

NEW HOME

What Permits/Forms are required?

1. If there are Designated Wetlands within 100 feet of any structure, you must first apply for an **Inland Wetlands Permit, and receive Inland Wetlands Approval.**
2. Zoning and Building Application - signed by Property Owner and signed by Haddam Tax Department.
3. Health Department: Engineered Plan Review Application Form.
4. Site Plan of the property – **4 COPIES**, at a **SCALE of 1"=20' or 1"=40'**, drawn by a licensed engineer or land surveyor, that show the location of:

The proposed dwelling	All existing structures on the property
Driveway, Right of Ways	Well and Septic (Geothermal well if applicable)
Wetlands, streams or ponds	Property boundaries, Open Space, Easements
Setbacks of structures to all property lines	Ground Elevations or topography, Conservation Areas
5. Driveway Permit Application. **NOTE:** Driveway location **must be staked** at curb cut location in order for driveway permit to be approved. Driveway Permit must be approved before street number can be assigned.
6. Complete sets of Construction Documents, including but not limited to: Framing, Floor and Ceiling plans, Exterior elevations, Wall sections, Details and Specifications – **2 COPIES.**
7. Copy of Contractor's New Construction License AND Copy of Contractor's Insurance.
8. If Owner is acting as General Contractor, the Worker's Compensation Form must be completed and Notarized (Signed in front of a Notary Public). Form is available from Building Department. A Notary is available in the Haddam Town Clerk's Office.

All completed applications, documentation and payments are accepted in the Haddam Land Use Department

4 payments are required at time of application, either cash or check, payable to:

CT River Area Health District	---	\$ 110.00	Engineered Plan Review
Town of Haddam	----	\$ 100.00	(includes State fee) for Zoning Permit
Town of Haddam	---	\$ 500.00	Erosion and Sedimentation Bond
Town of Haddam	---	\$ 1,000.00	Driveway Bond
Town of Haddam	---	\$ 25.00	Driveway Permit if <500 ft. length & grade <8%

You may combine the Zoning Permit Fee and the Driveway Permit fee into one check.

THE BUILDING DEPARTMENT will calculate the Building Permit Fee – **payable after Building Dept. Review.**

BUILDING PERMIT FEE: \$20.00 per \$1,000.00 of construction cost based on Building Dept. Fee Schedule.
Minimum Fee: \$ 25.00. PLUS State of Connecticut Building Fee of \$.26 per thousand for **ALL** permits

The application package is reviewed in the following order: Health Dept., Zoning Dept. and Building Dept. Your application will be reviewed by the Building Official and, when the review is complete, you will be contacted by the Building Office regarding comments from the review, and the Fees due for a Building Permit.

Note: If any additional information or documentation is required by the Health, Zoning, or Building Departments, you will be contacted by those departments.

**YOUR APPLICATION TO THE BUILDING DEPARTMENT WILL NOT BE REVIEWED UNTIL ALL OTHER REQUIREMENTS HAVE BEEN COMPLETED.*

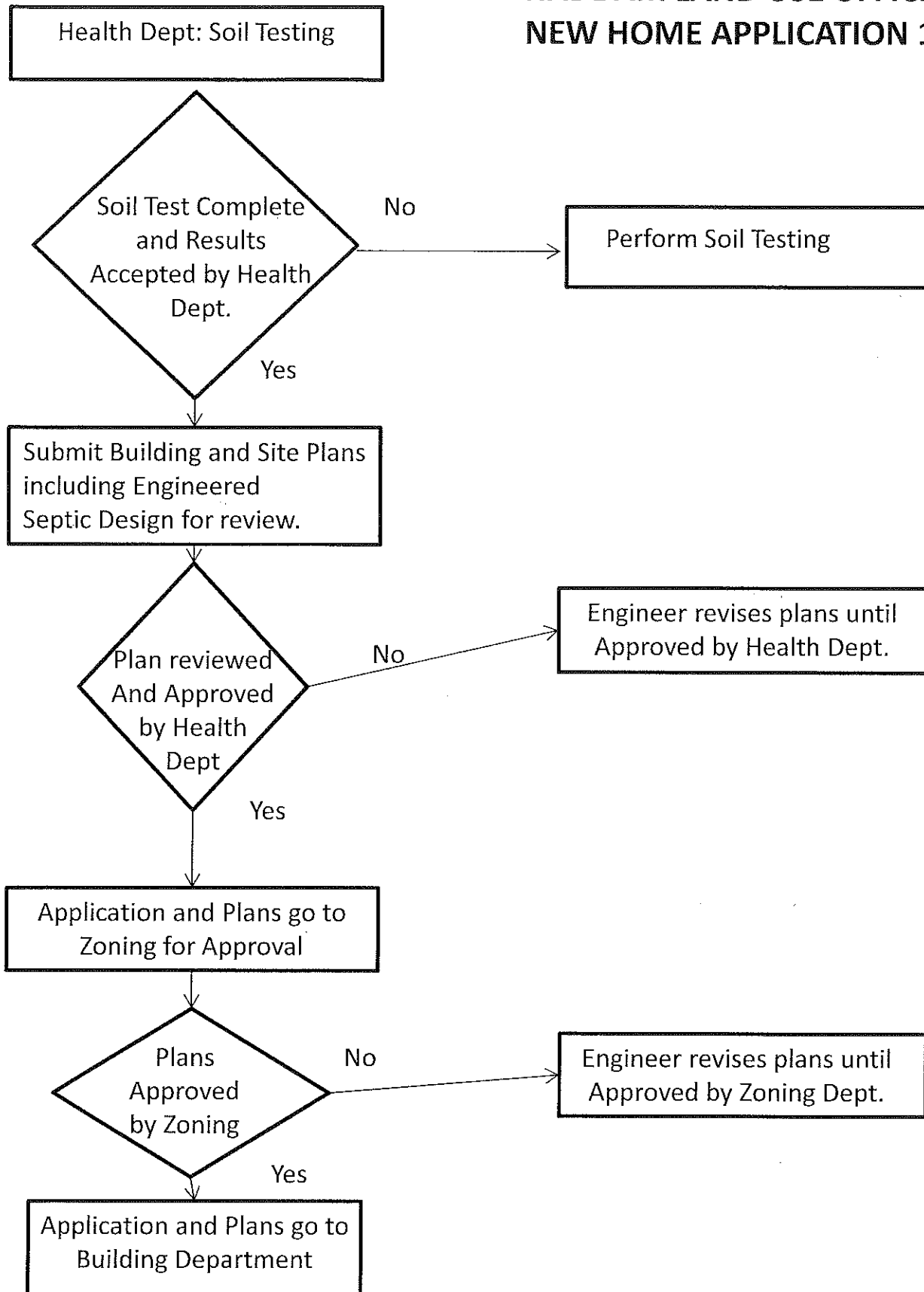
Street Name

Gold: Applicant

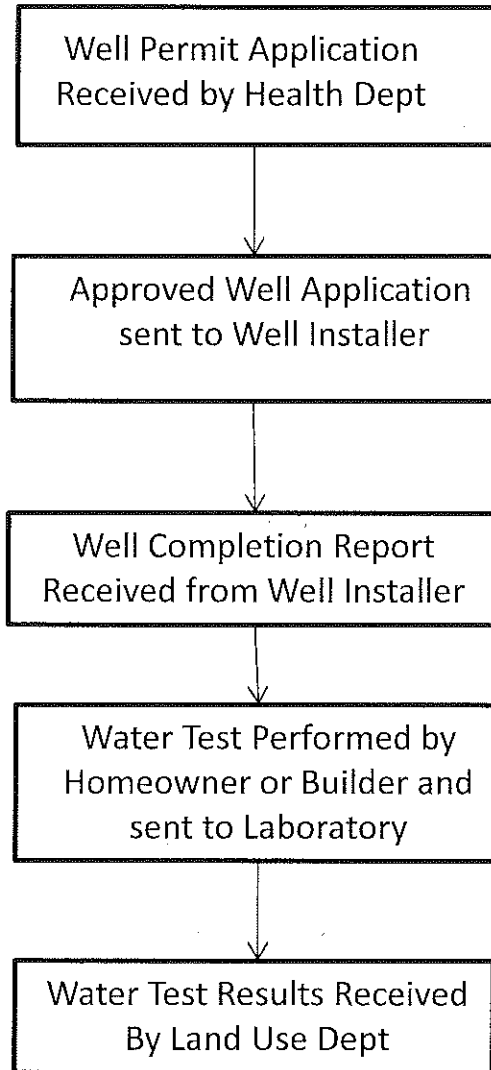
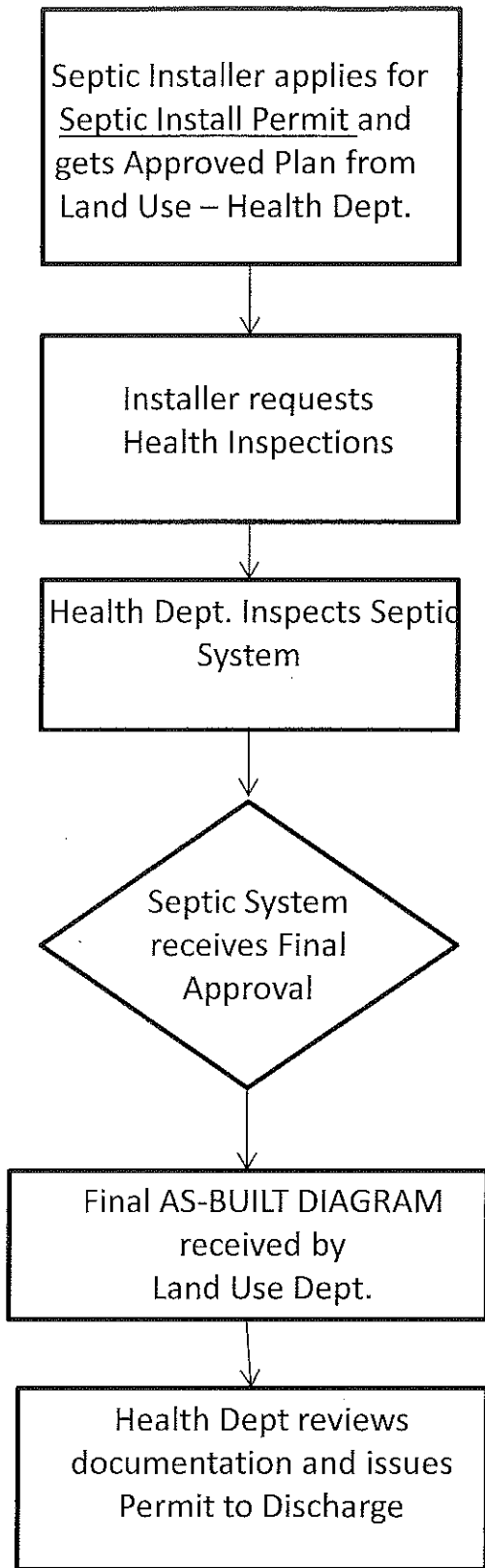
**YOUR APPLICATION TO THE BUILDING DEPARTMENT WILL NOT BE REVIEWED UNTIL ALL OTHER REQUIREMENTS HAVE BEEN COMPLETED.*

Gold: Applicant

HADDAM LAND USE OFFICE NEW HOME APPLICATION 1

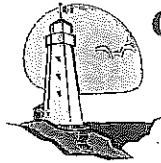


HADDAM LAND USE OFFICE NEW HOME APPLICATION 2



NOTE

Certificate of Occupancy will not be issued without water test results and Full FINAL AS-BUILT Diagram.



Connecticut River Area Health District

455 Boston Post Road Suite 7
Old Saybrook, CT 06475

ENGINEERED PLAN REVIEW

CIRCLE: New Repair Subdivision

(New & Repair: \$110.00/Residential \$200.00/Commercial)

(\$75.00 per lot)

ENGINEER: _____ LICENSE # _____

PHONE # _____ FAX # _____

EMAIL _____

PROPERTY ADDRESS: _____

OWNERS NAME: _____ OWNER PHONE # _____

I attest that the plan submitted for Health District approval is compliant with the CT Public Health Code.

(For an Old Saybrook WWMD plan, by your signature, you are also attesting to the plan being compliant with the Town of Old Saybrook WWMD up-grade standards.)

When applicable a copy of the building plans/floor layout must accompany the septic plan.

DATE: _____

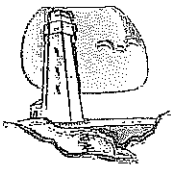
PRINT: _____ SIGNATURE: _____

Office Use.....

Payment Received: Cash _____ Check # _____

Date Approved: _____ Signature: _____

Date of Plan: _____ Last Revision Date: _____



Connecticut River Area Health District
455 Boston Post Road, Suite 7 Old Saybrook, Connecticut 06475
Telephone (860) 661-3300 • FAX (860) 661-3333

Well Water Sampling

Newly constructed wells, deepened existing wells and
hydrofracking.

The water quality of a

1. newly constructed well
2. existing well that is deepened or hydrofracked

shall be sampled by a qualified individual and analyzed by a Connecticut state approved laboratory. The well water supply system shall have been disinfected and the system shall not be sampled until all disinfectant has dissipated.

The sample shall be at a minimum analyzed for:

Total Coliform

Nitrate

Nitrite

Sodium

Chloride

Iron

Manganese

Hardness

Turbidity

PH

Sulfate

Apparent Color

Odor

*Arsenic

*Uranium

* Wells shall also be tested for the presence of Arsenic and Uranium

TOWN OF HADDAM

PERMIT FEE SCHEDULE

BE IT ORDAINED by the Town Meeting at the Town of Haddam, that pursuant to Section 3-7 of the Town of Haddam Charter, the following amendments to ordinance chapter 52. BUILDING CONSTRUCTION, shall be adopted on October 25, 2017, to be effective on November 1, 2017

1. Building Permit Fee Evaluations:

The applicant for a permit shall provide an estimated permit value at the time of application. Permit valuations shall include total value of work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment and other permanent systems. If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the building official. Final building permit valuation shall be set by the building official.

2. The following fees shall be paid for processing building permit applications:

- A. State Education Fee of \$.26 per thousand for all permits (effective July 1, 2010)
- B. Building permit fee: -\$20.00 per thousand or any fraction thereof of construction cost based on fair market value; Minimum fee - \$25.00 (plus state education fee)
- C. Electric permit fee: \$20.00 per thousand or any fraction thereof of construction cost based on fair market value; Minimum fee - \$25.00 (plus state education fee)
- D. Plumbing permit fee: \$20.00 per thousand or any fraction thereof of construction value based on fair market value; Minimum fee - \$25.00 (plus state education fee)
- E. HVAC permit fee: \$20.00 per thousand or any fraction thereof of construction cost based on fair market value; Minimum fee - \$25.00 (plus state education fee)
- F. Renewal of existing Permit - \$25.00

G. Permit fees are non refundable (effective August 1, 2008)

TOWN OF HADDAM

BUILDING DEPARTMENT

REQUIRED INSPECTIONS

According to Section R109 of the IRC and section 110 of the IBC within the 2016 Connecticut State Building Codes, construction or work for which a permit is required shall be subject to inspection and the work shall remain accessible and exposed for inspection purposes until approved. It is the duty of the permit applicant to keep the work accessible and exposed and to request inspections. '12 IBC 110.5

The Building Dept. requires at least two (2) business days' notice prior to requested inspection.

Depending on the scope of work of each project and permit the following inspections may be required:

Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the building official. '12 IBC 110.6

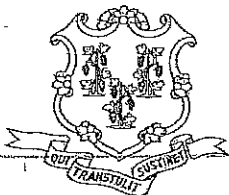
- A preliminary inspection of buildings, structures and sites is authorized by the building official prior to issuing a permit. This can be helpful with alterations.
'12 IBC 110.2
- Footing/soil inspection done after excavation for footings are complete and any required reinforcing steel is in place.
'12 IBC 110.3.1
- Foundation inspection of formwork and any required reinforcing steel must be in place.
'12 IBC 110.3.1
- Footing Drain and foundation coating in place and prior to backfill.
- Concrete slab and under floor inspection done after in-slab and under-floor reinforcing steel and building service equipment, conduit, piping accessories and other ancillary equipment items are in place and before any concrete is poured or floor sheathing is installed, including the subfloor and required insulation at edge of slab. The required **vapor barrier** is also required to be inspected prior to concrete placement.
'12 IBC 110.3.2
- Well trench (48" minimum trench depth with 6" sand bed with well lines covered with a minimum of 12" of clean material over)
- Lowest floor elevation verification. This applies to construction in flood hazard areas only.
'12 IBC 110.3.3

TOWN OF HADDAM

BUILDING DEPARTMENT

REQUIRED INSPECTIONS

- Permanent electrical service/Electric trench if underground. (24"-36" minimum trench depth with 6" sand bed with conduits covered with a minimum of 12" of clean material over with dig safe tape 6" above conduit)
- Rough mechanical & electrical. All electrical wiring and devices, heating wiring, piping and ducts, and plumbing piping to be concealed must be inspected prior to framing inspection. '12 IRC R109.1.2
- Rough Framing inspection done after roof deck or sheathing, all framing, fireblocking and bracing are in place and pipes, chimneys and vents to be concealed are complete.
'12 IBC 110.3.4
- Fireplace inspection including hearth (formed with rebar in place), throat (with smoke shelf and flue started) and firebox.
- Energy efficiency inspections. Inspections shall be made to determine compliance with energy code requirements such as thermal insulation, insulation of pipes and ducts, sealing of gaps, duct tight fenestration U-value, etc. These may be done at various stages of construction **prior to drywall application.** '12 IBC 110.3.7
- Gypsum board For fire-resistance rated assemblies this inspection is required before joints and fasteners are taped and finished.
'12 IBC 110.3.6
- Fire-resistant penetrations and protection of joints in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.
'12 IBC 110.3.6
- **Other inspections may be required to determine code compliance as determined by the building official.**
'12 IBC 110.3.8
- Special inspections as required in Chapter 17 of the 2012 International Building Code portion of the 2016 State Building Code.
'12 IBC 110.3.9
- Final inspection. This is done after all other inspections and all work required by the building permit is completed and prior to issuance of a certificate of occupancy/approval.
'12 IBC 110.3.10



State of Connecticut
Workers' Compensation Commission

Please TYPE or PRINT IN INK

Rev. 3-17-2006

7B

**Proof of Workers' Compensation Coverage when Applying
for a Building Permit for the Sole Proprietor or Property Owner
who WILL act as General Contractor or Principal Employer**

APPLICANT FOR BUILDING PERMIT

Name of Applicant for Building Permit _____

Property located at _____

in the City / Town of _____

ATTEST

If you are the owner of the above-named property or the sole proprietor of a business doing work on the site of the construction project at the above-named property and you WILL act as the general contractor or principal employer, you must provide proof of workers' compensation insurance coverage for all employees.

Complete this form and, if applicable, sign the Affidavit below in the presence of a Notary Public or a Commissioner of the Superior Court.

CHECK ONE (1) BOX ONLY, provide the appropriate information, and sign:

- ☐ I am the **OWNER** of the above-named property. I WILL act as the general contractor or principal employer and, as such, will submit proof of workers' compensation insurance coverage for all employees who are doing work on the site of the construction project at the above-named property.

Signature of OWNER Applicant _____

- ☐ I am the **SOLE PROPRIETOR** of a business doing work at the above-named property. I WILL act as the general contractor or principal employer and, as such, will submit proof of workers' compensation insurance coverage for all employees who are doing work on the site of the construction project at the above-named property.

Signature of SOLE PROPRIETOR Applicant _____

- ☐ I am the **OWNER** of the above-named property or the **SOLE PROPRIETOR** of a business doing work at the above-named property. I will not personally submit proof of workers' compensation insurance coverage, but I will attest to the following:

AFFIDAVIT

I hereby swear and attest that I will require proof of workers' compensation insurance for every contractor, subcontractor, or other worker before he or she does work on the site of the construction project at the above-named property in accordance with Section 31-288b of the Workers' Compensation Act.

Signature of OWNER or SOLE PROPRIETOR Applicant _____

Name of Business—if applicable _____

Federal Employer ID# (FEIN)—if applicable _____

Subscribed and sworn to before me this _____ day of _____, 200 _____.

Signature of Notary Public / Commissioner of the Superior Court _____

Town of Haddam

Final As-Built Site Plan Specifications

for obtaining a Certificate of Occupancy for New Residential Dwellings

Prior to the issuance of any Certificate of Zoning Compliance, the property owner shall provide a plan 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 Associate of Land Surveyors.

Said plan shall show all required setbacks and boundary lines and the location of all new construction and other important features, including, but not limited to:

- New buildings – final dimensions and location, showing decks, porches, etc.
- Setbacks
- Parking Areas
- Septic System details: including leaching fields, D-Box, and swing ties
- Wells
- Wetlands and setbacks for 100 foot Upland Review Area
- Flood Plains
- Driveway and Elevations
- Property Lines
- Conservation Areas
- Open Space
- Easements

And any other information required to determine compliance with Zoning Regulations.

All As-Built drawings shall include the street number and Assessor's Map and Lot Number.

NOTE: Above specifications are not required for any addition to an existing single family residential building or structure, or for any permitted residential accessory building or structure.

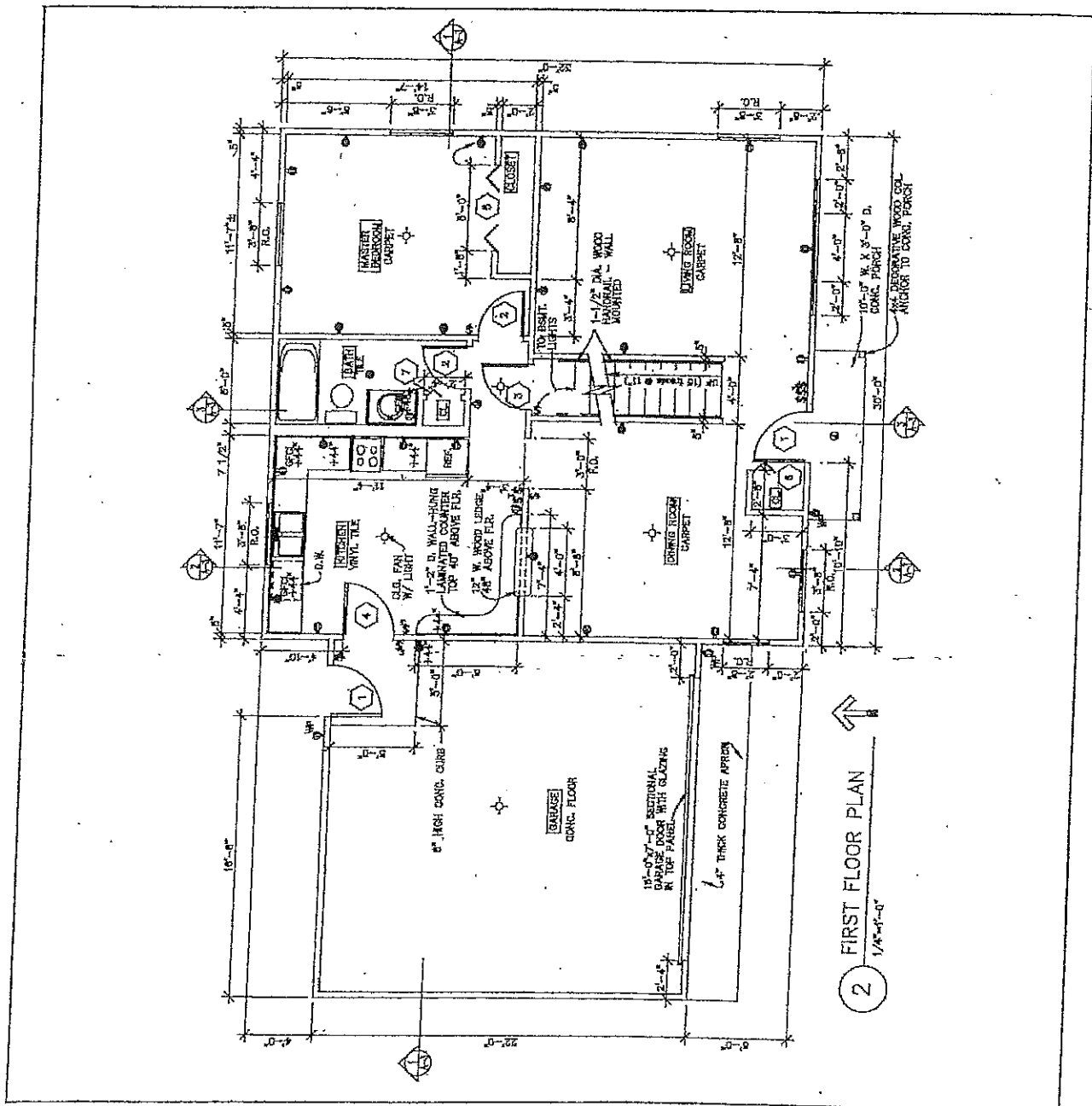
--Town of Haddam Zoning Regulations Section 30.4

Architectural Views

Architectural views provide builders, owners and permit technicians different ways of looking at proposed construction. There are six different types of views that can be shown.

- **Plan View**

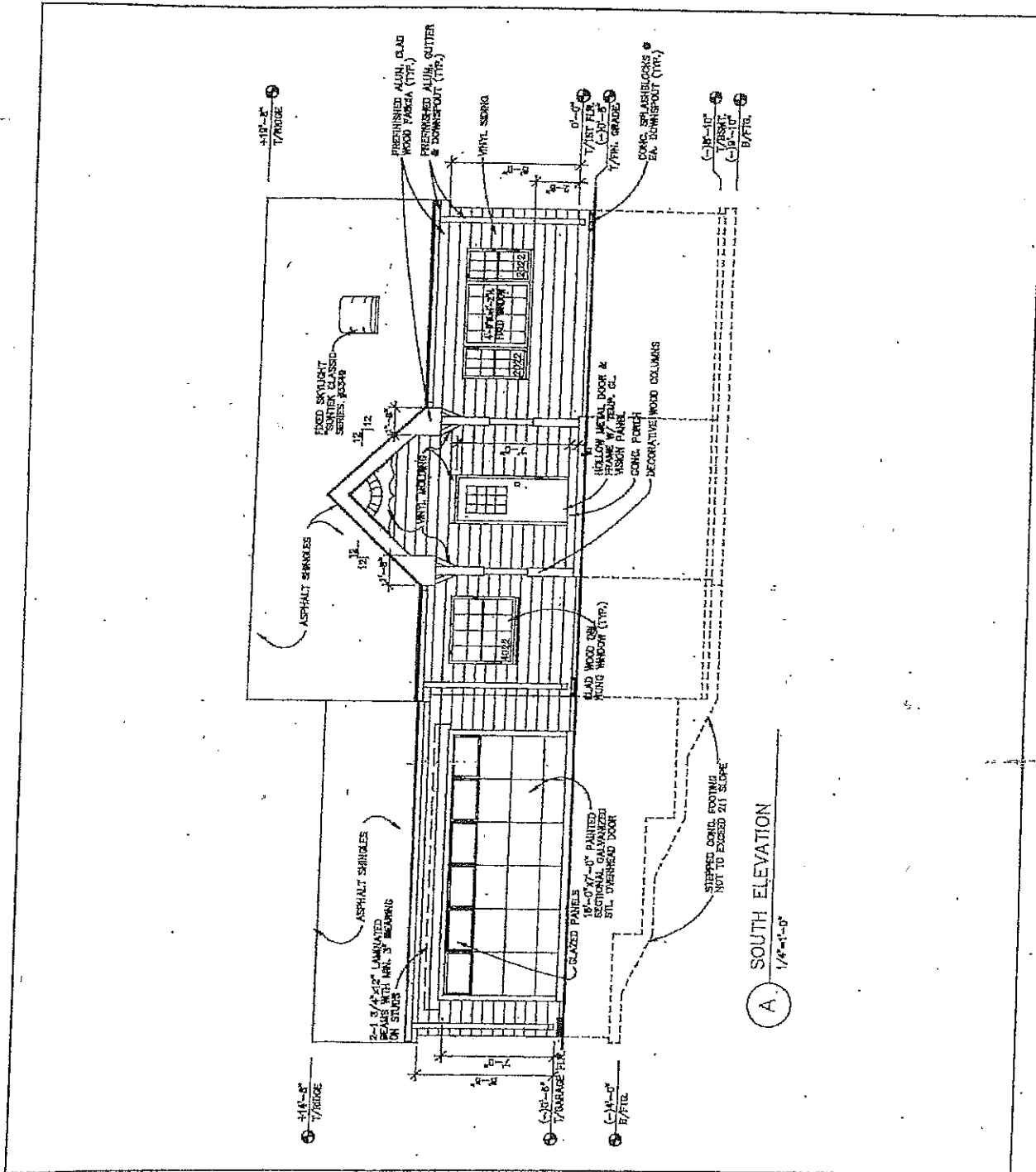
The plan view shows the proposed construction as if it were being viewed from the air.



Plan View
Figure 2-9

- **Elevation View**

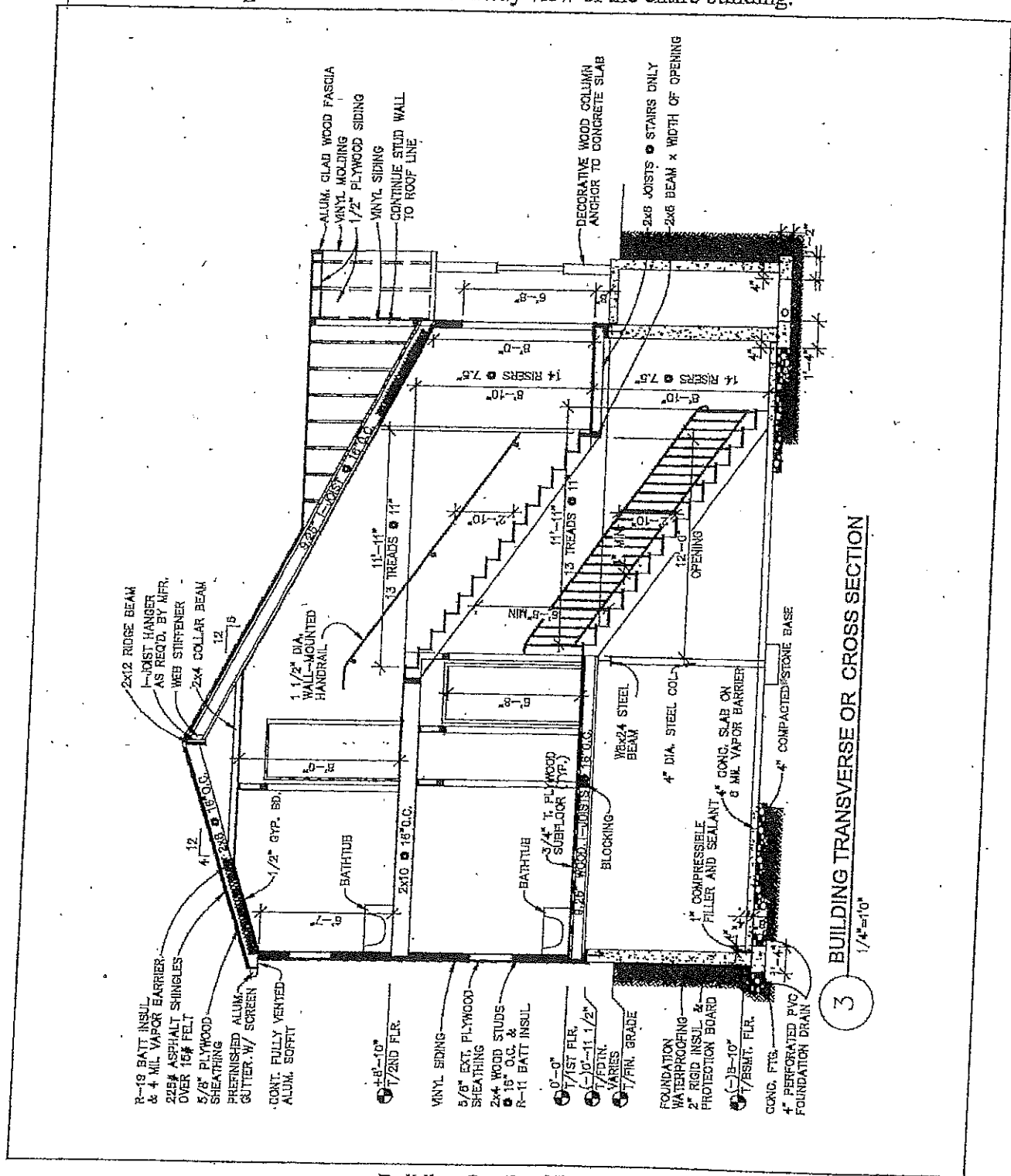
The elevation view shows the proposed construction as if you were standing on the ground looking at it. This view would include the building foundation.



Front Exterior Elevation View
Figure 2-10

● Building Section View

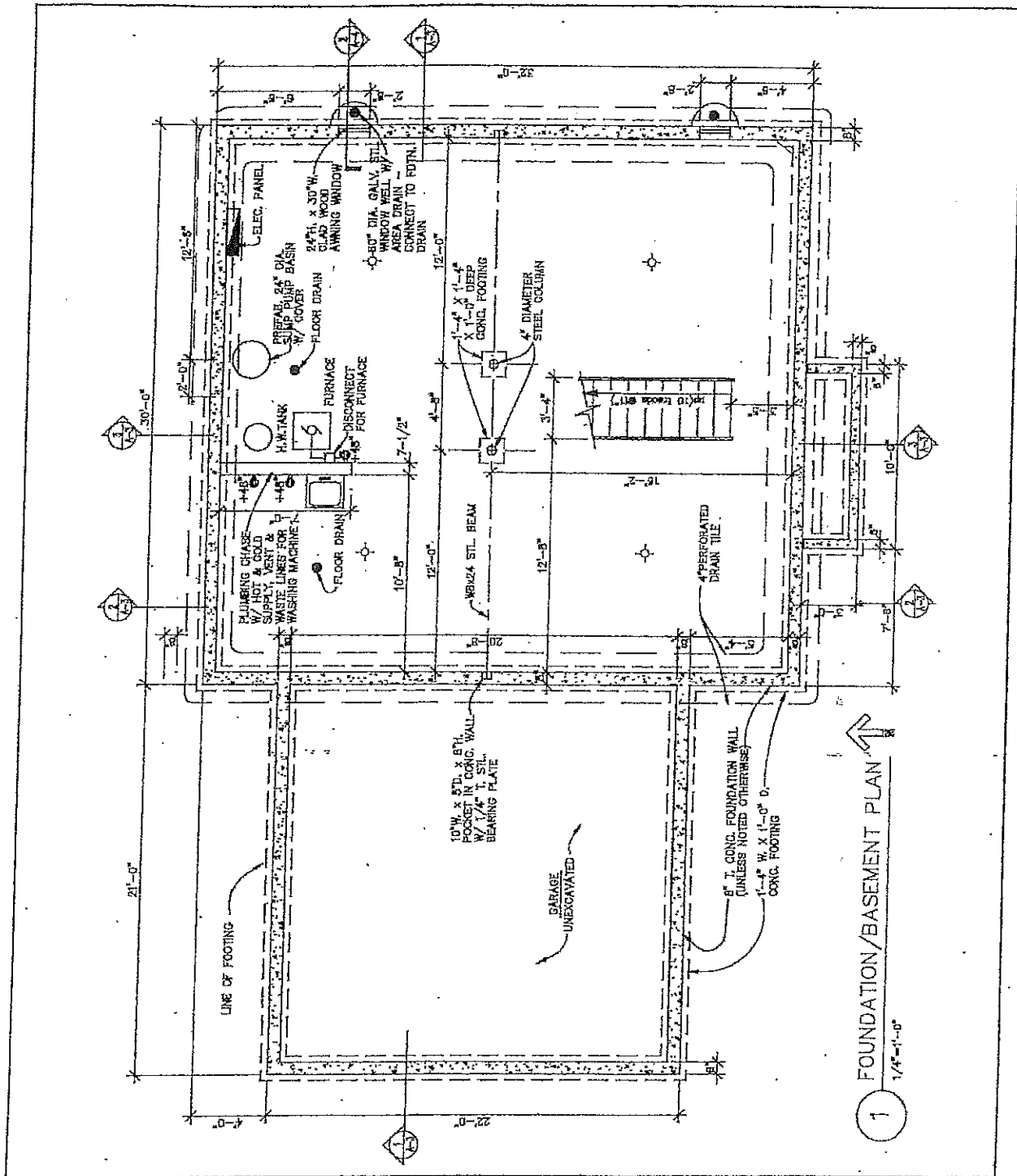
A building section view is a cut-away view of the entire building.



Building Section View
Figure 2-11

● Foundation Plan

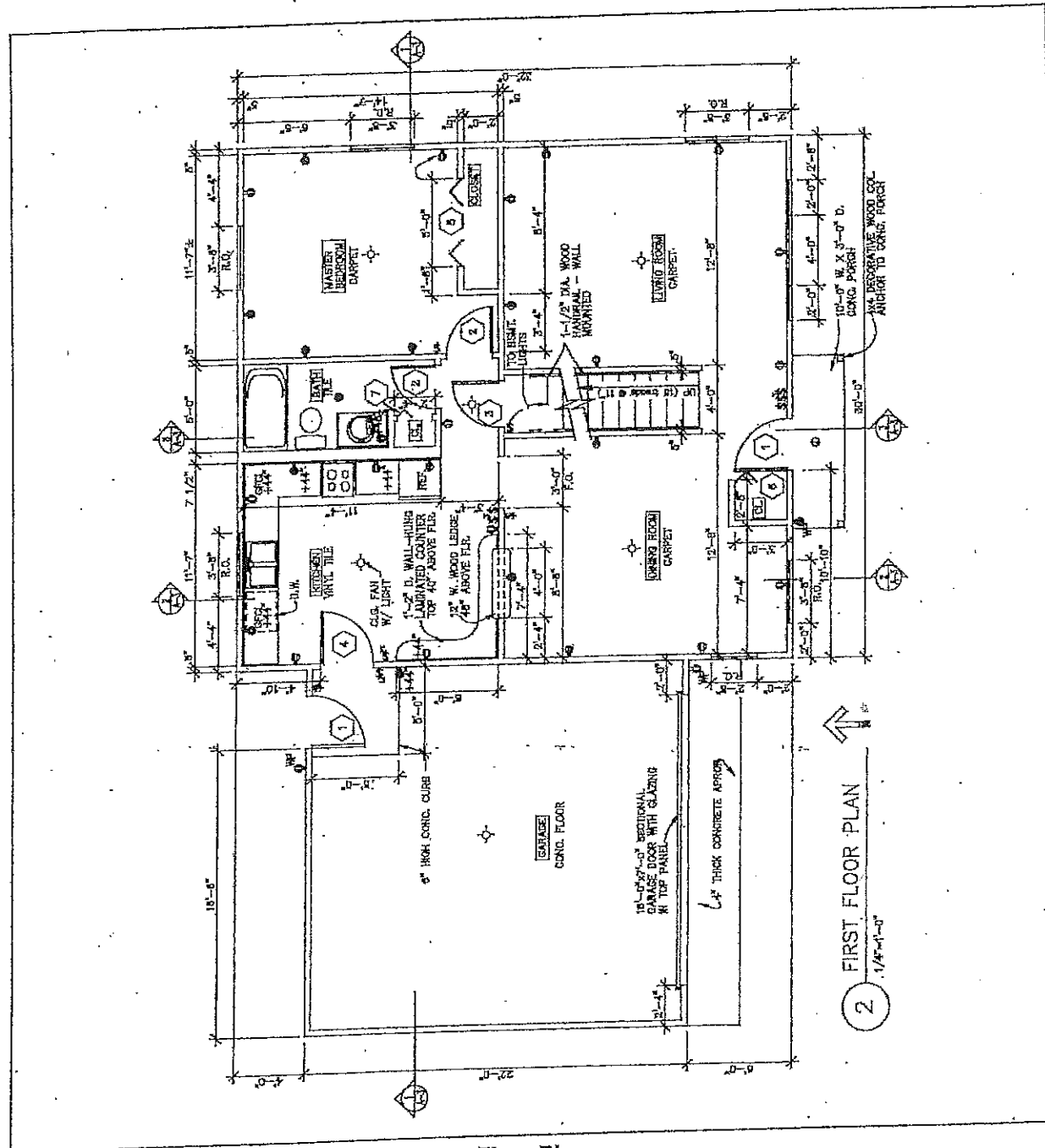
Foundation construction, basement floor construction, wall openings and unexcavated areas are shown on the foundation plan.



Foundation/Basement Plan
Figure 2-7

• Floor Plan

A floor plan shows the layout and dimensions of the rooms in the proposed construction. Types and thickness of wall partitions can also be determined.



Floor Plan
Figure 2-8

HADDAM ENGINEERING DEPARTMENT

APPLICATION FOR PERMIT TO CONSTRUCT DRIVEWAY IN TOWN RIGHT-OF-WAY

PERMIT # _____

A. Applicant/Owner

1. Property Owner _____

Address _____

Phone _____

2. Applicant _____

Address _____

Phone _____

I hereby certify that the proposed work is authorized by the owner of record, and that I have been authorized by the owner to make this application as their authorized agent, and we agree to conform to all applicable Ordinances and Specifications.

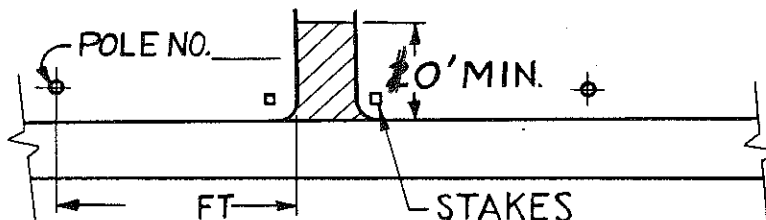
Signature of Applicant/Owner _____

B. Driveway Location

1. Street _____

Assessor's Map # _____, Lot # _____

2. Show sketch of proposed driveway location. Indicate number and location of nearest utility pole. You are required to place and identify stakes to indicate driveway at road edge.



C. Administrative Record (Official Use Only)

1. Site Inspection prior to issuance of permit

Comments/Requirements:

a. Sight distance _____

b. Drainage _____

c. Apron type (see attached details) _____

d. Other _____

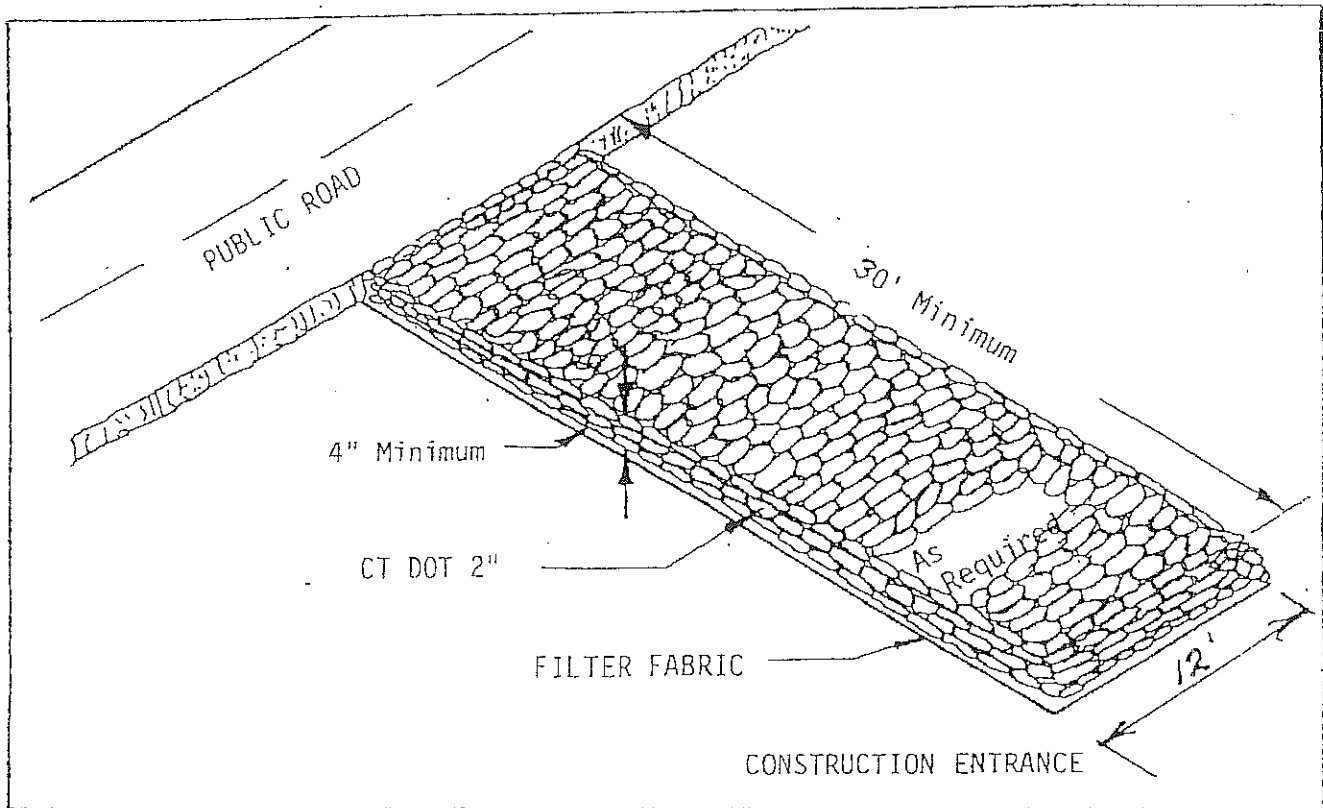
2. Permit to construct driveway:

Approved _____ Date _____
(signature, Engineering Dept.)

(signature, Public Works Dept.)

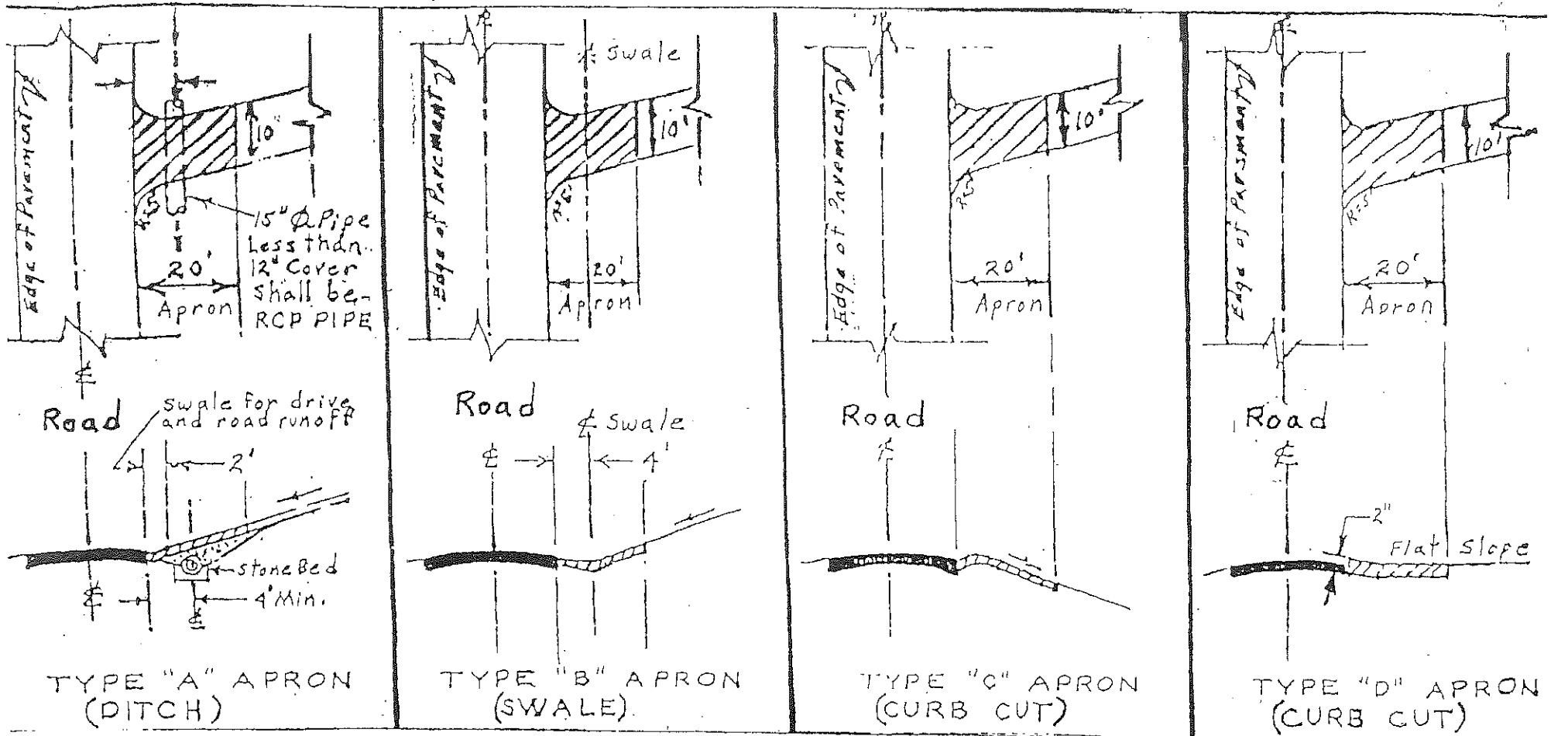
Disapproved _____ Date _____
(signature & title)

**TOWN OF HADDAM
CONSTRUCTION ENTRANCE FOR
RESIDENTIAL DRIVEWAYS DURING
LOT DEVELOPMENT**



**SEE ATTACHED DRIVEWAY
REQUIREMENTS FOR FINISHED
APRON**

REQUIREMENTS FOR FINISHED APRON



1. 8% MAXIMUM GRADE WITHIN 20 FEET OF EDGE OF ROAD TO REDUCE SLIDING AND IMPROVE VISIBILITY.
2. 15% MAXIMUM RECOMMENDED GRADE THEREAFTER TO ENHANCE ACCESSIBILITY.
3. DRIVEWAY APRON REQUIRED TO PREVENT DRIVEWAY GRAVEL FROM ENCROACHING ON TOWN ROAD.
4. APRON TO BE 2 INCH MINIMUM BITUMINOUS CONCRETE ON 8" BANK RUN GRAVEL.
5. DRIVEWAY APRON SHALL NOT ENCROACH UPON THE TOWN ROAD.
6. DRIVEWAY APRON SHALL NOT INTERFERE WITH ROAD DRAINAGE AND SNOW PLOWING.
7. SITE RAINAGE, DRAINS AND PIPES SHALL NOT DISCHARGE ONTO TOWN ROADS.
8. PRIOR TO CONSTRUCTION AND USE OF THE DRIVEWAY, THE OWNER SHALL SCHEDULE A SITE INSPECTION WITH THE ENGINEERING DEPARTMENT.
9. PRIOR TO CONSTRUCTION, CONTRACTOR SHALL OBTAIN PERMIT TO INSTALL APRON, AND SCHEDULE INSPECTIONS.
10. INSTALL "CONSTRUCTION ENTRANCE" (DETAIL ATTACHED) IMMEDIATELY AFTER DRIVEWAY CUT AND MAINTAIN UNTIL APRON CONSTRUCTION.

All Driveway Criteria can be found in Section 130 of the Regulations for Public Improvement

Driveway Aprons

Paved bituminous concrete driveway aprons shall be provided at each intersection of a driveway with an abutting road. The driveway apron is that portion of the driveway extending from the Town road pavement to the right-of-way line of the Town road or to a distance of ten (10) feet from the edge of the Town road pavement, whichever is greater.

Driveway Lip

All paved driveway aprons along curbed roads, or where otherwise required by the Town Engineer or Assistant Director of Public Works, shall have a minimum lip of one and one half (1-1/2) inches at the Town road gutter line. If a driveway apron is constructed prior to the placement of the top or surface course of a subdivision road to be dedicated to the Town of Haddam at some future date, then the driveway lip shall be increased in height so that after completion of the road construction, a minimum lip of one and one-half (1-1/2) inches is maintained.

Driveway Width

Driveways serving a single residential dwelling unit shall have a minimum pavement width of ten (10) feet, and a maximum pavement width of twenty (20) feet. Common driveways, which shall serve a maximum of three (3) lots, shall have a minimum width of sixteen (16) feet and shall be constructed to the same road cross section shown in the Standard Detail Drawings for a Local Road (Regulations for Public Improvement Figure 1).

Side Line Setback

Unless otherwise permitted, the side or edge of a driveway shall not be located any closer than five (5) feet from an adjacent property line.

Sight Distance

The visibility at driveway intersections with Town roads shall be such as to allow a stopped vehicle on the driveway, located ten (10) feet back from the gutter line, to see, and to be seen, from a vehicle approaching from either direction along the Town road, a distance of not less than one hundred fifty (150) feet, based on a height of eye and object of 3.5 feet.

Gradient

Driveway grades within the street right-of-way shall not exceed eight (8) percent, and within private property shall not exceed fifteen (15) percent.

Ascending Driveways

Driveways which ascend into private property shall be paved from the driveway apron to the high point in the driveway. Unless otherwise approved by the Town Engineer or Assistant Director of Public Works, driveways shall be cross-sloped so as to establish sheet flow drainage and avoid the discharge of concentrated runoff into Town roads.

Descending Driveways

For driveways which descend into private property, driveway aprons shall rise in elevation from the Town road gutter line to the Town road right-of-way line a minimum of six (6) inches before descending into the property.

EROSION AND SEDIMENT CONTROL NOTES

All erosion and sediment control measures will be constructed in accordance with the standards and specifications set forth in the State of Connecticut "Guidelines For Sediment and Erosion Control" 1985 and as amended;

Land disturbances shall be kept at a minimum and land re-stabilization scheduled as soon as practicable;

All control measures shall be properly maintained in effective condition throughout the construction period and until permanent vegetation cover has been established;

Hay bale filters or fabric fence shall be installed along the toe of all critical cut and fill slopes;

After construction is completed, topsoil shall be evenly distributed over the disturbed area, properly treated and seeded;

Grading shall not be done in such a manner so as to divert water onto the property of another landowner without the expressed written consent of that landowner and commission;

Additional erosion and sediment control measures shall be installed during the construction period if deemed necessary or required by the Town Engineer or Zoning Enforcement Officer;

Driveways with a slope of ten percent or greater shall be paved prior to the issuance of a certificate of occupancy;

Disturbed areas with a slope of ten percent or greater shall be seeded and mulched prior to October 15th or an erosion control blanket approved by the Town Engineer or Zoning Enforcement Officer shall be placed in accordance with the manufacturers specifications.

These notes are hereby incorporated as a component of the site plan for the following Application for Zoning/Building permit (description): _____

Jim Puska
Zoning Enforcement Officer
Wetland Enforcement Officer

Date

Please initial that you have read and received a copy of this notice: _____

TOWN OF HADDAM, CONNECTICUT
SPECIFICATIONS CONCERNING CONSTRUCTION
OF DRIVEWAYS ABUTTING TOWN HIGHWAYS

1. A driveway or access road serving private property and intersecting with a Town highway shall be constructed in such a manner that it does not interfere with the existing drainage, the movement of traffic, or the removal of snow from the abutting highway.
2. The driveway shall be constructed in such a manner that it does not permit the runoff of water from the abutting Town highway to enter into the property of the owner or adjacent properties thereby creating a nuisance to the Town and a property owner, unless an easement, in form satisfactory to the Town Counsel and approved by the Board of Selectmen, is granted by such owner to the Town for such runoff.
3. Driveways shall be granted for a distance of twenty (20) feet into the private property from the right-of-way line of an abutting Town highway so as to prevent erosion of earth materials onto Town property and shall be designed and constructed in a manner so as to confine the surface water to the gutter areas and permit free flowage of the water in the waterways of the Town highway. Driveway grades shall not exceed eight (8) percent for a distance of 20 feet from the edge of the existing Town highway travel-way. The driveway apron paving shall consist of a minimum of two (2) inches, after compaction, of bituminous concrete over a minimum of eight (8) inches of well graded run-of-bank gravel.
4. Where culverts under driveways are required by the Board of Selectmen within the Town highway right-of-way, such culverts shall be constructed of asphalt coated corrugated metal pipe, corrugated aluminum pipe, or reinforced concrete pipe and shall be of such size, not less than fifteen (15) inches in diameter, as to adequately convey under the driveway all surface runoff which may be reasonably expected to reach the culvert inlet. All culverts shall be of such design as to withstand AASHTO H-20 loadings and shall have a minimum cover over the top of the culvert of one (1) foot, unless otherwise approved by the Board of Selectmen or its duly authorized representative. Inlet and outlet ends of culverts shall have rubble stone or concrete end-walls or metal end sections.
5. The Board of Selectmen may require the removal of sight obstructions including but not limited to trees, bushes, boulders, rocks and stonewalls, or adjustments of cut slopes adjacent to the intersections of a private driveway with a Town highway in order to assure an adequate sight distance at the intersection, and to ensure a safe and efficient means of access for emergency vehicles.
6. At the time of the initial curb cut (driveway construction) a layer of 1" washed stone shall be placed on the driveway apron. This stone layer shall be maintained until final paving is performed.
7. All earth slopes within the Town highway right-of-way shall not be steeper than one (1) unit vertical to two (2) units horizontal, shall be covered with a minimum of four (4) inches of topsoil and shall be suitably seeded with a permanent grass type seed mixture or planted with other acceptable vegetative ground cover to prevent erosion.
8. The Board of Selectmen or its authorized representative must inspect the site of the proposed driveway before any permit for construction of the driveway is issued.

9. Each applicant shall submit a \$1,000.00 cash bond to the Town at the time of application. Should extraordinary conditions exist, including but not limited to extensive site work or grading, the bond amount may be adjusted higher, but in no instance shall it be lowered. (revised March 16, 2005)
10. If in the opinion of the Board of Selectmen or its authorized representative, site conditions warrant, a design plan prepared by a Professional Engineer licensed in the State of CT shall be submitted for review and approval. No permit will be issued or work performed until said plan is approved.
11. Any driveway proposed for commercial, industrial or business purposes shall be designed by a Professional Engineer licensed in the State of Connecticut. The design plan shall be submitted for review and approval prior to issuance of a driveway permit.
12. All construction work covered by the Driveway Permit shall be subject to the inspection and approval of the Board of Selectmen or its authorized representative. "All permit driveway work & stabilization shall be complete & town approved prior to issuance of final approval for land and/or structure use (Zoning compliance, Certificate of Occupancy). When driveway construction work does not comply with permit requirements & the applicant does not correct the deficiency within 14 calendar days after notification, the town may use assurance money to correct the deficiency". (Revised June 5, 1991)
13. If a proposed driveway is not constructed within one (1) year from the date of issuance of a permit by the Board of Selectmen for said driveway, the permit shall be null and void.
14. The owner and owner's contractor shall hold the Town of Haddam, the Selectmen and their agents and employees harmless against any action for personal injury or property damage sustained by reason of the exercise of this permit.
15. In the event that Zoning Regulations or Subdivision Regulations applicable to the Town of Haddam shall provide different specifications than the specifications herein provided for, then the more stringent requirements shall govern.

FOR THE BOARD OF SELECTMEN – Adopted 9/11/95

130A.8 Final Approval

The Town Engineer or Assistant Director of Public Works or their authorized representative shall have final approval of the completed driveway. If due to the time of year or other extenuating circumstances, the driveway paving can not be completed prior to issuance of a Certificate of Occupancy, a Driveway Completion Bond shall be provided to the Town of Haddam to ensure that all work is completed no later than July 31 of the next paving season. Driveway Completion Bonds shall be in the form of a certified check in an amount determined as follows, plus any additional amount deemed necessary by the Town Engineer and Assistant Director of Public Works due to unusual or difficult site conditions such as ledge, surface and subsurface drainage problems, sight line improvements, etc.:

Driveway Apron Serving a Single Residential Lot	\$1,000 (1)
Driveway Apron Serving More Than One Residential Lot	\$2,000 (1)
Driveway Apron Serving a Commercial Business or Industrial Lot..	\$3,000 (1)
Additional Amount Required for Driveway Culvert	\$ 750 (1)
Additional Amount Required for Driveway Length to High Point	\$2.00 per square foot (1)
Driveway Repairs	No bond required

- (1) 2010 base rates which shall be adjusted on an annual basis as determined by the Assistant Director of Public Works.

Should the owner fail to complete the driveway improvements by July 31 of the following paving season or within any extension of time as specified above, the bond shall be forfeited, and the Town shall utilize the funds to complete the required work. Any excess funds remaining after completion of the improvements shall accrue to the Town of Haddam.

130A.9 Waivers and Appeals

Requests for waivers from the specifications, and appeals, when any party or individual is aggrieved by a decision or determination made by the Town Engineer or Assistant Director of Public Works, shall be made to the Board of Selectman in accordance with the procedure included in the Ordinance entitled, "Construction of Driveways and Drains Abutting Town Highways and Excavation of Town Property".

130B - DRIVEWAY CRITERIA

130B.1 Driveway Aprons

Paved bituminous concrete driveway aprons shall be provided at each intersection of a driveway with an abutting road. The driveway apron is that portion of the driveway extending from the Town road pavement to the right-of-way line of the Town road or to a distance of ten (10) feet in from the edge of the Town road pavement, which ever is greater. In the case of uncertainty as to the true location of a Town road right-of-way line, for the purposes of this section a reference right-of-way line shall be established by measuring twenty-five (25) feet from the centerline of the existing road pavement. However, this

clause shall not be construed as establishing any rights in ownership of land, its purpose being merely to establish a reference line for driveway improvement purposes. Where a Town road adjacent to a proposed driveway does not have any type of bituminous surface course, the Director of Public Works may waive the requirement for a bituminous concrete driveway apron.

130B.2 Driveway Lip

All paved driveway aprons along curbed roads, or where otherwise required by the Town Engineer or Assistant Director of Public Works, shall have a minimum lip of one and one-half (1-1/2) inches at the Town road gutter line. If a driveway apron is constructed prior to the placement of the top or surface course of a subdivision road to be dedicated to the Town of Haddam at some future date, then the driveway lip shall be increased in height so that after completion of the road construction, a minimum lip of one and one-half (1-1/2) inches is maintained.

130B.3 Driveway Width

Driveways serving a single residential dwelling unit shall have a minimum pavement width of ten (10) feet, and a maximum pavement width of twenty (20) feet. Common driveways, which shall serve a maximum of three (3) lots, shall have a minimum width of sixteen (16) feet and shall be constructed to the same road cross section shown in the Standard Detail Drawings for a Local Road. The minimum corner or curb radius at the intersection of a Town road and driveway shall be five (5) feet. All brush, trees and any other obstructions shall be cleared and removed for a distance of three (3) feet beyond the edge of pavement along both sides of the entire length of the driveway, and to a height of twelve (12) feet above the driveway surface.

130B.4 Maneuvering Area

All driveways shall include a suitably sized maneuvering area, located on the private property that it serves, so that for vehicles entering the property there is sufficient area to turn around and exit from the property without backing out into the street.

130B.5 Side Line Setback

Unless otherwise permitted, the side or edge of a driveway shall not be located any closer than five (5) feet from an adjacent property line. In addition, the point at which the driveway curb radius intersects the edge of pavement or curb line of a Town road shall not encroach beyond the point where the extension of the property line meets the Town road.

130B.6 Horizontal Alignment

For all driveways the minimum radius of centerline curvature shall be 50 feet.

130B.7 Vertical Alignment

To facilitate access for emergency service vehicles, driveway grades shall have gradual transitions so as to prevent "bottoming out" on a crest and "bumper drag" in sags. Such transitions shall be sufficient to permit transit by a vehicle with a twenty (20) foot wheel base and four (4) foot front and six (6) foot rear bumper overhang.

130B.8 Sight Distance

The visibility at driveway intersections with Town roads shall be such as to allow a stopped vehicle on the driveway, located ten (10) feet back from the gutter line, to see, and to be seen, from a vehicle approaching from either direction along the Town road, a distance of not less than one hundred fifty (150) feet, based on a height of eye and object of 3.5 feet. The Town Engineer or Assistant Director of Public Works may require the removal of sight obstructions including but not limited to trees, bushes, shrubs, boulders, rocks, stonewalls, and adjustments of cut slopes adjacent to intersections of a private driveway with a Town road in order to assure an adequate sight distance and to ensure a safe and efficient means of access for emergency vehicles.

130B.9 Gradient

Driveway grades within the street right-of-way shall not exceed eight (8) percent, and within private property shall not exceed fifteen (15) percent.

130B.10 Ascending Driveways

Driveways which ascend into private property shall be paved from the driveway apron to the high point in the driveway. Unless otherwise approved by the Town Engineer or Assistant Director of Public Works, driveways shall be cross sloped so as to establish sheet flow drainage and avoid the discharge of concentrated runoff into Town roads.

130B.11 Descending Driveways

For driveways which descend into private property, driveway aprons shall rise in elevation from the Town road gutter line to the Town road right-of-way line a minimum of six (6) inches before descending into the property.

130B.12 Drainage

Driveways shall be constructed in such a manner that they do not permit the runoff of water from the abutting Town road to enter into the property of the owner, or adjacent properties, thereby creating a nuisance to the Town and the property owner, unless an easement in a form satisfactory to the Town of Haddam is granted by such owner to the Town for such runoff. Under no circumstances shall a driveway apron be constructed so as to obstruct or alter the free flow of water in the road gutter line or other drainage ways of the Town of Haddam. In addition, if in the opinion of the Town Engineer or Assistant Director of Public Works, discharges from concentrated surface runoff or groundwater seeps will adversely

impact upon a Town road or associated right-of-way, then they shall require the installation of a storm drainage and/or subdrainage system to intercept and convey such discharges to an acceptable outlet location.

130B.13 Driveway Culverts

Where culverts under driveways are required by the Town Engineer or Assistant Director of Public Works within the Town road right-of-way, such culverts shall be constructed of reinforced concrete pipe, or when the cover over top of the culvert exceeds twenty-four (24) inches, high density corrugated polyethylene smooth interior pipe. Culverts shall be of such size, not less than fifteen (15) inches in diameter, as to adequately convey under the driveway all surface runoff which may reasonably be expected to reach the culvert inlet during a storm with a 10-year recurrence interval. All culverts shall be of such design to withstand AASHTO HS20 loadings and shall have a minimum cover over the top of the culvert of one (1) foot, unless otherwise approved by the Town Engineer or Assistant Director of Public Works or their authorized representative. Culverts shall be installed in accordance with the Standards established in Section 100A. Inlet and outlet ends of culverts shall have flared end sections of the same type of material as the culvert except when high density corrugated polyethylene smooth interior pipe is utilized, metal culvert ends shall be provided.

130B.14 Private Bridges

When a driveway crosses a watercourse or other feature such that a bridge is required, plans shall be prepared and sealed by a licensed professional engineer registered in the State of Connecticut who is competent in the field of structural engineering. Such plans shall be accompanied by a written statement from the engineer certifying that the bridge has been designed to withstand AASHTO HS20 Live Loads, and that any waterway opening conforms to the standards established in Section 90A.11 of these Regulations. Upon completion of construction of a private bridge, the licensed professional engineer shall be required to provide a written statement to the Town Engineer or Assistant Director of Public Works that the bridge was constructed in substantial conformance with the design drawings and specifications.

130B.15 Removal of Guide Rails

To the extent possible, driveways shall avoid the removal of existing guide rail systems. Any driveway installation which requires the removal of a portion of a guide rail shall be secured with concrete end anchorages on each side of the driveway. Concrete end anchorages shall conform to the requirements outlined in Section 80I of these Regulations. All such work shall be the responsibility, and at the expense of, the applicant.

130B.16 Crossing of Existing Sidewalks

Any driveway installation that crosses over an existing sidewalk shall require the complete removal and reconstruction of that portion of the sidewalk extending to the closet construction joint located beyond the edge of driveway. The reconstructed sidewalk section

shall match the grade and width of the original sidewalk unless otherwise approved by the Assistant Director of Public Works. Construction of the sidewalk shall conform to the Construction Standards outlined in Section 80M of these Regulations and the Standard Detail Drawing entitled "Driveway Apron with Sidewalk", and shall be the responsibility, and at the expense of, the applicant.

130B.17 Damage to Existing Sidewalks

Any damage to an existing sidewalk including, but not limited to, cracking and chipping, shall be repaired by, and at the expense of the applicant. Such repair shall include the complete removal of the damaged section of sidewalk extending to the closest construction joint located on each side of the damaged area. The reconstructed sidewalk section shall match the grade and width of the original sidewalk and shall conform with the Construction Standards outlined in Section 80M of these Regulations.

130B.18 Disturbance of Monuments or Property Markers

Driveways shall be located and constructed such that no disturbance of road right-of-way monumentation occurs. In the event of accidental disturbance of a monument or property marker, the owner of the property served by the driveway shall be responsible for retaining and paying for the services of a land surveyor licensed in the State of Connecticut to reset the monument or property marker and to provide a Letter of Certification to the Town Engineer or Assistant Director of Public Works. Where driveways are constructed on new roads which have not yet been monumented, they shall be located so as not to interfere with the future placement of monuments.

130B.19 Final Grading and Stabilization

Where grading is required within a Town road right-of-way, slopes shall not be steeper than one (1) unit vertical to two (2) units horizontal, and shall provide a smooth transition to adjacent grades. All disturbed areas shall be covered with a minimum of six (6) inches of topsoil, and limed, fertilized, seeded and mulched. When, in the opinion of the Town Engineer or Assistant Director of Public Works, additional measures are necessary to maintain the stability of slopes, special measures as outlined in Section 70H.4 of these Regulations may be required.

130B.20 Placement of Protective Barriers Along Driveways

It shall be the property owner's responsibility to place protective barriers along driveways as needed to minimize the risk of personal injury resulting from a vehicle departing from the driveway.

130C - DRIVEWAY CONSTRUCTION STANDARDS

130C.1 Paving Materials

Driveway apron paving shall consist of bituminous concrete pavement or concrete pavement. Required driveway paving beyond the driveway apron shall consist of a non-erodable all weather surfacing including, but not necessarily limited to, bituminous concrete pavement; concrete pavement; brick, concrete, or stone pavers; or, penetration macadam.

130C.2 Base Materials

For a driveway serving a single residential lot, the prepared base upon which paving materials are placed shall consist of a minimum depth of eight (8) inches, after compaction, of a "Rolled Granular Base" that conforms to the State Standard Specifications Sections M.02:03 and M.02.06 (Grading C). Regardless of the type of paving surface to be utilized, the base materials shall be capable of supporting AASHTO HS20 loadings. Base materials for all remaining portions of the driveway that extend beyond the required limits of paving shall also be capable of supporting AASHTO HS20 loadings.

For a driveway serving more than one residential lot, the base shall consist of the same depth and type of materials required for construction of a local road as specified in Sections 80E and 80D.

130C.3 Bituminous Concrete Pavement

For a driveway serving a single residential lot, the bituminous concrete pavement surface shall consist of a minimum of two (2) inches, after compaction, of Class II bituminous concrete. Class II "Bituminous Concrete" materials shall conform to the State Standard Specifications Sections M.04.01 and M.04.03.

For a driveway serving more than one residential lot, the bituminous concrete pavement surface shall consist of the same depth and type of materials required for construction of a local road as specified in Section 80G.