

Boundary Line Adjustment Application

Complete the application and the checklist or we can not process the request

		Applicant of Record:
E911 Address:		E911 Address:
Phone:	Fax:	Phone: Fax:
Email:		
Representative:		Note: If applicant is anyone other than the owner of record,
E911 Address:		written authorization by the owner designating the applicant as the authorized agent for all matters concerning the request shall be filed with this application.
Phone:	Fax:	Is property in Agricultural Forestal District? No Yes
Email:		If Yes, what district:
Tax Map and Parcel(s)	:	Deed Book Reference:
Acreage:	Zoning:	Deed Restrictions? O No O Yes (Attach copy)
E911 Address of Parcel:		
Description of Property	:	
knowledge and belief. application.	l agree to conform fully to	ion given on this application are true, full and correct to the best of my o all terms of any certificate or permit which may be issued on account of this
Applicant Name (Please P	rint)	Applicant Signature
All plats must be folded	d prior to submission to the	e Planning Department for review. Rolled plats will not be accepted.
		OFFICE USE ONLY
\$100 fee paid:	Date Received:	Application #: SUB:
Election District:		Planning Area:
Approved Denied	Date:	Zoning Administrator:

Fluvanna County Department of Planning & Community Development 132 Main Street * P.O.Box 540 * Palmyra, VA 22963 * (434) 591-1910 www.fluvannacounty.org

FLUVANNA COUNTY, VIRGINIA

BOUNDARY LINE ADJUSTMENT Checklist

Complete and submit this checklist with the preliminary plat.



Department of Community Development, Planning & GIS

Project Name:		
Date of Sketch Plat Approval:		
Tax Map(s) and Parcel Number(s):	Staff:	
Representative Completing Checklist:	Date Received:	
	Date Reviewed:	
Signature of Person Completing Checklist:	Additional Notes:	
Please check with VDH about Septic and Well prior to application		
General Requirements [Sec. 19-6-1]		
Number of Copies Required		
☐ The subdivider shall submit to the Subdivision Agent a final plat that meets the standards for plats under Section 42.1-82 the Virginia Public Records Act (Section 42.1-76 et seq.), and conforms to the requirements of the following subsections.		
☐ For boundary adjustments and surveys three (3) folded copies of the final plat must be submitted for staff review.		
□ All final plats must meet the standards of plats described within §42.1-82 of the Virginia Public Records Act (§42.1-76 et seq.), and conforms to the requirements of the following sections.		
Form [Sec. 19-6-2]		
☐ Final plats must be drawn with black or blue lines on white paper [Sec. 19-6-2].		
□ Each page shall be no larger than 42" wide x 30" high [Sec. 19-6-2].		
☐ Final plats must be drawn to a scale of 1" = 50', 100', or 200', whichever is most convenient for		

	the subject parcel [Sec. 19-6-2].	Staff Review Only
	If the final plat is drawn on more than one (1) sheet, match limes shall clearly indicate where the several sheets join [Sec. 19-6-2].	Final Plat (Continued)
	All straight lines shall be described with distance to the nearest hundredth of a foot and bearing to the nearest second [Sec. 19-6-2].	
	All curves shall be described with central angle to the nearest minute, radius to the nearest foot, and tangent to the nearest hundredth of a foot [Sec. 19-6-2].	
Fi	nal Plat Information [Sec. 19-6-3]	
Th	e final plat shall clearly show:	
	Name of project/owner/plat.	
	Name, address and telephone number of parcel owners.	
	Name, address, telephone number, and seal of surveyor or engineer.	
	Graphic scale, title, date, and north arrow.	
	Scaled vicinity map showing the location of the parcel and its relationship to the surrounding roads.	
	If applicable, locations of proposed driveway connections onto public streets.	
	Boundaries of the parcel to be surveyed with all bearings and distances indicated.	
	Tax parcel number, zoning district, source of title, and location of the last instrument in the chain of title for all parcels to be subdivided.	
	Sufficient data to readily determine and reproduce on the ground the location, bearing and length of every road centerline, subdivision boundary line and lot line.	
	All rights-of-way, easements, or areas to be dedicated, reserved, or used for any purpose other than single-family detached dwellings. Common or shared easements shall be provided for public service corporations and other service providers in accordance with the requirements of Section 15.2-2241(6) of the Code of Virginia.	
	Sufficient data to demonstrate compliance with the approved sketch plat.	
lm	provements [Sec. 19-6-4]	

	all streets, water, sewer at the agency of agencies re	at shall be accompanied by approved final plans and specifications of and stormwater management systems, drawn to the specifications of responsible for their approval and/or maintenance, and the location of I to be installed by this chapter.	f Final Plat (Continued)
	If any property shown on the final plat other than rights-of-way is to be conveyed to the county, including easements, the subdivider shall provide a deed of conveyance or deed of easement.		
Ce	ertificates [Sec. 19-6-5]		
	The following certificates shall appear on the final plat, and shall be executed as appropriate:		
	Board of Supervis ting of subdivisior	hat, to the best of my knowledge and belief, all requirements of the sors and ordinances of Fluvanna County, Virginia, regarding the plates within the County, have been complied with. [to be signed, dated rveyor or engineer]	_
	ed, including mag chain of title], cont with the free cons proprietors and tru offered for dedica and restrictions da	subdivision of [here insert a correct legal description of land subdivid- gisterial district, source of title, and location of last instrument in the ntaining [insert acreage] and designated [insert name of subdivision], is seent and in accordance with the desires of the undersigned owners, rustees, if any; that all streets shown on the plat are hereby irrevocably ation to public use; and that all lots are subject to certain covenants ated [insert date] and recorded at [deed book and page] in the office of Circuit Court of Fluvanna County, Virginia. [to be signed and dated by	e
	accordance with e	shown hereon has been reviewed and approved by the undersigned in existing regulations, and may be committed to record. [to be signed Subdivision Agent]	