

**Town of Granby  
Site Plan Submission Checklist**

This checklist shall be completed by all applicants seeking site plan approval. This list is to be used as a guide for the required information for submission. This *is not* a complete list of all required information and items required by the Town of Granby Zoning Regulations, and other applicable Town Codes, ordinances, and procedures. The applicant is responsible for reviewing all applicable regulations and submitting these requirements. If there are any questions, please contact the Director of Community Development, 15 North Granby Road, Granby, CT 06035, tele: (860) 844-5319.

Mark the boxes below as follows:

P=Provided

N=Not Required

W=Waiver Requested

|                          |  |                          |
|--------------------------|--|--------------------------|
| Submission requirements: | 10 full size plan sets   | <input type="checkbox"/> |
|                          | 1 Application form   | <input type="checkbox"/> |
|                          | 1 Narrative/description of the project                               | <input type="checkbox"/> |
|                          | Supplemental info as required (stormwater/drainage calcs)            | <input type="checkbox"/> |
|                          | Application fee  | <input type="checkbox"/> |
|                          | Electronic submission of all plans and supplemental info as required | <input type="checkbox"/> |
|                          |  |                          |

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|---|--------------------------|
| A-2 Survey no smaller than 1"=100'. A scale of 1"=20' or 1"=40' is preferred. Survey to have the appropriate certification and show any inland wetlands and/or watercourses, and FEMA Flood Hazard Zones located on the property. | <input type="checkbox"/> |
|   |                          |
| Existing & proposed topography shown in 2-foot contour intervals. Note that the existing conditions shown should include both sides of the frontage road(s).  | <input type="checkbox"/> |
|   |                          |
| Existing and proposed roads, streets, driveways, and loading and parking areas. (See Section 7 for requirements)  | <input type="checkbox"/> |
|   |                          |
| Existing and proposed walkways and sidewalks.   | <input type="checkbox"/> |
|   |                          |

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| Existing and proposed drainage facilities.  | <input type="checkbox"/> |
|   |                          |
| Existing and proposed utilities.  | <input type="checkbox"/> |
|   |                          |
| Adequate provisions for potable water supply and sewage disposal. Letter from Farmington Valley Health District required if site is to be served by a septic system and/or water supply well. | <input type="checkbox"/> |
|   |                          |
| Proposed methods of refuse storage and disposal.  | <input type="checkbox"/> |
|   |                          |
| Existing and proposed fire hydrants, fire ponds and/or alarm boxes.   | <input type="checkbox"/> |
|   |                          |
| Existing and proposed buildings and other structures.   | <input type="checkbox"/> |
|   |                          |
| Existing and proposed buffer strips, earth berms, and landscaping (See Section 4.2.5)   | <input type="checkbox"/> |
|   |                          |
| Existing and proposed signs. (See Section 8.6)  | <input type="checkbox"/> |
|   |                          |
| Exterior illumination showing location, light, and type of fixtures   | <input type="checkbox"/> |
|   |                          |
| Outside storage and identity of items to be stored outside  | <input type="checkbox"/> |
|   |                          |
| Data block showing:   | <input type="checkbox"/> |
| ▪ Zoning designation and zoning data  |                          |
| ▪ Acreage of parcel   |                          |
| ▪ % lot coverage  |                          |
| ▪ Required and provided parking   |                          |
| ▪ Number and mix of units   |                          |
|   |                          |
| Key map of at least 1"=400 feet showing:  | <input type="checkbox"/> |
| ▪ Locations of buildings and facilities on abutting land  |                          |
| ▪ Driveway entrances on both sides of the streets   |                          |
| ▪ Streets within 500-feet of the site   |                          |
| ▪ Zone boundaries within 500-feet of the site   |                          |
|   |                          |
| Concrete sidewalks 4-feet wide along the linear frontage of site in accordance with Commission policy on file.  | <input type="checkbox"/> |
|   |                          |

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| Stormwater Management Requirements ( <i>Applies when the total site disturbance is &gt;1/2 acre. See section 4.2.4 for requirements</i> )  | <input type="checkbox"/> |
| Sediment and Erosion Control (Applies when the total disturbed area > ½ acres. See Section 8.7. See also, “Connecticut Guidelines for Soil Erosion and Sediment Control 2002 for requirements and provide the information as noted in chapter 3.)  | <input type="checkbox"/> |
| For construction projects that will disturb more than five (5) acres, regardless of phasing, the applicant must comply with the requirements of The General Permit for the Discharge of Stormwater and Dewatering Wastewaters from Construction Activities, BMMCA-DEEP-WPED-GP-015. A copy of the site registration and any associated documents and plans shall be provided to the Town prior to construction.  | <input type="checkbox"/> |
| Does the proposed project require an application to the Inland Wetlands and Watercourses Commission for review of regulated activities?  | <input type="checkbox"/> |
| Please note whether: 1) any portion of the property is within five hundred feet of the boundary of an adjoining municipality;2) a significant portion of the traffic to the completed project on the site will use streets within an adjoining municipality to enter or exit the site; 3) a significant portion of the sewer or water drainage from the project on the site will flow through and significantly impact the drainage or sewerage system within an adjoining municipality; or 4) water runoff from the improved site will impact streets or other property within an adjoining municipality, so that an adjoining municipality can be notified in accordance with CGS Section 8-7d | <input type="checkbox"/> |
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Additional information and explanation for waivers requested: