



COMMONWEALTH OF VIRGINIA
COUNTY OF CUMBERLAND

Subdivision Application

Form shall be completed in ink pencil will not be accepted.
Last revised: September, 2021

Internal Use Only

FILE _____
RECEIVED _____
COMPLETED _____
FEE/Ck. _____
RECEIPT # _____
STAFF: _____

1. Type of subdivision: (check appropriate boxes)

Type	Description	Info Required
<input type="checkbox"/> Minor	<u>Includes:</u> <input type="checkbox"/> By-right division (division producing up to 5 lots) <input type="checkbox"/> family division (1 lot per immediate family member)	⇒ Deed/survey showing tract ⇒ Final plat (see sec. 54-59 & 54-58 if applicable) ⇒ Copy of Will with List of Heirs ⇒ Final plat (see sec. 54-58)
<input type="checkbox"/> Major	<input type="checkbox"/> Division of any parcel producing 6 or more lots	⇒ Preliminary Plat (see sec. 54-191) ⇒ Rezoning Application (see sec. 54-192) ⇒ Final Plat (see sec. 54-193)

2. Applicant

Property Tax Map #(s): _____

Name(s) _____

Address: _____

City: _____ State: _____ Zip: _____

Contact number: _____

Email Address: _____

3 Property Owner(s) (who presently owns the property?)

Name(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Contact number(s): _____

Email Address: _____

Note: If the property owner(s) as shown by the tax commissioner's office is (are) not the applicant, the owner's (owners') signed and notarized authorization(s) must be on the plat.

4. Surveyor/ Engineer/Architect (who completed the survey?)

Firm Name: _____

Name of Individual Preparing Plat: _____ certification #: _____

Address: _____ City: _____ State: _____ Zip: _____

Daytime Phone: (____) _____ Fax #: (____) _____ Email: _____

5. Certification*

*If signatory is not owner of record, a completed "Owner/Agent Agreement" must be attached.

The undersigned hereby certifies that all information submitted with this application is complete, true and correct. I understand any errors and/or omissions may lengthen the time to process the request.

Print Name of Property Owner 1

Signature of Property Owner 1

Date

Print Name of Property Owner 2

Signature of Property Owner 2

Date

Print Name of Applicant

Signature of Applicant

Date