



Application and Checklist for

PRELIMINARY PLATS

**King George County
Department of Community
Development**

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PRELIMINARY PLAT CHECKLIST

A preliminary plat is required for any proposed subdivision that is 51 lots or more. Use this checklist of required information to prepare a Preliminary Plat (Section 10-6-3 of the Zoning Ordinance).

Applicant	KGZO Section	Checklist Key: <input checked="" type="checkbox"/> =Yes <input checked="" type="checkbox"/> =No N/A= Not applicable	Staff
<input type="checkbox"/>	Section 10-6-3 (A)	1. Plat prepared by a qualified professional engineer or land surveyor trained and experienced in the layout of subdivisions;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (A)	2. Blueline or blackline prints;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (A)	3. Sheets must be a minimum size of 24" x 36" and a maximum size of 30" x 42" with a scale of not more than 100 ft. to the inch;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (A)	4. North arrows and graphic scales on each sheet;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	5. Cover Page, containing the following:	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	a. Title block with application type, tax map number, lot number, total number of sheets, and signature line for approving authority;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	b. Names and email address of the developer;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	c. Name and email address of person preparing plat;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	d. Date of drawing (including any revision dates) and a list of revisions (if applicable);	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	e. Match-line key plan (if applicable);	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	f. Consecutive sheet numbers;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	g. Vicinity or location map to a scale of 1' = 2,000' showing the location of the proposed subdivision with respect to the area within ½ mile, including existing community facilities that serve or influence it, including main traffic arteries, school(s), parks and playgrounds; and	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	h. Note of any features on the plat acquired from King George County GIS inventory.	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	6. Boundary survey with field of error of closure that meets current surveying practices as administered by the State;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	7. Delineation and location of all wetlands, floodplain areas, Chesapeake Bay Preservation Areas, United States Geological Survey (USGS) perennial and intermittent streams, and other bodies of water;	<input type="checkbox"/>

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<input type="checkbox"/>	Section 10-6-3 (B)	8. Approximate location of any buffer area required by the Chesapeake Bay Preservation Area Overlay Zoning District;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	9. Topographic map with a contour interval not greater than 10 feet showing the total area covered by the subdivision, and delineated floodplain districts;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	10. Locations of all drainage areas and soils data, including at a minimum the existence of any highly erodible, highly permeable, high shrink/swell or hydric soils based on County soils map;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	11. Total acreage of the parcel to be divided (or square feet if less than an acre);	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	12. Location of all monuments and their material type;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	13. Location and dimension of any existing structures;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	14. Data of all curves along the street frontages shall be shown in detail at the curve or in a curve data table containing delta, radius, arc, tangent, chord, and chord bearings;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	15. All King George County Tax Map Sheet Grid lines present on or located across the subject parcel (if applicable);	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	16. Names, locations, and dimensions of all existing and proposed streets (public and private), easements (and owner's names), rights-of-way, and access points/driveways;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	17. Names of adjoining or abutting streets, state highways, and subdivisions shown in their proper location;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	18. Typical cross-sections for proposed streets and other rights-of-way;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	19. Total acreage used for all streets;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	20. Names, locations, and dimensions of all existing and proposed parks, cemeteries, permanent buildings, and bridges located within 300 ft. of the subdivision;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	21. Existing sewers, water mains, culverts and drainpipes, transmission lines, railroads, and other structures (including underground) within the tract or immediately adjacent;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	a. Location and size of the nearest public or semi-publicly owned water main and sanitary and storm sewers should be indicated	<input type="checkbox"/>

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<input type="checkbox"/>	Section 10-6-3 (B)	22. Location and area of all property proposed to be dedicated or reserved for public use or to be reserved by deed covenant for use of all property owners in the subdivision with the conditions, if any, of such dedication or reservation;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	23. Location of historic landmarks, historic district boundaries, Virginia Natural Heritage sites and known historic features;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	24. Location of any mapped dam break inundation zones;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	25. Location of any grave, object, or structure marking a place of burial;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	26. Location of stormwater management facilities, and other structures/facilities required for soil and erosion control;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	27. Name of the owner, use, zoning district, and approximate property lines of each adjacent tract, including tracts that may be across a street from the subdivision;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	28. Location and names of abutting subdivisions;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	29. If subdivision consists of land acquired from more than one source of title, property boundary lines and names of the owners of various tracts shall be included;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	30. Names of owners of all adjoining land and indications of property lines, which intersect the boundary of the tract being subdivided;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	31. Boundary lines of all existing and proposed lots and blocks located within the subdivision. Lots should be numbered consecutively and block should be consecutively labeled in numerical or alphabetical order.	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	32. Dimensions along all boundaries of all lots under one (1) acre in size. All lots over one (1) acre in size should have acreage marked within the lot;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	33. Easements shown by centerline and width when lines are parallel to a boundary or boundary bearings and distances otherwise;	<input type="checkbox"/>
<input type="checkbox"/>	Section 10-6-3 (B)	34. Graphic representation showing the minimum building setbacks on all lots and parcels with a notation of the distance between such lines and the street right-of-way.	<input type="checkbox"/>

ATTACHMENTS – FOR PRELIMINARY PLATS, the following must be submitted:

1. Completed Application
2. Two (2) physical copies and one (1) digital copy (12 additional copies will be requested for the Planning Commission meeting)
3. Application Fee (as determined by the Planning and Zoning Fee Schedule)

PRELIMINARY PLAT APPLICATION

APPLICANT INFORMATION:

Name:		
Company:		
Mailing Address:		
City:	State:	Zip Code:
Phone:	Fax:	
Email:		

PROPERTY OWNER INFORMATION: (Provide attachments if multiple owners)

Name:		
Company:		
Mailing Address:		
City:	State:	Zip Code:
Phone:	Fax:	
Email:		

PROJECT INFORMATION:

Name of Subdivision:	
Zoning:	Total # of Lots:
Parcel(s):	
Tax Map:	Total Acres:
Roads: <input type="checkbox"/> Public <input type="checkbox"/> Private	Utilities - New or Existing? <input type="checkbox"/> New <input type="checkbox"/> Existing
Water: <input type="checkbox"/> Public <input type="checkbox"/> Private (Well)	Sewer: <input type="checkbox"/> Public <input type="checkbox"/> Private (Septic)

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PROFESSIONAL INFORMATION (SURVEYOR, ENGINEER):

Name:	
Company:	
Address:	
Phone:	Email:

As owner/developer/surveyor/engineer of this property, I hereby certify that this application is complete and accurate to the best of my knowledge.

Signature: _____ Date: _____

FOR OFFICE USE ONLY

Application #: _____ Date Received: _____

Submittal Number: ☐ 1st ☐ 2nd ☐ 3rd ☐ Other: _____

Plat Review Fee \$ _____ Date Paid: _____

Submission to other Agencies and Departments Date: _____

Notes/Comments: _____

☐ Approved

☐ Denied

King George County Community Development Signature: _____

Date: _____