



**EAST HARTFORD PLANNING AND ZONING COMMISSION**

**APPLICATION FOR THE SUBDIVISION OF LAND**

**PRELIMINARY LAYOUT**

\_\_\_\_\_  
Date

The undersigned hereby applies to the Town Planning and Zoning Commission for preliminary layout approval of the following subdivision.

Map Title: \_\_\_\_\_

This proposal involves: Subdivision \_\_\_\_\_ Resubdivision \_\_\_\_\_

Address or location of subject parcel: \_\_\_\_\_

Assessor's Map # & Lot # \_\_\_\_\_

Total area of proposed subdivision: \_\_\_\_\_

by section: \_\_\_\_\_

Total Number of Lots: \_\_\_\_\_

by section: \_\_\_\_\_

Zone of subject parcel: \_\_\_\_\_

APPLICANT/SUBDIVIDER (if more than one, list on a separate sheet)

Name: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
Print or Type

Address:  
Telephone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

Signature: \_\_\_\_\_

(If agent signs, a letter of authorization from the Owner (s) must accompany this application.)

(Please circle Yes & No Questions)

**Environmental Data:**

Yes	No	Are there areas of FEMA Flood Hazard Zone within the Boundaries of the proposed subdivision?
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Yes	No	Will any activity take place in these areas?
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Yes	No	Are there areas of designated Inland Wetlands within the Boundaries of the proposed subdivision?
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Yes	No	Will any activity take place in these areas?
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**Water Supply**

Yes	No	Is public water available within or at periphery of proposed Subdivision?
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_____		If not, how far distant is public water available, measured along a public right-of-way?
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Yes	No	Is the public water system to be extended to serve proposed Subdivision?
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**Sanitary Sewage Disposal:**

Yes	No	Is public sewage system available within or at periphery of proposed subdivision?
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_____		If not, how far distant is public sewage system available, measured along a public right-of-way?
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Yes	No	Will the required sewage system within the subdivision be capped or connected to the public sewer system?
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Yes	No	Has the Zoning Board of Appeals granted any variance or permit concerning this property? If so, full information must be attached.
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Yes	No	Is any waiver from the "Subdivision Regulations" requested?
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_____		If so, provide an attachment which identifies Section, Sub section and the reason for such request. (Failure to identify request for waivers herewith may be grounds for denial.)
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Subdivision Name: \_\_\_\_\_

I, the undersigned, as engineer or land surveyor for the above designated subdivision, have complied with the requirements of the East Hartford Subdivision Regulations for preliminary layouts, and in particular with the detailed provisions of the following sections and subsections:

1. Section 1.2      Professional Responsibility in Subdivision Work
2. Section 4.5      Key Map and 4.6 Preliminary Layout Requirements
3. Article VIII     Required Improvements and Design Standards

\_\_\_\_\_  
Registered Professional  
Engineer

\_\_\_\_\_  
License No.

\_\_\_\_\_  
Licensed Land Surveyor

\_\_\_\_\_  
License No.

## PRELIMINARY SUBDIVISION LAYOUT CHECKLIST

Applicant: \_\_\_\_\_

Phone: \_\_\_\_\_

Complete compliance with all application requirements enumerated in the Subdivision Regulations is required. A checklist for the basic items of submission follows: Have you included the following with your application?

(Please mark **X** if item is complete)

1) **20** copies of the completed application, which includes the following:

a) Applicant's Signature on Page 1

\_\_\_\_\_

b) Owner's Signature on Page 1

\_\_\_\_\_

c) If representative of the Corporation signs, a corporate Resolution.

\_\_\_\_\_

2) Application fee - \$90.00 per lot, \$200.00 minimum

(Includes \$60.00 State Fee, per PA 92-235)

\_\_\_\_\_

3) **20** copies of a key map showing the proposed street system, lot arrangement zoning of the subdivision and the land located within 600 feet of its boundaries.

\_\_\_\_\_

4) **20** copies of an accurate, certified site plan showing existing site conditions within 200 feet as required Section 4.61).

5) **20** sets of a preliminary storm water drainage system plan

\_\_\_\_\_

6) **20** copies of approval letters from Zoning Board of Appeals or Inland Wetlands agency if required.

\_\_\_\_\_

7) Supplementary information included

Please specify:

\_\_\_\_\_

8) **One complete set of application and maps which the applicant must file with the Town Clerk on or before the application close-out date.**

\_\_\_\_\_

NOTE: Contact Application Administrator at 291-7300 for further assistance.

