

Section 470

SITE PLAN REVIEW

470.1 Prior to the issuance of a zoning permit, all Industrial, Light Industrial, Village Commercial and General Commercial permitted uses shall be subject to a site plan review by the Director of Planning & Development. Site Plan review shall be required for any building or use, or enlargement in size or other alteration of any building or change in use or actual use of any building including accessory structures. Site Plan review is not required for repairs or alterations to existing buildings or structures, provided that such work does not increase the floor area of any building or structure and does not change the actual use thereof. (Amend. of 03-08-82)

470.2 **Site plan procedure.** Each applicant for site plan approval shall file with the Secretary of the Planning and Zoning commission: Six (6) blue or black line prints of the proposed site plan, 24"x 36" in size with a scale of 1"=40' or 1"=100'; the required application form; and the required application fees.

If the Director's approval is granted for said site plan application, a recordable copy of the approved site plan (replete with the Director's letter of approval reproduced thereon and all required modifications), shall be furnished to the Commission for endorsement, and then shall be filed by the applicant (at his expense) in the office of the Town Clerk, and any plan not so filed within ninety (90) days of the date said approved and endorsed plan is delivered to the applicant (except where extensions are granted by the Director in advance of said ninety (90) day expiration deadline), shall become null and void, as shall the approval of said site plan application. No such site plan may be filed or recorded in the office of the Town Clerk until its approval has been endorsed thereon by the Chairman or Secretary of the Planning and Zoning Commission; and not until the applicant has furnished the Director with three (3) complete blue or black line prints of the site plans (replete with the Director's letter of approval reproduced thereon and all required modifications). The filing or recording of a site plan without the Commission's approval endorsed thereon shall render said site plan null and void. The Director shall determine which sheets of the site plan shall be filed in the office of the Town Clerk. A recording fee per sheet shall accompany each site plan. The applicant is encouraged to meet with the Town Planner and Town Engineer prior to submission of formal site plan application. (Amend. of 9-8-86; Amend. of 1-12-87) (Effective 8-16-89) (Amend. of 12/11/00) (Effective 1/10/01)

470.3 The Director of Planning and Development shall approve, modify and approve or deny the site plan within sixty five (65) days of its receipt. Said official shall state the reasons for his decision. Failure to act within sixty five (65) days shall be deemed as approval unless an extension is consented to by the applicant pursuant to Section 8.7d(b) of the Connecticut General Statutes. (Amended 12-11-00, Effective 01-10-01).

- 470.4 **Bonding.** The Director may require that applicants post a bond or other acceptable surety to insure completion of the required site improvements such as road or parking area construction, landscaping, grading, storm drainage and any other items, the failure of which to complete would adversely affect the environment and/or health, safety and welfare of residents of the Town.
- 470.5 **Conditions of approval.** Approval of a site plan review application under Section 470 of these regulations shall constitute approval conditioned upon the completion of the proposed development, in accordance with plans as approved and any conditions set forth, within a period of two (2) years after approval is given. However, the Director may require earlier compliance with any conditions, if the Director finds such compliance to be necessary for protection of the public health safety, and/or welfare. The Director shall set a date for final compliance with such conditions. Approval of the application shall become null and void in the event of failure to meet any of the time limits set in accordance with this paragraph, unless an extension of time is applied for and granted by the Director. (Amend. of 1-12-81).
- 470.6 **Revisions.** Any substantial revision of an approved site plan application and any reconstruction, enlargement, regrading, extension, moving or structural alteration of a building or use of land in connection with an approved site plan application, shall require submission of a site plan application as for the original application.
- 470.7 **Contents of site plan.** A site plan drawn to a scale of no more than forty (40) feet to the inch, showing:
- A. Existing and proposed property lines accurate to the standards of A-2 classification as defined in the Code of Practices for Standards of Accuracy of Surveys and Maps adopted December 10, 1975 as amended by the Connecticut Association of Land Surveyors, Inc.
 - B. Names of all abutting property owners and approximate locations of buildings, wetlands, and flood plains within one hundred (100) feet of the property, including across the street.
 - C. Location, elevation and dimensions of all existing and proposed buildings and site features. Uses including but not limited to signs, sidewalks, streets, drives, recreation facilities, parking facilities, utilities, electric, gas sanitary storm and water supply, buffer strips, landscaping, including species and size, open space, trees with a diameter in excess of eighteen (18) inches, ledge outcrops and other physical features.
 - D. Location of all right of ways, easements and the like.
 - E. Title block in the lower right hand corner of the plan showing name(s) of property owners and applicants, date of original plan and any revision dates, zoning district of lot, and use proposed.

- F. North arrow.
- G. Signature block for Planning and Zoning Commission Chairman as follows:
 - Site Plan # (or Special Permit #)
 - Date approved _____
 - Planning and Zoning Commission Chairman _____
 - Date _____
- H. Location of abutting zoning districts.
- I. Location map including zoning districts at a scale of 1" = 1000'
- J. Detail design of signs, lighting, retaining walls, pavement, sidewalks, catch basins, rip rap, erosion control measures, curbing, drainage facilities, etc.
- K. Location of all driveways. Return curbs for drives accessing a town road shall have a minimum radius of 15' for multifamily and offices and 25' for commercial and industrial uses.
- L. Topographic information at two foot intervals in areas of re-grading and five foot intervals in areas of steep slopes. Additional elevations may be required if deemed necessary by the Town Engineer.
- M. Legend giving the "Required" and "Provided" figures for each of the following: Lot area, lot width, front yard setback, side yard setback, rear yard setback, lot coverage (by percent), building height (stories and height), parking requirements.
- N. Conceptual approval letters when applicable from water company, sewer authority, Inland Wetlands and Water Courses Commission, Department of Environmental Protection, Department of Health, Department of Transportation, or any other agency that has jurisdiction over the application.
- O. Seal and original signature of the Connecticut Licensed Professional Engineer and Land Surveyor when applicable.
- P. Soil erosion and sediment control plan.
- Q. Sight distances for proposed drives existing onto any town and state road.
- R. Any other information as required by the Director.

470.8 Architectural plans. Preliminary architectural plans of all buildings, structures, and signs including:

- General exterior elevations – including type of materials to be used.
- Generalized floor plans illustrating at least proposed entrances and exits.
(Amend. of 10/19/87)

470.9 Site plan objectives. In reviewing a site plan application the Director shall take into account the public health, safety, and welfare of the public in general and the immediate neighborhood in particular, and may prescribe reasonable conditions and safeguards to insure the accomplishment of the following general objectives.

470.9.1 Public safety. That all buildings, structures, uses, equipment, or material are readily accessible for fire and police protection.

470.9.2 Storm drainage. That storm drainage shall be provided for and designed in accord with standard engineering practice by a Connecticut registered professional engineer. The Director shall require that such storm drainage plans be approved by the Town Engineer.

470.9.3 Pedestrian and vehicular access. That the plans minimize pedestrian- vehicular conflicts by providing for safe pedestrian walks especially in parking areas and adjacent to buildings

470.9.4 Noise abatement. That all machinery and devices such as ventilation fans, drying fans, air compressors, air conditioning units, etc., shall be shielded and insulated in a manner which shall deaden the noise and deflect sound waves away from abutting premises.

470.9.5 Other pollution or related problems. That the obstruction of light or air, or the emission of light, smoke, odor, gas, dust or vibration in noxious or offensive quantities shall be minimized.

470.9.6 Landscaping and screening. That the general landscaping and screening of the site provides adequate tree plantings, ground cover and buffering of adjacent residential districts or other properties with shrubs or fencing as the Director deems necessary.

470.9.7 Neighborhood impact. That the overall effect on property values and utilization of neighborhood properties do not have a substantial adverse effect.

470.9.8 Architectural and aesthetic impact. That the basic design of the proposed uses, buildings or development; the relationship between the buildings and the land; the relationships between uses and between buildings or structures; the overall physical appearance of the proposed use, building or development shall be in general harmony with the character of the surrounding neighborhood and will not serve to blight or detract from abutting residences or other property.

470.9.9 Zoning regulations. Other sections of the Killingly Zoning Regulations shall apply in the consideration of a site plan review.

470.10 Nothing herein shall prohibit the Director of Planning and Development from submitting any such site plan review application to the commission for its review.
(Effective 01-10-01)