



CITY OF BRIDGEPORT Engineering Department

CITY HALL - 45 Lyon Terrace, Room 216
Bridgeport, Connecticut 06604-4023
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MAP & SUBDIVISION CHECKLIST

FOR _____

DATE: _____

1. Title
2. Is the address given for building permit per City Ordinance
3. Ties and distances to nearest intersection
4. Scale (not more than 50 feet to the inch)
5. Date and approximate North arrow
6. Name of owner
7. Names of all adjoining property owners as shown on the Assessor's block map
8. All distances and bearings (or interior angles)
9. Size: Only 3 sizes allowed as per State of CT: 12" x 18"; 18" x 24"; 24" x 36"
10. Map (Mylar) and three (3) paper copies must be certified, signed and embossed sealed by a land surveyor who shall be duly registered in the State of Connecticut. Please submit a digital copy of the AsBuilt CAD drawing in DWG Format via email Asbuilt.Plans@Bridgeportct.gov to the Engineering Department.
11. Standards to which survey was prepared
12. All easements shown (if any)
13. Revision dates shown (when appropriate)
14. Reproduction process must be designated as "wash-off", photographic or original ink. Red ink stamp must show producer and process.
15. Once the map is placed on file any use of the words to be or proposed to describe a lot line becomes invalid. The words to be or proposed to describe improvements will also become invalid once the improvements are made and should be omitted. Words such as "new, former, existing, or created" should be used as necessary.
16. For As Built drawings show all improvements as they exist to ensure conformance to the approved building plans. These improvements will include buildings, driveway apron, driveway/sidewalk, drainage systems, **topography**, **building FFE**, sanitary connections, parking areas, new lot lines etc. Asbuilt plans shall also show the exact locations and inverts of the recharger system. If an overflow pipe from the recharger (BMP) is connected to the city's storm sewer or combined system, then it shall show the exact inverts and location of the connection to the existing system and the exact inverts of the existing systems. For sanitary connections see Sanitary connection checklist.
17. Elevation Certification is required to be filed for Buildings in Flood Zone.
18. As Built Plans shall include Operation & Maintenance Plan requirements for storm water Best Management Practices including a notice of declaration of responsibilities and obligation filed on the land records. Please see Storm Water Manual for the Operation & Maintenance Plan submission requirement.
19. Deed or written instrument for filing included with map for filing