



Town of

North Stonington, CT

PLANNING & ZONING COMMISSION

PRE-CONSTRUCTION MEETING CHECK-LIST

1. All work to be per the approved, signed and sealed plans. A copy to be on site at all times.
2. Changes to the plans require the submission of “cut sheets” and administrative or Commission approval prior to making the changes.
3. All required bonding to be in place **PRIOR** to the issuance of permits. Bonding may include:
 - a. A roll over of review fee agreement into an inspection fee agreement
 - b. Bonding for Erosion and Sediment Control
 - c. Bonding for landscaping
 - d. Bonding for Stormwater Mgt. Facility
 - e. Bonding for Temporary on-site construction/office trailers.
4. Contacts List
 - a. On-site contractor
 - b. E&S contact
 - c. Emergency Hours Contact
5. Hours of operation
6. Time Table for completion of work
7. Noise/Dust/Lighting/Traffic Control Measures
8. Site Security Measures
9. Permits required prior to start of work:
 - A. Zoning Permit for site work (E&S, drainage, parking lots and drives)
 - B. Zoning Permit for building construction (Per Plans)
 - C. Zoning Permit for Construction and storage trailers (bonding required)
 - D. Building Permits
 - E. Health Permits
 - F. Driveway and access permits/DOT encroachment permits
 - G. Miscellaneous Permits (gas, water company, AT&T ect.)
10. Site Construction signage (Location, size, ht. -to be part of site work permit)
11. Inspections: (24-Hr notice required)
 - a. Town Engineer (random or as requested)
 - b. Wetlands Enforcement Officer (random or as requested)
 - c. Zoning Enforcement Officer (random or as requested)
 - d. Building Dept. (random or as requested)

All E&S to be in place, inspected and approved (per Plans) before Site Work may begin.
12. Prior to issuance of a Certificate of Zoning Compliance: (\$25.00)
 - a. All approval requirements and conditions have been met.
 - b. Submission and approval of As-built Plans per the regulations (digital copy required along with final mylars)
13. To release bonds:
 - a. All improvements completed per the plans.
 - b. As-builts submitted and approved.
 - c. Execution of a Maintenance Bond for the landscaping. (10% of the landscape bond or \$5000, whichever is higher, for 1 yr. To guarantee viability of landscaping.)