

POLICY REGARDING LAND USE APPLICATION REQUIREMENTS
EFFECTIVE JULY 1, 2017

Site Plans and “As-Built” Plans
Required for Zoning Permits and Certificates of Zoning Compliance
For All New Residential Structures

The purpose of this policy is to assist an applicant in showing compliance with the Rocky Hill Zoning Regulations as they apply to residential structures.

As noted in the Minimum Standards for Surveys and Maps in the State of Connecticut adopted September 26, 1996 by the Connecticut Association of Land Surveyors, Inc., a Property Survey, Zoning Location Survey or Improvement Location survey, conforming to Class A-2 Accuracy Standards, is required for all new residential structures prior to the issuance of a Zoning Permit or Certificate of Zoning Compliance to verify compliance with the Town of Rocky Hill’s Zoning Regulations.

An Improvement Location Survey – Proposed or Record, Commonly known as a “Plot Plan” or an “As-Built” Plan **shall accompany applications to construct and all requests for a Certificate of Zoning Compliance**, a Certified Improvement Location Survey is to be done at a scale of 1”=20’ or sufficient to show structures as they relate to the project site and boundary lines, and shall be prepared and sealed by a Connecticut licensed Land Surveyor.

This survey shall show, but not be limited to the following;

1. Property lines and building setback lines.
2. Locations of any easements on the property.
3. Location of Inland Wetlands per approved IWWC approval (if applicable) and limits of upland review areas.
4. Topography at a two foot or sufficient interval.
5. Dimensioned footprints of all structures or improvements located on the subject lot, above or below ground, including all decks and overhangs, and the relationship of each to property lines and building setback lines.
6. Driveway locations and material type.
7. First Floor elevations and garage floor elevations (if applicable) and drive grade at gutter or slope of driveway.
8. Building height of new structures from finished grade.
9. Flood Hazard limits (if applicable).
10. Locations of any footing drain or gutter drains and their point of discharge.
11. Locations of on-site well and/or septic system (if applicable)
12. A Zoning Data summary table indicating the zone, the required standards and the “as-built” dimensions.

Nothing in this document waives any requirement of the Rocky Hill Zoning Regulations. The Commission or the Zoning Enforcement Officer may waive any requirement within this policy for good cause if it’s determined the applicant has provided enough information to show compliance with the Zoning Regulations of the Town of Rocky Hill.

**Plan requirements for applications submitted for additions,
Alterations, accessory structures, or pools**

A plot plan of the subject property containing the location of the proposed addition or accessory structure, to determine zoning compliance. Based on the actual location of the proposed addition or accessory structure, a plot plan conforming to Class A-2 Accuracy Standards prepared and sealed by a Connecticut licensed Land Surveyor **may** be required.

Common sheds and accessory structures with less than 400 square feet not built on a permanent foundation are excluded from this requirement.

Nothing in this document waives any requirement of the Rocky Hill Zoning Regulations. The Commission or the Zoning Enforcement Officer may waive any requirement within this policy for good cause if it's determined the applicant has provided enough information to show compliance with the Zoning Regulations of the Town of Rocky Hill.

An approval, if issued, is based upon the plot plan submitted. Falsification, by misrepresentation or omission, or failure to comply with the conditions of approval shall constitute a violation of the Rocky Hill Zoning Regulations.

**Plan requirements for applications submitted for a dimensional variance
From the Rocky Hill Zoning Regulations**

A Site Plan, commonly referred to as a "Plot Plan" shall accompany all applications and shall comply with the criteria below and Section 8.7.4.B2 of the Town of Rocky Hill Zoning Regulations.

A Certified Improvement Location Survey conforming to Class A-2 accuracy standards is to be done at a scale of 1"=20' or sufficient to show structures as they relate to the project site and boundary lines, and shall be prepared and sealed by a Connecticut licensed Land Surveyor. This survey shall show, but not be limited to the following;

1. Property lines and building setback lines.
2. Locations of any easements on the property.
3. Location of Inland Wetlands per approved IWWC approval (if applicable) and limits of upland review areas.
4. Dimensioned footprints of all structures or improvements located on the subject lot, including all decks and overhangs, and the relationship of each to property lines and building setback lines **along with proposed improvements / additions.**
5. Flood Hazard limits (if applicable).
6. Locations of on-site well and/or septic system (if applicable)
7. A Zoning Data summary table indicating the zone, the required standards and the proposed data.