

# FLUVANNA COUNTY, VIRGINIA

SUBDIVISION: PRELIMINARY PLAT 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.

Project Name:	County Staff Only Staff: Date Received: Date Reviewed: Additional Notes:
Subdivision Type:	
Date of Planning Commission Sketch Plan Approval (Major Subdivisions):/_/	
Date of Staff Sketch Plan Approval (Minor Subdivisions)://	
Tax Map(s) and Parcel Number(s):	
Individual and Firm Completing Checklist:	
Signature of Person Completing Checklist:	
Date:	
Purpose of Preliminary Plats [Sec. 19-5-1]	
The purpose of the preliminary plat requirement is to provide the subdivider and the county with a conceptual drawing indicating, with a greater degree of specificity than the sketch plan, the subdivider's intentions for subdividing a tract. Subdividers are expected to consider the Subdivision Agent's informal comments on the sketch plan when preparing the preliminary plat. Approval of the preliminary plat by the Subdivision Agent confers upon the subdivider the right to construct improvements and submit a final plat for approval, in accordance with Section 19-3-4 of this chapter.	
Administration & Form	
□ Three (3) folded copies of the preliminary plat must be submitted for review.	

Preliminary plats must be drawn with black or blue lines on white paper [Sec. 19-5-2].

	Each page shall be no larger than 42" wide x 30" high [Sec. 19-5-2].	Staff Review Only
	Preliminary plats must be drawn to a scale of 1" = 50', 100', or 200', whichever is most convenient for the subject parcel [Sec. 19-5-2].	Preliminary Plat (Continued)
	If the plat is drawn on more than one (1) sheet, match limes shall clearly indicate where the several sheets join [Sec. 19-5-2].	· · · · · · · · · · · · · · · · · · ·
	Each sheet shall be numbered and the plat shall provide an adequate legend indicating clearly which features are existing and which are proposed [Sec. 19-5-2].	
Pr	eliminary Plat Information for Minor & Major Subdivisions [Sec. 19-5-3]	
	Name of proposed subdivision.	
	Name, address and telephone number of the owner and the subdivider.	
	Name, address and telephone number of the professional engineer, surveyor, planner, archi- tect, landscape architect, or site designer responsible for preparing the plan.	
	Graphic scale, title, date and north arrow.	
	Scaled vicinity map showing the location of the parcel to be subdivided and its relationship to the surrounding roads.	
	Location and identification of any town or county boundary.	
	Boundaries of the parcel to be subdivided with all bearings and distances indicated.	
	For resubdivision, the existing lot layout.	
	Zoning district, tax parcel number, source of title, and location of the last instrument in the chain of title for all parcels to be subdivided, and the owners of record for all adjoining property.	
	Location, identification, and width of all easements and right-of-ways for streets, railroads, utili- ty facilities or similar uses, on or adjacent to the subject parcel.	
	Total acreage of the tract.	· · _
	Topographic contours as shown on the applicable U.S. Geological Survey quadrangle 7.5 mi- nute series sheets.	
	Location and identification of all streams, rivers, ponds, lakes, wetlands, drainage channels, 100-year flood plains, slopes exceeding 20% and similar features.	

Location and size of all existing buildings, water and sewer lines, wells and drainfields on the subject parcel.

## Additional Preliminary Plat Information for Major Subdivisions [Sec. 19-5-4]

The preliminary plat for a major subdivision shall clearly show, for the subject tract:

- □ All items in Section 19-5-3 (listed on the previous page).
- The location and delineation of ponds, streams, ditches, drains, and natural drainage swales, 100-year flood plains, as defined in Chapter 22, and areas of wetlands as evident from testing, visual inspection, or from the presence of wetland vegetation.
- □ Vegetative cover conditions on the property according to the general cover type, including cultivated land, permanent grass land, meadow, pasture, hedgerow, woodland and wetland.
- □ Soil series, types and phases, as mapped by the U.S. Department of Agriculture: Natural Resources Conservation Service in the published soil survey for the county, and accompanying data published for each soil relating to tis suitability for construction, and, in areas not served by a public or central sewerage system, for septic suitability.
- □ Ridge lines and watershed boundaries.
- A viewshed analysis showing the location and extent of views into the property from adjoining public roads.
- □ Geologic formations on the proposed development parcel, including rock outcroppings, cliffs, sinkholes, and fault lines, based on available published information or more detailed data obtained by the applicant.
- □ All existing man-made features including but not limited to streets, driveways, farm roads, woods roads, buildings, foundations, walls, drainage fields, dumps, utilities, fire hydrants, and storm and sanitary sewers.
- Locations of all historically significant sites or structures on the tract, including but not limited to cellarholes, stone walls, earthworks, and graves.

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# Proposed Improvements for Both Minor & Major Subdivisions [Sec. 19-5-5]

The preliminary plat, or accompanying drawings, shall clearly show:

- □ Total number of proposed lots, with minimum, maximum, and average area indicated; acreage of any residue; and supporting calculations demonstrating compliance with Article 7; Design Standards and Chapter 22 of this code (Fluvanna County Zoning Ordinance).
- □ Layout of all proposed lots, including approximate area, dimensions, building setback lines, easements, and lot and block numbers.
- □ Approximate locations of proposed driveway connections onto public streets.
- □ General grading plan, showing areas of substantial clearing, cutting or filling, and showing the limits of land disturbance.
- □ If new streets are proposed, approximate location, alignment, and width of proposed streets or rights-of-way with proposed names, cross section, type and thickness of each material, and other details sufficient to satisfy the preliminary approval requirements of the Virginia Department of Transportation.
- If new streets or significant areas of impervious surface are proposed (>16%), plans of stormwater management system in compliance with Virginia Stormwater Management Regulations, showing dimensions, invert elevations, and other details sufficient to satisfy the preliminary approval requirements.
- □ If septic systems are proposed, locations of proposed areas on each lot for septic drainfields, including reference to supporting data which establishes the suitability of each area and is sufficient to satisfy the preliminary approval requirements of the Virginia Department of Health.
- □ If a public or central water system is proposed, plans of water supply, treatment, distribution and fire protection system, showing pipe dimensions and other details sufficient to satisfy the preliminary approval requirements of the Virginia Department of Health and the agency responsible for system maintenance.
- If a public or central sewerage system is proposed, plans of sanitary sewer collection and treatment, showing pipe dimensions and other details sufficient to satisfy the preliminary approval requirements of the Virginia Department of Environmental Quality and the agency responsible for system maintenance.
- Designation of all land to be reserved or dedicated for public or common use, showing location, size, shape, proposed ownership, and proposed responsibility for maintenance.

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- Conceptual locations of proposed dwelling sites and uses other than single-family detached dwellings.
- □ Approximate location of proposed shade trees, significant landscaping, and areas of existing vegetation to be retained.

### **Other Requirements**

#### Riparian Protection Areas [Sec. 19-7-7.1]

To protect local water quality, all **major subdivisions** must reserve a riparian protection area in accordance with the following requirements:

- □ The riparian protection area shall be at least 50' wide along both sides of all intermittent streams, at least 75' wide along both sides of all perennial streams, and at least 100' wide along both sides of the Hardware River, Rivanna River, and James River.
- Indigenous vegetation, including existing ground cover, shall be preserved to the maximum extent practicable, consistent with the use or development proposed. Dead, diseased, or dying vegetation may be pruned or removed as necessary, pursuant to sound horticultural practices. No logging or silvicultural activities may take place within the riparian protection area.
- □ No portion of any on-site sewerage system, drainfield, reserve drainfield, or building shall be placed within the riparian protection area. This statement shall be on all plats and all site plans of affected lots.
- ☐ If otherwise authorized by the applicable regulations of this chapter, the following types of development are permitted within the riparian protection area, provided the requirements of Sec. 19-7-7.1 are met:
  - □ A building or structure which existed on the date of adoption of this article (August 1, 2012) may continue at such location. However, nothing in this section authorizes the replacement, expansion, or enlargement of such building or structure.
  - On-site or regional stormwater management facilities and temporary erosion and sediment control measures, provided that:
    - □ To the extent practical, as determined by the agent, the location of such facilities shall be outside of the riparian protection area.
    - □ No more land shall be disturbed as necessary to provide for the construction and maintenance of the facility, as determined by the agent.

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- □ The facilities are designed to minimize impacts to the functional value of the riparian protection area and to protect water quality.
- □ Facilities located within a floodplain adhere to the floodplain regulations of the County Code.
- □ 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. All pedestrian trails and bicycle paths shall be constructed using permeable paving materials.
- □ Stream crossings of perennial and intermittent streams for roads, streets, or driveways, provided that the stream buffer disturbance shall be the minimum necessary for the lot/ lots to be used and developed as permitted within the underlying zoning district. Stream crossings shall not disturb more than thirty (30) linear feet of stream for driveways and sixty (60) linear feet for roads or streets, provided that the agent may allow additional length of stream disturbance where fill slopes or special conditions necessitate addition-al length.

Modifications to the riparian protection area requirements may be granted by the Subdivision Agent in certain instances [Sec. 19-7-7.1(c)].

#### Street Trees

Street trees are required within all major subdivisions with an average lot size of one (1) acre or less as follows:

- □ Street trees shall be required along existing or proposed public streets within or adjacent to any major subdivisions with an average lot size of one (1) acre or less.
- □ The placement of trees shall be in accordance with Virginia Department of Transportation (VDOT) standards and shall not be located within any site triangle.
- □ The required planting shall be located either within the right-of-way itself or within a ten-foot (10') strip continuous to such right-of-way.
- □ Existing trees within a caliper of eight inches (8") or greater located within ten feet (10') of the right-of-way may be used to satisfy the planting requirement, provided the trees are protected in accordance with the standards contained in the Virginia Erosion and Sediment Control Handbook.
- Appropriate provisions shall be made for the permanent maintenance and preservation of the required street trees, to the reasonable satisfaction of the county attorney. Such provisions

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may include a landscape preservation easement dedicated to the property owners' association or other entity approved by the county attorney.

□ One (1) large shade tree shall be required for every 50' of road frontage OR one (1) medium shade tree shall be required for every 40' of road frontage.

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 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 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.
- Dead, diseased, or dying vegetation may be pruned or removed as necessary, pursuant to sound horticultural practices. No logging or silvicultural activities may take place within the landscape preservation buffer.
- □ Fences or walls may be constructed within the landscape preservation buffer, provided that such features are no taller than five feet (5') in height and are designed to be compatible with the rural nature of the surrounding area.
- □ Any plantings required by County Code may be located within the landscape preservation buffer.

Modifications to the landscape preservation buffer requirements may be granted by the Subdivision Agent in certain instances [Sec. 19-8-10(g)].

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