

TOWN OF WINDHAM

979 Main Street Willimantic, CT 06226
 Phone (860) 465-3045 Fax (860) 465-3039

(FOR OFFICE USE ONLY)

File # _____ Date of Receipt _____

SUBDIVISION APPLICATION CHECKLIST

Name of Subdivision: _____

Name(s) of Applicant: _____

REQUIRED INFORMATION	LOCATION	VERIFIED (office use)
The following data is required in a formal subdivision application per Town of Windham Subdivision Regulations:	Indicate where the information is provided, such as sheet #, or other attached report	Initial of town staff that material is submitted.
Application		
Site Context Map per Sections 4.1.3 and 3.2.2		
Site Resource Assessment per Sections 4.1.3 and 3.2.3		
Location Map per Section 4.1.5		
Survey per Section 4.1.6		
Calculations of acreages per Section 4.1.7		
Proposed Subdivision Layout per Section 4.1.8		
Proposed Vegetative Preservation/Planting Plan as per Sections 4.1.9 and Section 5.4.1		
Proposed Stormwater System as per Sections 4.1.10 and 8		
Improvements Construction Plan per Section 4.1.11		
Grading Plan per Section 4.1.12		
Soil Sediment & Erosion Control Plan per Sections 4.1.13 and 9		

Current zoning standards		
Open Space Land Ownership and Management Plan per Section 4.1.14		
Description of existing deed restrictions, covenants, easements, right-of-way or similar encumbrance that runs with the land per Section 4.1.15a		
Copy of proposed deed restrictions, easements, covenants and declarations that are to be imposed upon the property per Section 4.1.15b		
Name and signature of a soil scientist and approval from Town of Windham Inland Wetland Commission of regulated activity per section 4.1.15c		
Estimate of the cost of construction of all public improvements per Section 4.1.15d		
Approval by the C-DOT if proposed street or storm drain joins with a state highway per Section 4.1.15e		
Statement regarding the consideration of solar access and energy efficient design per Section 4.1.15f		
Statements from the Town Engineer, Water and Sewer Authorities and public utility companies as appropriate per Section 4.1.15g		
Final subdivision report from Health Department if on-site systems per Section 4.1.15h		
Special studies and/or documentation necessary for adequate review of the application as required per Sections 4.1.15i through k.		
Proposed deeds and easements and any community development documents		
An affidavit certifying that appropriate hearing notification has been made per Section 4.3.2		
Written authorization for the agent to act on behalf of the certified property owner(s)		
Designated signature areas per Section 4.2.6		

Applicant's Signature _____ Date _____