



Community Development Division of Planning & Zoning

AMHERST COUNTY ADMINISTRATION BUILDING
153 WASHINGTON STREET
P. O. Box 390
AMHERST, VIRGINIA 24521
TELEPHONE (434) 946-9303

www.countyofamherst.com

Site Plan Application

Section A: Applicant Information *(Please print in blue or black ink)*

Last (Name of Applicant)			First	MI
Mailing Address				
Telephone Number(s)				
Home		Business		
Property Owner(s) Name				
Property Address				
Person Preparing Plan	Name of Company / Firm		E-Mail Address	
Location of Property (Landmarks, Intersections, or Other)				
Tax Parcel ID No.:				
Deed Book:		Page No.:		
Instrument No.:				

Section B: Site Plan Information

Type of Site Plan: Major: _____ Minor: _____

How will the development be provided water and sewer? (Check all that apply)

Public Water _____ Private Wells _____
Public Sewer _____ On-site Septic System _____ Mass Drainfield(s) _____

Zoning: _____ Comprehensive Plan Land Use Designation: _____



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Magisterial District: _____

Total area: _____ acres

Total area of land disturbance: _____ square feet (Total area of all clearing, grading, excavating, and filling activities on the site)

Total area of open space / common areas: _____ acres

Total area of street: _____ acres.

Will a property owner's association be created for the maintenance of open-space areas or common space? _____

Is the development located within the Watershed District? Yes _____ No _____

Are there any proffers, covenants of record, or deed restrictions existing or proposed for the property? Yes _____ No _____ If yes, please attach a copy.

Will a stormwater maintenance agreement be required? Yes _____ No _____

Additional Comments (To be completed by the owner/applicant)



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Section C: Other Department / Agency Review

Please check the appropriate spaces below to indicate whether the site plan will result in improvements or approvals that require official review by one or more other departments or agencies. Your answers below will help Amherst County determine which other departments or agencies might have to officially review and/or approve your site plan. If you believe that official review and/or approval by one or more of the below departments or agencies is unnecessary, please check "N/A".

Virginia Department of Transportation (VDOT)	Yes_____	N/A_____
Amherst County Health Department (VDH)	Yes_____	N/A_____
Amherst County Public Service Authority (ACSA)	Yes_____	N/A_____
Amherst County Erosion and Sediment Control	Yes_____	N/A_____

Please complete and submit the attached site plan checklist along with a digital copy of the site plan. All items listed on the checklist must appear on the preliminary plan. Amherst County reserves the right to request up to five (5) hard copies of the preliminary plan.

Please submit no more than six (6) copies of the final site plan for signatures. All plans must be prepared by a professional engineer, architect, or land surveyor licensed in the Commonwealth of Virginia.

Section D: Signature

I do hereby certify that I have read and am familiar with the requirements for the submission of a site plan as provided for under the Zoning and Subdivision Ordinance of the Code of Amherst County and the Code of Virginia as amended, and further that this submittal is in compliance with those requirements.

Property Owner Signature	Date	Property Owner Signature	Date
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Property Owner Signature	Date	Property Owner Signature	Date
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Agent Signature	Date	Agent Signature	Date
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Amherst County Site Plan Checklist

Site Plan Information

_____ (A) Site plans shall be submitted at a scale of not less than one (1) inch equals one hundred (100) feet.

_____ (B) Three (3) legible copies of the site plan shall be submitted. A digital copy must also be submitted.

_____ (C) The names and addresses of owner and developer and a scale and north arrow shall be included on all maps.

Information to be included on the map of existing conditions

_____ (1) Names and addresses of owners of record of all adjacent properties.

_____ (2) Current zoning boundaries, including surrounding areas to a distance of three hundred (300) feet.

_____ (3) Easements, rights-of-way, or other reservations affecting the property.

_____ (4) Topography.

_____ (5) Location of watercourses, marshes, rock out -croppings, and wooded areas.

_____ (6) Location of buildings existing on the tract to be developed and on adjacent tracts within a distance of one hundred (100) feet, indicating whether existing buildings on the tract are to be retained, modified or removed.

_____ (7) Location of existing water mains, culverts, drains, pipe sizes, grades and direction of flow.

Information to be included on the map of the proposed development

_____ (1) Erosion control measures as regulated by the county's Soil Erosion and Sedimentation Control Ordinance.

_____ (2) Location and size of proposed buildings and uses thereof.

_____ (3) Proposed topography.



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_____ (4) Layout of off-street parking.

_____ (5) Location of proposed utility lines, indicating where they already exist and whether they will be underground.

_____ (6) Proposed streets and other access and egress facilities (including curb lines, sidewalk lines and public right-of-way lines); profiles and cross-sections of streets, provided the specifications of Section 33.1 -198 of the Code of Virginia, 1950, as amended, and the Minimum Standards of Entrances to the State Highways are met and said proposal shall be approved by the resident engineer.

_____ (7) Proposed storm and sanitary drainage systems, both surface and subsurface, showing pipe sizes, grades flow and design loads.

_____ (8) Proposed location, direction of, power, and the time and use of outdoor lighting.

_____ (9) Proposed planting, including all landscaping and screening, and indicating existing trees to be retained and areas to be left undisturbed.

_____ (10) Location, size, and design of proposed signs.

_____ (11) Facilities for disposal of trash and other solid waste.

_____ (12) Elevation of buildings to be built or altered on site.

_____ (13) Vicinity map at a scale no smaller than six hundred (600) feet to one (1) inch, showing all streets and property within one thousand (1,000) feet of the property for which the application is made. All properties owned or controlled by the applicant in this area shall be identified.

_____ (14) All special site plan requirements of Section 710 must be shown for those portions of the property located within any primary or secondary watershed district. This information shall include tributary buffer strips, drain field and reserve drain field spaces, reservoir setbacks and buffer strip restriction statements, minimum septic tank maintenance standards, and storm water management facilities.

_____ (15) All private waste disposal systems including their reserve areas be located on the same property as the building site that the private waste disposal system benefits. Mass drain fields may not be subject to this proposal.