



SPOTSYLVANIA COUNTY PLAT APPLICATION
 Submit the completed application with the required plats, all supplemental documents and information, and fees to Code Compliance Permit Intake
 9019 Old Battlefield Blvd, Suite 320
 Spotsylvania, Virginia 22553

Planning Department
 9019 Old Battlefield Blvd., Suite 320
 Spotsylvania, Virginia 22553
 (540) 507-7434 (voice)

www.spotsylvania.va.us

FEEES		
July 1, 2019 Fee Schedule		
Planning:	110-0000-316-16-03 (39)	\$
Zoning:	260-0000-313-03-45 (017)	\$
Processing Fee:	260-0000-318-99-14 (017)	\$ 65
GIS:	110-0000-316-16-10 (334)	\$
TOTAL FEE PAID:		\$

Type: (Check One) NOTE: All plats must be folded prior to submission

- Preliminary Plat:** 12 plats - Planning fee: (50 lots or less) \$1,840; (51 lots or more) \$3,020 + \$15 per each 5 lots or portion > 55; GIS fee: \$280 + \$5 per lot > 10 lots; Zoning fee: \$50;
- Record Plat/Final Plat:** 10 plats - Planning fee: Minor (3 lots or less) \$1,755; Major (4 or more lots) \$3,200 + \$15 per lot > 10 lots; GIS fee: \$815 + \$10 per lot > 3 lots; Zoning fee: \$50;
- Non-Residential/Article13 Plat:** 12 plats- Planning fee: \$1,500 + \$15 per lot > 10 lots; GIS fee: \$815 + \$10 per lot > 3 lots; Zoning fee: \$50;
- Family Exempt Division:** 7 plats (Planning fee: \$1,255; GIS fee: \$580; Zoning \$50)
- Annual Exempt Division:** 7 plats (Planning fee: \$1,145; GIS fee: \$580; Zoning \$50)
- Consolidation or Adjustment:** 7 plats (Planning fee: \$1,145; GIS fee: \$580; Zoning \$50)
- Easement /Right of Way Plat:** 8 plats (Planning fee: \$1,480; GIS fee: \$580; Zoning \$50)
- Easement Exhibit** 7 exhibit plats (Planning fee: w/legal docs. \$865.00; w/out legal docs \$480.00; GIS \$460; Zoning \$50)

Subdivision Name or Owner's Name: _____

Section #: _____ **# of lots:** _____ **Nearest State Route #:** _____ **Zoning District:** _____

Voting District: _____ **Magisterial District:** _____ **Public Water:** Y N **Public Sewer:** Y N **Public Streets:** Y N

Tax Map #: _____ **Parcel Acreage:** _____ **In Land Use Program:** Y N

Developer (Owner if no developer)

Engineer/Surveyor

Address

Address

City, State, Zip

City, State, Zip

Phone Number

Contact Person

Phone Number

Contact Person

E-mail:

E-mail:

E-mail will only be used to send comments as a result of the project's review.

Signature(s): All owners must sign the application or submit an agent authorization letter. Signature(s) of owner(s) or authorized agent:

Date: _____

I hereby certify by my signature above that I am the owner of record of the named property or that I am authorized to act on behalf of all the owners of record of the named property to execute this application. I further certify that all information I have provided thereon is complete and accurate. I agree on behalf of myself and all owners to conform to the Zoning Ordinance, Subdivision Ordinance, Virginia Uniform Statewide Building Code, Erosion Ordinance, Chesapeake Bay Preservation Ordinance, the Water and Sewer Construction Specifications of Spotsylvania County, and all other applicable laws and regulations of this jurisdiction.

****Refunds (Planning) – All refunds must be requested in writing to the Planning Director. Refunds will be issued in the following circumstances: 95% of Planning fees if application is withdrawn within two (2) business days of submission; 80% of Planning fees if application is withdrawn during the initial review period (time varies depending on application type); 40% of Planning fees if application is withdrawn within ten (10) business days after initial review comments are issued.****

FOR OFFICE USE ONLY

Application received by

Date

Application Number