

# MINOR SITE PLAN CHECKLIST

**MINOR SITE PLANS.** The following items shall be included with all Minor Site Plan application submissions in order to have them accepted for review:

- **Culpeper County Minor Site Plan Application Form.**
- **Ten (10) copies of a Minor Site Plan, prepared by a licensed surveyor, engineer, or architect, at a scale of no less than 1 inch = 100 feet, with a sheet size not exceeding 24' x 36" indicating:**
  - 1. Project name, lot owner and developer's name and address, tax map/parcel number, and Magisterial District.**
  - 2. Date of the plan and north arrow.**
  - 3. A boundary plotting of the lot(s) providing bearings and distances of all the property lines; a Certificate signed by the surveyor or engineer that prepared the plan setting forth the source of title of the owner of the lot and the place of record of the last instrument in the chain of title.**
  - 4. Street rights-of-way (including name and route number).**
  - 5. All existing easements (including type, width, deed book reference, and use restrictions, if any).**
  - 6. Existing and proposed topographic contours with intervals no greater than five (5) feet, referred to USGS datum, extending fifty (50) feet beyond the lot's property lines.**
  - 7. Present zoning of the lot(s) and all abutting lots, along with their use.**
  - 8. Acreage of the lot(s).**
  - 9. Location, height and setback from property lines of all existing and proposed buildings and structures on the lot.**
  - 10. Location of all existing and proposed sanitary and water facilities.**
  - 11. Identification of any grave, object or structure marking a place of burial on the site and if none, a statement to that effect.**
  - 12. Notification Requirement as per Article 20-3-4.**