



EAST HARTFORD PLANNING AND ZONING COMMISSION

APPLICATION FOR THE SUBDIVISION OF LAND

FINAL LAYOUT

Date

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

Map Title: _____

Address of location of subject parcel: _____

Assessors Map, Lot # _____

Total area of proposed subdivision: _____

by Section: _____

Total Number of Lots: _____

by section: _____

Zone of subject parcel: _____

Names of proposed streets: _____

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

Name: _____ Signature: _____

Print or Type

Address: _____

Telephone: (Work) _____ (Home) _____

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 owners) must accompany this application.)

Approved	N/A	Application for Development in a Flood Hazard Zone. (Attached)
Approved	N/A	Application to conduct a regulated activity in an Inland Wetlands (Attached approval letter)

Identify any waiver from Subdivision Regulations granted at preliminary layout submission

Attach copy of Town Planning and Zoning Commission approval of preliminary layout application.

Acknowledgement of Requirements - Final layout

Date: _____

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 final plats, and in particular with the detailed provisions of the following subsections:

1. Section 5.0 concerning the elements of a complete submission.
2. Section 5.2 concerning final layout requirements.

Registered Professional Engineer

License No. _____

Licensed Land surveyor

License No. _____

BOARD OF EDUCATION LETTER OF ACKNOWLEDGEMENT

Chairman
Town Planning & Zoning Commission
East Hartford, Connecticut

Re:

Subdivision Name:

Dear Sir:

The subdivider of the above named subdivision has advised our Board that it contains a total of _____ residential building lots. For your information the following situation exists:
School facilities are (or are not) available for the prospective new pupils from this subdivision.

The Board is (or is not) taking action to acquire a new school site in this subdivision or its vicinity.

Yours truly,

Chairman, East Hartford
Board of Education

By _____

Position

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LETTER OF FINAL LAYOUT APPROVAL

Subdivision Name:_____

Date: _____

Chairman
Town Planning and Zoning Commission
East Hartford, Connecticut

Dear Sir:

As a subdivider, I hereby request Planning and Zoning Commission approval of the subdivision final plat designated above. The information on the original application is still correct unless amended by a revised application attached hereto.

Further, the following documents, checked below, in proper form for recording, are handed to you herewith:

- Deeds of Dedication for Public Use.....
- Drainage easement agreements.....
- Water easement agreements
- Other easement agreements
- Deed restrictions agreements

Subdivider's Signature

By_____

FINAL LAYOUT COMPLIANCE REPORT

Subdivision Name: _____

Date: _____

Chairman
Town Planning and Zoning Commission
East Hartford, Connecticut

Dear Sir:

This is to advise you that a technical review of the above designated final plan indicates that the subdivider has completed all the corrections required by the Planning and Zoning Commission approval dated _____

Director of Planning

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FINAL SUBDIVISION APPLICATION 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. _____
 - c) If representative of the corporation signs, a corporative resolution. _____
- 2) **\$160.00 Application fee** (Includes a \$60.00 additional State fee, PA 92-235). _____
- 3) **20** copies of key map showing the proposed street system, lot arrangement. _____
- 4) **20** copies of FORMF-3; letter from Chairman of the Board of Education and Zoning of the Subdivision and the land located within 600ft of its boundaries. _____
- 5) **20** copies of the Public Improvement and utilities Plan and Profile drawings. _____
- 6) **20** sets of a Conservation Plan. _____
- 7) **20** Copies of the Preliminary Subdivision Layout Approval letter. _____
- 8) Supplementary Information Included: _____
Please Specify: _____
- 9) **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 Applications Administrator at 291-7300 for further assistance.