdivision and resubdivision of land in the Town of Andover.
- 1.2 Purpose - The purpose of these regulations is to promote and to insure the orderly development of land within the town so that the land to be subdivided shall be of such character that it can be used for building purposes without danger to health and safety; so that proper provisions shall be made for water supply, surface drainage, and sewage disposal; so that proposed streets shall be in harmony with existing or officially proposed thoroughfares and so arranged and constructed so as to provide an adequate and convenient system for the present and prospective traffic needs; so that open spaces for parks and playgrounds shall be provided in locations deemed proper by the Commission; and in general to protect the health, safety, and welfare of the inhabitants of the Town of Andover.

Section 2.0 GENERAL REQUIREMENTS

- 2.1 These regulations shall apply to the subdivision of land within the Town of Andover. No Subdivision of land shall be made by any person, firm or corporation until a map of the subdivision has been submitted and approved by the Commission and has been endorsed by the Chairperson or Vice-Chairperson and recorded in the office of the Town Clerk.
- 2.2 Conformity to Regulations - No final plan of subdivision or resubdivision shall be approved by the Commission unless it shall conform to these subdivision regulations and the comprehensive plan of the Town of Andover.
- 2.3 Recording of Plan(s) - No subdivision or resubdivision plan(s) shall be filed or recorded with the Town Clerk until approved by the Commission and endorsed by the Chairman or Secretary of the Commission.
- 2.4 Plan of development - The plan for subdivision or resubdivision shall conform to the Comprehensive Plan of Development for the Town of Andover prepared by the Commission.
- 2.5 Public Health and Safety - No land shall be subdivided or resubdivided which is of such character so as to jeopardize the public health, safety and welfare. No subdivision or resubdivision shall be approved unless conforming to the public health, safety and welfare

regulations of the Town of Andover, and the laws of the State of Connecticut. No subdivision or resubdivision shall be approved unless the plan provides for water supply, drainage and sewage. In areas contiguous to federal flood zones, adequate flood control measures must be indicated.

2.6 Specifications - All design specifications shall be in accordance with Sections 16, 17 and 18, road and public utilities specifications.

2.7 Streets - All streets shall be in harmony with existing or proposed thoroughfares shown in the Andover Plan of Development.

2.8 Reserve Strip - No privately owned reserve strip of land, which, in the opinion of the Commission, shows an intent on the part of the subdivider to control access to land dedicated or to be dedicated to public use, shall be permitted except where the control of the land comprising such strip is placed definitely within the jurisdiction of the Town under conditions approved by the Commission.

2.9 Regional Planning Agency - Whenever the subdivision or resubdivision of land occurs within five hundred (500) feet or abuts or includes land in another municipality, the Commission shall submit the application to all regional planning agencies as required by the Connecticut General Statutes, as amended. The regional planning agencies' reports are advisory only.

for 2.10 Wetlands Commission Referral - Any application Subdivision or resubdivision involving land which is regulated as an inland wetland or watercourse pursuant to Chapter 440 of the Connecticut General Statutes shall be reviewed and acted upon by the Andover Inland Wetland and Watercourse Commission (IWWC) or its duly authorized agent.

SECTION 3.0 INFORMAL REVIEW

- 3.1 Review - In order to obtain an opinion on a proposed subdivision or resubdivision plan, a subdivider may seek and obtain a meeting with the Commission and its staff in a preliminary and informal manner to discuss any proposal for subdivision or resubdivision, prior to submission of a final plan.

Informal review is encouraged in the interest of improved communication between the applicant and the Commission, with regard to intent and general design, but is at the sole discretion of the applicant.

3.2 Requirements - The informal plan should be drawn to scale and show sufficient information about the subdivision or resubdivision to form a clear basis for discussion of the basic factors and problems affecting the proposed development.

SECTION 4.0 APPLICATION PROCEDURES

4.1 Application - Application for approval of a subdivision or resubdivision shall be made to the Commission in writing in duplicate on a form furnished by the Commission. The owner of record, at the time of the application, if not

the applicant, shall sign the application. Forms are available from the Zoning Agent.

- 4.2 Receipt of Application - In all matters wherein a formal application, request or appeal must be submitted to the Commission, the date of receipt of such application, request or appeal by such Commission shall be the day of the next regularly scheduled meeting of the Commission immediately following the day of submission to the Commission of such application, request or appeal, or 35 days after such submission, whichever is sooner. (Title 8, Chapter 126, Section 8-26D, Subsection C of the Connecticut General Statutes as amended.)
- 4.3 Submission of Plans - The applicant shall submit to the town Zoning Agent five (5) copies of the final plans and data, at least fourteen (14) days prior to the initial meeting of the Commission. (Sec. 4.11).
- 4.4 Fees - The Commission shall charge a fee of twenty-five (25) dollars for each lot within the subdivision or resubdivision, or fifty (50) dollars, whichever is larger in the form of a check made payable to the Town of Andover in accordance with Section 8.26 of the General Statutes of the State of Connecticut as amended.
- 4.5 Ownership - If the applicant is not the owner of the property, documentation of the applicant's interest in the property must be submitted.
- 4.6 Deeds - A copy of deed for the property to be subdivided or resubdivided, any proposed deed, deed restriction, covenants, etc.
- 4.7 Statement of Intent Regarding Future Development - If the applicant owns land abutting the proposed subdivision or resubdivision, a statement of intent regarding future development plans shall be submitted as part of the application.

Where development covers only a portion of the land owned by the applicant, the applicant shall be required to submit a plan outlining the proposed development of the entire tract and defining the portion of the tract involved in the current application. Any portion of the tract not included in the subdivision or resubdivision shall be labeled " other land of "owner" not approved for building purposes".

- 4.8 Estimate - Whenever a proposed subdivision or resubdivision plan involves grading and improvements of streets, the installation of public utilities and services, or other improvements as required in the Regulations, the applicant shall file with the Commission, at the time of application, an adequately detailed estimate of the cost of the improvement.
- 4.9 Sanitary Report - Report of the Town of Andover Sanitarian must be submitted, indicating the feasibility of on site sewage disposal as indicated by on site testing and the proposed plans. (See Sec. 7.9 and 7.10)
- 4.10 Fieldtrip - After accepting the application, the Commission shall schedule a field trip to the site of the proposed subdivision or resubdivision accompanied by the applicant or his agent. In order to facilitate field inspection and review of the site of the proposed subdivision or resubdivision, flagging of lots, flood prone areas and wetlands as indicated on map may be required.
- 4.11 Time Limits - When a formal application for a subdivision or resubdivision is submitted to the Commission, a public hearing shall be held on such application. Such hearing shall commence within sixty-five (65) days after receipt of such application. The hearing shall be completed within thirty-five (35) days after such hearing commences. The commission shall render a decision on all applications for subdivision(s)

or resubdivision(s) for which hearings have been held within sixty-five (65) days after completion of such hearings. Extensions of all time frames shall be in accordance with the Connecticut General Statutes. (effective 5/31/01)

4.12 Notice of Public Hearing - Notice shall be given by publication in a newspaper of general circulation in the Town of Andover at least twice, at intervals of not less than two (2) days. The first publication of the notice shall appear in the newspaper not more than fifteen days nor less than ten (10) days prior to the hearing. The second notice shall be published at least two (2) days prior to the hearing.

The applicant shall notify all property owners within 100' of the subject property by sending a copy of the legal notice sent via certified mail (return receipt) mailed a minimum of ten (10) days prior to the hearing. The applicant shall provide the Town with copies of all receipts and assume all costs associated with the mailing. For purposes of compliance with this section the applicant shall use the names and addresses of property owners as they appear in the Town's most current grand list.

In addition, the applicant shall post one or more signs on the subject property. All signs, which shall be provided for a fee by the Town, shall be placed on the property so as to be readily visible from any and all streets that the property fronts, no more than 25' from the street. Signs shall be posted for a period of ten (10) days prior to the public hearing. The sign shall state that an application is pending and direct interested parties as to how to obtain further information. The applicant shall provide the Commission a notarized statement that this obligation has been fulfilled.

4.13 Additional Material Submitted - Any data, plans, or drawings voluntarily submitted by the applicant or his agent in support of the application shall be made a part of the record.

The improvements an/or facilities shown or described thereby, unless specifically excluded, shall be considered as requirements and conditions of the approval if granted.

4.14 Plans, Maps and Reports Required

1. Boundary Plan - 5 Copies (Sec. 5.4)
2. Erosion and Sedimentation Control Plan - 5 copies (Sec 5.5)
3. Municipal Improvement Plan - 5 copies (Sec. 16, 17 and 18)
4. Road and Drainage Plan - New and Existing Roads - 5 copies (Sec. 5.6)
5. Sanitary Plan & Report - 5 copies (Sec. 7.9)
6. Supplementary Information - as required
7. Topographic Plan - 5 copies (Sec. 5.7)
8. 1000' to 1" scale Key Map showing schematic of proposed layout and properties within 1000' of perimeter.
9. Engineer's Report showing conformance to the regulations as to suitability of land.
10. Approval of Inland Wetlands Commission of regulated activity (Sec. 2.10)

Section 5.0 REQUIREMENTS OF MAPS

5.1 General Requirements - The maps and plans required by these regulations shall meet "Class A-2 standards" of the Connecticut Technical Council, Inc., and shall show the information and be prepared in accordance with the standards hereafter specified.

1. All required maps and plans shall be prepared by and shall bear the name and seal of a land surveyor and/or engineer licensed as such by the State of Connecticut as provided by Sec. 7.31 of the Connecticut General Statutes as amended.
2. All pertinent survey data and computations shall be presented to the Commission for

review if requested.

3. Where development covers only a portion of the land owned by the applicant, the applicant shall be required to submit a plan outlining the proposed development of the entire tract and defining the portion of the tract involved in the current application. Any portion not included in the subdivision or resubdivision shall be labeled "other land of 'owner' not approved for building purposes".

5.2 Drawing Sheet - The following requirements shall be followed.

1. All original maps submitted shall be clearly and legibly drawn on mylar.
2. Sheet size shall be 24" by 36", including a one (1) inch margin outside a ruled border line on three (3) sides and a two (2) inch border along the left side of the 24" side for binding.
3. If more than one (1) sheet is required, a clearly drawn "Match" line shall be shown on both sheets and on the key map.
4. Two additional boundary survey maps shall be submitted, to be photo reduced to a scale of 1" = 100' and 1" = 200', one copy each on paper.

5.3 Title Block

1. Name of subdivision or resubdivision, date and scale.
2. Name and address of subdivider.
3. Names, address, license number, signature and seal of the professional engineer and

land surveyor who prepared the drawings.

(A) Signature to be original and seal to be embossed on all prints and mylars for filing.

4. Total acreage of the entire tract being subdivided or resubdivided and acreage of each section of the total tract being subdivided or resubdivided.
5. Total number of lots proposed for the entire section and the number of lots in each section.
6. Zoning district(s) of entire tract.
7. Date of original submission and of each subsequent revised submission.

5.4 Boundary Survey Plan

1. All boundaries of proposed lots prepared in accordance with A-2 survey. (Refer to Sec. 5.1)
2. All current adjacent landowners and addresses.
3. All existing roads and trails through or abutting tract.
4. All existing easements and rights-of-way on site.
5. All zoning setback lines.
6. All existing structures on site.
7. All lots shall have a suitable system of consecutive numbers, which are circled, street numbers, acreage and square footage.
8. A location key map at a scale of 1" = 1000' shall appear on each page of the boundary plan.

9. Subdivision or resubdivision boundary line and survey data (heavy solid line).
10. North point.
11. Boundary lines of Zone District (if applicable).
12. Boundaries of adjacent properties and property owners.
13. Inspection of any variances or special permits applicable to the land to be divided.
14. All survey maps may be drawn to a graphic scale of 1" = 40'. In subdivisions or resubdivision of exceptionally large acreage or in subdivisions or resubdivisions where there will be exceptionally large lots, a scale smaller than 1" = 40' will be permitted. The scale permitted will be at the sole discretion of the Commission.
15. Building and set back lines with dimensions.
16. No boundary information shall appear other than schematic lot lines and no contours or extemporaneous information shall appear thereon.
17. See Design Criteria for other information.

5.5 Erosion and Sedimentation Control Plan

5.5.1 Requirements - The subdivision or resubdivision plan shall have a separate plan section showing proper measures to control erosion and reduce sedimentation as set forth in the Erosion and Sediment Control Handbook, published by the USDA Soil Conservation Service, Storrs, Connecticut, 1972, as amended. Such Erosion and Sedimentation Control Plan shall consist of:

- A. Location of areas to be stripped of

vegetation and other exposed or unprotected areas.

- B. A schedule of operations to include starting and completion dates for major development phases, such as land clearing and grading, street, sidewalk, and storm sewage installation, etc..
- C. Seeding, sodding, or revegetation plans and specifications for all unprotected or unvegetated areas.
- D. Location and design of structural sediment control measures, such as dimensions, waterways, grade stabilization structures, debris basins, etc..
- E. Timing of planned sediment control measures.
- F. General information relating to the implementation and maintenance of the sediment control measures.

5.5.2 Excavation fills and grading

- A. Cut and fill slopes shall not be steeper than 2:1 unless stabilized by a retaining wall or cribbing except as approved by the Commission under special conditions.
- B. Adequate provision shall be made to prevent surface water from damaging the cut face of excavation or sloping surfaces or fills.
- C. Cuts and fills shall not endanger adjoining property.
- D. Fill shall be placed and compacted so as to minimize sliding or erosion of soil.
- E. Grading shall not be done in such a way so as to divert water onto the property of another landowner without the expressed consent of that landowner and the Commission.

- F. Fills shall not encroach on natural water courses or constructed channels.
- G. During grading operations, necessary measures for dust control shall be exercised.
- H. Grading equipment shall only cross a stream at right angles during the construction period or by other methods as approved by the Commission.

5.5.3 Implementation procedures

- A. In submitting the Erosion and Sedimentation Control Plan, the applicant shall comply with the following:
 - 1. The plan should be fitted to the topography and soils so as to create the least erosion potential.
 - 2. Wherever feasible, natural vegetation should be retained and protected.
 - 3. Only the smallest practical area of land should be exposed at any one time during development.
 - 4. When land is exposed during development, the exposure should be kept to the shortest practical period of time.
 - 5. Where necessary, temporary vegetation and/or mulching should be used to protect areas exposed during development.
 - 6. Sediment basins (debris basins, desilting basins, or silt basins), should be installed and maintained to remove sediment from runoff waters and from land during development.

7. Provisions should be made to effectively accommodate the increase runoff caused by changed soils and surface conditions during and after development. Computations for runoff shall be in accordance with Technical Release #55, Urban Hydrology, USDA Soil Conservation Service, January, 1975, as amended.

5.5.4 Conditions relating to erosion control

- A. The Commission may refer these plans to the Tolland County Soil and Conservation District or other agency or person for consultative technical assistance.
- B. Measures to be taken to control erosion and sedimentation, if required, shall be described and provided for in plan approval. Cost of such measures shall be covered in the assurance bond (Section 8.0).

5.6 Road and Drainage Plan - New and Existing Roads

1. Right-of-way and pavement width.
2. Road profile shall be in accordance with Section 17 (Road Specifications).
3. Curbing.
4. Drainage, catch basins, headwalls all pertinent elevations to 0.01'.
5. Intersection of proposed and existing Town roads.
6. If the subdivision or resubdivision is on existing Town roads, show road width, right-of-way width, existing drainage and proposed modifications.
7. Road signs and names.
8. All road and drainage designs shall be in

accordance with Section 18 of these subdivision regulations.

9. Horizontal scale for all roads and drainage shall be 1" = 40'. Vertical scale for all roads and drainage shall be 1" = 4'.
10. Drainage design for road surface and road storm drainage shall be based on 25 year flood levels. All major drainage structures shall be designed for 100 year flood levels.
11. When no natural run-off channel or stream exists, all required easements shall be 25 feet wide and of sufficient length as approved by the Commission so as to handle storm water run-off.

5.7 Topographic Plan

1. Detailed study of soils and subsoils
 - A. Percolation
 - B. Water Table or Mottling
 - C. Water-table Gradients (if required)
 - D. Soils Conservation Service overlay of the entire area to be subdivided or resubdivided. Wetlands soils boundaries to be confirmed in the field by a soils scientist.
2. Wetlands areas including marshes, ponds, streams, or similar conditions on the subdivision or resubdivision and within 200 feet of its boundaries; location and area covered indicating apparent high water levels at 100 year flood levels.
3. Two foot contour intervals extending 50 feet beyond site boundaries. Two foot contour information shall be collected by an actual field survey or by means of photogrammetry (Aerial Topography). No other sources will

be acceptable.

4. Proposed new contours shall be shown.
5. Rock outcroppings shall be shown.
6. Proposed house or structure, subsurface sewage disposal area, reserve area, well location, driveway location, for each lot of the subdivision or resubdivision.
7. At least two bench marks shall be shown on each sheet and the data indicated.
8. Plans shall be drawn to 1" = 40'.
9. In the event a subdivision or resubdivision includes a flood zone, the location, and area covered indicating apparent high water levels at 100 year flood levels. See Federal Flood Insurance Rate Maps, October 15, 1981, on file in the Andover Town Clerk's Office. No construction or building shall be permitted in Flood Zone A.

SECTION 6.0 REVIEW AND APPROVAL

6.1 Review - In reviewing the application, the

Commission shall determine whether the plans and documents conform to the requirements of these Regulations. Other evidence may be required from the applicant in order to establish to the satisfaction of the Commission the following matters:

1. That the land to be subdivided or resubdivided is of such character that it can be used for building purposes without danger to health or the public safety;
2. That proper provision will be made for water, drainage and erosion control;
3. That proper provision will be made for protective flood control measures in areas contiguous to brooks, rivers or other bodies of water subject to flooding; and if the Commission shall have adopted a Plan of Development affecting the area of the proposed subdivision or resubdivision, that any proposed street shown on the subdivision or resubdivision plan is in harmony with existing or proposed street shown on said plan, especially in regard to safe intersections with such streets and that consideration has been given for safe transport of children to and from school.

6.2

Commission Action - When a formal application for a subdivision or resubdivision is submitted to the Commission (Section 4.11), a public hearing shall be held within sixty-five (65) days. The hearing shall be completed with thirty (30) days after such hearing commences. The Commission shall approve, modify and approve, or disapprove such application and plans within sixty-five (65) days of the completion of the public hearing. An extension of time not to exceed a further period of sixty-five (65) days may be had with the consent of the applicant. Notice of the decision of the Commission shall be published in a newspaper having a general circulation in town within fifteen (15) days. A copy of the legal notice shall be sent to the applicant by

certified mail.

6.3 Review by other agencies - The Commission shall send a copy of the plan to the following for an official review and comment on the adequacy of the proposed plan as related to their area of expertise. Any comments shall be returned in writing to the Commission within the statutory time available for it to act on the application.

1. Board of Selectman or its designated agent and/or the State Department of Transportation for a report indicating the adequacy of proposed storm waterdrainage, road construction and layout curb cuts, driveways, possible location of drainage, as they affect Town or State roads, necessary improvements to existing roads or drainage systems, and other proposed improvements in the plan.

2. The Commission, if it so decides, may send a copy of the plan to other municipal, regional, State or Federal organizations for review, comment and recommendations.

6.4 Approval - The Commission, after the public hearing, shall give approval to the application if it finds that the application, plans and documents conform to the requirements of the Regulations. In granting approval, the Commission may attach such conditions that it deems necessary to modify the plans and documents to preserve the purpose and intent of these Regulations.

Such approval shall also be conditioned upon presentation of suitable easements and deeds and shall be conditioned upon completion of all required subdivision or resubdivision improvements, or in lieu of completion of the improvements, the acceptance of a guarantee of performance in the form of a bond as specified in Section 8 of these Regulations.

Notice of such decision of the Commission shall

be published in a newspaper having substantial circulation in town and notice shall also be sent by certified mail to the applicant.

- 6.5 Completion of Approved Subdivision or Resubdivision - Any person, firm or corporation making any subdivision or resubdivision of land shall complete all work in connection with such subdivision or resubdivision within five (5) years after the approval of such subdivision or resubdivision. The Commission's endorsement of approval on the plan shall state the date on which such five (5) year period shall expire.

"Work" for the purpose of this section means all physical improvements required by the approved plan, and includes but is not limited to the construction of roads, storm drainage facilities, monuments, lot corner pins, certified as built drawings, the setting aside of open space and recreation areas (refer to Section 7.10), installation of telephone and electric services, planting of trees and other landscaping, and the installation of retaining walls and/or other structures.

- 6.6 Changes in Subdivision or Zoning Regulations - Notwithstanding the provisions of any general or special act or Town of Andover ordinance, when a change in the subdivision regulations zone district or zoning regulations is adopted by the Commission, any subdivision or resubdivision plan which has been approved, prior to the effective date of such change, and filed or recorded with the Town Clerk shall not be required to conform to such change until a period of five (5) years has elapsed from the effective date of such change. Nor shall any building be erected upon any such lot or lots be required to conform to changes in zoning regulations affecting building lines or permitted building size, as in accordance with Connecticut General Statutes, as amended.

- 6.7 Endorsement - The Chairman or Secretary of the Commission shall sign the approved plan(s) under

the following conditions:

1. A statement of any modification;
2. That all conditions of approval have been met;
3. That the appeal period has lapsed (fifteen days after legal notice of decision published in a newspaper having a general circulation in town);
4. In the event of an appeal, promptly upon termination of such appeal by dismissal, withdrawal or judgement in favor of the applicant;
5. Endorsement of Chairperson or Secretary of Inland Wetlands and Watercourses Commission;
6. Date of approval.

6.8 Delivery of Approved Final Plan - Promptly upon endorsement, the subdivision or resubdivision plan(s) shall be delivered to the applicant for filing with the Town Clerk.

6.9 Filing of Plan(s) - The plan(s) shall be filed in the office of the Town Clerk within ninety (90) days of the date such plan(s) is/are delivered to the applicant by the Commission.

Any final plan(s) enclosed and delivered to the applicant not filed within ninety (90) days shall become null and void.

The Commission may extend the time for such filing for two (2) additional periods of ninety (90) days and the plan(s) shall remain valid until the expiration of such extended time.

6.10 Changes - No changes, modifications or revisions shall be made after approval has been given by the Commission and endorsed in writing on the plan. In the event that any subdivision or resubdivision plan, when recorded, contains any

such changes, the plan shall be considered null and void and the Commission shall institute proceedings to have said plan stricken from the Andover Land Records.

- 6.11 Certificate of Compliance - Before release of any subdivision or resubdivision bond or before the Commission endorses any subdivision or resubdivision map to permit filing with the Town Clerk, when no subdivision or resubdivision bond has been posted, the applicant shall present a statement and a copy of the "as built" construction plans, each signed and sealed by a professional engineer licensed to practice in the State of Connecticut certifying that the streets, ditches, water courses, headwalls, storm drains, sanitary sewers, catch basins, manholes, sidewalks, gutters, curbs, bridges, culverts and other structures and improvements have been installed in the location and at the elevation or grade shown on construction plans. Any revisions of the approved construction plan must be approved by the Commission or its designated agent. Such revision shall be on the "as built" construction plans.

The approval by the Commission of a Final Subdivision or Final Resubdivision Plan shall not be deemed to constitute or be evidence of the acceptance by the Town of any street or other open space on such subdivision or resubdivision plan.

- 6.12 Inspection and Approval of Work - All subdivision or resubdivision improvements shall be inspected and approved. Inspections shall be made by the Board of Selectmen or their representative of all road and drainage features at such times as required. All other inspections shall be made by the Commission or their agent. All questions regarding interpretation of plans and specifications shall be decided by the inspector. He may require additional working drawings from the applicant to facilitate inspection at any time during construction of improvements.

- 6.13 Appeals - Any person aggrieved by an official action or decision, including a decision to take no action by the Commission, may appeal therefrom within fifteen (15) days from the date when notice of such action or decision was published in a newspaper having a substantial circulation in the Town, to the Superior Court for Judicial District of Tolland at Rockville, Connecticut.
- 6.14 Failure to Act - In those situations where the approval of the Commission must be inferred because of the failure of the Commission to act on an application, any person aggrieved by such approval may appeal therefrom within fifteen (15) days after the expiration of the period prescribed in Section 6.13 of these Regulations, for action by the Commission to the Superior Court for the Judicial District of Tolland County at Rockville, Connecticut.

SECTION 7 DESIGN CRITERIA

- 7.1 Suitability of Land - All land to be subdivided or resubdivided shall be of such character that

it can be used for building purposes without danger to the public health, safety and welfare.

Land with inadequate means of on-site sanitary sewage disposal and water supply shall not be subdivided or resubdivided for residential purposes.

7.2 Building on Unaccepted Streets - The building inspector shall not issue a building permit for buildings or structures on lots with access to only unaccepted highways or streets. The only buildings or structures exempt from these regulations are farm or accessory buildings which are not in violation of existing Andover Zoning Regulations.

7.3 Lots - All lots as part of a subdivision or resubdivision plan shall conform to the minimum size and configuration of the Andover Zoning Regulations. The Commission at its discretion may increase the lot size in order to conform to State or Local Health, Safety, Wetlands, and Environmental Requirements.

1. No land adjacent to the subdivision or resubdivision shall be withheld by the subdivider which is not capable of satisfactory independent subdivision or resubdivision into lots of the size required by Andover Subdivision Regulations, nor shall there be any fragment of a lot or remainder in the subdivision or resubdivision area of less size than that specified for lot dimensions.

2. No lot, regardless of size which is rendered useless for building due to utility easements, right-of-way, wetlands, water courses, or topography shall be shown as building lots on any subdivision or resubdivision. Such property shall be included in adjoining lots.

3. Lots - Each lot shall conform to the size requirements of the underlying district in conformance with the Andover Zoning

Regulations.

Each lot laid out for subdivision shall have a minimum of three-fourths (3/4) acre, thirty thousand square feet (30,000 sq. ft.) of contiguous buildable land which complies with the following requirements:

- a. It has four (4) ninety (90) degree right angles, the shortest side being one hundred and fifty (150) linear feet.
- b. No part of this portion of a building lot shall exceed twenty (20%) percent slope in grade. Reference (fig. 1).
- c. A minimum of four (4) deep hole and two (2) percolation rate tests taken at various locations to be determined by the Town Sanitarian shall demonstrate the following:
 - (1) The percolation rate within this portion of the buildable area shall comply with the State of Connecticut Health Code, as amended.
 - (2) Mottling shall be a minimum of twenty-four (24) inches below the surface.
 - (3) Ledge rock must be a minimum of four (4) feet below ground surface as observed during soils testing.

Data from the location of tests shall be verified by the Town Sanitarian.

- d. None of the following soils shall be present within the perimeter of the buildable land portion of the building lots.

Am, Bk, Bl, Le, Lg, Lm, Ma, On, Pk, Pm,

Po, Sb, Wd, (Reference Soil
Conservation Classification)

4. No proposed locations of sanitary waste disposal, wells, buildings or other structures shall be within on hundred (100) feet of the one hundred (100) year flood high water mark of a watercourse or within one hundred (100) feet of a wetland soil as classified by Wetlands Soil Survey, U.S. Department of Agriculture Soil Conservation Service and the Federal Insurance Rate Map, or as otherwise designated by a certified soil scientist.

7.4 Rear Lots - As defined in the Andover Zoning Regulations, shall comply with all applicable provisions of those Regulations, specifically, Section 4.9, Rear Lots.

AMENDMENT TO ANDOVER SUBDIVISION REGULATIONS, SECTION 7.5.2a.

7.5 New Streets - All streets in any subdivision or resubdivision shall have free access to, or shall be a continuation of one or more State highways or Town roads. At least one street shall intersect with an existing public street or State highway.

1. Streets intended to accommodate presently or at any future time traffic other than that of the immediate neighborhood shall be indicated as minor or limited access streets, and shall have a right-of-way of not less than fifty (50) feet. (See appendix I, Plate II.)
2. Where cul-de-sac streets are proposed in a subdivision, the following requirements shall apply:
 - a. A cul-de-sac may not serve more than fourteen (14) building lots.
 - b. A cul-de-sac shall terminate with a turn around which has a minimum right-

of-way radius of sixty (60) feet and minimum pavement radius of fifty (50) feet.

- c. When a cul-de-sac is proposed as a temporary measure pending future development of adjoining property, it shall be so designed as to be feasible of continuation as a through street in the adjacent tract.
 - d. Where there is a possibility of extension of a cul-de-sac, there shall be a notation on the site plan stating that "all segments of the turn-around outside the normal right-of-way shall be returned to the owners of record of adjacent properties at such time as the turn-around is eliminated."
 - e. The developer extending a street from a cul-de-sac shall be required to remove the existing pavement outside of the standard travel width, spread loam and seed the area in which pavement has been removed, and install curbs and sidewalks (where applicable) in the original cul-de-sac area, as in accordance with these regulations and at his own expense.
The length of a cul-de-sac shall be limited to 1200 (twelve hundred) feet.
3. As far as practicable, streets shall follow existing contours.
 4. Center lines of alternate side streets shall not be closer than two hundred (200) feet measured along the center line of the principal street.
 5. All street names shall be subject to the approval of the Commission.
 6. Street signs shall be located at all intersections and constructed and installed

as directed by the First Selectman's Office.

7.6 Existing Streets - If the Commission finds that a subdivision or resubdivision on an existing unimproved Town road will adversely affect the health, safety or welfare of vehicular or pedestrian traffic due to poor sight lines, inadequate drainage or inadequate pavement and pavement widths, then the Commission shall require the subdivider to improve the existing street to the current road and drainage standards. (See Appendix I, Plate VIII.)

In the event that such improvements to an existing street shall be infeasible or impractical due to the condition of said street or other factors, the Commission may require that the cost of such improvements, as determined by the Commission after consultation with the Board of Selectmen or its designated agent, shall be paid to the Town of Andover in lieu of the completion of said improvements by the Applicant; provided, however, that the Applicant may request evidence that payment is to be held in a separate fund to be used exclusively for the improvement of the subject existing street in ways which directly benefit the future owners in the subject subdivision.

7.7 Driveway Requirements - Driveways for all proposed subdivision lots shall be designed and constructed with the minimum provisions of this regulation, unless requirements are waived by the Commission.

1. To enable the Commission to verify compliance, all subdivision proposals shall depict driveway locations, proposed grading, erosion and sedimentation control, drainage improvements and construction details.

2. Proposed lots which cannot be served by a driveway conforming with the requirements, shall not be approved unless the requirements are specifically waived by the Commission. Waivers may be granted under the following conditions:
 - a. Where no detrimental traffic, erosion, or drainage impact is anticipated.
 - b. Where the driveway involves unusual site or street conditions.
 - c. Where road improvements are pending or under construction.
3. Driveways shall conform with the municipal improvement specifications and with requirements of the State Highway Department, if appropriate.
4. The maximum driveway slope from the street to point of termination shall be fifteen (15) percent. The maximum driveway slope shall be three (3) percent within twenty five (25) feet from the edge of the road. All driveways over ten (10) percent slope shall be paved.
5. A detailed drawing on a scale of 1" = 40' shall be submitted showing how erosion and sedimentation will be controlled during and after construction.
6. No driveway may obstruct the flow of storm water along the road or through the drainage ditches, culverts, or conduits.
 - a. Culverts under driveways shall be designed for the twenty five (25) year storm by a registered engineer.
 - b. The minimum pipe size shall be fifteen (15) inch R.C.P. (reinforced concrete pipe).

- c. Generally, reinforced concrete pipe conforming to the requirements of AASHO M170 Class IV drainage must be used. Other types of pipe may be approved on an individual basis provided there is proof of structural stability. (Minimum design H-20 loading).
 - d. The minimum slope of the pipe under a driveway shall be on (1) percent. A pipe having a slope greater than five (5) percent must have rip rap at the outlet.
7. All driveways shall enter and cross the Town right-of-way perpendicular to the street line and shall be located and designed with satisfactory sight lines along state and town roads.

Sight line - State Highway - the minimum state recommended sight distance for established speed limit.

Major collector roads - 425 feet
Minor collector roads - 375 feet
Local roads - 300 feet
Limited access - 250 feet

- 8. Driveways closer than fifty (50) feet to a street intersection will be allowed only with the approval of the Board of Selectmen.
- 9. Only one (1) driveway per lot shall be allowed. Exceptions may be granted on an individual basis. The second driveway shall be required to meet all the requirements of these regulations.
- 10. Driveways shall be designed to prevent storm water flows from entering the Town right-of-way. Privately owned and maintained drainage diversion swales, retention areas and/or dry wells shall be utilized if needed.

1. Whenever a private drainage swale or private detention area is utilized, the owner of such lot(s) shall be responsible for maintaining the swales or detention area.
 2. To ensure proper maintenance, no certificate of occupancy (C.O.) shall be issued until a deed restriction, approved by the town attorney is filed in the land records. Said deed restriction shall clearly note maintenance responsibility, subject to proper notification by the Town to undertake any necessary maintenance activity and bill the property owner for all expenses.
-
11. Side slopes - shall not exceed a slope of thirty (30) percent unless retaining walls or other suitable stabilizing provisions are utilized.
 12. Common driveways may be allowed provided the driveway serves no more than two (2) dwellings.

7.8

Storm Drainage - An adequate storm and surface water drainage system shall be provided with outflow to a natural water course or existing adequate storm drainage system.

1. Storm water drains shall be adequate for anticipated run-off when the drainage area is fully developed as permitted by present Zoning Regulations. All peak discharges for the design of storm drains shall be derived using the Rational Method or Soil Conservation Technical Release # 55. (See Appendix I, Plate XVII).
2. If, in the opinion of the Commission, natural soils, topography, natural water courses or artificial drainage ways can adequately handle storm water run-off, the

Commission may approve such a system.

3. No open water beds, pond, wetlands or natural water retention areas shall be filled or altered in such a way as to increase the volume of storm water run-off from the subdivision or resubdivision unless it is proven that such increased run-off is adequately handled.
4. The Commission may request the reservation of sufficient easements for storm water drainage to be deeded to the Town of Andover.

Where a subdivision or resubdivision is traversed by a water course, stream, channel, or other natural drainage way, the Commission may require the subdivider to dedicate a suitable easement for storm water drainage adequate to conform substantially to the lines of such water course. (See Section 18.14).

5. Natural streams, whether intermittent or year round, shall be left in their natural state and not relocated, dredged, or straightened unless otherwise authorized by the Commission and/or the Inland Wetlands Commission. Insofar as practicable, lot layouts shall provide for streams to be at side or rear lot lines or in public open spaces.

7.9 Water Supply - All proposed lots shall be laid out in conformance with the Connecticut Health Code, as amended.

Where a community or public water system is proposed, such system shall meet the requirements of the State of Connecticut Health Code or as amended.

All necessary mains, branch offsets to each lot, shall be installed to specification as laid out by the Board of Selectman.

7.10 Sanitary Waste Disposal - No development shall take place unless the site is brought up to minimum standard quality with regards to seepage and percolation tests in conformance with all Town Health Department requirements.

1. Minimum standard quality is to be defined as the quality of a soil displaying a seepage rate of not greater than thirty (30) minutes per inch in a standard seepage test as defined by the Public Health Code, State of Connecticut, as amended.
2. The following shall be required:
 - a. Each lot shall be capable of providing adequate on site disposal of sewage as determined by the Town Health Department and the Commission.
 - b. Testing periods shall be from February 1st to May 31st unless otherwise allowed by the Town Health Department.
 - (1) Soils testing shall only be done in periods of seasonal high ground water.
 - c. The methods of soils testing shall be done in accordance with the Town Health Department.
 - d. All percolation tests, deep-hole tests and data collected shall be in accordance with the State of Connecticut Public Health Code, as amended.
 - e. Septic areas and reserve areas shall be shown on final plan.
 - f. A letter from the Town Sanitarian showing test results of percolation and deep-hole data for all lots, also, a statement confirming that all testing

for lots to be subdivided or resubdivided conform to Town Health Department standards.

(1) The letter from the Town Sanitarian must accompany the application.

g. It shall be the responsibility of the developer to contact the Town Sanitarian to prove that the lot area is adequate to permit the installation and operation of a sewage disposal system.

(1) Such proof consist of the approval of the Town Sanitarian after such tests as may be required.

(2) The subdivider shall provide the necessary equipment and labor for obtaining the test results.

(3) When the Town Sanitarian's approval is given subject to conditions, such conditions shall be noted on the record map.

7.11 Open Space

1. Dedication - The Commission may require dedication of land as open space, parks and playgrounds in a subdivision or resubdivision when it deems that such land will conserve natural or scenic resources; protect natural streams, marshes, and groundwater tables; supplements existing open space and recreational areas; meet recreational needs of present and projected population in the area; save historic sites, wildlife sanctuaries, and outstanding forests; preserve ridges, ravines, ledge outcroppings, and other unusual physical features; or promote orderly community development.

2. Area - The maximum required area of open space shall be 20% of the total area of the land to be subdivided or resubdivided whether or not it is so subdivided or resubdivided entirely at the time of application. Generally such dedication shall not be less than one acre and shall be of such size and location as deemed appropriate by the Commission.

3. Standards - Such open space shall have access from a public street, with such access at least 40 ft. wide and having a maximum grade of 15%, or shall abut existing open space having such access. Any land to be dedicated as public open space shall be let in its natural state by the subdivider, except for improvements as may be required by the Commission, and shall not be grades, cleared or used as a repository for stumps, brush earth, building materials, or debris. However, open space for parks and playgrounds shall be provided in a condition suitable for open space area be graded by the subdivider to properly dispose of surface water, that it be seeded with field grass, and that all brush and debris be removed.

Such improvements will be included in the bond estimate for the subdivision. Completion of such improvement of open spaces will not be required until certificates of occupancy for $\frac{3}{4}$ of the subdivision or resubdivision lots have been issued.

The Commission may require review of all open space by the recreation and/or Conservation Commission prior to subdivision or resubdivision approval.

4. Location of Land To Be Dedicated - The Commission shall have the right to consider any land in the subdivision for the open space dedication.

The Commission has the right to require that the proportion of waste land in the open space donation is not greater than the proportion of waste land in the subdivision as a whole. For the purposes of this section, waste land is defined as wetlands and watercourses (as defined in Connecticut General Statutes) or as land with a grade of 20% or greater.

With the consent of the developer, the Commission may also consider other lands of the developer which are not part of the proposed subdivision if such lands would fulfill the open space needs of the subdivision.

5. Fees In Lieu Of Dedication Of Land - The Commission may authorize the applicant to pay a fee to the Town of Andover, or any combination of; a fee, dedication of land, conservation and use easement, and conveyance to a land trust, in lieu of the dedication of land requirement. This fee, or the combination of a fee and the fair market value of the land to be dedicated, conservation and use easement, and conveyance to a land trust, shall be equal to but not more than 10% of the fair market value of the land prior to the approval of the subdivision. The fair market value shall be determined by an appraiser jointly selected by the Commission and the applicant. The applicant will bear the full cost of the appraisal. Such appraisal shall be submitted by the applicant as part of the application if deemed necessary by the Commission.

A fraction of the fee, the numerator of which is one and the denominator of which is the number of approved parcels in the subdivision, shall be made either at the time of the sale of each approved parcel of land in the subdivision or when the

Certificate of Occupancy is issued for the approved parcel, whichever is first.

6. Conservation Easement In Lieu Of Open Space Requirement - The Commission may authorize the applicant to convey a conservation and or use easement on up 20% of the property to satisfy the open space requirement as follows:

1. Conveyance in fee simple, to a duly established conservation land trust, with the concurrence of the conveying property owner. The Commission may require the applicant to submit documentation concerning the mission of the organization and its ability to accept and maintain such property.

2. Conveyance of an easement to the Town - The Conveyance instrument for the open space land must dedicate the land to its intended open space purpose and the access to the land in perpetuity. A draft open space conveyance instrument must be included with the application. The open space conveyance instrument, as approved by the Commission, must be executed and made available for recording in the town land records before the approved plans and/or permits are endorsed by the Commission.

3. The application shall include written evidence, satisfactory to the Commission, from the entity proposed to own the open space land or easement, stating that the entity is willing to accept ownership of and responsibility for the preservation and maintenance of the open space land. No open space land proposal will be valid proposal unless such written evidence is provided by the receiving entity. The Commission may require evidence of the entity's ability to preserve and

maintain the land.

4. The Commission may allow a conservation easement without requiring public access when the purpose of the easement is the preservation of significant natural resources such as watercourses and tributaries or important geographical features such as ridgelines.
 5. The requirements set forth in 7.11.1-7.11.4 shall also apply to Section 7.11.6.
 6. The area to be preserved as open space shall be identified and so designated on the subdivision plan. The location and boundaries of the easement, shall be identified at the time that the application is submitted and shall be subject to the approval or the modification and approval of the Planning and Zoning Commission.
 7. Any subsequent change in the use to the open space area shall require a written request and approval of the Planning and Zoning Commission.
7. Exemptions to the Open space Requirement -
The open space requirement of the Section shall not apply if:
1. The transfer of all land in a subdivision of less than 5 parcels is to a parent, child, brother, sister, grandparent, grandchild, aunt, uncle, or first cousin for consideration, or
 2. If the subdivision is to contain affordable housing, as defined in Section 8-39a of the Statutes, equal to 20% or more of the total housing to be constructed in the subdivision.

7.12 Monuments - Monuments shall be placed at all block corners, angle points, points of curves in streets, and at intermediate points on tangents over 600 feet in length, and principal corners of the lots, and shall be of concrete and of such length and size as required by the Commission. (See Appendix I, Plate IV).

1. Iron pins shall be installed at all lot corners. The Commission shall require the installation of such monuments and iron pins as a condition of approval of the subdivision or resubdivision.
2. A building permit shall not be issued until required monumentation and corner pins are in place.

7.13 "As Built" Drawings - Upon completion of construction, the subdivider shall submit "As Built" drawings. These plans shall contain all the information required for final approval as well as the following information:

1. Permanent Bench Marks - The top of foundation elevations for all the dwellings; the elevation to the top of all merestones to third order accuracy.
2. Utility Location - The location of all sanitary sewer lines, manholes, water gates, hydrants, utility poles, underground telephone cable, sidewalks, signs, etc., shall be given. The size of water mains and gas mains shall be indicated.
3. Agreement with Approved Plans - All of the information shown on the final plans shall be reconfirmed as to location and elevation. This information shall be replotted on the "As Built" drawings.
4. Certification by Professional Engineers & Land Surveyors - The plans shall carry the following statement, signed by a Land Surveyor or Professional Engineer registered

in the State of Connecticut:

The information drawn on this plan has been verified in the field as to location, elevation, and completeness.

The mere stone elevations conform to third order accuracy and the coordinate points conform to third order accuracy.

The following listed items are the only deviations from the original plans approved by the Commission.

1. _____
2. _____
3. _____

Signed and Stamped

7.14 Flood Hazard Areas - in all special flood hazard areas the following requirements shall apply:

1. All subdivision proposals shall be consistent with the need to minimize flood damage.
2. All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage;
3. All subdivision proposals shall provide adequate drainage to reduce exposure to flood hazards; and
4. Base flood elevation data shall be provided for all subdivision proposals and other proposed development (including manufactured home parks and subdivisions) which are five acres or fifty lots, whichever ever occurs first, and are located in Zone A.

SECTION 8.0 ASSURANCE OF PERFORMANCE

8.1 Purpose - A performance bond shall be posted by

the subdivider to guarantee to the town that in the event that he shall fail to install the required public improvements and utilities which were an integral part of his approved final plan, the town may install such required public improvements and utilities at the expense of the subdivider.

8.2 Bond Requirements - The required bond shall be so worded as to insure the completion of the improvements, the extent required by these Regulations or which may be required by the Commission, including: the construction of all roads and pavements; drainage features, sanitary sewage facilities, water courses and bridges; the grading of lots, landscaping, the installation of all curb cuts and drainage; installation of monuments and markers; measures to be taken to control soil erosion and sedimentation and clean up on premises.

8.2.1 A Cash Bond or irrevocable Letters of Credit of not less than (110%) one hundred ten percent of the estimated cost of construction of the improvements shall be deposited with the Town of Andover. The letter of credit shall be reviewed and approved by the Town Attorney and the Board of Finance and shall be from a financially stable and reputable bank as determined by the town. For the purposes of determining financial stability, the town may request financial information from the developer or the bank issuing the letter of credit. All letters of credit, upon expiration, shall be renewed automatically by the issuing bank.

8.2.2 In the case of the utilities (gas, water, electric and phone) to be installed by a public utility, corporation or municipal department, a written statement from the utility(ies) that the work will be done within a reasonable time and at no expense to the Town of Andover will be accepted in lieu of requirements of Subsection 8.2 of this section.

8.3 Duration of Performance Bond - Shall be

contingent upon completion of such improvements within one (1) year of date of acceptance by the Board of Selectmen and the Commission.

1. The bond shall be called at the end of the one (1) year period and if the improvements have not been complete, shall be recalculated for cost and the sum of the bond may be increased by an amount determined by the Board of Selectmen.
2. At the discretion of the Board of Selectmen and the Commission, an extension not to exceed one (1) year may be granted.

8.4 Maintenance Bond - Prior the release of a performance bond, the subdivider shall present a maintenance bond in the amount of (\$2500) twenty five hundred dollars or (10%) ten percent of the cost of improvements, whichever is greater, to continue for a period of (1) one year from the date of release of the performance bond, guaranteeing to remedy construction or to indemnify the Town of Andover for repairing such defects.

8.5 "As Built" Drawing and Release of Bond - The Board of Selectman and the Commission may, under the following requirements, release portions of the bond.

1. An application filed with the Commission requesting release of funds with the following conditions:
 - A. A portion or completion of all required improvements must include "As Built" drawing if changes from approved plans have been made.
 1. Two (2) copies of the above "As Built" drawing shall be submitted to and approved by the agent of the Board of Selectmen and the Commission, showing the location

of said improvements, as constructed, in both plan and profile.

B. In addition, a revised grading plan, denoting any change made in direction of surface runoff which resulted from a change in the approved grading plan, shall be submitted to and approved by the Commission prior to release of the bond.

C. Certification must be received from a Connecticut licensed professional engineer, showing that some portion of the work has been completed in accordance with the approved subdivision or resubdivision plans and these regulations.

8.6 Warranty Deed - A Warranty Deed, acceptable to the Board of Selectmen, conveying streets, drainage right-of-way easements, and reserved slopes for future street, to the Town of Andover must be filed with the Commission before acceptance of streets is recommended to the Board of Selectmen. After acceptance by the Town at a Town Meeting, the deed must be filed in the Land Records.

8.7 General Liability Insurance

8.7.1 Procedure - The subdivider shall file with the Town Attorney a general liability insurance policy prior to starting any work on the approved subdivision or resubdivision. The Town Counsel shall approve the policy for form. The policy shall be of the same term as the performance bond and shall be extended in conformance with any extension of the performance bond.

8.7.2 Coverage - The policy shall insure the subdivider and shall cover all operations in the development involving existence and maintenance of property and buildings, and contracting operations of every nature including all public improvements.

Said policy shall name the Town of Andover as an additional insured. The policy shall have combined single limits of bodily injury and property damage liability of \$1,000,000 each occurrence and \$1,000,000 aggregate.

SECTION 9.0 WAIVERS

- 9.1 Conditions for Waivers - The Commission may waive certain requirements of these regulations due to topography or other conditions which affect the subject land and are not generally applicable to other land in the area. No waiver shall be granted that would have a significant adverse effect on adjacent property or on public health and safety. No waiver shall be granted unless (1) one or more of the following conditions exist:
 - 9.1.1 The proposed subdivision or resubdivision included land in a neighboring municipality;
 - 9.1.2 Compliance to the requirements of these Regulations would result in significant alteration of the natural land contour in a manner that would aggravate natural drainage or cause erosion and sedimentation problems that would be difficult to control or correct;
 - 9.1.3 Compliance to the requirements of these

Regulations would result in the alteration or destruction of a significant or unique natural feature, such as a large tree, a water course, a wetland or a rock formation;

9.1.4 Compliance to the requirements of these Regulations would result in the completion of an improvement that is not likely to benefit the public in any way in the foreseeable future;

9.1.5 Compliance to the requirements of these Regulations would result in the immediate or eventual expenditure of public funds without commensurate public benefit.

9.2 Vote Requirements - A waiver may be granted only by a (3/4) three quarters vote of all the voting members of the Commission.

9.3 Recording - The Commission shall state upon its records the reasons for which a waiver is granted in each case.

SECTION 10.0 ENFORCEMENT

10.1 Any person, firm, or corporation making any subdivision or resubdivision of land without the approval of the Commission of the Town of Andover shall be fined not more than \$200 for each lot sold or offered for sale or so subdivided. Said penalty is pursuant to Chapter 126, Section 8-25 of the Connecticut General Statutes, as amended. The enforcement of these Regulations shall be by the Commission or its designated agent.

SECTION 11.0 INTERPRETATION AND DEFINITIONS

11.1 Intent - In the construction of these Regulations, the interpretive rules and the definitions contained in this Section shall be observed and applied, except where the context clearly indicates otherwise or where their strict interpretation would be contrary to the intent of

these Regulations.

11.2 Interpretation - Words used in the singular shall include the plural and vice-versa. Words used in the present tense shall include the future tense and vice-versa.

1. The word "SHALL" is mandatory and not discretionary.
2. The word "MAY" is permissive.
3. The word "REQUIRED" when used to modify a word or phrase, (e.g., "required plan", "required report"), shall indicate mandatory compliance with appropriate requirements of these Regulations.
4. The word "STRUCTURE" shall include the word "BUILDING".
5. The word "LOT" shall include the words "PIECE", "PLOT", "SITE", "PROPERTY" and "PREMISES".
6. The word "PERSON" shall include a "PARTNERSHIP", "FIRM", "ASSOCIATION" or "CORPORATION".
7. The words "ZONE", "ZONING DISTRICT" and "DISTRICT" shall have the same meaning.
8. The phrase "THESE REGULATIONS" shall refer to the entire Subdivision Regulations or to any of its sections or subsections.
9. The word "PLAN" shall include any or all of, but not be limited to the following: plot plans, landscaping plans, parking plans, grading plans, erosion and flood control plans, elevations of buildings and all agreements and statements involved therewith.
10. Except where specifically defined herein, all words used in these Regulations shall

carry their customary meaning.

11.3 DEFINITIONS

1. Alluvial soil - Soil developing from transported and relatively recently deposited material (alluvium) with little or no modification of the original materials by soil-forming processes.
2. Applicant - The owner of land proposed to be subdivided or resubdivided or his representative. Consent shall be required from the legal owner of the property.
3. Bond - A cash deposit in an amount satisfactory to the Board of Selectmen and the Commission. All bonds shall be approved by the Board of Selectmen and the Commission (Section 11.3.7) whenever a bond is required by these Regulations.
4. Buildable land - is that land which is not designated as watercourses, wetlands or within the one hundred (100) year high water mark.
5. Building - Any structure having a roof supported by columns or walls and intended for the shelter, housing or enclosure of persons, animals, or materials of any kind.
6. Certifications - A signed, written approval by the commission, its designated agent or the Tolland County Soil and Water Conservation District that a soil erosion and sediment control plan complies with the applicable requirements of these Regulations.
7. Commission - The Andover Planning & Zoning Commission.
8. Comprehensive Plan - The Long Range Plan of Development, Zoning Map and Zoning regulations approved by the Town of Andover

for the future growth, protection, and development for the Town of Andover affording adequate facilities for housing, transportation, comfort, convenience, public health, safety and general welfare for its population.

9. County Soil and Water Conservation District - The Tolland County Soil and Water Conservation District established under Subsection (a) of Section 22a-315 of the Connecticut State Statutes.
10. Cul-De-Sac - A town-approved road with only one outlet and having an appropriate terminus for the safe and convenient reversal of traffic movement.
11. Date of Application - In all matters wherein a formal application, request or appeal must be submitted to the Commission, the date of receipt of such application, request or appeal by such Commission shall be the day of the next regularly scheduled meeting of the Commission immediately following the day of submission to the Commission of such application, request or appeal, or 35 days after such submission, whichever is sooner.
12. Development - Any construction or grading activities to improved or unimproved real estate.
13. Disturbed Area - An area where the ground cover is destroyed or removed leaving the land subject to accelerated erosion.
14. Easement - The restriction established in a real estate deed to permit the use of land by the public, a corporation, or particular persons for specified uses.
15. Erosion - The detachment and movement of soil or rock fragments by water, wind, ice or gravity.

16. Final Approval - Approval of a final plan by the Commission under the provisions of Section 8-26 of the General Statutes, Revision of 1958 and all subsequent amendments thereto.
17. Final Plan - The final map, drawing or drawings, prepared for endorsement by the Commission and filing in the office of the Town Clerk shall include Subdivision Boundary Plan, Topographic Plan, Soils Plan, and Municipal Improvement Plan.
18. Grading - Any excavating, grubbing, filling (including hydraulic fill) or stockpiling of earth materials or any combination thereof, including the land in its excavated or filled condition.
19. Inspection - The periodic review of sediment and erosion control measures shown on the certified plan.
20. Long Range Plan of Development - The plan and policy approved by the Town (Section 11.3.43) for the growth, protection and development of the Town (Section 11.3.43), affording adequate facilities for housing, transportation, convenience, public health, safety and general welfare of its population.
21. Lot - The unit or units into which land is divided with the intention of offering such units for sale, either as undeveloped or developed sites, having frontage on a Town road, regardless of how they are conveyed. Lot shall also mean parcel, plot, site, or similar term.
22. Lot Area - The required lot area set forth in the Zoning Regulations governing each zone and containing an area of buildable land as defined in Section 7.3.
23. Maintenance Period - The period ending one (1) year after the date of acceptance by the

Town of the required improvements to property or rights-of-way.

24. Ordinance - Any legislative action, however denominated, of a local government which has the force of law, including any amendment or repeal of such ordinance.
25. Owner - Any person, group of persons, firm or firms, corporation, or any other legal entity having legal title to or sufficient proprietary interest in the land sought to be subdivided or resubdivided under these Regulations.
26. Pedestrian Walk - A right-of-way dedicated to public use to facilitate pedestrian access through a subdivision or resubdivision and/or to a public facility such as a school or a park.
27. Person - The word "person" includes an individual, corporation, partnership, firm, venture, or association.
28. Regulations - Any regulations adopted by a municipality pursuant to Sections 8-2, 8-13d and 8-25 of the Connecticut State Statutes.
29. Reserve Strip - Includes areas for which future public use is intended for street connections and for streets or pedestrian ways giving access to land dedicated to public use.
30. Resubdivision - For the purpose of these Regulations, the definition of a "resubdivision" shall be in accordance with Section 8-18 of the General Statutes of Connecticut, Revision of 1958, as amended. As presently defined, "resubdivision" means "a change in a map of an approved or recorded subdivision if such change (a) affects any street layout shown on such map, (b) affects any area reserved thereon for public use, or (c) diminishes the size of

any lot shown thereon and creates an additional building lot, if any of the lots shown thereon has been conveyed after the approval of recording such map."

31. Revision of Subdivision - A minor change in an approved recorded subdivision which does not correspond with those changes listed under a resubdivision, provided no street entrance for future public property is changed and no affected part of the land has been sold.
32. Right-of-Way Width - The distance between property lines reserved for vehicular and pedestrian traffic.
33. Sediment - Solid material, either mineral or organic, that is in suspension, is transported, or has been moved from its site of origin by erosion.
34. Setback - See definition of Building, Setback Line, in the Andover Zoning Regulations.
35. Site Plan - A Plan to scale 1" = 40' showing uses and structures proposed for a parcel of land as required by the Regulations. It includes lot lines, streets, building sites, open spaces, buildings, major landscape features, the location of proposed utility lines.
36. Soil - Any unconsolidated mineral or organic material of any origin.
37. Soil Erosion and Sediment Control Plan - A scheme that minimizes soil erosion and sedimentation resulting from development and includes, but is not limited to, a map and narrative.
38. Street - means streets, avenues, boulevards, roads, alleys, and any right-of-way, exclusive of driveways, serving more than two (2) contiguous lots.

39. Structure - Anything constructed or erected which requires location on the ground or attachment to something having location on the ground.
40. Subdivider - The person, persons, corporation, partnership, or firm proposing a subdivision or resubdivision.
41. Subdivision - For the purpose of these regulations, the definition of a "subdivision" shall be in accordance with Section 8-18 of the general Statutes of Connecticut, Revision of 1958, as amended. As presently defined, "subdivision" means "the division of a tract or parcel of land into three or more parts or lots for the purpose, whether immediate or future, of sale or building development expressly excluding development for municipal, conservation or agricultural purposes, and includes resubdivision.
42. Temporary Improvement - Improvements built and maintained by a subdivider during construction of the subdivision or resubdivision and prior to release of the Andover Performance bond.
43. Town - Town of Andover, Connecticut.
44. Unimproved Road - Any street, avenue, road, land, alley, or other public way, exclusive of driveways, that is not built to current Town of Andover road specifications as outlined in the Town of Andover Subdivision Regulations, Section 7.2.
45. Watercourses - Rivers, streams, brooks, waterways, lakes, ponds, marshes, swamps, bogs, and other bodies of water (natural or artificial) which are contained within, flow through, or border upon the Town of Andover or any portion thereof.

46. Wetlands - Lands, including submerged land, which consist of any of the soil types designated as poorly drained, very poorly drained, alluvial, flood prone or flood plain by the U.S. Department of Agriculture Soil Conservation Service.

SECTION 12.0 REPEAL

12.1 Upon the adoption of these Regulations according to the General Statutes of Connecticut as amended, the Subdivision Regulations of Andover adopted June 14, 1976, as amended, are hereby repealed, except as to such sections expressly retained herein.

SECTION 13 AMENDMENTS

13.1 These regulations may be amended by the Commission at any meeting called for the purpose after a public hearing, notice of which shall be given by publication in a newspaper of general circulation in the Town of Andover at least twice, at intervals of not less than two days, the first not more than fifteen days nor less than ten days, and the last not less than two days prior to the date of the hearing.

SECTION 14.0 SEPARABILITY

14.1 If any section, subsection, sentence, clause, phrase, or portion of these Regulations is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of these Regulations.

SECTION 15.0 EFFECTIVE DATE

15.1 These Regulations are effective immediately following publication of notice of adoption and filing with the town Clerk and upon the effective

date hereof, the Regulations covering the Subdivision or Resubdivision of land hereinafter adopted on November 30, 1976, and all amendments thereto, are repealed.

MUNICIPAL IMPROVEMENT SPECIFICATIONS

SECTION 16.0 GENERAL REQUIREMENTS

- 16.1 Purpose - These Public Improvement Specifications are established in order to regulate and require the construction of public improvements within the Town of Andover including all public improvements which are required by the Subdivision Regulations.

All public improvements shall be constructed as set forth herein.

Section 16.3 of these specifications details all requirements for new subdivision or resubdivision construction and all public works which are included in any development approved by the Andover Planning and Zoning Commission and the First Selectman's Office.

Section 16.4 of these specifications details required for public works improvements on existing Town roads, including subdivision, resubdivision, or development of any tract, lot or parcel abutting an existing street.

- 16.2 Reference to Related Codes, Manuals, Regulations, Ordinances - These specifications require that certain and specific works shall be constructed, installed or otherwise implemented or provided as public works, and such certain and specific works

shall be in accordance with the type of construction and specifications set forth in any code, manual regulation or ordinance which is referred to for any particular construction, installation, implementation or provision set forth in these specifications.

16.3 Requirements for New Subdivision or Resubdivision Construction - All construction shall be as required by these specifications:

1. Right-of-Way - No proposed street shall have a right-of-way width of less than fifty (50) feet nor a pavement width of less than thirty (30) feet. Street right-of-way and roadway widths may be no less for the various street designations that is shown as follows:

(1)	<u>Designation</u>	<u>Right-of-Way</u>	<u>Pavement</u>
	Arterial	80'	54'
	Major Collector	60'	40'
	Minor Collector	50'	30'
	Limited Access	50'	30'

(2) Where the Long Range Plan of Development of the Town, as amended, recommends wider or narrower than those indicated, or where the Commission and Board of Selectmen deems greater widths to be necessary, larger or narrower may be required to be shown on the subdivision or resubdivision plan than those specified.

2. Roadway - All roads shall be constructed of bituminous concrete and crushed stone base or processed gravel base.

3. Street Curbs - All street curbing shall be constructed of bituminous concrete or, where deemed necessary by the Commission and the First Selectman's Office because of anticipated traffic type or volume, granite or Portland cement concrete.

4. Sidewalks - Sidewalk, where required, shall

be constructed of cement concrete.
(Appendix I, Plate III).

5. Storm Drainage - Storm drainage shall be constructed in all new roadways. Drainage pipe shall be reinforced concrete, or bituminous coated, corrugated steel pipe or pipe-arch with paved invert. Only reinforced concrete pipe shall be used under the road surface or in road bed. When ground water or wet conditions are encountered, perforated steel or reinforced concrete pipe shall be utilized. Test borings shall be made to determine subsurface conditions at the discretion of the Commission. If ground water conditions appear after construction commences, a perforated pipe shall be required in accordance with the requirements of the commission and the First Selectman's Office.

6. Sediment Basins - Before construction commences, sediment basins shall be constructed to protect against the silting of downstream water courses. During construction (see Section 5.5), other erosion control measures such as baled hay shall be installed and maintained to prevent soil loss. All designs for sediment basins and specifications for other erosion control measures shall be based on "Erosion and Sediment Control Handbook", U.S. Department of Agriculture, Soil Conservation Service, Storrs, Connecticut, latest revision.

All sediment basin designs shall be as approved by the Commission and Tolland County Soil Conservation.

- 16.4 Public Improvements Required on Existing Streets
- Where development takes place on any tract, lot or parcel abutting an existing street, the owner of such tract, lot or parcel shall make improvements to the street as set forth in this section.

1. Roadway Improvements - The roadway along the tract, lot or parcel frontage containing the development shall be widened and constructed to minimum street widths and standards. (Appendix I, Plates VII and VIII).

2. Street Curbs - All streets shall have curbing, except where it is deemed unnecessary by the Commission.
 - A. All street curbing shall be constructed of bituminous concrete, granite or Portland cement at the direction of the Commission and the First Selectman's Office.

 - B. All temporary cul-de-sac turnabout circles shall be constructed of bituminous concrete.

 - C. Where curb exists on an existing street but is not up to Town of Andover Standards due to material, material deficiencies, alignment, curb reveal, or other conditions which do not conform with Standard Details, the existing curb shall be furnished and placed to conform with these Standard Details.

3. Sidewalks - Shall be provided on one side of the roadway in areas of substantial residential concentration and in areas of any retail commercial development, and any area within fifteen hundred (1500) feet of a school, library or other public building. This requirement may be waived by the Commission. (Appendix I, Plate III).
 - A. All sidewalks shall be constructed of cement concrete along the entire frontage of the tract, lot or parcel on that side of the road having the higher density of residential or commercial development or concentration of public facilities.

B. Where a sidewalk exists on an existing street but does not meet town Standards due to material, material deficiencies, alignment, grade, or other conditions which do not conform with these Standard Details, the existing sidewalk shall be reconstructed to conform with these Standard Details. (Appendix I, Plate III).

4. Storm Drainage - Storm drainage shall be installed along the entire frontage of the tract, lot or parcel.

Drainage pipe shall be reinforced concrete, bituminous coated, corrugated steel pipe or pipe-arch with paved invert. When ground water or wet conditions are encountered, perforated steel or reinforced concrete pipe shall be utilized. Test borings shall be made to determine subsurface conditions at the discretion of the Commission and the First Selectman's Office. If ground water conditions appear after construction commences, a perforated pipe shall be installed in accordance with the requirements of the First Selectman's Office.

5. Sediment Basins - Before construction commences, sediment basins shall be constructed to protect against the silting of downstream water courses. During construction, other erosion control measures such as baled hay shall be installed and maintained to prevent soil loss. All designs for sediment basins and specifications for other erosion control measures shall be based on "Erosion and Sediment Control Handbook", U.S. Department of Agriculture, Soil Conservation Service, Storrs, Connecticut, latest revision.

All sediment basin designs shall be as approved by the Commission and the First

Selectman's Office.

6. Detention Basins - The construction of detention basins or seepage basins or wells may be required as part of the storm drainage system if hydraulic calculations indicate that downstream drainage systems do not have the capacity for increased volume and/or velocity.

The design of all detention basins shall be as approved by the Commission and the First Selectman's Office.

SECTION 17 ROADWAY DESIGN AND CONSTRUCTION REQUIREMENTS

17.1 Inspections - Inspections shall be performed by the Andover First Selectman's Office or his agent to ascertain conformance to these specifications.

1. Routine Inspections - All site improvements to be dedicated to the Town of Andover shall be inspected by the First Selectman's Office to insure satisfactory completion.

In no case shall the contractor or subdivider perform any paving work without permission from the First Selectman's Office. The subdivider shall notify the First Selectman at least forty-eight (48) hours before the subdivider is to undertake construction of gravel base course or premixed bituminous base so that a representative of the Town may be present at the time the work is to be done. The construction of streets and storm drainage shall conform to the Specifications and Standard Details set forth in these Regulations. Failure to notify the First Selectman's Office forty-eight (48) hours in advance of performing work may result in the Town not approving work performed.

2. Final Inspection - A final inspection of all improvements and utilities shall be made to

determine whether the work is satisfactory and in substantial agreement with the approved final engineering drawings and these specifications. The subdivider shall file with the Town certified plans and profiles entitled "As-Built Drawings" that show the actual location of the installation prior to the acceptance of any road or public improvement.

The general condition of the site shall also be considered. Upon a satisfactory final inspection report, action shall be taken to release the performance bond covering such improvements and utilities.

17.2
Construction

Standards and Specifications for Road

The subdivider shall construct the road in conformity with the Road Cross Section, Appendix I, Plates I and II, other Detail Sheets and Design Criteria. All materials and construction methods shall conform to "State of Connecticut Department of Transportation Standard Specifications for Roads, Bridges and Incidental Construction", Form 811, latest revision.

1. Construction of Subgrade and Surfacing Courses - When constructing the subgrade, all loam, trees, roots, boulders and ledges shall be removed from the street site. The street site shall be excavated below profile grade to a depth determined by the particular roadway section to be used, but, in no case shall this depth be less than twelve (12) inches below the finished grade of the pavement for the full width of the street. All soft spots shall be replaced with gravel subbase and the entire subbase courses. The subgrade shall be surfaced with bankrun and crushed stone base using the compacted depths shown on the Road Cross Section, Figure Number 1. Each course shall be compacted with a three (3) wheel roller weighing at least ten (10) tons, or an equivalent means of compaction.

2. Premixed Bituminous Concrete Base Course - All house services, including gas, sanitary sewer, water, electric and telephone shall be constructed previous to the installation of the premixed bituminous concrete base course. In all instances, the premixed bituminous concrete base course shall be a minimum of one and one-half (1 ½) inches in depth after compaction. (Appendix I, Plates I and II).
3. Bituminous Concrete Surface Course - The top surface course shall consist of bituminous concrete, Type 121, applied with a paving machine and rolled to a one and one-half (1 ½) inch compacted depth in compliance with Plates I and II of Appendix I.
4. Sidewalks, Curbs and Driveway Entrance - Driveways, concrete sidewalks, bituminous concrete lip curb, granite curb and concrete curb shall be installed in accordance with the Standards and Specifications as set forth in these Regulations. (See Plates III and IV for Sidewalk and Curb Details, also Plates III and V for Driveway Opening Details, respectively).
5. Loaming - Seeding - Fertilizing - The subdivider or developer shall place four (4) inches of loam on the grass strip and side slopes and spread limestone, fertilizer, grass seed and mulch in accordance with Standards and Specifications for such, as contained in "Erosion and Sediment Control Handbook", U.S, Department of Agriculture, Soil Conservation Service. The establishment of permanent grass cover shall be the responsibility of the developer.
6. Monumentation - Concrete monuments or merestones shall be installed by the subdivider in accordance with the plans and profiles as approved. These monuments shall be set to the finished grade of the

shoulders on the property line, right angles to and opposite the point of curve and point of tangency of all curves, street intersections and other points designated by the Town. Iron pins as called for in the Zoning or Subdivision Regulations shall be set at the property corners of proposed lots. Concrete monuments, merestones and pins shall conform to the Curb and Monumentation Detail, Plate IV of Appendix I. The location of all monuments shall be indicated on the final subdivision or resubdivision plan to the satisfaction of the Town. Bound stones shall be furnished by the developer; they must be installed and their accuracy certified by a Land Surveyor registered in the State of Connecticut.

17.3 Typical Cross Section and Standard Details - The following Typical Cross Section and Standard Detail Sheets are a part of these Regulations:

<u>Plate #</u>	<u>Description</u>	<u>Page</u>
I	Road Cross Section Collector St.	A-3
II	Road Cross Section Minor Street	A-4
III	Sidewalk and Curb Details	A-5
IV	Curb and Monumentation Details	A-6
V	Residential Driveway Details	A-7
VI	Typical Intersection Details	A-8

<u>Plate #</u>	<u>Description</u>	<u>Page</u>
VII	Classification of Existing Town Roads	A-9
VIII	Improvements to Existing Town Roads	A-
IX	Typical Cul-De-Sac	A-
X	Details for Sight Distance and Grade Intersections	A-
XI	Crest Vertical Curves	A-
XII	Sag Vertical Curves	A-

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1. Specifications for Street Improvements - All construction details shown on the Typical Cross Sections, Standard Details are made a part of these Regulations.

2. Horizontal Design Criteria - The following standards shall be used:

Minimum pavement radii for intersections:

Local road intersecting local road - 30 ft. radius.

Local road intersecting collector road - 30 ft. radius.

All arterial intersections - 50 ft. radius.

(See Appendix I, Plate VI).

When the intersection angle is greater than 90 degrees and/or the turning speed greater than twenty (20) miles per hour, the length of the turning radius will be increased.

In designing horizontal curves, the Engineer shall use flat curves; this is particularly true of highway intersections where sight distance along both highways is important. Reverse horizontal curves are to be avoided; curves shall be connected with a minimum tangent of one hundred (100) feet between curves. All curves shall be designed with 100' center line radius.

3. Intersection Design

A. Except where impracticable because of topography or other conditions, all streets shall join each other so that for a distance of at least one hundred (100) feet, the street is at a 90 degree angle to the street it joins.

B. No more than two streets shall

intersect or meet at any one point.

- C. No street shall intersect or meet at an angle of less than 60 degree.
 - D. The centerline of all crossroads shall pass through a single point.
 - E. No point of intersection of any local road shall be closer than one hundred fifty (150) feet from an intersection on the opposite side of the road.
 - F. Sight distance shall be designed for a minimum of 30 MPH.
4. Street Profiles and Gradients - Good road construction shall blend harmoniously into the existing terrain. Profile gradients of over nine (9) percent are not desirable and may not be approved. No road shall be constructed having a gradient of less than one (1) percent. Under certain conditions, a lesser gradient may be employed with the approval of the Commission and the First Selectman's Office.

A smooth profile with gradual changes shall be striven for in preference to a line with numerous breaks and short lengths or grades. The gradient through street intersections shall not exceed three (3) percent for a distance of one hundred fifty (150) feet from the centerline intersection.

5. Vertical Design Criteria - At all changes in gradients, a vertical curve shall be provided. The minimum length of vertical curve shall be one hundred (100) feet and 30 MPH. As speed increases from thirty (30) to seventy (70) miles per hour, the minimum stopping sight distance varies from two hundred (200) to six hundred (600) feet, on summit vertical curves. See Appendix I, Plate XI for Crest Vertical Curves and Appendix I, Plate XI for Sag Vertical

Curves. Select vertical curves for next larger fifty (50) or one hundred (100) foot station.

6. Side Slope - Streets in cut or fill shall be provided with slopes not steeper than two (2) feet horizontal to one (1) foot vertical or the permanence of the street grade shall be otherwise provided to the satisfaction of the Commission.
7. Design of Improvements - All plans for new roads and improvements to existing roads shall be prepared and sealed by a Professional Engineer registered in the State of Connecticut.
8. Driveways - All driveway construction shall conform to the Residential Driveway Detail (Appendix I, Plate V). Prior to the commencement of any driveway construction, the First Selectman's Office shall be notified at least forty-eight (48) hours in advance.

SECTION 18.0 STORM DRAINAGE DESIGN CRITERIA & IMPROVEMENT STANDARDS

- 18.1 Purpose - The protection of life and property of area residents, traveling public, and the Town shall be of paramount importance and the facilities shall be located and planned so as to minimize danger to such life and property.
- 18.2 Conformance - All storm drainage construction shall conform to the requirements of the State of Connecticut Department of Transportation, Standard Specifications for Roads, Bridges and Incidental Construction, Form 811, 1974, as amended.
- 18.3 Standard Details - All storm drainage facilities constructed under these Regulations shall conform to the following Standard Detail Plates.

<u>Plate #</u>	<u>Description</u>	<u>Page</u>
XIII 15	Intensity, Duration and Frequency Of Rainfall Curves	A-
XIV 16	Seelye Nomograph for Determining Time of Concentration	A-
XV 17	Kirpich Chart - Time of Concentration	A-
XVI 18	Gutter Flow Characteristic Curves	A-
XVII 19	Nomograph for Computing Required Size of Circular Drain Flowing Full Headwater Depth for Concrete Pipe	A-
XVIII 20	Culverts with Inlet Control	
XIX 21	Gutter Flow Analysis Work Sheet	A-
XX 22	Storm Sewer System Design Work Sheet	A-
XXI 23	Standard Details for Type "C" Catch Basin	A-
XXII 24	Standard Details for Type "C-L" Catch Basin	A-
XXIII 25	Standard Details for Double Gate Catch Basin Type I	A-
XXIV 26	Standard Details for Double Gate Catch Basin Type II	A-
XXV 27	Standard Details for Storm Manhole Type "A"	A-
XXVI 28	Standard Details for Cast Iron Catch Basin Frame and Grate	A-
XXVII 29	Typical Ditch Section	A-
XXVIII 30	Typical Underdrain Details	A-
XXIX	Combination Storm Drain Under Drain	A-

31		
XXX	RCP Typical Installation	A-
32		
XXXI	Standard Detail Endwalls	A-
33		
XXXII	Standard Detail Flared Culvert End	A-
34		

18.4 Hydraulic Design Requirements - Storm drainage shall be designed by a Registered Professional Engineer in the State of Connecticut, in accordance with the following criteria:

1. Storm drainage systems constructed under these Regulations shall provide for the proper drainage of the tributary area to the satisfaction of the Commission and Board of Selectman.
 - A. The subdivider shall make provisions for the proper elimination of all stagnant water within the limits of the proposed subdivision or resubdivision.
2. Slope - Storm drains shall have a minimum of 0.5%. Variance from this requirement may be granted by the Commission and Board of Selectmen if storm sewers are designed with a minimum self-cleaning velocity of three (3) feet per second with full flowing pipes.
 - A. Storm drains shall be designed to flow full.

18.5 Pipe - All pipe for storm drains shall be reinforced concrete pipe, Class IV. The minimum size of pipe shall be fifteen (15) inches. In special cases, asphalt coated corrugated metal pipe may be used if approved by the Commission and the first Selectman's Office.

1. The hydraulic design of pipes shall be based on the Manning Formula. The roughness coefficient (n) used shall be 0.013 for concrete pipe and 0.019 for corrugated metal

pipe.

2. All pipes shall be checked for inlet control. The maximum headwater (HW) in catch basins shall be 1.0 feet below the top of grate. At endwalls, when headwater divided by diameter of pipe (HW/D) exceeds 1.2, the limits of flooding shall be shown on the plan. (Plate XVIII, Appendix I).
3. The minimum cover over all pipes shall be three (3) feet.

18.6 Discharge - No storm drain system shall outlet into a natural watercourse, whether continually flowing or intermittent, so as to exceed the capacity of the water course without provisions being made to satisfactorily increase the capacity of the watercourse as required.

1. Where the discharge shall be into private property adjoining the proposed subdivision or resubdivision, proper easements and discharge rights shall be secured by the developer for the Town before approval of the final map and acceptance of the drainage plan.
2. The applicant shall obtain an Inland Wetlands Permit as needed prior to approval by the Commission and the Board of Selectmen.

18.7 Catch Basins and Manholes - The first inlet in a storm drain system shall be located within three hundred fifty (350) feet of the roadway high point. Other than the first inlet, all inlets will be spaced a maximum of three hundred (300) feet apart. When the spacing between inlets exceeds four hundred (400) feet, manholes shall be placed to give a maximum length of pipe between structures of four hundred (400) feet. Drainage structures (catch basins or manholes) shall be placed at each grade change along a storm drain, at each change in horizontal direction and at each junction point of two or

more storm drains.

Double grate inlets shall be used at sags where, due to off-street runoff, a design flow in excess of 3.0 cubic feet per second will be entering the inlet.

- 18.8 Outlets - All storm drain system outlets shall be terminated with an approved headwall or flared end section. Whenever practical, storm drains shall terminate at a natural water course. In no event shall they terminate closer than one hundred fifty (150) feet from a street line unless they discharge directly into a natural water course. Cross culverts without roadway pickup shall terminate in approved headwalls located at the right-of-way (R.O.W.) lines.
- 18.9 Underdrains - Underdrains shall be installed in all areas where wet conditions prevail or where directed by the First Selectman's Office or his agent. Underdrain outlets shall be connected to drainage structures wherever practical. When impractical, they shall be terminated with an approved endwall. (Plates XXVIII and XXIX, Appendix 1).
- 18.10 Channel Lines - Channel and building lines shall be provided along any major stream or river for the purpose of preventing encroachment upon the construction of the natural water channel by building, filling operations or other facilities and construction. The width of the channel shall be based on sound engineering calculations, anticipating long range storms and flow potentials. And recognizing proper alignment and gradients of the channel. A note shall be placed on the final map explaining the channel and the building lines and stating the restrictions against encroachment upon the channel in a manner approved by the Commission and the First Selectman's Office.
- 18.11 Ditches - The use of ditches to carry storm water to natural water courses shall not be allowed except in special cases, and then only with prior

approval of the Commission. Where ditches are permitted, they shall be properly designed with respect to size, slope and embankment protection.

- 18.12 Private Drains - The size and location of all private storm drains that connect to the Town storm drain system shall be approved by the Town prior to the installation; however, the Town shall not be responsible for the storm drainage system in the event of any failure.

Rear yard drains, cellar or foundation drains that are connected to the storm drainage system must be shown on the final "As Built" plan of the drainage system.

Private drains shall be reinforced concrete or metal.

- 18.13 Special Structures - Bridges, box culverts, deep manholes, non-standard endwalls and other special structures shall be designed in accordance with good engineering practice and shall be subject to the approval of the Commission or its agent. Bridges and box culverts shall be designed to carry at least the full width of the required street pavement and at least a four (4) foot sidewalk on each side.

- 18.14 Easements - Easements at least thirty (30) feet in width, centered on the storm drain, shall be provided for all storm water and sanitary sewer pipes which will not be installed in streets to be dedicated to the Town. Easements for outlet pipes shall extend to a suitable existing storm drain or an adequate natural water course. Easements shall be provided for ditches, channels or natural streams and shall be of sufficient minimum width to include a ten (10) foot access strip in addition to the width of the ditch, channel or natural stream from top of bank to top of bank. In addition, a minimum easement width of twenty (20) feet shall be dedicated, if required, on the rear line of each lot for the use of public utilities, poles, pipes and conduits, except where the Commission and First

Selectman's Office deems such easements impracticable or undesirable.

18.15 Intersections - Inlets shall be installed to properly drain all intersections of new streets and intersections of new streets with existing Town streets.

18.16 **Requirements for Fire Fighting Water Supply** - All new developments will have constructed by the developer one of the following types of water supply:

- A. Natural or dug water source (fire pond) capable of meeting the minimum requirements, as to be determined by a Professional Engineer and approved by the Fire Marshal and Zoning Enforcement Officer, of dry hydrant installation as described below.
- B. Cistern - 15,000 gallon underground tank. The above (A&B) must be located within 2000 feet of the driveway entrance and no greater than 2500 feet to the residential home or commercial occupancy.
- C. Residential homes with a sprinkler system in compliance with the latest version of NFPA 13D or NFPA 13R, as amended from time to time.
- D. Commercial buildings with a sprinkler system in compliance with the latest version of NFPA 13, as amended from time to time.
- E. A combination of the above that would provide the minimum protection as required by these regulations

The cistern and hydrant designs shall be approved by the Andover Fire Marshal prior to purchase by Applicant.

Development for the purpose of Section 18.16 and other references to the Andover Fire Fighting Water Supply shall be defined as three (3) or more lots. A re-subdivision of property developed after the effective date of this Regulation shall count towards the total number of lots developed in any re-subdivision.

18.16.1 Definitions

Access Point: any public/private roadway/driveway established for the purpose of entry to the development or residences.

Designation of Pond: designated as a "Fire Pond" with approved rights for maintenance and repair.

Fencing: the Planning and Zoning Commission may require fencing as determined by the Zoning Enforcement Officer. Type of fencing shall be determined by the Planning and Zoning Commission and shall be a minimum of 4ft. high.

Lift: distance between the average surface level of the water supply and the surface in which the engine will park, plus thirty-two inches.

New Development – three (3) or more new residences on an existing or new access point and all new or expanded commercial/industrial development exceeding 2,500 square feet, except if the building has a self contained fire suppression system or a sprinkler system from a commercial water source

Parking Area: ten foot (10') wide by forty-five foot (45') long paved or compacted gravel area accessible year round adjacent to hydrant drafting head.

Water Supply:

- A. Natural or Dug Fire Pond with a minimum usable capacity of 15,000 gallons year round;
- B. Cistern pre-cast concrete or fiberglass tank with a minimum capacity of 15,000 gallons;
- C. Residential Sprinkler System in compliance with the latest version of NFPA 13D or NFPA 13R, as amended from time to time; and,
- D. A combination of the above that would provide the minimum protection as required by these regulation.

18.16.2 Dry Hydrants

Each dry hydrant shall be deemed to provide the desired fire fighting protection for a distance of 2,000 feet as measured along the centerline of existing or proposed streets.

18.16.2a Dry Hydrant Installation

1. All dry hydrants must be designed such that the total lift is not more than fifteen (15) feet. An exception may be made to the total lift of fifteen (15) feet under specific circumstances

and with the approval of the Fire Marshal and Zoning Enforcement Agent.

2. Horizontal pipe length shall be limited to no more than forty (40) feet from hydrant head.

3. Hydrant head shall be a minimum of twenty-four (24) inches from finish grade and no more than forty-eight (48) inches. The hydrant head shall be parallel with the finish grade. Hydrant head shall be within ten (10) feet of the parking area.

4. All underground and under water piping shall be PVC schedule 40 with a minimum diameter of six (6) inches.

5. All joints shall be cleaned and securely glued before being placed in the water. If angle joints are needed, every effort should be made to use 45 degree angled fittings in place of 90 degree fittings.

6. All piping extending into the water supply shall be supported on and secured to concrete or stone blocks at least every ten (10) feet such that the strainer portion is a minimum of twenty-four (24) inches off the bottom of the water supply. There shall be a minimum of twenty-four (24) inches of water at the bottom, left, and right side, and forty-eight (48) inches at the top to allow for twenty-four (24) inches of winter ice.

7. The hydrant riser shall be protected by two (2) steel concrete filled posts, six (6) inches in diameter, placed twenty-four (24) inches either side of the riser and extending forty-eight (48) inches above finish grade. These posts shall be embedded in concrete after the hydrant is accepted by the Andover Volunteer Fire Department Inc. Posts shall be painted safety yellow with a six (6) inch red band at the top. Any piping above grade, including the hydrant head will be painted red. Hydrant head will include a 6" fire department threaded male fitting, and a matching cap. A reflective "Dry Hydrant - No Parking" sign shall be installed near the parking area.

8. A deed easement to the Town of Andover will be provided by the developer for access, filling, maintenance and use of the dry hydrant, prior to filing mylars, and are to be approved by the Fire Marshal and the Zoning Enforcement Agent.

9. Piping installation shall be scheduled at least three (3)

business days ahead of time with the Andover Volunteer Fire Department Inc., as there must be an officer or department representative on site before any piping is buried or submerged.

10. Upon testing and acceptance of the hydrant, the Andover Volunteer Fire Department Inc. will assume responsibility for future maintenance.

18.16.3 Underground Cistern

1. Tank to be constructed of pre-cast concrete or fiberglass, with a minimum capacity of 15,000 gallons of water.

2. Tank will have a six (6) inch dry hydrant drafting pipe, two and one half (2 1/2) inch return, four and one half (4 1/2) inch vent, and a visible water gauge.

3. Tank shall be installed below the frost line and the only visible plumbing shall be the hydrant head, fill pipe, vent pipe, and water gauge. Hydrant head and associated plumbing shall be protected by six (6) inch steel concrete filled posts located no more than twenty-four (24) inches on either side and extending forty-eight (48) inches above final grade. These posts shall be embedded in concrete after acceptance by the Andover Volunteer Fire Department Inc. The posts shall be painted safety yellow, with a six (6) inch red band at the top. Any piping above grade, including the hydrant head will be painted red. Hydrant head shall be located no more than ten (10) feet from the parking area. Hydrant head will include a 6" fire department threaded male fitting, and a matching cap. A reflective "Dry Hydrant - No Parking" sign shall be installed near the parking area.

4. The number of tanks shall be determined by the Zoning Enforcement Officer and the Fire Marshal.

5. A deed easement will be provided, prior to the filing of mylars, by the developer to the Town of Andover for filling, maintenance, and use of the tank and associated plumbing.

6. The owner/developer will be responsible for the initial filling of the tank and the Andover Volunteer Fire Department Inc. will conduct a flow test prior to acceptance of the tank/plumbing.

7. Upon testing and acceptance of the system, the Andover

Volunteer Fire Department Inc. will assume responsibility for future inspection, maintenance, and filling.

8. The cistern shall be installed in accordance with National Fire Protection Association (NFPA) 1142 (2001), appendix B, as amended from time to time, and the manufacturer's instructions.

9. A specific engineer design will be required in wetlands areas to ensure that the tank (cistern) will not float when emptied during use or testing.

18.17 Streambelt Delineation - The U.S. Department of Agriculture, Soil Conservation Service publication, "A Guide for Streambelts - A System of Natural Environmental Corridors in Connecticut", shall be used to delineate streambelts.

18.18 Erosion and Sediment Control - The U.S. Department of Agriculture, soil Conservation Service publication, "Erosion and Sediment Control Handbook", sets forth acceptable design procedures.

The Commission may require water quality sampling before, during and after construction to assure protection of existing water courses. The laboratory fees shall be borne by the applicant. (Section 5.5).

18.19 Gutter Flow Analysis - The engineer shall complete gutter flow analysis to determine catch basin spacing and need for double basins in roadway sags. (See Plate XIX, Appendix I).

18.20 Detention Basins - Shall be constructed when required by the Commission for the purpose of limiting peak discharge from a developed area to the peak discharges occurring before development.

Detention basins shall be designed for a storm frequency consistent with Section 3.2. An emergency spillway shall be provided to pass the discharge from a 100-year storm frequency.

1. Detention basins may be any of the following types:

A. Dry basin that may be multi-purpose with recreational or other uses during dry periods. Low frequency storms shall result in little or no flooding. The basin shall be designed to empty within twelve (12) hours after a design storm.

- B. Small permanent pond with the major portion of the detention area a dry basin with flat slopes as above. The permanent pond shall be designed as a silting basin for use both during and after construction.
 - C. Permanent pond with detention capacity provided above the normal water level. The pond shall be designed as a silting basin for use both during and after construction.
2. The submission for the design of a detention basin shall include the following:
- A. Plan with a scale of not less than 1" = 40' showing proposed contour with a 2-foot interval.
 - B. Detail of the outlet.
 - C. Inflow hydrograph with discharge hydrograph superimposed.
 - D. Inflow mass curve.
 - E. Elevation - storage curve.
 - F. Elevation - discharge curve.
 - G. Flood routing calculations.
3. The designer may find Plate XX, Appendix I, "Storm Sewer System Design Work Sheet", helpful in developing this information.

18.21 Rainfall Runoff Criteria - The following methods shall be used in determining peak discharge:

- A. Less than two hundred (200) acres - Rational Method
 - 1. Rational Method Formula - $Q = CIA$

Q = Peak discharge in cubic feet per second.

C = Weighted runoff coefficient in percent.

I = Rainfall intensity in inches per hour.

A = Gross area tributary to the drain under design expressed in acres.

B. Two hundred (200) acres to five (5) square miles - judgement between various methods.

1. S.C.S. (Soil Conservation Service)
2. N.E.H.L. (New England Hill and Lowlands)
3. Comparable gauges streams
4. Rational Method as limited flow only
5. Other acceptable methods as developed.

C. Over five (5) square miles - Bigwood-Thomas Flood Flow Formula

18.22 Design Storm Criteria - All storm drainage facilities shall be designed on the following requirements:

- A. Drainage systems - twenty five (25) years.
- B. Discharge pipes at low points including cross culverts without pickups - twenty five (25) years.
- C. Minor streams two hundred (200) to one thousand (1000) acres - fifty (50) years.
- D. Major streams (more than one thousand (1000) acres) - one hundred (100) years.

18.23 Rainfall Intensity - Rainfall intensity shall be determined from the Rainfall Intensity Chart, Plate XIII, Appendix I. The time of concentration used in this chart shall be determined as follows:

Overland Flow less than 1,000 ft. - Seelye Chart (Plate XIV, Appendix I).

Overland Flow more than 1,000 ft. - Kirpich Chart (Plate XV, Appendix I).

Flow in Pipes - Computed for design flow.

18.24 Coefficient of Imperviousness - The following coefficients shall be used:

- A. Pavement, roofs or other impervious areas - 0.90
- B. Commercial Areas ----- 0.80
- C. Apartments ----- 0.70
- D. Residential Area ----- 0.50
- E. Parks, Cemeteries, Recreation area --- 0.20

1. The runoff coefficient may also be computed by the weighted average of the various types of surface making up an area. It is recommended that the following coefficients be used for a weighted average:

- A. Impervious area ----- 0.90
- B. Grass areas ----- 0.25
- C. Heavily wooded areas ----- 0.20

APPENDIX I

APPENDIX II

APPLICATION PROCEDURES

1. Purpose

The purpose is to establish a procedure for one-stop application for land development in the Town of Andover, so as to conserve time and expense of applicants, town officials and by commissioners involved in granting permits for land development.

2. Definitions

The meaning of all terms pertaining to land development and the permits or approvals required therefore are the same as when those terms are used in Regulations of the Town or its Commissions or Agencies and the General Statutes of the State of Connecticut as amended.

3. Designated Applications Administrator

The Zoning Agent is hereby designated as the Applications Administrator for all land development petitions, applications, requests and administrative appeals in the Town. The duties of the Application Administrator shall be as follows:

- a. To maintain at a readily available and adequately publicized location, up to date copies for sale and/or for free distribution and for reference, of all laws, regulations, maps, information and data sources applicable to regulating the development of land in the Town.
- b. To advise and assist potential applicants for land development proposals to determine which permit(s) and/or approval(s) is (are) required for the proposal, and from which commissions, boards or agencies.
- c. To provide potential applicants information as to the location, office hours, and personnel and places, dates and times of meetings of commissions, boards and agencies.
- d. To make available to potential applicants, copies of the appropriate application form or forms.

- e. To arrange pre-application conferences as needed to advise and assist applicants in preparing applications.
- f. To receive all applications in the required number of copies and to distribute the applications to the appropriate commission, boards or agencies authorized to review and/or to act on the application(s).
- g. To maintain a file of each application with appropriate controls to insure that required actions by both applicants and boards, commissions or agencies are accomplished in timely fashion, and to advise applicants of the dates of referral to appropriate boards, commissions or agencies.
- h. To review with chairperson or his/her appointee of the various boards, commissions or agencies as to the completeness of applications, and if incomplete, advise applicant of the additional information required.
- i. To set up and conduct application review conferences among officials, agents and applicants, to review and comment on applications and to transmit their comments and recommendations to those authorized to act on applications.
- j. To act as Fiscal Agent for boards, commissions and agencies charging fees or requiring bonds.
- k. To seek the cooperation of officials, boards, commissions and agencies responsible for acting upon land development applications to make concurrent, whenever practicable, the running of all applicable time limits for decisions on land development applications.

4. Cooperation with the Applications Administrator

All boards, commissions and agencies engaged or involved with regulating the development of land pursuant to powers granted to the Town are requested to cooperate in current and timely manner with the Application Administrator in carrying out the functions of Section 3 above, such cooperation to include but not necessarily be limited to

the following:

- a. Supplying the Application Administrator with appropriate numbers of current copies of laws, regulations, maps, data and information sources, prices of such items for sale and supplementary advisory and informative materials.
 - b. Assisting the Application Administrator to prepare and utilize a form by which to assist applicants to determine which permit(s) or approval(s), if any, is (are) required and from which commission(s).
 - c. Maintain current information to the Application Administrator as to each board's commission's or agency's location, office hours, meeting place, dates and times, costs of copies of regulations and publications, the amount of fees and other pertinent matters.
 - d. Assist the Application Administrator to prepare and distribute to applicants a single application form for all land development permits or approvals administered by boards, commissions and agencies of the Town.
 - e. Participating in pre-application conferences for advice to potential applicants concerning preparation of application.
 - f. Preparing and using checklists by which to assist applicants to assure the applications are complete.
 - g. Promptly receiving applications upon referral and responding to the Application Administrator as to completeness and/or the need for additional information.
 - h. Participating in application review conference.
 - i. Rendering and communicating decisions or recommendations on applications as promptly as circumstances permit.
 - j. Making Regulations readable and understandable.
5. Inland Wetland Commission Meeting Dates and Subdivision

Applications

The Planning & Zoning Commission and the Inland Wetlands Commission are hereby requested to schedule their regular meetings in such sequence that the Inland Wetland Commission can report to the Planning & Zoning Commission on applications for subdivisions or resubdivisions before the public hearing date, with a minimum of delay between the consideration of the application by the Commission and the decision by the Commission.

PLANNING & ZONING COMMISSION

SUBDIVISION OR RESUBDIVISION REVIEW PROCEDURES

Pre-Application Submission and Scrutiny

Pre-application submission to the Zoning Agent shall be made no later than fifteen (15) days prior to the Town Planning and Zoning Commission meeting at which the pre-application scrutiny is to be held. Such submission shall consist of three (3) copies of a preliminary subdivision or resubdivision sketch at a scale of at least 1" = 200'. The sketch shall show property lines, existing contours (e.g., MDC sheets), all abutting land owned by the developer, a preliminary street pattern and lot layout, and landmarks for onsite identification. Copies of the sketch will be distributed to the agencies such as the Inland-Wetlands and Watercourses Commission, and the Soil Conservation Service for their review.

Prior to the Town Planning and Zoning Commission pre-application scrutiny, a meeting will be held with the applicant and/or his agent. The intent of this meeting is to provide input at an early state of the review process. All comments and recommendations will be sent to the applicant and to the Town Planning and Zoning Commission members.

Formal Application

Following TP and ZC pre-application scrutiny of the subdivision or resubdivision sketch, the developer or his agent shall submit the required fee, a formal application, and an appropriate number of copies of detailed subdivision or resubdivision plans to the Zoning Agent for distribution to the various agencies. Plan requirements shall be in accordance with Section 4 of the Andover Subdivision Regulations. The initial submission of detailed plans shall take place no later than the Wednesday prior to the Town Planning and Zoning Commission meeting at which the Commission is to officially receive the application. No meeting relative to the subdivision or resubdivision plans shall take place within 10 days of that TP and ZC meeting.

Town Planning and Zoning Commission Receipt of Application

The application will be officially received by the TP and ZC at the next regularly scheduled meeting following pre-application scrutiny. If the Zoning Agent reports that subdivision or resubdivision plans are substantially complete, TP and ZC shall schedule a Public Hearing.

Prior to the Public Hearing, one or more meetings shall be held with the applicant and/or his agent to review and discuss the subdivision or resubdivision plans. All comments and recommendations will be sent to the applicant and/or his agent and to the Town Planning and Zoning Commission members. Any revised plans must be submitted to the Zoning Agent to allow sufficient opportunity for distribution and further review.

Because plans are of central importance in providing the public with information relative to Public Hearings on subdivision or resubdivision applications, at least one copy of the subdivision or resubdivision plan to be presented at the Public Hearing for TP and ZC action must

be received in the Town Clerk's Office not later than 10 days prior to the Public Hearing. No meeting on the final subdivision or resubdivision plan shall take place within 10 days of the Public Hearing; during this period, Zoning Agent may sign off on the subdivision or resubdivision on an individual basis, if comments have been complied with.

If the subdivision or resubdivision plan is approved, an appropriate number of paper and mylar copies of the approved plans shall be submitted to the Planning Office for signature by the Chairman or Secretary of the TP and ZC. A mylar of the plot plan, after signature, shall be filed by the applicant with the Town Clerk within 90 days after Town Planning and Zoning Commission approval.

If the Town Planning and Zoning Commission approves the subdivision or resubdivision plan with modifications, the final plans submitted for signature shall incorporate the appropriate modifications.

Adopted on October 17, 1983
By the Town Planning & Zoning
Commission as part of its By-laws.

File No.

APPLICATION FOR THE SUBDIVISION OR RESUBDIVISION OF LAND

Date

Planning & Zoning Commission
Town of Andover

Application is hereby made to the town Planning & Zoning
Commission for approval of final map entitled:

1. Description of subject parcel, as per Assessor's records:

Map(s) # _____ Block(s) # _____ Parcel(s) #

Zone of subject parcel: _____ Number of lots:

Number of acres:

2. Describe and give reasons for any variations of the requirements of the Andover Subdivision Regulations in the proposed plans:

3. APPLICANT (If more than one, list on a separate sheet)

Name: _____ Signature:

Address:

Telephone: _____ Date:

() Owner () Optionee () Buyer () Agent - Check One

OWNER(S) OF RECORD (If other than applicant) (If more than one, list on a separate sheet)

Name: _____ Signature:

Address:

Telephone: _____ Date:

4. The following shall be included as part of the application:

- () A copy of deed, deed restrictions, covenants, etc..
- () Statement of Intent regarding future development if owner owns abutting land.
- () Estimate of Municipal Improvements.
- () Sanitary Report and Plan - 5 copies.
- () Boundary Plan - 5 copies.
- () Erosion and Sedimentation Control Plan - 5 copies.
- () Municipal Improvement Plan - 5 copies.
- () Road and Drainage Plan - 5 copies.
- () Topographic Plan - 5 copies.
- () Engineer's Report showing conformance to regulations as to suitability of land.

- () Copies of any variance or special permit concerning this property.
- () Names and postal addresses of all abutting land owners and all landowners within 500' of the subject parcel, according to Tax Assessor's current records.
- () Is any waiver from the "Subdivision Regulations" requested? If so, a letter stating reasons must be submitted.
- () Fee - \$50.00 or \$25.00 per lot, whichever is greater (Connecticut State Statute, as amended). Make checks payable to the "Town of Andover".

Specify amount of fee \$_____.

Record Owner's Signature

Note: If agent signs, a letter of authorization from owner(s) must accompany this application.

FOR OFFICE USE ONLY

Date application received in Town Office

Date application received PZC:

Dates of Legal Notice Public Hearing:

Date of Public Hearing:

Agenda Date: _____

Date of final approval or denial: _____

Date of final approval or denial Legal Notice: _____

Effective _____ date:

Date of expiration (5 years):

Date filed in Land of Records:

No.

ANDOVER TOWN PLANNING AND ZONING COMMISSION

PETITION FOR AMENDMENT TO REGULATIONS

1. Number and wording (in entirety) of existing section

5. How will the proposed amendment affect the adopted
Plan of Development?

6. The applicant agrees to pay a fee of \$50.00 (make
checks payable to the "Town of Andover").

Name _____ Signature

Address _____ Telephone Number

Date

NOTE: THIS APPLICATION AND OTHER SUPPORTIVE MATERIALS (IF
ANY) MUST BE SUBMITTED NO LATER THAN FIFTEEN (15)
DAYS PRIOR TO THE DATE SCHEDULED BY THE TOWN PLANNING
AND ZONING COMMISSION FOR THE PUBLIC HEARING

PRE-APPLICATION

FOR

PROPOSED LAND DEVELOPMENT

1. Applicant's Name:

2. Location of land by:

Street Address:

Nearest four (4) Streets or Roads:

On North

East

South

West

Assessor's Map No. _____ Block No. _____ Lot No.

Attached Key Map, etc.

3. Description of land:

Perimeter Map (check if attached) _____ yes _____ no

Number of Acres _____ Square Feet

4. Proposed land development activity:

—

*

For Applicant's use following pre-application conference:

5. Permits or approvals needed:

_____ From

_____ From

_____ From

From

**ANDOVER SUBDIVISION REGULATIONS
AMENDMENTS**

- 11.0 Definitions
 - Amended 1/12/87
 - Effective 2/10/87

 - Amended 1/19/88
 - Effective 2/16/88

 - Amended 10/17/88
 - Effective 11/12/88

- 7.7 Driveway Requirements
 - Amended 1/12/87
 - Effective 2/10/87

- 7.6 Existing Streets
 - Amended 1/12/87
 - Effective 2/10/87

- 8.7.2 General Liability Ins. - Coverage
 - Amended 1/12/87
 - Effective 2/10/87

- 7.3 Lots
 - Amended 1/12/87
 - Effective 2/10/87

- 7.7.4 Driveways Requirements
 - Amended 12/14/87
 - Effective 1/13/88

- 5.2 Drawing Sheet
 - Amended 12/18/89
 - Effective 1/17/90

- 7.11 Open Space
 - Amended 12/16/91
 - Effective 1/15/92

- 7.14 Design Criteria Flood Zone
 - Amended 1/19/93
 - Effective 8/18/93

- 7.5.2a Lots on a Cul-de-sac
 - Amended 1/17/95
 - Effective 2/9/95

- 4.12 Notice of Public Hearing
Amended 4/17/99
Effective 5/15/99

- 7.5f Length of a Cul-de-sac
Amended 5/15/99
Effective 6/15/99

- 2.10 Wetlands Commission Referral
Amended 4/19/99
Effective 5/15/99

- 4.4 Fee schedule to be a separate form, no longer detailed
in the regulations.
Adopted 6/17/02
Effective 10/16/02

- 8.2.1 Letters of Credit
Amended 9/17/03
Effective 10/17/03

- 7.11.2 Open Space
Amended 8/18/08
Effective 9/10/08

- 18.16 Fire Pond Provision
Amended and Re-Named Fire Fighting Water Supply 3/21/11
Effective 4/13/11

- 7.11 Open Space
Amended 3/18/13
Effective 4/15/13

