



TOWN OF COLUMBIA

323 Jonathan Trumbull Highway, Columbia, CT 06237
(860) 228-0440 FAX: (860) 228-2847

Date Submitted: _____

Fee Paid: _____

APPLICATION FOR SUBDIVISION OR RE-SUBDIVISION

See Columbia Subdivision Regulations for requirements.

Subdivision

Re-subdivision

Fee: \$100 per lot with a minimum of \$600 + 450 Public Hearing Fee + \$60 State Fee

Name of Subdivision: _____

Location: Assessor's Map _____ Lot _____ Zone _____ Lot Area _____

Engineer/Surveyor Information

Applicant

Primary Contact

Name: _____

Business Name: _____

Business Address: _____

Phone: _____ Cell: _____ Email: _____

Property Owner Information

Applicant

Primary Contact

Name: _____

Address: _____

Phone: _____ Cell: _____ Email: _____

Proposal Information

Acres to be subdivided _____ Number of proposed lots _____

Is a new road or improvements to an existing street being proposed ? Yes No

Does the owner of record own or have ownership interest in abutting land? Yes No

Other Information

Is the property located within 500' of Columbia's town boundary? Yes No

Is the property within a FIRM Flood Zone A, A1-30? Yes No

Does the proposal require Inland Wetland's Approval? Yes No

If yes, date of approval _____ (submit copy of approval letter)

Are there any outdoor or underground storage tanks on the property? Yes No

Does the proposal require CONN-DOT approval? Yes No

If yes, date of approval _____ (submit copy of approval letter)

Required Information

1. Completed and signed Subdivision Application
2. Completed and signed Subdivision Application Checklist
3. All required documents per the Checklist and any other required submissions
4. Completed and signed POCD Compatibility Worksheet
5. Application fee – Check payable to the Town of Columbia

To be considered by the Commission, all plans and documents must be in the Building and Land Use Office by noon on the Thursday prior to the PZC meeting.

By signing this application, I am certifying that all information submitted is true and accurate and that I have submitted all required documentation. I hereby permit Columbia staff and Commission members to enter onto and inspect the property during reasonable hours for the purpose of reviewing the site.

Signature of Owner _____ Date _____

Signature of Applicant _____ Date _____

If not the owner of record, applicant must submit evidence that s/he has been legally authorized to act as agent for the owner.



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SUBDIVISION APPLICATION CHECKLIST

Name of Subdivision: _____

The Columbia Subdivision Regulations require each application for a subdivision be accompanied by a completed checklist from the Building Department. The purpose of the checklist is to identify the minimum items required to be submitted and for the applicant to verify that each is submitted. Depending upon the subdivision planned, additional items may be required by the Regulations.

IT IS THE BURDEN OF THE APPLICANT TO SUBMIT A COMPLETE APPLICATION AND TO DEMONSTRATE COMPLIANCE WITH ALL CRITERIA AND REQUIREMENTS OF THESE REGULATIONS. ANY APPLICATION FOUND TO BE INCOMPLETE MAY BE DENIED BY THE COMMISSION WITHOUT PREJUDICE.

REQUIRED INFORMATION	If applicable, provide Sheet # or report name If N/A, state reason	Staff Verification
Completed and fully signed application and plans and required copies per Chapter 4.2		
Subdivision Plan per Chapter 5.1, that clearly shows the following		
Reference map depicting the location per Chapter 5.1(m)		
Existing features (i.e. soil types, wetlands and watercourses delineated by a certified soils scientist; as well as wooded areas, ledge, stone walls, foundations, wells, underground tanks, etc)		
Existing easements, right-of-ways or similar encumbrances		
Table of total parcel acreage and total buildable and unbuildable acreage		
Property lines that abut to subject parcel with owner's names		
Preservation of Natural Features per Chapter 10		
Location of proposed property lines for each lot showing buildable area and limit of clearing		
Locations of proposed septic/leach fields with test pits, well, foundations, drains, and driveways		
Location of proposed road and stormwater systems		
Location of proposed open space		

	If applicable, provide Sheet # or report name If N/A, state reason	Staff Verification
Table listing each lot size, frontage, setbacks and buildable area along with zoning requirements		
Description of existing easements, right-of-way or similar encumbrances		
Final report from appropriate agency indicating compliance with Public Health Code for each lot		
Approval of the proposed activity by the Columbia Inland Wetlands Commission		
Report from Columbia Conservation Commission on environmental impact of subdivision		
Details of proposed Stormwater System per Chapter 6.3; and test pits data for any basins		
Details of proposed Soil Sediment & Erosion Control Plan per Chapter 5.4		
Details of proposed road per Chapter 6		
Estimate of the cost of construction of all public improvements		
Approval by CONN-DOT if access from State road		
Proposed ownership and easement language for Open Space per Chapter 9		
Proposed Fire Fighting Water Supply per Chapter 13 and approval by Fire Chief		
List of owners names and addresses for all property within 500' per current Assessor records		

Applicant's Signature _____ Date _____

Site/Subdivision Plan Review for Compatibility with Columbia Plan of Conservation and Development¹

The purpose of this worksheet is to foster the applicant's awareness of the Columbia's POCD, so that the application will meet the stated goals of the POCD and thus avoid costly and time-consuming plan revisions.

PROJECT NAME/DESCRIPTION:

PROPOSED LOCATION:

CURRENT OWNER'S NAME AND ADDRESS:

TOTAL ACRES:

EXISTING SURVEY: # _____

DATE WORKSHEET WAS COMPLETED:

POINT OF CONTACT FOR PROJECT (Name, address, phone number):

NA ²	RESOURCE	Proposed Site Contains/is Adjacent to: (check all applicable boxes, and fill in the blanks)	CONSIDERATIONS	RECOMMENDATIONS to be completed by the Conservation Commission
	1. Scenic Resources Map on Page 18	<input type="checkbox"/> Scenic Vista <input type="checkbox"/> Part of Scenic View shed <input type="checkbox"/> Ridge line ³ <input type="checkbox"/> Frontage on Route 87 <input type="checkbox"/> Stone walls _____ (linear ft)	<ul style="list-style-type: none"> • Protect the rural character of the Town • Protect scenic and historic character of Route 87 • Preserve scenic ridge lines • Maintain visibility of attractive agricultural features, including barns, silos and other out buildings • Preserve roadside open fields and meadows • Preserve roadside trees of a diameter greater than 15 inches • Preserve stone walls • Create wooded buffers concealing development from roadway • Create landscape buffers at town-owned and commercial sites along Route 6 & 66 	
	2. Cultural and Historic Resources Maps on Page 17	<input type="checkbox"/> National Register (# of structures) _____ <input type="checkbox"/> CT Register (# of structures) _____ <input type="checkbox"/> Local Historic District <input type="checkbox"/> Historic site (describe in Comments) <input type="checkbox"/> Existing/potential archaeological features (describe in Comments) <input type="checkbox"/> State Archaeologist has reviewed the site	<ul style="list-style-type: none"> • Preserve historical & agricultural structures by rehabilitation and adaptive re-use • Preserve Columbia's Historic District • Preserve archaeological sites • Conduct review for archaeological sensitivity • Protection of possible archaeological sites from disturbance prior to a review being completed 	

<p>3. Soil Resources</p> <p>Maps on Page 20</p>	<input type="checkbox"/> Prime agriculture soils _____ % <input type="checkbox"/> Current agricultural use (list in Comments) <input type="checkbox"/> Wetlands _____ % <input type="checkbox"/> Steep slopes (>20%) _____ % <input type="checkbox"/> Bedrock at surface _____ % <input type="checkbox"/> Existing sources of potential pollution ⁴ <input type="checkbox"/> Potential pollution from proposed uses (list in Comments) <input type="checkbox"/> Planned removal of soil resources (list in Comments)	<ul style="list-style-type: none"> • Foster continued agricultural use of prime farmland soils • Prioritize prime farmland soils for open space protection • Restrict development in problem soil areas • Minimize soil disturbance to protect natural values • Minimize erosion and sedimentation 	
<p>4. Water/ Wetlands Resources</p> <p>Map on Pgs 20 and 35</p>	Name of drainage basin _____ <input type="checkbox"/> Priority wetlands _____ (area) <input type="checkbox"/> Watercourses <input type="checkbox"/> Vernal pools <input type="checkbox"/> Stratified drift aquifers <input type="checkbox"/> Flood Plain (FEMA 100 Yr.) <input type="checkbox"/> Columbia Lake Watershed Zone (A, B or C) _____ <input type="checkbox"/> Regulated activities ⁵ (permit expiration date or list activities in Comments)	<ul style="list-style-type: none"> • Protect quantity and quality of drinking water supplies • Maintain vegetated buffers along priority wetlands and watercourses • Minimize impervious surface • Use natural filtration (bio-retention methods for storm water management) • Protect all stratified drift aquifers over 10 feet deep • Protect quality and accessibility of recreational waters. 	
<p>5. Living Resources</p> <p>Map on Page 35</p>	<input type="checkbox"/> Priority forest habitat _____ (area) <input type="checkbox"/> Wildlife corridor _____ (linear ft.) <input type="checkbox"/> Mature forest (30 yrs. or older) <input type="checkbox"/> Fishery (watercourse stocked by DEP) <input type="checkbox"/> Invasive species (list in Comments) <input type="checkbox"/> Endangered, rare or species of special concern (describe or list in Comments)	<ul style="list-style-type: none"> • Protect habitat areas for Columbia's game and non-game wildlife, including large, un-fragmented forest blocks. • Minimize area of disturbance • Minimize habitat fragmentation • Protect wildlife corridors and priority forest habitat, through easement or acquisition • Promote use and preservation of native plants and enforce the State ban of invasive species • Protect unique or sensitive environmental resources 	
<p>6. Open Space</p> <p>Map on Page 30</p>	<input type="checkbox"/> Committed open space acres # _____ <input type="checkbox"/> Proposed Committed open space acres # _____	<ul style="list-style-type: none"> • Protect sites that abut or serve to connect existing dedicated or public open space 	

	7. Recreation Map on Pgs 36 and 88	<input type="checkbox"/> Quality finfish habitat <input type="checkbox"/> Passive recreation opportunities (list) <input type="checkbox"/> Active recreation opportunities (list) <input type="checkbox"/> Existing or proposed trail(s)	<ul style="list-style-type: none"> • Protect sites that provide opportunities for passive recreation such as hiking, biking, nature study, cross country skiing, canoeing or kayaking, fishing and hunting • Protect sites suitable for active recreation as identified and prioritized by a Recreation Commission 	
	8. Impact Summary	<input type="checkbox"/> Developed / cleared area _____% <input type="checkbox"/> Impervious surface Current _____% Proposed _____%		

COMMENTS SECTION: Please provide additional information on a separate sheet , if applicable.

Item 2. (a) Describe historic property:

(b) Describe existing/potential archaeological features:

Item 3. (a) Describe current agricultural use:

(b) Describe sources of potential pollution and proposed controls:

(c) List types and amount of soil resources to be removed:

Item 4. List regulated activities:

Item 5. (a) List Invasive Species:

(b) List endangered, rare or species of special concern

Item 6. Provide additional information you think would be useful.

Please make sure that your submitted plan reflects how your design meets the goals listed under the heading *Considerations* on this form. You may submit this information in written form with this worksheet or include it on the actual site plan.

¹ All page references refer to the Plan of Conservation and Development for the Town of Columbia, CT. Also see this document for additional information on goals and recommendations. A copy of the Plan on CD in PDF form can be obtained from the Columbia Town Hall, or downloaded from the Town Website at www.columbiact.org.

² Not applicable. Put an "X" in this column if none of these resources exist or are adjacent to the proposed location

³ A ridge line is a location 40 feet or more above the surrounding topography

⁴ Previous landfill site, use involving hazardous chemicals, fuel tanks 20 years or older

⁵ See Columbia Wetlands Regulations