



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Family Subdivision Checklist

Applicable Definitions (*Article 2, Sec. 19-2-1*)

Family Subdivision: A single division of a lot or parcel for the purpose of sale or gift to a member of the immediate family of the property owner.

Family: The aggregate of a person’s natural or legal offspring, spouse, grandchild, grandparent, parent, or sibling.

Lot: A parcel of land, including a residue, described by metes and bounds or otherwise shown on a plat, and intended as a unit of real estate for the purpose of ownership, conveyance or development.

Plat: A schematic representation of a parcel or subdivision.

Family Subdivision Checklist (*Article 3, Sec. 19-3-1*)

- 3 year deed restriction (applies to all parcels created by the Family division).
- Subdivider shall submit a folded family subdivision plat to the Subdivision Agent, who shall certify whether it is a bona fide family subdivision within ten (10) days of acceptance.
- Subdivider shall submit a completed *Certification of Family Division* form.
- Only one such division is allowed per family member and should not be for the purpose of circumventing the ordinance.
- All lots must have a permanent access easement to a public road not less than twenty (20) feet wide.

Final Subdivision Checklist

STAFF USE ONLY	
<input type="checkbox"/>	_____

Additional Information

- Health Department approval is not required for Planning Department approval but Health Department approval is necessary before a home can be constructed.
- The Family Subdivision Fee is made payable to the **County of Fluvanna**.
- Questions about building permits may be directed to Mr. Darius Lester, Building Official, at (434) 591-1935. Additional information is also available at the County’s website: <http://www.co.fluvanna.va.us>