

MIDDLESEX COUNTY

Department of Planning and Community Development
P.O. Box 428, Saluda, VA 23149
Phone: 804-758-3382 Fax: 804-758-0061

CHECKLIST FOR LOT LINE VACATIONS

1. Five (5) copies of a boundary survey or plat of any existing properties involved with the vacation of a parcel line. The lines intended to be vacated shall be identified alphabetically (A-B), (B-C), (C-D), etc.
2. A statement on the boundary survey or plat stating the following: Lines A-B, B-C, etc., are to be vacated upon recordation of this boundary survey or plat.
3. The required fee, \$25 plus \$1 per line.
4. A completed Addendum to Subdivision Application – Lot Line Vacations.
5. A complete subdivision application.

MIDDLESEX COUNTY

Department of Planning and Community Development
P.O. Box 428, Saluda, VA 23149
Phone: 804-758-3382 Fax: 804-758-0061

SUBDIVISION APPLICATION

OFFICE USE ONLY

Application #: _____

Subdivision Classification/Fee: Major (\$400 + \$25 per lot) Minor (\$150 + \$15 per lot): _____
 Lot Line Vacation (\$25 + \$1 per lot): _____
 Lot Line Adjustment (\$25 + \$1 per lot): _____
 Family Exemption

Reviewing Authority: _____ Hearing Date: _____

Decision: Approved Denied Tax Query: Current Delinquent

Conditions/Comments: _____

Subdivision Agent Signature _____ Date _____

Subscribed and sworn before me this _____ day of _____

My commission expires: _____ NOTARY PUBLIC: _____

APPLICANT INFORMATION

Name: _____

Address: _____ City/State/Zip: _____

Phone: _____ Fax: _____

PROPERTY OWNER INFORMATION

Name: _____

Address: _____ City/State/Zip: _____

Phone: _____ Fax: _____

PROJECT INFORMATION

Parcel Number: _____ E911/Street Address: _____

Magisterial District: _____ Zoning District: _____

Original Lot Size (in Acres): _____ CBPA District: _____

Number of Old Parcels: _____ Number of New Parcels: _____

Type of Proposed Street(s): Public Private None

Width of Existing/Proposed Street(s): _____

Type of Proposed Drainfield(s): New Primary and Reserve New Primary Existing None

MIDDLESEX COUNTY

Department of Planning and Community Development
P.O. Box 428, Saluda, VA 23149
Phone: 804-758-3382 Fax: 804-758-0061

ADDENDUM TO SUBDIVISION APPLICATION LOT LINE VACATIONS

The vacation of the property lines of the following described lands:

Legal Description for Each Parcel

noted as line(s) _____ on the attached plat is of free consent and in accordance with the desire of the undersigned owners, proprietors and trustees, if any.

Witness the following signatures and seals;

Owner, Proprietor or Trustee (SEAL)

Owner, Proprietor or Trustee (SEAL)

State of Virginia, County of _____: The foregoing was subscribed and sworn to me by
_____ and _____, this day of _____, _____.

Notary Public

My commission expires: _____, _____

Approved,

Subdivision Agent (SEAL)

On behalf of and at direction of the
Middlesex County Board of Supervisors.

State of Virginia, County of _____: The foregoing was subscribed and sworn to me by
_____ and _____, this day of _____, _____.

Notary Public

My commission expires: _____, _____