

SUBDIVISION REGULATIONS  
for the  
CITY OF MIDDLETOWN, CONNECTICUT  
adopted by the  
COMMISSION ON THE CITY PLAN  
November 27, 1941

AMENDMENTS

1. April 6, 1955
2. July 1, 1963
3. April 22, 1970
4. September 1, 1970
5. May 1, 1972
6. September 1, 1972
7. January 2, 1975
8. October 22, 1975
9. September 12, 1979
10. January 14, 1981
11. May 27, 1981
12. June 15, 1981
13. November 22, 1982
14. November 15, 1983

PLANNING AND ZONING COMMISSION POLICY REGARDING APPLICATIONS FOR SPECIAL EXCEPTIONS, SUBDIVISIONS AND SIMILAR LAND-USE PROPOSALS.

Proponents are to provide complete sets of copies of their application in sufficient number for distribution to all eleven (11) members and alternate members of the Commission in addition to other copies required for departmental review. The copies are to be received in the Office of the Building Official not less than ten (10) days before a meeting of the Commission at which the proponent wishes to be on the agenda for the purpose of making a required preliminary presentation to the Commission. Lists of information required in the application are in the Zoning Code and/or Subdivision Regulations.

The preliminary presentation is in effect a rehearsal for the public hearing. Both are to include graphic displays suitable for the size of the Council Chamber where the eleven (11) member Commission, the public and news media should be able to see the main features of the proposal as they are presented by the proponent or his representative; architect, engineer, land surveyor, attorney or other qualified person for the subject being presented. Slides or other projection systems may be used.

The objective of having personal copies of a proposal and a presentation prior to a public hearing is to allow Commission members to become familiar with a proposal before the actual hearing.

Since all Commission meetings are open to the public—the interested public will have the opportunity to learn details and possibly answers to concerns about the project in advance of the hearing because of their personal presence at the meeting or because of news media coverage. The public will have the opportunity to participate at the public hearing.

7/24/81

Pursuant to Section 12 of an act authorizing the City of Middletown to provide for City Planning, the following regulations governing the subdivision of land within the City of Middletown are hereby adopted and hereafter no land within the City of Middletown shall be subdivided except in accordance herewith.

## REGULATIONS

For the purpose of clarity these regulations are divided into several parts, each of which is a part of the regulations, with equal bearing one on the other.

### A - PROCEDURAL MATTERS

Section 1A. All applications, notices, hearings and decisions shall be dealt with in accordance with the General Statutes.

Section 2A. A section of a subdivision may be filed in the Office of the Town Clerk without required work having actually been completed provided the following stipulations are complied with.

- a. A plan showing the entire design of a subdivision complete with all required information, elsewhere specified, shall have been approved by the Commission. The plan shall show proposed sections intended for sequential development. The approved copy of the plan shall be held in the Commission's Office.
- b. The plat and land records for each subdivision section that is filed shall clearly show that no individual lot will be sold or any building permit issued until all required development work is installed except that a developer may elect to enter an agreement with the City which requires a cash deposit for (a) finishing street topping (b) installing curbs and (c) installing sidewalks. The amount of cash deposit shall be the Public Works Dept's. estimated installation cost and the deposit shall be held by the City Dept. of Finance. Acceptance of installed work will be determined by the Commission after receipt of an affirmative report by appropriate City departments after which authorization for sales of lots or issuance of building permits shall be given.

Additional sections of a subdivision may be filed after following the procedure and requirements outlined above until the entire subdivision is complete.

EFFECTIVE JUNE 15, 1981

## B - PRELIMINARY PLAT

Section 1E. The preliminary plat shall be drawn to the scale of one (1) inch equal to one hundred (100) feet or less on a sheet 18" X 12", 18" X 24" or 36" X 24" and shall show:

- (a) The proposed name of the subdivision.
- (b) Magnetic north point, scale and date.
- (c) The names and addresses of the subdividers and of the engineer or surveyor.
- (d) The tract designation and other description according to the real estate records of the Town Clerk.
- (e) The boundary line (accurate in scale) of the tract to be subdivided.
- (f) Contours with intervals of five (5) feet or less referred to City datum.
- (g) The name of adjacent subdivisions or the names of record owners of adjoining parcels of unsubdivided land.
- (h) The location, widths, and names of all existing or platted streets, other public ways within or adjacent to the tract, existing permanent buildings, railroad rights of ways and other important features such as political subdivisions, corporation lines and school boundaries. Whenever a tract to be subdivided embraces any part of a thoroughfare, secondary thoroughfare, boulevard or parkway so designated on the City Plan, such part of such proposed public way shall be platted by the subdivider in the location and of the width indicated on the City Plan.
- (i) Existing sewers, water mains, culverts or other underground structures within the tract and adjacent thereto with pipe sizes, grades and location indicated.
- (j) All parcels of land to be dedicated for public use or reserved in the deeds for the use of all property owners in the proposed subdivision, together with the purpose or limitations, if any.
- (k) The layout, names and widths of proposed streets, alleys and easements.
- (l) The profile of each proposed street with tentative grades.

- (m) The cross-section of proposed streets showing the width of roadways, location and width of sidewalks and the construction of same together with the location and size of utility mains.
- (n) A plan and profile of proposed sanitary and storm water sewers with grades and pipe sizes indicated, and a plan of the proposed water distribution system showing pipe sizes and the location of valves and fire hydrants.
- (o) The layout, numbers, and approximate dimensions of proposed lots.
- (p) The Preliminary Plat shall contain the following statements:
  - 1) Any lot sold or transferred will have a minimum width and area, substantially the same as those of the platted lots and only one principal building will be permitted on any such lot, and that the deed of transfer shall include references in feet and hundredths to an official permanent monument not more than five hundred (500) feet distant from said lot and in existence before record of said transfer.
  - 2) The time within which any road, street or alley shown on said preliminary plat and adjunctory or necessary to any lot shall be constructed in proposed form from said lot to an existing street or thoroughfare from the date of sale or transfer of said lot.
  - 3) The time within which any water line, sewer or other facility shown on said preliminary plat and adjunctory or necessary to any lot shall be constructed in proposed form to said lot from the date of sale or transfer of said lot.
  - 4) The time within which any other improvement shown on said preliminary plat not necessary or adjunctory to any single lot but pertaining to said subdivision as a whole shall be constructed in proposed form.
  - 5) The statement that approval of said final plat may be revoked by the Commission and said final plat be withdrawn from the file of the Town Clerk should any or all of the above covenants and agreements as stated in sub-
- (q) Fire alarm boxes in all subdivision and other residential projects.
- (r) In addition to other requirements the site plan for projects which involve new buildings and subdivisions, shall be shown on at least one (1) print of the "Topographic Map of the City of Middletown, Connecticut, Showing Drainage Systems and Inland Wetlands Super-imposed" at the scale of 1" = 100', sheet 24" X 36", date of photography April 17, 1980, or a later revision.

The location, site plan, and subdivision on the Topographic Map shall be drawn by the same registered Land Surveyor that prepares the project plan and shall be sealed and signed by that person.

Section 2B. When the owners contemplate subdivision into lots, each of which is greater than two (2) acres in area, then the requirements of section 1B may be disregarded\* and the Preliminary Plat shall show:

- (a) The proposed name of the subdivision.
- (b) Magnetic north point, scale and date.
- (c) The names and addresses of the subdividers and of the engineers or surveyor.
- (d) The tract designation and other description according to the real estate records of the Town Clerk.
- (e) The approximate boundary line of the tract to be subdivided.
- (f) The names of adjacent subdivisions or the names of record owners of adjoining parcels of unsubdivided land.
- (g) The location, widths, and names of all existing or platted streets, or other public ways within or adjacent to the tract, existing permanent buildings, railroad rights of way and other important features such as political subdivisions, corporation lines and school boundaries. Whenever a tract to be subdivided embraces any part of a thoroughfare, secondary thoroughfare, boulevard or parkway so designated on the City Plan, such part of such proposed public way shall be platted by the subdivider in the location and of the width indicated on the City Plan.
- (h) Existing sewers, water mains, culverts or other underground structures within the tract and adjacent thereto with pipe sizes and locations indicated.
- (i) All parcels of land to be dedicated for public use or reserved in the deeds for the use of all property owners in the proposed subdivision, together with the purpose or limitations, if any.
- (j) The layout, names, and widths of proposed streets, alleys and easements.
- (k) Tentative grades of proposed streets.
- (l) The layout; numbers and approximate dimensions of proposed lots.
- (m) The statement that any lot transferred will not be less than five (5) acres in extent.

\*The Commission reserves the right to require representation under the regular form of requirements Section 1B and in such case the date of application shall be that of the request for representation.

#### C - REQUIREMENTS

Section 1C. The street layout shall be in conformity with a plan for the most advantageous development of the bordering area. All proposed streets shall be in alignment with existing, planned, or platted streets with which they are to connect.

- (a) The street layout shall include minor streets on considerable continuity approximately parallel to and on each side of each main thoroughfare, boulevard or parkway.

- (b) Wherever the proposed subdivision contains or is adjacent to a railroad right of way, or superhighway, provision shall be made for a street approximately parallel to and on each side of such right of way at a distance suitable for the appropriate use of the land between such streets and such right of way. Such distance shall be determined with due consideration of the minimum distance required for approach grades to future grade separation.
- (c) Proposed streets shall be adjusted to the contour of the land so as to produce usable lots and streets of reasonable gradient.
- (d) Certain proposed streets shall be extended to the boundary line of the tract to be subdivided sufficiently to provide for normal circulation of traffic within the vicinity.
- (e) Wherever there exists a dedicated or platted half-street or alley adjacent to the tract to be subdivided, the other half shall be platted.
- (f) Alleys will be required in all business and industrial districts.

Section 2C. The width of blocks shall be sufficient to allow two tiers of lots of appropriate depth.

Section 3C. Blocks shall not exceed one thousand (1,000) feet in length and dead-end streets eight hundred (800) feet.

Section 4C. The following table and associated general notes shall apply to the items enumerated:

(NEXT PAGE)

STANDARDS FOR A HIERARCHY OF VEHICULAR STREETS, PEDESTRIAN WALKS, AND RELATED ITEMS

CATEGORY (name)	LINKAGE (area connected)	TRAVEL LANE(S)	NO. OF LANES	PARKING	PEDESTRIAN WALKS	R.O.W	GRADE min/max	OTHER FACTORS
INTERSTATE	Major centers of population	12 ft. wide	varies 4 min.	none	none	varies	4 1/2 3 1/2	No access to adjacent land, opposite flows of traffic separated, right turns only
ARTERIAL	Large traffic generating areas	12 ft. wide	varies 4 min.	none	none	varies	5 1/2 5 1/2	No direct access to adjacent land, left turns only at certain channelized locations.
COLLECTOR	Local traffic generating areas	12 ft	varies 2 min.	none	5 ft. sidewalk	varies with no. of lanes	4 1/2 7 1/2	Left turns: only at certain channelized locations. Sidewalks to be owned by City.
LOCAL	Individual sites, parking lots, or circular loops	11 ft. wide	2 min.	none except certain residential streets	4 ft. walk	varies with location of parking and walks	4 1/2 10 1/2	Specific application determined by Commission based on developmental proposal. No ownership, if non-side, negotiated with developer.
CIRCULAR LOOP	Individual residential sites	11 ft. wide	1+ 9 ft. parking lane	yes required	4 ft. walk	varies with location of walk	4 1/2 10 1/2	One-way. 80 d.u max, or as approved by Commission. Walks as per local street.
OFF STREET PARKING LOT.	Building entrance with vehicle in parked position	11 ft. wide 9'X20' spaces	1 or 2	yes	4 ft. walk, parking to building	varies	4 1/2 10 1/2	Off-street spaces as required by Code, plus one added space for residential use of 1 or 2 family d.u.'s. Lots not maintained by City

4C. GENERAL NOTES:

- 4C.1 Every lot and building group site shall abut a vehicular street which meets the standards of, and is offered for dedication as, a public street.
- 4C.2 All materials and details of design and construction not otherwise herein noted for vehicular streets and/or pedestrian walks shall meet specifications and requirements of the Public Works Department.
- 4C.3 Curb, or other pavement border acceptable to the Commission, shall be required at the edge of all paved areas. Border material dimensions shall be in addition to lane widths.

4C.4 Right-of-way

- a) Proposed developments along existing streets shall continue the established right-of-way or if the right-of-way is not established it shall be established as sixty (60) feet. In such event 30 ft. on each side of the street centerline shall be offered for dedication to the City.
- b) Establishment of right-of-way widths for hierarchy categories, 1-interstate, 2-arterial, and 3-collector, will not include participation by developers.
- c) Establishment of right-of-way widths for hierarchy categories, 4-local, and 5-circular loop shall include sufficient width to contain travel lanes and shoulders plus sidewalk and parking spaces when these elements are required to be or, if permitted, are selected to be included in the right-of-way.

Sidewalks, when included in the right-of-way, shall be located one foot from property lines.

Shoulder widths shall be a minimum of four (4) feet when adjacent to a travel lane and five (5) feet when adjacent to both a travel lane and a parking lane. Border material dimensions may be included in shoulder widths.

- 4C.5 At locations where turning movements are designed to occur all street right-of-ways shall include additional width for vehicular storage, deceleration, and acceleration lanes.

- 4C.6 All non-continuous, or dead end, streets shall terminate in a turning circle with a minimum P.C.M. radius of fifty (50) feet. Other street terminations may be approved by the Commission instead of a turning circle.

- 4C.7 Perpendicular or angle parking may be proposed for use on non-continuous, or dead end, streets following dimensional requirements for off-street parking lots. Acceptance of such arrangement shall be solely at the discretion of the Commission
- 4C.8 All signs, lights and other fixtures proposed, or required in association with vehicular streets and/or pedestrian walks shall be provided and installed by the developer after approval by the Commission and other city agencies.
- 4C.9 Rear Lots as defined in the Zoning Code shall be permitted to be proposed as part of a new subdivision provided (a) Not more than one rear lot is proposed for each four front lots and (b) access strips to the rear lots shall not be closer than 400 feet measured along the City street except that two access strips may be adjacent to each other. Effective 11/15/83

Section 12C. Intersections:

- (a) At street and alley intersections, property line corners shall be rounded by an arc, the minimum radius of which shall be ten (10) feet and five (5) feet respectively. In business districts a chord may be substituted for such an arc.
- (b) Street curb intersections shall be rounded by radii of fifteen (15) feet.
- (c) The foregoing radii shall be increased when the smallest angle of intersection is less than sixty (60) degrees.

Section 13C. The size, shape and orientation of lots shall be appropriate for the location for the proposed subdivision and for the type of development contemplated and shall conform to the following:

- (a) Lots for residential use shall conform to the Zoning Regulations as regards areas and minimum widths.
- (b) Every lot shall abut on a street.
- (c) Side lot lines should be approximately at right angles to the street line on which the lot faces.

Section 14C. Water lines:

- (a) Where a public water main is reasonably accessible, the subdivider shall show a connection with such water main and provisions for a water connection for each lot
- (b) Where a public water main is not reasonably accessible, the subdivider shall show the proposed water supply and distribution system.

SECTION C - 1

IMPROVEMENTS (adopted April 6, 1955)

The following improvements shall be installed by the subdivider at his expense in accordance with the following minimum requirements and regulations:

(Section C-1-1 and C-1-2 were incorporated in Section 4C in the amendment of September 1, 1970.)

Section C-1-3. A street storm water sewer or drainage system shall be installed and extended to the nearest City connection or to the nearest natural drainage outlet, all in accordance to City Regulations and as approved by the Board of Public Works.

Section C-1-4. Where a public sanitary sewer system is accessible, as determined by the Sewer Commission, all necessary mains and laterals for connection from the individual lots to the public system shall be installed and connected with the public system in accordance with City Regulations and as approved by the Sewer Commission.

Where such public system is not accessible, as determined above, sewage disposal shall be provided for on an individual lot basis in accordance with City Regulations and as approved by the Board of Health.

Where a public sanitary sewer system is not accessible, as determined above, and the subdivider desires to connect to such system, or is required by the Board of Health to so connect, such extension of the public system as may be necessary to provide a connection with the subdivision shall be installed at the expense of the subdivider, all in accordance with the City Regulations and as approved by Sewer Commission.

Section C-1-5. Where a public water system is accessible, as determined by the Water Commission, all necessary water mains and lines to provide water connections for each lot shall be installed and connected to the public water system in accordance with City Regulations and as approved by the Water Commission.

Where a public water system is not accessible, as determined above, the subdivider shall provide a continuous supply of water for each individual lot on an individual lot basis, in accordance with City standards and as approved by the Board of Health.

Where a public water system is not accessible, as determined above, and the subdivider desires or is required by the Board of Health to connect to a public system, such extension of the public system as may be necessary by the connection with the subdivision shall be installed at the expense of the subdivider.

Section c-1-6. Boundstones and markers shall be placed in accordance with City Regulations and as approved by the Board of Public Works.

Section C-1-7. Where connection is to be made to a public water system, fire hydrants shall be installed in accordance with City Regulations and as approved by the Water Commission.

Section C-1-8. Streets shall be named and street signs installed in accordance with the Regulations of the Common Council Street Naming Committee.

Section 15C. Sewers:

- (a) Where a public sanitary sewer is reasonably accessible, the subdivider shall connect with such sanitary sewer and provide a connection for each lot.
- (b) Where a public sanitary sewer is not reasonably accessible, the subdivider shall provide for the disposal of sanitary sewerage by a type of treatment to be approved by the Board of Health.

Section 16C. Open Spaces other than Streets:

- (a) Due consideration should be given to the allocation of suitable areas for schools, parks and playgrounds to be dedicated for public use or reserved for the common use of all property owners within the proposed subdivision by covenants in the deeds. In the interest of the public welfare, at least five (5) percent of the area of every subdivision, exclusive of streets, should be set aside for recreational purposes and such reservation for open spaces shall be combined wherever possible with similar reservations in adjoining tracts.

Section 17C. Easements at least ten (10) feet wide, five (5) feet on each side of rear or side lot lines, shall be provided for utilities where necessary.

Section 18C. The proposed name of the subdivision and proposed street names shall not duplicate or too closely approximate, phonetically, the name of any other subdivision or street in the City of Middletown.

**SECTION 19C Environmental Responsibility**

- (a) All developers, contractors, and builders involved in any capacity of construction, whether public or private shall be responsible and liable for correcting erosion damage to contiguous property, roads, streets, drainage systems, and natural waterways whether caused directly, or indirectly, by their operations.
- (b) To prevent or minimize such erosion damages the following requirements shall be followed:
1. Sites, one (1) acre or larger, where stripped of vegetation during site preparation and construction, shall be sown with a cover crop of vegetation in sufficient time to prevent erosion during the winter months.
  2. Where necessary to assure that all waters leaving the site during site preparation, construction, and after completion of the project are free of soil, silt, and pollutants indigenous to the project site, the construction of de-silting basins shall be required. The Commission may, at its discretion, request the technical advice of the U.S.D.A., Soil Conservation Service, or Civil Engineers concerning the feasibility of and type of erosion control structures and de-silting methods applicable to particular sites.
  3. Drainage Policy. All land development that increases the runoff from any area shall provide for the removal of pollutants and further, shall provide ponding so that the flow into lakes, streams, or ditches shall not be greater than it was originally.
- (c) All developers, contractors, and builders involved in any capacity of construction, whether public or private for all uses including residential, business, and industrial shall be required to provide air pollution control devices on equipment as approved by the Health Department.

**SECTION 20C Pedestrian Walks**

Sidewalks, or other Commission approved system of pedestrian walks, are required for all development involving new streets and for development associated with existing streets within one (1) mile of an existing school or officially designated future school site. Mile measurement to be along most direct street to school site.

## D - FINAL PLAT

Section 1D. Final Plat: The Final Plat shall be submitted to the Commission in the form of an original tracing on tracing cloth, together with six (6) white print copies. Four (4) of these will be transmitted by the Commission to the Common Council, which will refer one print each to the Department of Public Works, Board of Health, and the Tax Assessor.

Section 2D. The Final Plat shall be drawn to the same scale and requirements as the preliminary plat and in addition shall show:

- (a) The boundary lines with accurate distances and bearings, the exact location and width of all existing or recorded streets intersecting the boundary of the tract.
- (b) True bearings and distances to the nearest established street lines or official monuments, which shall be accurately tied to the lines of the subdivision by distances and bearings.
- (c) An accurate location of the subdivision in reference to the real estate records of the Town Clerk.
- (d) The exact layout including:
  - 1) Street and alley names.
  - 2) The length of all arcs, radii, internal angles, points of curvature, length and bearings of the tangents.
  - 3) All easements for rights of way provided for public services or utilities and any limitations of the easements.
  - 4) All lot numbers and lines with accurate dimensions in feet and hundredths and with bearings and angles to street and alley lines.
- (e) The accurate location, material and approximate size of all monuments.
- (f) The accurate outline of all property which is offered for public use with the purpose indicated thereupon, and of all property that may be reserved by deed covenant for the common use of the property owners in the subdivision.
- (g) Setback building lines.
- (h) Private restrictions.
  - 1) Boundaries of each type of restriction.
  - 2) Other private restrictions for each definitely restricted section of the subdivision.
- (i) Certification of any application filed with the Common Council for sewers and water extensions required under these regulations signed by the Clerk of the Common Council.
- (j) Certification by a registered professional engineer or surveyor to the effect that the plan represents a survey made by him and that all the monuments shown thereupon actually exist, and that their location, size and material are correctly shown.

Section 3D. The requirements of Section 1D and 2D may be disregarded when the Preliminary Plat has been submitted under the requirements of Section 2B. In such case, the approved Preliminary Plat may be considered as the Final Plat and certified in accordance with the requirements of Section 5A.