



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

REQUEST FOR WAIVER

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: _____

Waiver Requested: _____

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

Base Fee: 188.80
Public Hearing Fee: \$129.80
Sign Inspection Fee: \$88.50
Total Check: \$407.10

Signature: _____ Date: _____

***Once Waiver is approved or denied it must be reflected on submitted plans to begin or continue the review process**

Plan Submittal Package:

Item	Included	Staff Verification
Owner/Applicant information sheet		
Written request for Consideration		
Review Fee		

Three Requirements To Be Granted a Waiver

1. The conditions requiring the waiver are not the result of any self directed or deliberate physical action taken by the applicant which, had it not been taken, would have alleviated the need for the waiver request.
2. The waiver will not be contrary to, the public interest, health, safety and welfare given the evidence that is presented.
3. Consistency and fairness in applying the Ordinance shall not be jeopardized or compromised.

*****Please attach a brief, written explanation of how the request meets the three requirements of Section 1203.*****