



APPLICATION # _____

DATE RECEIVED _____

SCHEDULED MEETING DATE _____

PLANNING COMMISSION

Check one:

- _____ APPLICATION FOR SUBDIVISION
- _____ APPLICATION FOR RE-SUBDIVISION
- _____ CORRECTION OF AN EXISTING NON-CONFORMANCE

APPLICANT AND ENGINEER

Name of Applicant _____ Phone # _____
 Applicant's Address _____
 Engineer _____ Phone # _____
 Engineer's Address _____
 Owner (if different from applicant) _____
 Owner's Address _____ Phone # _____

PROPERTY INFORMATION

Subdivision Name: _____
 Number of Lots _____ Total Acreage _____
 Zoning Classification _____ Location _____
 Assessor's Map # _____ Lot # _____
 Does this plan encompass or is it adjacent to: _____ Wetlands _____ Flood Hazard Area _____ Aquifer
 If this application is for a re-subdivision: Original approval date _____ Town Clerk's Map # _____

SUBDIVISION IMPROVEMENTS

Sewage Disposal: _____ Private _____ Public Drinking Water: _____ Private _____ Public

IMPROVEMENT LIST

Total length of new street measured at centerline: _____
 Total length of curbs for new streets: _____
 Total length of sidewalks for development: _____
 Total number of catch basins: _____
 Total number of manholes: Drainage: _____ Sanitary Sewer: _____
 Total length of drain pipes: 10" _____ 12" _____ 15" _____ 18" _____
 Other: Size: _____ Length _____
 Total length of water pipes: 6" _____ 8" _____ 12" _____ 16" _____
 Other: Size: _____ Length _____
 Total length of sanitary sewers: 8" _____ 10" _____ 12" _____ 15" _____
 Other: Size: _____ Length _____
 Total number of permanent bounds: _____
 Approximate cubic yards of rock and ledge excavation: _____
 Approximate cubic yards of gravel excavation: _____
 Approximate cubic yards of fill: _____

APPLICATION CHECKLIST

The following check list is to be completed by the applicant to insure that all required material is submitted. Failure to submit all required material shall cause the submission to be deemed incomplete. Any incomplete applications will be rejected by the Planning Commission. The Commission will use this form to verify that all required material has been received.

<u>SUBDIVISION PLAN</u>	<u>Applicant's Checklist</u>	<u>Planning Commission's Checklist</u>
Name of Subdivision	<input type="checkbox"/>	<input type="checkbox"/>
Name, Address & Phone # of Owner	<input type="checkbox"/>	<input type="checkbox"/>
Name, Address & Phone # of Applicant	<input type="checkbox"/>	<input type="checkbox"/>
Name, Address & Phone # of Engineer	<input type="checkbox"/>	<input type="checkbox"/>
Date	<input type="checkbox"/>	<input type="checkbox"/>
North Arrow	<input type="checkbox"/>	<input type="checkbox"/>
Scale (1" - 40')	<input type="checkbox"/>	<input type="checkbox"/>
Location Map (1" -1000')	<input type="checkbox"/>	<input type="checkbox"/>
Zoning Classification/Municipal Boundary Line	<input type="checkbox"/>	<input type="checkbox"/>
Existing and proposed contours	<input type="checkbox"/>	<input type="checkbox"/>
Property location with respect to surrounding property & streets	<input type="checkbox"/>	<input type="checkbox"/>
Names of adjoining property owners	<input type="checkbox"/>	<input type="checkbox"/>
Names of adjoining streets	<input type="checkbox"/>	<input type="checkbox"/>
Location of all water bodies, streams & other pertinent features (swamps, railroads, buildings, parks, cemeteries, drainage ditches, bridges, signs)	<input type="checkbox"/>	<input type="checkbox"/>
Location of existing and proposed streets, easements and other rights-of-way and their names	<input type="checkbox"/>	<input type="checkbox"/>
Location, dimension, area & building setback lines of all proposed & existing lots	<input type="checkbox"/>	<input type="checkbox"/>
Location of groundwater test holes	<input type="checkbox"/>	<input type="checkbox"/>
Location & dimension of property to be dedicated to the Town	<input type="checkbox"/>	<input type="checkbox"/>
Bearings and lengths of all lines and all curve data	<input type="checkbox"/>	<input type="checkbox"/>
Location of all monuments, iron pins and drill holes	<input type="checkbox"/>	<input type="checkbox"/>
Location of 50-foot wetland buffer zone (no activity)	<input type="checkbox"/>	<input type="checkbox"/>
Location of proper soil, erosion and sediment control	<input type="checkbox"/>	<input type="checkbox"/>
Location of proposed building and septic system	<input type="checkbox"/>	<input type="checkbox"/>
Calculation for proposed Performance Bond	<input type="checkbox"/>	<input type="checkbox"/>
Calculation for street intersection sight lines	<input type="checkbox"/>	<input type="checkbox"/>
Signature boxes for Commission: Planning, Expiration date, Wetland and Zoning (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Approval from Northeast District Department of Health	<input type="checkbox"/>	<input type="checkbox"/>

FEE SCHEDULE

Public Hearing Fee:	\$175.00	Due with Application
Sub-Division & Re-Subdivision Fee:	\$100.00/Per Lot	Due with Application Due within one (1) week of
Inspection of construction of new or rebuilt road, drainage and other site improvements:	2% of estimated cost	final approval of application

Town of Putnam 126 Church Street Putnam, CT 06260 (860) 963-6803 Phone (860) 963-5398 Fax