

Article 9. Administration**Sec. 19-9-1. Subdivision Agent.**

The Board of Supervisors shall appoint an agent to administer this chapter. Such agent shall have the power and duty to interpret this chapter according to its literal terms, to review and approve plats subject to this chapter, to carry out the ministerial functions prescribed herein, and to investigate alleged violations thereof. Approval or disapproval of a plat by the Subdivision Agent shall constitute approval or disapproval by the Board of Supervisors. Except as otherwise expressly provided by the Board of Supervisors, the Director of Planning and Development shall be deemed to be the Subdivision Agent.

Sec. 19-9-2. Exceptions.

Where a subdivider shows that the literal application of a provision of this chapter to the unique conditions of a parcel of land would cause unnecessary hardship, and a departure from the literal terms hereof would alleviate such hardship while preserving the spirit of the chapter, the Agent may approve such departure provided he gives written notice thereof, stating the justification for the departure.

Sec. 19-9-3. Appeal to board of supervisors.

Any person, firm or corporation aggrieved by any interpretation, decision or action of the Subdivision Agent may appeal such action to the Board of Supervisors by filing with the Subdivision Agent within ten days of such action. The Board of Supervisors shall hear such appeal within sixty days of filing, and may affirm, modify or reverse the Subdivision Agent's action. Any person, firm or corporation aggrieved by any such action by the Board of Supervisors may appeal to the Circuit Court by filing with the Clerk of the Circuit Court within thirty days of such action.

Sec. 19-9-4. Appeal to Circuit Court.

Any person entitled by law thereto may appeal to the Circuit Court in accordance with the provisions of Section 15.2-2258 through 15.2-2261 of the Code of Virginia. No decision of the Subdivision Agent in the administration of this chapter shall be subject to appeal

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pursuant to this section unless such decision shall have been reviewed by the Board of Supervisors in accordance with Section 19-9-3⁶ of this chapter.

Sec. 19-9-5. Vacation of plats.

The Board of Supervisors shall have the authority to vacate any plat subject to Section 15.2-2271 et seq. of the Code of Virginia.

Sec. 19-9-6. Fees.

The following schedule of fees shall be applicable for subdivision submittals.

Subdivisions	
Major	\$1,000.00 plus \$ 50.00 per lot(GIS Fee)
Minor	\$500.00 plus \$ 50.00 per lot(GIS Fee)
Family	\$200.00 plus \$ 50.00 per lot(GIS Fee)
Resubmission of Preliminary or Final Plat	\$100.00
Subdivision Ordinance Exception	\$300.00
Ordinance of Vacation	\$225.00
Road Maintenance Agreement Reviews	\$200.00
Revisions	\$ 50.00
Dedication Common Lands Doc. Reviews	\$200.00
Resubmissions	\$ 50.00
Homeowner Association Document Review	\$200.00
Resubmissions	\$ 50.00
Health Department Subdivision Revisions	\$250.00 plus \$25.00 lot
Existing System Review	\$ 50.00
Boundary Adjustment	\$100.00

⁶ *Editor's note.* – The ordinance adopted 2-4-04 continues from the previous ordinance the reference to section 19-8-3. That section was amended and renumbered to 19-9-3 in the 2-4-04 ordinance. Accordingly, the editor has made this clerical correction in the text of the code.

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Physical Survey	\$ 50.00
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(Ord. 6-17-09)