

Subdivision of Land

The subdivision of land is regulated by the New Kent County Subdivision Ordinance and requires that a subdivision be recorded whenever a parcel of land is divided into two or more lots, or when the boundary lines of the parcel are adjusted.

WHERE CAN I FIND THE SUBDIVISION APPLICATIONS?

The applications for subdivisions are available at <http://www.co.new-kent.va.us/210/Applications-Forms>

The applications are also available at the Planning Department, located on the lower level of the County Administration Building.

New Kent County
Planning Department
12007 Courthouse Circle— New Kent , VA 23124
(804) 966-9690
Fax: (804) 966-8531
Web page: www.co.new-kent.va.us
Email: planning@newkent-va.us

Subdivisions



Subdivision Types and
General Process

Subdivision Application Process

Depending on the type of Subdivision, the approval may be up to a Four Step Process:

- Pre-Application Conference (recommended)
- Preliminary Plan
- Development Plan
- Final Plat

• **Step 1: PRE-APPLICATION CONFERENCE**

Staff will review your proposal and provide you with specific guidance and the appropriate forms needed to make an application for a subdivision.

• **Step 2 : PRELIMINARY PLAN**

Subdivision plans are submitted to the Planning Department for disbursement and review by the appropriate reviewing agencies. The initial review could take up to 60 days, with subsequent reviews of 45 days.

• **Step 3: DEVELOPMENT PLAN**

Development and Construction plans are submitted to the Planning Department for disbursement and review by the appropriate reviewing agencies. The initial review could take up to 60 days, with subsequent reviews of 45 days.

• **Step 4 : FINAL PLAT SUBMISSION**

The final plat is reviewed in the same manner by staff.

Once it is approved it is signed by applicable parties and the Subdivision Agent. Once final approval is granted, the subdivision plat can be recorded in the County Clerk's office.



The applicant shall record the final plat within 6 months of approval.

Classification of Subdivisions

- **FAMILY SUBDIVISION:** A family subdivision allows for the gift or sale of a newly-created parcel to a family member. Only one division per family member is permitted. To be eligible, a parcel must have at least 6 acres, and each new lot must be at least 1.5 acres.
 - Grantor must have owned the property for three (3) years.
 - Grantee must commit to owning the property for two (2) years.
- **PARENT TRACT SUBDIVISION:** To be eligible for a parent tract subdivision, a property must be unchanged since November 20, 1985 and zoned A-1. An eligible property may be divided into 4 lots, each containing at least 2 acres, with a minimum of 2 acres remaining in the parent parcel. Parent tract subdivisions must be served by internal roads built to public road standards as stated in Section 90-2 of the New Kent County Subdivision Ordinance, as amended.
- **OPEN SPACE/CLUSTER SUBDIVISIONS:** Refer to Section 91-127 of the County Code for special provisions for open space or cluster subdivisions.
- **Large Lot Subdivision (15 & 25 ACRE TRACTS):** Property in the Agricultural Zon-

Classification of Subdivisions

ing District (A-1) can be divided into 15 acre tracts if there is a minimum lot width of 150 feet at a point 75 feet from a state maintained right-of-way. Parcels can be divided into 25-acre tracts without state road frontage, provided there is an unimproved, fee-simple or deeded right-of-way for access that is at least 50 feet wide.



- **BOUNDARY LINE ADJUSTMENT/LOT CONSOLIDATION:** The boundary line of any lot or parcel may be relocated, vacated, or otherwise altered if such action:
 1. Does not require the relocation or alteration of public or private right-of-ways and utility easements.
 2. The parcel(s) still conforms with the standards of Chapter 91 of the New Kent County code, as amended.
 3. Does not create any additional lots.
- **MAJOR SUBDIVISION:** A major subdivision shall be any division of property of eight or more lots any of which are less than 15 acres and which creates a new street or extends any existing street.
- **Commercial and Industrial Subdivision:** Please refer to section 91-128 of the County Code for special provisions for commercial and industrial subdivisions.