

SUBDIVISION APPLICATION

REVISED 3-1-2007



DEPARTMENT OF PLANNING &
COMMUNITY DEVELOPMENT
233 WEST BROADDUS AVENUE
PO BOX 424
BOWLING GREEN, VA 22427
(804) 633-4303
(804) 633-1766
WWW.VISITCAROLINE.COM

OFFICIALLY SUBMITTED	
DATE: _____	INITIALS _____

CASE # _____

- | | | |
|---|--|---|
| <input type="checkbox"/> MINOR SUBDIVISION | <input type="checkbox"/> FAMILY SUBDIVISION | <input type="checkbox"/> MAJOR SUBDIVISION FINAL/RECORD |
| <input type="checkbox"/> BOUNDARY LINE ADJUSTMENT | <input type="checkbox"/> MAJOR SUBDIVISION CONCEPT | |
| <input type="checkbox"/> LOT LINE VACATION | <input type="checkbox"/> MAJOR SUBDIVISION PRELIMINARY –
INCLUDES SITE CONSTRUCTION PLANS | |

I. APPLICANT: Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ E-mail: _____	II. PRIMARY CONTACT INFORMATION: Contact Name: _____ Company: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ E-mail: _____
III. CURRENT OWNER (provide attachment if multiple owners): Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ E-mail: _____	IV. ENGINEER/SURVEYOR: Company/Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____ Fax: _____ Print Name: _____ E-Mail: _____

V. PROPERTY INFORMATION:									
Tax Map/Parcel No.		Acreage		Road Frontage					
Subdivision Name			Section	Block		Lot			
Existing Zoning			Voting District						
Physical Address/Location									
A.	Existing Land Use(s)			C.	Acreage of Request				
B.	Existing Structure(s)			D.	Proposed Utilities				

PART VIII –USE AND SUBMIT THE APPROPRIATE SUBDIVISION APPLICATION PACKET WITH THIS APPLICATION

IX. FEE CALCULATION SCHEDULE (To be Completed by Staff or Engineer/Surveyor):

Minor Subdivision:	<u>\$100</u>			=	
	(Base Fee)				
Boundary Line Adjustment:	<u>\$100</u>			=	
	(Base Fee)				
Lot Line Vacation:	<u>\$100</u>			=	
	(Base Fee)				
Family Subdivision:	<u>\$100</u>			=	
	(Base Fee)				
Major Subdivision Concept	<u>\$100</u>			=	
	(Base Fee)				
Major Subdivision Preliminary	<u>\$500</u>	+	(_____)	X	<u>\$35</u>) =
	(Base Fee)		(No. of lots)		(\$/lot)
Major Subdivision Final/Record	<u>\$500</u>	+	(_____)	X	<u>\$35</u>)
	(Base Fee)		(No. of lots)		(\$/lot)
					(Total Fees Due)

Reviewed by: _____ Comments: _____

15. I/We read this completed application, understand its intent and freely consent to its filing. The information provided is accurate to the best of my knowledge. I understand that the County may approve, conditionally approve, or deny the request for which I am applying. Furthermore, I grant permission to the Department of Planning and Community Development and other authorized government agents to enter the property and make such investigations as they deem necessary to evaluate the request. If the application requires a County consultant to review the project I agree to reimburse the County all costs associated with such a review. If the owner is different from the applicant, the owner's signature authorizes the applicant to act on his behalf under a limited power of attorney as it relates to this application.

Signature of Owner

Signature of Agent/Applicant

Owner's Name

Agent/Applicant's Name

Date

Date

Note: An application shall not be officially filed until all required plans, plats, fees and support materials are filed with the Director of Planning and Community Development.