

COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Major Site Development Plan Final Plan Checklist

Developed from Zoning Ordinance

This checklist (among others) must be completed and submitted at the time the final site development plan is submitted. **Any site development plan submitted for final review not accompanied by the completed checklists will be promptly returned to the submitter.**

Project Name: _____

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

Planning Commission Sketch Plan Approval Date: _____

Individual & Firm Completing Checklist: _____

Signature of Person Completing Checklist: _____

Date: _____

The site plan shall be prepared by a qualified person. Final site plans shall be certified by an architect, landscape architect, engineer, or land surveyor licensed to practice in Virginia.

Checklist for Final Major Site Development Plans

Administration:

- 3 full-size folded clearly legible blue or black line copies [22-23-8.1]

General:

- Scale not less than 1"=20' [22-23-5.B]
- Dimensions in feet & decimals of feet to the closest one hundredth of a foot [22-23-5.E]
- If more than 1 sheet, match lines are required indicating where several

COUNTY STAFF ONLY

Staff: _____ **Date**

Received: _____ **Date Reviewed:** _____

Additional Notes: _____

sheets join [22-23-5.D]

- Proposed title of project and name of engineer, architect, landscape architect, surveyor, and developer [22-23-6.A]
- Signature panel for Director of Planning to indicate approval [22-23-6.B]
- North arrow, scale graphic (1"=20'), and date [22-23-6.C]
- Vicinity Map [22-23-6.D]
- Limit of one-hundred-year floodplain, as defined in Sec. 22-22-1 [22-23-6.T]
Location of any wetlands [22-23-6.U]
- Location & dimensions of proposed recreation or open space, and required amenities and improvements [22-23-6.V]

Bulk Requirements:

- Existing zoning & zoning district boundaries on property in development & on surrounding properties [22-23-6.E]
- Property boundaries in the development, including bearings & distances [22-23-6.F]
- Existing property lines, existing streets or rights-of-way opened or unopened; buildings, watercourses, and lakes; & other existing physical features in or adjoining the project [22-23-6.G]
- Building setback lines [22-23-6.I]
- Location of all proposed buildings & structures, accessory and main; number of stories and height [22-23-6.I]
- Proposed general uses for each building; & number, size, and type of dwelling units if applicable [22-23-6.I]
- Preliminary plans and elevations for main and accessory buildings [22-23-6.I]
- Type, location, height, and materials of all existing and proposed fences and walls [22-23-6.J]
- Site coverage - showing percentage of site in buildings, parking, & open space [22-23-6.K]
- Existing & proposed topography and contour lines of the development site with a contour interval of 2 feet or less for major site plans, 5 feet or less for minor site plans, supplemented where necessary by spot elevations [22-23-6.L]

Utilities:

on the site shall be installed underground **[22-23-6.Y]**

All public water supply and sewerage systems shall comply with the provisions hereof, with all applicable approvals of Fluvanna County and the Virginia Department of Health **[22-23-7.H]**

Streets and Traffic:

Location, dimension, & character of construction of proposed streets, alleys, & driveways **[22-23-6.N]**

Location, type and dimensions of means of ingress and egress to the site **[22-23-6.N]**

When proposed streets intersect with or adjoin existing streets, both edges of existing pavement surface or curb and gutter must be indicated for a minimum of 150 feet or the length of connection, whichever is the greater distance **[22-23-6.N]**

All paving, including, without limitation, gravel or other pervious surfaces, shall be of a design and quality to support the traffic which can reasonably be expected to be generated by the proposed use, as required by Article 22-26 Off-Street Parking and Loading **[22-23-6.S]**

All streets and highway construction standards and geometric design standards shall be in accordance with those specified by Fluvanna County and VDOT **[22-23-7.A]**

The pavement of vehicular travel lanes, driveways, or alleys designed to permit vehicular travel on the site & to and from adjacent property & parking areas **[22-23-7.B]**

Widening or extension of the nearest abutting developed street shall be provided as required by Fluvanna County and VDOT **[22-23-7.E]**

Where the proposed development does not abut a developed public street, a plan of access shall be submitted for approval in conjunction with the site plan **[22-23-7.E]**

Traffic control devices, signs, and pavement markings shall be required. Electric traffic control devices shall be provided by the developer where the anticipated traffic volumes from the proposed development exceeds the thresholds established by VDOT **[22-23-7.F]**

Parking (Also required – Parking & Loading Checklist):

Location of all existing and proposed off-street parking & parking bays, loading spaces, and pedestrian walkways, indicating types of surfacing, dimensions of stalls, width of aisles and a specific schedule showing the number of parking spaces. See Article 22-26, Off-street Parking and Loading Requirements **[22-23-6.O]**

Cul-de-sacs may not be construed or employed as a parking area. Suitable easements

To the greatest extent possible, parking areas shall not be located between the adjacent public right-of-way and the principal structure on the site unless topographic features or vegetation provide effective screening [22-23-6.Z]

All parking and other vehicular areas shall be so designed as to provide safe and convenient access by all vehicles which can reasonably be anticipated to use the site, including delivery and service vehicles as well as customer and employee vehicles [22-23-7.C]

Landscaping and Screening (Also Required – Landscaping/Screening Checklist & Tree Protection Checklist):

Location on the site of all living trees with a diameter of 12 inches or greater at DBH (diameter at breast height) proposed to be removed.

The site plan shall show heavily wooded areas to be preserved, trees to be retained, removed, and planted, and designated by symbols coincident with the areas of the trees. See Article 22-24 Landscaping and Tree Protection of this Ordinance [22-23-6.P]

Outdoor Lighting and Signage (Also required – Outdoor Light Control Checklist):

The location, height, and character of all outdoor lighting systems. See Article 22-25 Outdoor Light Control [22-23-6.Q]

The location, character, height, means of lighting, and orientation of proposed signs. See Article 22-15, Signs [22-23-6.R]

Stormwater / Erosion and Sediment Control:

All drainage structures and facilities shall be adequate to provide efficient and complete drainage of surface waters from the site into adequate channels. They shall comply with the standards and applicable provisions of the Virginia Erosion and Sedimentation Control Handbook, Drainage Manual of the VDOT, and the regulations of the Virginia DEQ [22-23-7.G]

Provisions for the adequate disposition of surface water in accordance with design criteria and construction standards of the Fluvanna County, indicating location, sizes, types and grades of ditches, catch basins, and pipes; and connection to existing drainage systems [22-23-7.I]

Provisions and schedule for approval of adequate control of erosion and sedimentation, in accordance with the Fluvanna County Erosion and Sedimentation Control program [22-23-7.J]

Planning Considerations:

All special zoning requirements attached directly to the site as a result of the issuance of any Special Use Permit, variance, or rezoning. Proposed changes in zoning,
