



Rouss City Hall
15 North Cameron Street
Winchester, VA 22601

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Application # _____

RECORDATION NOTICE

In accordance with § 15.2-2241(8) of the Code of Virginia, all subdivisions must be recorded within six months of approval, except as provided for below:

That unless a plat is filed for recordation within six months after final approval thereof or such longer period as may be approved by the governing body, such approval shall be withdrawn and the plat marked void and returned to the approving official; however, in any case where construction of facilities to be dedicated for public use has commenced pursuant to an approved plan or permit with surety approved by the governing body or its designated administrative agency, or where the developer has furnished surety to the governing body or its designated administrative agency by certified check, cash escrow, bond, or letter of credit in the amount of the estimated cost of construction of such facilities, the time for plat recordation shall be extended to one year after final approval or to the time limit specified in the surety agreement approved by the governing body or its designated administrative agency, whichever is greater.

MUST BE RECORDED IN THE OFFICE OF THE CLERK OF CIRCUIT COURT FOR THE CITY OF WINCHESTER WITHIN SIX (6) MONTHS OF ____/____/____

Subdivider is subject to a \$200.00 reapproval charge if not recorded within six months.

Individual and/or firm responsible for recording plat and providing written notice to the Administrator (Planning Director) of the instrument recordation number:

Print Name of Individual /Firm

I am authorized by the subdivider to accept this approved plat and have read this notice and understand these requirements.

Signature

Date

"To provide a safe, vibrant, sustainable community while striving to constantly improve the quality of life for our citizens and economic partners."