

## FLUVANNA COUNTY, VIRGINIA

## SUBDIVISION: SKETCH PLAN CHECKLIST Developed from Fluvanna County Subdivision Ordinance August 2012

This checklist must be completed and submitted when the sketch plan is submitted. Any subdivision submitted for review not accompanied by the completed checklist will be *promptly* returned to the submitter.

Pr	oject Name:	County Staff Only	
Subdivision Type:		Staff:	
Tax Map(s) and Parcel Number(s):		Date Received:	
Ind	dividual and Firm Completing Checklist:	Date Reviewed:	
Signature of Person Completing Checklist:		Additional Notes:	
Da	te:		
Ac	Iministration & Form		
Number of Copies Required			
	For minor subdivisions, three (3) folded copies of the sketch plan must be submitted for staff review.		
	For major subdivisions, twenty (20) copies of the sketch plan must be submitted. After review by the Technical Review Committee (TRC), revisions and additional copies may be required [Sec. 19-3-2(b)].		
Pla	<u>in Form</u>		
	Sketch plans must be drawn with black or blue lines on white paper [Sec. 19-4-2].		
	Each page shall be no larger than 42" wide x 30" high [Sec. 19-4-2].		
	Sketch plans must be drawn to a scale of 1" = 50', 100', or 200', whichever is most convenient for the subject parcel [Sec. 19-4-2].		

## Standards of Review [Sec. 19-4-1.1]

The Subdivision Agent reviews the sketch plan in accordance with the design criteria contained in Article 7: Subdivision Design Standards of the Fluvanna County Subdivision Ordinance. The review shall informally advise the subdivider of the extent to which the proposed subdivision conforms to the standards of Article 7 and the objectives and policy recommendations of the Comprehensive Plan, and may suggest possible plan modifications that would increase its degree of conformance. The review shall include, but is not limited to: Location of all areas proposed for land disturbance with respect to notable features identified on the sketch plan. Potential connections with existing streets, other proposed streets, or potential developments on adjoining parcels. Location of proposed access points along the existing road network. Consistency with the Fluvanna County Zoning Ordinance, including the following elements: Density **Building Setbacks** □ Lot Width at Building Setbacks Lot Size ☐ Road Frontage **Sketch Plan Information** [Sec. 19-4-3] Name, address, and telephone number of the owner and the subdivider. Name, address, and telephone number of the professional engineer, surveyor, planner, architect, landscape architect, or site designer responsible for preparing the plan, if any, Graphic scale, date, and north arrow. Approximate tract boundaries. Zoning district. Streets on and adjacent to the tract. 100-year floodplain limits and approximate location of wetlands, if any. Approximate location of topographic and physical features including fields, pastures, meadows, wooded areas, trees of special merit, steep slopes, rock outcrops, ponds, existing rights-of-way

Staff Review Only Sketch Plan (Continued)	

and easements, and abandoned roads.	cultural features, such as all structur	es, foundations, walls, trails, and	Staff Review Only Sketch Plan (Continued)
Proposed Developmer	<b>it</b> [Sec. 19-4-4]		
he sketch plan, or accom	panying drawings, shall clearly show:		
Schematic layout indic	ating a general concept for land conse	rvation and development.	
Proposed general stre	et and lot layout.		
Proposed location of b ments.	ouildings, major structures, parking are	as, driveways, and other improve-	
General description of management.	f proposed method of water supply,	sewage disposal, and stormwater	
ield Plan Required fo	r Cluster Development [Sec. 19-4	-5]	
	oval of any cluster subdivision must solution by developed on the subject property		
najor subdivision. In no o	mitted to the Planning Commission as case shall any cluster subdivision be developed as a conventional subdivision	approved which shows more lots	
s the applicant seeking ap	oproval of a cluster subdivision?		
Yes			
No			
	be submitted with the sketch plan, a any additional data which may be ne ust be met:		
ject property as a con- particular, the design i	ow the number of lots which could be ventional subdivision, in accordance vequirements of the Fluvanna County Fluvanna County Zoning Ordinance.	vith all applicable law, including, in	
□ Density	□ Road Frontage		
□ Lot Size	☐ Yard Requirements		
□ Building Setbacks			

		deration shall be given, among other things, to the area of land which would be occupied ads and other areas not usable for building or individual sale, including, but not limited to;	Staff Review Only Sketch Plan (Continued)
		Steep slopes	
		Flood plains and land usually covered by water	
		Land not suitable for buildings and/or installation of utilities due to soil type, topography, or other physical or legal condition.	
Ot	her Re	quirements	
Rip	arian I	Protection Areas [Sec. 19-7-7.1]	
		t local water quality, all <b>major subdivisions</b> must reserve a riparian protection area in ce with the following requirements:	
	strear	iparian protection area shall be at least 50' wide along both sides of all intermittent ns, at least 75' wide along both sides of all perennial streams, and at least 100' wide both sides of the Hardware River, Rivanna River, and James River.	
	tent p	nous vegetation, including existing ground cover, shall be preserved to the maximum ex- racticable, consistent with the use or development proposed. Dead, diseased, or dying ation may be pruned or removed as necessary, pursuant to sound horticultural practices. aging or silvicultural activities may take place within the riparian protection area.	
		ortion of any on-site sewerage system, drainfield, reserve drainfield, or building shall be distributed within the riparian protection area.	
	velopi	erwise authorized by the applicable regulations of this chapter, the following types of dement are permitted within the riparian protection area, provided the requirements of Sec. 7.1 are met:	
		A building or structure which existed on August 1, 2012.	
		On-site or regional stormwater management facilities and temporary erosion and sediment control measures.	
		Water-depended facilities; water wells; passive recreation areas, such as pedestrian trails and bicycle paths; historic preservation; archaeological activities, provided all applicable federal, state, and local permits are obtained.	
		Stream crossings for roads, streets and driveways.	

Modifications to the riparian protection area requirements may be granted by the Subdivision Agent in certain instances. Landscape Preservation Buffers [Sec. 19-8-10] All reverse frontage lots within all zoning districts shall provide a landscape preservation buffer along all interstate, arterial, and collector roads and all scenic byways, as designated by the Virginia Department of Transportation. ☐ The minimum width of landscape preservation buffers shall be forty feet (40') measured from the edge of the existing or reserved right-of-way. Along all scenic byways, the landscaped buffer shall be no less than one-hundred feet (100') in width. The preservation of existing trees and shrubs within the required landscape preservation buffers shall be maximized to provide continuity and improved screening. All trees located within the buffer shall be retained, unless removal is necessary to accommodate utilities that run generally perpendicular to the buffer. Where necessary, the buffer shall be supplemented with a combination of trees and shrubs, both evergreen and deciduous. Berms constructed within the landscape preservation buffer shall be no taller than five feet (5') in height; have a slope no steeper than 2:1; disturb as little existing vegetation as possible; and have a non-linear, undulating form. Modifications to the landscape preservation buffer requirements may be granted by the Subdivision Agent in certain instances. Other Property Characteristics Determine if the property is within an Agricultural & Forest District (AFD) Determine if there are any legal restrictions on the property, such as covenants and/or deed restrictions.

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