

Activity Report

For

January 1, 2010-December 31, 2010



Berkeley County Planning Commission

Prepared By:

Stefanie Miller

&

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Land Use Planning and Engineering

Approved by

Berkeley County Planning Commission

March 28, 2011

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INTRODUCTION

This report summarizes the operation and activities of the Berkeley County Planning Commission during the January 1, 2010 - December 31, 2010 calendar year.

This report was developed to assist the Berkeley County Commission and the residents of Berkeley County in gauging the performance of the Planning Commission. It is also used to determine growth patterns occurring within the County. As such, it may serve as a valuable tool in planning future County activities and improvement plans.

Administration

Membership

The Planning Commission was composed of ten (10) citizen members and one (1) County Commissioner this year. Members of the Planning Commission are appointed for three (3) three-year terms by the County Commission. Table 1 lists all the members of the Planning Commission during the period covered in this report, the district each represents and the date the current members' term expires.

The Planning Commission held its regular bi-monthly meetings in the County Commission chambers, located at 400 West Stephen Street, Martinsburg, West Virginia. Planning Commission meetings are open to the public. Table 2 outlines the attendance of each member of the Planning Commission at these meetings throughout the year.

Staff

The Berkeley County Commission voted to combine the Planning, Engineering, and Building Inspections Departments, upon long time County Engineer's, William Teach, retirement. Starting January 1, 2010, the department was renamed The Department of Land Use Planning and Engineering and was under the direction of Stefanie Miller during 2010.

While the Planning Staff's duties remained unchanged, it introduced responsibilities from the additional departments.

The Building Inspections Department is responsible for administering and enforcing all applicable building codes with regard to residential and commercial construction in our jurisdiction, as well as providing assistance to our customers so that they may understand and meet the code requirements for their building projects.

The Engineering Department is a review agency for the Planning Commission. The department also administers and enforces the Berkeley County Storm Water Management and Sediment & Erosion Control Ordinance.

The Department of Land Use Planning and Engineering office is open Monday through Friday, from 8:00 a.m. to 5:00 p.m.

In addition, the staff also attends bi-monthly Planning Commission Meetings, work sessions, and Public Hearings required for special projects of the Commission. All records of the Planning Commission are available for public viewing during business hours.

Administration

Stefanie Miller
Director

Melanie Fleece
Administrative Secretary I

Ashley Duvall,
Administrative Secretary II
(January 2010 – August 2010)

Development Reviews

Ian Liong
County Engineer
(January 2010 – July 2010)

Kim Shrader
County Engineer
(July 2010 – Present)

Matthew Pennington
Planner I

**Stormwater Management / Sediment
and Erosion Control / Grading**

Steve Aberegg
Assistant County Engineer

Code Enforcement Litter Control

Donna Seiler
Officer

Plan Review

John M. Dick
Building Code Official,
Plan Reviewer/
Combination
Building Inspector/Commercial Inspector

Terry Feiser
Deputy Building Code Official
Plan Reviewer/
Combination Building Inspector/Commercial
Inspector

Crystal Feiser
Residential Plan Reviewer/Administrative
Assistant

Building Permits

Teresa Haden
Permit Technician

Debbie Crickenberger
Permit Technician

Tammy Reese
Permit Technician

Heather Hamilton
Permit Tech

Building Inspections

Deborah Carrasquillo (January 2010 –
September 2010)
Combination Building Inspector

Brian Eaton
Combination Building Inspector

Legal Counsel was provided by Norwood Bentley, III, Esquire.

Summary of Activities

Major Subdivisions/Land Development Units

Major subdivision review consists of three specific stages. Sketch Plan Review and Comment, Preliminary Plan, and Final Plat. Following approval for a major subdivision, the plat is recorded in the County Courthouse, and the lots created may be transferred

Sketch Plan Review were held on twenty-two (22) proposed projects, consisting of approximately three hundred thirty-seven (337) acres with a proposed creation of one hundred seventy-six (176) new lots. Those subdivisions, subdivision phases, and Land development units submitting a Sketch Plan in 2010 are listed in Map 1 along with a table breaking down the acreage and lots to be created.

Preliminary Plan Approval or Advancement was given to 15 proposed residential / commercial projects consisting of 310 lots on approximately 219 acres., some of which have also received Final Plat approval, while others are now involved in the submission process for Final Plat approval. This information is detailed in Map 2, along with a table breaking down the acreage and lots to be created.

Final Plan Approval was given to twenty (20) residential/commercial subdivisions or subdivision phases were given Final Plat approval, creating sixty-four (64) new lots on approximately one hundred ninety-eight (198) acres of the County. These subdivisions are listed in Map 3 along with a tax district breakdown of acreage amounts and lots created per district.

Minor / Exempt Subdivisions

Exempt Subdivisions are plats such as family transfers, over two (2) acres or more in size, mergers, boundary lines adjustments, testamentary of transfer, resurveys, easements and etc. are approved administratively and do not require a Public Hearing by the Planning Commission.

During the period of January 1, 2010 to December 31, 2010, seventy-six (76) minor / exempt plats were approved. Of those plats, five (5) were for family transfers, creating seven (7) new lots. Nine (9) were resurveys, forty (40) were for mergers and/or Boundary Line Adjustments and six (6) were conservation/farmland preservation exemptions. Eight (8) easement plats With two (2) Testamentary of Transfers. These subdivisions are listed in Table 6, along with a district breakdown of acreage amounts and lots created per district.

Fees

The Planning Commission collected approximately \$130,294.50 in review and plat fees from January 1, 2010 through December 31, 2010.

Planning Commission Staff Work Plan Items and Projects

Community Rating System

Work continues on joining the Community Rating Program through the NFIP to obtain a reduction in flood insurance rates for the citizens of Berkeley County. The Planning staff submitted the application in March of 2010, and had an ISO visit to verify our application credentials. Staff is awaiting the determination of their review.

Safe and Clean Agency

The Ordinance to Provide a Clean and Safe County was adopted by Berkeley County Commission on August 26, 2010 and became effective October 1, 2010. The Safe & Clean Agency, which consists of the Litter Control Officer, two members at large selected by the County Commission, the County Engineer, the Chief of one of the County fire companies and the County Health Officer, meets once a month to discuss unsafe or uninhabitable properties within the county. Action is taken by the agency and County Commission regarding the properties presented.

Hazard Mitigation Grant Funding

Staff secured approximately \$869,000 in grant money to acquire flood prone properties within Berkeley County. These properties will be deeded to the Berkeley County Council.

Staff Certificates

Acquired during 2010 calendar year

- Stefanie Miller -Property Maintenance Housing Inspector
- Matthew Pennington – Certified Floodplain Manager
- Crystal Feiser - Residential Plumbing Certification
- Brian Eaton – Residential Plumbing Certification
- Donna Seiler –Department of Environmental Protection; Litter Control Officer

New /Amended Codes and Ordinances

- Storm Water Management & Sediment and Erosion Control Ordinance
- Safe and Clean Ordinance
- Berkeley County Building Code Ordinance

Continuity of Operation Plan (COOP)

Staff participated in the COOP plan as directed by the Berkeley County Commission. The COOP is defined as the activities of individual departments and agencies and their sub-components. As a result Berkeley County will have a comprehensive and effective program to ensure continuity of essential county functions under all circumstances.

2010 ATTENDANCE RECORD																										
Date	1/11	1/25	2/8	2/22	3/8	3/22	4/5	4/19	5/3	5/17	6/7	6/14	7/12	7/19	8/9	8/23	9/13	9/27	10/12	10/25	11/8	11/29	12/6	12/20		
Ron Collins Commissioner	P	P	CANCELLED DUE TO WEATHER	P	P	P	P	P	P	P	P	CANCELLED - NO QUORUM	P	A	P	P	P	A	A	P	P	P	A	P		
Donald Fox A-01/03/08 E-12/31/12	P	A		A	P	P	P	P	P	P	P		A	P	A	P	P	P	P	P	P	P	A	P	P	P
H. Daniel Gantt A-01/03/08 E-12/31/12	A	P		P	A	P	P	P	A	A	A		P	A	A	A	A	A	A	P	A	A	P	A	P	
Eric Goff A-01/03/08 E-12/31/12	A	A		A	A	A	A	A	P	P	P		A	A	A	A	P	P	P	A	P	P	P	P	P	P
Gary Matthews A-01/03/06 E-12/31/12	P	P		P	P	P	P	P	P	P	P		P	P	P	P	A	P	P	P	P	P	P	P	P	P
Thomas Conlan A-01/22/07 E-12/31/09	P	P		P	P	P	P	P	P	P	P		P	P	P	P	P	P	P	P	P	P	P	P	P	P
Dr. Richard Rauch A-01/18/07 E-12/31/09	P	P		P	P	A	A	P	P	P	P		P	P	P	P	A	P	P	P	A	P	P	P	P	P
Ted Bostic A-02/14/08 E-12/14/11	A	P		P	A	P	A	P	A	P	P		P	A	P	P	P	A	P	A	A	A	P	A	P	A
Gary Phalan A-02/14/08 R-12/31/12	P	A	A	Resigned March 8, 2010																						
Bucky Strauch A-07/15/10 R-07/15/13	Appointed July 19, 2010												P	P	P	A	P	P	P	A	P	P				
Clarence (Butch) Pennington A-08/26/10 R-08/26/13	Appointed August 26, 2010												P	P	A	P	P	P	P	P						

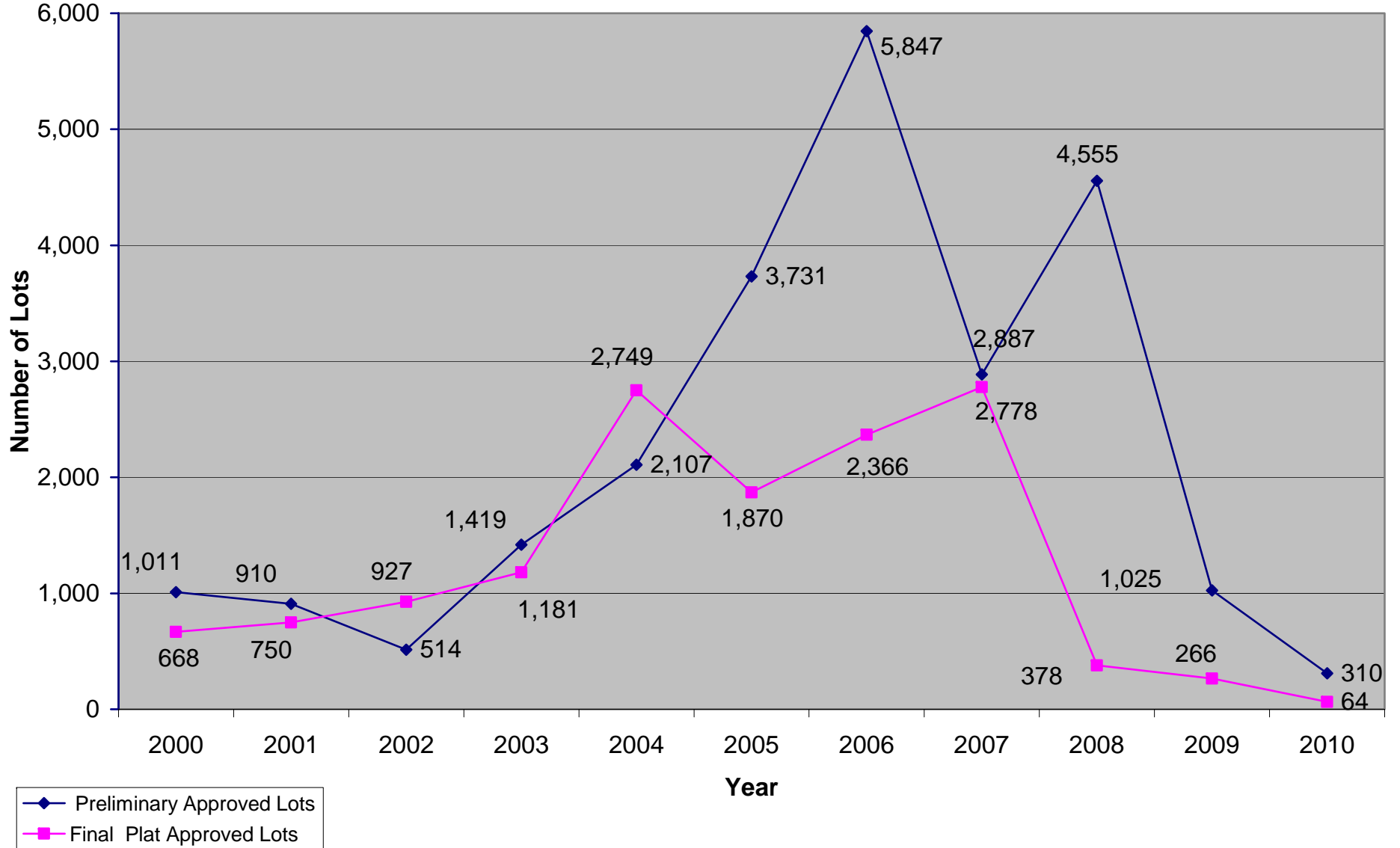
Table 1

11 YEAR ACTIVITY REPORT PREPARED BY: STEFANIE MILLER, DIRECTOR

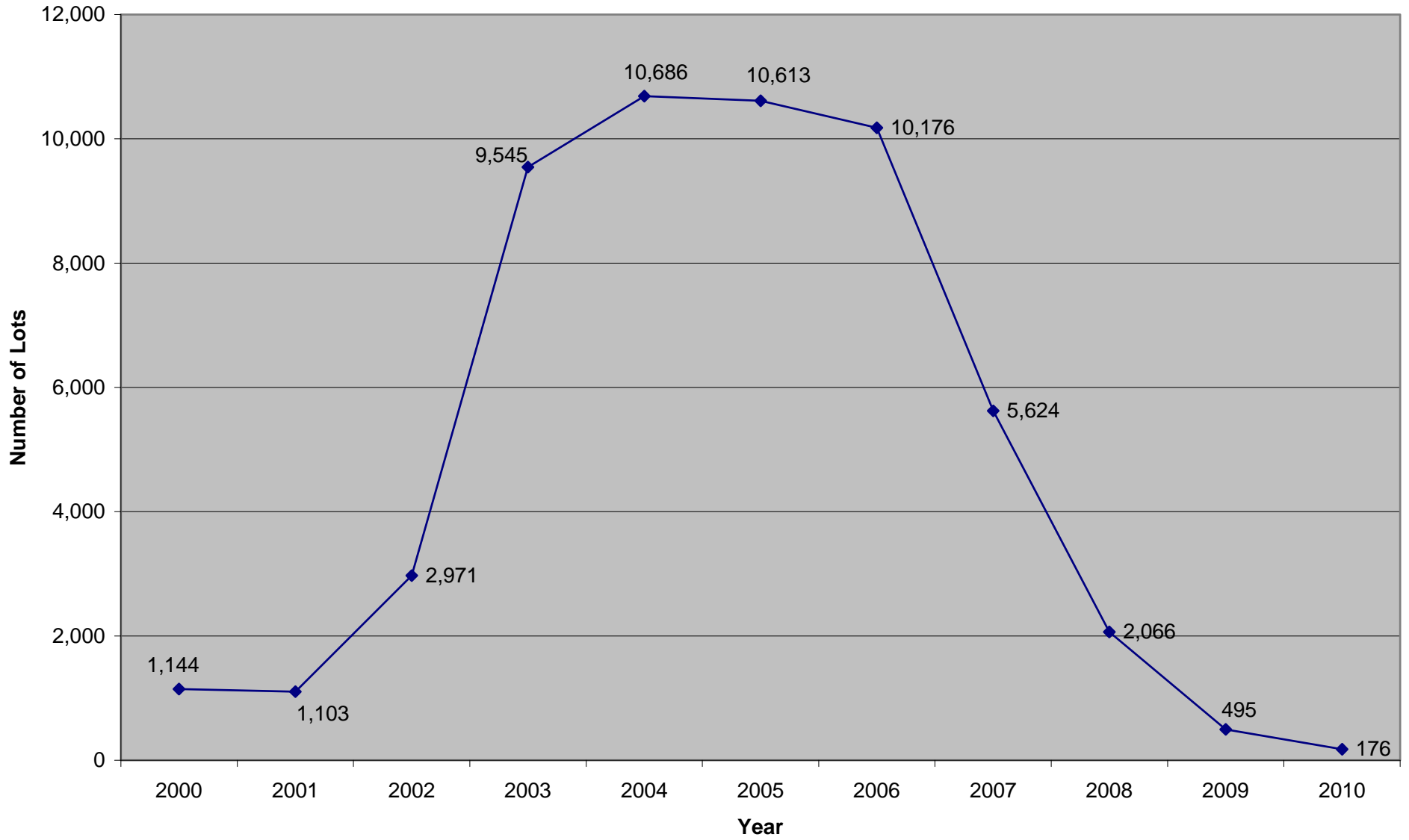
Preliminary Plat Approval	<u>Arden</u>		<u>Falling Waters</u>		<u>Gerrardstown</u>		<u>Hedgesville</u>		<u>Mill Creek</u>		<u>Opequon</u>		<u>Total</u>	
	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres
2000	400	173	61	55	94	744	139	213	106	59	211	95	1,011	1,339
2001	331	145	107	120	66	322	243	136	148	103	15	8	910	834
2002	131	56	150	223	11	24	124	174	90	98	8	6	514	581
2003	263	206	240	72	6	18	351	1,212	342	90	217	149	1,419	1,747
2004	345	118	394	343	18	50	296	177	664	246	390	65	2,107	998
2005	348	78	688	64	19	50	208	187	2,189	684	279	178	3,731	1,242
2006	1,450	730	1,096	803	374	470	795	580	949	315	1,183	944	5,847	3,842
2007	656	564	398	279	23	89	805	886	792	942	213	624	2,887	3,384
2008	37	87	2,914	800	30	61	560	607	610	165	404	315	4,555	2,036
2009	301	212	120	42	0	0	163	148	424	174	17	50	1,025	625
2010	4	9	57	127	9	27	3	37	1	0.25	236	19	310	219
Total	4,266	2,377	6,225	2,928	650	1,854	3,687	4,357	6,315	2,878	3,173	2,452	24,316	16,847
Final Plat Approval	<u>Arden</u>		<u>Falling Waters</u>		<u>Gerrardstown</u>		<u>Hedgesville</u>		<u>Mill Creek</u>		<u>Opequon</u>		<u>Total</u>	
	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres
2000	230	159	36	23	123	911	150	194	62	59	67	20	668	1,365
2001	283	58	170	144	66	335	136	79	53	45	42	66	750	727
2002	250	88	167	205	57	238	232	229	99	49	122	49	927	858
2003	148	99	148	67	10	30	418	1,271	221	76	236	116	1,181	1,659
2004	608	293	550	465	2	15	343	231	814	258	432	63	2,749	1,325
2005	101	106	215	157	11	140	186	312	1,223	343	134	341	1,870	1,399
2006	385	106	225	157	138	140	310	312	1,088	343	220	341	2,366	1,399
2007	505	316	620	273	51	162	522	392	690	233	390	147	2,778	1,523
2008	95	246	86	81	9	101	45	116	52	147	91	98	378	788
2009	14	126	121	83	12	27	22	17	95	64	2	3	266	320
2010	6	11	35	147	4	14	2	12	1	0.50	16	14	64	198
Total	2,625	1,608	2,373	1,801	483	2,110	2,366	3,165	4,398	1,619	1,752	1,257	13,997	11,560
Sketch / Pre-Application Plans	<u>Arden</u>		<u>Falling Waters</u>		<u>Gerrardstown</u>		<u>Hedgesville</u>		<u>Mill Creek</u>		<u>Opequon</u>		<u>Total</u>	
	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres
2000	361	151	214	213	92	492	195	64	118	45	164	71	1,144	1,035
2001	272	60	141	281	0	0	299	166	115	71	276	238	1,103	816
2002	687	434	999	690	72	279	776	1,727	304	93	133	175	2,971	3,398
2003	1,034	567	2,820	1,302	132	287	686	657	3,623	1,190	1,250	458	9,545	4,462
2004	4,054	924	1,302	486	253	150	2,434	1,213	1,397	591	1,246	583	10,686	3,948
2005	2,300	1,130	2,943	694	426	389	1,492	682	1,853	752	1,599	4,422	10,613	8,068
2006	994	1,807	1,662	638	273	1,028	3,136	1,886	3,094	1,212	1,017	858	10,176	7,430
2007	497	253	885	310	3,724	1,354	223	480	235	115	60	391	5,624	2,904
2008	363	146	975	689	35	80	14	309	215	53	464	487	2,066	1,763
2009	60	61	3	7	9	27	4	12	244	90	175	309	495	507
2010	6	20	123	136	1	53	30	30	3	1	13	98	176	337
Total	10,628	5,554	12,067	5,446	5,017	4,589	9,289	7,228	11,201	4,212	6,397	8,090	54,599	35,118

Table 3

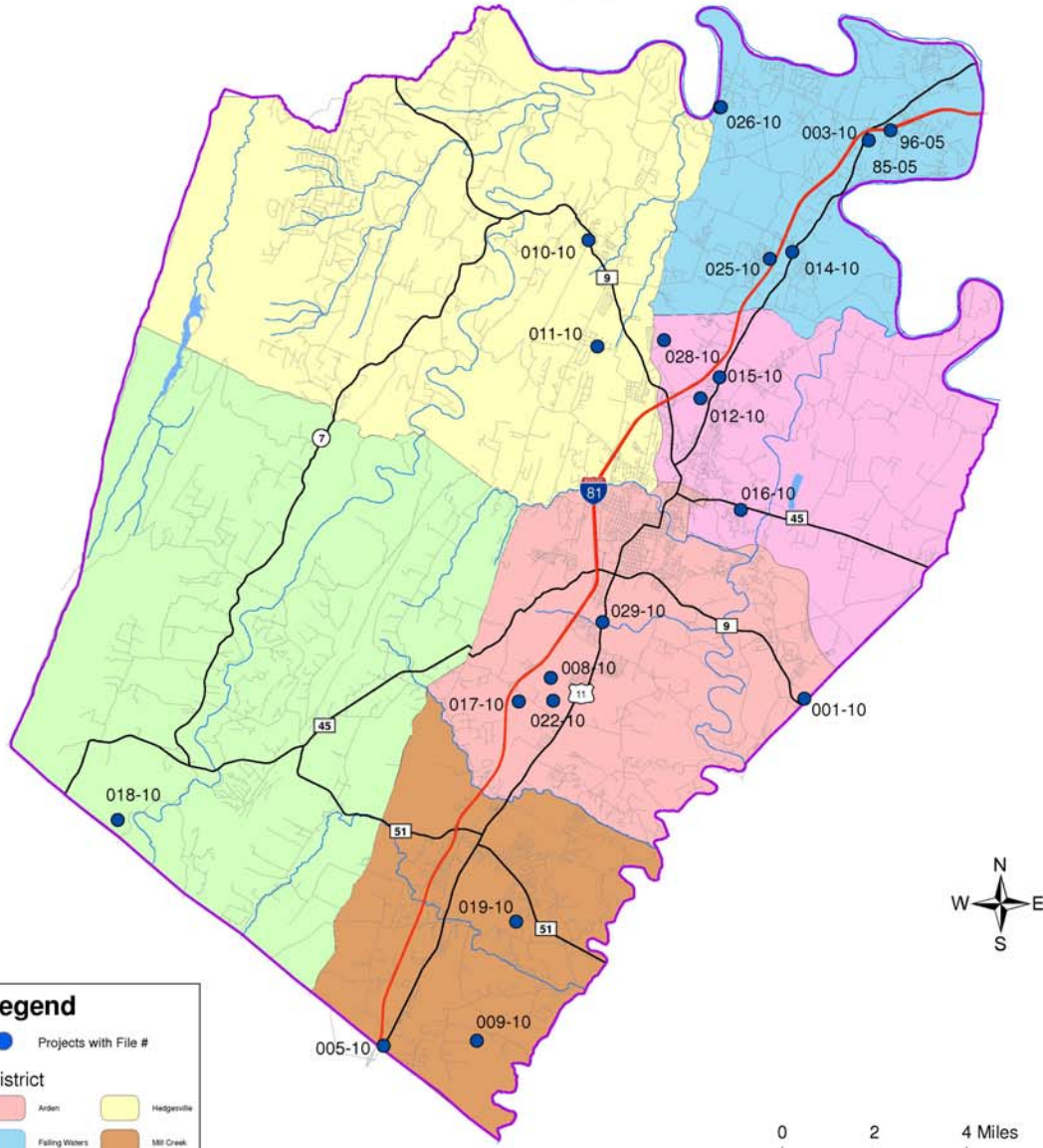
11 Year Activity Report Approved Preliminary and Final Plat Lots



11 Year Activity Report for Sketch Plan Submittals



2010 Activity Report Sketch Plat Approvals



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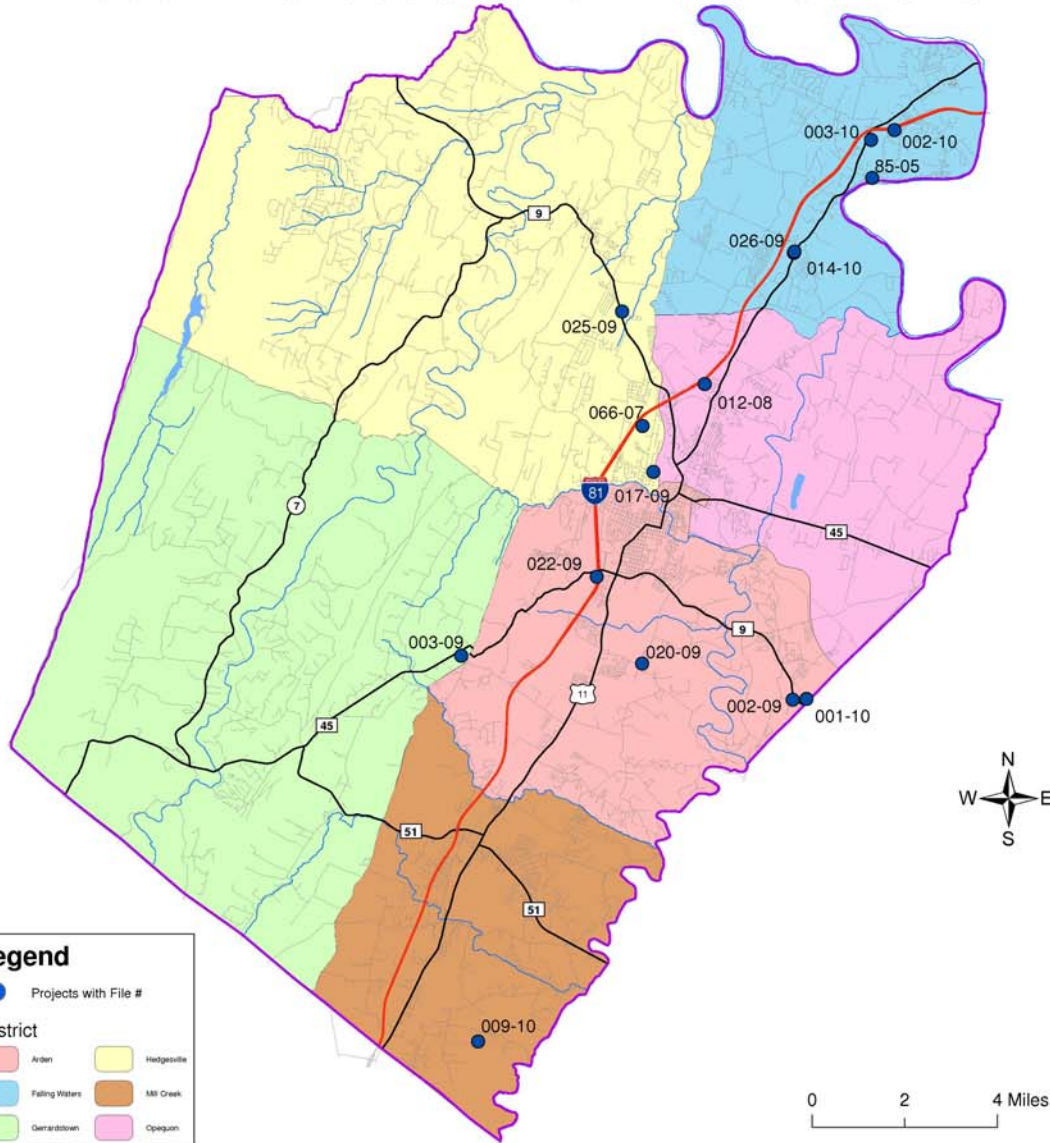
- Projects with File #

District

	Arden		Hedgesville
	Falling Waters		Mill Creek
	Gerrardstown		Opequon

FILE #	PROJECT NAME	SINGLE FAMILY (detached)	SINGLE FAMILY (attached)	Multi - Family Units	Non Residential	ACREAGE	DISTRICT
001-10	Hospice Access Rd.				1	3.22	Arden
002-10	Brookfield Th Phase 2		116			18.30	Falling Waters
003-10	Riverside Marketplace				5	113.00	Falling Waters
005-10	12789 Winchester Ave.				1	0.40	Mill Creek
008-10	Evans Run Cell Tower				1	0.25	Arden
009-10	Spring Run Rd. Cell Tower				1	0.25	Mill Creek
010-10	Lot 27 Subdivision	3				1.55	Hedgesville
011-10	Harlan Run Ph 2 Sec 6	5				15.00	Hedgesville
012-10	925 Mid-Atlantic Parkway				1	2.50	Opequon
014-10	Spring Mills Towne Center Lot B-4				1	0.68	Falling Waters
015-10	Shenandoah Bible Baptist Church Addition				1	1.00	Opequon
016-10	Wildflower Village	10				4.15	Opequon
017-10	Guardian Fiberglass Inc.				1	2.78	Arden
018-10	Peacemaker National Training Center				1	52.66	Gerrardstown
019-10	Cinderella Cell Tower				1	0.25	Mill Creek
021-10	Sundance Valley, Phase 2	22				13.19	Hedgesville
022-10	Almine Expansion				1	0.13	Arden
024-10	GSA Office Complex				1	2.90	Arden
025-10	Spring Mills PUD Commercial Lot 15				1	3.56	Falling Waters
028-10	Project Olympus				1	90.00	Opequon
029-10	Winchester & Western Railroad Rail Spur to ESSROC				1	11.1	Arden

2010 Activity Report Preliminary Plat Approvals and Recommendations for Advancement



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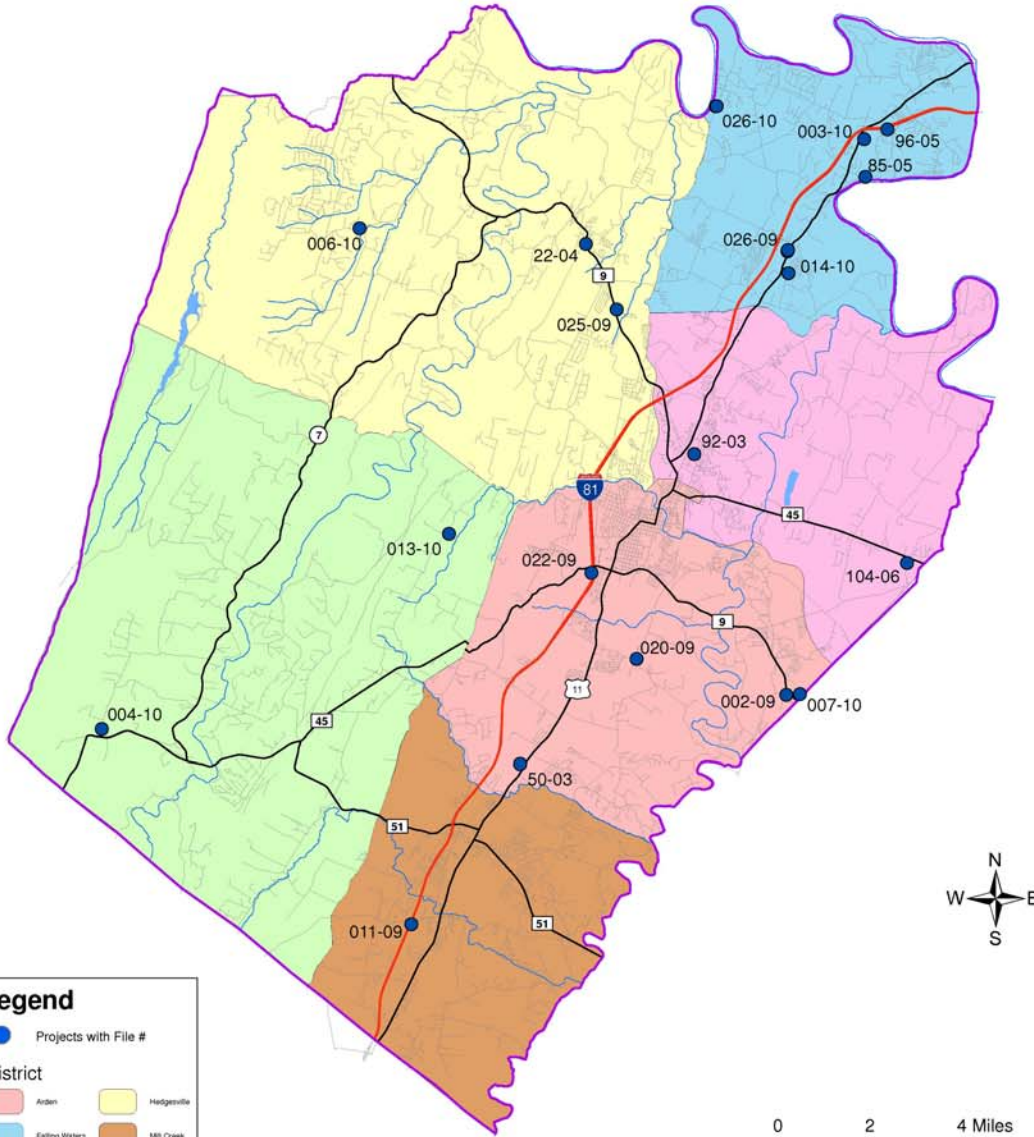
- Projects with File #

District

	Arden		Hedgesville
	Falling Waters		Mill Creek
	Gerrardstown		Opequon

PC Meeting Date	PROJECT NAME	SINGLE FAMILY (detached)	SINGLE FAMILY (attached)	Multi-Family Units	Non Residential	ACREAGE	DISTRICT	FILE #
1/25/2010	Shenandoah Medical Systems Addition				1	9.8	Hedgesville	017-09
1/25/2010	Brooke Gardens	9				27.08	Gerrardstown	003-09
1/25/2010	Sheetz - Liberty Business Park				1	1.81	Arden	002-09
2/22/2010	Westminster Heights			236		19	Opequon	012-08
2/22/2010	Grubb's Corner Water Tank				1	2.12	Arden	020-09
3/8/2010	Logan's Roadhouse				1	1.54	Arden	022-09
3/8/2010	Brookfield Townhomes Phase 1 Section 1		47			6.84	Falling Waters	96-05
5/3/2010	Spring Mills Towne Center Lot B1				1	0.88	Falling Waters	026-09
6/7/2010	Jeff Crampton Property	3				5.85	Falling Waters	85-05
6/7/2010	Hospice Access Road				1	3.2243	Arden	001-10
8/23/2010	Spring Run Road Cell Tower				1	0.25	Mill Creek	009-10
9/27/2010	Spring Mills Towne Center Lot B4				1	0.68	Falling Waters	014-10
11/8/2010	TLR Civic Center				1	24.67	Hedgesville	066-07
11/8/2010	Riverside Marketplace				5	113	Falling Waters	003-10
11/29/2010	Citizen's National Bank - Entrance Improvements				1	2.43	Hedgesville	025-09

2010 Activity Report Final Plat Approvals



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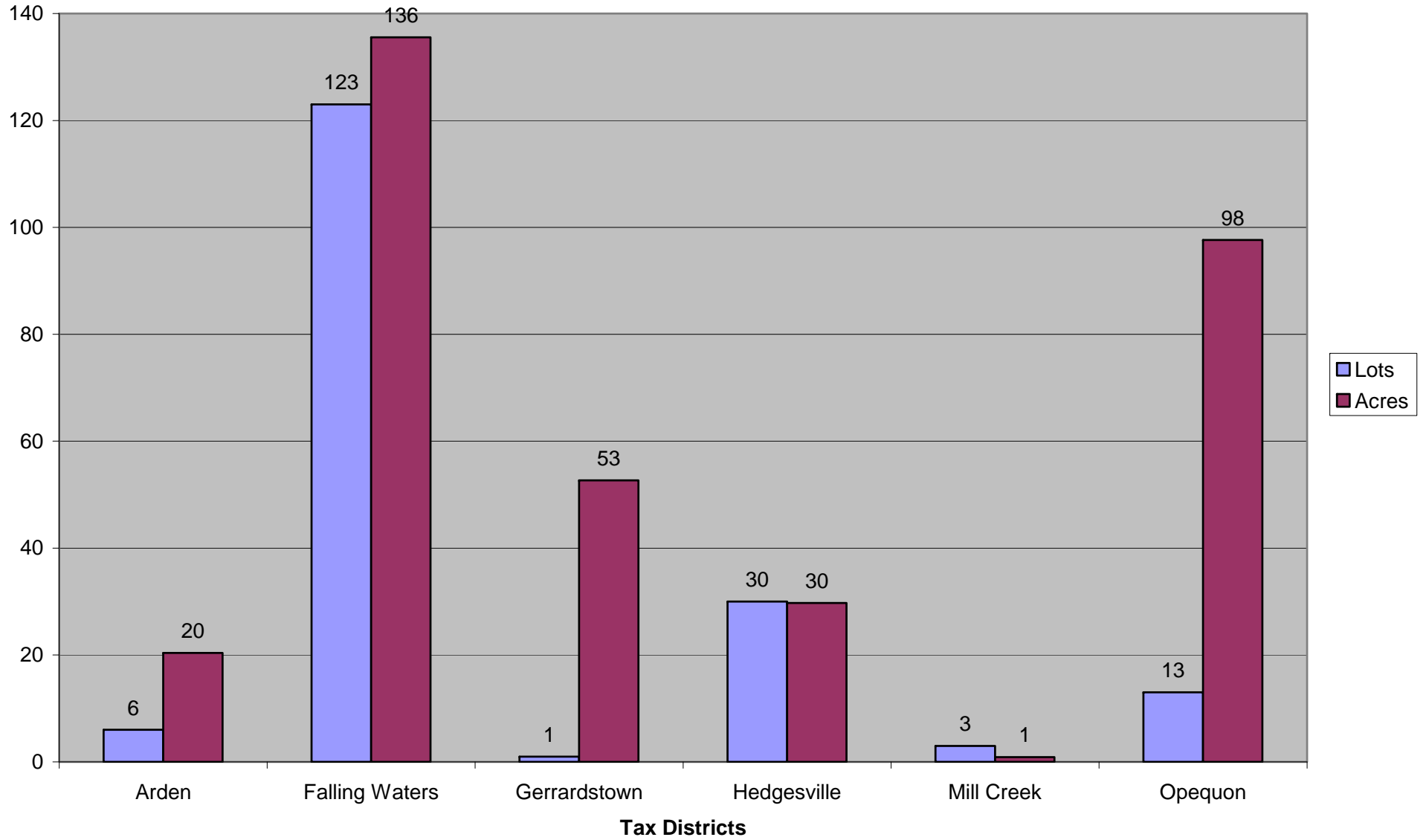
- Projects with File #

District

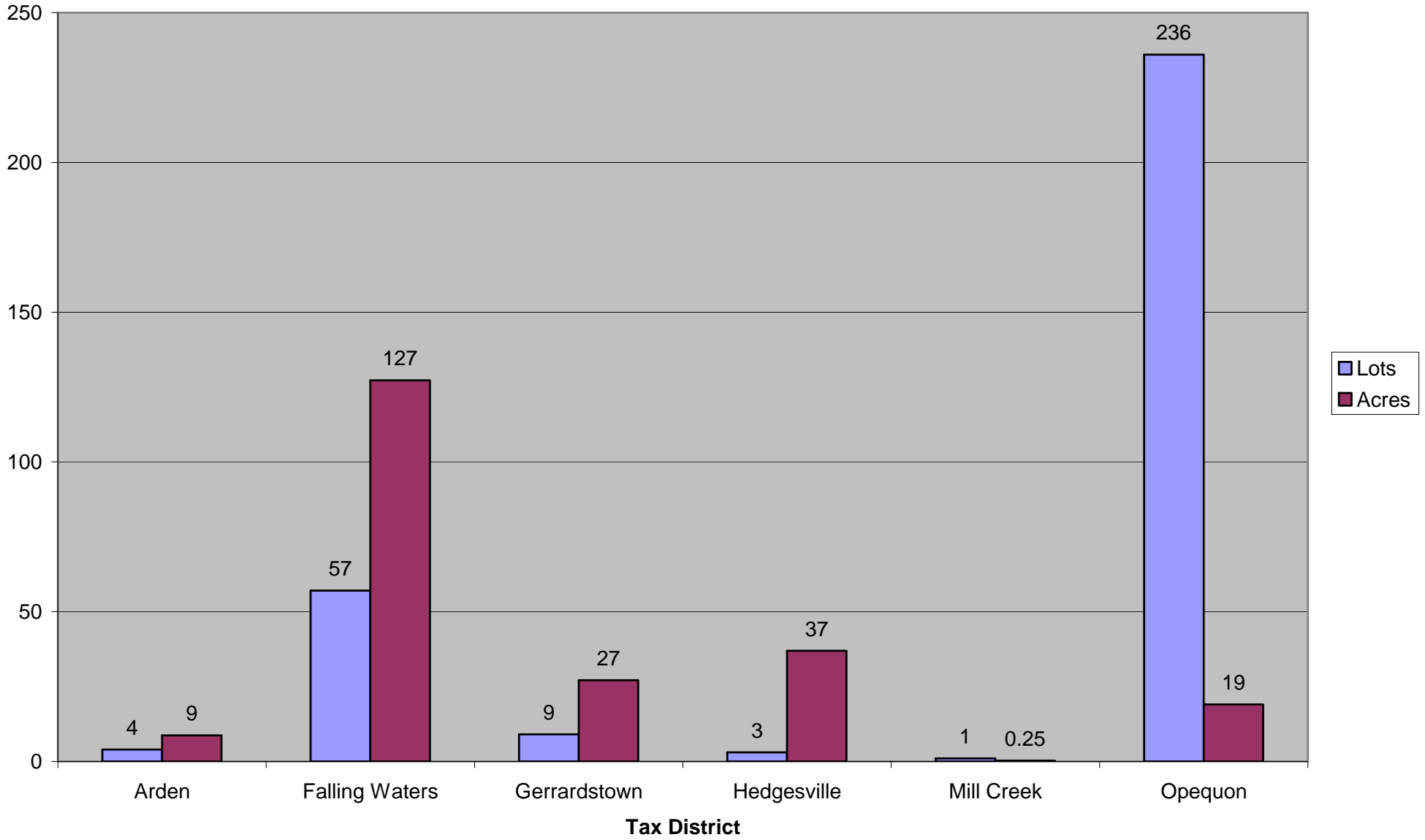
	Arden		Hedgesville
	Falling Waters		Mill Creek
	Gerrardstown		Opequon

PC Meeting Date	PROJECT NAME	SINGLE FAMILY (detached)	SINGLE FAMILY (attached)	Multi - Family Units	Non Residential	ACREAGE	DISTRICT	FILE #
3/8/2010	Tobin Building Addition				1	1.06	Arden	50-03
3/8/2010	Brookfield Townhomes, Section 5, Phase 1 Lots 305-312 & 329-336	16				1.74	Falling Waters	96-05
3/22/2010	Sheetz @ Liberty Business Park				1	1.81	Arden	002-09
4/5/2010	Logan's Roadhouse				1	1.54	Arden	022-09
4/19/2010	Hammond's Mill Duplex Lots		4			1.72	Falling Waters	93-05
5/3/2010	Grubb's Corner Water tank LDU				1	2.12	Arden	020-09
5/3/2010	Hedgesville Volunteer Fire Department				1	8.20	Hedgesville	22-04
6/7/2010	Hospice of the Panhandle Preliminary Final				1	3.22	Arden	007-10
7/12/2010	Wayne Stolpher Preliminary Final	1				4.00	Hedgesville	006-10
7/12/2010	Boyd's Crossing Outlot				1	0.50	Mill Creek	011-09
7/12/2010	Jeff Crampton Property	3				5.85	Falling Waters	85-05
8/9/2010	Spring Mills Towne Center Lot B-1				1	0.88	Falling Waters	026-09
8/9/2010	Barbara Catrow Preliminary Final	2				5.01	Gerrardstown	013-10
8/23/2010	James P. Reardon III Preliminary Final	2				8.63	Gerrardstown	004-10
9/13/2010	Spring Mills Towne Center Lot B-4				1	0.68	Falling Waters	014-10
9/13/2010	Riverside Marketplace Preliminary Final				4	20.95	Falling Waters	020-10
9/27/2010	Manor Park Phases 1-3		11			1.49	Opequon	92-03
11/29/2010	Riverside Marketplace				na	113.00	Falling Waters	003-10
11/29/2010	Mark Barney Preliminary Final	1				2.00	Falling Waters	026-10
11/29/2010	Gosling Grove	5				12.02	Opequon	104-06

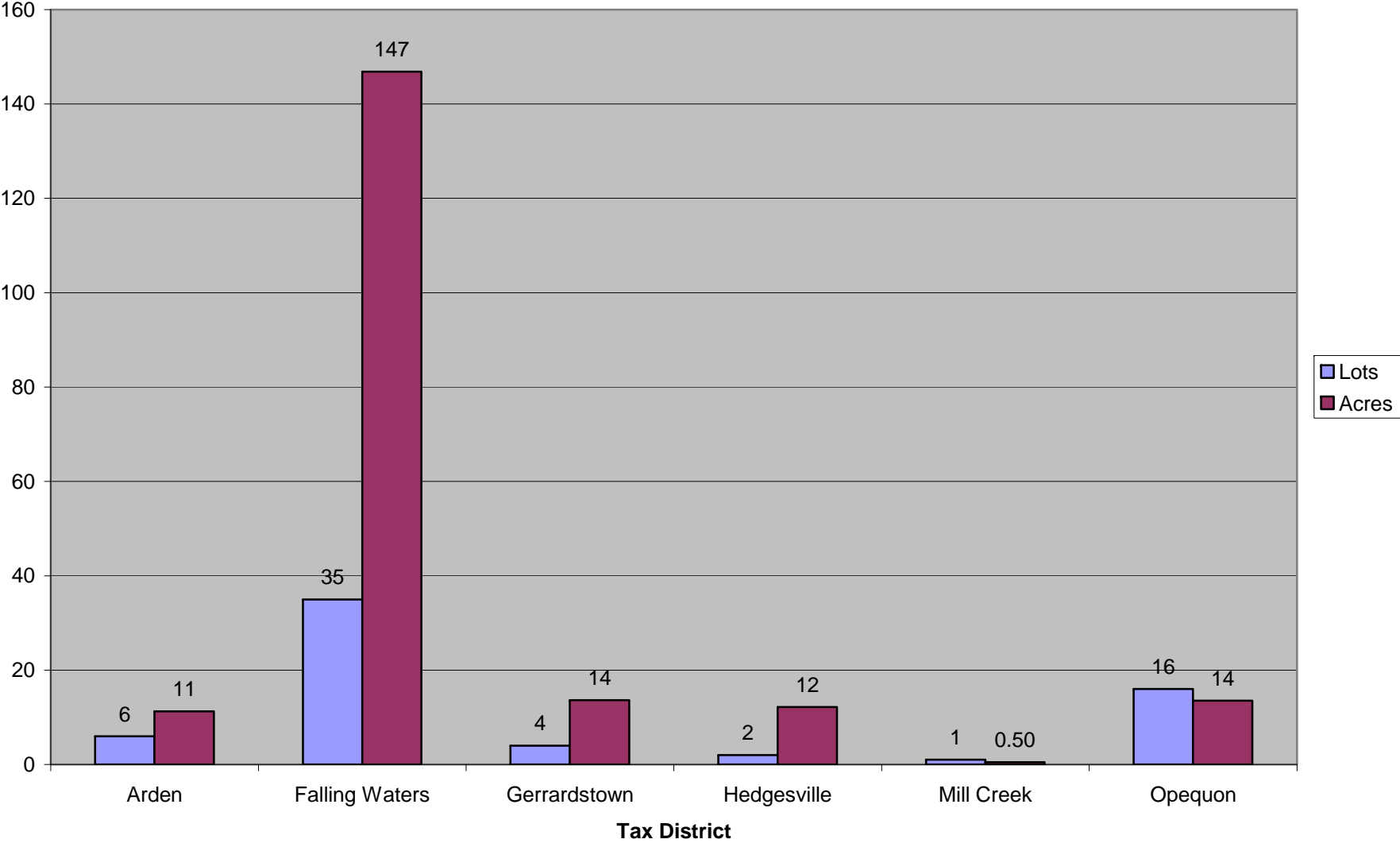
2010 Sketch Plans



2010 Preliminary Plats



2010 Final Plat Approval



Graph 3
16

2010 Minor Project Activity Report

File #	Project Name	Engineer	Received:	Approved:	Type:	Location:	Acreage:	Lots:
Arden District								
Total Minor / Exempt Subdivisions								
002-10	Thomas Spaur	Western MD Assocs.	1/11/2010	1/27/2010	Merger	A, M5, P9.1, p/b 10,11	35.21	3
021-10	Burke	Warren French	4/21/2010	5/12/2010	BLA	A, M11, P68.4	3.6534	3
022-10	Martin	Terry Placanica	5/7/2010	5/12/2010	Merger/Resurvey	A, M5H, P46,47	1.2818	2
037-10	Sarah Mills	Berry Surveying	6/11/2010	6/20/2010	merger	A, M6, P55.3	N/A	N/A
040-10	Jerry Coyne	Terry Placanica	7/12/2010	7/22/2010	Resurvey	A, M5G, P8.9	0.8663	2
043-10	Wayne Hausler	Berry Surveying	7/30/2010	8/5/2010	Merger	A, M6, P23.6	3.5558	
045-10	Phil Cogar Investments LLC	Greg Yebemetsky	8/17/2010	8/18/2010	BLA	A, M18C, P1	50.387	1
064-10	Betty J. Howard	Greg Yebemetsky	10/20/2010	10/20/2010	Merger	A,M10K,P30 & 59.1		1
069-10	Robert E. Beavers	Greg Yebemetsky	10/26/2010	11/4/2010	Merger	A, M15, P111		2
070-10	Helen M. Mason	Warren French	11/1/2010	11/5/2010	BLA	A, M19, P34.1, 33, 35	9.999	2
075-10	Bill Walkup	Greg Yebemetsky	11/15/2010	11/15/2010	Plat of easement	A, M15, P82.1 & 82.2	4	N/A
078-10	Stephen Abshire	Warren French	11/29/2010	12/2/2010	Plat of correction	A,M9,P7.12		N/A
total							108.9533	16
Total Family Transfers								
037-10	Sarah Mills	Berry Surveying	6/11/2010	6/20/2010	family transfer	A, M6, P55.3	6.9152	1
total							6.9152	1
Total Farm Land Protection Easements								
066-10	Berkeley Co. Farmland Protection	Keller Engineers	10/20/2010	10/21/2010	Plat of easement	A, M6, P32 & 32.1	61.485	N/A
total							61.485	0
Total - Arden							177.35	17
Falling Waters District								
Total Minor / Exempt Subdivisions								
003-10	Charles Bayer	Berry Surveying	1/12/2010	1/28/2010	Merger	FW, M10, P97.16, 97.17	10.181	2
010-10	Edward M. Rude Jr.	PC DiMagno	3/16/2010	4/5/2010	Merger	FW, M7, P10	20.8353	2
077-10	Violet Dunham Merger	Roberts Land Surveying	11/22/10	11/29/10	Merger Plat	G,M25,P15.1,15.6,15.7,15.8	1.3247	0
018-10	Phillip Malott	Warren French	4/19/2010	5/30/2010	BLA	FW, M7, P1.8	1.01	1
020-10	Charles Bayer	Berry Surveying	4/19/2010	5/18/2010	Merger	FW, M10, P97.16 & 97.17	10.18	2
038-10	Jim Winter	PC DiMagno	6/15/2010	6/20/2010	BLA	FW, M11E, P51 - FW, M11, P2.30	0.0936	2
041-10	Rotz Family Partnership	Fox & Assocs.	7/16/2010	8/20/2010	BLA	FW, M7, P160.3	1.64	1
143-09	Patricia Windle	Don Berry	12/30/2009	2/17/10	Request for Waiver	H, M15, P32	1.1913	1
042-10	Nessle Camp by the Potomac Assoc.	Berry Surveying	7/26/2010	8/20/2010	Resurvey	FW, M6, P4 & 5, FW, M2E, P92	12.7364	3
061-10	Charles Mattox III	Greg Yebemetsky	10/13/10	10/21/2010	Easement Plat	G, M26, P174	xxxxxxx xxxxxxx	
076-10	Berkeley Co. Farmland Protection	Keller Engineers	11/19/10	11/19/10	Plat of easement	G, M15, P39.1 & 39	91.308	1
052-10	Douglas Butts	Galtjo Geertsema	09/20/10	09/22/10	BLA	G, M31, P23.2 & 23.3	N/A	N/A
071-10	Timothy Carl, Jr	Wayne Stotler	11/5/2010	11/10/2010	BLA	FW,M7, P248 & 2	0.0056	1
total							150.5059	16
Total Family Transfers								
032-10	Andrew DeHaven	Greg Yebemetsky	6/3/2010	6/16/2010	Family Transfer	FW, M7, P34	7.9051	1
058-10	Jacquelyn DeHaven	Greg Yebemetsky	9/28/2010	10/26/2010	Family Transfer	FW, M7,P35	7.6707	2
total							15.5758	3
Total - Falling Waters							166.08	19

Table 3

2010 Minor Project Activity Report

File #	Project Name	Engineer	Received:	Approved:	Type:	Location:	Acreage:	Lots:
Gerrardstown District								
Total Minor / Exempt Subdivisions								
006-10	J. Scott Boyd	Greg Yebernetsky	1/26/2010	3/8/2010	Resurvey	G, M31, P13,13.1,13.2, 42	85.155	3
011-10	Shawn Jenkins	Roberts Land Surveying	3/19/2010	3/23/2010	Merger	G, M24, P47, 47.3	15.7922	2
023-10	Gary Parsons Jr.	Roberts Land Surveying	5/12/2010	5/21/2010	BLA	G, M 33, P3.1, 3.8	4.4805	2
024-10	HiRock Enterprises	PC DiMagno	5/18/2010	6/16/2010	SWM Easement	G, M19, P23.3	xxxx	xxxx
035-10	Harold Price	PC DiMagno	6/9/2010	6/17/2010	BLA	G, M27, P2	6.0836	2
049-10	Scott Henry	Greg Yebernetsky	9/8/2010	9/10/2010	BLA	G, M24, P17.1	1.7279	1
052-10	Douglas Butts	Galtjo Geertsema	9/20/2010	9/22/2010	BLA	G, M31, P23.2 & 23.3	0.0108	1
061-10	Charles Mattox III	Greg Yebernetsky	10/13/2010	10/21/2010	Easement Plat	G, M26, P174	xxxx	xxxx
062-10	C. Stanley Dees	Galtjo Geertsema	10/19/2010	10/21/2010	BLA	G, MG9, P20	1.0474	1
077-10	Violet Dunham Merger	Roberts Land Surveying	11/22/2010	11/29/2010	Merger Plat	G,N25,P15.1,15.6,15.7,15.8	1.3247	
total							115.6221	12
Total Farm Land Protection Easements								
065-10	Berkeley Co. Farmland Protection Board	Keller Engineers	10/20/2010	10/21/2010	Plat of easement	G, M19, P7	62.13	
067-10	Berkeley Co. Farmland Protection	Keller Engineers	10/20/2010	10/21/2010	Plat of easement	G, M14, P3	127.992	
076-10	Berkeley Co. Farmland Protection	Keller Engineers	11/19/2010	11/19/2010	Plat of easement	G, M15, P39.1 & 39	91.308	1
total							281.43	1
Total Testamentary Transfers								
080-10	Ida Adams	Berry Surveying	12/1/2010	12/3/2010	Testamentary of Transfer	G, MG26, P43	6.9615	1
081-10	Ida Adams	Berry Surveying	12/1/2010	12/3/2010	Testamentary of Transfer	G, MG26, P43		2
total							6.9615	3
Total -Gerrardstown							404.0136	16
Hedgesville District								
Total Minor / Exempt Subdivisions								
009-10	John Wright	Greg Yebernetsky	3/8/2010	3/15/2010	Resurvey	H, M8, P39	34.789	1
016-10	Lyndell Long	PC DiMagno	4/12/2010	4/14/2010	Merger	H. M13, P94.3	2.1911	2
019-10	Charles Bayer	Berry Surveying	4/19/2010	5/18/2010	Merger	H, M27, P2.1	34.3	2
025-10	Camilla Rebeck	Wayne Stotler	5/18/2010	5/21/2010	Minor	H, M7, P p/o 28	2	1
029-10	J A Prather	Galtjo Geertsema	5/25/2010	6/9/2010	BLA	H, M36	1	1
033-10	Michael Manor	Greg Yebernetsky	6/3/2010	6/14/2010	Merger	H, M16, P2.16	5	1
047-10	Cynthia Kontz	Greg Yebernetsky	8/30/2010	9/10/2010	BLA	H, M40, P5.7	18.9833	1
053-10	Gail Y. Catlett	Terry Placanica	9/21/2010	9/22/2010	BLA	H, M38L, P5	0.4074	1
total							98.6708	10
Total Family Transfers								
015-10	Judith Erskine	Polaris Land Surveys	3/12/2010	4/1/2010	Family Transfer	H, M26, P107	8	1
083-10	McNealy	Berry Surveying	12/9/2010	12/10/2010	family transfer	H,M21,P176	2.003	2
total							10.003	3
Total Farm Land Protection Easements								
068-10	Berkeley Co. Farmland Protection	Keller Engineers	10/20/2010	10/21/2010	Plat of easement	H, M15, P21 & 21.3	175.726	1
086-10	Berkeley Co. Farmland Protection	Keller Engineers	12/27/2010	12/28/2010	Plat of easement	H, MH9, P1.2	51.428	4
total							227.154	5
Total - Hedgesville							325.8248	18

Table 4

2010 Minor Project Activity Report

File #	Project Name	Engineer	Received:	Approved:	Type:	Location:	Acreage:	Lots:
Mill Creek District								
Total Minor / Exempt Subdivisions								
121-09	Priestfield Pastoral Center	Dewberry & Davis	10/5/2009	1/7/2010	Resurvey	MC, M15, P16	4.131	1
001-10	Knouse Foods-Inwood	WHGA	1/8/2010	2/9/2010	Merger	MC, M6, P96,97	1.5	1
004-10	Pill & Pill	Berry Surveying	1/13/2010	1/21/2010	Resurvey	MC, M9, P8.63	2.0084	2
008-10	Bentwood Estates & Stoney Ridge	Dirk Stansbury	3/1/2010	4/1/2010	Easement	MC, M5, P44, 53.38	N/A	N/A
034-10	Robert E. Wilbourne	PC DiMagno	6/9/2010	6/17/2010	BLA	MC, M15, P15.6	1.6312	1
036-10	Larry Trenary	Terry Placanica	6/11/2010	6/17/2010	BLA	MC, M17, P6.1	1.1983	3
044-10	Charles & Annabelle Roe	Warren French	8/9/2010	9/17/2010	BLA	MC, M9D, P180,139	9.19	2
051-10	Timothy Jordan	Davis Renn & Assocs.	9/20/2010	11/19/2010	BLA	MC, M6B, P18-20	1.38	3
054-10	Phillip Cunningham	PC DiMagno	9/27/2010	9/27/2010	BLA	MC, M6P, P27	0.07	1
063-10	Larry Faircloth	Warren French	10/19/2010	10/20/2010	Merger	MC, M9, P44	6.0303	2
073-10	Larry Faircloth	Warren French	11/5/2010	11/10/2010	Boundary Line Adjustment	MC, M9D, P182	0.0909	
074-10	Francine Jefferson	Greg Yebernetsky	11/12/2010	11/15/2010	Re-Issuance of Resurvey	MC,M10,P44&44.4	22.4721	2
total							49.7022	18
Total - Mill Creek							49.7022	18
Opequon District								
Total Minor / Exempt Subdivisions								
013-10	Erin Call	PC DiMagno	3/23/2010	3/24/2010	Easement Plat	OP, M6, P29.1	0.0309	1
017-10	John Meyers	PC DiMagno	4/14/2010	4/19/2010	BLA	OP, M10C, P60.2, 61	2.7	12
031-10	Douglas Bean	Warren French	6/2/2010	7/9/2010	BLA	OP, M5, P6	6.89	3
039-10	William Webster	Berry Surveying	7/7/2010	7/8/2010	BLA	OP, M11, P30.3	6.5842	2
046-10	Margaret Snyder	Terry Placanica	8/18/2010	9/13/2010	Resurvey	OP, M15A, P4	N/A	3
048-10	US Cellular	RPM Enineers	9/1/2010	9/10/2010	Easement	OP, M14, P3	N/A	N/A
055-10	Robert W. May	Greg Yebernetsky	9/27/2010	9/27/2010	Resurvey	OP,M2,P9	N/A	1
056-10	Marth J. Shoemaker	Fox & Assocs.	9/27/2010	11/19/2010	BLA	OP, M12, P22 & 22.1	N/A	2
059-10	VanMetre	Marsh & Legge	10/1/2010	10/1/2010	Replat	OP & A	N/A	
060-10	Joseph G. Rosenberger	PC DiMagno	11/24/2010	11/29/2010	Easement	OP, M3, P13.5	N/A	N/A
082-10	Frank Bradley	PC DiMagno	12/3/2010	12/8/2010	Merger	OP, M14C, P52	0.463	1
total							16.2051	24
Total - Opequon							16.2051	24

Table 5

2010 Minor Project Activity Report

File #	Project Name	Engineer	Received:	Approved:	Location:	Acreage:	Lots:
Family Transfers							
015-10	Judith Erskine	Polaris Land Surveys	3/12/2010	4/1/2010	Family Transfer	H, M26, P107	8
032-10	Andrew DeHaven	Greg Yebernetsky	6/3/2010	6/16/2010	Family Transfer	FW, M7, P34	7.9051
037-10	Sarah Mills	Berry Surveying	6/11/2010	6/20/2010	Family Transfer/merger	A, M6, P55.3	6.9152
058-10	Jacquelyn DeHaven	Greg Yebernetsky	9/28/2010	10/26/2010	Family Transfer	FW, M7,P35	7.6707
083-10	McNealy	Berry Surveying	12/9/2010	12/10/2010	family transfer	H,M21,P176	2.003
Mergers							
001-10	Knouse Foods-Inwood	WHGA	1/8/2010	2/9/2010	MC, M6, P96,97	1.50	1
002-10	Thomas Spaur	Western MD Assocs.	1/11/2010	1/27/2010	A, M5, P9.1, p/o 10,11	35.21	3
003-10	Charles Bayer	Berry Surveying	1/12/2010	1/28/2010	FW, M10, P97.16, 97.17	10.18	2
010-10	Edward M. Rude Jr.	PC DiMagno	3/16/2010	4/5/2010	FW, M7, P10	20.84	2
011-10	Shawn Jenkins	Roberts Land Surveying	3/19/2010	3/23/2010	G, M24, P47, 47.3	15.79	2
016-10	Lyndell Long	PC DiMagno	4/12/2010	4/14/2010	H, M13, P94.3	2.19	2
019-10	Charles Bayer	Berry Surveying	4/19/2010	5/18/2010	H, M27, P2.1	34.30	2
020-10	Charles Bayer	Berry Surveying	4/19/2010	5/18/2010	FW, M10, P97.16 & 97.17	10.18	2
033-10	Michael Manor	Greg Yebernetsky	6/3/2010	6/14/2010	H, M16, P2.16	5.00	1
043-10	Wayne Hausler	Berry Surveying	7/30/2010	8/5/2010	A, M6, P23.6	3.56	-
063-10	Larry Faircloth	Warren French	10/19/2010	10/20/2010	MC, M9, P44	6.03	2
064-10	Betty J. Howard	Greg Yebernetsky	10/20/2010	10/20/2010	A,M10K,P30 & 59.1	-	1
069-10	Robert E. Beavers	Greg Yebernetsky	10/26/2010	11/4/2010	A, M15, P111	-	2
077-10	Violet Dunham Merger	Roberts Land Surveying	11/22/2010	11/29/2010	G,M25,P15.1,15.6,15.7,15.8	1.32	-
082-10	Frank Bradley	PC DiMagno	12/3/2010	12/8/2010	OP, M14C, P52	0.46	1
Easements/R-O-W's							
008-10	Bentwood Estates & Stoney Ridge	Dirk Stansbury	3/1/2010	4/1/2010	MC, M5, P44, 53.38	-	-
013-10	Erin Call	PC DiMagno	3/23/2010	3/24/2010	OP, M6, P29.1	0.03	1
014-10	Riverside Village Phase 2	Lavelle Associates	3/23/2010	3/31/2010	FW, M10D, P53 & 87	-	-
024-10	HiRock Enterprises	PC DiMagno	5/18/2010	6/16/2010	G, M19, P23.3	-	-
048-10	US Cellular	RPM Enineers	9/1/2010	9/10/2010	OP, M14, P3	-	-
060-10	Joseph G. Rosenberger	PC DiMagno	11/24/2010	11/29/2010	OP, M3, P13.5	-	-
061-10	Charles Mattox III	Greg Yebernetsky	10/13/2010	10/21/2010	G, M26, P174	-	-
065-10	Berkeley Co. Farmland Protection Board	Keller Engineers	10/20/2010	10/21/2010	G, M19, P7	62.13	-
066-10	Berkeley Co. Farmland Protection	Keller Engineers	10/20/2010	10/21/2010	A, M6, P32 & 32.1	61.49	-
067-10	Berkeley Co. Farmland Protection	Keller Engineers	10/20/2010	10/21/2010	G, M14, P3	127.99	-
068-10	Berkeley Co. Farmland Protection Board	Keller Engineers	10/20/2010	10/21/2010	H, M15, P21 & 21.3	175.73	-
075-10	Bill Walkup	Greg Yebernetsky	11/15/2010	11/15/2010	A, M15, P82.1 & 82.2	4.00	-
076-10	Berkeley Co. Farmland Protection	Keller Engineers	11/19/2010	11/19/2010	G, M15, P39.1 & 39	91.31	1
086-10	Berkeley Co. Farmland Protection	Keller Engineers	12/27/2010	12/28/2010	H, MH9, P1.2	51.43	4
Resurvey							
121-09	Priestfield Pastoral Center	Dewberry & Davis	10/5/2009	1/7/2010	MC, M15, P16	4.13	1
004-10	Pill & Pill	Berry Surveying	1/13/2010	1/21/2010	MC, M9, P8.63	2.01	2
006-10	J. Scott Boyd	Greg Yebernetsky	1/26/2010	3/8/2010	G, M31, P13,13.1,13.2, 42	85.16	3
009-10	John Wright	Greg Yebernetsky	3/8/2010	3/15/2010	H, M8, P39	34.79	1
040-10	Jerry Coyne	Terry Placanica	7/12/2010	7/22/2010	A, M5G, P8.9	0.87	2
042-10	Nessle Camp by the Potomac Assoc.	Berry Surveying	7/26/2010	8/20/2010	FW, M6, P4 & 5, FW, M2E, P92	12.74	3
046-10	Margaret Snyder	Terry Placanica	8/18/2010	9/13/2010	OP, M15A, P4	8.32	3
055-10	Robert W. May	Greg Yebernetsky	9/27/2010	9/27/2010	OP,M2,P9	38.41	1
074-10	Francine Jefferson	Greg Yebernetsky	11/12/2010	11/15/2010	MC,M10,P44&44.4	22.47	2

Table 6
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2010 Minor Project Activity Report								
File #	Project Name	Engineer	Received:	Approved:	Location:	Acreage:	Lots:	
Boundary Line Adjustments								
017-10	John Meyers	PC DiMagno	4/14/2010	4/19/2010	OP, M10C, P60.2, 61	2.70	12	
018-10	Phillip Malott	Warren French	4/19/2010	5/30/2010	FW, M7, P1.8	1.01	1	
021-10	Burke	Warren French	4/21/2010	5/12/2010	A, M11, P68.4	3.65	3	
023-10	Gary Parsons Jr.	Roberts Land Surveying	5/12/2010	5/21/2010	G, M 33, P3.1, 3.8	4.48	2	
029-10	J A Prather	Galtjo Geertsema	5/25/2010	6/9/2010	H, M36	1.00	1	
031-10	Douglas Bean	Warren French	6/2/2010	7/9/2010	OP, M5, P6	6.89	3	
034-10	Robert E. Wilbourne	PC DiMagno	6/9/2010	6/17/2010	MC, M15, P15.6	1.63	1	
035-10	Harold Price	PC DiMagno	6/9/2010	6/17/2010	G, M27, P2	6.08	2	
036-10	Larry Trenary	Terry Placanica	6/11/2010	6/17/2010	MC, M17, P6.1	1.20	3	
038-10	Jim Winter	PC DiMagno	6/15/2010	6/20/2010	FW, M11E, P51 - Fw, M11, P2.30	0.09	2	
039-10	William Webster	Berry Surveying	7/7/2010	7/8/2010	OP, M11, P30.3	6.58	2	
041-10	Rotz Family Partnership	Fox & Assocs.	7/16/2010	8/20/2010	FW, M7, P160.3	1.64	1	
044-10	Charles & Annabelle Roe	Warren French	8/9/2010	9/17/2010	MC, M9D, P180,139	919.00	2	
045-10	Phil Cogar Investments LLC	Greg Yebernetsky	8/17/2010	8/18/2010	A, M18C, P1	50.39	1	
047-10	Cynthia Kontz	Greg Yebernetsky	8/30/2010	9/10/2010	H, M40, P5.7	18.98	1	
049-10	Scott Henry	Greg Yebernetsky	9/8/2010	9/10/2010	G, M24, P17.1	1.73	1	
051-10	Timothy Jordan	Davis Renn & Assocs.	9/20/2010	11/19/2010	MC, M6B, P18-20	1.38	3	
052-10	Douglas Butts	Galtjo Geertsema	9/20/2010	9/22/2010	G, M31, P23.2 & 23.3	0.01	1	
053-10	Gail Y. Catlett	Terry Placanica	9/21/2010	9/22/2010	H, M38L, P5	0.41	1	
054-10	Phillip Cunningham	PC DiMagno	9/27/2010	9/27/2010	MC, M6P, P27	..0700	1	
056-10	Marth J. Shoemaker	Fox & Assocs.	9/27/2010	11/19/2010	OP, M12, P22 & 22.1	291.13	2	
062-10	C. Stanley Dees	Galtjo Geertsema	10/19/2010	10/21/2010	G, MG9, P20	1.05	1	
070-10	Helen M. Mason	Warren French	11/1/2010	11/5/2010	A, M19, P34.1, 33, 35	10.00	2	
071-10	Timothy Carl, Jr	Wayne Stotler	11/5/2010	11/10/2010	FW, M7, P248 & 2	0.01	1	
073-10	Larry Faircloth	Warren French	11/5/2010	11/10/2010	MC, M9D, P182	0.09		
Testamentary of Transfers								
080-10	Ida Adams	Berry Surveying	12/1/2010	12/3/2010	G, MG26, P43	6.96	1	
081-10	Ida Adams	Berry Surveying	12/1/2010	12/3/2010	G, MG26, P43		2	

Table 6 con't.

2010 Minor Project Activity Report								
District	Exempt Subdivisions		Family Transfers		Farmland Prot. Transfers		Test. Transfers	
	Acreage	Lots	Acreage	Lots	Acreage	Lots	Acreage	Lots
Arden	108.9533	16	6.9152	1	61.4850	1	N/A	N/A
Falling Waters	123.3611	18	15.5758	3	N/A	N/A	N/A	N/A
Gerrardstown	115.6221	12	N/A	N/A	281.43	1	6.9615	3
Hedgesville	98.6708	10	10.003	3	227.154	5	N/A	N/A
Mill Creek	49.7022	18	N/A	N/A	N/A	N/A	N/A	N/A
Opequon	16.2051	24	N/A	N/A	N/A	N/A	N/A	N/A
Totals	512.5146	98	32.4940	7	570.0690	7	6.9615	3

Table 7
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APPENDIX A

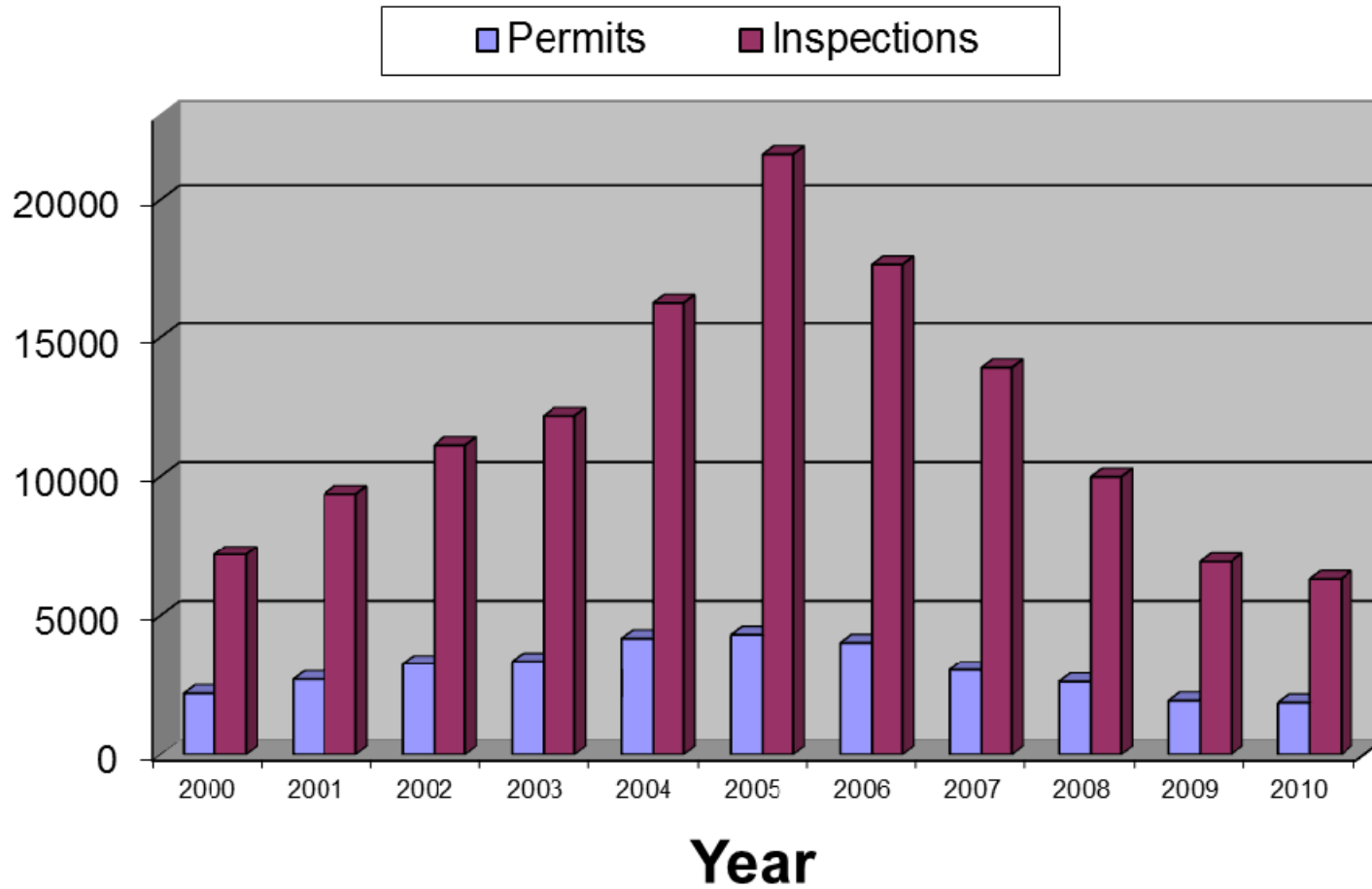
January – December 2010 Building Permit Activity Report

Category	# of Permits	Value	Fees Collected
New SF Homes	226	\$ 42,859,512.00	\$ 130,009.73
Townhouses	134	\$ 17,202,646.00	\$ 63,162.00
Duplexes	10	\$ 1,782,000.00	\$ 5,258.64
Apartment Bldgs	0	\$ -	\$ -
Multi Family Bldgs 5+	0	\$ -	\$ -
Mobile Homes	80	\$ 1,754,743.00	\$ 23,817.82
Motel, Hotel	0	\$ -	\$ -
Other non housekeeping	0	\$ -	\$ -
New non residential	13	\$ 2,240,788.00	\$ 10,198.08
Amusement/Recreation	0	\$ -	\$ -
Churches	0	\$ -	\$ -
Industrial	0	\$ -	\$ -
Parking Garages	0	\$ -	\$ -
Service/Repair stations	0	\$ -	\$ -
Hospital/Institutional	0	\$ -	\$ -
Offices, Banks etc.	9	\$ 444,000.00	\$ 3,225.26
Public Works/Utilities	0	\$ -	\$ -
Schools/Education	0	\$ -	\$ -
Store/Customer Service	2	\$ 125,000.00	\$ 1,502.14
Other Non-Residential	232	\$ 1,407,827.16	\$ 15,095.73
Structures other than Bldngs	703	\$ 9,284,660.47	\$ 59,659.77
Residential Additions	227	\$ 3,711,311.90	\$ 21,750.15
Non-Residential Additions	130	\$ 3,201,475.96	\$ 25,854.69
Garages/Carports	80	\$ 1,328,868.28	\$ 9,987.66
Total Building Permits	1846	\$ 85,342,832.77	\$ 369,521.67
Residential Grading	416	Included	\$ 20,800.00
Commercial Grading	12		\$ 5,550.00
Applications Received	1899		

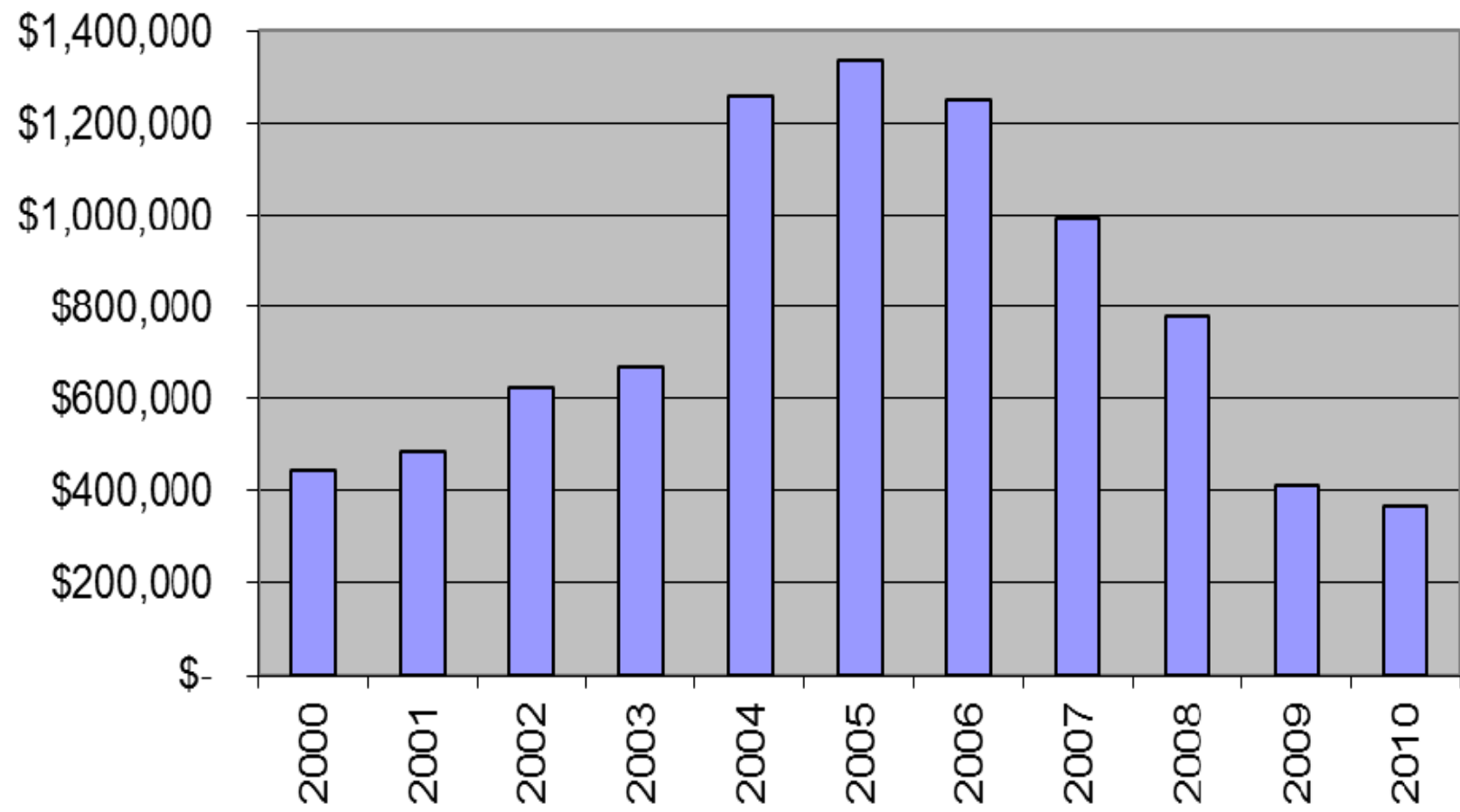
21 Yr. Building Permit Activity Report

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total		Total Fees
Year	Permits	Permits	Permits	Permits	Permits	Permits	Permits	Permits	Permits	Permits	Permits	Permits	Permits	Inspections	
1990									52	110	98	46	306		\$ 50,346.62
1991	43	68	157	202	199	203	184	150	135	131	62	79	1613		\$ 212,102.93
1992	68	124	155	208	133	150	139	187	157	133	70	126	1650		\$ 255,539.05
1993	46	145	93	164	174	175	182	242	185	159	105	105	1775		\$ 251,689.39
1994	47	67	137	164	244	212	180	186	162	162	119	96	1776		\$ 243,818.05
1995	85	83	215	182	216	204	199	206	157	136	124	85	1892		\$ 280,466.81
1996	41	97	139	223	211	197	212	191	146	97	120	107	1781	3900	\$ 235,069.63
1997	68	90	176	225	245	197	217	175	186	173	124	123	1999	5057	\$ 304,126.54
1998	89	108	162	234	186	248	225	171	202	185	120	138	2068	5357	\$ 401,699.18
1999	58	110	178	258	245	285	249	236	198	188	198	128	2331	6768	\$ 558,587.79
2000	106	96	253	224	268	201	183	262	170	156	173	91	2183	7181	\$ 444,379.56
2001	104	155	219	248	308	285	258	245	242	251	210	160	2685	9366	\$ 487,194.36
2002	201	201	308	228	259	407	441	326	299	269	184	131	3254	11100	\$ 621,051.83
2003	167	106	231	333	384	303	373	370	339	282	276	176	3340	12200	\$ 668,909.08
2004	246	116	447	405	426	362	453	463	338	281	393	242	4172	16278	\$1,257,117.47
2005	299	249	407	374	413	521	470	497	292	274	288	223	4307	21612	\$1,338,609.80
2006	306	286	399	345	397	419	432	413	230	392	233	165	4017	17639	\$1,250,805.23
2007	190	209	190	315	325	362	328	301	179	273	241	115	3028	13920	\$ 992,669.55
2008	295	164	202	315	328	238	296	232	208	144	108	71	2601	9,981	\$ 777,501.39
2009	74	92	176	213	197	220	218	224	167	154	123	62	1920	6920	\$ 413,321.73
2010	93	80	175	224	217	245	192	172	126	112	111	99	1846	6297	\$ 369,521.67

Building Permits and Inspections



Building Permit Fees Collected



Year	Single Family	Townhouse	Mobile Home
1994	523	9	311
1995	496	0	387
1996	498	9	338
1997	549	11	398
1998	623	7	345
1999	679	30	450
2000	664	32	335
2001	945	49	355
2002	1264	46	288
2003	1259	64	267
2004	1460	272	305
2005	1292	348	258
2006	1038	342	248
2007	613	241	197
2008	413	205	149
2009	261	132	111
2010	226	134	80

