

Town of Bethany -- Subdivision Regulations

Section 5 - Map and Plan Requirements

5.1 The following maps, plans and documentation shall be part of the subdivision or resubdivision plan: (1) subdivision or resubdivision map, (2) site development map, (3) construction plan for roads and road drainage and underground utilities, (4) soil erosion and sedimentation control plan per section 13 of these Regulations, and any supportive documentation required by the Commission, in accordance with the requirements set forth in this section.

5.2 General.

a. Subdivision or resubdivision maps shall be drawn to scale not smaller than one hundred feet to an inch. The site development maps shall be drawn to a scale no smaller than one inch equals fifty feet. The overall dimensions of each map to be recorded in the town land records with the Town Clerk is limited by State Statute to a size not greater than 24 inches by 36 inches.

b. In the case of a project of such size that more than one sheet is required or in cases where the project is presented in sections, a small scale key plan shall be included on each sheet showing the overall project and the location of each section or part. The Key Plan may be combined with the locality sketch hereafter described.

c. The Locality Sketch. A locality sketch shall be drawn on each map preferably in the upper right hand corner to show the relation of the proposed subdivision to nearby streets. The locality sketch shall generally be drawn to a scale of not more than 2,000 (two thousand) feet to an inch and shall not exceed four inches by four inches in area.

d. Quality Standards. All maps must be neatly and accurately drawn in a professional manner and all lines, lettering and numerals must be of a quality and character which will be reproduced sharply, clearly and legibly on prints. All prints must be on good quality, durable paper (or cloth where required) and must be faderesistant. All information must be clearly and sharply reproduced. Prints that are either underexposed or overexposed will not be acceptable.

e. All dimensions shall be shown to the nearest one hundredth of a foot.

f. All elevations shall be referenced to the U.S.G.S. datum and so noted on the map. All bearings and the north directional arrow shall be referenced to the U.S.G.S. map coordinates and so noted on the map.

g. All Maps Shall Include the Following:

1. A title block, in the lower right hand corner, which shall show:

a. Name of subdivision or resubdivision subdivision or resubdivision section number, if any.

b. Name of applicant.

c. Name of owner.

d. Scale of Map.

e. Date of original preparation.

f. Dates of all revisions.

2. A space approximately 7 (seven) inches wide by 4 (four) inches high preferably in the upper left hand corner of each map for the approval stamp and signatures to be affixed by the Commission.

3. A direction arrow showing true North.

h. Each map shall contain a certification that the accuracy of the information on the map meets the standards for a Class A2 Survey. Such certificate shall bear the personally endorsed signature of the land surveyor and his seal, generally in the lower left hand corner.

i. All maps containing information required to be prepared by a professional engineer shall bear the official seal and the personally endorsed signature of the professional engineer responsible for the preparation of such engineering information.

5.3 Detailed Information To Be Included On All Subdivision Maps.

Subdivision maps shall show the following specific information:

a. Outline Survey. Show all existing walls, fences, monuments, pins or other boundary identification markers; also all dimension, angles or bearings and complete curve data.

b. Zoning District Identification. The zoning district or districts in which the property is located shall be indicated. The location of any district boundary crossing or bordering the property shall be shown. The Total area of the subdivision, stated in acres and computed to two decimal places, shall be shown on the map. Where a portion of the land is to be set aside for open space, or similar purpose, the area of such land shall be shown.

c. Lot Layout. The proposed lot layout shall show exact dimensions and angles or bearings. Lot areas shall be shown in square feet and shall be correct to within one tenth of one percent. Each lot shall be assigned a serial number. Building setback lines shall be shown and dimensioned.

d. Areas to be reserved for parks, playgrounds or other open space shall be clearly and distinctively shown and appropriately designated with proposed ownership.

e. Abutting Property Owners. Names of all abutting property owners and those on the opposite side of abutting streets shall be shown. Approximate location of property lines between owners shall be shown. The names shall be those currently appearing in the assessor's records.

f. Roads. Existing and proposed roads and road, including street names.

g. Easements. Existing and proposed easements and rights of way for public utilities and other public uses.

h. Non-Building Lots. Any proposed lot which is unsuitable for building shall be marked "This is not an approved building lot".

5.4 Site Development Map

The map shall show existing conditions and the proposed layout of lots, roads, improvements and utilities for the proposed subdivision and all contiguous land of the applicant that may be subdivided in the future. The map shall show the information shown on the subdivision map and the following information:

- a. Existing and proposed property and road lines, adjoining property lines for a distance of two hundred feet and the location and names of owners of record of all abutting property and developments.
- b. Existing and proposed water bodies, swamps, inland wetlands and watercourses, whether intermittent or continuous flowing; existing and proposed easements and rights of way; location and limits of all other land subject to potential flooding as indicated on the Flood Hazard Boundary Map for the Town of Bethany.
- c. Drainage rights granted, or to be granted, to the Town of Bethany on all lots containing watercourses or receiving natural drainage or culvert discharge from surrounding properties.
- d. Proposed grading for all lots, road, driveways, access drives, or any other area in which grading will take place. All lots in the subdivision shall be shown.
- e. Existing contours at an interval not exceeding two feet based on the available U.S.G.S. contours or based on field or aerial survey and using benchmarks as required. Where proposed roads end at a boundary line of a subdivision and do not meet an existing road, contours will be carried out for 200 feet into the adjoining property. Where the proposed subdivision fronts on an existing Town road contours should be extended to the pavement edge on the side nearest the proposed development.
- f. Proposed lots and lot numbers and existing and proposed areas for open space and parks or playgrounds.
- g. Existing permanent buildings and structures; all existing and proposed building setback lines and/or other building restriction lines, location, size and access to any existing or proposed fire-ponds or wells.
- h. Locations of all proposed structures, driveways and parking areas, well and septic systems (reserve and primary). The number of bedrooms anticipated if the structure is a house or the proposed use for a structure other than a house shall be noted.
- i. Approximate dimensions on all proposed property and street lines; approximate lot areas in the total acreage of land included; the names, locations and widths of all existing and proposed road rightsofway, easements and pavement within two hundred feet of the subdivision.
- j. Key elevations of existing adjoining roads and spot elevations showing tentative grading of proposed roads within the subdivision.
- k. Tentative invert elevations at key points on proposed storm drains, sanitary sewers, catch basins, manholes, ditches, watercourses, headwalls, gutters, curbs and other structures, water and underground utilities.
- l. Location and description of all test holes and percolation test locations.
- m. Locations of all underground utility services and note as to provision of electric power, telephone or cable service if not underground.
- n. Approximate limits of clearing and grading, and proposed and existing vegetation, wooded areas and mechanical measures to be used during construction for temporary erosion and sediment control and for permanent erosion and sediment control. In this respect the subdivider shall be guided by the Guidelines for

Soil and Erosion and Sediment Control (1984), as amended, and shall submit a Soil Erosion and Sediment Control Plan in accordance with Section 13 of these Regulations.

- o. All features of the property as listed in 11.2 of these regulations, principal wooded areas, any ledge outcrops and existing stone walls and fences within the subdivision or any other unusual topographic feature as may be present.
- p. A locational map (scale one inch equals one thousand feet) showing the location of the subdivision and proposed streets in relation to existing roads in the Town, and the natural storm drainage areas relating to the proposed subdivision.
- q. Any zone boundary lines, if such extend into the proposed subdivision or conflict with proposed lot lines.
- r. Any trail system (including a rerouted trail system) which may exist on the property.
- s. Any other additional information deemed necessary by the Commission to protect the health, safety and public welfare.

5.5 Construction Plan for Roads and Improvements

This Plan shall conform to all requirements of the Road Specifications of the Town of Bethany, as amended from time to time, and shall also show all plans for installation of underground utilities.

5.6 Required Documentation

The subdivider shall submit, along with the subdivision map, site development plans, and construction plans for road and road drainage, the following:

- a. An engineer's estimate of the cost of construction of all public improvements, including roads, road drainage and the installation of utilities in a form satisfactory to the Commission, and, as applicable, in accordance with the Road Specifications of the Town of Bethany.
- b. Any agreement with the State Department of Transportation for any road intersection with a State Highway.
- c. Proposed form of (or existing) easements, deeds, other agreements: Warranty deeds to roads and appurtenant easements, and any deeds, easements, or agreements pertaining to any part of the subdivision or resubdivision, including, without limitation, common driveways and open space land.
- d. Drainage Calculations.

5.7 Optional Documentation

The Commission may require the subdivider to submit additional documentation.

5.8 Map Filing

"As built" maps and plans should be filed with the Commission upon completion of the construction or work. Only one copy of each said map or plan shall be filed. Please note that any changes in the work to be performed in accordance with the final subdivision plan (including all required maps and plans) requires prior Commission approval.

