



Planning Department · Hamden Government Center
2750 Dixwell Avenue · Hamden, CT 06518
Phone (203) 287-7070 Fax (203) 287-7075
www.hamden.com

TOWN OF HAMDEN REQUIRED INFORMATION FOR LOT SPLIT

Please Note: In order to qualify for a simple split, a property must have been in the same configuration since January 1, 1956. To determine if a simple split is possible, the following information is required by the Planning Office. All information is accepted Monday through Friday from 9:00 a.m. to 3:00 p.m. in the Planning Office.

- Property Survey*, titled "Proposed Lot Division of" that includes the following information:
 - Shading of areas covered by slopes greater than 20% and areas covered by wetlands or watercourses.
 - A table showing existing and proposed lot dimensions, setbacks, building locations, building coverage, impervious surface coverage location(s), total area covered by slopes greater than 20% and areas covered by wetlands or watercourses.
 - Septic, well, and topographic Information,

Notes: Areas covered by slopes greater than 20% and areas covered by wetlands or watercourses are not counted in determining lot area.

The survey must be signed and sealed by a surveyor licensed in the State of Connecticut and conform to Horizontal and Vertical Accuracy Class A-2/T-2, as defined in the Standards for Surveys and Maps in the State of Connecticut.

- After review and approval by the Town Planner, the owner will provide the Planning Office with:
 - \$200 application fee (subject to change)
 - (1) fixed line recordable mylar (with live signature and seal, to record with Town Clerk)
 - (4) paper copies
 - \$10 cash or check made out to *Hamden Town Clerk*
 - The fee (subject to change) for additional documents filed with the Town Clerk on the Land Records is \$43.00 for the 1st page and \$5.00 each additional page.

Note: The Owner's signature is required on all mylar and paper drawings at the time of submission.

- After the drawings are recorded with the Town Clerk, the Planning Office keeps one copy on file and provides a copy to the following departments:
 - Tax Assessors Office
 - Quinnipiac Valley Health Department
 - Engineering Department

Note: As a courtesy, the Planning Office will call the owner to let him/her know the date, time and document number that has been filed on the Land Records. If you have not heard from the Planning Office after one week from the date the drawings were dropped off, please call our office at 287-7070.

Lot Split-Application Revised 12/04/12

