

**CITY OF MILFORD – ENGINEERING BUREAU
ENGINEERING GUIDELINES FOR PREPARATION OF SITE PLANS, PLOT PLANS, AND
OTHER PROPOSED PROPERTY DEVELOPMENT PLANS**

GENERAL PLAN REQUIREMENTS

All plans shall be twenty-four inches by thirty-six inches (24" x 36") or eighteen inches by twenty-four inches (18" x 24") in size.

Plans shall be based upon a current A-2 Survey, a copy of which shall be provided, affixed with the original seal and signature of a currently licensed Connecticut Land Surveyor.

The scale of the plan is to be one inch equals ten feet, twenty feet, or forty feet (1" = 10', 20', or 40'), as may be appropriate to adequately show the detail of the proposal.

EXISTING SITE PLANS – AS-BUILT PLANS

Plans submitted to show the existing size and location of a structure and its position on a lot in relation to any property line or street line or to show existing elevations of any utility, sewer, ground surface contour, or building floor level are to be affixed with the original seal and signature of a currently licensed Connecticut Land Surveyor.

PROPOSED SITE DEVELOPMENT PLANS

Plans submitted to show proposed buildings, additions, alteration of existing site grades, storm sewer systems, culverts, sanitary sewers, roads, parking facilities, and other similar site improvements are to be affixed with the original seal and signature of a currently licensed Connecticut Professional Engineer.

The as-built site plan shall indicate the type of semi-permanent marker used to mark the property corners or angle points. Where required by A-2 Survey standards, at least two corners shall be identified by Connecticut State Geodetic System Coordinates. (Available coordinate points are on file in the Engineering Bureau.) Two coordinated reference points, into which the survey has been tied, shall be noted on the plan.

All plans shall show existing or proposed concrete curbs and sidewalks. Where appropriate, suitable arrangements may be made for their future installation.

Front, side and rear yard setback lines and dimensions are to be shown.

Dimensions of proposed structures and proposed distances to property lines shall be indicated.

Location and dimensions of off-street parking spaces shall be depicted.

Existing and proposed elevations shown on the plan shall be based upon NGVD, 1929 Datum, where available. Datum used is to be noted on the plan. Proposed elevations are to be shown for proposed first-floor and garage floor, as well as at building corners and property corners.

In general, the proposed residential garage or, where no garage is proposed, the dwelling shall have a floor elevation of a minimum of one and one-half feet (1½') higher than the abutting center line of road elevation. Existing center line and gutter elevations at the roadway shall be shown on the plan at twenty-five foot (25') intervals, in front of the property corners and at the proposed driveway.

SITE GRADING

The area behind the curb of a street is to be graded in accordance with the current "Typical Cross-Section of Minor Residential Streets Detail" available from the Engineering Bureau. This will result in a proposed grade at the street line 0.5' above the existing or proposed center line of street elevation.

Where site grades in the area of proposed construction are more than eight percent (8%), the plan shall show existing contours at two foot (2') intervals and proposed contours at one foot (1') intervals.

Driveway entrances are to be constructed in accordance with the current detail of the "Concrete Driveway Approach Standard" available from the Engineering Bureau. The grade of proposed on-site driveways should not exceed ten percent (10%).

Where proposed grading includes the requirement for construction of retaining walls, retaining wall details are to be shown on the plan.

STORM WATER MANAGEMENT

In the design of site improvements, particular attention shall be given to surface storm water runoff to minimize adverse effects to abutting and downstream properties. On single-family residential properties, installation of dry wells or other suitable remedies to mitigate potential drainage problems may be required prior to site approval required to obtain certificates of Zoning compliance and occupancy. For two-family or single-family attached parcels and for small residential subdivisions, on-site storage of storm water runoff is to be provided equivalent to one standard dry well for each dwelling unit.

On industrial, commercial, multi-family, and major residential subdivision proposals, the plan is to be accompanied by drainage calculations, affixed with the original seal and signature of a currently licensed Connecticut Professional Engineer. The plan showing the proposed drainage installation must also bear the original seal and signature of the Professional Engineer in addition to the original seal and signature of the Licensed Land Surveyor.

The drainage plan shall provide on-site storage for any increase in storm water runoff, which is expected to occur due to the proposed development when analyzed for a twenty-five (25) year storm condition. The design rainfall is to be 4.1 inches of rain over a six (6) hour period.

Overflows from the on-site storage facilities may be connected to existing City storm drainage structures, subject to the approval of the City Engineer and subject to executing a Storm Drainage Agreement.

Facilities for on-site storage of excess storm water runoff are to be included in the design of proposed property development except where discharge of storm water is proposed through adequately sized culverts from the development directly to the Housatonic River, Long Island Sound, Milford Harbor, or major tidal wetland areas with unrestricted outlets.

SANITARY SEWERS

All proposals for residential subdivisions, residential buildings to house three or more families, or for commercial, retail, or industrial use must receive connection approval from the City of Milford Sewer Commission. Information on the availability of sanitary sewers and applications for "Sanitary Sewer Connection Permits" may be obtained from the Engineering Bureau.

For industrial and commercial uses, eight-inch (8") (minimum) diameter sewers shall be installed and an eight-inch (8") diameter sanitary sewer sampling and inspection access facility is to be provided. Construction is to be in accordance with requirements of the City Engineer. In the event that food preparation facilities are planned with a three-bay sink required by the Health Department, a one thousand (1,000) gallon (minimum) exterior grease trap is to be installed to separate grease from kitchen waste.

For condominium complexes, a minimum size six-inch (6") diameter separate sewer is to be installed to the eight-inch (8") main for each individual unit situated on a ground floor. Units situated entirely on an upper level may be served by a common eight-inch (8") diameter sewer. Units on each separate upper level floor are to be served by a separate eight-inch (8") sewer connected to the sewer main.

Plans for main line extensions of sanitary sewers must be prepared by a currently licensed Connecticut Professional Engineer, and said plans must bear the Engineer's original seal and signature. Proposed extensions of Municipal sewers must be submitted to the DEP for approval, as are sewers proposed to serve condominium complexes.

Minimum size for main line sewers and for new connections between the main line and the required sanitary sewer sampling and inspection access facility for non-residential use shall be eight-inch (8") diameter. Minimum size sewer pipe for industrial, commercial, or multi-family connections is eight-inch (8") diameter.

Minimum size of pipe for sanitary sewer connections for single-family residential is six-inch (6") inside diameter, installed at a minimum slope of $\frac{1}{4}$ " per foot. Each residential connection is required to provide an inspection riser in the vicinity of the street line, in accordance with current standards.

SUB-SURFACE SEWER DISPOSAL SYSTEMS

Designs for sub-surface sewer disposal systems are to be submitted to the City of Milford Health Department for approval.

October 1991
(Re-typed April 2001)