



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

Berkeley County Planning Commission Agenda

October 16, 2017 @ 6:00 pm.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF THE AGENDA
4. SUNSHINE LAW SPEAKERS
5. APPROVAL OF MEETING MINUTES
6. PUBLIC HEARINGS
 - a. Valley Health North Campus – File #031-17 Sketch Plan Approval
 - b. Pebble Ridge Phase 3C, Section 5 – File #63-04 Final Plat Approval
 - c. Spring Mills PUD Section 1, Phase 11, Plat 2 – File #016-14 Final Plat Approval
7. PRELIMINARY / FINAL PLAT APPROVAL
 - a. Terry Doyle – File #032-17
8. STAFF/COUNSEL DISCUSSION/ACTION/MOTION
 - a. 2018 Draft Ordinance Discussion
 - Article 3 – Processing Procedures
 - Article 4 – Plan Requirements
 - Appendix C – Community Impact Checklist
9. ADJOURNMENT

****The Planning Commission reserves the right to re-arrange items on the agenda due to time constraints of the public or Commission****



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**PUBLIC HEARING
STAFF REPORT
REQUEST FOR SKETCH PLAN ADVANCEMENT
October 16, 2017**

Project: Valley Health North Campus

File #: 031-17

Developer: Valley Regional Enterprises Inc.
1836 Amherst Street
Winchester, VA 22601

Engineer: Pennoni Associates Inc
117 E. Piccadilly Street, Suite 200
Winchester, VA 22601

District, Tax Map & Parcel #: Falling Waters Tax District, Map 14, Parcel(s) 24.1; 25

Location: The project is located in the southeast quadrant of U.S. Route 11 (Williamsport Pike) and Campus Drive near the Spring Mills Towner Center. The site is addressed as 5224 Williamsport Pike, Martinsburg, WV 25404.

Project Description: The project proposes a Commercial Urgent Care Center on 6.52 acres to be served by public water and public sewer.

Administrative History:

APPROVAL LETTERS	DATE RECEIVED
Berkeley County Health Department (Wells and Septic)	
Berkeley County Public Service Water District (Water Availability)	
Berkeley County Public Service Sewer District (Sewer Availability)	
State Health Department (Water)	
State Health Department (Sewer)	
Department of Highways (Entrance Permit) Letter Received	
Central Dispatch (Road Names) approved	
GPP Permit Application	
NPDES Permit Application	
*Traffic Study	TIA Waived by WVDOH with right-in only off Route 11
*School Impact Analysis	N/A
Appendix C – Environmental Impact Checklist	07/12/2017

MEETINGS & SUBMISSIONS	DATE
Waiver Requests	
Waiver/Exception Requested	N/A
Waiver Request Advertised	N/A
Waiver/Exception Granted	
Sketch Plan	
Sketch Plan Submitted	07/17/2017
1 st Review Comments	07/27/2017 – P 08/31/2017 – E
Sketch Plan Re-Submitted	08/09/2017
2 nd Review, Complete	08/17/2017 – P 9/14/2017 – P
Sketch Plan Public Hearing Advertised	10/02/2017
Sketch Plan Advancement Meeting / Approved	
Preliminary Plan	
Preliminary Plan Submitted	
1 st Review Comments	
Preliminary Plan Re-Submitted	
Preliminary Plan Advancement Meeting / Approved	
Final Plat	
Final Plat Submitted	
1 st Review Comments	
Final Plat Re-Submitted	
Final Plat Determination Meeting	
Final Plat Public Hearing Advertised	
Final Plat Public Hearing	
Final Plat Approval	

Waivers/ Exceptions: The developer has requested no waivers and/or exceptions

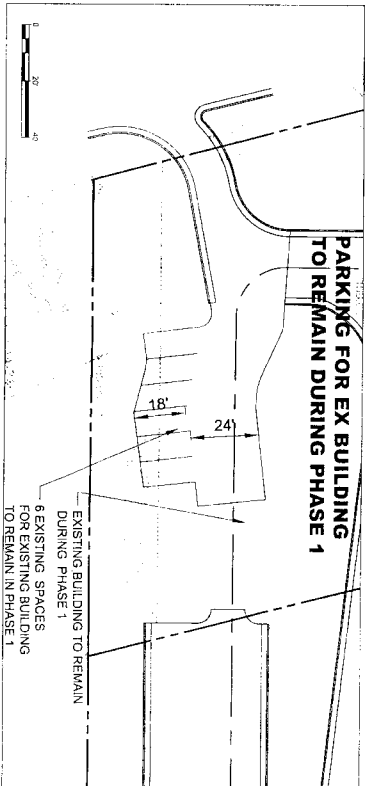
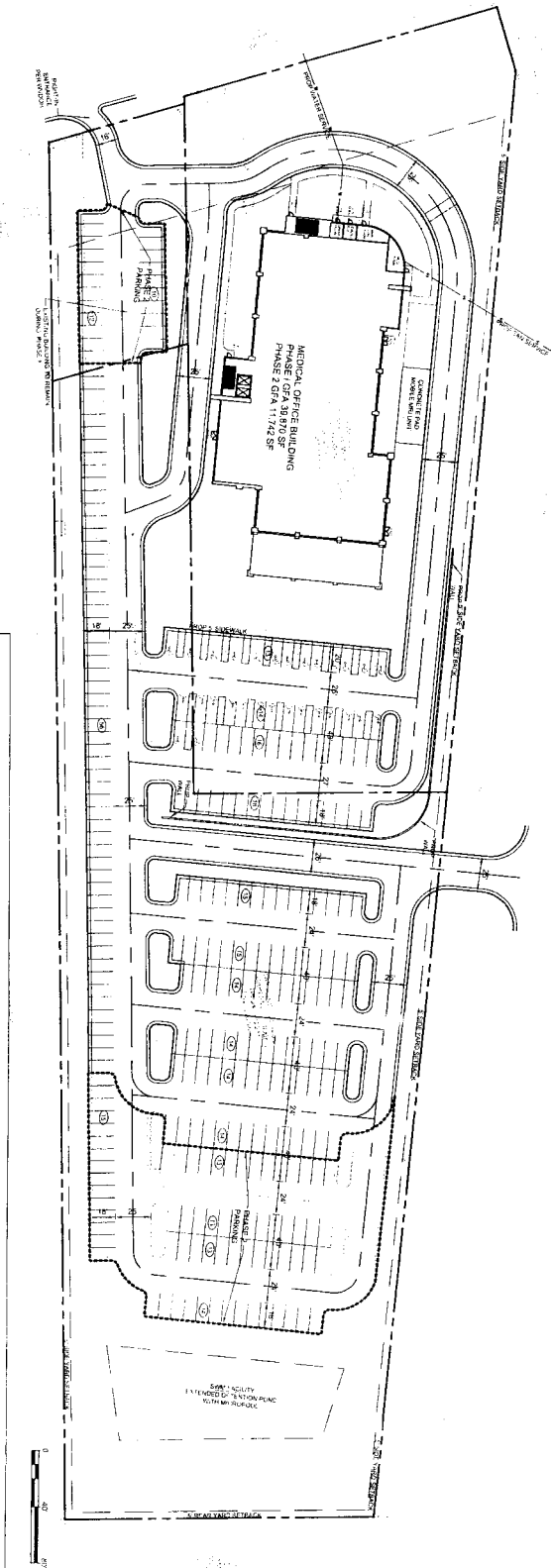
Project Notes: The proposed project will consist of an Imaging Center, Health Center, Pharmacy, Infusion Center and Multi-Specialty Clinic with Examination rooms.

Engineer Report: The County Engineer issued a letter of completion on September 14, 2017 and stated that the Sketch Plan meets the requirements to advance to the Preliminary Plan stage.

Staff Recommendation: The Sketch Plan meets the requirements of the 2009 Subdivision Ordinance; therefore, Staff recommend advancement of the Sketch Plan to the Preliminary Plan stage.

Respectfully Submitted,
The Planning Department

October 16, 2017



NOT FOR CONSTRUCTION

BCPC FILE #
031-17

**VALLEY HEALTH NORTH CAMPUS
MEDICAL CENTER**
5524 WILLIAMSPORT PIKE
BAYLEY COUNTY WEST VIRGINIA
SKETCH PLAN

VALLEY REGIONAL ENTERPRISES INC
1843 AMHURST STREET
WINCHESTER VIRGINIA 22601

ALL DIMENSIONS MUST BE VERIFIED BY CONTRACTOR AND OWNERS MUST BE NOTICED OF ANY DISCREPANCIES BEFORE PROCEEDING WITH WORK



PENNONI ASSOCIATES INC.
117 East Piccasilly Street
Winchester, VA 22601
T. 540.667.2132 F. 540.665.0493

NO.	DATE	BY	REVISIONS
00020097			APPROVED COUNTY COMMENTS

PROJECT: TSTD1702
 DATE: 2012/12
 DRAWN BY: TSTD
 CHECKED BY: HSW
 APPROVED BY: BHA
 TSTD1702-SKETCH-PLAN
 SHEET 3 OF 3



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**PUBLIC HEARING
STAFF REPORT
REQUEST FOR FINAL PLAT APPROVAL
October 16, 2017**

Project: Pebble Ridge, Phase 3C Section 5 (Lots 3-8, 132-135, 217-225)

File #: 63-04

Developer: Collis Holdings, LLC
779 Ridge Road South
Martinsburg, WV 25403

Engineer: Gordon
301 North Mildred St, Suite 1
Charles Town, WV 25414

District, Tax Map & Parcel #: Hedgesville District, Map 33L, Parcel 144

Location: The property is located in the Pebble Ridge Subdivision on Ridge Road South, approximately 0.4 miles north of its intersection with WV Route 13 (Dry Run Road).

Project Description: This phase is proposing 19 single family lots on approximately 6.77 acres, to be served by public water and sewer.

Administrative History:

APPROVAL LETTERS	DATE RECEIVED
Berkeley County Health Department (Wells and Septic)	N/A
Berkeley County Public Service Water District (Water Availability)	10/13/05
Berkeley County Public Service Sewer District (Sewer Availability)	10/13/05
State Health Department (Water)	10/13/05
State Health Department (Sewer)	10/13/05
Department of Highways (Entrance Permit) Letter Received	10/13/05
Central Dispatch (Road Names) approved	10/13/05
GPP Permit Application	10/13/05
NPDES Permit Application	10/13/05
*Traffic Study	10/13/05
*School Impact Analysis	10/13/05

MEETINGS & SUBMISSIONS	DATE
Waiver Requests	
Waiver Requested	1/20/2015

Waiver Request Advertised	1/26/2015
Waivers Granted	2/17/2015
Sketch Plan	
Pre-Application STAC Meeting	6/18/2003
Preliminary Plan	
Preliminary Plan Submitted	10/13/2005
Preliminary Plan Public Hearing / Approved	3/20/2006
Plan Change	
Plan Change Submitted	12/5/2014
1 st Review Comments	1/2/2015 – P 1/20/2015 – E
Plan Change Re-Submitted	1/28/2015
Plan Change Advertised	1/26/2015
Plan Change Public Hearing / Approved	2/17/2015
Final Plat	
Final Plat Submitted	
Final Plat Approval (vacated by below merger)	5/7/2007
Merger Plat (Vacating Final Plat)	
Merger Plat Approved	6/30/2011
Final Plat (Phase 3C, Section 5)	
Final Plat Submitted	6/8/2017
1 st Review Comments	7/12/2017 – P 7/14/2017 – E
Final Plat Re-Submitted	8/14/2017
2 nd Review - Completion	8/16/2017 – P 8/16/2017 – E
Final Plat Determination	
Final Plat Advertised	
Final Plat Approved	

Waivers/Exceptions: The developer was granted an exception to §705 of the 2009 Subdivision ordinance requiring sidewalks at the September 18, 2017 Planning Commission meeting.

At the February 17, 2015 meeting, the Planning Commission granted the following waivers to permit the build out of the development consistent with previous approvals:

1. Section 503.A – Setbacks: The developer wishes to retain the original plan setback of twenty (20) feet in the front only; the current ordinance would require ten feet in the front, ten feet on the sides and twenty feet in the rear.
2. Section 712.A – Open Space: The developer wishes to retain the original open space requirement of three percent (3%) (6.8% is actually being provided); the current ordinance requires ten percent (10%) to be maintained as open space.
3. Section 1.10 Table A of Appendix A – Cartway Widths: the developer wishes to retain the original design width for cartways (eighteen (18) feet to twenty-two (22) feet depending on roadway classification) and the original right-of-way widths; the current ordinance requires between twenty (20) feet and twenty-two (22) feet for the proposed cartways.

Project Notes:

The project originally received Preliminary Plan approval in March 2006. A Final Plat was then approved in May 2007. Because of market conditions and in an effort to alleviate bonding obligations, a merger plat was submitted to vacate the approval of the Final Plat. The merger plat was approved on June 30, 2011.

The merger plat combined sixty-five lots, stormwater management areas, open spaces and all right-of-way areas back into the original parent tract of 69.4 acres. The bond for the project was subsequently reduced by approximately \$1.5 million.

A new developer took over the project and a Plan Change was submitted and approved to bring the project into compliance with the 2009 Stormwater Management Ordinance.

Engineer Report:

On August 16, 2017, the County Engineer issued a letter of approval stating that the plat meets the requirements of the 2009 Subdivision Ordinance; therefore, the engineer recommends Final Plat approval contingent on receiving a surety in the amount of \$342,180.00.

In addition, Phase 2 of this subdivision is in need of the top coat of asphalt for Riviera Drive and Kapalua Court. Therefore, this Final Plat approval is contingent upon an additional surety in the amount of \$56,160.00.

The total surety required is \$398,340.00.

Staff Recommendation:

The Final Plat meets the requirements of the Subdivision Ordinance; therefore Staff recommends Final Plat approval contingent on receiving a surety in the amount of \$342,180.00.

In addition, Phase 2 of this subdivision is in need of the top coat of asphalt for Riviera Drive and Kapalua Court. Therefore, this Final Plat approval is contingent upon an additional surety in the amount of \$56,160.00.

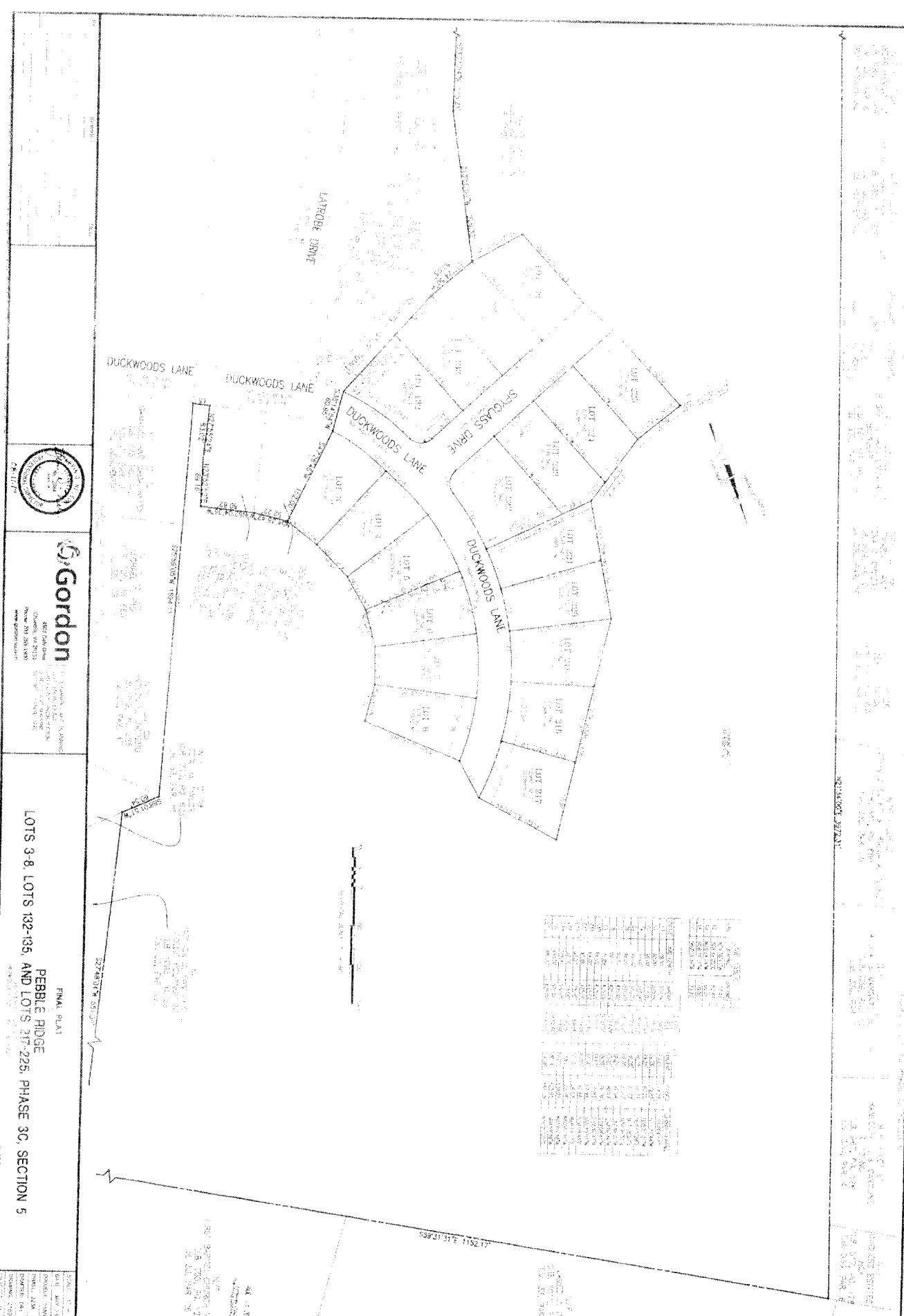
The total surety required is \$398,340.00.

Respectfully Submitted,

The Planning Department

October 16, 2017

6b



NO.	DESCRIPTION	DATE
1	PRELIMINARY PLAN	11/11/03
2	FINAL PLAN	11/11/03



Gordon
 ENGINEERING, INC.
 11777 UNIVERSITY LANE, SUITE 100
 CHARLOTTE, NC 28213
 PHONE 704.261.2800
 WWW.GORDONINC.COM

FINAL PLAN
PEBBLE RIDGE
LOTS 3-8, LOTS 132-135, AND LOTS 217-225, PHASE 3C, SECTION 5
 11/11/03

LOT NO.	AREA (SQ. FT.)	AREA (AC.)	PERCENTAGE OF TOTAL AREA
3	10,000	0.23	0.23%
4	10,000	0.23	0.23%
5	10,000	0.23	0.23%
6	10,000	0.23	0.23%
7	10,000	0.23	0.23%
8	10,000	0.23	0.23%
132	10,000	0.23	0.23%
133	10,000	0.23	0.23%
134	10,000	0.23	0.23%
135	10,000	0.23	0.23%
217	10,000	0.23	0.23%
218	10,000	0.23	0.23%
219	10,000	0.23	0.23%
220	10,000	0.23	0.23%
221	10,000	0.23	0.23%
222	10,000	0.23	0.23%
223	10,000	0.23	0.23%
224	10,000	0.23	0.23%
225	10,000	0.23	0.23%

DATE: 11/11/03
 DRAWN BY: JLM
 CHECKED BY: JLM
 SCALE: AS SHOWN



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PUBLIC HEARING STAFF REPORT REQUEST FOR FINAL PLAT APPROVAL October 16, 2017

Project: Spring Mills, P.U.D. Section 1, Phase 11, Plat 2 (Lots 115-118 & 137-139)

File #: 016-14

Developer: Spring Mills Commons, LLC
222 Langston Boulevard
Martinsburg, WV 25401

Engineer: Fox & Associates, Inc.
981 Mt. Aetna Road
Hagerstown, MD 21740

District, Tax Map & Parcel #: Falling Waters District, Map 14, Parcels 63 and 1.14

Location: The project is located on the east side of TJ Jackson Drive, approximately ¼ mile south of its intersection with WV Route 901 (Hammonds Mill Road), in the Falling Waters Tax District.

Project Description: The final plat proposes the development of seven (7) lots for two (2) duplexes and one (1) triplex on 1.23 acres.

Administrative History:

APPROVAL LETTERS	DATE RECEIVED
Berkeley County Health Department (Wells and Septic)	n/a
Berkeley County Public Service Water District (Water Availability)	8/6/2015
Berkeley County Public Service Sewer District (Sewer Availability)	8/6/2015
State Health Department (Water)	8/6/2015
State Health Department (Sewer)	8/6/2015
Department of Highways (Entrance Permit) Letter Received	6/2/2015
Central Dispatch (Road Names) approved	8/7/2014
GPP Permit Application	8/6/2015
NPDES Permit Application	8/6/2015
*Traffic Study	n/a
*School Impact Analysis	7/23/2014
Appendix C – Environmental Impact Checklist	7/23/2014
MEETINGS & SUBMISSIONS	DATE
Waiver Requests	
Waiver Requested	7/28/2015
Waiver Request Advertised	8/17/2015
Waiver Granted	9/8/2015

Sketch Plan	
Sketch Plan Submitted	7/23/2014
1 st Review Comments	7/31/2014 – P 8/5/2014 – E
Sketch Plan Re-Submitted	8/27/2014
Sketch Plan Public Hearing Advertised	9/15/2014
Sketch Plan Advancement Meeting / Approved	10/6/2014
Preliminary Plan	
Preliminary Plan Submitted	6/11/2015
1 st Review Comments	7/7/2015 – P 7/13/2015 – E
Preliminary Plan Re-Submitted	8/6/2015
Preliminary Plan Advancement Meeting / Approved	10/5/2015
Final Plat	
Final Plat submitted	5/17/2017
1 st Review Comments	6/22/2017 – P 6/24/2017 - E
Revisions Submitted	8/21/2017
2 nd Review	8/30/2017 - P 8/31/2017 - E
Revisions Submitted	9/1/2017
3 rd Review – Complete	9/13/2017
Final Plat Determination	9/18/2017
Final Plat Advertised	
Final Plat Approval	

Waivers/ Exceptions:

At the September 8, 2015 Planning Commission meeting, the developer was granted a waiver to Section 305.4.1 of the 2009 Subdivision Ordinance to allow the project to proceed through the Preliminary / Final Plat process without all lots fronting on a WV Department of Highways right-of-way.

Project Notes:

Spring Mills Planned Unit Development (P.U.D.) Section 1 Phase 11 Plat 2 is proposing seven (7) villa-style housing units on approximately 1.23 acres.

Engineer Report:

On August 31, 2017, the County Engineer issued a letter of approval stating that the plat meets the requirements of the 2009 Subdivision Ordinance; therefore, the engineer recommends Final Plat approval contingent on receiving a surety in the amount of \$42,624.00.

Staff Recommendation:

The Final Plat meets the requirements of the Subdivision Ordinance; therefore Staff recommends Final Plat approval contingent on receiving a surety in the amount of \$42,624.00.

Respectfully Submitted,
The Planning Department

October 16, 2017



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STAFF REPORT PRELIMINARY/FINAL PLAN APPROVAL October 16, 2017

Project: Doyle

File #: 032-17

Developer: Terry Doyle
219 Fern Creek Lane
Martinsburg, WV 25404

Surveyor: Terry Placanica
311 Janesa Drive
Martinsburg, WV 25403

District, Tax Map, & Parcel: Opequon District, Map 11, P/O Parcel 29

Location: The property is at the intersection of Featherbed Road Route 5/8 & Coles Lane near Greensburg.

Project Description: The project proposes One (1) Lot on 5.775 acres to be served by private well and septic.

APPROVAL LETTERS	DATE RECEIVED
Berkeley County Health Department (Well & Septic)	10/06/2017
Berkeley County Public Service Water District (Water Availability)	N/A
Berkeley County Public Service Sewer District (Sewer Availability)	N/A
State Health Department (Water)	N/A
State Health Department (Sewer)	N/A
Department of Highways (Entrance Permit) Letter Received	09/26/2017
Central Dispatch (Road names) approved	N/A
GPP Permit Application	N/A
NPDES Permit Application	N/A
*Traffic Study	N/A
FAA Aeronautical Impact Permit	N/A
Appendix C—Environmental Impact Checklist	N/A

MEETINGS & SUBMISSIONS	DATE RECEIVED
Waiver Requests	
Waiver Requested	N/A
Sketch Plan	
Sketch Plan Submitted	N/A
Preliminary Plan	
Preliminary Plan Submitted	N/A
1 st Review Comments	N/A
Preliminary Plan Re-Submitted	N/A
2 nd Review Comments	N/A

Preliminary Plan Re-Submitted	N/A
3 rd Review Comments	N/A
Preliminary Plan Advancement Meeting / Approved	N/A
Preliminary/Final Plat	
Preliminary/Final Plat Submitted	07/18/2017
1 st Review Comments	07/24/2017
Preliminary/Final Plat Re-Submitted	08/22/2017
Preliminary/Final Plat Re-Submitted	10/03/2017
Preliminary/Final Plat Re-Submitted	10/10/2017
Preliminary/Final Plat Re-Submitted	N/A
Preliminary/Final Plat Review Completion	10/10/2017
Bond Reduction	N/A

Waivers/Exceptions:

No waivers or exceptions have been requested for this project.

Project Notes:

The parent parcel and proposed lot are currently wooded. Future development includes plans for the Tuscarora Mennonite Church. The applicant indicates the buyer is aware of the site plans required for development of this project. Proposed lot to be served by well & septic.

County Engineer:

The Engineer issued a letter on September 11, 2017 stating that the plat meets the requirements of the 2009 Berkeley County Subdivision Ordinance.

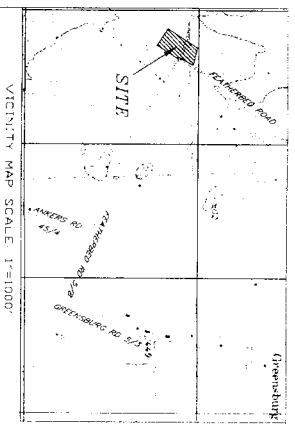
Staff Recommendation:

The Preliminary/Final Plan meets the requirements of the Subdivision Ordinance; therefore, Staff recommends approval of the Preliminary/Final Plan.

Respectfully Submitted,

The Planning Department

October 16, 2017



OWNER'S CERTIFICATE

THE UNDERSIGNED HAS CAREFULLY REVIEWED THE SURVEY AND THE SUBDIVISION OF THE PROPERTY SHOWN THEREON AND HEREBY CERTIFIES THAT THE SUBDIVISION IS ACCORDING TO THE INTENT AND PURPOSE OF THE SUBDIVISION ACT AND THE LAND THAT HAS BEEN DIVIDED INTO LOTS AND BLOCKS IS ACCORDING TO THE INTENT AND PURPOSE OF THE SUBDIVISION ACT AND THE LAND THAT HAS BEEN DIVIDED INTO LOTS AND BLOCKS IS ACCORDING TO THE INTENT AND PURPOSE OF THE SUBDIVISION ACT.

STATE OF WEST VIRGINIA, COUNTY OF BERKELEY, TO WIT:

I, **JANESA DOYLE**, of said County, do hereby certify that the above and foregoing plat of the subdivision of the land shown thereon was prepared by me or under my direct supervision and that I am a duly licensed and qualified professional engineer in the State of West Virginia.

- LEGEND**
- FOUND 2" STEEL FENCE POST
 - ⊙ FOUND IRON PIN (E.P.)
 - △ FOUND 1/4" IRON PIPE
 - ▲ FOUND 5/8" REBAR
 - ⊕ FOUND 1" IRON PIPE
 - △ FOUND RE SPIKE
 - ⊙ PERC TEST HOLE
 - ⊠ FOUND CONCRETE MUMENT
 - ⊙ POWER POLE (PP)

SOILS INFORMATION

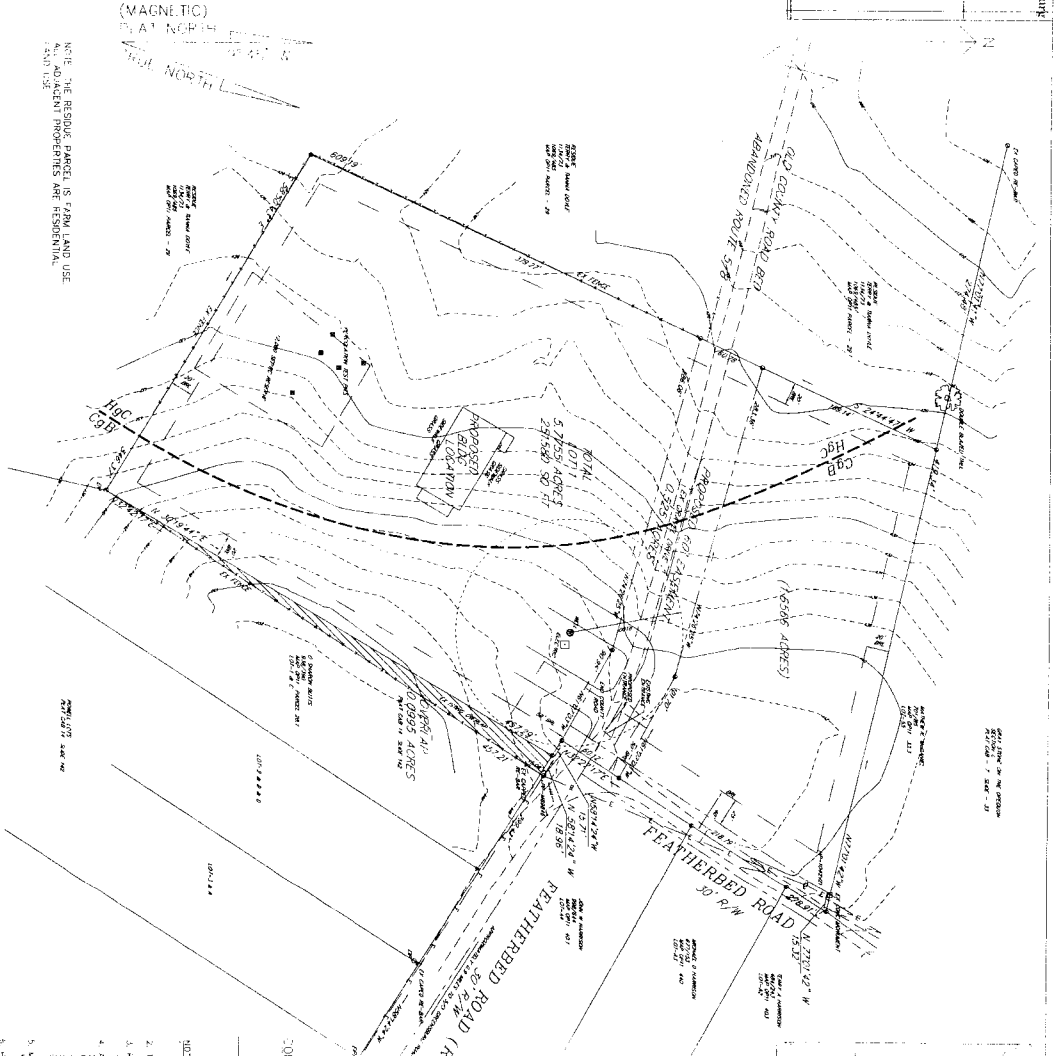
SOURCE: USDA/NRCS SURVEY

TYPE: NAME

JB Cato: Operation complex

3C Cato: Operation rock outcrop

The National Wetlands Inventory Map does not show wetlands on this parcel. The Soil Survey of Berkeley County, West Virginia, indicates that the personal high water table to be more than five (5) feet below the surface and therefore basement construction is recommended for these areas.



STAKES

27 1/2 82'

29 1/2 158'

0 25' 30' 100'

SCALE 1" = 50'

NOTE: THIS PROPERTY DOES NOT LIE WITHIN A FLOOD PLAIN, AND IS LOCATED ON THE 1:25000 SCALE USGS TOPOGRAPHIC MAP SHEET 23300A. THE ASSOCIATED FLOOD AREA MAP IS AVAILABLE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY, 1200 K STREET, N.W., WASHINGTON, D.C. 20548.

OWNER'S CERTIFICATE

I, **TERRY AND TIANNA DOYLE**, of said County, do hereby certify that the above and foregoing plat of the subdivision of the land shown thereon was prepared by me or under my direct supervision and that I am a duly licensed and qualified professional engineer in the State of West Virginia.

- NOTES**
1. THERE ARE NO KNOWN ENVIRONMENTALLY SENSITIVE AREAS ON THIS PARCEL.
 2. THE EXISTING HIGHWAY AND RESIDUE LOT ARE WORKED AS SHOWN.
 3. A 20' WIDE EASEMENT FROM EACH BANK OF FERRY CREEK IS SHOWN.
 4. THE EXISTING EASEMENT TO PROPERTY AND EASEMENT TO PROPERTY ARE SHOWN.
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 10. THE EXISTING EASEMENT TO PROPERTY AND EASEMENT TO PROPERTY ARE SHOWN.

COMPUTATIONS

PROPERTY: 99.474 ACRES

OVERLAP: 0.0995 ACRES

NET LOT: 99.3745 ACRES

PRELIMINARY/FINAL PLAT

TERRY AND TIANNA DOYLE SUBDIVISION
PLAT DB-105 PG 274

PLACANICA SURVEYING CO.
311 JANESA DRIVE, MARTINSBURG, WV 25403
PHONE: 304-263-9487
TERRY PLACANICA, PS 578

JOB # 17-015

DATE 6-15-2017

DRAWN BY

CHECKED

REVISIONS:

BERKELEY COUNTY PLANNING COMMISSION
MARTINSBURG, WEST VIRGINIA

ACCEPTED: _____

DATED: _____

OWNER:

TERRY AND TIANNA DOYLE
1068/485
MARTINSBURG PARCEL 29
GREENSBURG
DEQUON DISTRICT
BERKELEY COUNTY, WV

ADDRESS:

TERRY AND TIANNA DOYLE
219 FERRY CREEK LANE
MARTINSBURG, WV 25404
PHONE: 240-818-2655

SCALE: 1"=50'

Article 3

Processing Requirements

Revised Terminology

2009 Ordinance

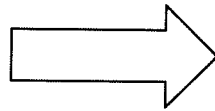
2018 Draft Ordinance

Sketch Plan
Public Hearing



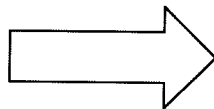
Engineering
Concept Plan
Public Hearing

Preliminary
Plan



Initial
Survey Plat/
Engineering
Final Plan
Public Hearing

Final Plat
Public Hearing



Final Survey
Plat



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Plan Review Activity - September 2017 Performed by Monique Boots

Other Duties as Assigned Bond/LOC-Oversight Field/Answer questions

Minor Projects

File #	Project Name	Date Received	Date Reviewed	Date Complete	# of Calendar Days per Review
069-17m	Breen Estate Survey	8/22/2017	9/6/2017		15
070-17m	Lefevre BLA	9/18/2017	9/19/2017	9/19/2017	1
071-17m	McCauley Family Transfer	9/15/2017	9/18/2017	9/18/2017	3
072-17m	Continental Brick merger	9/18/2017	9/19/2017	9/19/2017	1
073-17m	Lawson Hockman	9/1/2017	9/14/2017	9/22/2017	13
074-17m	Malott Family Transfer	9/25/2017	9/25/2017		1
075-17m	Lainge Easment	9/6/2017	9/15/2017		9
076-17m	Grove Easement	9/6/2017	9/18/2017		12
077-17m	Ruble BLA	9/6/2017	9/18/2017		12
078-17m	East Mountain Health Merger	9/8/2017	9/18/2017		10
079-17m	Sier BLA	9/18/2017	9/19/2017		1
080-17m	Ward	9/18/2017	9/19/2017		1
057-17m	Justice BLA	9/26/2017	9/27/2017	9/27/2017	1
081-17m	G Steve Martin	9/21/2017	9/27/2017		6
082-17m	Dillon Retracement	9/25/2017	9/27/2017		2
083-17m	Shepherd/Stewart Merger	9/25/2017	9/27/2017		2
084-17m	Lot E-3A BLA	9/26/2017	9/28/2017		2
				Avg. Days to Revi	8.00



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Plan Review Activity - September 2017

Performed by Dana Keith

(Prepared October 1, 2017)

Major Projects

File #	Project Name	Project Type	Date Received	Date Reviewed	Planning Approved	Engineering Approved	# of Calendar Days per Review
029-17	Goldie Gibbons Dog Park	Sketch Revision	8/21/2017	9/5/2017	9/5/2017	9/1/2017	15
034-17	Carter Lumber Co.	Sketch	8/31/2017	9/6/2017			5
002-17	Hedgesville Assembly of God	Preliminary	8/16/2017	9/5/2017			20
035-17	Falling Waters Industrial Center Lot 1	Sketch	9/5/2017	9/11/2017			6
032-15	Hack Wilson	Preliminary Revisions	8/16/2017	9/14/2017			29
60-04	Chandlers Glen	Plan Change Revisions	8/18/2017	9/18/2017			31
Subdivision Ordinance Re-write/Edits, Articles 7, 8, 9							
Website template design							
Project research							
						Avg. Days to Review	17.67



BERKELEY COUNTY PLANNING COMMISSION

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Plan Review Activity - SEPTEMBER 2017
 Performed by Rachel Snavelly

Minor Projects

File #	Project Name	Date Received	Date Reviewed	Date Approved	# of Calendar Days per Review	Notes
041-17M	Bayer Resurvey	8/15/2017	9/6/2017	Revisions Needed	22	Floodplain Review Only - rec'd by RCS 9/6/17
072-17M	Continental Brick Merger	8/28/2017	9/18/2017	Revisions Needed	21	Floodplain Review Only - rec'd by RCS 9/18/17
				Avg. Days to Review	22	1

Major Projects

File #	Project Name	Date Received	Date Reviewed	Planning Approved/Engineering Approved	# of Calendar Days per Review	Notes
050-07	Elizabeth Station Section F Phase 3B Final Plat	8/28/2017	9/6/2017	Revisions Needed; Engineering Approved 9.15.17	9	
016-14	Spring Mills PUD Ph. 11 Sec. 1 Plat 2 Final Plat	8/31/2017	9/6/2017	Planning Approved 9.13.17; Engineering Approved 8.31.17	7	
76-02	McCauley Crossing Section 4 Phase 2 Final Plat	9/1/2017	9/14/2017	Revisions Needed	13	
100-03	Hickory Run II Ph. B Final Plat	9/11/2017	9/18/2017	Revisions Needed; Engineering Approved 9.15.17	7	
013-16	Mini Storage Lot DE Major Plan Change	9/14/2017	9/22/2017	Revisions Needed	8	
100-03	Hickory Run II Ph. B Final Plat	9/21/2017	9/22/2017	Planning Approved 9.22.17; Engineering Approved 9.15.17	1	
036-17	Dunkin Donuts at Riverside Sketch Plan	9/20/2017	9/25/2017	Revisions Needed	5	Letter held until October 3 due to lot not being final platted
				Avg. Days to Review	7.1	