



City of Bristol, Virginia Planning Department
300 Lee Street
Bristol, Virginia 24201
276-645-7470

Subdivision Application

Application fee is based on the number of lots being platted. For 3 lots or less, the application fee is \$50 plus \$3.00 per lot and for subdivisions with 4 or more lots, the fee is \$150 plus \$3.00 per lot. This fee applies also to re-subdivisions. The fee is due upon submittal of this application.

Title of Subdivision

Approximate Street Location

Tax Map No. of Property (Please list all, if multiple)

Existing Land Use: ___ Vacant/Unoccupied ___ Active Farmland ___
Developed, describe _____

Proposed Land Use: ___ Residential ___ Commercial ___ Industrial ___
Other, describe _____

New Subdivision: Number of Proposed Lots _____

Re-subdivision: Number of Existing Lots _____ **Number of Resulting Lots** _____

Total Acreage to be Subdivided _____ acres

Name of Surveyor _____

Surveyor Phone _____

Surveyor Email _____

Notice to Property Owner / Applicant

- The applicant must submit a preliminary plat, which should include all elements listed in Bristol City Code Section 50-318. The preliminary plat will be reviewed and approved by the Subdivision Agent.
- Following approval of the preliminary plat, the applicant must submit a final plat that also will be reviewed by City staff and certified by the Planning Commission. The Planning Commission meets the third Monday of each month and applications should be submitted 15 days prior to the Commission meeting to allow sufficient time for plat review. The final plat must contain all items specified in Section 50-338.

- The City allows a subdivision to be reviewed administratively (without Planning Commission review) if no new lots are created and all resulting lots front a minimum of 50 feet on a public street. (Sec. 50-435 Definitions).
- I hereby submit this application for review and attest that all information is correct to the best of my knowledge.

Property Owner

Applicant (*if different from owner*)

Address of Property Owner

Address of Applicant

Phone

Phone

Email

Email

Signature of Owner

Signature of Applicant