



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

REQUEST FOR BOND REDUCTION OR RELEASE

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

Developer/Applicant: _____ Engineer: _____

Address: _____ Address: _____

Telephone: _____

Telephone: _____

District, Map and Parcel #: _____

Bond Reduction or Bond Release? : _____

Current Bond Amount: \$ _____ Expiration Date: _____

Items to be reduced or released: _____

Type of Development: _____ Acreage: _____

Number of Lots: _____ Water/Sewer Source: _____

Fee after 1st three (3) reductions: \$250.00 (Engineering Fee) + \$100.00 (Planning Fee)

Signature: _____ Date: _____

*****If the request is for release of water and/or sewer lines, then approval from the respective districts must be attached. *****

Have the As-Builts been submitted for this request? _____