

INSTRUCTIONS FOR COMPLETION
OF
SUBDIVISION AGREEMENT (3-PARTY)

1. Numerical date of the day (followed by “st, nd, rd, or th” as appropriate) on date document is executed by all parties.
2. Month of date the document is executed by all parties.
3. Year of date the document is executed by all parties.
4. Name(s) of individual and/or Entity responsible as “Owner” party of the first part.
5. Name(s) of Contractor, Builder or Entity responsible as third party. (party of the third part)
6. Abbreviated name for party of the third part described in # 5 above.
7. Name of Borough property is located in.
8. Title (name of document) on subdivision plat for proposed subdivision.
9. Month listed on Plat # 8 above.
10. Day listed on Plat # 8 above.
11. Year listed on Plat # 8 above.
12. Name of individual or company who created Plat listed in # 8 above.
13. Name of Subdivision listed on plat # 8 above.
14. Number of months necessary to complete physical improvements. (Word number).
15. Number of months necessary to complete physical improvements. (Numerical format).
16. Amount necessary to complete physical improvements. (Numerical format).
17. Detailed list of improvements to be made.
18. Signature of individual signing on behalf of “Owner” party of the first part.
19. Title of individual signing on behalf of “Owner” party of the first part. (i.e.: Owner, President, Managing Member, General Partner as appropriate) (Anyone other than the owner of the subject property must show evidence of authority to sign on behalf of the company)
20. Name of city of notarization.
21. Numerical date of notarization.
22. Month of notarization
23. Year of notarization.
24. Name of individual signing on behalf of “owner” party of the first part.
25. Name of Entity, if #4 above is not an individual.
26. Signature of Notary
27. Date (Month, Day, Year) of notary’s commission expiration.
28. Notary Registration Number.
29. Signature of individual signing on behalf of party of the third part # 5 above.
30. Title of individual signing on behalf of party of the third part # 5 above. (i.e.: Owner, President, Managing Member, General Partner as appropriate) (Anyone other than the owner of the subject property must show evidence of authority to sign on behalf of the company)
31. Name of individual signing on behalf of party of the third part (#5 above).
32. Name of Entity, if #5 above is not an individual.

33. Signature of City Clerk.
34. Signature of City Manager.
35. Name of the City Manager
36. Name of City Clerk
37. Assistant City Attorney signature.

NOTICE: BOND AGREEMENT MUST BE EXECUTED SIMUTANEOUSLY AND ATTACHED AS EXHIBIT "A"

SUBDIVISION AGREEMENT

THIS AGREEMENT, made this (1) day of (2), (3), by and between (4), party of the first part, hereinafter referred to as the "Owner", the **CITY OF CHESAPEAKE, VIRGINIA**, a municipal corporation, party of the second part, hereinafter referred to as "City", and (5), party of the third party, herein after referred to as "(6)".

WHEREAS, the Owner and/or (5), have caused to be subdivided into lots a certain tract or parcel of land situate in (7) Borough of the City of Chesapeake, Virginia, as shown in a certain plat entitled (8), dated (9), (10), 20 (11) made by (12) and desires to have said plat admitted to record in the Clerk's Office of the Circuit Court of the City of Chesapeake, Virginia; and

WHEREAS, under the terms of an existing ordinance to regulate and insure the orderly subdivision and development of land in the City of Chesapeake, Virginia, known as the Chesapeake Subdivision Ordinance, it is provided that before the final plat of subdivision is approved for recordation, all physical improvements required by said ordinance for the land so subdivided shall have been installed therein, except that in lieu of actual installation of said physical improvements, the subdivider (which term incorporates both the Owner and the (5), for the purpose of this agreement) shall enter into an agreement with bond in an amount equal to the total cost of such improvements guaranteeing that the improvements will be installed within a designated length of time; and

WHEREAS, installation of said improvements have not been completed and the Owner and _____ (5) _____, desire to enter into said Agreement and furnish bond so that the aforesaid plat may be approved for recordation;

NOW THEREFORE, THIS AGREEMENT WITNESSETH: That for and in consideration of the premises and the approval of said subdivision and the covenants and agreements herein contained, the parties hereto agree as follows:

1. The City does hereby authorize the necessary City officials to approve said plat of subdivision of _____ (13) _____ for recordation insofar as the requirements of said ordinance is concerned.

2. The Owner and _____ (5) _____, covenant and agree that they will within (14) ~~(15)~~ months from the date of this agreement construct and install the physical improvements as required in the approved development plan for the property set forth in the aforesaid plat and as required by the provisions of the Chesapeake Subdivision Ordinance, and will, upon the execution of this Agreement, provide the City with a bond duly executed by the Owner and _____ (5) _____, as principals in the amount of \$ (16) _____ with surety acceptable to the City, which is the estimated cost of installing physical improvements, conditioned upon the satisfactory performance of all the covenants and provisions of this Agreement. The aforementioned bond figure includes, but is not limited to, the estimated cost of _____ (17) _____

_____ ,
which cost the Owner and/or _____ (5) _____, as principals and/or the surety will pay to the City within fifteen (15) days of demand.

3. It is mutually understood and agreed that in the event the Owner and/or _____ (5) _____, fail to complete the physical improvements provided hereinabove in the time designated, the City may complete or cause the same to be completed, and the Owner and/or _____ (5) _____, as principals, and/or the surety shall be jointly and severally liable to pay to the City the entire cost necessary to complete said improvements.

4. It is further understood by the parties to this Agreement that in the event of default by the Owner and/or _____ (5) _____, as described above the City may, at its option, collect the total cost for the completion of the improvements from the Owner and/or _____ (5) _____, as principals and/or the surety prior to the actual construction of same, which cost is to be determined by estimates prepared by the Department of Public Works of the City of Chesapeake. In the event the estimated cost is greater than the cost necessary to complete the construction, the City will refund to the Owner and/or _____ (5) _____, and/or the surety the difference; in the event the estimated cost is less than the cost necessary to complete the construction, the Owner and/or _____ (5) _____, as principals, and/or the surety will furnish to the City upon demand an amount equal to the difference in cost.

5. In the event that the Owner and/or _____ (5) _____, default in any of the terms of this Agreement, the City shall have the right to refuse the issuance of building permits and/or to withhold all City services in the subdivision.

6. It is mutually understood and agreed that if the Owner and/or _____ (5) _____, shall faithfully execute each and all requirements of the said Subdivision Ordinance and the provisions of this Agreement, and that the Department of Public Works shall certify that all outstanding bills owed to the City of Chesapeake by the

Owner and/or _____ **(5)** _____, in regard to the above-referenced subdivision, including by not limited to inspection fees have been paid in full to the City of Chesapeake, then the aforementioned bond shall be released by the City to the Owner and/or _____ **(5)** _____. In the event the fees are not paid by the principals, the City may at its option, collect the inspection fees associated with the physical improvements from the Owner and/or _____ **(5)** _____, as principals and/or the surety.

BOND AGREEMENT ATTACHED AS EXHIBIT "A"

WITNESS the following signatures and seals:

_____ **(4)** _____

By _____ **(18)** _____

_____ **(19)** _____
Title

STATE OF VIRGINIA,
CITY OF _____ **(20)** _____, to-wit:

The foregoing, instrument bearing date of _____ **(2)** _____ **(1)** _____, 20 **(3)** _____, was acknowledged before me this **(21)** _____ day of _____ **(22)** _____, 20 **(23)** _____, by _____ **(24)** _____, _____ **(19)** _____, of _____ **(25)** _____.

_____ **(26)** _____
Notary Public

My commission expires: _____ **(27)** _____ Registration No: _____ **(28)** _____

_____ **(5)** _____

By _____ **(29)** _____

_____ **(30)** _____
Title

STATE OF VIRGINIA,
CITY OF _____ **(20)** _____, to-wit:

The foregoing, instrument bearing date of _____ **(2)** _____, **(1)**, 20 **(3)** _____,
was acknowledged before me this _____ **(21)** _____ day of _____ **(22)** _____, 20 **(23)** _____,
by _____ **(31)** _____, _____ **(30)** _____, of
_____ **(32)** _____.

_____ **(26)** _____
Notary Public

My commission expires: _____ **(27)** _____ Registration No: _____ **(28)** _____

ATTEST: CITY OF CHESAPEAKE, VIRGINIA

_____ **(33)** _____
City Clerk

_____ **(34)** _____
City Manager

STATE OF VIRGINIA,
CITY OF CHESAPEAKE, to-wit:

The foregoing, instrument bearing date of _____ **(2)** _____ **(1)**, 20 **(3)** _____,
was acknowledged before me this _____ **(21)** _____ day of _____ **(22)** _____, 20 **(23)** _____, by
_____ **(35)** _____, City Manager and
_____ **(36)** _____, City Clerk, respectively, of the City of Chesapeake.

_____ **(26)** _____
Notary Public

My commission expires: _____ **(27)** _____ Registration No: _____ **(28)** _____

Approved as to form:

_____ **(37)** _____
City Attorney