

Contact and Plat Name: Lot Subdivision Plat Review

Meets Ordinance	Does Not Meet Ordinance	Requirements	Description	Section
		<b>Area and Depth</b>	Minimum 2 Acres, unless public water OR wastewater (21,780 SF) or public water and wastewater (11,250 SF). If on existing street, lot depth must be greater than width on each parcel.	2-41-4, 6-2, 6-3, 6-4, 6-5
		<b>Frontage</b>	ALL lots (including original) must have 50-ft road frontage on publicly maintained road.	2-19, 4-1-1
		<b>Width and Setback</b>	Lots must be 175-ft wide at setback (35 ft from State Rd property line or 60 ft from road middle-line if ROW only), unless public water OR wastewater (100 feet at setback), or both public water and wastewater (75 -ft width at setback).In the defined setback area, no building or structure may be built.	6-2,6-3,6-4,6-5, 2-36
		<b>Agency approval</b>	Plats must be approved by the Virginia Department of Health (unless well and septs & reserve areas already exist);by VDOT (only if there are 3 more more parcels involved), and the E-911 Coordinator.	7-1-4
		<b>Copies to Agent</b>	If 3 or fewer lots, first generation plats must be submitted to the Subdivision Office for <u>Agent review</u> . Two plats (when approved) will be retained by this office.	4-1-1
		<b>Copies to Planning Commission</b>	If more than 3 lots, ten first generation plats shall be submitted to the Subdivision Office one week prior to the monthly Planning Commission meeting (meeting is third Tuesday of each month.)	6-10, 6-11
		<b>Water &amp; wastewater</b>	The drainfield, reserve areas and well-site to be shown to scale on final Plat. All lots, including original house site must have a 100% reserve area.	4-1-6
		<b>Signature of Owner(s)</b>	Final plats must be signed by all owner(s) and surveyor with a notary public attesting the plat.	5-1-1,5-1-2,6-12-1,6-12-3
		<b>Boundary Survey</b>	All parcels including any residual, must meet the ordinance. There must be a boundary survey of the entire boundary line, including any residual. This <u>may be an existing survey of record</u> (in all cases the Plat must be cited--not just the Deedbook and Page--and in some cases a copy of that Plat may be required.) When a previous survey is cited for a residual tract, the acreage of the tract must be shown on the plat and frontage and width must be given (an estimate is sufficient if plenty of frontage and width.)	6-10-3
		<b>Plat Title</b>	The Plat must include a Title indicating type(s) of division(s). The Title or a narrative on the plat must name each parcel involved and indicate any transfers of ownership involved.	6-10-1
		<b>Other Info for Plat</b>	Location map, existing or proposed streets, floodplain designation.	6-10
		<b>Re-subdivision</b>	An additional lot subdivision from the parent tract is permissible after a 5-year period.	4-1-7
		<b>Purpose</b>	Plat must meet the general meaning, purpose and requirements of the Ordinance.	1-1-10, 3-1-8, 3-1-10, 5-21, etc.

**NO LOT SHALL BE SOLD UNTIL A FINAL PLAT FOR THE SUBDIVISION IS APPROVED AND RECORDED (6-5-1)**

*Notes: If a new road, it's a Standard Subdivision.*

*A copy of this page and any previous written comments by the Agent must be submitted with the Final Plat.*

Office \_\_\_\_\_

For administrative purposes only: does not substitute for Ordinance