

Activity Report

For

January 1, 2012-December 31, 2012



Berkeley County Planning Commission

Presented By:

Michael Thompson, Planning Director

Approved:

April 15, 2013

Table of Contents

	Page
I. Introduction	4
II. Administration / Planning Department	5
III. Work Plan Items and Projects	7
IV. Planning Commission	10
a. Major Subdivisions / Land Development Units	
b. Minor Subdivisions (Including Exemptions and Family Transfers)	
V. Safe and Clean Agency	17
VI. Appendix A- 2012 Permit Activity	20
VII. Appendix B- 2012 New Project Activity	27

Tables and Maps

	Page
Table 1-Ten (10) Year Activity Report	12
Table 2- Sketch Plan Approvals by Districts	13
Table 3- Preliminary Plat Approvals by District	14
Table 4- Final Plat Approvals by District	15
Table 5- Planning Commission Attendance Record	16
Table 6- Safe & Clean Agency Attendance Record	19
Map 1-New Major Projects	30
Map 2-New Minor Projects	35

INTRODUCTION

This report is prepared in accordance with Chapter 8A; Article 2-11 (9) of the West Virginia Code requiring the Planning Commission to make an annual report to the governing body concerning the operation of the planning commission and the status of planning within Berkeley County.

This report was developed to assist the Berkeley County Council and the residents of the Berkeley County in gauging the performance of the Planning Commission. It is also a tool that can be utilized in determining growth patterns occurring in the County. As such, it may serve as a valuable tool for the Council as well as other agencies in the County in planning for activities and improvements to serve the needs of current and future residents.

ADMINISTRATION / PLANNING DEPARTMENT

The Planning Department is one of the County departments operating under the authority of the Berkeley County Council. The department's mission is to help protect the health, safety and welfare of the residents of the County. This is achieved by providing direction and oversight for orderly, sound and cost effective land development within the Berkeley County through the administering of the Subdivision Regulations and enforcement of the provisions of the Safe and Clean Ordinance.

The Planning Department is located in Martinsburg on the second floor Suite 203 of the Dunn Building, at 400 West Stephens Street, and is open to the public Monday through Friday, from 8:00 a.m. to 5:00 p.m.

Planning staff duties continue to focus on customer service to the residents of the County by responding to citizen inquiries and dealing with the review of major and minor subdivisions, land development plans, administering the Flood Plain Ordinance, and Code Enforcement.

The staff also serves as staff to the Tuscarora and Windewald Zoning Districts Board of Zoning Appeals.

All records of the Planning Commission are public documents and are open for public inspection in the Planning Commission offices during normal business hours. In the interest of convenience, staff would recommend you call ahead in order that the materials are available for you as some documents are stored in other locations.

STAFF MEMBERS

Director

Michael Thompson

Planner

Steve Thomas, AICP

Administration

Heather Hamilton

Code Enforcement/Litter Control

Donna Seiler

Frank Shifflett

In addition to the staff of the planning department, the planning commission is assisted in the completion of its duties by:

Norwood Bentley III, **Legal Director**, provides legal counsel to the staff and planning commission on matters that come before them.

Kim Shrader, **County Engineer** and Steve Aberegg, **Assistant County Engineer** provide engineering expertise to the planning commission on engineering requirements of the subdivision regulations. One of their main tasks is determining compliance with the stormwater and sediment control ordinance. The Engineering/Permits Department is also responsible for the issuance of construction permits for infrastructure and buildings. Once permits are issued, the department completes inspections to ensure the work is completed as approved for both residential and non-residential construction.

Staff Achievements

Donna Seiler recognized as 2011 Litter Control Officer of the Year by the West Virginia Department of Environmental Protection.

Donna Seiler recognized by the West Virginia Association of Sanitarians with their 2012 Citizen Award.

WORK PLAN ITEMS AND PROJECTS

The staff of the Planning Department is responsible for a number of important items for the County in addition to the review of subdivision and development plans. These include such things as: administration of the Floodplain Ordinance, FEMA mitigation projects, staff to the Safe and Clean Agency, code enforcement, Litter Control, staff to the Windewald and Tuscarora Zoning Boards of Appeals, and review and/or preparation of amendments to various ordinances dealing with the development of land within the county.

Floodplain Ordinance

The department is responsible for assisting citizens with information about the FEMA designated floodplain areas within the county. Staff reviews all building permit applications to determine if construction is being proposed within a designated floodplain. This information is passed on to the Engineering/Permits Department to insure applicable building codes are utilized and is an opportunity for staff to educate property owners or potential property owners as to what it means to be located within a designated floodplain. In order to assist the citizens of the County living in or near designated floodplains, staff continues to obtain additional training in this area and determine if there are additional federal or state programs that would be of assistance to residents.

One such program is the Community Rating Program through the National Flood Insurance Program, which Berkeley County was officially accepted into in April, 2011. This designation allows for all County residents that purchase flood insurance to receive a 15% reduction in their flood insurance rates. In October, 2012 the County successfully completed the annual recertification process through the Federal Emergency Management Agency (FEMA).

The participation in the CRS program is taking on greater significance as changes to the National Flood Insurance Program are coming based on legislation approved by Congress in July, 2012. The flood insurance rates will be going up in cost for such things as non-primary residences and repetitive loss properties. FEMA has been authorized to increase flood insurance premiums by up to 25% a year until these policies are not longer being subsidized, which makes the 15% reduction in rates the county has achieved more significant to our citizens.

Another achievement this year is that through the continuing efforts of various County departments, the number of repetitive loss properties in the County has been reduced from over 70 properties a few years ago to 54 according to FEMA in 2012.

Hazard Mitigation Grant Activities

The Berkeley County 1838 project, which is more commonly known as the 2009 Phase II Acquisition, is located along the Potomac River in the Falling Waters District known as Sportsman's Paradise. The purchase of thirty (30) parcels, 11 of which contained structures was completed in the spring of 2012 at which time the County became the owner of the properties. Upon taking ownership, as part of the grant program, the County was responsible for the removal of all structures and properly abandoning any wells. This work was completed in early summer 2012 and inspected by FEMA representatives in August of 2012. All paperwork to close the project has been submitted to the State and the County is awaiting final closure and payment from FEMA, which is expected in early 2013.

A new 2011 Berkeley County FEMA buyout program (4059) began in October of 2011. The owners of approximately 34 parcels have requested to participate. While the program was open to property owners within all floodplain areas, the properties that requested to participate are located in the Sportsman's Paradise area. Surveys have been completed and the appraisals for most of the properties have been completed and submitted to FEMA. As of December 2012, the work completed by the County is ahead of the schedule established by FEMA and the County is waiting for FEMA to announce the funding available for the project, but we are still anticipating settlement on the properties in late 2013 with completion of the project in 2014.

Code Enforcement

The International Property Maintenance Code has been adopted by the County and is utilized to assist with improving the appearance of the county and at the same time protect the health and safety of its residents. One of the benefits of this code is that it provides for the issuance of Notices of Violation, which allows the staff to work with property owners to correct the most prevalent issues such as: unlicensed motor vehicles, rodent infestations, the lack of sanitary fixtures, and overgrown vegetation. Here again, the County's goal is to gain compliance as we would rather have the property owner spend money to bring a property into compliance than pay fines. These efforts result in most violations being corrected, but unfortunately not all necessitating cases being referred to Safe and Clean or the legal system.

New/Amended Codes and Ordinances

The Planning Commission on December 5, 2011 adopted a report and recommended to the County Council a series of amendments to the 2009 Subdivision Regulation, which are primarily housekeeping in nature as they clarify provisions of the existing language. The County Council considered the proposals initially and requested that the staff meet with the Roundtable Group

to gain any specific input users might have. A special meeting was held with the Roundtable members to go over the proposed amendments and some additional changes. The most significant of these was adding language to the Subdivision Regulations dealing Minor Plats. Minor Plats are defined in the ordinance and were being reviewed by staff, but the 2009 regulations did not list the requirements for the plans. This specific language was developed by a working group consisting of staff from the planning and engineering departments, health department and surveyors and engineers.

Staff reported back to the Council and Planning Commission in the fall of 2012 on all of the proposed changes, which now included suggestions from both bodies. The Planning Commission prepared a new report and recommendation on December 5, 2012, which was presented to the County Council on December 20, 2012. A public hearing was scheduled before the Council as required by the regulations on January 3, 2013.

In addition to the county regulations, staff works with the Windewald and Tuscarora Area Zoning Ordinances and their respective Boards of Appeal. This past year amendments to the Windewald Neighborhood Ordinance were reviewed by the planning commission prior to their making a recommendation to the County Council for adoption. These amendments dealt with the types of retail uses permitted in the area as well as setbacks and entrance locations. The amendments were reviewed by the planning commission prior to their making a recommendation to the County Council

PLANNING COMMISSION

The Planning Commission is composed of eleven (11) citizen members and one (1) member of the County Council. Each member is appointed to serve a three (3) year term. The Planning Commission held regular twice-monthly meetings in accordance with their published meeting schedule, in the Council Chambers, located at 400 West Stephens Street, Martinsburg, West Virginia. In addition to the regularly scheduled meetings, two special meetings were called in accordance with West Virginia Code and Commission's By-laws. All meetings were and are open to the public. The table on page 16 of this report lists the membership for 2012 with each member's appointment date and the date their current term will expire along with their attendance at meetings during 2012.

The Planning Commission is responsible for approving subdivision and land development plans within the County. Major plans require the approval of the commission, while the authority to approve minor plans under the signature of the commission president has been delegated to the planning department staff. It should be pointed out that minor plans, except for "family-transfers" cannot create new lots within the county. The commission also considers waiver requests to the subdivision regulations, approves construction bond reduction requests, and authorizes the issuance of demand letters for bond funds if work has not been completed by a developer prior to a bond or letter of credit expiring. The review fees generated by these activities resulted in the collection of approximately \$88,548.63 during 2012.

Major Subdivisions/ Land Development Units

Major subdivision review is required under state statute and county ordinance when a property is subdivided resulting in more than one lot. A major subdivision goes through a three step process including: sketch plan, preliminary plan and final plat all of which require approval of the planning commission. Public hearings are held in conjunction with the sketch plan and final plat by the planning commission as part of the approval process.

From January through December of 2012, a total of 36 new major subdivision projects (page 28) consisting of approximately 304 acres were submitted to the planning department for review. A total of 17 sketch plans, 19 preliminary plans, 31 final plats, 3 plan changes, 3 supplemental plats and 13 waiver requests were presented to the planning commission for action. The 31 final plats resulted in the creation of 95 single-family lots, 120 townhouse lots, 8 multi-family lots and 13 non-residential lots. The total acreage involved was approximately 173

acres. Details of the projects and district maps showing the various activities by region are shown in Appendix B.

In addition to the information for 2012, a summary of the activities by type and by district for the past ten years is provided on page 12. While this information indicates the second lowest of the ten years as far as final platted lots, it clearly indicates that there is an inventory of existing lots as based upon the permitting information applications for a total of 608 dwelling units were processed during the year.

A major event having an impact on the subdivision review process in 2012 was the extension of preliminary plans. A previous amendment to Chapter 8A of the WV Code approved by the West Virginia legislature, expired on June 30, 2012, which extended the life of preliminary plans because of the economic conditions the state and country have been facing the last few year. However, the County Council in June 2012 issued an order extending preliminary plan approvals until July 1, 2015. The stipulation was that any project wanting an extension was required to make their request in writing by December 31, 2012. A total of 75 projects requested extensions containing approximately 8,300 lots. Only about 25 of these are non-residential lots with the remainder being residential.

Minor Subdivisions (Including Exemptions and Family Transfers)

Minor subdivisions include such things as: family transfer, conservation transfer, merger, resurveys, boundary line adjustments, and easements plats. These projects can be approved administratively and do not require formal action by the planning commission.

During the reporting period, a total of 66 plans in these categories were submitted for review. The majority of these consisted of resurveys (9), boundary line adjustments (28), family transfers (8), and merger plats (10). These projects involved approximately 1,815 acres. It needs to be emphasized that the minor subdivision process can no longer be utilized to create additional lots, except for one exception. Through the Family-Transfer process, lots can be created, but with a stipulation that the property cannot be conveyed to a non-family member for a period of five (5) years. Family-Transfers in 2012 resulted in the creation of a total of 16 lots. The details of these reviews can be found in Appendix B.

**2012 Berkeley County Planning Commission Activity Report
10 Year Activity Summary**

Sketch Plan Approval	Arden		Falling Waters		Gerrardstown		Hedgesville		Mill Creek		Opequon		Total	
	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres
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
2011	3	229	1	12	0	2	0	7	85	7	14	104	103	361
2012	7	11	4	7	0	0	2	6	3	4	45	42	61	70
Total	9,318	5,148	10,718	4,269	4,853	3,370	8,023	5,282	10,752	4,015	5,885	7,751	49,545	29,850

Preliminary Plat Approval	Arden		Falling Waters		Gerrardstown		Hedgesville		Mill Creek		Opequon		Total	
	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres
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	999
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
2011	228	70	117	24	0	503	6	8	1	0.5	126	443	478	1,049
2012	7	11	4	7	0	0	23	20	141	21	2	10	177	69
Total	3,639	2,085	6,025	2,561	479	1,268	3,210	3,862	6,103	2,638	3,067	2,797	22,536	15,212

Final Plat Approval	Arden		Falling Waters		Gerrardstown		Hedgesville		Mill Creek		Opequon		Total	
	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres	Lots	Acres
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	1.00	16	14	64	198
2011	3	35	811	243	3	511	10	73	5	5	280	197	1112	1064
2012	9	87	86	26	9	27	14	8	41	11	47	13	206	172
Total	1,870	1,425	2,897	1,699	249	1,200	2,216	2,971	4,336	1,560	1,685	1,237	10,192	8,448

Sketch Plan Approvals in 2012 - By District

File #	Project	District	Single Family	Townhouse	Multi-Fam.	Non-Res.	Acreage	PC Approval
ARDEN								
032-11	Popescu Subdivision	A	2	0	0	0	2.86	1/9/2012
005-12	Dr. Hani Al-Saleh	A	0	0	0	1	0.90604	3/12/2012
006-12	Sheetz	A	0	0	0	1	4.07	3/12/2012
015-12	Pikeside Meadows II	A	2	0	0	0	1.1413	10/15/2012
025-12	Med Express	A	0	0	0	1	1.5358	11/26/2012
	Subtotal		4	0	0	3	10.51314	
FALLING WATERS								
002-12	Spring Mills, Lot 9	FW	0	0	0	1	4.08	4/11/2011
003-12	Spring Mills Towne Center North, Lot 3	FW	0	0	0	1	1.15	3/12/2012
004-12	Spring Mills Towne Center North, Lot 2	FW	0	0	0	1	0.95	3/12/2012
007-12	Dollar General	FW	0	0	0	1	1.07	4/9/2012
	Subtotal		0	0	0	4	7.25	
GERRARDSTOWN								
		G	0	0	0	0	0	
	Subtotal		0	0	0	0	0	
HEDGESVILLE								
011-12	Rankin Physical Therapy	H	0	0	0	1	3.58	6/18/2012
015-12	Windy Hill Properties	H	0	0	0	1	2.48	6/18/2012
	Subtotal		0	0	0	2	6.06	
MILL CREEK								
008-12	Dollar General	MC	0	0	0	1	1.7628	4/23/2012
010-12	Advanced Auto	MC	0	0	0	1	1.37	5/21/2012
016-12	Nationwide Insurance	MC	0	0	0	1	0.46	5/21/2012
	Subtotal		0	0	0	3	3.5928	
OPEQUON								
035-11	ISCO Storage	OP	0	0	0	1	7.93	2/13/2012
032-11	Countryside Assisted Living	OP	0	0	4	0	1.0926	6/4/2012
027-12	Westminster Apartments	OP	0	0	36	4	5.51	11/26/2012
	Subtotal		0	0	40	5	14.5326	
	TOTALS		4	0	40	17	41.94854	

***Note: Plans submitted as Preliminary/Final accounted for under Final Plat Approvals in 2012 spreadsheet.

Preliminary Plan Approvals in 2012 - By District

File #	Project	District	Single Fam.	Twnhse	Multi-Fam.	Non-Res.	Acreage	PC Approval
ARDEN								
014-11	Tomahawk Cellular	A	0	0	0	1	0	1/23/2012
017-11	Continental Brick	A	0	0	0	1	2.4904	2/13/2012
028-11	McDonald's	A	0	0	0	1	3.14	2/13/2012
032-11	Popescu Subdivision	A	2	0	0	0	2.86	4/9/2012
019-11	Katera's Deli	A	0	0	0	1	1.3	4/23/2012
023-12	Pikeside Meadows II	A	2	0	0	0	1.1413	12/17/2012
Subtotal			4	0	0	4	10.9317	
FALLING WATERS								
004-12	Advanced Auto	FW	0	0	0	1	0.95	7/2/2012
003-12	Dollar Tree	FW	0	0	0	1	1.15	7/2/2012
002-12	Spring Mills Mini-storage, Lot 9	FW	0	0	0	1	4.08	7/2/2012
007-12	Dollar General	FW	0	0	0	1	1.07	12/17/2012
Subtotal			0	0	0	4	7.25	
GERRARDSTOWN								
Subtotal			0	0	0	0	0	
HEDGESVILLE								
009-11	WV University Hospital East	H	0	0	0	1	7.05	2/27/2012
021-10	Sundance Valley Phase II	H	22	0	0	0	13.1901	10/15/2012
Subtotal			22	0	0	1	20.2401	
MILL CREEK								
029-08	Shady Grove Mobile Home Park	MC	0	0	53	1	10.9	3/26/2012
002-12	Mill Creek Square	MC	0	0	84	0	6.75	6/18/2012
010-12	Advanced Auto	MC	0	0	0	1	1.37	7/2/2012
016-12	Nationwide Insurance	MC	0	0	0	1	0.46	11/5/2012
008-12	Dollar General	MC	0	0	0	1	1.7628	12/17/2012
Subtotal			0	0	137	4	21.2728	
OPEQUON								
010-11	Aldi	OP	0	0	0	1	1.8699	1/23/2012
035-11	ISCO Storage	OP	0	0	0	1	7.75	6/4/2012
Subtotal			0	0	0	2	9.6199	
TOTALS			26	0	137	15	69.3145	

*** Note: Plans submitted as Preliminary/Final accounted for under the *Final Plat Approvals in 2012* spreadsheet.

Final Plat Approvals in 2012 - By District

File #	Project	District	Single Family	Twnhse	Multi-Fam.	Non-Res.	Acreage	PC Approval
ARDEN								
050-08	Wheatland Commercial Center	A	0	0	0	1	1.623	1/9/2012
014-11	Tomahawk Cellular	A	0	0	0	1	0	1/23/2012
019-11	Katera's Deli	A	0	0	0	1	1.3	5/21/2012
032-11	F Pepescu Subdivision	A	2	0	0	0	2.86	6/4/2012
028-11	McDonald's	A	0	0	0	1	3.14	8/20/2012
023-12	Pikeside Meadows II	A	2	0	0	0	1.1413	12/17/2012
024-11	Pleasant View Memorial Gardens	A	0	0	0	1	77	1/23/2012
Subtotal			4	0	0	5	87.0643	
FALLING WATERS								
93-05	Hammonds Mill Townhomes Phase 6	FW	0	16	0	0	1.43	3/12/2012
93-05	Hammonds Mill Townhomes Phase 6	FW	0	16	0	0	1.17	3/12/2012
18-03	Riverside Villages	FW	0	23	0	0	2.1	4/9/2012
002-10	Brookfield Section 4 Phase II	FW	2	0	0	0	1.36	5/21/2012
059-06	Spring Mills, Phase 9	FW	0	0	8	0	1.96	5/21/2012
004-12	Advanced Auto	FW	0	0	0	1	0.95	6/4/2012
003-12	Dollar Tree	FW	0	0	0	1	1.15	6/4/2012
34-04	Amberfield Scection IV	FW	13	0	0	0	13.91	8/6/2012
002-10	Brookfield Section 4 Phase II	FW	1	0	0	0	0.55	8/6/2012
044-07	Leisure Living Estates	FW	4	0	0	0	0.79	12/3/2012
007-12	Dollar General	FW	0	0	0	1	1.07	12/17/2012
Subtotal			20	55	8	3	26.44	
GERRARDSTOWN								
003-09	Brooke Gardens	G	9	0	0	0	27.08	8/20/2012
Subtotal			9	0	0	0	27.08	
HEDGESVILLE								
025-09	Citizens National Bank	H	0	0	0	1	2.34	3/12/2012
33-05	Redhill Section 1, Phase 3	H	13	0	0	0	6.08	6/8/2012
Subtotal			13	0	0	1	8.42	
MILL CREEK								
034-12	Cameron Acres	MC	8	0	0	0	3.4	1/9/2012
014-07	Bentwood Estates Section 5,Phase 4	MC	5	0	0	0	0.639	1/23/2012
74-03	Spring Hill, Section 6	MC	4	0	0	0	0.9179	6/4/2012
014-07	Bentwood Estates Section 5,Phase 6	MC	17	0	0	0	2.65	6/4/2012
010-12	Advanced Auto	MC	0	0	0	1	1.37	8/6/2012
033-06	Fair Oaks Townhomes	MC	4	0	0	0	0.67	11/5/2012
008-12	Dollar General	MC	0	0	0	1	1.7628	12/17/2012
Subtotal			38	0	0	2	11.4097	
OPEQUON								
024-09	Berkeley County Water District	OP	0	0	0	1	6.96	2/26/2012
010-11	Aldi	OP	0	0	0	1	1.8699	3/12/2012
92-03	Manor Park Section 4 Phase 3	OP	0	45	0	0	3.96	8/6/2012
Subtotal			0	45	0	2	12.7899	
TOTALS			84	100	8	13	173.2039	

Safe and Clean Agency

The Safe and Clean Agency is composed of six members and a County Council Liason. The members include: the Litter Control Officer, Head of the Berkeley County Health Department, the Chief Code Official for the County, a fire Chief from one of the local companies, and two members appointed at large by the County Council. The group meets either monthly or bimonthly to review cases that the Code Officials have been working on, and where staff efforts to gain compliance have been unsuccessful. The cases range from cleaning up trash and removing unlicensed vehicles to the removal of unsafe structures. Upon the discussion of the case, the Agency will issue an order to the property owner requiring the owner to correct the matter. Failure to comply with the Safe and Clean Agency Order leads to the next step of the matter being brought before the County Council, which can authorize legal remedies to be undertaken.

The Safe and Clean Agency has been very active since its inception in October 2010 investigating complaints dealing with such things as: open dumps, unfit for human habitation structures, debris, tires, unsafe sanitary facilities and conditions that cause a dwelling to be unsafe. These complaints come from the public, Department of Environmental Protection, Department of Highways, Animal Control and the Sheriff's Department. Approximately 400 formal complaints were investigated during 2012 resulting in over 500 Notices of Violation being issued as complaints often involved more than one property or property owner. These complaints necessitated over 1,500 site visits to determine if a violation existed, had been corrected, or updated information was needed for complaints being taken to the Safe and Clean Agency or County Council.

Education is a large part of the efforts of the Safe and Clean Agency and towards this goal "Talking Trash", can be heard the second Tuesday of every month on WEPM 1340AM radio with Hans Fogle. Items discussed include: what the laws are in regard to trash, tires, abandon vehicles, property maintenance and what options citizens have. A theme throughout the programs is having pride in our County and support for the Berkeley County Pride Program.

Complaints are pursued by the litter control staff and on occasion take the combined efforts of the West Virginia Department of the Environment, West Virginia Department of Highways, the Berkeley County Animal Control Agency, the Sheriff's Department, Berkeley County Health Department and the Berkeley County Building Department in order to gain compliance. The desire is to have properties brought into compliance with the codes after giving the accused violators every last opportunity to comply. However, if compliance is not achieved, the most severe cases are taken before the Safe and Clean Agency. A total of 57 cases have been

presented to them since the agency was authorized in 2010, with 18 cases being presented in 2012.

One of the biggest complaints received annually is compliance with weed and grass requirement to keep them mowed to ten inches or below. This is primarily a seasonal matter that has been extremely difficult to enforce in recent years due to the large number of out of town property owners, like banks and contractors that are no longer in business. The county has the legal authority, but not the financial ability to have all the properties mowed and file liens not knowing when the money might be collected from the responsible party.

As a result of situations like the above, staff has established as a goal with the County Council to review the procedures being utilized in regard to enforcement to see if there is a better way to respond to complaints and bring them to final resolution in a timelier period.

2012 SAFE & CLEAN COUNTY ENFORCEMENT AGENCY ATTENDANCE RECORD

Date	1/4	2/1	3/7	4/4	5/9	6/6	7/11	8/1	9/12	10/3	11/7	12/5
Gerald Kremer A-10-01-2010 E-10-01-2014		P		P	P	P			P		P	
Donald Fox A-10-01-2010 E-10-01-2014		P		p	P	P			A		P	
Dan Petry		A		p	A	P			P		A	
Donna Seiler		P		P	P	P			A		p	
Kim Shrader		A		P	A	P			P		P	
Dr. Diana Gaviria Alt Keith Allison		P		P/Alt	P	P			P		P	
Jim Whitacre Council Liason												
No Meeting												

Appendix A

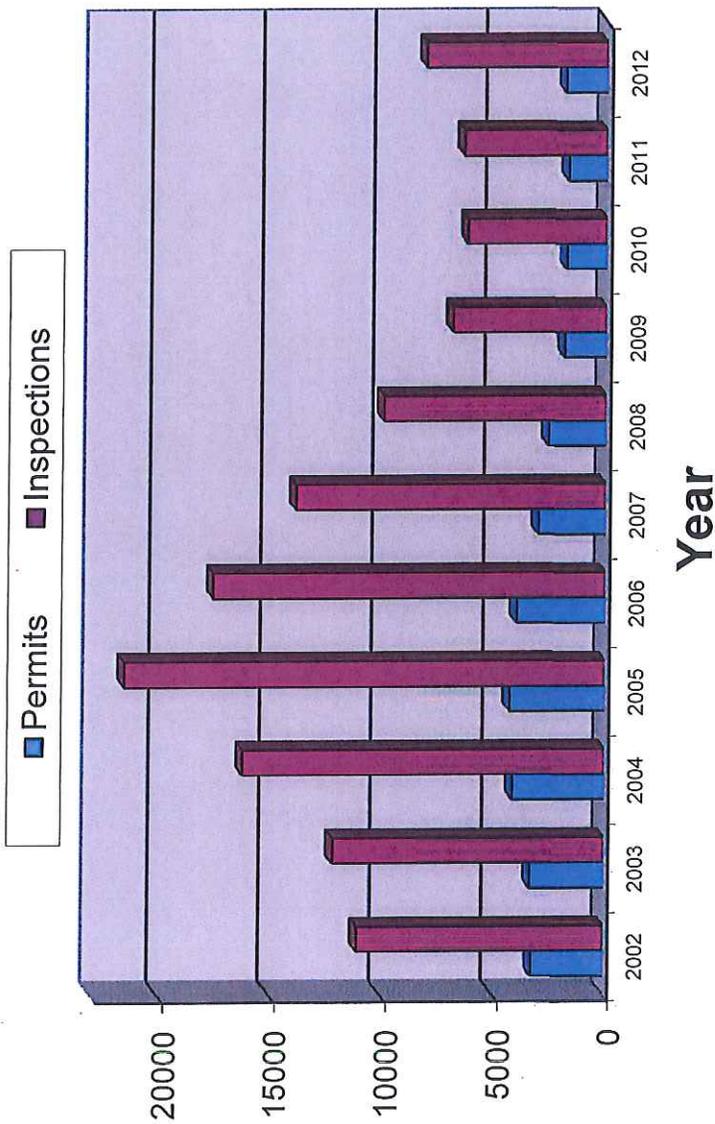
2012 Permit Activity

BERKELEY COUNTY ENGINEERING AND BUILDING INSPECTIONS
 400 WEST STEPHEN STREET, SUITE 202
 MARTINSBURG, WV 25401

January - December 2012

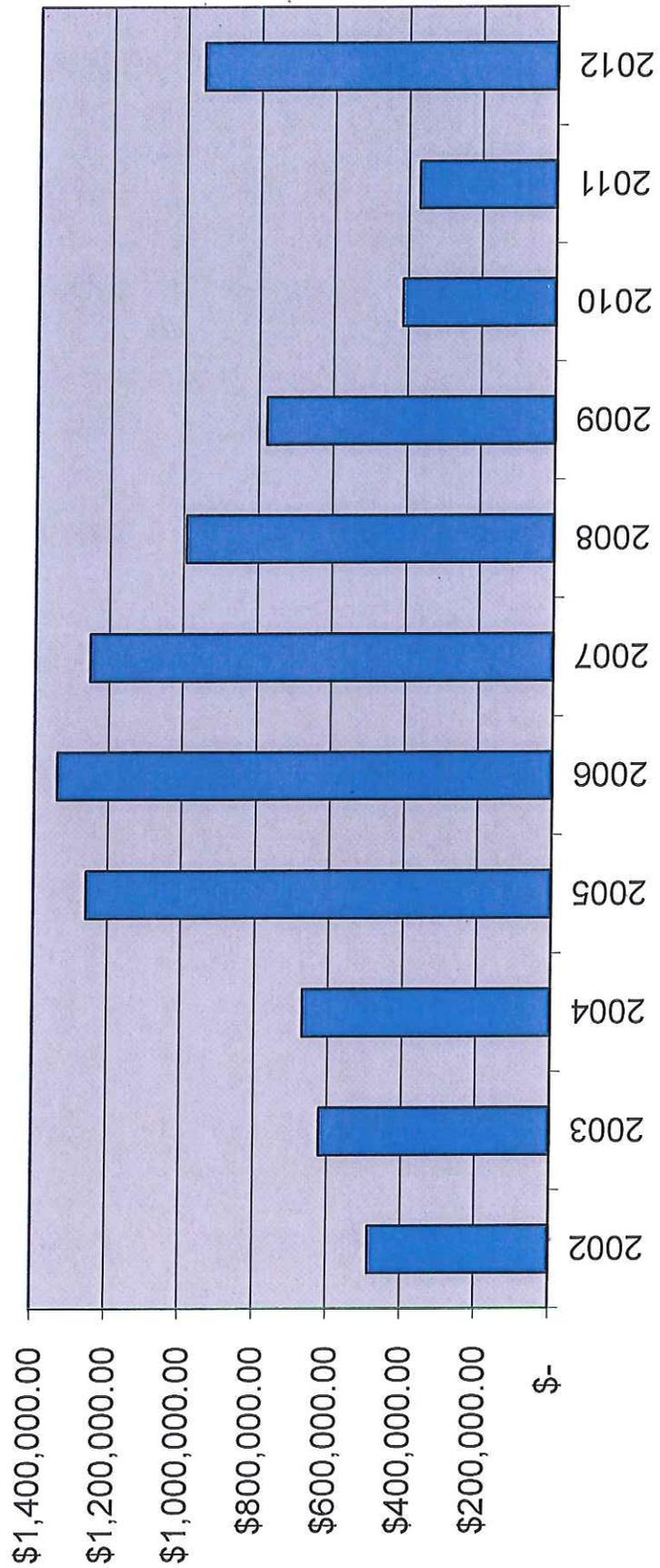
Category	# of Permits	Value	Fees Collected
New SF Homes	253	\$ 44,037,069.00	\$ 161,343.13
Townhouses	132	\$ 16,918,703.00	\$ 64,038.56
Duplexes	10	\$ 1,695,000.00	\$ 4,912.54
Apartment Bldgs	7	\$ 1,907,090.00	\$ 10,075.80
Multi Family Bldgs 5+	12	\$ 5,639,660.00	\$ 25,641.04
Mobile Homes	98	\$ 3,016,051.70	\$ 29,342.04
Motel, Hotel	0	\$ -	\$ -
Other non housekeeping	0	\$ -	\$ -
New non residential	23	\$ 5,105,925.00	\$ 26,948.69
Amusement/Recreation	0	\$ -	\$ -
Churches	0	\$ -	\$ -
Industrial	0	\$ -	\$ -
Parking Garages	0	\$ -	\$ -
Service/Repair stations	0	\$ -	\$ -
Hospital/Institutional	0	\$ -	\$ -
Offices, Banks etc.	14	\$ 3,305,285.00	\$ 18,117.73
Public Works/Utilities	0	\$ -	\$ -
Schools/Education	0	\$ -	\$ -
Store/Customer Service	3	\$ 2,370,500.00	\$ 7,986.15
Other Non-Residential	192	\$ 1,204,493.17	\$ 12,922.00
Structures other than Bldngs	695	\$ 5,545,646.22	\$ 62,728.33
Residential Additions	229	\$ 4,509,748.85	\$ 25,946.99
Non-Residential Additions	181	\$ 6,547,527.28	\$ 36,524.61
Garages/Carports	58	\$ 1,218,055.54	\$ 9,306.66
Total Building Permits	1907	\$ 103,020,754.76	\$ 495,834.27
Residential Grading	468	Included	\$ 23,400.00
Commercial Grading	25		\$ 12,500.00
Applications Received	1966		
Old Permits Voided	216		
Old Permits U & O Issued	923		

Building Permits and Inspections



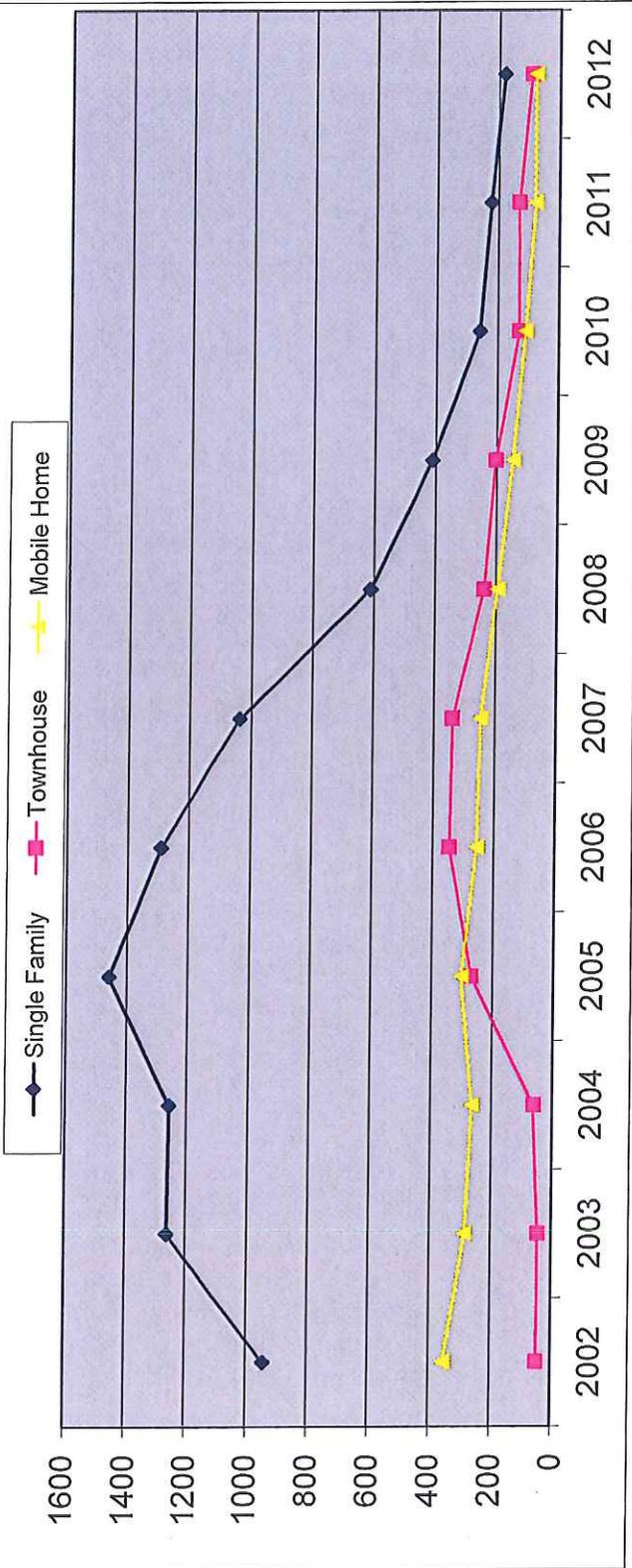
Year	January		February		March		April		May		June		July		August		September		October		November		December		Total Permits	Total Inspections	Total Fees
	Permits		Permits		Permits		Permits		Permits		Permits		Permits		Permits		Permits		Permits		Permits		Permits				
1990																											
1991	43	68	157	202	199	203	184	150	52	110	98	46	306													\$ 50,346.62	
1992	68	124	155	208	133	150	139	187	157	133	70	126	1650													\$ 212,102.93	
1993	46	145	93	164	174	175	182	242	185	159	105	105	1775													\$ 255,539.06	
1994	47	67	137	164	244	212	180	186	162	162	119	96	1776													\$ 251,689.39	
1995	85	83	215	182	216	204	199	206	157	136	124	85	1892													\$ 243,818.05	
1996	41	97	139	223	211	197	212	191	146	97	120	107	1781													\$ 280,466.81	
1997	68	90	176	225	245	197	217	175	186	173	124	138	1999													\$ 235,069.63	
1998	89	108	162	234	186	248	225	171	202	185	120	133	2068													\$ 304,126.54	
1999	58	110	178	258	245	285	249	236	198	188	198	128	2331													\$ 401,699.18	
2000	106	96	253	224	268	201	183	262	170	156	173	91	2183													\$ 558,587.79	
2001	104	155	219	248	308	285	258	245	242	251	210	160	2685													\$ 444,379.56	
2002	201	201	308	228	259	407	441	326	299	269	184	131	3254													\$ 487,194.36	
2003	167	106	231	333	384	303	373	370	339	282	276	176	3340													\$ 621,051.83	
2004	246	116	447	405	426	362	453	463	338	281	393	242	4172													\$ 668,909.08	
2005	299	249	407	374	413	521	470	497	292	274	288	223	4307													\$ 1,257,117.47	
2006	306	286	399	345	397	419	432	413	230	392	233	165	4017													\$ 1,338,609.80	
2007	190	209	190	315	325	362	328	301	179	273	241	115	3028													\$ 1,250,805.23	
2008	295	164	202	315	328	238	296	232	208	144	108	71	2601													\$ 992,669.55	
2009	74	92	176	213	197	220	218	224	167	154	123	62	1920													\$ 777,501.39	
2010	93	80	175	224	217	245	192	172	126	112	111	99	1846													\$ 413,321.73	
2011	103	91	181	201	173	198	172	174	135	148	124	71	1771													\$ 369,521.67	
2012	91	116	175	179	193	195	198	228	133	171	115	113	1907													\$ 953,967.71	
																											\$ 495,834.27

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
2011	184	94	80
2012	253	132	98

New Residential Permits



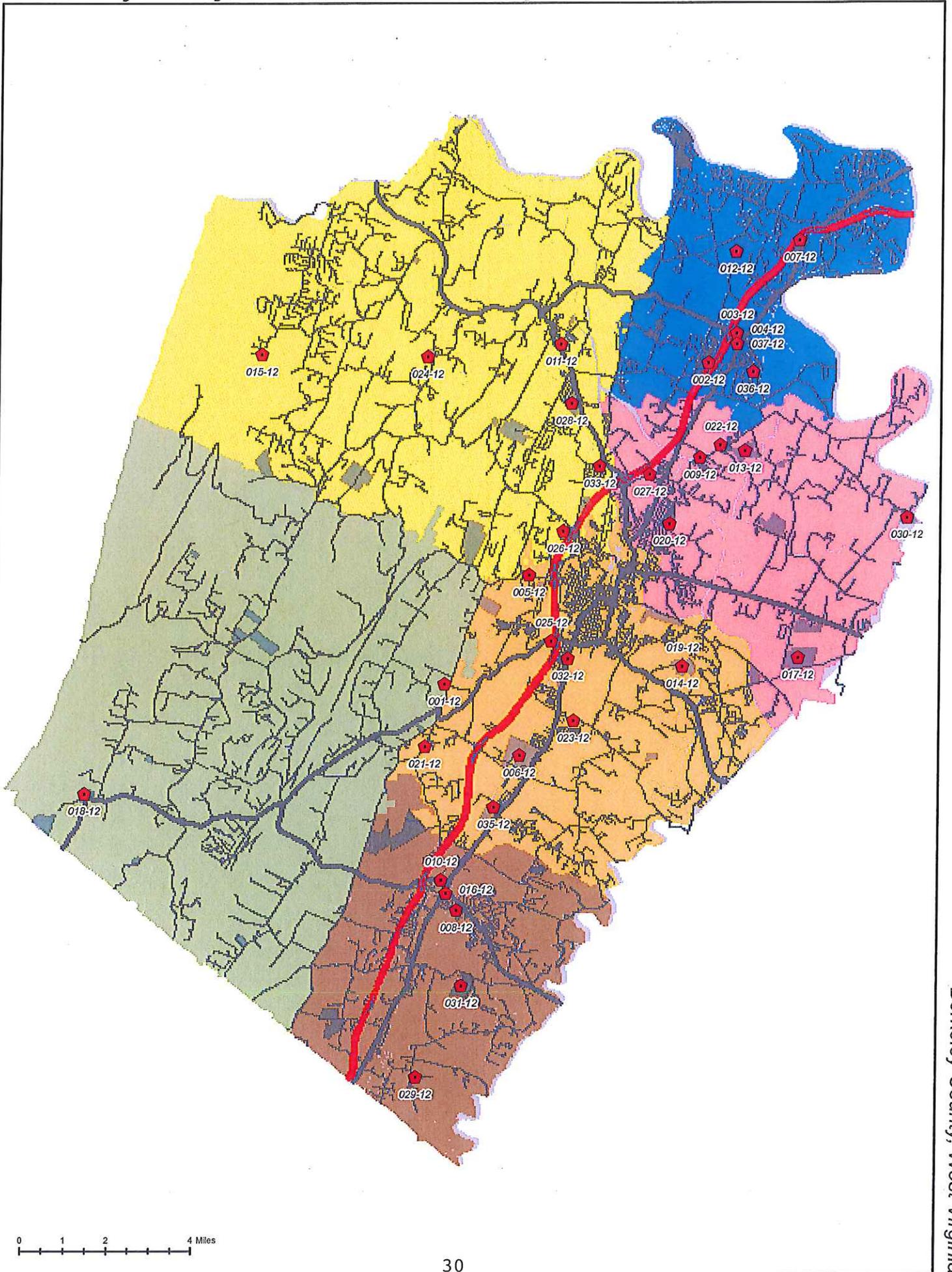
Appendix B

2012 New Project Activity

2012 Major New Projects Tracking Log

File #	Project Name	Applicant / Developer	Engineering Firm	Proposal:	Map/Parcel	Acerage
001-12	Snowden PF	Stetson Snowden	Polaris	3 lots - PF	G, M21, P20.2	6.1846
002-12	Spring Mills Mini Storage	Rental Properties	Fox & Assocs.	1 commercial	FW, M13, P36, I	4.08
003-12	Spring Mills Towne Center	Rental Properties	Fox & Assocs.	1 commercial	FW, M14, P 5.1,	1.15
004-12	Spring Mills Towne Center	Rental Properties	Fox & Assocs.	1 commercial	Fw, M14, P p/o	0.95
005-12	Dr. Al-Saleh	Dr. Al-Saleh	PC DiMagno	1 commercial	A, M2, P49.2	0.9004
006-12	Sheetz	Sheetz	WHGA	1 commercial	A, M15, P2	3.82
007-12	Dollar General - FW	47D3 LLC	All Land Services	1 commercial	FW, M6, P262	1.0778
008-12	47D3, LLC Retail Bldg	47D3, LLC	PC DiMagno	1 commercial	MC, M6, P73	1.7628
009-12	County Side Assisted Livin	Jim Thurston	D A Stansbury	1 commercial addition	OP, M7, P5.3	1.09
010-12	Primax	Primax Properties	Fox & Assocs.	1 commercial lot	MC, M6, P16.22	1.37
011-12	Rankin Physical Therapy	Kelley Rankin	Fox & Assocs.	1 commercial lot	H, M22, P27	3.58
012-12	Armstrong Preliminary Fir	Ronnie Armstrong	Stotler	1 pf lot	FW, M10, Pp/o	20
013-12	Catlett Preliminary Final	Doug Catlett	Sager	1 pf lot	OP, M7, P83	3
014-12	Bayer Preliminary Final	Doug Bayer	Berry Surveying	2 pf lots	A, M6, P50	5.7403
015-12	Windy Hill Properties, LLC	Windy Hill Properties, LLC	PC DiMagno	1 commercial	H, M18, P19, 15	2.48
016-12	Inwood Nationwide Insur.	Jones Insurance	WHGA	1 commercial	MC, M6K, P24 &	0.46
017-12	DeBaugh Preliminary Fina	DeBaugh	Berry Surveying	1 pf lot	OP, M19, P13	50.3101
018-12	Minghini Preliminary Fina	Breland	Greg Yebernetsky	1 pf lot	G, M29, P2	6.6914
019-12	Bayer Preliminary Final	Doug Bayer	Berry Surveying	1 pf lot	A, M6, P50	2.5116
020-12	Board of Childcare of the	Panhandle Builders	Fox & Assocs.	1pf lot	OP, M10, P19.1	8.6
021-12	Sims PF	Connie Sims	Berry Surveying	1pf lot	A, M14, P p/o 1	2.0075
022-12	David Wageley	David Wageley	Berry Surveying	waiver for pf lot	OP, M3, P13	1.1932
023-12	Bayer Subdivision	Doug Bayer	D A Stansbury	2 lots	A, M10R, P163	1.14
024-12	Lot J & Residue	Thelma Shriver	Mike Roberts	1pf lot	H, M20,65	15.6533
025-12	Med Express	Med Express	Greenway Engineering	1 commercial	A, M5, P22.2	1.5358
026-12	Miller Preliminary Final	Miller Auto	PHR	1 commercial	A, M6, P10.3	6.43
027-12	Westminster Apts Ph 2	CMC Company LLC	CTL Engineering	Comm (Apts)	OP, M6, P13.9	5.51
028-12	Dunkin Donuts	Nick Patel	Fox & Assocs.	1 commercial	H, M28, P17.4	1.269
029-12	Trenary Preliminary Final	James Ternary	Greg Yebernetsky	2 pf lots	MC, M17, P p/o	5
030-12	Staley Preliminary Final	Staley	Ed Johnson	1 pf lot	OP, M13, P7	34.4
031-12	New Hope Church	Unite Bank	Greg Yebernetsky	1 pf lot	MC, M14, P p/o	8.0351

032-12	Powmall Plaza	Don Powmall	Engineering Solutions	1 commercial	A, M	1.19
033-12	Johnson & Johnsons Heat Scott Sellers	Heat Scott Sellers	Engineering Solutions	1 commercial	H, M	0.982
034-12	Not used	N/A	N/A	N/A	N/A	N/A
035-12	Berkeley Business Park Tr	Berkeley Business Park Ass	PC DiMagno	parking lot	A, M18, P p/o 3	2.05
036-12	Board of Childcare PF	Board of Childcare	Renn Engineering	residential	FW, M14, P18.2	2
037-12	Fiesta Tapatia	Apache Construction	Alpha Assocs.	1 commercial	FW, M14, P8.7	1



2012 New Major Projects by District

File #	Project Name	Type	Engineer	District, Map, Parcel	Acreage	Lots
Arden						
005-12	Dr. Al-Saleh	Sketch	PC DiMagno	A, M2, P49.2	0.9004	1 Commercial
006-12	Sheetz	Preliminary	WHGA	A, M15, P2	3.82	1 Commercial
014-12	Baver	Prelim/Final	Berry	A, M6, P50	5.7403	2 Residential
019-12	Bayer	Prelim/Final	Berry	A, M6, P50	2.5116	1 Residential
021-12	Sims	Prelim/Final	Berry	A, M14, P p/o 1	2.0075	1 Residential
023-12	Pikeside Meadows	Final	Stansbury	A, M10R, P163	1.14	2 Residential
025-12	Med Express	Sketch	Greenway	A, M5, P22.2	1.5358	1 Commercial
025-12	Miller Auto	Final	PH & R	A, M6, P10.3	6.43	1 Commercial
032-12	Wheatland Plaza	Sketch	Eng. Solutions	A, M5, P37	1.19	1 Commercial
035-12	Berkeley Business	Sketch	PC DiMagno	A, M18, P p/o 34.1	2.05	1 Commercial
Falling Waters						
002-12	Spring Mills	Prelim/Final	Fox	FW, M13, P36	4.08	1 Commercial
003-12	Dollar Tree	Final	Fox	FW, M14, P5.1	1.15	1 Commercial
004-12	Advanced Auto	Final	Fox	FW, M15, P	0.95	1 Commercial
007-12	Dollar General	Final	All Land	FW, M6, P262	1.0778	1 Commercial
012-12	Armstrong	Prelim/Final	Stotler	FW, M10 p/o 3.1	20	2 Residential
036-12	Board of Childcare	Prelim/Final	Renn	FW, M14, P 18.2	2	2 Residential
037-12	Fiesta Tapatia	Sketch	Alpha	FW, M14, P8.7	1	1 Commercial
Gerradstown						
001-12	Snowdwn	Prelim/Final	Polaris	G, M21, P20.2	6.1846	3 Residential
018-12	Minghini	Prelim/Final	Yebernetsky	G, M29, P2	6.6914	1 Residential

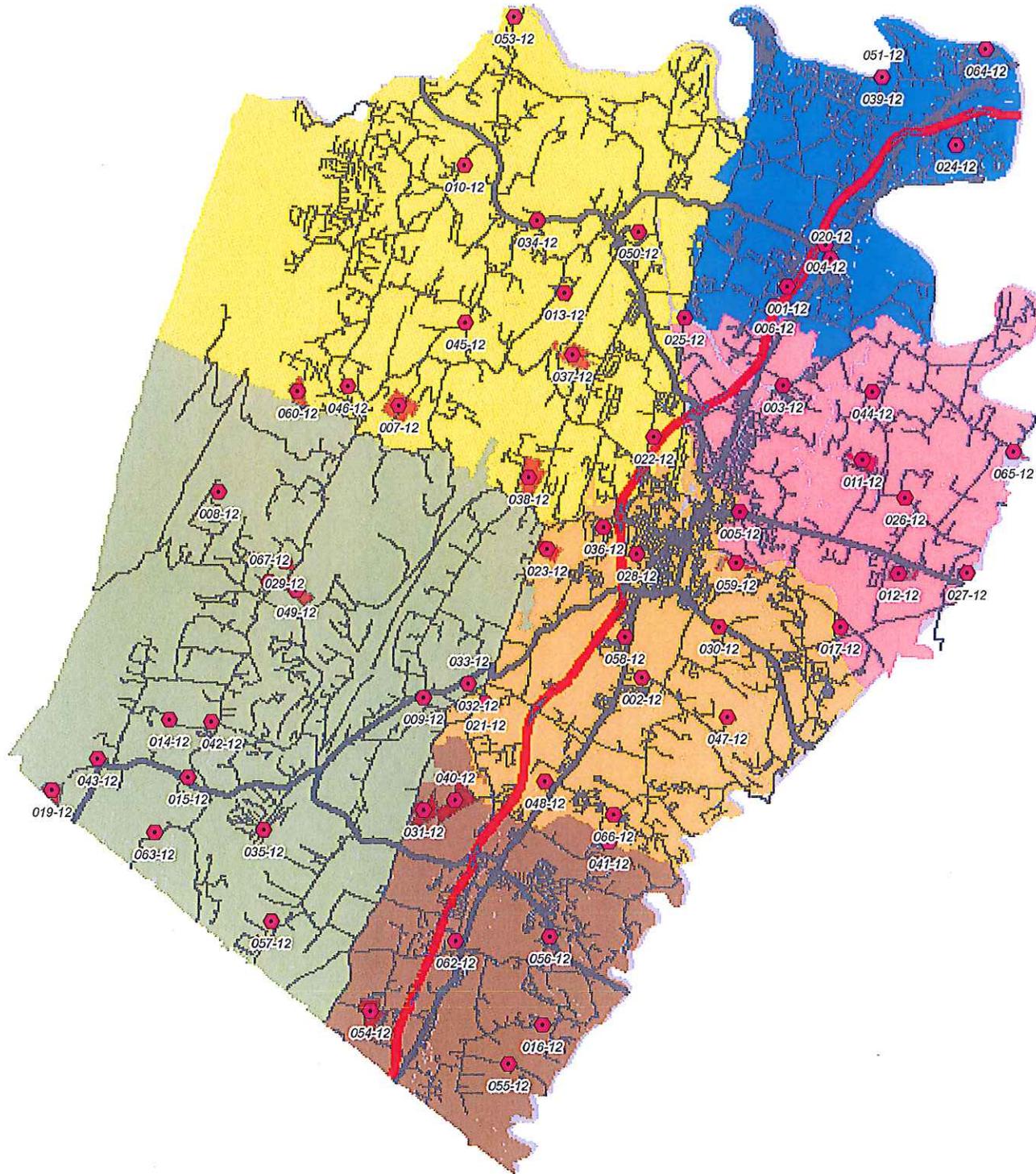
2012 New Major Projects by District

File #	Project Name	Type	Engineer	District, Map, Parcel	Acreage	Lots
Hedgesville						
011-12	Rankin Physical	Sketch	Fox	H,M22,P27	3.58	1 Commercial
015-12	Windy Hills	Sketch	PC DiMagno	H,M18,P19	2.48	1 Commercial
024-12	Lot J & Residue	Prelim/Final	Roberts	H,M20,P65	15.6533	1 Residential
028-12	Dunkin Donuts	Sketch	Fox	H,M28,P17.4	1.269	1 Commercial
033-12	Johnson&Johnson	Sketch	Sellers	H,M34,P11.25	0.982	1 Commercial
Mill Creek						
008-12	Dollar General	Final	PC DiMagno	MC,M6,P73	1.7628	1 Commercial
010-12	Advanced Auto	Final	Fox	MC,M6,P16.22	1.37	1 Commercial
016-12	Nationwide	Preliminary	WHGA	MC,M6K,P24	0.46	1 Commercial
029-12	Ternary	Prelim/Final	Yebernetsky	MC,M17,P p/o67	5	2 Residential
031-12	New Hope Church	Prelim/Final	Yebernetsky	MC,M14,P p/o 88	8.0351	1 Commercial
Opequon						
009-12	Country Side	Sketch	Stansbury	OP,M7,P5.3	1.09	1 Commercial
013-12	Catlett	Prelim/Final	Sager	OP,M7,P83	3	1 Residential
017-12	DeBaugh	Prelim/Final	Berry	OP,M19,P13	142	1 Residential
020-12	Board of Childcare	Prelim/Final	Fox	OP,M10,P19.1	8.6	1 Commercial
022-12	Wageley	Prelim/Final	Berry	OP,M3,P13	1.1932	1 Residential
027-12	Westminster Apt.	Sketch	CTL	OP, M6,P13.9	5.51	1 Commercial
030-12	Staley	Prelim/Final	Johnson	OP,M13,P7	34.4	1 Residential

2012 Minor New Projects Tracking Log

<u>File #</u>	<u>Applicant</u>	<u>Engineer</u>	<u>Date Recvd</u>	<u>Status</u>	<u>Type:</u>	<u>District, Tax Map, Parcel</u>	<u>Acreage</u>
001-12	Rental Properties	Fox & Assocs.	1/6/2012	1/10/2012	bla	FW, M13, P36	1.26
002-12	Doug Bayer	Berry Surveying	1/17/2012	Maj 023-12	bla	A, M10R, P163	1.143
003-12	James Thurston	Greg Yebernetsky	1/31/2012	2/7/2012	bla	OP, M7, P5.4	0.0264
004-12	Rental Properties	Fox & Assocs.	2/6/2012	2/9/2012	merger	FW, M14, P5.1, 5.6, 5.16	2.09
005-12	Russell Miller	Berry Surveying	2/9/2012	3/1/2012	easement	OP, M10, P29.2	0.0717
006-12	Mary Ward	Greg Yebernetsky	2/9/2012	2/23/2012	bla	FW, M16, P23.16	0.3201
007-12	Siler Estate BCFPB	Keller Engineers	2/16/2012	3/15/2012	conservation	€ H, M31, P36	216.36
008-12	Ashton	Roberts Land Surve	2/22/2012	2/27/2012	replat	G, M8, P1,17,17.29 & 17.28	61.632
009-12	McDonald	Berry Surveying	3/1/2012	3/6/2012	bla	G, M27, P6.7	4.7645
010-12	Myers-Pill & Pill	Greg Yebernetsky	3/2/2012	3/7/2012	family	H, M13, P7.1	11.9452
011-12	Mike Briel	Ed Johnson	3/6/2012	3/9/2012	resurvey	OP, M11, P41	119.02
012-12	Roger Johnson	PC DiMugno	3/9/2012	3/26/2012	bla	OP, M16, P76 & 76.16	2.1474
013-12	Allen Ashton	Roberts Land Surve	3/12/2012	3/21/2012	merger	H, M27, P19.3 & 19.6	4.1892
014-12	Tim Sencindiver	Greg Yebernetsky	3/15/2012	3/19/2012	bla	G, M24, P11	0.0702
015-12	Kelly Bartgis	Terry Placanica	3/19/2012	4/3/2012	merger/bla	H, M30, P4	10.9319
016-12	Thompson Estate	PC DiMugno	3/21/2012	4/4/2012	bla	MC, M14, P32	3.2189
017-12	Wehmeyer	Greg Yebernetsky	3/26/2012	4/10/2012	family	OP, M18, P17.10	2.782
018-12	Bushong	PC DiMugno	N/A	N/A	testamentary	N/A	5
019-12	Hutzler Estate	Warren French	3/29/2012	4/17/2012	testamentary	G, M28, P2,6	180.26
020-12	Boyce	Greg Yebernetsky	4/25/2012	4/26/2012	merger	FW, M14, P23.2	0.1151
021-12	Dennis Owens	Greg Yebernetsky	4/24/2012	5/1/2012	family	A, M14, P1.21	1.0013
022-12	Donald DeHaven	Terry Placanica	5/3/2012	5/18/2012	bla	H, M38P, P9	1.8376
023-12	Martinsburg Ventures	PC DiMugno	5/10/2012	7/9/2012	easement	A, M1, P45, 45.1	4
024-12	William Donivan	Greg Yebernetsky	5/7/2012	5/11/2012	bla	FW, M7, P200.2 & 167.1	4.519
025-12	Daniel Faircloth	PC DiMugno	5/17/2012	6/18/2012	bla	FW, M16,P1	1.29
026-12	Alex McCune	Roberts Land Surve	5/22/2012	5/30/2012	bla	OP, M12, P26.1	1.0123
027-12	Ronald Grove	PC DiMugno	5/22/2012	6/28/2012	bla	OP, M16B, P11, 17	5.7054
028-12	Fred Moler	David Hurst	5/29/2012	6/1/2012	bla	A, M2R, P2	0.1022
029-12	Hilda & Thomas Snyder	Roberts Land Surve	5/30/2012	6/1/2012	resurvey	G, M13, P54	1.06
030-12	Humane Society	Terry Placanica	6/4/2012	6/8/2012	bla	A, M6, P94	3.314
031-12	BCFPB	Keller Engineers	6/4/2012	6/7/2012	conservation	€ MC, M2, P5	154.895
032-12	G. Leroy Shade	Greg Yebernetsky	6/5/2012	6/11/2012	resurvey	G, M27, P38	13.0335
033-12	G. Leroy Shade	Greg Yebernetsky	6/5/2012	6/12/2012	resurvey	G, M 27, P38	8.9913
034-12	Edgar Bowers Jr.	Berry Surveying	6/5/2012	6/11/2012	bla	H, M21, P7	1.8586
035-12	Crawford & Keller	DL Consulting	6/15/2012	6/25/2012	bla	G, M34C, P88	1.22
036-12	Chesapeake Cof.	Fox & Assocs.	6/19/2012	7/5/2012	merger	A, M2, P5.2	0.2
037-12	David Dillon	Roberts Land Surve	6/26/2012	6/28/2012	bla	H, M33, P25, 26.3	180.6

038-12	Lewis	PC DiMagno	6/29/2012	7/9/2012	family	H, M40, P1	129
039-12	Nestle Quarry Cave	Site Planning	7/5/2012	7/20/2012	conservation	FW, M2, P43.4	0.4
040-12	BCFPB	Keller Engineers	7/6/2012	7/18/2012	conservation	MC, M2, P4	212.782
041-12	Karen Baird-Miller	Greg Yebernetsky	7/13/2012	7/18/2012	merger	MC, M7B, P4, 5	
042-12	McKinney	Greg Yebernetsky	7/16/2012	7/18/2012	bla	G, M25, P13.1	0.4437
043-12	Minghini Estate	Galijo Geertsema	8/9/2012	8/14/2012	testamentary	G, M29, P2	4.512
044-12	Coswell	PC DiMagno	7/30/2012	8/7/2012	bla	O, M8, P7.6	9.4064
045-12	Hedges	David Hurst	7/25/2012	7/31/2012	testamentary	H, M26, P59, 60.1	6.627
046-12	Corbin	Kenneth Corbin	7/26/2012	8/15/2012	merger	H, M31, P14.3, 14.4, 14.5	1.72
047-12	Kackley	PC DiMagno	11/28/2012	12/3/2012	family transfer	A, M16, P8.7	8.6158
048-12	Shockey Cos.	PC DiMagno	9/6/2012	9/20/2012	bla	A, M18, P15.1	3.4382
049-12	Shen. Valley Landholc	PC DiMagno	9/6/2012	9/12/2012	resurvey	G, M13, P12	109.2156
050-12	Bohrer	PC DiMagno	9/6/2012	9/12/2012	bla	H, M22, P15	2
051-12	Hawks Nest	Site Planning	9/10/2012	11/19/2012	merger	FW, M2, P43.4	30.6
052-12	Wilhelm	PC DiMagno	9/13/2012	9/20/2012	family transfer	H, M32, P19.7	19.7
053-12	Way	Greg Yebernetsky	9/14/2012	9/24/2012	bla	1, P11	0.4591
054-12	Lambert	Johnson	9/19/2012	10/3/2012	bla	MC, M13, P 33	1.39
055-12	Manspile	Sager	9/20/2012	10/25/2012	bla	MC, M18, P 19.25	0.0875
056-12	Tabb	Greg Yebernetsky	9/25/2012	11/5/2012	resurvey	MC, M10, P45.4	0.6735
057-12	Thiel	Greg Yebernetsky	10/15/2012	11/2/2012	bla	G, M38, P10.1	17.4603
058-12	Capitol Cement	P. Duane Brown	10/16/2012	10/23/2012	merger	A, M10, P12.2 & 9 & 10	
059-12	Dugan	Terry Placanica	10/18/2012	11/2/2012	resurvey	A, M6, P22-p/o80	75.9055
060-12	Townsend	PC DiMagno	12/4/2012	12/12/2012	bla	H, M30, P2.3	88.69
061-12	Not used	N/A	N/A	N/A	N/A		N/A
062-12	Tabb	Greg Yebernetsky	11/14/2012	12/3/2012	family transfer	MC, 9M, P68	10.9208
063-12	Parsons	Greg Yebernetsky	11/26/2012	12/3/2012	family transfer	G, M33, P3.2	5.0743
064-12	MRM LLC	Greg Yebernetsky	11/29/2012	12/4/2012	resurvey	FW, M3D, P44.1	6582
065-12	Staley	Ed Johnson	11/29/2012	12/17/2012	resurvey	OP, M13, P7	30.02
066-12	Silvius	PC DiMagno	12/11/2012	12/12/2012	merger	A, M19, P38 & 38.1	2.2768
067-12	Silver	Roberts Land Surve	12/12/2012		bla	G, M13, P9.2, 57.1, 57.2, 57.3	48.7457



Berkeley County, West Virginia

2012 Minor Project Activity by District

ARDEN DISTRICT							
File #	Applicant	Engineer	Approved	Type	Dist., Tax Map, Parcel	Acreage	Lots
Minor/ Exempt Subdivisions							
002-12	Doug Bayer	Berry Surveying	Maj 023112	BLA	A, M 10R9,P 163	1.143	1
023-12	Martinsburg Ventures	PC DiMagno	7/9/2012	Easement	A, M 1, P 45, 45.1	4	1
028-12	Fred Moler	David Hurst	6/1/2012	BLA	A, M 2R, P 2	0.1022	1
030-12	Humane Society	Terry Placanica	6/8/2012	BLA	A, M 6, P 94	3.314	1
036-12	Cheapeake Conf.	Fox & Associates	6/28/2012	Merger	A, M 2 P 5.2	0.2	1
048-12	Shockley	PC DiMagno	9/20/2012	BLA	A, M 18, P 15.1	3.4382	2
058-12	Capitol Cement	P. Duane Brown	10/23/2012	Merger	A, M 10, P 12.2,9,10	3.8123	1
059-12	Dugan	Terry Placanica	11/2/2012	Resurvey	A, M 6, P 22, p/o 80	75.9055	1
066-12	Silvius	PC DiMagno	12/12/2012	Merger	A, M 19, P 38,38.1	2.2768	1
Total						94.192	10
Family Transfers							
021-12	Dennis Owens	Greg Yebernetsky	5/1/2012	Family Transf	A, M 14, P 1.21	1.0013	1
047-12	Kackley	PC DiMagno	12/3/2012	Family Transf	A, M 16, P 8.7	8.6158	1
Total						9.6171	2
Farm Land Protection Esmnts							
NONE							
Total						0	0
TOTAL ARDEN						103.863	12
FALLING WATERS DISTRICT							
File #	Applicant	Engineer	Approved	Type	Dist., Tax Map, Parcel	Acreage	Lots
Minor/ Exempt Subdivisions							
001-12	Rental Properties	Fox & Associates	1/1/2012	BLA	FW, M 13, P 36	1.26	1
004-12	Rental Properties	Fox & Associates	2/6/2012	Merger	FW, M 14, P 5.1,5.6,5.16	2.09	2
006-12	Mary Ward	Greg Yebernetsky	2/23/2012	BLA	FW, M 16, P 23.16	0.3201	2
020-12	Boyce	Greg Yebernetsky	4/26/2012	Merger	FW, M 14, P 23.2	0.1151	1
024-12	William Donovan	Greg Yebernetsky	5/11/2012	BLA	FW, M 7, P 200.2, 167.1	4.519	1
025-12	Daniel Faircloth	PC DiMagno	6/18/2012	BLA	FW, M 16, P1	1.29	1
039-12	Nestle Quarry Cave	Site Planning	7/20/2012	Easement	FW, M 2, P 43.4	0.4	1
051-12	Hawks Nest	Site Planning	11/19/2012	Merger	FW, M 2, P 43.4	30.6	1
064-12	MRM LLC	Greg Yebernetsky	12/4/2012	Resurvey	FW, M 3D, P 44.1	0.6582	1
Total						41.2524	11
Family Transfers							
NONE							
Total						0	0
Farm Land Protection Esmnts							
NONE							
Total						0	0
TOTAL FALLING WATERS						41.2524	11

2012 Minor Project Activity by District

GERRARDSTOWN DISTRICT							
File #	Applicant	Engineer	Approved	Type	Dist.,Tax Map, Parcel	Acreage	Lots
Minor / Exempt Subdivisions							
008-12	Ashton Prime Pr.	Roberts Land Survey	2/27/2012	Re-plat	G,M8,P1,17,17.28,17.29	61.632	1
009-12	McDonald	Berry Surveying	3/6/2012	BLA	G, M 27, P 6.7	4.7645	1
014-12	Tim Sencindiver	Greg Yebernetsky	3/19/2012	BLA	G, M 24, P 11	0.0702	2
019-12	Hutzler Estate	Warren French	4/17/2012	Testamentary	G, M 28, P 2,6	180.26	
029-12	Hilda & Thomas Snyder	Roberts Land Survey	6/1/2012	Resurvey	G, M 13, P 54	1.06	1
032-12	G. Leroy Shade	Greg Yebernetsky	6/11/2012	Resurvey	G, M 27, P 38	13.0335	1
032-12	G. Leroy Shade	Greg Yebernetsky	6/12/2012	Resurvey	G, M 27, P 38	8.9913	1
035-12	Crawford & Keller	DL Consulting	6/25/2012	BLA	G, M 34C, P 88	1.22	1
042-12	McKinney	Greg Yebernetsky	7/18/2012	BLA	G, M 25, P 13.1	0.4437	1
043-12	Minghini Estates	Galtjo Geertsema	8/14/2012	Testamentary	G, M 29, P 2	4.512	1
049-12	Shen Valley Landholdings	PC DiMagno	9/12/2012	Resurvey	G, M 13, P 12	109.2156	1
057-12	Thiel	Greg Yebernetsky	11/2/2012	BLA	G, M 38, P 10.1	17.4603	1
067-12	Silver	Roberts Land Survey	12/12/2012	BLA	G,M 13, P 9.2,57,57.1, 57	48.7457	4
Total						451.4088	16
Family Transfers							
063-12	Parsons	Greg Yebernetsky	12/3/2012	Family Transfer	G, M 33, P 3.2	5.0743	1
Total						5.0743	1
Farm Land Protection Esmnts							
NONE						0	0
TOTAL GERRARDSTOWN						456.483	17
HEDGESVILLE DISTRICT							
File #	Applicant	Engineer	Approved	Type	Dist.,Tax Map, Parcel	Acreage	Lots
013-12	Allen Ashton	Roberts Land Survey	3/21/2012	Merger	H, M27, P 19.3, 19.6	4.1892	1
015-12	Kelly Bartgis	Terry Placanica	4/3/2012	BLA/Merger	H, M 30, P 4	10.9319	1
022-12	Donald DeHaven	Terry Placanica	5/18/2012	BLA	H, M 38P, P 9	1.8376	1
034-12	Edgar Bowers Jr.	Berry Surveying	6/11/2012	BLA	H, M 21, P 7	1.8586	1
037-12	David Dillon	Roberts Land Survey	6/28/2012	BLA	H, M 33, P 26, 26.3	180.6	1
045-12	Hedges	David Hurst	7/31/2012	Testamentary	H, M 26, P 59, 60.1	6.627	1
046-12	Corbin	Kenneth Corbin	8/15/2012	Merger	H, M31,P14,2,14.4,14.5	1.72	2
050-12	Bohrer	PC DiMagno	9/12/2012	BLA	H, M 22, P 15	2	2
053-12	Way	Greg Yebernetsky	9/24/2012	BLA	H, M 8, P 9, 13.5	0.4591	1
060-12	Towsend	PC DiMagno	12/12/2012	BLA	H, M 30, P 2.38	88.69	1
Total						298.9134	12
Family Transfers							
010-12	Myers Pill & Pill	Greg Yebernetsky	3/7/2012	Family Transfer	H, M 13, P 7.1	11.9452	2
038-12	Lewis	PC DiMagno	7/9/2012	Family Transfer	H, M 40, P 1	129	1
052-12	Wilhelm	PC DiMagno	9/20/2012	Family Transfer	H, M 32, P 19.7	2	1
Total						142.9452	4
Farm Land Protection Esmnts							
007-12	BCFPB Siler Estate	Keller Engineers	3/15/2012	Conserv. Easem	H, M 31, P 36	216.36	1
Total						216.36	1
TOTAL HEDGESVILLE						658.219	17

2012 Minor Project Activity by District

MILL CREEK DISTRICT							
File #	Applicant	Engineer	Approved	Type	District, Tax Map, Parcel	Acreage	Lots
Minor / Exempt Subdivisions							
016-12	Thompson Estate	PC DiMagno	4/4/2012	BLA	MC, M14, P32	3.2189	1
041-12	Karen Baird-Miller	Greg Yebernetsky	7/18/2012	merger	MC, M7B, P4 & %	0.883	2
054-12	Lambert	Johnson	10/3/2012	BLA	MC, M13, P 33	1.39	1
055-12	Manspile	Sager	10/25/2012	BLA	MC, M 18, P 19.25	0.0875	1
056-12	Tabb	Greg Yebernetsky	11/5/2012	Resurvey	MC, M10, P45.4	0.6735	1
Total						6.2529	6
Family Transfers							
062-12	Tabb	Greg Yebernetsky	12/3/2012	Family-Transf	MC, M 9, P 68	10.9208	1
Total						10.9208	1
Farm Land Protection Esmnts							
031-12	BCFPB	Keller Engineers	6/7/2012	Cons. Easem	MC, M 2, P 5	154.895	1
040-12	BCFPB	Keller Engineers	7/18/2012	Cons. Easem	MC, M 2, P 4	212.782	1
Total						367.677	2
TOTAL MILL CREEK						384.8507	9
OPEQUON DISTRICT							
File #	Applicant	Engineer	Approved	Type	District, Tax Map, Parcel	Acreage	Lots
Minor / Exempt Subdivisions							
003-12	James Thurston	Greg Yebernetsky	2/7/2012	BLA	OP, M 7, P 5.4	0.0264	1
005-12	Russell Miller	Berry Surveying	3/1/2012	Easement	OP, M 10, P29.2	0.0717	1
011-12	Mike Briel	Ed Johnson	3/9/2012	Resurvey	OP, M 11, P 41	119.02	1
012-12	Roger Johnson	PC DiMagno	3/26/2012	BLA	OP, M 16, P 76 & 76.16	2.1474	1
026-12	Alex McCune	Roberts Land Survey	5/30/2012	BLA	OP, M12 P 26.1	1.0123	1
027-12	Ronal Grove	PC DiMagno	6/28/2012	BLA	OP, M 16B, P 11 & 17	5.7054	2
044-12	Coswell	PC DiMagno	8/7/2012	BLA	OP, M 8, P 7.6	9.4064	1
065-12	Staley	Ed Johnson	12/17/2012	Resurvey	OP, M 13, P 7	30.02	1
Total						167.4096	9
Family Transfers							
017-12	Wehmeyer	Greg Yebernetsky	4/10/2012	Family-Transf	OP, M18, P 17.10	2.782	1
Total						2.782	1
Farm Land Protection Esmnts							
NONE							
Total						0	0
TOTAL OPEQUON						170.1916	10