



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

November 7, 2016 @ 6:00 pm.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF THE AGENDA
4. SUNSHINE LAW SPEAKERS
5. APPROVAL OF MEETING MINUTES
 - a. October 17, 2016
6. PUBLIC HEARINGS
 - a. Nestle Woods Section 2- Plan Change (#86-04)
 - b. Hickory Run-Plan Change (#100-03)
 - c. Rock Cliff Townes-Sketch Plan (#025-16)
 - d. First United Bank and Trust-Sketch Plan (#032-16)
7. PRELIMINARY PLAN
 - a. Vanville Substation (#014-16)
8. PRELIMINARY / FINAL PLAT
 - a. Honeywood South Preliminary/Final (#098-03)
9. FINAL PLAT DETERMINATION
 - a. Heritage Hills Section 1, Phase 1B, Lots 45-47, 68-81 (#44-05)
 - b. Stoney Ridge Section 2 Phase 2D, Lots 54-56, 112-115 (#115-06)
10. STAFF/COUNSEL DISCUSSION/ACTION/MOTION
 - a. 2016 Comprehensive Plan—Final Report
11. 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 PLAN CHANGE November 7, 2016

Project: Nestle Woods-Section 2

File #: 86-04

Developer: Nestle Bluff LLC
10306 Remington Drive
Hagerstown, MD 21740

Surveyor: Mr. Brian Harvey PLS
K&D Development Services LLC
28 Washington Street
Cumberland, MD 21502

District, Tax Map & Parcel #: Arden District, Map 7, Parcel 217

Location: The property is located along Nestle Quarry Road, approximately 3,000 feet north of the intersection with Grade Road, in the Falling Waters Tax District.

Project Description: The proposed plan change entails a change from public water and sewer to private well and septic, as well as a reduction in the number of single family lots from ninety six (96) to twenty (20) on 53.48 acres.

Administrative History:

Approval Letters	Date Received
Berkeley County Health Department (Wells and Septic)	09/21/16
Berkeley County Public Service Water District (Water Availability)	07/12/06
Berkeley County Public Service Sewer District (Sewer Availability)	07/12/06
State Health Department (Water)	07/12/06
State Health Department (Sewer)	07/12/06
Department of Highways (Entrance Permit)	09/21/16
Central Dispatch (Road Names)	07/12/06
GPP Permit Application	07/07/06
NPDES Permit Application	07/12/06
*Traffic Study	07/14/06
*School Impact Analysis	07/12/06

Meetings & Submissions	Date
Pre-Application STAC Meeting	11/03/04
Preliminary Plat Submitted	08/09/06
1st Review Comments	09/05/06

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Preliminary Plat Resubmitted	10/12/06
Advertised	10/21/06
Public Hearing (Preliminary Plat/Site Plan Approval)	11/20/06
Final Plat/Site Plan Approval	01/08/07 & 05/07/07
Bond Reduction	

MEETINGS & SUBMISSIONS	DATE
Waiver Requests	
Waiver Requested	N/A
Waiver Request Advertised	N/A
Waiver Granted	N/A
Preliminary Plan/Plan Change	
Preliminary Plan/Plan Change Submitted	10/17/14
1 st Review Comments-Planning	10/26/14
Plan Change Re-Submitted	4/18/16
2 nd Review Comments-Planning	5/15/16
2 nd Review Comments-Engineering	5/23/16
Plan Change Re-Submitted	6/28/16
Conditionally Complete-Planning	7/6/16
Conditionally Complete-Engineering	7/16/16
All Remaining Documents Submitted	9/26/16
Plan Change Advertised	10/17/16
Planning Commission Meeting to review Plan Change	11/7/16
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	
Bond Reduction	

Waivers/ Exceptions:

No waivers or exceptions have been proposed for this project.

Project Notes:

This project was reviewed under the 2004 Subdivision Ordinance. The proposed plan change entails a change from public water and sewer to private well and septic, as well as a reduction in the number of single family lots from ninety six (96) to twenty (20) on 53.48 acres.

- On November 20, 2006 the project received Preliminary Plan approval.
- On January 8, 2007, the Planning Commission granted Final Plat approval.

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- On May 7, 2007, the Planning Commission granted re-approval of the Final Plat with a new expiration date of August 7, 2007.
- Preliminary Plan extension(s) were granted on August 31, 2012 and July 16, 2015, respectively.

Engineer Report:

A letter from the County Engineer dated July 16, 2016, indicates the project has been found to be in substantial conformance with the Storm Water Management and Sediment & Erosion Control Ordinance.

Staff Recommendation:

The Plan Change meets the requirements of the Subdivision Ordinance; therefore, Staff recommends **approval** of the proposed plan change.

Respectfully Submitted,

The Planning Department



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PUBLIC HEARING REQUEST FOR PLAN CHANGE November 7, 2016

MEMORANDUM:

Project: Hickory Run Plan Change

File #: 100-03

Developer: Vista Development Corp
1643 Tabler Station Rd.
Inwood, WV 25428

Engineer: Allegheny Surveys, Inc.
Mr. Zach Walburn, EIT
25 Lights Addition Drive
Martinsburg, WV 25404

District, Tax Map & Parcel #: Hedgesville Tax District, Map 20, Parcel 58

Location: The site is located on the south side of WV 9 (Hedgesville Road), approximately 300 feet east of its intersection with WV 23 (Butts Mills Road), in the Hedgesville Tax District.

Project Description: The project proposes revisions to the storm water management for the development, to bring the development into compliance with the Storm Water Management and Sediment & Erosion Control Ordinance.

Project Status: This project was advertised on October 17, 2016, for public hearing November 7, 2016. However, it has come to the attention of the Planning Department that some additional information is still needed by the County Engineer before an approval can be issued. As the plan change has been advertised, staff felt it would be prudent to hold the public hearing as planned, in the event that any members of the public wish to comment on the proposed change to Hickory Run Subdivision. Planning Staff will bring the project back to the Planning Commission for action, upon receipt of approval from the County Engineer.

Staff Recommendation: Staff Recommends that the project be tabled until the receipt of the County Engineer's approval. Upon receipt of approval, staff will bring the project back to the Planning Commission for consideration of action.

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PUBLIC HEARING STAFF REPORT REQUEST FOR SKETCH PLAN ADVANCEMENT November 7, 2016

Project: Rock Cliff Townes

File #: 025-16

Developer: ILA Properties, Inc.
557 Wren Street
Martinsburg, WV 25425

Engineer: Roberts Land Surveying
2068 Palmer Rd.
Hedgesville, WV 25427

District, Tax Map & Parcel #: Hedgesville Tax District, Map 38G, Parcel 19

Location: The property is located on the east side of WV. Rte 10 (Rock Cliff Drive) south of I-81, in the Hedgesville Tax District.

Project Description: The project proposes twenty (20) townhomes on approximately 1.9951 acres.

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	
*School Impact Analysis	8/1/2016
Appendix C – Environmental Impact Checklist	8/1/2016

MEETINGS & SUBMISSIONS	DATE
Waiver Requests	
Waiver Requested	NONE

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Waiver Request Advertised	N/A
Waiver Granted	N/A
Sketch Plan	
Sketch Plan Submitted	8/1/2016
1 st Review Comments-Planning	8/8/2016
1 st Review Comments-Engineering	8/15/2016
Sketch Plan Re-Submitted	9/9/2016
2 nd Review Comments	9/13/2016
Revisions Received	9/21/2016
Conditional Completion Letter-Planning	9/27/2016
Conditional Completion Letter-Engineering	10/4/2016
Sketch Plan Public Hearing Advertised	10/17/2016
Sketch Plan Advancement Meeting	11/7/2016
Preliminary Plan	
Preliminary Plan Submitted	
1 st Review Comments-Planning	
1 st Review Comments-Engineering	
Preliminary Plan Re-Submitted	
2 nd Review Conditionally Complete & Compliant-Planning	
2 nd Review -Engineering	
Preliminary Plan Submitted w/Mylars	
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	
Bond Reduction	

Waivers/ Exceptions:

No waivers or exceptions have been proposed with this project.

Project Notes:

The project proposes twenty townhomes on approximately 1.9951 acres. The units are proposed to be served by public utilities.

Engineer Report:

A letter from the County Engineer dated October 4, 2016, indicates the project has been found to be in substantial completion with the Subdivision Ordinance.

Staff Recommendation:

The Sketch Plan meets the requirements of the Subdivision Ordinance; therefore, Staff recommends **advancement** of the Sketch Plan to the Preliminary Plan stage.

Respectfully Submitted,
The Planning Department

November 7, 2016



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**PUBLIC HEARING
STAFF REPORT
REQUEST FOR SKETCH PLAN ADVANCEMENT
November 7, 2016**

Project: First United Bank and Trust

File #: 032-16

Developer: DBSI, Inc.
6950 W. Morelos Place
Chandler, AZ 85226

Engineer: Triad Engineering
1075 Sherman Dr.
Hagerstown, MD 21704

District, Tax Map & Parcel #: Mill Creek, Map 6, Parcel 16.5

Location: The property is located at the intersection of Rt. 11 and Rt. 51, in the Mill Creek Tax District.

Project Description: The project proposes a bank on 1.109 acres.

Administrative History:

APPROVAL LETTERS	DATE RECEIVED
Berkeley County Health Department (Wells and Septic)	N/A
Berkeley County Public Service Water District (Water Availability)	10/17/2016
Berkeley County Public Service Sewer District (Sewer Availability)	10/17/2016
State Health Department (Water)	N/A
State Health Department (Sewer)	N/A
Department of Highways (Entrance Permit) Letter Received	
Central Dispatch (Road Names) approved	
GPP Permit Application	
NPDES Permit Application	
*Traffic Study	
*School Impact Analysis	
Appendix C – Environmental Impact Checklist	9/1/2016

MEETINGS & SUBMISSIONS	DATE
Waiver Requests	N/A
Waiver Requested	
Waiver Request Advertised	

Waiver Granted	
Sketch Plan	
Sketch Plan Submitted	9/1/2016
1 st Review Comments-Planning	9/13/2016
1 st Review Comments-Engineering	9/15/2016
Sketch Plan Re-Submitted	9/20/2016
Conditional Completion-Planning	9/26/2016
Conditional Completion-Engineering	10/17/2016
Sketch Plan Public Hearing Advertised	10/24/2016
Sketch Plan Advancement Meeting	11/7/2016
Preliminary Plan	
Preliminary Plan Submitted	
1 st Review Comments-Planning	
1 st Review Comments-Engineering	
Preliminary Plan Re-Submitted	
2 nd Review Conditionally Complete & Compliant- Planning	
2 nd Review -Engineering	
Preliminary Plan Submitted w/Mylars	
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	
Bond Reduction	

Waivers/ Exceptions:

The developer is requesting an exception to section 705, which requires sidewalk construction in conjunction with this project. The letter of request is attached for Planning Commission review.

Project Notes:

This project proposes the construction of a bank on 1.109 acres, to be served by public utilities.

Engineer Report:

A letter from the County Engineer, dated October 17, 2016, indicates the project has been found to be in substantial completion with the Subdivision Ordinance.

Staff Recommendation:

The Sketch Plan meets the requirements of the Subdivision Ordinance; therefore, Staff recommends advancement of the Sketch Plan to the Preliminary Plan stage.

Respectfully Submitted,

The Planning Department

Attachments:

Sidewalk exception request, received 9/20/2016

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Date: September 19, 2016

To: Mr. Michael Thompson
Director, Berkeley County Planning Dept.

From: Eric H. Iser, PE,
Project Engineer

Re: First United Bank & Trust - Inwood;
Sketch Plan Approval

Letter of Exception:

On behalf of our client, First United Bank & Trust, we are submitting to the Berkeley County Planning Commission this Letter of Exception for the Berkeley County Sub-Division Ordinance Section 705 - Sidewalks, for the First United bank & Trust – Inwood project. This project is located in Inwood, WV at the southwestern corner of the northern intersection of WV Rt. 51 and US Rt. 11 (7736 Winchester Avenue). The project consists of removing the existing bank structure and asphalt and replacing it with a new smaller bank structure, parking area and associated drives. The West Virginia Division of Highways has purchased a portion of this parcel in order to construct a Round-About at this intersection causing the need for these changes on this lot.

We request that the County grant us an Exception for the required placement of sidewalk along the street right-of-ways based on the following:

1. The West Virginia Division of Highways does not have pedestrian traffic accounted for in their design of the proposed round-about. They have no provisions shown, such as curb cuts, to address ADA traffic. Conversations with the design reviewers for the WVDOH in Charleston, WV indicate that they have no interest at this time to incorporate pedestrian traffic into their project.
2. Section 705 states the "In lieu of requiring sidewalks the commission may require a pedestrian easement in the event a sidewalk would be required in the future". The revised Sketch Plan has shown a 5' easement to allow for future sidewalk placement if the commission will allow this exception at this time.
3. Section 705.1.A states that the sidewalk shall be required "On one side of arterial and collector streets to be built at the time of street construction". This project site is bound by an arterial street and a collector street but these streets are existing and not being constructed by this project.
4. Although we do not consider this a hardship, the adjacent sites in this area do not have sidewalks along the road right-of-ways and there is not any evidence of a high volume of pedestrians that would warrant sidewalk use.



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**PUBLIC HEARING
STAFF REPORT
REQUEST FOR PRELIMINARY PLAN ADVANCEMENT
November 7, 2016**

Project: Vanville Substation

File #: 014-16

Developer: Potomac Edison
10802 Bower Ave
Williamsport, MD 21795

Engineer: John W. Webber
GAI Consultants
385 E. Waterfront Drive
Homestead, PA 15120

District, Tax Map & Parcel #: Arden District, Map 20, Parcel 1

Location: The site is located approximately seven miles south of Martinsburg, off of WV-19 (Paynes Ford Road), in the Arden Tax District.

Project Description: The project is proposing a new 200-foot by 250-foot substation near Vanville on approximately 7.3 acres. The new substation will be connected to a WV Department of Highways roadway (Paynes Ford Road) via an approximately one-mile long permanent access road through an easement from an adjacent property owner. (Easement Plat: DB 1137 PG 175 recorded on 05/16/16)

Administrative History:

APPROVAL LETTERS	DATE RECEIVED
Berkeley County Health Department (Wells and Septic)	N/A
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	N/A
Central Dispatch (Road Names) approved	N/A
GPP Permit Application	N/A
NPDES Permit Application	08/16/16
*Traffic Study	N/A
*School Impact Analysis	N/A
Appendix C – Environmental Impact Checklist	05/4/16

11/7/16

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MEETINGS & SUBMISSIONS	DATE
Waiver Requests	
Waiver Requested	NONE
Waiver Request Advertised	N/A
Waiver Granted	N/A
Sketch Plan	
Sketch Plan Submitted	05/04/16
1 st Review Comments	05/11/16-P 05/18/16-E
Sketch Plan Re-Submitted	05/31/16
2 nd Review Comments	06/01/16-P 06/01/16-E
Sketch Plan Public Hearing Advertised	05/16/16
Sketch Plan Advancement Meeting / Approved	06/06/16
Preliminary Plan	
Preliminary Plan Submitted	07/20/16
1 st Review Comments-Planning	08/17/16
1 st Review Comments-Engineering	08/24/16
Preliminary Plan Re-Submitted	09/26/16
2 nd Review Conditionally Complete & Compliant-Planning	10/05/16
2 nd Review -Engineering	
Preliminary Plan Submitted w/Mylars	
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	
Bond Reduction	

Waivers/ Exceptions: None Requested

Project Notes: This project proposes the construction of an electrical substation. It will be utility use. There will be no community or public facilities. It is an unmanned site and no water or sewer facilities are proposed. Earth disturbance occurs greater than 100 feet from any buildings on the residual property. Potomac Edison has worked with the residual land owner to develop a screening plan.

Engineer Report: A letter from the County Engineer dated 10/24/16 indicates the project has been found to be in substantial completion with the Subdivision Ordinance.

Staff Recommendation: The Preliminary Plan meets the requirements of the Subdivision Ordinance; therefore, Staff recommends advancement of the Preliminary Plan to the Final Plat stage.

Respectfully Submitted,
The Planning Department



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**PUBLIC HEARING
STAFF REPORT
REQUEST FOR PRELIMINARY/FINAL PLAT APPROVAL
November 7, 2016**

Project: Honeywood South, Lot 1

File #: 098-03

Developer: Keedysville Land Company
10306 Remington Drive
Hagerstown, MD 21740

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

District, Tax Map & Parcel #: Falling Waters Tax District, Map 5, Parcel 4

Location: The property is located on the east side of Route 2/1 (Vineyard Road), approximately 2,500 feet north of Georgetown Road, in the Falling Waters Tax District.

Project Description: The project proposes one (1) lot on approximately 50.49 acres.

Administrative History:

APPROVAL LETTERS	DATE RECEIVED
Berkeley County Health Department (Wells and Septic)	N/A
Berkeley County Public Service Water District (Water Availability)	10/17/2016
Berkeley County Public Service Sewer District (Sewer Availability)	10/17/2016
State Health Department (Water)	N/A
State Health Department (Sewer)	N/A
Department of Highways (Entrance Permit) Letter Received	10/31/2016
Central Dispatch (Road Names) approved	N/A
GPP Permit Application	N/A
NPDES Permit Application	N/A
*Traffic Study	N/A
*School Impact Analysis	N/A
Appendix C – Environmental Impact Checklist	9/1/2016

MEETINGS & SUBMISSIONS	DATE
Waiver Requests	
Waiver Requested	N/A
Waiver Request Advertised	N/A
Waiver Granted	N/A
Preliminary/Final Plat	
Preliminary/Final Plat Submitted	6/29/2016
1 st Review Comments-Planning	7/5/2016
Engineering Conditionally Complete	7/16/2016
Preliminary/Final Plat Re-Submitted	7/18/2016
2 nd Review Conditionally Complete & Compliant-Planning	7/19/2016
All Permits Received	10/31/2016
Preliminary Plan Advancement Meeting / Approved	11/7/2016

Waivers/ Exceptions:

No waivers or exceptions have been proposed for this plan.

Project Notes:

The project proposes one (1) lot on approximately 50.49 acres, with a remainder of approximately 8.37 acres.

Engineer Report:

A letter from the County Engineer dated July 16, 2016, indicates the project has been found to be in substantial conformance with the Storm Water Management and Sediment & Erosion Control Ordinance.

Staff Recommendation:

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

Respectfully Submitted,

The Planning Department



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STAFF REPORT FINAL PLAT DETERMINATION November 7, 2016

Project: Heritage Hills Subdivision, Sec 1, Phase 1B (Lots 45-47, and 68-81)

File #: 44-05 (cross referenced with #29-04)

Developer: Oakwood HH, LLC
P.O. Box 638
Lynchburg, VA 24505

Engineer: K&D Development Services, LLC
18 Greene Street
Cumberland, MD 21502

District, Tax Map & Parcel #: Arden District, Map 10, Parcel 29

Location: The site is located on the north side of WV Route 19 (Paynes Ford Road), approximately 0.4 east of its intersection with WV Route 19/3 (Kelly Island Road), in the Arden Tax District.

Project Description: This phase (Section 1, Phase 1B) of the project proposes seventeen (17) lots, on approximately 3.86 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)	7/17/2008
Berkeley County Public Service Sewer District (Sewer Availability)	7/17/2008
State Health Department (Water)	2/1/06
State Health Department (Sewer)	2/1/06
Department of Highways (Entrance Permit)	2/1/06
Central Dispatch (Road Names)	7/17/06
GPP Permit Application	1/12/06
NPDES Permit Application	1/12/06
*Traffic Study	7/12/06
*School Impact Analysis	7/12/06

MEETINGS & SUBMISSIONS	DATE
Waiver Requests	
Waiver Requested	9/9/2015
Waiver Request Advertised	9/14/2015
Waiver Granted	10/5/2015
Meetings & Submissions Section 1	
	Date
Pre-Application STAC Meeting	12/13/05
Preliminary Plat Submitted	01/04/06
1st Review Comments	03/22/06
Preliminary Plat Resubmitted	04/26/06
Preliminary Plat Resubmitted	05/11/06, 06/05/06
Advertised	06/17/06
Public Hearing (Preliminary Plat/Site Plan Approval)	7/17/06
Final Plat/Site Plan Approval	1/22/07
Bond Reduction	4/7/08
Final Plat-Section 1 Phase 1B	
	Date Received
Final Plat Submitted	8/10/2016
1 st Review Comments-Planning	8/16/2016
1 st Review Comments-Engineering	8/30/2016
Final Plat Re-Submitted	10/4/2016
Conditionally Complete-Planning	10/5/2016
Conditionally Complete-Engineering	10/14/2016
Final Plat Determination Meeting	11/7/2016
Final Plat Public Hearing Advertised	
Final Plat Public Hearing	
Final Plat Approval	
Bond Reduction	

Waivers/ Exceptions:

On October 5, 2015, the developer was been granted the following two waivers:

1. Reduce the required lot width as outlined in Section 504.E from seventy-five (75) feet down to seventy-two (72) feet for the following lots: R204-207, R210-212, and R215-216
2. Reduce the required parking as outlined in Table 8-1A #8 from three (3) spaces per unit for townhomes down to 2.6 spaces per unit.

Project Notes:

This project was reviewed under the 2004 Subdivision Ordinance. The original project proposed 340 single family homes and 112 townhomes on approximately 122 acres. Section 1 contained 99 single family homes and received Preliminary Plan approval in July 2006. In May 2007, a Final Plat for Section 1, Phase 1A was approved for 63 single family lots. The proposed Section 1 Phase 1B will contain 17 single family lots, on approximately 3.86 acres. After the completion of this phase, there will be approximately 4.29 acres remaining (19 lots) in phase 1.

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Section 2 will include 138 single family homes and 142 townhomes. The approved waivers will cover aspects of each section. Waiver 1 (Lot Widths) was submitted to finalize the road alignment for Section 1. Waiver 2 (Off-Street Parking) was submitted as a pre-cursor to Section 2 being submitted and re-activated. Section 2 needs to be re-activated (in compliance with all current County regulations) since the original approval has expired.

Engineer Report:

A letter from the County Engineer, dated October 14, 2016, stated that a review of the project had been completed and found to be in substantial compliance with the Subdivision Ordinance. Therefore, the County engineer recommends the Final Plat be advertised for public hearing.

Staff Recommendation:

The Final Plat meets the requirements of the Subdivision Ordinance; therefore, Staff recommends advertising the Final Plat for a Public Hearing on December 5, 2016.

Staff Recommendation:

Respectfully Submitted,

The Planning Department

November 7, 2016

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Web Page: www.berkeleycountycomm.org

STAFF REPORT FINAL PLAT DETERMINATION November 7, 2016

Project: Stoney Ridge, Section 2, Phase 2D, Lots 54-56, and 112-115

File #: 115-06

Developer: Stoney Ridge, LLC
365 Sweetbriar Road
Martinsburg, WV 25401

Engineer: DA Stansbury Engineering
3 Sue Court, Suite B
Martinsburg, WV 25401

District, Tax Map & Parcel #: Mill Creek District, Map 5, Portion of Parcel 44

Location: The property is located on the east side of Route 51/5 (Henshaw Road) and approximately 1 mile south of the intersection of Route 51 and Route 51/5, in the Mill Creek District.

Project Description: This phase proposes seven (7) single family lots, on approximately 3.3223 acres.

Administrative History:

Approval Letters	Date Received
Berkeley County Health Department (Wells and Septic)	N/A
Berkeley County Public Service Water District (Water Availability)	11/02/06
Berkeley County Public Service Sewer District (Sewer Availability)	11/02/06
State Health Department (Water)	11/02/06
State Health Department (Sewer)	11/02/06
Department of Highways (Entrance Permit)	11/02/06
Central Dispatch (Road Names)	11/02/06
GPP Permit Application	11/02/06
NPDES Permit Application	11/02/06
*Traffic Study	11/02/06
*School Impact Analysis	11/02/06

Meetings & Submissions	Date
Pre-Application STAC Meeting	
Preliminary Plat Submitted	11/15/06

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1st Review Comments	12/20/06
Preliminary Plat Resubmitted	01/05/07
Preliminary Plat Resubmitted	01/18/07
Advertised	01/20/07
Public Hearing (Preliminary Plat/Site Plan Approval)	02/26/07
Final Plat/Site Plan Approval	
Bond Reduction	
Final Plat-Section 2 Phase 2D	Date Received
Final Plat Submitted	7/2/2015
1 st Review Comments-Planning	7/24/2015
1 st Review Comments-Engineering	6/29/2015
Final Plat Re-Submitted	9/13/2016
Conditionally Complete-Planning	9/26/2016
Conditionally Complete-Engineering	6/29/2015
Final Plat Determination Meeting	11/7/2016
Final Plat Public Hearing Advertised	
Final Plat Public Hearing	
Final Plat Approval	
Bond Reduction	

Waivers/ Variances:

At the February 5, 2007 Planning Commission meeting, the Planning Commission granted a Request for Waiver of Section 602.1 to reduce the required number of entrances from two (2) to one (1).

Project Notes:

The preliminary plat for this project was approved February 26, 2007. A preliminary plat extension was granted on July 16, 2015. This phase proposes seven (7) single family lots, on approximately 3.3223 acres. The original preliminary plat, from 2006, indicates ninety six (96) single family lots on approximately 34.10 acres.

Engineer Report:

A letter from the County Engineer, dated June 29, 2015, stated that a review of the project had been completed and found to be in substantial compliance with the Subdivision Ordinance. Therefore, the County engineer recommends the Final Plat be advertised for public hearing.

Staff Recommendation:

The Final Plat meets the requirements of the Subdivision Ordinance; therefore, Staff recommends advertising the Final Plat for a Public Hearing on December 5, 2016.

Respectfully Submitted,

The Planning Department

November 7, 2016