



# **BERKELEY COUNTY PLANNING COMMISSION**

400 West Stephen Street - Suite 203, Martinsburg, WV 25401-3838

Telephone: 304/264-1963, Fax: 304/262-3127

Web Page: www.berkeleywv.org

## **APPLICATION FOR PRELIMINARY PLAN EXTENSION**

Project: \_\_\_\_\_ Section/Phase: \_\_\_\_\_ File #: \_\_\_\_\_

Developer/Applicant: \_\_\_\_\_ Engineer/Surveyor: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_  
 \_\_\_\_\_

Email: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Telephone: \_\_\_\_\_

District, Map and Parcel #: \_\_\_\_\_

Location (include name and distance to major roads): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Type of Development: \_\_\_\_\_ Acreage: \_\_\_\_\_

Number of Lots: \_\_\_\_\_ Water/Sewer Source: \_\_\_\_\_

Date of Original Preliminary Plan Recommendation for Advancement to Final Plan: \_\_\_\_\_

**>>>PLEASE MAKE CHECK PAYABLE TO BERKELEY COUNTY PLANNING COMMISSION<<<**

**Major Subdivisions with 49 or less lots = \$354.00**  
**Major Subdivisions with 50 or more lots = \$708.00**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Plan Submittal Package:**

Item	Included	Staff Verification
Owner/Applicant information sheet		
Written request for Preliminary Plan Extension		
Extension Fee		