



FLUVANNA COUNTY, VIRGINIA
SUBDIVISION: SKETCH PLAN CHECKLIST
July 2025

This checklist must be completed and submitted with the sketch plan.

Project Name: _____

Subdivision Type: _____

Tax Map(s) and Parcel Number(s): _____

Individual and Firm Completing Checklist: _____

Signature of Person Completing Checklist: _____

Date: _____

Administration & 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)].

Plan Form

- 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].

County Staff Only

Staff: _____

Date Received: _____

Date Reviewed: _____

Additional Notes: _____
