



**City of Suffolk, Virginia**  
Department of Planning & Community Development  
Division of Planning

**Petition to Name a Private Access Lane for a Family Transfer Subdivision**

**FT-** \_\_\_\_\_

1. Owner/Applicant(s) Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Daytime Phone: \_\_\_\_\_  
Email: \_\_\_\_\_
2. Property Tax Map Number: \_\_\_\_\_
3. Property Location: \_\_\_\_\_
4. Proposed Names:  
(Submit 3 Names,  
Ending must be Lane)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Planning Department Approval: \_\_\_\_\_  
COMMUNITY DEV. NOTIFICATION: \_\_\_\_\_  
GIS NOTIFICATION: \_\_\_\_\_  
PUBLIC WORKS NOTIFICATION: \_\_\_\_\_

The applicant hereby agrees to pay the City of Suffolk a fee of \$600 to post a private sign denoting the name of the private ingress/egress serving said parcel. The selected name shall end in Lane. Once approved all newly created parcels will be addressed from this name.

\_\_\_\_\_  
NAME

\_\_\_\_\_  
DATE

**Remit a completed application with the appropriate fee to:**

Planning Department: 442 West Washington Street · P.O. Box 1858, Suffolk, Virginia 23439-1858 ·  
Phone (757) 514-4060 · Fax (757) 514-4099  
www.suffolkva.us