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## SECTION 1- PURPOSE

- 1.0 Purpose: The Town of Brooklyn, through the Planning and Zoning Commission, for the purpose of providing for orderly growth and to establish proper standards for the designs of subdivision and construction of streets and other improvements, to protect and preserve the wetlands and water courses to encourage the preservation of its farms and forests, to maintain adequate open space, to protect its ecosystems and to accomplish its plan of development as adopted the following regulations in accordance with Section 8-25 of the General Statutes of the State of Connecticut.

The Planning and Zoning Commission may approve or disapprove a subdivision after applying these regulations to reasonably protect the rights of individuals, property values, public health, public safety and public welfare and after considering the following:

- 1.1 Land to be subdivided shall be suitable for building purposes without danger to health or the public safety, water or air pollution, excessive noise, or other menace;
- 1.2 Proper provision shall be made for water supply, drainage, waste disposal, fire protection and other appropriate utility services:
- 1.3 Proper provision shall be made for protection of the quality and quantity of water supplies;
- 1.4 In areas subject to flooding, proper provision shall be made for protective flood control measures;
- 1.5 Proposed roads shall be located in accordance with the Town road system as recommended in the Town Plan of Development or approved by the office of the First Selectman. Existing and proposed roads and related improvements shall be of such width, grade, location and design as to provide a safe and convenient system for present and prospective traffic;
- 1.6 Proper provision shall be made for the conservation of natural and cultural resources and the preservation of open space, streambelts, agricultural lands and recreation areas as identified in the Town Plan of Development and the Brooklyn Zoning Regulations, as amended;
- 1.7 Proper provision shall be made to control soil erosion and sedimentation and to prevent the pollution of wetlands, watercourses and water bodies;
- 1.8 Provision shall be made to permit land to be developed in an energy efficient pattern, with consideration given to 8-25 (b) CT General Statutes;
- 1.9 Proper provision shall be made for securing the construction of required improvement and utilities.

## SECTION 2 – GENERAL PROVISIONS

- 2.0 General Provisions: The Regulations shall be applied to subdivision and resubdivision of land within the Town of Brooklyn, Connecticut.
- 2.1 No person or other entity shall make a subdivision of land or sell or offer for sale lots from a subdivision until a plan for subdivision has been approved by the Commission and has been filed or recorded by the Town Clerk as provided for in Section 2.14 of these Regulations.
- 2.2 No subdivision plan shall be filed or recorded by the Town Clerk until its approval by the Commission is indicated upon the plan as prescribed in Section 5.7 of these Regulations and any recording of a subdivision plan without such approval shall be void.
- 2.3 Every subdivider shall be required to follow these regulations and shall be familiar with them and with other proposed and existing developments in the vicinity of this proposal before preparing a subdivision plan.
- 2.4 Any land to be subdivided shall be of such character that it can be used for building purposes without danger to health and safety. Land subject to flooding shall not be put to any use which will aggravate flood hazard conditions and shall comply with Town Flood Damage Prevention Ordinance.
- 2.5 Each subdivision plan shall provide for storm water drainage, surface water drainage, sanitary sewage disposal, fire hydrants, fire ponds and dry hydrants, underground utilities, curbs, walkways and other improvements, in amounts and locations considered necessary by the Commission to protect health, safety and general welfare.
- 2.6 Due regard shall be given to the preservation and enhancement of natural features, scenic points, large trees and natural cover and contours of the land and other community assets.
- 2.7 The subdivision plan shall conform to the Brooklyn Zoning Regulations and to the Brooklyn Plan of Development as adopted by the Commission in accordance with Section 8-23 of the Connecticut General Statutes, as amended.
- 2.8 Presentations: All Applications, maps, plan, documents, and data required by these Regulations shall be submitted by mail or hand to the Brooklyn Planning and Zoning Commission at the office of the Commission in the Town Hall.
- 2.8.1 Such materials shall be considered received the day of the next Regular Meeting of the Commission immediately following the day of submission at the office of the Commission or 35 days after such submission, whichever is sooner.
- 2.9 Application Documents: In order to make Application for approval of a subdivision or resubdivision, the Applicant shall submit the following:
- 2.9.1 Application: Application for approval of a subdivision or resubdivision shall be made to the Commission in writing on forms prescribed by the Commission and signed by the Applicant or his/her lawful agent: if the subdivision or resubdivision is proposed by a person, firm or corporation other than the owner of the land to be subdivided, the Application shall also be signed by the owner or his/her lawful agent.

- 2.9.2 Application fee: The maximum fee as listed in Schedule A of Individual Cost Based Fees for Municipal Land Use Applications shall be submitted with the application. A refund will be smutted at the time of filing if the cost of processing does not exceed the maximum. Application fees shall be made payable to the Town of Brooklyn.
- 2.9.3 All maps, plans, reports, data and documents required by these regulations.
  
- 2.10 State Highway Connection: Where a proposed street or storm drainage system joins with a State Highway, the Applicant shall present a copy of a letter or other document giving evidence that the construction plans have been submitted to the Connecticut Department of Transportation with an application for such connection in accordance with the Connecticut General Statutes.
  
- 2.11 Formal consideration: After the application requirements have been me tot the satisfaction of the Commission, the following procedures shall be followed by the Commission in its formal consideration of the Application:
  - 2.11.1 Submission Review: The Commission shall determine that the Application submitted is complete. Failure to submit a complete Application will be cause for disapproval of the Application.
  - 2.11.2 Inland Wetlands and Water Courses Commission: The Commission shall determine where applicable, that an Application has been submitted to the Inland Wetlands and Water Courses Commission no later than the date the Application has been filed with the Planning and Zoning commission.
  - 2.11.3 Review by Others: Te Commission shall transmit copies of the maps and plans to other boards and Commissions, other public agencies and officials, and to consultants as in the opinion of the Commission may be advisable, for their information, review and recommendations.
  - 2.11.4 Hearing: A pubic hearing regarding an Application for approval of a subdivision may be held by the Commission, if in its judgment, the circumstances require such action. The Commission shall hold a public hearing on any Application for a resubdivision. Notice of any public hearing shall be given as required by law. Whether or not a public hearing is held, every Applicant shall be afforded the opportunity to appear before the Commission to discuss the Application before final action by the Commission.
  
- Any application involving a public hearing:
  - 2.11.4.1 a - Will require the petitioner, at the petitioner's own expense, to send notice of the same at least 15 days prior to the date of the public hearing, via certificate of mailing to all owners of record of any abutting properties as well as to owners of record of those properties that lie opposite the parcel across any street or thoroughfare.

2.11.4.1b - On the day of the public hearing, a copy of the certificate of mailing shall be presented to the Commission to show compliance. An honest effort to reach the owner of record at their last known address will be accepted with postal regulations governing. The property owner shall be the owner indicated on the property tax map or on the last completed grand list as of the date such notice is mailed

Approved September 6, 2006

Effective September 29, 2006

2.11.5 Decision: After the public hearing, if any, or after the meeting afforded the Applicant, the Commission shall approve the Application if it shall find the maps, plans, documents and data conform to the requirements of these Regulations. Approval shall include and be conditioned upon the following as applicable to the particular Application.

- a. A date when construction of roads, drainage and other improvements is authorized and a date when such construction is authorized;
- b. Completion of any required road, drainage, or other subdivision improvements, prior to endorsement of the RECORD SUBDIVISION MAP or, in lieu of such completion prior to endorsement execution of an agreement and posting of a bond or other security acceptable to Town Counsel guaranteeing such completion;
- c. Presentation of conveyances for easements and open spaces to the Town or other Commission designated entity;
- d. Presentation of one(1) mylar each of the approved RECORDSUBDIVISION PLANS, THE construction plans AND THE grading plan, with original signatures of all appropriate professionals for required signatures by the Town of Brooklyn, incorporating all modifications and conditions by the Commission.

Submit three (3) copies of all the above with original signatures of all appropriate professionals

The approval letter of the Planning and Zoning Commission or list of conditions shall be required on the final mylars

Approved- October 4, 2006

Effective- October 30, 2006

- e Presentation of one (1) mylar each of the approved RECORD SUBDIVISION MAP, the CONSTRUCTION PLANS and GRADING PLAN, for modifications, and conditions specified by the Commission; if such map and plans have been modified since submission of the Application, three (3) blue line or black line prints thereof shall also be presented;
- f. Authorization, by majority vote of the Planning and Zoning Commission for the Commission Chairman or Secretary to endorse the RECORD SUBDIVISION MAP when all conditions of approval have been met.



- 2.12 In granting approval the Commission may modify the RECORD SUBDIVISION MAP when all conditions of approval have been met.
- 2.12.1 If the Commission does not approve the Application and all the accompanying maps, plans, certifications and documents as presented, it may modify and approve or disapprove the Application.
- 2.12.2 In approving, modifying and approving, or disapproving an Application, the Commission shall state in its records any conditions of approval, any modifications required, and the grounds for its action.
- 2.12.3 The Commission shall give notice of its decision as required by law.
- 2.13 Easements and Deeds: Any open space, parks or playgrounds to be dedicated to the Town of Brooklyn and any easements for storm drainage, sanitary sewers or rights of way to be dedicated to the Town shall be confirmed by written conveyance and Certificate of Title describing the land involved and privileges of the Town in a form satisfactory to the Town Counsel.
- 2.13.1 Open space, parks, playgrounds, easements and rights-of way which are not to be dedicated to the Town shall also be confirmed by written conveyance, approved as to form by the Board of Selectman describing the land involved and the privileges of the owner of the open space, easement or right-of-way.
- 2.14 Filing and Recording: The endorsed RECORD SUBDIVISION MAP showing any modifications upon which final approval of the subdivision was contingent, shall constitute the approved subdivision map.
- 2.14.1 The date of endorsement of the RECORD SUBDIVISION MAP shall be noted on the map by the Chairman or Secretary of the Commission as well as the date, five (5) years from approval hence, when approval may expire as provided in Sec. 8-26c of the Connecticut General Statutes.
- 2.14.2 Within 90 days after delivery of the endorsed map to the Applicant, the Applicant shall file and record the map in the Office of the Brooklyn Town Clerk, except that the Commission may by resolution extend the time for such filing and recording for additional periods of 90 days and the map shall remain valid until the expiration of such extended time.
- 2.14.3 Filing and recording fees shall be paid by the Applicant.
- 2.15 As-built Plans: Before release of any subdivision completion bond, or before the Commission endorses any RECORD SUBDIVISION MAP to permit filing or recording with the Town Clerk when no bond has been posted, the Applicant shall present construction plans, meeting the standards of the Regulations showing streets, drainage and other subdivision improvements as built, including the location of any water mains, sanitary sewers, and gas mains, and also showing clearly where the as-built plans differ from the approved CONSTRUCTION PLANS. In lieu of such submission, the Applicant's land surveyor and engineer may update and certify the mylars of construction plans approved by the Commission.

- 2.16 Release of Bond (performance guarantee): Before release of any subdivision completion bond, or before the Commission endorses any RECORD SUBDIVISION MAP to permit filing or recording with the Town Clerk when no bond has been posted:
- 2.16.1 The roads, drainage and other required improvements in the subdivision shall have been inspected and approved by the Commission or its agent;
  - 2.16.2 The as-built plans shall have been submitted to the Commission as specified in Section 5.10 and 2.15;
  - 2.16.3 Certification from a licensed surveyor shall have been received by the Commission stating that all required monuments and pins have been set in place, and;
  - 2.16.4 The option of the Commission the Applicant shall execute an agreement and file a bond to guarantee by the sole discretion of the Commission or its agent in the required road, drainage and other subdivision improvements. In the case of improvements which are not to be offered for acceptance by the Town, a maintenance bond shall run for a period of one (1) year from the date of such release of filing; in the case of improvements which are offered for acceptance by the Town, the maintenance bond shall terminate no earlier than one (2) year after the date of acceptance of the improvements by the Town;
  - 2.16.5 The maintenance bond shall be in a form as required by Town Counsel and with surety as required in the Regulations or by Town Counsel and shall be an amount approved by the Commission as not less than 10% nor more than 50% of the current cost of the original improvements.

### SECTION 3- DEFINITIONS

- 3.0 Definition: Certain words used in these Regulations are defined and explained as follows:
- 3.1 Applicant: The term "Applicant" refers to the person proposing a subdivision or resubdivision.
- 3.2 Application: Refers the maps, tests, reports and supporting data required by these Regulations and proposing a subdivision or resubdivision.
- 3.3 Board: The term "Board" refers to the Board of Selectman of the Town of Brooklyn.
- 3.4 Building: Any structure having a roof and intended for the shelter, housing or enclosure of persons, animals or materials.
- 3.5 Certification: Approval by the Brooklyn Planning Zoning Commission or its authorized agent that a soil erosion and sediment plan complies with the applicable requirements of erosion and sediment control plan regulations.
- 3.6 Commission: The term "Commission" refers to the Brooklyn Planning and Zoning Commission.
- 3.7 Dead End Street – Permanent: A street having only one intersection with another street and having a turn-around entirely surrounded on its frontage with separate lots.
- 3.8 Dead End Street – Temporary: A street with a temporary turn-around having on intersection with another street and designed to be extended into adjoining undeveloped land.
- 3.9 DEVELOPED AREA - means the portion of a lot within which a house, garage, shed and other structures, swimming pools, driveways, parking areas, outside storage areas, septic system, septic reserve area, water supply well, utility lines, lawn areas and other site improvements are to be located.
- 3.10
- 3.11 Disturbed Area: An area where the ground cover or topsoil is destroyed or removed.
- 3.12 Erosion: The detachment and movement of soil or rock fragments by water, wind, ice or gravity.
- 3.13 Flood Plain: The terms "base flood", "base flood elevation", "floodway" and "Special Flood Hazard Area" as used in these Regulations are defined as follows:
- 13.1 Base flood (200 year flood means the flood having a one percent change of being equaled or exceeded in any given year.
- 13.2 Base flood elevation is the particular elevation of the base flood as specified on the Flood Insurance Rate Map.
- 13.3 Floodway means the channel of a river or other watercourse and the adjacent land area that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than 1.0 foot anywhere

in Brooklyn: the regulated floodway is delineated on the Flood Boundary and Flood Insurance Rate Map, which is a part of the Plan of Development prepared by the Commission.

- 13.4 Special Flood Hazard Areas consist of Zones delineated on the map entitled "FIRM: Flood Insurance Rate Map, Town of Brooklyn, Connecticut, Windham County" prepared as part of the U.S. Department of Housing and Urban Development, Federal Insurance Administration, such Zones may be amended from time to time by such Administration, which map is a part of such Regulation.
- 3.14 Inspection: The periodic review of construction of a subdivision
- 3.15 Open Space: Any land designated for land preserve, park or playground purposes in a location approved by the Planning and Zoning Commission.
- 3.16 Person: Includes Corporations, Partnerships, Firms, Associations or any other entity.
- 3.17 Resubdivision: Means a change in a map of an approved or recorded subdivision or resubdivision if such change:
  - a. Affects any street lay out shown on such map,
  - b. Affects any area reserved thereon for public use or
  - c. Diminishes the size of any lot shown thereon and creates an additional building lot, if any of the lots shown thereon have been conveyed after the approval or recording of such map;
- 3.18 Sediment: Solid material, either mineral or organic, that is in suspension, is transported, or has been moved from its site of origin by erosion.
- 3.19 Soil: Any unconsolidated mineral or organic material of any origin.
- 3.20 Soil Erosion and Sediment Control Plan: Means a scheme that minimizes soil erosion and sedimentation and includes but is not limited to a map and narrative. The map shall show topography, cleared and graded areas, proposed area alterations and the location of detailed information concerning erosion and sediment measures and facilities. The narrative shall describe the project, the schedule of major activities on the on the land, the application of conservation practices, design criteria, construction details and the maintenance program for any erosion and sediment control facilities that are installed.
- 3.21 Soils Map: All Wetlands and Watercourses shall be flagged in the field by a certified soil scientist. A Soils map of the proposed use and property which will be affected shall be drawn by a licensed surveyor, professional engineer, or professional architect, who must be registered with the State of Connecticut, and such Map shall be submitted with the Application. The soil information on the Soils Map shall be certified by a soil scientist who is qualified in accordance with the standards set by the United States Civil Service Commission. The Soils Map shall include the identification of "Wetlands", "Watercourses" and "Regulated Areas" as delineated in the field by a licensed soil scientist within the meaning of the Inland Wetlands and Watercourses Act of the State of Connecticut. The Soils Map shall indicate soil types consistent with categories established by the National Cooperative Soil Survey of the Soil Conservation Service of the United States Department

- of Agriculture. The Soils Map shall be at a scale of not less than 1" = 100' and shall include an inset parcel location map and north arrow, Contours, both existing and proposed, shall be shown at five (5) foot intervals or less. The Soils Map shall also show the approximate acreage of wetlands which continue onto adjoining property if such wetlands are potentially affected by the proposed activity. The Soils Map shall show the boundaries of soil types having severe limitations and low or very low potential for soil absorption sewage disposal facilities. In Brooklyn, soils having severe limitations and very low potential are defined in Soil Interpretations for waste disposal by David E. Hill, The Connecticut Agricultural Experiment Station, June 1979. Additional soils information shall be submitted in accordance with Section 11 where soils with severe limitations and low or very low potential for on-site sewage disposal occur in any proposed lot.
- 3.22 Street: Avenue, boulevard, road, lane highway or any other thoroughfare between taking lines or right of way lines which provides a principal means of access to property, which is improved to allow the safe movement of traffic and which will handle storm water drainage adequately. Types of streets:
- 22.1 Accepted Street: A street which has become public by virtue of dedication to and formal acceptance by the Town of Brooklyn.
  - 22.2 Collector Street: A street or road which carries traffic from local streets to the principal entrances to developments and streets for circulation within such developments.
  - 22.3 Local Street: A street or road used primarily for access to abutting property.
  - 22.4 Primary Street (or arterial highway): A street or road used primarily for heavy volumes of traffic or high vehicle speeds.
- 3.23 Street Profiles: A plan-profile of new streets, showing exiting grades and new street profiles, cross-sections, center line data, vertical curves, and drainage and utilities data, coordinated by stations, together with such additional information as may be required by the Commission.
- 3.22 Structure: A structure is anything constructed or erected which requires location on the ground or attached to something having a location on the ground.
- 3.23 Subdivider: An Applicant for approval of a subdivision or resubdivision plan, who shall be the owner of record of the premises to be subdivided or resubdivided, or who shall have a legal or equitable interest therein, at the time of the Application for approval of such plan.
- 3.24 Subdivision: The division of a tract or parcel of land into three or more parts or lots made subsequent to the adoption of Subdivision Regulations by the Commission, for the purpose, whether immediate or future of sale or building development expressly excluding development for municipal, conservation or agricultural purposes, and includes resubdivision.
- 3.25 Town: Shall mean the Town of Brooklyn, Connecticut.
- 3.26 Walkway: A sidewalk, path, trail, way or any easement which provides for the movement of pedestrian or other non-motorized traffic.

- 3.27 Water Courses: The term "water courses" shall have the meaning set forth in the Inland Wetlands and Water Courses Regulations of the Town of Brooklyn, Connecticut.
- 3.28 Wetlands: The term "wetlands" shall be defined in the Inland Wetlands and Watercourses Regulations of the Town of Brooklyn, Connecticut.

## SECTION 4- PROCEDURES

- 4.0 Procedures: The Commission, in reviewing any proposed subdivision or resubdivision, and the person proposing a subdivision or resubdivision, shall follow the procedure hereinafter specified. The Commission shall approve any subdivision or resubdivision which conforms to the standards hereinafter specified.
- 4.1 Advance Discussion: The Commission recommends but does not require for subdivisions involving one or more new streets, or an appreciable number of lots or any unusual planning or design problems, that an advance discussion be held with the agent to the commission (Town Planner or Zoning Enforcement Officer) prior to the submission of an Application for subdivision approval. An Advance Discussion is not a substitute for a formal Application, and neither an Applicant nor the Commission is bound by the comments made during an Advance Discussion. Binding decisions can only be made by the Commission after a formal Application is submitted to it.
- 4.1.1 As to any subdivision proposed in the RA zone that will result in the creation of five (5) or more lots, the Commission requires Applicants to follow the procedures listed in Section 5A.3 of the Conservation Subdivision Regulations prior to filing a formal application for subdivision. This alternative approach to a conventional subdivision provides the applicant with additional flexibility in subdivision design, reduces infrastructure costs, and can result in additional lots without changing the underlying density.
- 4.1.2 Informal Review of Preliminary Plans The purpose of the informal review of preliminary plans is to provide guidance to the applicant and to identify areas of concern or further study, so as to minimize delay, expense and inconvenience to the public, the applicant, and the Commission upon the future receipt, if any, of a formal application for subdivision. The applicant shall submit preliminary plans for informal review, however, neither the applicant nor the Commission shall be bound by any statement made during such informal review, nor shall the statement of any Commission member be deemed to be an indication of prejudgment or prejudice, it being acknowledged by the applicant that the Commission response like the request itself are preliminary and subject to further refinement. After review, the Commission shall, provide informal, suggestions to the applicant regarding the overall layout and design of the proposed subdivision, and a determination whether to proceed with an application under this Section or to adhere to the Conventional Subdivision requirements of the applicable Sections of the Brooklyn Subdivision Regulations.
- 4.1.3 Preliminary Plan Review: Any applicant who meets the criteria for a Conservation Subdivision is required to submit two concept plans for the proposed subdivision, one of which shall depict how the parcel could be developed as a conventional subdivision (Yield Plan) and another which shall depict how the parcel could be developed as a Conservation Subdivision. For purposes of determining the size of the parcel proposed for subdivision, all land within the parcel, including any land not immediately proposed for use as building lots, shall be included. The applicant shall submit, at a minimum, plans incorporating the following:
- a) At Least a Class-D Survey
  - b) North arrow

- c) Scale 1"= 100'
- d) Location map (1" = 1000')
- e) Name of Applicant
- f) Name of Subdivision
- g) Date of Plan and plan number or identification
- h) Existing Streets
- i) Proposed streets, or private drives
- k) Proposed lot lines
- l) Proposed Open Space, including a narrative description of the characteristics of the proposed open space
- m) topographic contours, at a contour interval of no more than more than ten(10) feet;
- n) Slopes greater than 25%
- o) Inland wetlands and watercourses in areas of the property not being proposed for development (on either the Conventional Plan or the Conservation Subdivision Plan) may be depicted as they appear on various sources of other mapping, inland wetlands and watercourses in areas of proposed development shall be delineated by a Professional Soil Scientist;
- p) Existing zoning on adjacent properties
- q) Preliminary septic field and well location
- r) 100-year floodplains (Flood Zones A, as shown on FEMA maps); and easements and rights-of-way affecting the parcel.

Nothing herein shall be construed to prevent an applicant from presenting plans and documentation in greater detail and containing more information to the Commission, its staff or other public agencies or officials.

(Adopted 6/03/10) Effective 6/23/10

- 4.2 Application Procedure: The Applicant shall submit to the Commission or its authorized agent an Application consisting of the following documents:
- 2.1 A written Application, completed in full on forms especially provided by the Commission, signed by the Applicant or lawful agent, and if the Application is other than the owner of the land, signed by the owner of the land.
  - 2.2 A fee in accordance with Section 2.9.2. The Commission may waive the Application fee requirement for a) the resubmission of an Application disapproved by the Commission within the previous 90 days, or b) submission of a revision of a previously approved subdivision when such revision does not constitute a resubdivision.
  - 2.3 A Sanitary Report as required by Section 11 of these Regulations.
  - 2.4 An Application involving lands or regulated areas under the jurisdiction of the Brooklyn Inland Wetlands Commission no later than the day the Application is filed for subdivision or resubdivision with the Planning and Zoning Commission. In order to facilitate review by both Commissions. The Planning and Zoning Commission shall not render a decision until the Inland Wetlands Commission has submitted a report with its final decision. In making its decision the Planning and Zoning Commission shall give due consideration of the report of the Inland Wetlands Commission. If time for a decision by the Planning and Zoning Commission elapses prior to the thirty-fifth day after a decision by the Inland



Wetlands Commission, the time period for a decision shall be extended to thirty-five days after the decision of the Inland Wetlands Commission. This provision shall not be construed to apply to an extension consented to by the Applicant.

- 2.5 Three (3) copies of the proposed plan for the development of the property showing all information required by Section 5 of these Regulations.
  - 2.6 An Erosion and Sediment Control Plan as required by Section 6 of these Regulations.
  - 2.7 A certificate of public convenience and necessity as required by Section 16-262m of the Connecticut General Statutes, if water is to be supplied by a water company by means of a community water supply system as defined in that section.
  - 2.8 Copies of all other Applications filed with local, state or federal Commissions or agencies in connection with the proposed development, and as dispositions of those Applications. If such an Application is made subsequent to the filing of a subdivision or resubdivision Application with the Planning and Zoning Commission and prior to its decision on the subdivision or resubdivision Application, or if any decision is made on an Application submitted to such other Commission or agency during that period, the Applicant shall forward a copy of such Application and decision to the Planning and Zoning Commission immediately.
  - 2.9 An agreement signed by the Applicant, and the owner of the land if other than the Applicant, granting to officials and agents of the Town and of the Commission permission to enter onto any part of the land that is the subject of the Application for the purposes of inspection and, in the event of the failure of the Applicant to make required improvements, in order to make such improvements.
  - 2.10 The Applicant shall send notice of the proposed subdivision to land owners within a radius of 200 feet by certified mail, return receipt requested and mailed not less than 10 days nor more than 30 days before the submission of the subdivision application. A copy of the notification and signed receipt will be submitted along with the application.
- 4.3 Procedure for Submitting and Considering Applications: All Applicants shall follow these procedures for submitting Applications:
- 4.3.1 Formal Application: No Application may be submitted to the Commission until the Application is completed. All Applications including maps, plans, documents and data required by these Regulations shall be filed no later than seven days prior to a regularly scheduled meeting of the Commission. Applications received less than seven (7) days before such meeting will be considered received as set forth below, but the Commission will not be required to consider such Applications on the agenda of the upcoming meeting.  
The official date of receipt of Applications and requests shall be the date of the next regularly scheduled meeting of the Commission immediately following the day of submission at the office of the Commission, or thirty-five (35) days after such submission whichever is sooner.  
The official date of receipt for Application and requests submitted at a regular or special meeting shall be the date of the next regularly scheduled meeting or thirty-five (35) days after such submission whichever is sooner. If the Commission concludes that the Application is incomplete, it may vote to reject the Application for that reason, specifying the deficiencies in the Application.

- 4.3.2 Receipts of notice of proposed subdivision, as required by Section 4.2.10, shall be submitted.
  - 4.3.3 After the Application has been received by the Commission, three copies shall be retained for study by the Commission and other interested agencies. Three additional copies shall be submitted for the use of the Regional Planning Agency when any part of a parcel of land being subdivided is within 500 feet of an adjoining town.
  - 4.3.4 The Commission reserves the right to require additional copies as necessary for review by the Commission or other interested parties.
  - 4.3.5 The Commission may hold a public hearing on a proposed subdivision plan if, in its judgment, the specific circumstances require such action. No plan of a resubdivision shall be acted upon without a public hearing. If a public hearing is held, it shall commence within sixty-five (65) days of the official receipt of the Application by the Commission, and shall be completed within thirty (30) days thereafter. Due notice of the public hearing shall be given in accordance with Chapter 126 of the General Statutes of the State of Connecticut.
  - 4.3.6 A decision on an Application for subdivision approval, on which no hearing is held, shall be rendered within sixty-five days after receipt of such Application. The Applicant may consent to one or more extensions of such period, provided the total period of any such extension or extensions shall not exceed sixty-five days. If the Commission votes to disapprove an Application, it shall state its reasons for so doing. Notice of the Commission's decision shall be given as required by Chapter 126 of the Connecticut General Statutes.
- 4.4 Decision: The Commission shall approve an Application if it finds that the Application, maps, plans, and the accompanying documents, certificates and data conform to the requirements and standards of these Regulations.
- 4.4.1 No Application shall be approved by the Commission until the streets have been graded and improved and public utilities and services provided to the extent and in the manner specified by the Commission pursuant to these Regulations and to other ordinances of the Town. In lieu thereof, the Commission may accept a performance guarantee as set forth in Section 12 of these Regulations, filed by the Applicant to guarantee completion of such improvements within five (5) years of the Commission's approval of the Application or such shorter period as may be designated by the Commission. The performance guarantee shall be in an amount established by the Town Engineer as to the amount estimated necessary to complete all improvements if the Town would be required to do so.
  - 4.4.2 No Application shall be approved by the Commission without the approval by the Town engineer of construction and grading plans.

**SECTION 5- SUBDIVISION PLAN REQUIREMENTS**

- 5.0 Subdivision Plan Requirements: The maps and plans required by these Regulations shall show the information and shall be prepared in accordance with the standards hereinafter specified.
- 5.1 The maps shall be prepared by a land surveyor and plans by a professional engineer both licensed to practice in the State of Connecticut, and shall be signed and sealed by the engineer or land surveyor.
- 5.1.1 All prints shall be in three (3) sets and shall be clear and legible and shall be bound along the left side.
- 5.1.2 The North point shall, when practical, be consistent on all maps and plans, other than road profiles, and shall be to the top, or right side of sheet depending upon the shape of the subdivision.
- 5.1.3 Each sheet shall include the name of the subdivision (which shall not have been previously used in the Town of Brooklyn nor be so similar to a previously used names as to cause confusion), the date of the preparation of the map or plan, the last revision, and the scale.
- 5.1.4 If this is a resubdivision, the maps and plans will be so titled.
- 5.2 The subdivision map is to be filed as a permanent record in the Town Land Records, and shall meet the accuracy standards for an "A-2" survey as specified in the "Code of Recommended Practice for Standards of Accuracy of Survey and Maps" by the State Board of Registration for Professional Engineers and Land Surveyors of the State of Connecticut. The Commission may accept a Class "D" Survey, subject to the above-referenced code, for large parcels not proposed for sale or development or to establish the perimeter ownership boundary of a large parcel where a portion of the parcel is proposed for subdivision and shall have subject an "A-2" survey.
- 5.3 The record subdivision map shall include all the following information in a neat and legible manner, drawn on polyester, film (mylar) at least .003 inches thick on sheets 24" by 36". The map shall be drawn to a scale of minimum of 1" = 100' and shall show the following:
- 5.3.1 Date of preparation of the map and revisions thereto, scale, visual scale, North point, Town and State.
- 5.3.2 A location map showing the location of the subdivision in relation to existing roads in the Town, at a scale of 1" = 1000'; north same as sheet.
- 5.3.3 An index map, if the proposed subdivision is divided into sections or is of such size that more than one sheet is required, showing the entire subdivision with lots, lot numbers, streets, street names, delineation of areas covered by each section or sheet and match lines between sections.
- 5.3.4 Name, width and location of existing and proposed property lines, streets, walks and other rights-of way or easements including those for utility lines, sewers, septic systems, storm sewers, water mains, catch basins, culverts, other underground

structures, buildings, monuments and water courses within and adjacent to the area to be subdivided.

5.3.5 A Soils Map, as defined in Section 3.21 and any subdivision proposal which incorporates any wetlands or any watercourse shall show the boundaries of soil types having severe limitations and low or very low potential for soil absorption sewage disposal facilities as such soil types are defined in Soil Interpretations, for Waste Disposal by David E. Hill, the Connecticut Agricultural Experiment Station, June 1979.

5.3.6 All inland wetlands and watercourses and areas regulated by the Brooklyn Inland Wetlands Commission shall be "flagged" by certified soil scientists.

5.3.7 On a Soils Map as defined in Section 3.18, all areas of severe slope, slopes exceeding 15% and all areas of shallow depth to bedrock, twenty inches (20") of consolidated till or less above bedrock, shall be shown.

5.3.8 Areas within 100-year flood hazard areas as delineated by the Federal Emergency Management Agency (FEMA) and as shown on the most recently amended maps prepared by FEMA. When a subdivision does not include land within the 100-year flood hazard area, the map shall include the following notations: "This subdivision does not include land areas within the Federal Emergency Management Agency's 100-year flood hazard area".

5.3.9 Area in square feet of each proposed lot exclusive of areas designated as inland wetlands and watercourses by the Brooklyn Inland Wetlands Agency.

5.3.10 For each proposed lot, the proposed septic-leach field system and reserve field shall be mapped showing distance to adjacent uses of land, including distances from all wells within 200' (on or off the tract), and distance from any manure handling systems. The minimum separating distances as listed in section 14.7 of the Brooklyn Sewer Ordinance shall be indicated on the map.

5.3.11 Location of percolation test hole and deep hole tests for each lot, keyed to the Sanitary Report as required by Section 11 of these Regulations.

5.3.12 Location of proposed wells and water sources by each lot, keyed to the Sanitary Report required by these Regulations.

5.3.13 The location of any points of drainage discharge onto the tract from any street or other property.

5.3.14 Approval Block as follows:

Approved by the Brooklyn Planning & Zoning Commission

Final approval Date\_\_\_\_\_

Chairman\_\_\_\_\_ Date: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

The following statement: Per Section 8-26c of the Connecticut General Statutes, as amended, approval automatically expires \_\_\_\_\_ if all public improvements required by this plan are not completed by that date.

The following statement: The Subdivision Regulations of the Brooklyn Planning and Zoning Commission are a part of this plan. Approval of this plan is contingent on completion of the requirements of said regulations, excepting any variances or modifications made by the Commission. Any such variances or modifications are on file in the office of the Commission.

Adopted October 4, 2006

Effective October – 30-2006

#### 5.4 Property ownership information and development proposals as follows:

5.4.1 All lines on the Record Subdivision Map, except as noted, drawn with dimensions to the hundredth of a foot, bearings or deflection angles on all straight lines and the central angle, tangent distance and radius of all arcs.

5.4.2 Name and address of the owner of the tract; name and address of the Applicant if different from the owner.

5.4.3 Existing property lines within 200' of the perimeter boundary of the area to be subdivided and the approximate area and dimension of adjacent tracts.

5.4.4 Both the street right-of-way lines of any street abutting or within 500 feet of the tract and the survey relationship of the tract to nearby monuments, Town Roads or State Highways where practical.

5.4.5 Names of adjacent subdivisions and all owners of property abutting the tract, and the Assessor's map and lot numbers for all such properties.

5.4.6 Proposed lots and lot numbers, and the area and dimensions of each lot.

5.4.7 Location and dimensions of existing and proposed easements, and existing and proposed monuments.

5.4.8 The Zoning District in which the tract is located, and any Zoning District line upon or within 500 feet of the tract; any municipal or district boundary line; any channel encroachment line.

5.4.9 Land Trust Preserves, Tow open spaces, parks and playgrounds on the tract and within 200 fee from the tract.

5.4.10 Any reserved areas for water courses and wetlands protection or for conservation areas.

5.4.11 Property history map at a scale of 1" = 200' (corresponding to the assessor's maps) indicating all divisions of property since the adoption of subdivision regulations in the Town of Brooklyn (July 1, 1967). A table including dates, names of grantees and grantors, and the proposed lot layout shall accompany the map.

- 5.5 Each subdivision that requires street improvements shall be accompanied by street profiles showing the following information at scales of 1" = 40' horizontal and 1" = 4' vertical, drawn on 24" by 36" sheets of polyester film (mylar) at least .003" thick:
- 5.5.1 Existing and proposed grades at the center line and at both street lines, width of pavement, rate of slope, curve data, elevations of control points and of fifty-foot stations, and dimensions in accurate figures.
  - 5.5.2 Typical cross-section of the streets with paving, shoulders, curbs, ditches and walkways in such detail as may be required by Commission to evaluate compliance within these Regulations and the Public Improvement \*\*\* Ordinance.
  - 5.5.3 Connections to existing streets.
  - 5.5.4 Top of frame, invert, slope and size of all pipes, ditches, culverts, manholes, catchbasins, headwalls, water courses, water mains, sanitary sewers and other structures and underground utilities.
  - 5.5.5 The limits of any area proposed for grading by major excavation and filling; the limits of any areas proposed to be reserved and protected from excavation filling.
  - 5.5.6 Detail drawings of any bridges, box culverts, deep manholes and other special structures including those required by Section 6 of these Regulations, Erosion and Sediment Control Plans.
- 5.6 Site Analysis Plan: A site analysis plan shall be submitted for such Application, which shall show the following information on maps drawn to a scale of not less than 1" = 100'. The purpose of the site analysis plan is to enable the Commission to evaluate the impact of the proposed subdivision on the land that is the subject of the Application, on neighboring parcels, and on the natural and cultural resources and features of the area.
- 5.6.1 Existing and proposed contours at 2' intervals or at intervals as required by the Commission; contour intervals based upon an aerial survey completed for the proposed subdivision or on field data.
  - 5.6.2 Wooded areas, swamps, wetlands, water courses, flood plains, streambelts, rock outcropping, specimen trees exceeding 30" dbh (diameter breast height, 5' above the ground), and other unique and fragile natural feature.
  - 5.6.3 Prime and important farmland soils as defined by the Soil Conservation Service.
  - 5.6.4 Stonewalls and monuments, and other structures having an historical or cultural significance.
  - 5.6.5 Areas recommended for preservation for open space in the Brooklyn Open Space Plan and Map which is part of the Plan of Development.

- 5.6.6 Archaeological sensitive areas and Historic Buildings and Sites including those known to and listed by the Office of the Connecticut State Historical Commission or listed on the National Register of Historic Places. Sites that are identified as examples of significant Historical, Architectural and Archeological value by the Brooklyn Historical Society shall be shown.
  - 5.6.7 Soils map as defined in section 3.19.
  - 5.6.8 Unless the site analysis plan is prepared to the same scale as the final subdivision map so it can be used as an overlay to correlate the above site features with the development proposal, the site analysis plan shall also include existing and proposed; street and lot lines; buildings; structures; easements; well locations; septic system and reserve leaching fields if septic systems are used; and proposed drainage facilities.
  - 5.6.9 The Commission may require the Subdivider to submit a written report from a qualified expert evaluating the impact of the proposed development on each of the resources shown on the site analysis plan and on the objectives of the Brooklyn Subdivision Regulations.
- 5.7 Plan Notations: the following additional information shall be required as noted;
- 5.7.1 A signature block entitled "Approved by the Brooklyn Planning and Zoning Commission" with a designated place for the signature of the Chairman and a date of signing, and words "Expiration date per Sec. 8.26c, Connecticut General Statutes", with a designated place for such date;
  - 5.7.2 When a proposed public street or drainage easement is part of the subdivision, a signature block entitled "Reviewed by the Town Engineer" with a designated place for the signature of the First Selectman and the Date of signing;
  - 5.7.3 A signature block entitled, "Endorsed by the Brooklyn Inland Wetlands Commission" with a designated place for the signature of the Chairman and the date of signing;
  - 5.7.4 Such additional notes as may be required or approved by the Commission, such as restrictions pertaining to stream belt set backs and building lines, reserved areas, easements and other features on the map.
- 5.8 Construction Plans: Construction plans for all proposed roads, drainage and other improvements shall be submitted on three (3) good quality blue line or black line prints. Construction plans shall show plan and profile drawings of all proposed streets, storm drains, sanitary sewers, catch basins, manholes, ditches, road cross sections, water courses, headwalls (including typical cross sectional drawings or suitable reference notes), sidewalks, gutters, curbs, underground utilities and other structures. All construction plans shall be submitted on drawings approximately 24" x 36" in size and shall be drawn to a horizontal scale of 1" = 40' and a vertical scale of 1" = 4'. Profile drawings and elevations shall be based on official Town, State or United States Geological Service topographic bench-marks or other permanent bench marks approved

by the Town Engineer; the bench-marks used shall be noted on the plan. The seal of the registered professional engineer who prepared the plans shall be imprinted on each print submitted. Construction drawings shall show at least the following information in accordance with good engineering practice and as appropriate for the particular subdivision:

- 5.8.1 Title of the subdivision, date scale, North Point, Town and State;
  - 5.8.2 For streets, the existing grades at the center line and both street lines and the proposed grade at the center line at appropriate intervals, street lines and width of pavement; a typical street cross section; and a cross section at all culverts;
  - 5.8.3 Top of frame, invert, slope and size of all pipes, ditches, utility conduits, culverts, manholes, catch basins, headwalls and water courses; typical ditch and water course cross sections;
  - 5.8.4 On the plan drawing, the location of lot lines intersecting the street line; lot numbers and street names;
  - 5.8.5 Curbs, gutters, water mains, hydrants and special structures;
  - 5.8.6 Detailed drawings on any bridges, box culverts, deep manholes and other special structures;
  - 5.8.7 Provision for temporary or permanent storm water detention, and provision for control of erosion and sedimentation during and upon completion of construction (see Section 6.1);
  - 5.8.8 A signature block entitled "Approved by the Town Engineer of the Town of Brooklyn" with a designated place for signing and date of signing" and;
  - 5.8.9 The words "For location of underground electric, telephone and other facilities of public utilities, inquire of appropriate utility company";
- 5.9 Grading Plan; shall be drawn and submitted in the same manner as the Construction Plan requirements. Contours and elevations shall be based on the same bench marks as provided in 5.8. The grading plan shall show at least the following information:
- 5.9.1 Title of the subdivision, date, scale, North Point, Town and State;
  - 5.9.2 Layout of existing and proposed lot lines and street lines;
  - 5.9.3 Existing and proposed contours at an interval not exceeding two (2) feet based on field or aerial survey to determine the adequacy of particular grading plans related to subsurface sewage and/or control of erosion;
  - 5.9.4 Existing and proposed drainage, wetlands and watercourses;
  - 5.9.5 The boundaries of any special flood hazard areas and floodways, and the base flood elevation data therefore;



- 5.9.6 Existing and proposed buildings and structures, together with the proposed locations of the well and subsurface sewage disposal systems;
  - 5.9.7 Location of all test holes, test pits r borings and data, and;
  - 5.9.8 Provision for temporary or permanent storm water detention, and provision for control of erosion and sedimentation during and upon completion of regarding (see Section 6), and;
  - 5.9.9 In addition to the above grading plan, the Commission may request the submission of cross section drawings covering the proposed excavation area.
- 5.10 As-Built Drawings: Upon completion of the road and storm drainage construction, an "as-built" drawn on polyester film (mylar) at least .003 inches thick on sheets 24" x 36" together with one blue or black line print per sheet must be submitted by the owner or their authorized agent. These drawings shall show the "as-built" location of all items depicted on the plan and profile construction drawing(s) approved by the Planning and Zoning Commission or their authorized agent. The specifications for the preparation of the "as-built" drawings shall be the same as for the preparation of the construction plans as denoted in 5.8

## **SECTION 5A- CONSERVATION SUBDIVISION REGULATIONS**

5A.1 - Purpose: The purpose of this regulation is to provide a Conservation method for development of land which permits a reduction in lot sizes without a significant increase in density of population or development, while at the same time providing for the protection of surrounding properties, persons and neighborhood value and allowing greater flexibility and creativity in the design and layout of residential and/or development in order to:

5A.1.1 - Protect the existing rural appearance and character of the Town of Brooklyn in accordance with the Town's Plan of Conservation and Development;

5A.1.2- Minimize alteration of or damage to the natural, historic and scenic resources;

5A.1.3 - Avoid adverse impacts of new development on the value of existing homes and reduce sprawl;

5A.1.4 - Promote development that is compatible with existing neighborhoods;

5A.1.5 - Preserve open spaces, large unfragmented forests, wildlife habitat and other undeveloped open land particularly along Town roads;

5A.1.6- Establish buffers for adjacent land uses such as agriculture and fragile ecosystems;

5A.1.7 - Reduce public costs for the maintenance of roads and other public infrastructure;

5A.1.8 – Protect water resources by reducing the amount of impervious surfaces, volume of runoff, and pollutant loads to streams and other water resources; and

5A.1.9 – Conserve energy resources.

### 5A.2 - General Requirements: Conservation Subdivisions:

5A.2.1 - Shall only be permitted in the RA zone.

5A.2.2 - Shall lead to the creation of five (5) or more lots.

5A.2.3 - Shall be used only for detached single-family dwellings, duplex dwellings, and permitted accessory uses.

5A.2.4 - Shall require a minimum of forty (40) percent Open Space set aside.

5A.2.5 – Density shall not exceed 0.6 lots per acre of buildable land.

5A.2.6 – Home enterprises and home businesses are not permitted in Conservation Subdivisions. Home offices are allowed as a matter of right per Section 6.2 with the exception that there shall be no non-resident employees.

5A.3 - Applicability/Procedure: Subdivision of land that meets the criteria listed in Section 5A.2.1 – 5A.2.3 shall be made according to the design; either Conservation or Conventional Subdivision that best promotes enhances and assists in the accomplishments of the objectives listed in Section 5A.1.

5A.3.1 –Prior to submission of a Preliminary Plan, an applicant is strongly encouraged to review with the Town Planner or other authorized agent any proposal for a Conservation Subdivision.

5A.3.2 – Prior to formal Subdivision application, any landowner/developer, whose property/proposed development or Subdivision Application meets the requirements listed in Section 5A.2.1 -5A.2.3 shall file a Preliminary Design for a Conservation Subdivision for review by the Commission.

5A.3.3 -The Preliminary Design shall follow the requirements set forth in Section 5A.4.

5A.3.4 - The Commission shall make a determination of the suitability of the Preliminary Design for a Conservation Subdivision based on the information provided in the Preliminary Plans and the objectives listed in Section 5A.2.

5A.3.5 - Formal Application for Conservation Subdivision shall conform to the applicable requirements for a Subdivision Plan as set forth in the Commission's Regulations for the Subdivision of Land, and the Conservation Subdivision requirements contained herein.

#### 5A.4 Overall Standards and Design Process

1. Any application for a Conservation subdivision shall include the following materials prepared by a landscape architect, civil engineer, or surveyor licensed to practice in Connecticut:
  - a. a site inventory / analysis map as described below, and
  - b. an overall lot / roadway layout plan which responds to the site inventory / analysis map.
2. If the Commission is not satisfied with the quality of the analysis submitted with the application, it may hire another landscape architect, civil engineer, or surveyor licensed to practice in Connecticut to prepare such analysis and charge the applicant for the cost of such services.
3. The site inventory / analysis map shall identify Primary Conservation Areas:
  - a. wetlands and vernal pools,
  - b. watercourses,
  - c. steep slopes (25 percent or more), and
  - d. 100-year floodplain (FEMA Floodzone A).
4. The site inventory / analysis map shall also identify Secondary Conservation Areas and other environmental, scenic, and cultural resources such as:
  - a. Prime farmland soils and soils of statewide significance,
  - b. areas within 50 feet of a wetland,
  - c. areas within 100 feet of a watercourse or a vernal pool,
  - d. 500-year floodplain (FEMA Floodzone B),
  - e. Natural Diversity Database sites,
  - f. wildlife corridors,
  - g. mature woodlands,

- h. ridgelines, scenic views and vistas,
  - i. stone walls and /or farm hedgerows,
  - j. key resources identified in the Plan of Conservation and Development or other natural / cultural resource inventory,
  - k. key open space and trail connections identified in the Plan of Conservation and Development,
  - l. possible connections between conservation areas on the site and adjacent protected and unprotected open space,
  - m. proposed open space areas, and
  - n. moderately well drained to excessively drained soils.
5. Areas of the site which are not considered Primary Conservation Areas or Secondary Conservation Areas shall be considered potential development areas and lots, streets, trails, and other improvements may be sited in these areas.
  6. Areas of the site which are considered Primary Conservation Areas or Secondary Conservation Areas shall be considered for permanent protection by one of the following means:
    - a. creation of a Conservation Easement in favor of the Town of Brooklyn;
    - b. creation of a Conservation Easement in favor of the Town of Brooklyn reserving specific agricultural rights and uses by the Town, as approved by the Commission;
    - c. conveyance of fee simple ownership to a Tax Exempt Organization approved by the Commission;
    - d. creation of a Conservation Easement in favor of a Tax-Exempt Organization approved by the Commission;
    - e. conveyance of fee simple ownership to a Connecticut non-stock corporation of which all owners of land within the subdivision or resubdivision are members, along with a conservation easement over the entire open space area; or
    - f. any other method deemed appropriate by the Commission which accomplishes permanent dedication in accordance with the requirements set forth in this Section.
  7. Where Open Space is required by the Commission, the land to be dedicated to meet Town requirements may include wetlands or watercourses as defined in the Connecticut General statutes, and slopes over twenty five (25) percent, but the Commission has the right to require that the percentage of the dedicated land within these wetland, watercourse and steep slope categories is not greater than the percentage of wetlands, watercourses and slopes over twenty five (25) percent within the property to be subdivided and, as applicable, within previous subdivision sections where dedications were not made.
  8. The Commission has the right to require a maintained buffer between the Town right-of-way and the subdivision houses to screen the development from the Town road in order to maintain the appearance of a single family residential driveway, rather than a multi-lot subdivision.
  9. A pre-application meeting with Town Staff and the Commission is strongly encouraged.

### 5A.5 Dimensional Standards

1. Density in the Conservation subdivision shall not exceed 0.6 lots per acre of buildable land. Buildable land is the area of the parcel after subtracting any areas designated as wetlands, watercourses, slopes of 25% or greater, areas within the 100 year flood boundary, and areas encumbered by any rights-of-way or easements.
2. There shall be no minimum lot size requirement in a Conservation Subdivision but all lots shall meet the requirements of the State Health code and the Northeast District Department of Health.
3. Within a Conservation subdivision, each lot for a building site shall have at least 100 feet of frontage on a private or public road or at least 100 feet at the building line if located on a cul-de-sac.
4. Within a Conservation subdivision, all structures shall be set back at least thirty (30) feet from any front lot line and twenty (20) feet from all side and rear lot lines except that all structures at the perimeter of the parcel shall conform to the setback requirements applicable to conventional development in the underlying zone.
5. Rear lots may be permitted within a Conservation subdivisions provided that:
  - a. the access strip serving such lot(s) shall be at least 30 feet wide.
  - b. the access strip serving such lot(s) shall be located at least one hundred (100) feet from all access strips on the same side of the street.
  - c. No more than three (3) rear lots may be accessed by any one access strip.
  - d. The access strip shall be owned by the owner of the rear lot or, in the case of multiple rear lots, by the owner of the rear lot located farthest from the public or private way.
  - e. The access strip shall be encumbered by an easement if another rear lot exists, granting access to such lot.

### 5A.6 Road Requirements

1. Roads created within a Conservation subdivision may be privately owned and maintained in perpetuity by a Homeowner's Association.
2. This arrangement shall be formalized as follows:
  - a. A note shall be placed on the final Conservation subdivision plan stating: "This subdivision is serviced by a private road (and/or common driveway) that is intended to remain private in perpetuity. The Town of Brooklyn will provide no maintenance, repair or school bus service along this private road (and/or common driveway). "
  - b. A notation shall be placed in the deed to the property stating: "This subdivision development is serviced by a private road (and/or common driveway) that is intended to remain private in perpetuity. The Town of Brooklyn will provide no maintenance, repair or school bus service along this private road (and/or common driveway)."
  - c. In such other form as is acceptable to the Commission which shall, at the Commission's discretion, be subject to review by the Commission's attorney prior to filing of approved plan or other documents.

3. Private roads shall:
  - a. be identified on the subdivision plans,
  - b. have a right-of-way of 50'.
  - c. conform to the construction standards listed in the Town of Brooklyn Public Improvement Specifications including being paved with 3" bituminous concrete (1 ½" Class I and 1 ½" Class II) to a minimum width of eighteen 18 feet.
  - d. have a cross slope from center crown to gutter of at least 3/8" /foot.
  - e. not exceed 12% grade
  - f. not serve as a connecting road between two public streets.
  - g. have the final design be subject to the recommendation of the Town Engineer since the design may need to be site specific.
4. All dead end roads shall terminate in a cul-de-sac with an outside radius of travel way of fifty (50) feet and, if a center island is proposed, the width of the travel way around the island shall be at least twenty (20) feet.
5. Curbing and formal closed drainage systems are to be held to a minimum, except as provided below.
  - a. Curbing shall be required:
    - where a road is in a cut situation with surrounding land pitching toward the road;
    - at a low point in the road with catch basins to collect storm water runoff; and
    - where a closed drainage system is required.
  - b. Curbing is not required;
    - where the land generally has flat slopes;
    - where the road is in a fill situation and sheet flow away from the road is advantageous; and
    - where no closed drainage system is required.
  - c. A closed drainage system is required where drainage structures (e.g. catch basins) are necessitated by site conditions and subdivision design.
6. Any proposed public roads shall be constructed in accordance with Public Improvement Specifications for the Town of Brooklyn.

#### 5A.7 Legal Arrangements

1. Appropriate Certificates of Incorporation, by-laws, rules and regulations of any association or corporation of the lot owners within the proposed Conservation subdivision shall be provided as part of the application.
2. Appropriate easements shall be provided as part of the application for travelways, utilities, snow storage, maintenance, storm water drainage and to accommodate any hammerhead turnaround and associated snow shelf.

3. Following approval, a Conservation subdivision and all parcels of land within it shall be subject to the following limitations:
  - a. No lot or parcel within a Conservation subdivision may be further subdivided and:
    - A notation to that effect shall be made on the Final Plan as to be endorsed by the Commission and recorded with the Town Clerk.
    - A perpetual development restriction, running with the land, and enforceable by the Town of Brooklyn, shall be recorded with respect to the land within the Conservation subdivision and such development restriction:
      - shall provide that no lot in the Conservation subdivision may be further subdivided into additional building lots.
      - shall be in such form and substance as the Commission shall prescribe, and
      - may contain such additional restrictions on development and use of the lots as the Commission may deem appropriate.
  - b. Home offices are allowed as a matter of right per Section 6.A.2 except that there shall be no non-resident employees.
  - c. Home enterprises and home businesses are not permitted in Conservation Subdivisions.

Revised 5A - Effective 3-11-2022

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## SECTION 6- EROSION AND SEDIMENT CONTROL PLANS

6.0 Erosion and Sediment Control Plan: Erosion and Sediment Control Plans shall be provided to control erosion and reduce sedimentation as set forth in the Connecticut Guidelines for Soil Erosion and Sedimentation Control (1985), as amended. (See Plan Review Worksheet available in the Planning and Zoning Office of the Town of Brooklyn). A subdivision or resubdivision involving construction of streets, drainage and other improvements, substantial or critical areas that may be subject to excavation, grading, deposit or removal of earth or stone materials or otherwise involves a disturbed area of one half (1/2) acre or more is required to have a certified SOIL EROSION AND SEDIMENTATION CONTROL PLAN in effect prior to, during and upon completion of construction, development and grading.

As a minimum, drawings shall be drafted according to the standards of Section 5 and shall include but not be limited to the following;

- 6.1 Information and requirements. A soil erosion and sediment control plan shall contain proper provisions to adequately control accelerated erosion and sedimentation and reduce the dangers from storm water runoff on the proposed site based on the best available technology. Mapped information as required below shall be shown separately or as part of the subdivision plan and street profile plan. Said plan shall contain but not be limited to:
  - 6.1.1 A narrative describing the development of the project, time schedule for:
    - a. All major construction activities indicating their anticipated start and completion;
    - b. Creating and stabilizing disturbed areas;
    - c. Grading operations;
    - d. Applying erosion and sediment control measures and facilities on the land.
  - 6.1.2 A narrative describing a detailed construction sequence shall be provided if the dates of development are not known.
  - 6.1.3 Design criteria, construction details, detailed installation/application procedures and maintenance programs;
    - a. soil erosion and sediment control measures:
  - 6.1.4 A site plan to reveal:
    - b. existing topography;
    - c. in disturbed areas, existing and proposed topography, contours shall be shown at two (2) foot intervals based upon a field survey;
    - d. proposed site alteration and disturbed areas including cleared, excavated, filled or graded areas concerning erosion and sediment control measures and facilities.
  - 6.1.5 If lots are to be developed by individual property owners, a more detailed erosion and sedimentation control plan may be submitted to the Zoning Officer to include but not limited to the following information:
    - a. floor elevations for proposed house;
    - b. proposed driveway grading;
    - c. location/elevation for septic systems;
    - d. footing drain outlet location and elevation;
    - e. any other proposed drainage measures.

- 6.2 Minimum acceptable standards:
- 6.2.1 Plans for soil erosion and sediment control shall be developed in accordance with these regulations using the principles as outlined in Chapter 3 and 4 of the Connecticut Guidelines of Soil Erosion and Sediment Control (1985), as amended. Soil erosion and sedimentation control plans shall result in a development that: minimizes erosion and sedimentation during construction is stabilized and protected from erosion and when completed; and does not cause off-site erosion and/or sedimentation.
- 6.2.2 The minimum standards for individual measures are those in the Connecticut Guidelines of Soil Erosion and Sediment Control (1985), as amended. The Commission may grant exceptions when requested by the Applicant if technically sound reasons are presented.
- 6.2.3 The appropriate method from Chapter 9 of the Connecticut Guidelines of Soil Erosion and Sediment Control (1985), as amended, shall be used in determining peak flow rates and volumes of runoff unless an alternative method is approved by the Commission.
- 6.3 Issuance or denial of certificate. The Commission shall either certify that the soil erosion and sediment control plan complies with the requirements and objectives of this regulation or deny certification when the development proposal does not comply with these regulations.
- 6.3.1 Nothing in these regulations shall be construed as extending the time limits for the approval of any Application under Chapters 124, 125a or 126 of the General Statutes.
- 6.4 Conditions relating to soil erosion and sediment control.
- 6.4.1 Planned soil erosion and sediment control measures and facilities shall be installed as scheduled according to the certified plan. The Planning and Zoning Commission may require a performance guarantee as set forth in Section 4.41 of these Regulations to ensure completion of erosion and sediment control measures.
- 6.4.2 All control measures and facilities shall be maintained in effective condition to ensure the compliance of the certified plan.
- 6.5 Inspection: Inspection by the Commission or its authorized agent during development shall ensure compliance with the certified plan and that control measures and facilities are properly performed, installed and maintained.
- 6.5.1 The Commission or its agent may require progress reports and verification that control measures and facilities have been performed or installed in accordance with the certified Control Plan and are being operated and maintained.
- 6.5.2 The Commission or its agent may issue a cease and desist order if soil erosion and sediment control measures are not being carried out as required by the Regulations and any certified Control Plan. The Commission or its agent may order in writing the remedying of any condition found to be contrary to these Regulations or the certified Control Plan.

**SECTION 7- SPECIAL FLOOD HAZARD AREAS/FLOODWAYS**

- 7.0 Special Flood Hazard Areas/Floodways: when the subdivision includes land in a special flood hazard area of regulated floodway, reasonably safe from damage and shall conform to the Brooklyn Flood Damage Prevention Ordinance and to the following:
- 7.1 The lots and such improvements shall be consistent with the need to minimize flood damage within the special flood hazard area and shall be capable of use without danger from flooding or flood related damages.
- 7.2 All utilities and facilities, such as sanitary sewer systems, water supply systems and electric and gas systems shall be located and constructed to minimize or eliminate flood damage.
- 7.3 The storm drainage required under Section 10.11 shall be designed to reduce exposure to flood hazards.
- 7.4 Streets shall be of such elevation or shall be suitably protected so as to allow reasonable emergency access during flood conditions.

## **SECTION 8- OPEN SPACE**

- 8.0 All subdivisions or resubdivisions approved under these Regulations shall preserve Open Space in perpetuity where in the opinion of the Commission such land may be used for one or more of the following purposes:
  - 8.0.1 Provides parks, playgrounds or other outdoor recreation areas and facilities;
  - 8.0.2 Protects natural streams, ponds or surface or subsurface water supply, and watershed protection;
  - 8.0.3 Conserves soils, wetlands, swamps, vernal pools or marshes;
  - 8.0.4 Protects natural drainage systems or serves to assure protection from flooding;
  - 8.0.5 Preserves open spaces along existing road frontages;
  - 8.0.6 Preserves sites or areas of scenic beauty, or of historic or archaeological interest;
  - 8.0.7 Conserves forests, field meadows, stands of unique or scenic trees, wildlife habitats, agricultural and other natural resources;
  - 8.0.8 Supplements existing Open Space, greenways, Open Space corridors and recreation areas;
  - 8.0.9 Meets recreation needs of present and projected population;
  - 8.0.10 Preserves ridges, ravines, ledge outcroppings, hilltops, scenic vistas, stone walls and other unusual physical features;
  - 8.0.11 Furthers the findings, goals, and policies contained in the Town of Brooklyn's Plan of Conservation and Development or other Town approved land use plans.
- 8.1 Open Space may be located within all subdivisions or resubdivisions in a specific location as determined by the Commission where such Open Space will best further the purpose of the Open Space. The Commission, as part of its determination, may take into consideration:
  - 8.1.1 If any particular location may be adjacent to existing or proposed Open Space or other property owned by the Town, a land trust or other similar entity; or
  - 8.1.2 In evaluating a potential Open Space dedication, the Commission shall have the right to consider all land within the property to be subdivided, and, with the applicant's consent, any other nearby tract owned, controlled or optioned by the applicant. Subject to the criteria established in this regulation, all applicant proposed locations for Open Space dedications shall be considered by the Commission.
- 8.2 The Commission may require review of all proposed Open Space by the Recreation Commission, the Conservation Commission or a land trust, which could be the Open Space recipient prior to subdivision or resubdivision approval. If no comment is received by the Commission from any entity to which a referral has been made, it shall be assumed by the Commission that said entity has no comment regarding the matter so

referred.

- 8.3 The minimum required area of Open Space shall be fifteen (15) percent of the total area of the land to be subdivided unless such land is intended to be developed as a Conservation Subdivision which shall require a minimum of forty (40) percent Open Space set-aside. Such Open Space shall be of such size and configuration as deemed appropriate by the Commission so that the Open Space will achieve the purpose intended as noted in Section 8.0 of this Article and serves the increased density of population resulting from the subdivision or resubdivision and serves to achieve the goals and objectives of the Plan of Conservation and Development.

#### 8.4 Open Space Standards

- 8.4.1 Where Open Space is required by the Commission, the land to be dedicated to meet Town requirements may include wetlands or watercourses as defined in the Connecticut General Statutes, and slopes over twenty five (25) percent, but the Commission has the right to require that the percentage of the dedicated land within these wetland, watercourse and steep slope categories is not greater than the percentage of wetlands, watercourses and slopes over twenty five (25) percent within the property to be subdivided and, as applicable, within previous subdivision sections where dedications were not made.

For example, consider a tract to be subdivided with 40% of the land to be divided consisting of wetlands, watercourses and slopes over 25 percent, and 60% of the land to be subdivided without these limitations. The Commission shall have the right to require 60% of Open Space without any limitations and to allow 40% of the Open Space to include wetlands, watercourses or slopes over 25 percent.

- 8.4.2 Such Open Space shall have access from a public street, with such access at least 20 feet wide and having a maximum grade of 12%, or shall abut existing Open Space having such access, unless specifically waived by the Commission due to the unique characteristics of the Open Space or subdivision or resubdivision.
- 8.4.3 Any land to be dedicated as Open Space (except Open Space set aside for parks, playgrounds or other outdoor recreational facilities) shall be left in its natural state by the applicant, except for improvements as may be required by the Commission, and shall not be graded, cleared, disturbed, or used as a repository for stumps, brush, earth, building materials, or debris. Open Space for parks, playgrounds or other outdoor recreational areas and facilities shall be provided in a condition suitable for the purpose intended at the expense of the applicant. The Commission may require such Open Space area to be graded by the applicant to properly dispose of surface water, that it be covered with a minimum of 4" of loam, seeded with appropriate perennial grass, and that all brush and debris be removed. Such improvement of Open Spaces will not be required until the subdivision or resubdivision is substantially completed, provided a suitable bond is provided.

8.5 The Open Space shall be dedicated by any of the following methods listed in this Section, as determined by the Commission; and, the Town shall consider any such dedication as satisfying the Open Space requirements of this Regulation and of Section 8-25 of the Connecticut General Statutes. Permanent dedication of each such area of Open Space shall be accomplished by:

- 8.5.1 creation of a Conservation Easement in favor of the Town of Brooklyn;
- 8.5.2 creation of a Conservation Easement in favor of the Town of Brooklyn reserving specific agricultural rights and uses by the Town, as approved by the Commission;
- 8.5.3 conveyance of fee simple ownership to a Tax-Exempt Organization approved by the Commission;
- 8.5.4 creation of a Conservation Easement in favor of a Tax-Exempt Organization approved by the Commission;
- 8.5.5 conveyance of fee simple ownership to a Connecticut non-stock corporation of which all owners of land within the subdivision or resubdivision are members, along with a conservation easement over the entire Open Space area; or
- 8.5.6 any other method which accomplishes permanent dedication in accordance with the requirements set forth in this Section.

The Commission may require dedication of Open Space by methods listed in 8.5.1, 8.5.2, or 8.5.5 of this subsection; and the Commission may require dedication by methods listed in 8.5.3, 8.5.4 or 8.5.6 with the consent of the applicant. Any such dedication, regardless of the method used, shall be completed prior to the endorsement and filing of the final subdivision or resubdivision plans in the office of the Town Clerk. Any conveyance of an interest in the dedicated Open Space shall convey to the grantee good and marketable title to the premises, and unless otherwise specified by the Commission, shall be free of all encumbrances or title defects.

8.6 When any dedication of Open Space is made, the deed, declaration, or other instrument transferring interest in the property shall be in a form acceptable to the Town, and shall provide, at a minimum:

- 8.6.1 That all such covenants or restrictions shall be binding upon and inure to the benefit of all present and future owners of the land within the subdivision or resubdivision;
- 8.6.2 That such covenants or restrictions may be enforced by each present and future owner of land within the subdivision or resubdivision and also by the Town by appropriate action in court for damages or for affirmative or negative equitable relief; and
- 8.6.3 That the rights and duties created by such covenants or restrictions shall not in any way be modified or amended without the prior written approval of the Commission.

8.7 If Open Space is to be dedicated to an entity other than the Town, the applicant shall provide written evidence, satisfactory to the Commission, prior to commission action,

- from the entity proposed to own the Open Space, stating that it is willing to accept ownership of and responsibility for the preservation and maintenance of the Open Space in perpetuity for the purpose and in a manner consistent with the objectives of these Regulations.
- 8.8 The Commission shall approve any transfer of title of interest to any successor entity.
  - 8.9 All corners of the Open Space or Conservation Easement shall be permanently marked by iron pins or monuments as required for all other parcels as required by these Regulations. The Commission may require the applicant to post identification plaques, provided by the Town, on trees, fences or posts, each one-hundred (100) feet along the edge of the Open Space as visual identification of these areas to future residents.
  - 8.10 A transmittal letter shall be submitted including the following: properly executed legal documents, including warranty deeds for any title transfers, shall be prepared in accordance with the provisions of this Section and shall be submitted with the final subdivision or resubdivision map to be endorsed and filed. All warranty deeds shall be accompanied by a certificate of title, prepared by an attorney admitted to the bar of the State of Connecticut, certifying that such conveyance passes good title to the described property or property interest, and that it is free and clear of any defect or encumbrances, or that any such encumbrance has been subordinated to the conveyance. All documents must be acceptable to the Commission and its attorney, and shall refer to the subdivision or resubdivision maps by title. All warranty deeds for dedication of land to the Town shall be held in escrow by the Town subject to the Town meeting to be recorded on the Town Land Records upon acceptance by the Town. In the event that acceptance is rejected by the Town, the deed shall be returned and the applicant shall return to the Commission for determination of an alternative means of preserving the Open Space. In no case, shall the acceptance of any deed by the Commission or an employee of the Town prior to the Town Meeting be deemed as acceptance of the Open Space by the Town.
  - 8.11 As set forth in Section 8-25 of the Connecticut General Statutes, the Commission may authorize the applicant to pay a fee to the Town, or pay a fee to the Town and transfer land to the Town in lieu of the full requirement to provide Open Space as set forth above. Such authorization may be granted by the Commission if and when it determines in its sole discretion, that conditions such as subdivision or resubdivision size, population densities, existing Open Space in the neighborhood, topography, soils or other characteristics are such that on-site Open Space is not as desirable as a fee-in-lieu of Open Space.
    - 8.11.1 Such fee or combination of fee and the fair market value of land transferred shall be equal to not more than ten percent (10%) of the fair market value of the land to be subdivided prior to the approval of the subdivision or resubdivision. The fair market value shall be determined by the appraiser jointly selected by the Commission and the applicant, with the cost of all fees and expenses born by the applicant.
    - 8.11.2 The applicant may elect to submit a fraction of such payment, the numerator of which is one and the denominator of which is the number of approved building lots in the subdivision or resubdivision, no later than the time of the sale of each approved building lot; and a notation describing this requirement shall be placed on the final subdivision or resubdivision map filed in the Town Clerk's office. If this option is chosen, the applicant shall submit a bond or other security acceptable to the Town, equal to the full amount of fee required, prior to the

filing of the subdivision or resubdivision maps in the Town Clerk's office. Any required fees shall be paid to the Town prior to the release of this bond. The Commission may also choose other acceptable security such as a mortgage or lien on the land to be subdivided. This mortgage or lien shall secure the amount

- 8.11.3 All fees paid under this Section shall be deposited in the Town's Open Space Acquisition Fund.
- 8.12 To employ the fee-in-lieu of Open Space option, the following procedure shall be used:
  - 8.12.1 The applicant shall submit a narrative to the Commission setting forth his desire to utilize the provisions of this section;
  - 8.12.2 The Commission shall determine whether to accept the applicant's proposal, or to accept a different combination of land transfer and fee, or to require an Open Space dedication only;
  - 8.12.3 The Commission and applicant shall jointly select a Connecticut certified appraiser to submit a report. Steps 8.13.1 through 8.13.3 may be accomplished at the application acceptance portion of the process;
  - 8.12.4 The applicant shall submit the appraisal during the formal application review process.
- 8.14 The Commission shall require Open Space in all subdivisions or resubdivisions or shall require a fee-in-lieu of Open Space for all subdivision or resubdivisions. No waivers of this requirement shall be granted except in the following instances as specifically required by Section 8-25 of the Connecticut General Statutes:
  - 8.14.1 Where the transfer of all land in a subdivision or resubdivision of less than five (5) lots is to a parent, child, brother, sister, grandparent, grandchild, aunt, uncle, or first cousin of the property owner for no consideration. Such intended transfer shall be evidenced by covenants, restrictions, contracts, or other legally binding documents as the Commission may approve, which documents will be filed in the Land Records along with the Subdivision or resubdivision Plan. If the Commission determines, subsequent to the approval of such subdivision or resubdivision, that such transfers were intended to be temporary, and for the sole purpose of evading the requirements of this Section, the Commission may, following a public hearing with notice by certified mail to the violator, void, in whole or in part, any such subdivision or resubdivision approval, and may cause notice thereof to be filed in the Land Records.
  - 8.14.2 Where the subdivision or resubdivision is to contain affordable housing, and defined in Section 8-39a of the Connecticut General Statutes, equal to twenty percent (20%) or more of the total housing to be constructed in such subdivision or resubdivision. Such restrictions for affordable housing shall be evidenced by such documents as required by Section 8-30g of the Connecticut General Statutes, and such restrictions shall run with the lots affected thereby in perpetuity. If, subsequent to approval of the Subdivision or resubdivision, the lots designated for affordable housing shall not be sold for that purpose, the Commission may, following a public hearing with notice by certified mail to the



violator, void, in whole or in part, any such subdivision or resubdivision approval, and may cause notice thereof to be filed in the Land Records. (Effective 4/2/10)

**SECTION 9- SOLAR ACCESS**

9.0 The subdivider shall establish in the Application that in the preparation of the final subdivision plan the Applicant has considered the use of passive solar energy techniques which would not significantly increase the cost of the housing to the buyer after considering tax credits, subsidies, and exemptions.

9.1 Passive solar techniques and site design techniques which maximize solar heat gain, minimize heat loss and provide thermal storage within a building during the heating season and minimize heat gain and provide for natural cooling during the cooling season shall be considered. These techniques include:

9.1.1 House orientation and siting, so that the building is sited as close to the north lot line as possible to increase yard space for better owner control of shading.

9.1.2 Lot layout, so that the maximum number of building lots are placed on the south slopes.

9.1.3 Landscaping, by showing the location of any new trees with their mature height including canopy, and the planning of landscaping to facilitate the use of solar collectors and otherwise increase solar heat gain or shade protection as appropriate.

## **SECTION 10- DESIGN AND CONSTRUCTION STANDARDS**

- 10.0 Subdivisions shall be designed to conform to the current Brooklyn Plan of Development adopted by the Commission for the Town and lands around the subdivision, particularly in regard to streets, drainage and reservation of land for open space. Proposed subdivisions and all street, drainage and other improvements required by these Regulations shall also be designed and constructed in accordance with the standards thereafter specified and in accordance with any Town road, driveways or drainage ordinances.
- 10.1 Supervision and Inspection: Construction of all required improvements shall be carried out to the specifications and under the supervision of the Planning and Zoning Commission or its authorized agent in accordance with procedures provided in the Town of Brooklyn Public Improvement Specifications Ordinance. All such required construction shall be subject to inspection by the Commission or their authorized agents. The Commission or appointed representative shall have free access to the construction work at all times and shall be authorized to take material, samples, cores and tests as deemed necessary to determine compliance with the Regulations. The Commission may require the Applicant, at the Applicant's expense, to have such tests made and certified by a professional engineer licensed to practice in the State of Connecticut.
- 10.2 Building Lots: Proposed building lots shall be of such shape, size, location topography and character so that buildings can be constructed reasonably so that they can be occupied and used for building purposes without danger to the health and safety of the occupants and the public. Any lot which is found to be unsuitable for occupancy and building by reason of water or flooding conditions, unsuitable soil, topography, ledge rock, shallow depth bedrock, or other conditions shall be combined with another lot of lots that are suitable, which may result in a reduction of the total number of lots. No lot so designated by the Commission shall be considered for approval until a grading plan meeting the requirements of Section 5.9 has been submitted. Proposed building lots shall be designed and arranged to make best use of the natural terrain, avoiding unnecessary grading, and to preserve substantial trees, woods and inland wetlands.
- 10.2.1 Lot Size: Each lot shall conform to the Zoning Regulations of the Town of Brooklyn.
- 10.2.2 Frontage: Each lot shall have frontage on approved town road as required by the Zoning Regulations of the Town of Brooklyn.
- 10.2.3 Lot Numbers: When feasible, lots intended for separate ownership shall be numbered beginning with the number "1" and shall continue consecutively throughout the entire subdivision. Adjoining sections of the same subdivision having the same title shall not duplicate numbers. Lots shall conform to street numbers in conformance with the Town of Brooklyn Street Numbering ordinance.
- 10.2.4 Lot lines and Shape: Insofar as practical, the side lot lines of all lots shall be at right angles to the street on which the lot faces or shall be radial to the street line.
- 10.2.5 Interior Lots: All interior lots must meet the requirements of the Brooklyn Zoning Regulations.
- 10.2.6 Lot Grading: Lots shall be graded to prevent ponding of water on the lot after construction of streets, drainage and buildings are completed. Where filling of lots for final grading is required, compatible fill, and topsoil as required for lawn or plant growth, shall be used. Tree stumps, log other decomposable material or

building debris shall not be used as fill material. When rocks or boulders are used for fill, they shall be located only in areas of the lot where they shall not adversely affect foundations, septic systems, drainage facilities or underground utilities and shall be so deposited that, in the opinion of the Town Engineer or his duly designated representative, voids likely to cause undue declivity will not be created.

10.3 Street Design and Construction: Streets shall be designed and constructed in accordance with the Public Improvement Specifications Ordinance as amended and the following additional standards:

10.3.1 Classifications: All streets within or abutting the subdivision shall be classified as follows:

- a. Local Streets: A street or road used primarily for access to abutting property. Streets in this classification shall be designed and constructed in accordance with the requirements of the Public Improvement Specifications Ordinance as amended for local streets.
- b. Collector Street: A street or road which carried traffic from local streets to primary streets and arterial highways, including the principal entrances to developments and streets for circulation within such developments. Streets in this classification shall be designed and constructed in accordance with the requirements of the Public Improvement Specifications Ordinance as amended for thoroughfares.
- c. Primary Street: A street or road used primarily for heavy volumes of traffic or high vehicle speeds (or arterial highways). Streets in this classification shall be designed and constructed in accordance with the requirements of the Public Improvement Specifications Ordinance as amended for streets.

10.4 Street Planning: Proposed streets and rights-of-way shall be planned in such a manner as to provide safe and convenient access to proposed lots, with due consideration for accomplishing an attractive layout and development of the land in the subdivision and in the neighborhood.

- 10.4.1 Streets should in general follow the contour of the land and shall have a location and grade which preserves the natural features in the subdivision and which enhances property values in the neighborhood.
- 10.4.2 Proposed local streets and rights-of-way shall be planned to discourage through traffic but also to provide a safe and convenient system for prospective traffic in the neighborhood around the subdivision and shall be planned to provide for continuation of existing streets in adjoining areas and for projection on adjoining properties when subdivided.
- 10.4.3 Town Collector roads shall be planned where necessary to coordinate with the Plan of Development for the Town and neighborhood, and where necessary as a feeder street to a neighborhood.

- 10.5 Street Lines: Street lines on each side of a proposed street shall be parallel or shall be concentric arcs, except at intersections and turnarounds designed in accordance with the Public Improvement Specifications Ordinance. No street right-of-way shall be widened beyond the minimum width specified in the Public Improvement Specifications Ordinance for the purpose of securing additional street frontage for proposed lots.
- 10.6 Existing Streets: Proposed subdivisions abutting an existing Town street shall provide for proper widening of the right-of-way of such street to the width appropriate for the classification given such street in accordance with the Town Plan of Development.

In order to determine the effect of the proposed subdivision on public safety and welfare, the Commission may require the applicant to demonstrate that:

1. The road alignment, width and grades will be in harmony with existing and proposed roads and the Plan of Development of the Town, especially in regard to safe intersections with such roads.
  2. The road construction will be sufficient to carry safely and conveniently public service and emergency vehicles and potential future traffic computed on the basis of projected population of the proposed subdivision and will not significantly increase the Town's obligation for road upgrading, maintenance and repair which results from the development of the subdivision.
  3. Storm drainage systems will be sufficient to carry increased storm drainage created by the proposed subdivision and associated access road improvements; and the increased storm drainage will not significantly increase the Town's obligation for storm drainage systems on existing roads or other public or private lands.
- 10.6.1 Improved Roads: Drainage and other improvements made necessary by the subdivision shall be constructed in the existing Town street as required under Section 1.4 Public Improvements Required on Existing Streets in the Public Improvement Specifications Ordinance.
- 10.6.2 Unimproved Roads: Public Improvements required for unimproved roads shall be in accordance with the Public Improvement Specifications Ordinance.
- 10.7 Access: Each street shall connect with the existing Town Road or State Highway or a street in a subdivision approved by the Commission or with a proposed street in the subdivision connecting with an existing town Road or State Highway or a street in a subdivision approved by the Commission. Streets shall be designed to establish building lots at or above the grade of the street, wherever possible.
- 10.8 Intersections: The following standards shall apply to street intersections:
- 10.8.1 except where impractical because of topography or other conditions, all streets shall intersect so that for a distance of at least 100 feet the street is at right angles to the street it intersects; two streets intersecting another street on opposite sides shall intersect at the same point or be off-set from one another by at least 125 feet, and no intersection shall be at an angle of less than 60 degrees;

- 10.8.2 no more than two streets shall intersect at one point. Intersections shall be spaced not less than 300 feet apart.
- 10.8.3 At street intersections, property line corners shall be rounded by arc having a minimum radius of 30 feet.
- 10.9 Street Names: Streets shall bear names which do not duplicate or closely approximate in spelling or sound existing street names in the Town of Brooklyn. Streets which extend or are in alignment with existing streets shall bear the same name as the existing street. All street names shall be subject to the approval of the Commission.
- 10.10 Storm Drainage Design and Construction: Storm drainage shall be designed and constructed in accordance with the Public Improvement Specifications Ordinance.
- 10.11 Storm Drainage Design and Construction: Storm drainage shall be designed and constructed in accordance with the Public Improvement Specifications Ordinance and the following additional standards.
- 10.11.1 Pipe and Ditches: Sufficient pipe and ditches shall be installed within the subdivision to carry existing water courses, other than rivers and wide streams, and to drain the proposed streets and streets which may reasonably be expected to be constructed at some future date on adjoining property for water flow which would normally drain across the area of the proposed subdivision. If in its judgment there will be no substantial danger from soil erosion or danger to the public health and safety, the Commission may permit the continuance of exiting water courses in their established courses and may permit the discharge of storm water in open ditches.
- 10.11.2 Relocation of Major Water Courses: Relocation of major water courses will be permitted only where, in the opinion of the Commission, such relocation improves the flow pattern of the stream or improves the layout of the proposed subdivision without adversely affecting the stream. Ditches and open water courses should not be located in the portion of the lot customarily used for front and side yards, within the area of the lot described by the applicable setback lines or in the subsurface sewage disposal and/or water supply systems. Approval of watercourse relocation by the Conservation and Inland Wetland Commission is necessary but may be denied by the Planning and Zoning Commission due to the impact to drainage and erosion and sedimentation control.
- 10.11.3 Buried Pipes: All storm water from the street drainage system shall be carried in an adequately buried pipe within a distance of 150 feet from a curb line of exiting or proposed streets. All ditches and storm drainage piping shall be constructed in accordance with the Public Improvement Specifications Ordinance and shall be sufficient to carry properly the designed storm water flow rates expected to enter the ditch or pipe from the proposed subdivision and other properties on the watershed which, when fully developed, can be expected to drain across the area of the proposed subdivision.

- 10.11.4 Discharge: The discharge of all storm water from the subdivision shall be into suitable Town drains, ditches or other Town drainage facilities with adequate capacity to carry the additional water. Where the discharge shall be into private property adjoining the proposed subdivision, proper easements and discharge rights shall be secured by the Applicant from the property owner before approval of the record subdivision map and acceptance of the drainage plan.
- 10.11.5 Water Diversion: No storm water shall be diverted from one watershed to another without a State permit.
- 10.11.6 Water Channel Lines: Building lines may be required along any stream or river for the purpose of preventing encroachment upon and constriction of the natural water channel by buildings, filling operations, or other facilities and construction. When required, a note shall be placed on the record subdivision map explaining the building lines and stating the restrictions against encroachment upon the channel.
- 10.11.7 A settling basin may be required by the Town Engineer if it is deemed necessary to prevent silting of streams, wetlands, or other areas contiguous to the drainage outfall and/or to reduce the rate of runoff to pre-construction conditions. The name and phone number of the individual responsible for maintenance shall be submitted prior to construction activities taking place. All storm sewer outlets within easements on private property shall be piped at least 100 feet beyond the street line unless otherwise directed by the Planning and Zoning Commission.
- 10.12 Easements: Easements for access to and use of land, or other necessary rights or restrictions as to use of land, outside of a street right-of-way, shall be provided as required or approved by the Commission and shall be shown on the Record Subdivision Map with adequate survey information, so that the land subject to easement may be accurately located by field survey. Easements may be required in the following types of cases as applicable to the particular subdivision:
  - 10.12.1 For access to bridges and culverts by construction and maintenance equipment which easements shall be not less than 20 feet wide;
  - 10.12.2 For storm water pipes, and water mains and sanitary sewers and appurtenances, if any, which easements shall be not less than 20 feet wide;
  - 10.12.3 For use and access to storm water detention basins, retention basins and fire ponds shall be not less than 20 feet wide;
  - 10.12.4 For identification of points or areas of storm drainage spillage rights from streets when storm drainage conduits are not to be installed;
  - 10.12.5 Temporary construction easements for grading and other construction work in the front 25 feet of each lot along a proposed street;
  - 10.12.6 Sight-line easements across corners of lots at all street intersections to assure safe line of signs on the street and to authorize the owner of the abutting property (ies) to remove obstructions to regarding within the easement area;

- 10.12.7 Easements at least 10 feet in width for pedestrian ways to open spaces, parks, playgrounds, schools and other public or semi-public places where the street system does not conform to a convenient pattern of pedestrian circulations; and
- 10.12.8 For bikeways or horse riding trails as part of a plan and program for a neighborhood.
- 10.13 Easements for Pipe Systems: Easements may also be required for storm water pipes and facilities that may need to be installed in the future to serve undeveloped land within the watershed that normally drains across the area of the proposed subdivision; easements may also be required where natural prescriptive drainage rights must be altered by land subdivision.
  - 10.13.1 Easements for Pipe Systems: Easements may also be required for storm water pipes and facilities that may need to be installed in the future to serve undeveloped land within the watershed that normally drains across the area of the proposed subdivision; easements may also be required where natural prescriptive drainage rights must be altered by land subdivision.
- 10.14 Driveways: Safe driveway entrances with adequate sight lines for safe vehicle entry onto a street shall be required.
  - 10.14.1 Driveways to individual lots or interior lots shall be so located, designed and constructed so as to prevent erosion, prevent excessive road drainage down driveways or excessive driveway drainage onto the traveled way.
  - 10.14.2 Construction of driveway drainage facilities shall be completed prior to issuance of a Certificate of Occupancy or Town acceptance of the roads, whichever comes first.
  - 10.14.3 Driveway entrances onto heavily traveled roads are discouraged and wherever possible should be laid out and designed to enter onto lightly traveled roads.
  - 10.14.4 Driveways to all lots shall be constructed to provide adequate year-round access for emergency vehicles.
  - 10.14.5 Where topography and/or driveway length dictates, the Commission may require slopes not exceeding 12% and all-weather passable surfaces not less than ten (10) feet wide.
  - 10.14.6 Driveways shall be paved to the same specifications as the adjoining road to the boundary line of the lot or 20' from the edge of the road pavements, whichever is greater.
- 10.15 Monuments and pins: Monuments shall be provided on both street right-of-way lines at all angle points and points of curvature and tangent. At least two monuments shall be provided for each 800 feet of street. Monuments shall be made of concrete and shall be not less than five (5) inches square by 30 inches length with a suitable marked top. Each monument shall be set in place, after all street construction is completed, with the marked point set on the point of reference. Lot corners shall be marked with iron pins,



or with concrete monuments. Such lot markers shall be installed prior to the conveyance of lots in a subdivision or prior to the issuance of zoning permits, whichever is first.

- 10.16 Special Structures: Bridges, box culverts, deep manholes, dikes and other special structures shall be designed in accordance with good engineering practices acceptable to the Commission or its designated agent.
- 10.17 Street and Traffic Signs: Street name signs of approved construction shall be installed at all street intersections in locations approved by the Board of Selectmen.
  - 10.17.1 Such signs shall be of a design and material approved by the Board of Selectmen.
  - 10.17.2 Traffic signs as required by the Board of Selectmen of regulation size, shape, and material shall be installed prior to Town acceptance of subdivision roads.
- 10.18 Street Trees: Street Trees shall be planted forty (40) to fifty (50) feet apart on both sides of any street, subject to variations made necessary by driveways, street corners and walks, and shall be located within ten (10) feet of the edge of the pavement.
  - 10.18.1 Trees to be planted shall be of three (3) inch caliper or larger, shall be planted, protected and maintained using good horticultural practices, and shall have a minimum height of ten (10) feet.
  - 10.18.2 The species of trees shall be of a type designated by the Commission.
  - 10.18.3 Where the trees may interfere with utility poles and wires, the Commission may permit the location of required trees within the front ten (10) feet of the proposed lots.
  - 10.18.4 Existing trees along the proposed street which conform to these requirements may be substituted for new trees at the discretion of the Commission.
  - 10.18.5 Where the existing street trees have aged to the point of deteriorating, new street trees shall be planted in-between the existing trees and it may be required to trim the existing trees to permit growth of the new trees.
- 10.19 Fire Ponds; Where deemed necessary by the Commission and the Town Fire Marshal, fire ponds of adequate depth and capacity shall be provided in appropriate locations, registered and approved by the fire department.
- 10.20. Sidewalks: Sidewalks shall be provided in a proposed subdivision for pedestrian access to neighborhoods, schools, parks, shopping areas and transit stops. Sidewalks should also provide mid block access to these types of generators. All sidewalks shall comply with the requirements of Brooklyn Public Improvements Ordinance

10.20.1 A waiver of this regulation may be granted by a majority vote of the Commission members present, where it determines that sidewalks will not benefit the subdivision or the surrounding properties if:

The subdivision is of such size that sidewalks are not deemed necessary

The subdivision is in a location where sidewalks would not be considered beneficial

Approved - Sept 6, 2006

Effective – Sept 29, 2006

10.21. Maintenance Requirements: The subdivider shall maintain all improvements and provide for snow removal on streets, if required, until acceptance of said improvements by the Town of Brooklyn.

10.22 Streetlights: Street lights shall be installed at all intersections of new roads and where proposed roads intersect with existing roads. On existing roads the commission may require street lights where the safety of access onto the road from driveways near existing intersections.

10.23 Buffers for subdivisions adjacent to Agricultural, Commercial, Industrial uses, or along highways where noise and fumes are expected shall be installed in accordance with the Zoning Regulations.

**SECTION 11- WATER SUPPLY AND SANITARY REQUIREMENTS**

- 11.0 It is the responsibility of the Applicant to supply sufficient evidence to the Commission to prove that water supply and each soil absorption sewage disposal facility can be installed to function properly and not cause a pollution problem and be in conformance with the Connecticut Public Health Code or its successor regulations.
- 11.1 Where on-site sewage disposal systems are proposed, the subdivision plan shall be accompanied by a Sanitary Report Prepared by a professional engineer. The report shall demonstrate the feasibility for subsurface disposal of septic tank effluent. The report shall deal with the entire tract, discussing the following points:
- 11.1.1 General nature and development of surrounding area shown on map with explanatory text.
  - 11.1.2 Topography and natural drainage pattern, including references to Soil Conservation Service soils map with specific references to on-site sewage disposal limitations.
  - 11.1.3 Sub-surface conditions as shown by sub-surface investigation, including soil absorption characteristics, ground water level conditions, ledge rock and general nature of soil.
  - 11.1.4 General description of type of development contemplated, noting type of dwelling units and structures, number of families per structure and number of bedrooms per dwelling unit.
  - 11.1.5 Detailed description of proposed sewage disposal facilities, indicating systems sized for various ground conditions, materials to be used, general layout of pattern to be used.
  - 11.1.6 Special precautions that may be necessary to provide proper functioning of the proposed disposal system
  - 11.1.7 Flood heights of any streams, brooks, rivers, lakes or ponds on or near the subdivision, Flood heights shall be based upon a 100-year frequency storm.
- 11.2 The Sanitary Report shall contain test results and engineering evaluation of test results based on an extensive subsurface investigation. The tests shall be witnessed by the Northeast District Department of Health (NDDH).
- 11.2.1 The evaluation shall include a determination whether the soil is suitable for the absorption of septic tank effluent, and if so, how much area is required. The soil must have an acceptable percolation rate, without interference from ground water or impervious strata below the level of the absorption system which would prevent the disposal of effluent.
  - 11.2.2 The technical standard used in the evaluation shall be in accordance with commonly accepted standards and procedures with particular reference to the Sanitary

Code of the State of Connecticut. Unless those standards are satisfied, the area is unsuitable for subsurface sewage disposal systems in a subdivision.

11.2.3 Subsurface explorations are necessary to determine subsurface formations in the area. Percolation rates shall be figured on the basis of the test data obtained after the soil has had an opportunity to become saturated, and has had an opportunity to swell. Percolation tests shall be taken at the probable level of the proposed disposal system. A minimum depth of thirty-six (36) inches shall be required for the percolation test holes. Any other tests shall be made to a depth at least three (3) feet below the probable elevation of the disposal facilities. The same care taken in selecting the location of the percolation test holes shall be employed on the location of any other tests. A minimum depth of six (6) feet will be required for these other tests.

- 11.3 The Sanitary Report shall contain a statement by the engineer that, in his/her professional opinion, each lot for proposed development is suitable for the installation of and size described in the report. Any reservations or special conditions considered necessary by the engineer shall be set forth in the Sanitary Report.
- 11.4 The Sanitary Report shall be a well written, comprehensive and documented study, meeting all of the above requirements and submitted to the NDDH for their review. If, in the opinion of the NDDH, the sanitary report is incomplete as to the required information, additional information sufficient to correct the deficiencies of the report may be required.
- 11.5 The Commission will only accept soil tests conducted at time periods designated as acceptable by NDDH and under supervision of NDDH. Applicants should be aware that NDDH may suspend all soil testing during certain times or seasons of the year.
- 11.6 Water Supply Report. Every Application for approval of subdivision must include a report addressing the manner in which the properties are to be provided with domestic water supply.
  - 11.6.1 When a subdivision is not to be served by a public water supply, a report from NDDH shall be obtained and submitted by the applicant certifying that the land to be subdivided and the subdivision plans are satisfactory for the installation of private water supply.
  - 11.6.2 A Hydrological Report shall be submitted including the methodology used to compute pipe sizes and drainage volumes. In addition, calculations and the basis used to evaluate potential impact on aquifer recharge and ground water quality shall be provided.
  - 11.6.3 Development should not be proposed in a manner or density to cause degradation of the ground water quality below drinking water standards based upon the normally expected waste water dilution potential of the proposed individual subdivision lots.
  - 11.6.4 Whenever possible, subdivision development will be planned to enhance or maintain levels of ground water recharge to the aquifer.

- 11.7 Potable Water. A potable, adequate, and dependable supply shall be provided for every lot. Test wells may be required in areas identified as areas of groundwater contamination or where previous land uses may cause well water problems. The requirements of Section 11.6 may be waived when the developer of the subdivision can demonstrate that the requirements of Section 11.7 have been met and a drilled well, community water supply or public water supply is in place for each lot.
- 11.8 Wells drilled in accordance with 11.7 shall comply with the following:
- 11.8.1 topographic and geological conditions shall be satisfactory for the purpose of providing a potable water supply;
  - 11.8.2 each well can be designed, located and constructed in accordance with the standards and requirements of the Connecticut Department of Health.

**SECTION 12- ENFORCEMENT, SEPARABILITY AND AMENDMENTS**

- 12.1 The Chairman, a member of the Commission or the Commission's appointed representative is hereby designated as the enforcement officer of these Regulations.
- 12.2 These Regulations may be amended, changed or repealed in accordance with the General Statutes of the State of Connecticut.
- 12.3 Invalidity of one provision shall not invalidate any other provision.
- 12.4 Appeals may be made in accordance with Section 8-28 and 8-30 of Chapter 126 of the Connecticut State Statutes as amended.
- 12.5 Performance and maintenance guarantees: Where authorized by its Regulations, the Commission may require a subdivider to file with the Town of Brooklyn a performance or maintenance guarantee and sufficient security secured by bond, letter of credit or other form. Said guarantee and security shall satisfy the following requirements.
  - 12.5.1 The guarantee and the security must be of a type in a form approved by the Town Counsel.
  - 12.5.2 The amount of the security must be sufficient to protect the Town of Brooklyn from undue fiscal burden in completing the improvements improved in the plan and maps of the Subdivision and shall be determined by the Commission upon recommendation of the Town Engineer.
- 12.6 Waivers may be granted by the Commission upon written request by the Applicant and by a three-quarters vote of all the members of the Commission in the following cases:
  - 12.6.1 Where a proposed subdivision involves establishment of lots fronting on an existing street, the Commission may vote to waive the required submission of all or part of the Subdivision Plan Requirements, Section 5.
  - 12.6.2 The Commission may waive the required submission of all or part of the Subdivision Plan Requirements, Section 5 in connection with any resubdivision.
  - 12.6.3 As set forth in Section 11.8.
  - 12.6.4 The Commission shall state its reasons for granting the waiver and these reasons will be clearly stated in the meeting's minutes.
- 12.7 Whenever access to the subdivision can be achieved only by crossing land in another municipality, the Applicant shall demonstrate that an access road is adequately improved or that a performance bond has been duly executed and is sufficient in amount to assure the construction of the access road.

**SECTION 13- EFFECTIVE DATE AND REPEAL**

- 13.0 The Regulations, and any amendments or changes hereto, shall be in full force and effect from the date established by the Commission in accordance with the General Statutes of the State of Connecticut.
- 13.1 The "SUBDIVISION REGULATIONS OF THE TOWN OF BROOKLY, CONNECTICUT" made effective by the Planning and Zoning Commission on July 1, 1967 and all amendments thereto, are repealed coincident with the effective date of these Regulations.
- 13.2 The repeal of the above Regulations and all amendments thereto shall not affect or impair any act done, offense committed or right accruing, accrued or acquired, or any liability, penalty, forfeiture or punishment incurred, prior to the time such repeal took effect, but the same may be enjoyed, asserted, enforced, prosecuted or inflicted as fully and to the same extent as if such repeal had not been effected.

## HYDROLOGY REPORT

## Purpose:

The purpose of requiring a Hydrology Report includes, but is not limited to, protecting the public health from the contamination of existing and potential public and private water supplies and to protect the general welfare by preserving limited water supplies for present and future use.

## Definitions:

"Aquifer" means a geologic formation, group of formations or part of a formation which contains sufficient saturated permeable material to yield significant quantities of potable groundwater to public or private wells.

"Aquifer, Bedrock" means a geologic formation, group of formations or part of a formation which contains sufficient fractures to yield significant quantities of potable ground water to public or private wells.

"Groundwater" means all the water beneath the surface of the ground.

"Impervious" means impenetrable by water.

"Leachable wastes" means waste materials, including solid wastes, sewage, sludge and agricultural wastes, that are capable of releasing water-borne contaminants to the surrounding environment.

"Recharge Area" means any area of porous, permeable geologic deposits, especially, but not exclusively, deposits of stratified sand and gravel. Through which water from any source drains into an aquifer, and includes any wetland or body of surface water surrounded by or adjacent to such area, together with the watershed of any wetland, watercourse or body of surface water adjacent to such area.

## Hydrology Report:

The Hydrology Report shall be prepared using the best available geological and engineering practices and shall include, be not limited to, the following areas of study and report:

1. Site Location
2. Geological Conditions
3. Depth of Watertable
4. Groundwater Gradation and Flow Duration
5. Rate of Flow
6. Private Well Pump Test:
  - a. location of screen and test point
  - b. type of screen
  - c. pump rate
  - d. vertical extent of influence
  - e. field porosity
  - f. recharge rate
  - g. zone of contribution



Conclusion:

Per sections 11.8, 11.6.2, 11.6.3, 11.6.4

Certification:

The Hydrology Report shall be certified by a Geologist or Civil Engineer with a significant practice or more than 5 years experience in investigating and reporting on ground water hydrology.

The Hydrology Report (including all maps) shall be signed and certified.

MATERIALS FOR USE IN IMPROVING EROSION AND SEDIMENT  
CONTROL PLAN IMPLEMENTATION  
October 1988

PLAN REVIEW WORKSHEET

WORKSHEETS

The Connecticut Council on Soil and Water Conservation developed a worksheet to facilitate preparation and review of erosion and sediment control plans. The attached worksheet follows the "Connecticut Guidelines for Soil Erosion and Sediment Control Handbook".

The worksheet is comprehensive. It should be considered a guide and not all items will be required on all plans. Plan reviewers should be careful to require only information that is applicable to the subject plan. It will help plan the preparer and assure that all needed information is included in the plan.

It is recommended that the worksheet be supplied to all individuals who prepare or review plans. Thus, all parties will use the same guidelines in preparing a complete plan.

PLANNING AND ZONING COMMISSION  
**TOWN OF BROOKLYN**  
 CONNECTICUT

Received Date \_\_\_\_\_

Application # SD \_\_\_\_\_

Check # \_\_\_\_\_

**APPLICATION FOR SUBDIVISION/RESUBDIVISION**

Name of Applicant \_\_\_\_\_ 1.10

Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Applicants Interest in the Property \_\_\_\_\_

Property Owner \_\_\_\_\_

Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

Name of Engineer/Surveyor \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Contact Person \_\_\_\_\_

Fax \_\_\_\_\_

Name of Attorney \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Subdivision \_\_\_\_\_ Re subdivision \_\_\_\_\_

Property location \_\_\_\_\_

Map # \_\_\_\_\_ Lot # \_\_\_\_\_ Zone \_\_\_\_\_ Total Acres \_\_\_\_\_

Length of New Road \_\_\_\_\_ Acres to be Divided \_\_\_\_\_

Number of Proposed Lots \_\_\_\_\_ Private \_\_\_\_\_ Public \_\_\_\_\_ Road Proposed \_\_\_\_\_

Sewage Disposal: Private \_\_\_\_\_ Note: Hydrological report \_\_\_\_\_

Length of new Sewer proposed: Sanitary \_\_\_\_\_, t required by Section 11.6.2

Water: Private \_\_\_\_\_ Public \_\_\_\_\_ Storm \_\_\_\_\_

Is parcel located within 500 feet of an adjoining Town? \_\_\_\_\_

The following shall accompany the application when required:

4.2.2 Fee \$ \_\_\_\_\_ 4

4.2.4 Application/ Report of D \_\_\_\_\_ 4.2.3 Sanitary Report \_\_\_\_\_ 4.2.5, 3 copies of plans \_\_\_\_\_

4.2.6 Erosion &amp; Sediment Control Plans \_\_\_\_\_ 4.2.7 Certificate of Public Convenience and Necessity \_\_\_\_\_

4.2.7 Certificate of Public Convenience and Necessity \_\_\_\_\_

4.2.8 Applications filed with \_\_\_\_\_ other Agencies \_\_\_\_\_

The owner and applicant hereby grant the Brooklyn Planning and Zoning Commission, the Board of Selectman, Authorized Agents of the Planning and Zoning Commission or Board of Selectman, permission to enter the property to which the application is requested for the purpose of inspection and enforcement of the Zoning regulations and the Subdivision regulations of the Town of Brooklyn

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

Owner: \_\_\_\_\_ Date \_\_\_\_\_

\*Note: All consulting fees shall be paid by the applicant