



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 FINAL PLAT or REPLAT REVIEW

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 to Be Recorded: _____ Water/Sewer Source: _____

>>>PLEASE SUBMIT TWO SEPARATE CHECKS FOR THE FOLLOWING FEES<<<

Check 1 made payable to *Berkeley County Planning Commission* for Planning Fees

Check 2 made payable to *Berkeley County Council* for the Engineering Fees

RESIDENTIAL Final Plat: (1-49 Lots)

Base: \$354.00

Public Hearing: \$129.80

Public Hearing Sign Inspection: \$88.50

Check 1 Total: \$572.30

Check 2 Total: \$177.00

RESIDENTIAL Final Plat: (50 and above Lots)

Base: \$708.00
 Public Hearing: \$129.80
Public Hearing Sign Inspection: \$88.50
 Check 1 Total: \$926.30
 Check 2 Total: \$354.00

COMMERCIAL Final Plat:

Base: \$354.00
 Public Hearing: \$129.80
Public Hearing Sign Inspection: \$88.50
 Check 1 Total: \$572.30
 Check 2 Total: \$177.00

RESIDENTIAL Re-Plat: (1-49 Lots)

Check 1 Total: \$354.00
 Check 2 Total: \$177.00

RESIDENTIAL Re-Plat: (50 and above Lots)

Check 1 Total: \$708.00
 Check 2 Total: \$354.00

COMMERCIAL Re-Plat:

Check 1 Total: \$354.00
 Check 2 Total: \$177.00

Plan Submittal Package:

Item	Included	Staff Verification
2 Copies of Plat for review		
2 copies each: Final Plat Checklist		
Review Fees – (as 2 separate checks see above)		
2 copies: Bond Estimate		
2 copies: Owner/Applicant information Sheet		

*Once Final Plat is approved please submit four (4) copies plus MYLAR for signature

*SIGNATURE: _____

DATE: _____