



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 AGENDA APPEARANCE

Applicant: _____

Address: _____

Telephone: _____

Email: _____

Date of Meeting Requested: _____

(Submission of request must be at least 7 days prior to meeting date desired)

Topic of Discussion: _____

** If desired, a brief written explanation/narrative may be provided to the Planning Department to be included in the Planning Commission's meeting agenda packet.

Special Equipment Needs: _____

(ie laptop, powerpoint)

Signature: _____

Date: _____