



RESIDENTIAL DEVELOPMENT OVERVIEW

If you are planning to divide a parcel in Hanover County to create new residential lots, you will need to have your plans of development reviewed through the residential subdivision process. Depending on the complexity of the development and the number of lots created, you will typically go through one of the following processes: Subdivision Plat review, Public Improvement Subdivision review, Administrative Subdivision Review, or Family Division.

A brief overview of each process type is listed below. A more detailed explanation of the process can be found on the preceding pages.

DON'T GET HUNG UP!!

Is your property currently zoned for the residential uses you want to develop? If not, then you must first rezone the property before proceeding through the subdivision process. Contact our Applicant Liaison at 804-365-6171 for more information.

Which Process to Choose?

Follow the [Subdivision Plat](#) Approval process if:

- You are creating 4 or fewer lots;
- You will have no extensions of public utilities; and
- You are not building or upgrading roads.

Follow the [Administrative](#) Approval Process if:

- You are creating 5 to 31 new lots or the access to the lots will be serving 5 to 31 lots (whether inside or outside the proposed subdivision); and
- No public improvements are required, such as public roads, utilities, and/or drainage; and
- The Property is zoned A-1 and AR-6

The Administrative Approval Process also can be used where you have gained Subdivision Approval for a previous division of the parent tract, if the above requirements are applicable.

Follow the [Public Improvement](#) Approval Process if:

- You are creating 32 or more lots served by the same road;
- The lots that are being created are to be served by a public road;
- Public Utility construction is required; or
- Public Drainage improvements are required

Follow the [Family Division](#) process if:

- You convey a portion of your property to a qualifying family member (see application for definition of “family member”)
- The lots have frontage on a public road or on a 20’ right of way or access easement
- Lots conform to the Zoning Ordinance requirements for lot size, width, and depth

NOTE: If the property is zoned A-1 and the parent parcel will have at least ten acres after a proposed division, the newly-created homestead lot, which can be created only for certain family members, must conform to the following requirements:

- Contain at least 2 acres;
- Have a minimum width of 250 feet and a minimum depth of 200 feet;
- Have an access easement with a minimum width of 20 feet, with a 10 foot wide driveway
- Only new construction is permitted on the homestead lot
- An application for a building permit must be filed within 2 years a certificate of occupancy must be requested and issued within 3 years; and the qualifying family member must hold title to property for 3 years following certificate of occupancy

For residential condominium or apartment projects where no lots are being divided out, please follow the [Site Plan](#) Approval process.