



COMMONWEALTH OF VIRGINIA
COUNTY OF CUMBERLAND

Internal Use Only	
APP # _____	STAFF _____
RECEIVED _____	
COMPLETED _____	
FEE/Ck. # _____	
RECEIPT # _____	

**Lot Line Adjustment
Plat Approval Application**

A **lot line adjustment** is when existing lots of record have their boundary lines changed, usually in order to make one or more lots more usable. A lot line adjustment cannot make a lot that is not meeting the zoning code (because of its size, width and etc.) become less conforming to the zoning code. Also a lot line adjustment cannot create a new lot that did not exist before the adjustment (creating a new lot is a subdivision).

If you desire to remove a lot line between adjacent properties you may own, a new plat is not required. Please see the "lot line removal – no plat" application. There is no application fee for such application.

****PLEASE NOTE: BECAUSE LOT LINE ADJUSTMENTS BETWEEN PARCELS CHANGES THE LOT LINES OF A PARCEL OR PARCELS, ANY & ALL REMAINING PARENT TRACT RIGHTS ARE REMOVED FROM ALL PARCELS WHOSE LOT LINE ARE CHANGED.****

Application is to be signed by all property owners whose lot lines are being changed.

1. Property Owners (who presently owns the property?)

Owner of 1st Property Being Adjusted:

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Daytime Phone: (____) _____ Fax #: (____) _____ Email: _____

Tax Map # of Parcel being Adjusted: _____

Acreage of Lot **Before** Adjustment: _____

Acreage of Lot **After** Adjustment: _____

Owner of 2nd Property Being Adjusted (if more than 2 lots, attach additional sheet):

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Daytime Phone: (____) _____ Fax #: (____) _____ Email: _____

Tax Map # of Parcel being Adjusted: _____

Acreage of Lot **Before** Adjustment: _____

Acreage of Lot **After** Adjustment: _____

Note: If the property owner(s) as shown by the tax commissioner's office is (are) not the applicant, the owner's (owners') signed and notarized authorization(s) must accompany this application.

2. Applicant (who is applying on behalf of the property owners?)

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Daytime Phone: (____) _____ Fax #: (____) _____ Email: _____

3. Surveyor/ Engineer/Architect (who completed the survey?)

Firm Name: _____

Name of Individual Preparing Plat: _____ certification #: _____

Address: _____ City: _____ State: _____ Zip: _____

Daytime Phone: (____) _____ Fax #: (____) _____ Email: _____

4. Certification*

*If signatory is not owner of record, a completed "Owner/Agent Agreement" must be attached.

The undersigned hereby certifies that all information submitted with this application is complete, true and correct. I understand any errors and/or omissions may lengthen the time to process the request.

_____	_____	_____
<i>Print Name of Property Owner 1</i>	<i>Signature of Property Owner 1</i>	<i>Date</i>

_____	_____	_____
<i>Print Name of Property Owner 2</i>	<i>Signature of Property Owner 2</i>	<i>Date</i>

_____	_____	_____
<i>Print Name of Applicant</i>	<i>Signature of Applicant</i>	<i>Date</i>

****PLEASE NOTE: BECAUSE LOT LINE ADJUSTMENTS BETWEEN PARCELS CHANGES THE LOT LINES OF A PARCEL OR PARCELS, ANY & ALL REMAINING PARENT TRACT RIGHTS ARE REMOVED FROM ALL PARCELS WHOSE LOT LINE ARE CHANGED.****