



BERKELEY COUNTY PLANNING COMMISSION

400 West Stephen Street - Suite 203, Martinsburg, WV 25401-3838

Telephone: 304/264-1963, Fax: 304/262-3127

Web Page: www.berkeleywv.org

APPLICATION FOR FINAL PLAT REVIEW

Project: _____ Section/Phase: _____ File #: _____

Developer/Applicant: _____ Engineer: _____

Address: _____ Address: _____

Telephone: _____ Telephone: _____

Email: _____ Email: _____

District, Map and Parcel #: _____

Location: (include name and distance to major roads) _____

Type of Development: _____ Acreage: _____

Number of Lots: _____ Water/Sewer Source: _____

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

Planning: payable to "Berkeley County Planning Commission" (Review, Public Hearing, Sign fee)

Engineering: payable to "Berkeley County Council" (Review fee)

Residential S/D with 50 or More Lots

- Fees: \$ 600.00- Planning Review
- \$ 300.00- Engineering Review
- \$ 110.00- Public Hearing
- \$ 75.00- Sign Inspection

Residential S/D with 49 or Less Lots

- Fees: \$ 300.00- Planning Review
- \$ 150.00- Engineering Review
- \$ 110.00- Public Hearing
- \$ 75.00- Sign Inspection

Non-Residential:

- Fees: \$ 150.00- Planning Review
- \$ 300.00- Engineering Review
- \$ 110.00- Public Hearing
- \$ 75.00- Sign Inspection

***SIGNATURE:** _____

DATE: _____

Plan Submittal Application

Item	Included	Staff Verification
2 Copies of Plat (for review – 4 plus mylar needed for signature)		
Checklist		
Review Fee – as 2 separate checks (see above)		
Bond Estimate		