CITY OF CHARLES TOWN

CITY COUNCIL

AGENDA • DECEMBER 4, 2023

Regular Session **COUNCIL CHAMBERS** **7:00 PM**

101 E Washington Street, Charles Town, WV 25414

CALL TO ORDER

1. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

: **2023-1101:** City Council Meeting Minutes - November 20, 2023
Nov. 20th City council meeting minutes.docx

3. PUBLIC COMMENT

4. WARD REPORTS

5. MAYOR'S REPORT

6. COMMITTEE REPORTS

: **2023-1080:** Infrastructure Committee Meeting - November 27, 2023
City_ Infrastructure Committee Report_ November 2023.pdf

: **2023-1081:** Personnel Committee Meeting - November 20, 2023

: **2023-1082:** Ordinance Committee Meeting - November 28, 2023
Ordinance Meeting Minutes 11_28_23 (1).pdf

: **2023-1083:** Board of Parks and Recreation Meeting - November 30, 2023
P&R Report_ November 30, 2023.pdf

7. CITY MANAGER REPORT

8. POLICE CHIEF REPORT

9. UNFINISHED BUSINESS

: **2023-1089:** Placement of Interpretative Plaque for Charles Town Racetrack
Syvia Bishop Panel Draft 2023 11 29.jpeg

10. NEW BUSINESS

: **2023-1050:** 2024 Proposed City Council Meeting Schedule
2024 Council Meeting Schedule.docx

: **2023-1051:** 2024 City of Charles Town Holiday Calendar
2024 City of Charles Town Holiday Schedule.docx

: **2023-1068:** A Resolution to Shop Small Business December 2023
2023- - A Resolution to Shop Small Business December 2023.docx

: **2023-1077:** BR2023-04: Bond reduction request for Huntfield Phase 2B2
1. Staff Report.pdf
2.KH Review.pdf
3. Applicant engineer review.pdf
4. Application.pdf
5. Bond Unit Cost Reduction.pdf
6. Huntfield Bond Parcel Inventory.pdf
7. Huntfield Phase 2B As-Builts.pdf

: **2023-1078:** BR2023-05: Bond reduction request for Huntfield Phase 3A
1. Staff Report.pdf
2. KH Review.pdf
3. Applicant engineer review.pdf
4. Application.pdf
5. Bond Unit Cost Reduction.pdf
6. Huntfield Bond Parcel Inventory.pdf
7. Huntfield Phase 3A AS-Builts.pdf

: **2023-1079:** BR2023-06: Bond establishment request for Alla Willa Dr. Casino
1. Staff Report.pdf
2. KH Review.pdf
3. Application.pdf
4. Bond Estimate.pdf

: **2023-1091:** First Reading and Consideration of an Amendment to the Codified Ordinances of the City of Charles Town, West Virginia with Regard to Part 9 Streets, Utilities and Public Service Code Article 925 Water Rates
11-29-2023 Water Ordinance - Redline.pdf
11-29-2023 Water Ordinance - Clean.pdf

: **2023-1092:** First Reading and Consideration of an Amendment to the Codified Ordinances of the City of Charles Town, West Virginia with Regard to Part 9 Streets, Utilities and Public Service Code Article 921 Sewers
11-30-2023 Sewer Ordinance - Redline.pdf
11-30-2023 Sewer Ordinance - Clean.pdf

: **2023-1084:** Charles Town Utility Board (CTUB) Trail Funding and Rescinding of Resolution #2023-010 Discussion
2023-010 - Resolution - Charles Town Utility Board American Rescue Plan Act Funding Request.pdf

: **2023-1086:** Jefferson County Commissioner Update - Possible Executive Session

: **2023-1087:** Personnel Discussion - Possible Executive Session

: **2023-1099:** Council Approval to Declare Friday, December 22, 2023, a Half-Day for City of Charles Town Employees.

11. REFERRALS TO COMMITTEES/COMMISSIONS

12. APPROVAL OF BILLS

: Payment of Bills - December 4, 2023
GENERAL FUND COUNCIL REPORT 2023 12 04.pdf
CAPITAL RESERVE COUNCIL REPORT 2023 12 04.pdf
PARKS & REC COUNCIL REPORT 2023 12 04.pdf

13. ADJOURNMENT

14. INFORMATION ONLY - NEXT MEETING December 18, 2023

: **2023-1069:** Charles Town Police Department's October Statistical Report
October 2023 Police Stat Report.pdf

: **2023-1090:** Budget Revision #2 - COLA Distribution
Budget Revision #2.pdf

: **2023-1100:** B&O Tax - Letter from Alvarez Contractors, Inc.
Alvarez Contractor, Inc..pdf

15. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at:

https://www.charlestownwv.us/government/agendas-and-minutes/

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1101: City Council Meeting Minutes - November 20, 2023

ATTACHMENTS:

- Nov. 20th City council meeting minutes.docx

CITY OF CHARLES TOWN

CITY COUNCIL

MINUTES • November 20, 2023

Regular Meeting **Council Chambers** **7:00 PM**

101 East Washington Street, Charles Town, WV 25414

CALL TO ORDER

Attendee Name	Title	Status	Arrived
Micheal George	Mayor Pro Tem	Present	
Bob Trainor	Mayor	Absent	
Elizabeth Ricketts	Councilmember	Present	
James Kratovil	Councilmember	Present	
Jeff Hynes	Councilmember	Remote	
Kevin Tester	Councilmember	Absent	
Julie Philabaum	Councilmember	Absent	
Priscilla Rodd	Councilmember	Present	
Rikki Twyford	Councilmember	Present	

Mr. John Nissel, City Manager; Ms. Alissa Meeks, Community Development Director; Ms. Cindy Rezmer, Operations Manager; Ms. Krista Davis, Finance Director; and Chief Chris Kutcher, Charles Town Police Department, were also in attendance.

1. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

2023-1055: City Council Meeting Minutes - November 6, 2023

The following changes were made to the November 6, 2023, City Council meeting minutes:

Packet page 5 - Public Comment: Replace "Fionna Harris" with "**Fionna Harrison**".

Packet page 6 - Ward Reports, Ward #1: In Ms. Rickett's report add, "The discussion included the preservation of farmland and farming, **as well as granaries and processing facilities** in Jefferson County and the Eastern Panhandle.".

Packet page 6 - Ward Reports, Ward #4: Replace "The Adams Family" with "**The Addams Family**".

3. PUBLIC COMMENT

Two people signed up for public comment.

Ms. Amanda Stroud expressed her displeasure on not receiving a response from her code enforcement complaint entered through the Charles Town Public Service Request

portal. She also expressed her desire to see the Council choose option 3-C for Phase 3 of the Augustine Trail.

Ms. Virginie Bauer expressed her support for the Council approving PODA (Private Outdoor Designated Area) in Charles Town.

4. WARD REPORTS

Ward #1

Mr. Kratovil had nothing to report.

Ms. Ricketts reported that during the last Charles Town Utility Board meeting it was mentioned that there may be an issue with funding that would affect the pedestrian trail that CTUB will install during their Collection System Project. She also reported that she has invited a MS4 Program Professional from Berkely County Stormwater to give a presentation on stormwater management at the December 4, 2023, Council meeting. Finally, in Shepherdstown on November 21, 2023, at 5:30PM there will be a Green Infrastructure Plan Showcase.

Ward #2

Mr. Hynes had nothing to report.

Ward #3

Ms. Rodd had nothing to report.

Ward #4

Ms. Twyford reported on the following events taking place in and around Charles Town during the month of November and December:

- November 25th: Small Business Saturday, Ornament Making at Charles Washington Hall, and the Ranson Christmas Tree Lighting. Team Twyford will kick off the 2023 Cheer Booth season with a raffle, swag giveaways, snacks, cookies, hot chocolate, and more!
- December 1st: Charles Town Christmas Tree Lighting and the start of Light the Cities Contest
- December 2nd: Charles Town and Ranson Christmas Parade at 2:00 pm
- The Old Opera House production of Miracle on 34th Street - first two weekends in December

5. MAYOR'S REPORT

2023-1046: Draft Traffic Control Service Agreement with West Virginia Division of Highway (WVDOH) at the intersection of Augustine Avenue and Washington Patriots Drive

Mr. Kratovil moved to authorize the mayor to enter into the contract with the West Virginia Division of Highway (WVDOH) for traffic control services beginning on Sheetz's opening day. Ms. Rodd seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED**
MOVER:	James Kratovil
SECONDER:	Priscilla Rodd
AYES:	Kratovil, Ricketts, Hynes, Rodd, Twyford
ABSTAIN:	George
ABSENT:	Tester, Philabaum

6. COMMITTEE REPORTS

2023-1026: Ordinance Committee Report - November 7, 2023, meeting

Ms. Twyford reported that Article 361 Parking Generally and Section 22 Sidewalks of the Charter will be discussed later in the meeting.

2023-1027: Finance Committee Report - November 8, 2023, meeting

Mr. Hynes reported that the B&O Tax Waiver Request and the General Fund Revision #2 will be discussed later in the meeting.

7. CITY MANAGER REPORT

Mr. Nissel reported the following:

- Tex Advisors will be the City's new IT provider starting December 2023.
- A contract has been signed for the exterior painting of City Hall. Prepping will begin after the holiday season.
- The maintenance crew has been hard at work decorating the downtown area with lights and garland.
- The strategic planning retreat will be held on December 9, 2023. Margo Reed with Capacity Partners will be facilitating the retreat.

8. POLICE CHIEF REPORT

Chief Kutcher reviewed the October Statistical Report with the Council. He also reported that the new Charles Town Police Department website is now live.

9. UNFINISHED BUSINESS

2023-1030: Council Meeting Time Discussion

After discussion on how to streamline the meetings, Ms. Ricketts moved to table this agenda item indefinitely. Mr. Kratovil seconded the motion, and it passed by unanimous vote.

RESULT:	**TABLED**
MOVER:	Elizabeth Ricketts
SECONDER:	James Kratovil
AYES:	Kratovil, Ricketts, Hynes, Rodd, Twyford
ABSTAIN:	George
ABSENT:	Tester, Philabaum

10. NEW BUSINESS

2023-1024: Opioid Fund Account - opening of a new bank account (#367 Other Grants)

Mr. Kratovil moved to authorize city staff to open a new bank account for the opioid settlement funds. Ms. Twyford seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED**
MOVER:	James Kratovil
SECONDER:	Rikki Twyford
AYES:	Kratovil, Ricketts, Hynes, Rodd, Twyford
ABSTAIN:	George
ABSENT:	Tester, Philabaum

2023-1043: Budget Revision #2 - COLA Distribution

Mr. Kratovil moved to approve the Budget Revision #2 - COLA Distribution as presented by staff. Ms. Rodd seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED**
MOVER:	James Kratovil
SECONDER:	Priscilla Rodd
AYES:	Kratovil, Ricketts, Hynes, Rodd, Twyford
ABSTAIN:	George
ABSENT:	Tester, Philabaum

2023-1044: Augustine Avenue Trail Phase 3 - Design Options

Ms. Twyford moved to table this agenda item until further clarification from the Charles Town Utility Board about the walking trail. Mr. Hynes seconded the motion, and it failed by a 2-3 vote.

RESULT:	**FAILED [2-3]**
MOVER:	Rikki Twyford
SECONDER:	Jeff Hynes
AYES:	Hynes, Twyford
NAYS:	Kratovil, Ricketts, Rodd
ABSTAIN:	George
ABSENT:	Tester, Philabaum

Mr. Kratovil moved to task Alpha Engineering for initial design and cost estimations for the Augustine Trail Phase 3 Options 3-A, 3-B and 3-C. Ms. Twyford seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED**
MOVER:	James Kratovil
SECONDER:	Rikki Twyford
AYES:	Kratovil, Ricketts, Hynes, Rodd, Twyford
ABSTAIN:	George
ABSENT:	Tester, Philabaum

2023-1045: Charles Washington Hall - Historic Tax Credit Investor Eligible for Exit

Mr. Hynes moved to approve the buyout of the Charles Washington Hall Assignment and Assumption Agreement for $25,000 and refer to the Finance Committee to identify the source of funding. Mr. Kratovil seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED**
MOVER:	Jeff Hynes
SECONDER:	James Kratovil
AYES:	Kratovil, Ricketts, Hynes, Rodd, Twyford
ABSTAIN:	George
ABSENT:	Tester, Philabaum

2023-1047: B&O Tax Waiver Request - Alvarez

The B&O Tax Request was rescinded by Alvarez Contractors, Inc. before the meeting. No action was taken by the Council.

2023-1053: Sidewalk Repair Discussion

This item will be discussed at the Council's Strategic Retreat. No action was taken by the Council.

11. REFERRALS TO COMMITTEES/COMMISSIONS

2023-1025: Light Pollution as a nuisance - Refer to Ordinance Committee per Councilmember Rodd

Ms. Rodd moved to refer Light Pollution as a Nuisance to the Ordinance Committee. Mr. Hynes seconded the motion, and it passed by a 4-1 vote.

RESULT:	**APPROVED [4-1]**
MOVER:	Priscilla Rodd
SECONDER:	Jeff Hynes
AYES:	Ricketts, Hynes, Rodd, Twyford
NAYS:	Kratovil
ABSTAIN:	George
ABSENT:	Tester, Philabaum

2023-1042: Article 365 - Charles Town Parking District - refer to Ordinance Committee

Ms. Ricketts moved to abolish the paid parking program in downtown Charles Town. Ms. Rodd seconded the motion.

Ms. Ricketts rescinded her motion before a vote was taken.

Ms. Rodd moved to refer to the Ordinance Committee the Wright Denny Elementary School Volunteer Parking Program to be included in Article 365 - Charles Town Parking District. Mr. Hynes seconded the motion, and it passed by a 3-2 vote.

RESULT:	**APPROVED [3-2]**
MOVER:	Priscilla Rodd
SECONDER:	Jeff Hynes
AYES:	Kratovil, Hynes, Rodd
NAYS:	Ricketts, Twyford
ABSTAIN:	George
ABSENT:	Tester, Philabaum

2023-1052: Article 361 - Parking Generally - Refer to Ordinance Committee

Mr. Kratovil moved to table this agenda item indefinitely. Mr. Hynes seconded the motion, and it passed by unanimous vote.

RESULT:	**TABLED**
MOVER:	James Kratovil
SECONDER:	Jeff Hynes
AYES:	Kratovil, Ricketts, Hynes, Rodd, Twyford
ABSTAIN:	George
ABSENT:	Tester, Philabaum

12. APPROVAL OF BILLS

2023-1056: Payment of Bills - November 20, 2023

Mr. Kratovil moved to approve paying the bills. Ms. Rodd seconded the motion, and it passed by unanimous vote.

RESULT:	**APPROVED**
MOVER:	James Kratovil
SECONDER:	Priscilla Rodd
AYES:	Kratovil, Ricketts, Hynes, Rodd, Twyford
ABSTAIN:	George
ABSENT:	Tester, Philabaum

13. ADJOURNMENT

Mr. George asked if there was any other business to come before the Council. Hearing none he adjourned the meeting at 8:45PM.

14. INFORMATION ONLY - NEXT MEETING December 4, 2023

2023-1028: Infrastructure Committee Report - October 23, 2023, meeting

2023-1029: Board of Parks and Recreation Report - October 26, 2023, meeting

2023-1048: Resolution in Support of Charels Town for a Land & Water Conservation Fund Grant Application for the "Jefferson Memorial Pool Upgrade" Project

2023-1054: Charles Town Utility Board Meeting Minutes - October 26, 2023

15. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at:

https://www.charlestownwv.us/government/agendas-and-minutes/

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1080: Infrastructure Committee Meeting - November 27, 2023

ATTACHMENTS:

- City_ Infrastructure Committee Report_ November 2023.pdf

City of Charles Town
Infrastructure Committee

I. CALL TO ORDER: Monday, **November** 27, 2023 at 4:30PM- City Hall

Persons Present: *Councilmembers:* Elizabeth Ricketts (Chair), Jim Kratovil, and Priscilla Rodd
Staff: Jim Wysong, Alissa Meeks, Liz Cook; *City Manager:* John Nissel
Public: Julie Philabaum and Daphne Wahl (representing Charles Town Now design committee)

II. STAFF UPDATES

2023-1058: Maintenance Director's Report
The Maintenance Team continues to provide impressive work with a small crew. Leaf removal continues with the old leaf vac, with the new one arriving mid-December. This process will continue until January 15th. New sign poles were acquired and are being cut to size.

2023-1059: Street Paving Update
City Manager provided an update to his efforts to convert the 2020 Pavement Study (revised in 2021) into a spreadsheet and GIS mapping data. The goal is to make this part of the Capital Improvement Plan and to have some cost estimates available in January for paving in Spring 2024.

2023-1060: Stormwater Projects- GIS, Greenway Engineering, updates
Staff has been reviewing the 2020 Greenway study on stormwater. The study does not reflect the entire city, but focuses on Liberty Street and the trunk line. The current system is over 100 years old and a hodgepodge of structures and conduits added to and modified over time. Very few manholes exist for accessing the system. The study relies heavily on assumptions. Much of the stormwater flows into (unknown) karst features. Staff will work to secure an estimate for vacuuming/jetting.

2023-1061: Traffic Calming Report - E. Liberty Street
Maintenance Director Jim Wysong provided the committee with the pneumatic tube data for East Liberty Street which shows the potential for "High" level of traffic violation enforcement.

III. UNFINISHED BUSINESS

IV. NEW BUSINESS

2023-1062: Report from Shepherdstown Green Infrastructure Showcase
Nothing to report.

2023-1063: Wayfinding Signage Workshop
The committee worked with Liz Cook and the CTN Design committee to continue discussions on ideal placement for the various types of wayfinding signage.

2023-1064: Discussion of planned infrastructure projects, timelines, and RFPs
This agenda item was tabled and staff will follow up with an email update of these items.

V. INFORMATION ONLY: Next Meeting Monday, January 22, 2024 at 4:30PM at City Hall.

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1081: Personnel Committee Meeting - November 20, 2023

ATTACHMENTS:

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1082: Ordinance Committee Meeting - November 28, 2023

ATTACHMENTS:

- Ordinance Meeting Minutes 11_28_23 (1).pdf

City of Charles Town Ordinance Committee Report - November 28, 2023

Call to Order:
18:00

Committee Members In Attendance: Rikki Twyford, Julie Philabaum (remote), Kevin Tester (remote), Priscilla Rodd (remote).

Also in attendance: John Nissel - City Manager and Kristen Stolipher - CTUB Manager

Agenda / Discussions:

Charles Town Utility Board Water Rate Equalization Option A1
and
Charles Town Utility Board Sewer Tariff Option A Rate Equalization
Ms. Stolipher reviewed the proposed changes to Articles 921 and 925. These included the updated rate changes discussed at Council, as well as formatting changes, and updates suggested by CTUB counsel.

- ***Recommendation to City Council:***
  - *Approve the first reading.*

ATV Ordinances 349 / 355 - Updating to bring in line with WV State Code
Due to scheduling conflicts, this was tabled until the next Ordinance meeting.

- ***Recommendation to City Council:***
  - *None at this time.*

Adjournment:
18:26

Next Meeting:
January 2024 (date TBD)

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1083: Board of Parks and Recreation Meeting - November 30, 2023

ATTACHMENTS:

- P&R Report_ November 30, 2023.pdf

City of Charles Town
Parks and Recreation Commission

I. CALL TO ORDER: Thursday November, 30 2023 at 6 PM - City Hall

Persons Present: *Commissioners:* Nick Zaglifa, James Kratovil, Elizabeth Ricketts, Mike Slover, Nathan Hartman (*Zoom*), Trudy Roth (*Zoom*); *Staff:* Alissa Meeks; *Guests:* Kennie (National Fitness Campaign), John Maxey, Carlo Olivares

II. APPROVAL OF MINUTES

III. UNFINISHED BUSINESS

2023-1070: Thrasher Engineering Pool Contract

Commissioners discussed minor changes to the contract and approved Staff to work to execute an agreement with Thrasher on the Jefferson Memorial Park pool project. Compensation for Basic Services is based on a stipulated sum/percentage basis proportional to the phases of the project. The Schematic Design phase services will be $40,000. Motion to remove from table: Kratovil/2nd: Slover; Motion to authorize staff to enter contract: Kratovil/2nd: Slover

Recommendation to Council: *Information only.*

IV. NEW BUSINESS

2023-1071: National Fitness Campaign

Commissioners heard a presentation from the National Fitness Campaign, which provides fitness courts with outdoor exercise equipment through public-private partnerships. The total cost is estimated between $150,000 and $220,000. No action was taken by the commission.

2023-1072: Blue Ridge Watershed Coalition - John Maxey Presentation

The commissioners heard from John Maxey from Data Direct on behalf of the Blue Ridge Watershed Coalition. This presentation had previously been given to the City Council and members of the commission had concerns specific to the study's findings on Evitts Run Park and Willingham Knolls Park.

2023-1073: Skate Park Project - RFP from Artists

The commission moved to have staff develop a call for artists interested in a project to resurface the Charles Town Skate Park with an art project.

Motion: Kratovil/2nd: Slover

2023-1074: Augustine Avenue Trail Phase 3

The commissioners received an update about the proposed Phase 3 trail elements.

2023-1075: Park Updates

The Little Library box at Jefferson Memorial Park is broken. Commissioner Zaglifa will speak to the Girl Scout members that built it.

V. ADJOURNMENT at 7:31 PM - **Next meeting**: Thursday, January 25th at 6PM at City Hall.

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1089: Placement of Interpretative Plaque for Charles Town Racetrack

ATTACHMENTS:

- Syvia Bishop Panel Draft 2023 11 29.jpeg

CHARLES TOWN'S OWN INTREPID

RACEHORSE TRAINING PIONEER



Sylvia Rideoutt Bishop held the distinction of being the nation's first African American woman to work as a horse trainer. However, her story is also one of a woman whose lifelong love of horses helped her to become an integral part of the Charles Town community, living in a neighborhood that thrived in an era of entrenched racism and segregation by law, but also pushing the limits of cultural boundaries in a way that enabled her to wield influence in some white circles as well - including at the nationally renowned Charles Town Race Track.





Bishop grew up around horses. Family members recall that her fascination started young. By age 14, her skills landed her a job at the racetrack as a groomer. It was a dirty job, but one that enabled her to build a reputation for skillful and careful handling of the animals. In time, she developed a reputation for business acumen as well, in no small part due to her family's involvement in the hospitality business: she also helped manage the family's hotel and restaurant.

The family's businesses also sustained a sense of cohesion and a role in the community. After major events at the racetrack, the family often gathered there, and the hotel served as a place where the musicians that her husband booked could stay in an otherwise segregated community.

Bishop's family held a long-standing relationship with the racetrack. Segregation practices meant that some worked as cooks and in other service positions.

However, some family members later reported that the racetrack's management recognized the business sense in hiring valuable talent when it was present. In time, several of the men became groomers and trainers.

When one of the men could suddenly no longer train horses, Bishop stepped into the role, earning her license as a trainer and putting her long-earned skills quickly to use.

Bishop's son (below) and grandson have carried on the tradition of skillful work with horses at the racetrack.











Bishop and her sisters married men who were involved, or became involved, in the family's work, or in work that complemented it at the racetrack, hotel, restaurant, and club. Bishop's husband, John, was a booking agent on the "Chitlin Circuit," bringing nationally-renowned music acts to African American venues in West Virginia and Maryland. Each's work later tended to receive simultaneous honors and recognition.





The family's work at the racetrack helped make it possible to Sylvia Bishop to thrive there through training, financial support, and protection from harsher realities when needed. Many photos at the racetrack show her surrounded by family members who helped support her work, as well as the horse owners and jockeys whose trust she earned.

Charles Town W.Va. March 8,1954
J.V.Bishop's "WISE BET" W.Corcoran-up
Owner-Trainer C.T.C. 1-22

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1050: 2024 Proposed City Council Meeting Schedule

ATTACHMENTS:

- 2024 Council Meeting Schedule.docx

CHARLES TOWN CITY COUNCIL
PROPOSED 2024 MEETING SCHEDULE

All regular meetings are held in the Council Chambers located at
101 E. Washington Street, Charles Town, WV 25414.
All meetings begin at 7:00 p.m.

Tuesday, January 2*
Tuesday, January 16*
Monday, February 5
Tuesday, February 20*
Monday, March 4
Monday March 18
Monday, April 1
Tuesday, April 16**
Monday, May 6
Monday, May 20
Monday, June 3
Monday, June 17
Monday, July 1
Monday, July 15
Monday, August 5
Monday, August 19
Tuesday, September 3*
Monday, September 16
Monday, October 7
Monday, October 21
Monday, November 4
Monday, November 18
Monday, December 2
Monday, December 16

* When a regularly scheduled Monday meeting falls on a holiday or observed holiday, the meeting will be held the following day, on Tuesday, at 7:00 p.m.

**Per State Code, the City Council must lay the levy on the third Tuesday in April, Council normally elects to meet on Tuesday to conduct regular business and lay the levy at the same time.

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1051: 2024 City of Charles Town Holiday Calendar

ATTACHMENTS:

- 2024 City of Charles Town Holiday Schedule.docx

2024 HOLIDAY CALENDAR – City of Charles Town

New Year's Day	Monday, January 1
Martin Luther King, Jr. Day	Monday, January 15
President's Day	Monday, February 19
West Virginia Primary Election Day	Tuesday, May 14
Memorial Day	Monday, May 27
Juneteenth	Wednesday, June 19
West Virginia Day	Thursday, June 20
Independence Day	Thursday, July 4
Labor Day	Monday, September 2
Columbus Day/Indigenous Peoples' Day	Monday, October 14
Election Day	Tuesday, November 5
Veteran's Day	Monday, November 11
Thanksgiving	Thursday, November 28
Lincoln's Day	Friday, November 29
Christmas	Wednesday, December 25

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Resolution
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1068: A Resolution to Shop Small Business December 2023

ATTACHMENTS:

- 2023- - A Resolution to Shop Small Business December 2023.docx

City of Charles Town

101 East Washington Street, P.O. Box 14, Charles Town, WV 25414
Phone: (304) 725-2311 ♦ Web: www.charlestownwv.us

Resolution for Shop Small Business December 2023

WHEREAS, Charles Town, West Virginia celebrates its small businesses and the contribution they make to our local economy and community; and

WHEREAS, these small and primarily locally owned businesses are vital to our city's economic health and community identity; and

WHEREAS, Charles Town is proud of its national recognition as an accredited Main Street community with a focus on supporting small businesses, which constitute most businesses in our downtown and 95% of all businesses in the State of West Virginia; and

WHEREAS, the City Council has routinely waived the paid portion of the City's parking program during the month of December to support our downtown businesses, celebrate the holiday season, and encourage shoppers to visit and shop in our City; and

WHEREAS, the increase in visitors and residents to our downtown produces a positive economic impact for the City as consumer spending is historically high during this time of year and visitor and resident presence in our downtown creates sales opportunity for our businesses; and

WHEREAS, encouraging people to visit our downtown during the holiday season promotes the City to visitors and builds greater community identity for our residents.

NOW, THEREFORE LET IT BE RESOLVED, The Charles Town City Council agrees to waive a portion of its paid parking program in downtown Charles Town during the month of December. Namely, vehicles are exempt from the normal parking fee at two-hour metered spaces within the City's parking zone during the month of December 2023. Vehicles are not authorized to occupy a two-hour metered space in excess of two hours; violators will be subject to an "expired" meter violation and the associated fine. The time restriction enforcement will help ensure parking availability for visitors and shoppers to our downtown businesses this holiday season. All other parking rules and restrictions remain active; and

NOW, THEREFORE LET IT BE FURTHER RESOLVED, the City Council declares the month of December 2023 as Shop Small Business month in Charles Town.

Adopted the _____ day of ____December___, 2023

Attest:

_____ _____

Robert M. Trainor
Mayor

John Nissel
City Clerk

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1077: BR2023-04: Bond reduction request for Huntfield Phase 2B2

ATTACHMENTS:

- 1. Staff Report.pdf
- 2.KH Review.pdf
- 3. Applicant engineer review.pdf
- 4. Application.pdf
- 5. Bond Unit Cost Reduction.pdf
- 6. Huntfield Bond Parcel Inventory.pdf
- 7. Huntfield Phase 2B As-Builts.pdf

Bond Reduction Request
BR2023-04

Date: For the December 4, 2023 City Council meeting
Applicant: DR Acquisitions LLC
Report by: James Newman, City Planner, Zoning/Subdivision Administrator.
Proposal: A bond reduction of $604,463.65

Huntfield – Phase 2B-2



CURRENT BOND
Combined performance and land disturbance bond amount of $873,056.54

BACKGROUND
The applicant, DR Acquisitions LLC., has submitted a bond reduction request for the Huntfield Subdivision – Phase 2B-2. The applicant is requesting a reduction of the **performance and land disturbance bond** amount from $ 873,056.54 to $**268,592.89** a reduction of $604,463.65

Upon review of the request the City Engineer, Kimley-Horn, has determined that the bond reduction amount is a reasonable representation of the work completed in the field and shown in the as-built drawings.

BOND COMMITTEE
The Bond Committee reviewed this item at their November 16, 2023 meeting. The Committee recommended approval of the bond reduction request.

PLANNING COMMISSION
The Planning Commission reviewed this item at their November 27, 2023 meeting. The Commission discussed missing signage (street signs and stop signs) in or around the area of this phase. The Commission recommended approval subject to the condition:

1. The appropriate missing signage be installed, specifically at Lord Fairfax and Silverleaf, and Lord Fairfax and Holly Springs.

STAFF RECOMMENDATION
The City Engineer and City Staff have reviewed the bond reduction request and recommends the bond reduction request be **approved subject to conditions**:

1. The appropriate missing signage be installed, specifically at Lord Fairfax and Silverleaf, and Lord Fairfax and Holly Springs.

Kimley»Horn

Memorandum

To: Mathew Stare
Director of Land
Dr Acquisitions, LLC
7945 Wormans Mill Road
Frederick, MD 21701

From: Mark Phillips, P.E.

Through: James Newman
City of Charles town
101 E Washington Street
Charles Town, WV 25414

Date: October 11, 2023

Subject: Huntfield Phase 2B-2 Bond Reduction Request Review

This memorandum summarizes our review of the Bond Reduction Request for the Huntfield Phase 2B-2 Bond Reduction application (dated September 29, 2023, prepared by Dr Acquisitions, LLC) for a reduction of $604,463.65 to the proposed bond amount (Performance and Land Disturbance) of $268,592.89. Using the Construction Plans and Profiles As-Builts dated September 19, 2023, Huntfield 2B-2 Bond Unit Cost Reduction, and the Huntfield Phase 2B, 3A, 3B, 3E Combined Cert Letter dated May 4, 2023, it is our opinion that the quantities of work that have been presented on the bond reduction are a reasonable representation of the work completed in the field.

Thank you for the opportunity to review this Bond Reduction Request. In the meantime, please feel free to contact us at 703-870-3631 should you have any questions.

KIMLEY-HORN & ASSOCIATES, INC.

Mark Phillips, P.E.
Project Manager
Associate

ECS MID-ATLANTIC, LLC
"One Firm. One Mission."
Geotechnical • Construction Materials • Environmental • Facilities

May 4, 2023

Mr. Matthew Stare
Director of Land
DR Acquisitions, LLC
7945 Wormans Mill Road
Frederick, MD 21701

ECS Project No. 01: 31371

Reference: Subdivision Infrastructure and Site Grading, Roadway Construction/Infrastructure and Single Family House Building Pads Completion Letter for the following Phases
Phase 2B Lots 375 to 378;
Phase 3A Lots 457 to 460;
Phase 3B Lots 467, 468 to 472 and 543 to 548;
Phase 3E Lots 778 to 787 and 790 to 794;
Huntfield Subdivision, Jefferson County, West Virginia

Dear Mr. Stare:

ECS Mid-Atlantic, LLC (ECS) was retained by DR Acquisitions, LLC to monitor site construction operations for the above referenced project. The following completion letter relates to work performed under the observation of ECS on the referenced single-family house building pads along with roadway construction and infrastructure within the Huntfield Subdivision. Our services were performed in accordance with our contract/agreement dated December 13, 2021, on an as requested basis from December 13, 2021, through January 20, 2023, corresponding to ECS Daily Field Report Nos. 1 through 101, previously submitted as work progressed. Our scope of work included:

- Observation of proofrolling of subgrade for single family building pads;
- Observation and testing of fill for single family building pads listed above;
- Observation of proofrolling of pavement subgrade;
- Observation and testing of the compaction of stone base prior to asphalt pavement;
- Observation and testing of the compaction of asphalt pavements.

We have performed a review of ECS activities on the referenced project. According to our field and laboratory test reports and records, the tests were performed in accordance with ASTM, AWS, and appropriate industry standards and indicate that the construction appeared to be in conformance with the approved plans. Where discrepancies were observed, corrections or modifications were made and/or redesign accomplished and reviewed and/or approved by the design engineer.

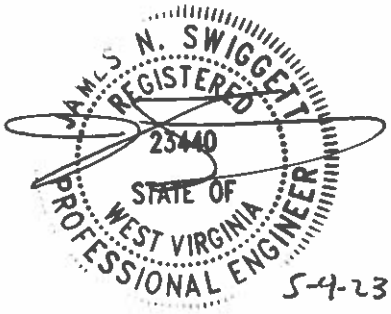
The professional services detailed herein were provided in accordance with generally accepted geotechnical engineering and materials testing practices. No warranties have been expressed or implied, are given regarding the services provided for this project. If you have any questions, or if we can be of further service to you, please do not hesitate to contact us.

Respectfully,

ECS MID-ATLANTIC, LLC



Darin E. Shick, CWI
Construction Materials Project Manager



James N. Swiggett, P.E.
Senior Project Engineer



R. Drew Thomas, C.P.G.
Principal Engineering Geologist

RECEIVED
SEP 29 2023
BY:

Bond Request No._____

BOND REQUEST AND REDUCTION

To assist the Subdivision Administrator in the review of a Bond Request Application, the Applicant must utilize this form to supply the City with the information prescribed under Article 1335 and Section 1332 of the Subdivision and Land Development Ordinance. The submission of this form, along with the prescribed information and required fees, shall serve as the Applicant's Bond Request Application as required by Ordinance Article 1335.

1. DATE September 29, 2023

2. APPLICATION TYPE ☐ Bond | Initiation ☑ Bond | Reduction 2-B-2

☐ Bond | Reallocation ☐ Bond | Release**

3. PROJECT NAME Huntfield

Address Charles Town, Jeff. Co., WV

4. APPLICANT'S NAME* DR Acquisitions, LLC

Address 7945 Worman's Mill Rd. Frederick MD 21701

Telephone Number 304.433.1718 Fax Number ( )

Email Address awolf@dmrdev.com

5. PROPERTY OWNER'S NAME DR Acquisitions, LLC

Address 7945 Worman's Mill Rd., Frederick MD 21701

Telephone Number 304.433.1718 Fax Number ( )

Email Address awolf@dmrdev.com.

*Applicants include: Property owner(s), Engineer(s), Surveyor(s), or Consultant(s)

**Requires a Public Hearing and landscaping surety for one year after release

Bond Request No._____

6. DESCRIPTION OF REQUETED INITIATION, REDUCTION, OR RELEASE:

Huntfield Phases 2B-2 Reduction

7. A) CURRENT BOND AMOUNT $873,056.54

B) PROPOSED BOND AMOUNT $268,592.89

8. PARCEL INVENTORY: (List all parcels that are part of this application):

Tax Map No.	Parcel No.	Deed Book	Page No.	Zoning District
See Attached Parcel Inventory				

9. PARCEL HISTORY: (List all pending or previously approved applications on the subject parcels inventoried above, including previous plat applications if this application is an amendment)

Application No.	Project Name and Phase	Status	Approval Date

Bond Request No._____

10. BOND RELEASE ATTACHMENTS.

The following shall be included with this request:

A. To the extent not previously submitted pursuant to bond reduction request, copies of inspection and test reports if work was inspected and tested by a third-party inspector.

B. Certification that all bonded Improvements, other than Improvements accepted by West Virginia Department of Highways (WVDOH), have been completed in accordance with the approved plans, profiles, and specifications and the requirements of any applicable manual. For Improvements to be accepted for maintenance by WVDOH, such Certification shall state that the Improvements have been installed and inspected in accordance with WVDOH's requirements.

C. A copy of the City-approved As-Built Drawings as required for facilities within public rights-of-way or Easements submitted pursuant to Section 1332.10 of this Ordinance.

Date of As-Built: June 6, 23 Prepared By: Morris & Ritchie

D. A letter from a Professional Engineer or Professional Land Surveyor certifying that property corners and Monuments have been set as required under this Ordinance.

E. Documentation of acceptance by WVDOH for public roadways and rights-of-way, or a maintenance and indemnification agreement and bond approved by the Planning Commission for public roadways that have been completed in accordance with WVDOH standards but which, due to factors other than their quality of construction, are not eligible for acceptance by WVDOH.

F. For private roadways, a letter of acceptance by the entity responsible for maintenance and a Latent Defects Indemnification Agreement and Bond in accordance with this Section.

G. Private Roadway Maintenance Bonds. Before a Performance Agreement and surety for private roadway construction shall be released, a Latent Defects Indemnification Agreement and Bond shall be provided by the applicant/Developer and approved by the Planning Commission. The guarantee provided by such Agreement and Bond must be for a period of two (2) years following the date of performance bond release, and must be in an amount equal to no less than 5% of the original performance bond estimate in accordance with Section 1335.07 (F) of the Subdivision Ordinance.

H. Landscaping Surety. Surety is required to ensure the landscaping shown on the Major S/LD plans is maintained for one (1) year. The one (1) year shall start from the date at which the surety for the site has been released, with the exception of this landscaping surety. The landscaping surety amount shall not be less than $5,000.00 or 10% of the total landscaping cost for the project, which every is greater.

Bond Request No._____

APPLICANT CERTIFICATION

I certify that, to the best of my knowledge, the submitted information and statements are true and correct. I also certify that I have received and read Article 1335 of the S/LD Ordinance.

Signature of Applicant

_____ Date 9/24/23

Signature of Property Owner (If different than Applicant)

_____ Date _____

Please submit an original completed Application, 1 digital copy and 1 paper copy of the As-Built Plans (if applicable) to the following:

Subdivision Administrator
City of Charles Town
101 E. Washington Street
Charles Town, WV 25414

Please also send a copy of the completed Application as well as the As-Builts to the following:

Hatch/Chester Engineers
Attn: Elizabeth Adamowicz
705 Quince Orchard Road, Suite 310
Gaithersburg, MD 20878

FOR CITY USE ONLY

Application Number:_____ Date Application Received:_____

Fee: $_____ Check No._____

Receipt No._____

Site Inspection Date:_____ Inspector:_____

Subdivision Administrator Approval:_____ Date:_____

Engineer Approval:_____ Date:_____

Planning Commission Approval:_____ Date:_____

City Council Approval:_____ Date:_____

Comments:_____

		BOND ESTIMATE			Bond Unit Cost Reduction				
			UNIT					%	
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE	
EROSION AND SEDIMENT CONTROL									
Earth Dike									
A-1		L.F.	$3.85	$0.00	0.00	L.F.	$0.00		
A-2,B-1	1613.00	L.F.	$4.50	$7,258.50	0.00	L.F.	$0.00	100.00%	
A-3,8-2		L.F.	$5.00	$0.00	0.00	L.F.	$0.00		
B-3		L.F.	$5.50	$0.00	0.00	L.F.	$0.00		
Silt fence		L.F.	$3.30	$0.00	0.00	L.F.	$0.00		
Super Silt Fence		L.F.	$16.50	$0.00	0.00	L.F.	$0.00		
Stabalized Construction Entrance	1.00	Each	$550.00	$550.00	1.00	Each	$550.00	100.00%	
Straw Bale Dike		L.F.	$2.00	$0.00	0.00	L.F.	$0.00		
Stone Check Dams		Each	$50.00	$0.00	0.00	Each	$0.00		
Inlet Protection Devices	22.00	Each	$110.00	$2,420.00	0.00	Each	$0.00		
Sediment Trap Excavation	700.00	C.Y.	$9.00	$6,300.00	0.00	C.Y.	$0.00		
Stone / riprap Trap Outlet		C.Y.	$27.00	$0.00	0.00	C.Y.	$0.00		
Horizontal Dewatering Device	2.00	Each	$330.00	$660.00	0.00	Each	$0.00		
Vertical Dewatering Device	2.00	Each	$550.00	$1,100.00	0.00	Each	$0.00		
Dewatering Basin		Each	$55.00	$0.00	0.00	Each	$0.00		
Grassed Waterway		L.F.	$7.00	$0.00	0.00	L.F.	$0.00		
				$18,288.50			$550.00		
E&S Maintenance {throughout project)									
		+ 6% inflation rate		$19,385.81					
SITE STABILIZATION									
Basic Seeding w/ Straw		S.F.	$0.04	$0.00	0.00	S.F.	$0.00		
	9.45	Acre	$1,925.00	$18,191.25	4.00	Acre	$7,700.00		
Fabric/ Jute/ Fiber Linings/ Matting		S.F.	$0.11	$0.00	0.00	S.F.	$0.00		
Jute		S.F.	$0.11	$0.00	0.00	S.F.	$0.00		
Mattinq		S.F.	$0.11	$0.00	0.00	S.F.	$0.00		
Sod		S.F.	$0.38	$0.00	0.00	S.F.	$0.00		
Temporary Class I Riprap		C.Y.	$33.00	$0.00	0.00	C.Y.	$0.00		
				$18,191.25			$7,700.00		
		+ 6% inflation rate		$19,282.73					
		from 6/03 to 6/05							

		BOND ESTIMATE			Bond Unit Cost Reduction				
			UNIT					%	
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE	
SITE PREPARATION									
Demolish Buildings		Each		$0.00	0.00	Each	$0.00		
Demolish Buildings		Each		$0.00	0.00	Each	$0.00		
Remove Asphalt Paving		**S.Y.**	$0.55	$0.00	0.00	S.Y.	$0.00		
Remove Power Pole		Each	$5,500.00	$0.00	0.00	Each	$0.00		
Remove Fences		L.F.	$3.85	$0.00	0.00	L.F.	$0.00		
Clearing And Grubbing			Varies						
Light	0.00	Acres	$5,865.00	$0.00	0.00	Acres	$0.00		
Moderate		Acres	$8,798.00	$0.00	0.00	Acres	$0.00		
Heavy		Acres	$11,098.00	$0.00	0.00	Acres	$0.00		
				$0.00			$0.00		
		+ 6% inflation rate		$0.00					
		from 6/03 to 6/05							
EARTHWORK									
Strip Topsoil		C.Y.	$3.30	$0.00	0.00	C.Y.	$0.00		
8" Depth									
Common Excavation	0.00	C.Y.	$1.65	$0.00	0.00	C.Y.	$0.00		
5' Depth									
Borrow Excavation (on-site)	0.00	C.Y.	$2.75	$0.00	0.00	C.Y.	$0.00		
Borrow Excavation (imported)		C.Y.	$11.00	$0.00	0.00	C.Y.	$0.00		
Rock Excavation (non-trench)		C.Y.	$11.00	$0.00	0.00	C.Y.	$0.00		
Rock Excavation (trench)		C.Y.	$55.00	$0.00	0.00	C.Y.	$0.00		
Replace Topsoil		C.Y.	$3.85	$0.00	0.00	C.Y.	$0.00		
Ditch Construction (if not part of exc.)		L.F.	$3.30	$0.00	0.00	L.F.	$0.00		
				$0.00			$0.00		
		+ 6% inflation rate		$0.00			$0.00		
		from 6/03 to 6/05							
PAVING									
Crushed Stone/Gravel Base 4"thick		S.Y.	$3.85	$0.00	0.00	S.Y.	$0.00		
5"thick	2973.20	S.Y.	$4.70	$13,974.04	0.00	S.Y.	$0.00	100.00%	
6"thick		S.Y.	$6.00	$0.00	0.00	S.Y.	$0.00		
9"thick	8562.00	S.Y.	$8.00	$68,496.00	0.00	S.Y.	$0.00	100.00%	
Asphalt Base 3"thic	8562.00	S.Y.	$6.50	$55,653.00	0.00	S.Y.	$0.00	100.00%	
Asphalt Base 3.5"thic	5142.20	S.Y.	$7.00	$35,995.40	0.00	S.Y.	$0.00	100.00%	
4"thick		S.Y.	$8.00	$0.00	0.00	S.Y.	$0.00		
Asphalt Surface Course 1 1/2"thi	30122.00	S.Y.	$3.30	$99,402.60	9800.00	S.Y.	32,340.00	100.00%	
Geotextile Underlavment		L.F. OF CL.	$1.60	$0.00	0.00	L.F. OF CL.	$0.00		

		BOND ESTIMATE			Bond Unit Cost Reduction				
			UNIT					%	
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE	
Subgrade Repair Contingency		L.F. OF CL.	$5.00	$0.00	0.00	L.F. OF CL.	$0.00		

					$273,521.04			$32,340.00				
			+ 6% inflation rate		$289,932.30							
			from 6/03 to 6/05									
STORM DRAIN PIPES												
CMP												
	15"	370.00	L.F.	$20.00	$7,400.00	0.00	L.F.	$0.00	100.00%			
	18"	788.00	L.F.	$23.00	$18,124.00	0.00	L.F.	$0.00	100.00%			
	21"	0.00	L.F.	$25.00	$0.00	0.00	L.F.	$0.00				
	24"	205.00	L.F.	$30.00	$6,150.00	0.00	L.F.	$0.00	100.00%			
	27"		L.F.	$33.00	$0.00	0.00	L.F.	$0.00				
	30"	0.00	L.F.	$37.00	$0.00	0.00	L.F.	$0.00				
	33"		L.F.	$44.00	$0.00	0.00	L.F.	$0.00				
	36"		L.F.	$53.00	$0.00	0.00	L.F.	$0.00				
	42"		L.F.	$57.00	$0.00	0.00	L.F.	$0.00				
	48"		L.F.	$66.00	$0.00	0.00	L.F.	$0.00				
	54"		L.F.	$71.00	$0.00	0.00	L.F.	$0.00				
	60"		L.F.	$82.00	$0.00	0.00	L.F.	$0.00				
	66"		L.F.	$95.00	$0.00	0.00	L.F.	$0.00				
	72"		L.F.	$110.00	$0.00	0.00	L.F.	$0.00				
	78"		L.F.	$127.00	$0.00	0.00	L.F.	$0.00				
	84"		L.F.	$143.00	$0.00	0.00	L.F.	$0.00				
	Box Culverts		L.F.	$835.00	$0.00	0.00	L.F.	$0.00				
					$31,674.00			$0.00				
			+ 6% inflation rate		$33,574.44			**$0.00**				
			from 6/03 to 6/05									
STORM DRAIN PIPE ARCHES (SQUASH PIPES)												
CMP												
13"X17"			Each	$22.00	$0.00	0.00	Each	$0.00				
15"X21"			Each	$26.00	$0.00	0.00	Each	$0.00				
18"X24"			Each	$30.00	$0.00	0.00	Each	$0.00				
20"X28"			Each	$33.00	$0.00	0.00	Each	$0.00				
24"X35"			Each	$36.00	$0.00	0.00	Each	$0.00				
29"X42"			Each	$42.00	$0.00	0.00	Each	$0.00				
33"X49"			Each	$53.00	$0.00	0.00	Each	$0.00				
38"X57"			Each	$66.00	$0.00	0.00	Each	$0.00				
42"X64"			Each	$79.00	$0.00	0.00	Each	$0.00				
46"X71"			Each	$93.00	$0.00	0.00	Each	$0.00				

			BOND ESTIMATE			Bond Unit Cost Reduction						
				UNIT					%			
Item Description		QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE			
RCP												
13"X17"			Each	$31.00	$0.00	0.00	Each	$0.00				
15"X21"			Each	$35.00	$0.00	0.00	Each	$0.00				
18"X24"			Each	$41.00	$0.00	0.00	Each	$0.00				
20"X28"			Each	$47.00	$0.00	0.00	Each	$0.00				
24"X35"			Each	$52.00	$0.00	0.00	Each	$0.00				
29"X42"			Each	$57.00	$0.00	0.00	Each	$0.00				

33"X49"		Each	$68.00	$0.00	0.00	Each	$0.00				
38"X57"		Each	$101.00	$0.00	0.00	Each	$0.00				
42"X64"		Each	$148.00	$0.00	0.00	Each	$0.00				
46"X71"		Each	$183.00	$0.00	0.00	Each	$0.00				
				$0.00			$0.00				
			+ 6% inflation rate	$0.00							
STORM DRAIN END SECTIONS (ROUND)											
CMP											
15"		Each	$100.00	$0.00	0.00	Each	$0.00				
18"		Each	$165.00	$0.00	0.00	Each	$0.00				
21"		Each	$220.00	$0.00	0.00	Each	$0.00				
24"		Each	$275.00	$0.00	0.00	Each	$0.00				
27"		Each	$300.00	$0.00	0.00	Each	$0.00				
30"		Each	$330.00	$0.00	0.00	Each	$0.00				
36"		Each	$395.00	$0.00	0.00	Each	$0.00				
42"		Each	$585.00	$0.00	0.00	Each	$0.00				
48"		Each	$770.00	$0.00	0.00	Each	$0.00				
54"		Each	$825.00	$0.00	0.00	Each	$0.00				
13"X17" (Equiv. 15)		Each	$132.00	$0.00	0.00	Each	$0.00				
15"X21" (Equiv. 18)		Each	$155.00	$0.00	0.00	Each	$0.00				
18"X24" (Equiv. 21)		Each	$175.00	$0.00	0.00	Each	$0.00				
20"X28" (Equiv. 24}		Each	$190.00	$0.00	0.00	Each	$0.00				
24"X35" (Equiv. 30}		Each	$255.00	$0.00	0.00	Each	$0.00				
29"X42" (Equiv. 36}		Each	$385.00	$0.00	0.00	Each	$0.00				
33"X49" (Equiv. 42}		Each	$465.00	$0.00	0.00	Each	$0.00				
38"X57" (Equiv. 48}		Each	$550.00	$0.00	0.00	Each	$0.00				
				$0.00			$0.00				
			+ 6% inflation rate	$0.00							
			from 6/03 to 6/05								
STORM DRAIN STRUCTURES											

		BOND ESTIMATE			Bond Unit Cost Reduction					
			UNIT					%		
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE		
Single Drop Opening Inlet		Each	$1,500.00	$0.00	0.00	Each	$0.00			
Double Drop Opening Inlet		Each	$2,000.00	$0.00	0.00	Each	$0.00			
Triple Drop Opening Inlet		Each	$2,400.00	$0.00	0.00	Each	$0.00			
4' Curb OpeninQ		Each	$2,000.00	$0.00	0.00	Each	$0.00			
5' Curb Opening		Each	$2,000.00	$0.00	0.00	Each	$0.00			
6' Curb Opening	2.00	Each	$2,080.00	$4,160.00	0.00	Each	$0.00	100.00%		
8' Curb Opening	3.00	Each	$2,240.00	$6,720.00	0.00	Each	$0.00	100.00%		
10' Curb Opening	3.00	Each	$2,400.00	$7,200.00	0.00	Each	$0.00	100.00%		
12' Curb Opening	1.00	Each	$2,600.00	$2,600.00	0.00	Each	$0.00	100.00%		
14' Curb Opening	2.00	Each	$2,800.00	$5,600.00	0.00	Each	$0.00	100.00%		
15' Curb Opening		Each	$2,900.00	$0.00	0.00	Each	$0.00			
16' Curb Opening		Each	$2,980.00	$0.00	0.00	Each	$0.00			
18' Curb Opening		Each	$3,140.00	$0.00	0.00	Each	$0.00			

20' Curb Opening	0.00	Each	$3,300.00	$0.00	0.00	Each	$0.00				
Grate Inlet	10.00	Each	$3,000.00	$30,000.00	0.00	Each	$0.00	100.00%			
Manhole	3.00	Each	$2,700.00	$8,100.00	0.00	Each	$0.00	100.00%			
	60.00			$64,380.00	24.00		$0.00				
		+ 6% inflation rate		$68,242.80			$0.00				
OUTFALL AND CHANNEL PROTECTION											
Filter Stone		C.Y.	$27.00	$0.00	0.00	C.Y.	$0.00				
Riprap, Class I	3.30	C.Y.	$44.00	$145.20	0.00	C.Y.	$0.00				
Riprap, Class II		C.Y.	$50.00	$0.00	0.00	C.Y.	$0.00				
Riprap, Class 111		C.Y.	$55.00	$0.00	0.00	C.Y.	$0.00				
Gabion Basket Structures		C.Y.	$165.00	$0.00	0.00	C.Y.	$0.00				
Sand		C.Y.	$77.00	$0.00	0.00	C.Y.	$0.00				
				$145.20			$0.00				
		+ 6% inflation rate		$153.91			$0.00				
		from 6/03 to 6/05									
STORMWATER MANAGEMENT											
Excavation Basin Only		C.Y.	$4.50	$0.00	0.00	C.Y.	$0.00				
Core Trench		C.Y.	$3.00	$0.00	0.00	C.Y.	$0.00				
Embankment {Temp. Sed. Basin) Site Mate	40.90	C.Y.	$13.00	$531.70	0.00	C.Y.	$0.00				
Imported Material		C.Y.	$22.00	$0.00	0.00	C.Y.	$0.00				
Concrete Control Structures											
Under 180 cubic feet		Each	$2,200.00	$0.00	0.00	Each	$0.00				
181 to 300 cubic feet		Each	$2,700.00	$0.00	0.00	Each	$0.00				
301 to 450 cubic feet		Each	$3,300.00	$0.00	0.00	Each	$0.00				
Over 450 cubic feet		C.F.	$9.00	$0.00			$0.00				

	BOND ESTIMATE			Bond Unit Cost Reduction				
		UNIT					%	
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE
Reinforced Concrete Cradle		C.Y.	$275.00	$0.00	0.00	C.Y.	$0.00	
Other Reinforced Concrete Structures		C.Y.	$500.00	$0.00	0.00	C.Y.	$0.00	
CMP Control Structures								
Riser Pipe		See Storm Drain Pipes						
Barrel/Riser Fabrication		Inch of Dia.	$5.50	$0.00	0.00	Inch of Dia.	$0.00	
Antiseep Collar		Ft. of Width	$55.00	$0.00	0.00	Ft. of Width	$0.00	
Trash Rack		Inch of Dia.	$22.00	$0.00	0.00	Inch of Dia.	$0.00	
Water Tight Bands		Inch of Dia.	$5.50	$0.00	0.00	Inch of Dia.	$0.00	
Plastic Infiltration Modules		Each	$130.00	$0.00	0.00	Each	$0.00	
Stone Check Dams		Each	$33.00	$0.00	0.00	Each	$0.00	
Settlement Routing Baffle		L.F.	$3.30	$0.00	0.00	L.F.	$0.00	
Sand Bags		Each	$5.00	$0.00	0.00	Each	$0.00	
				$531.70			$0.00	
		+ 6% inflation rate		$563.60			$0.00	

PVC SLOTTED/ PERFORATED											
4" Diameter		L.F.		$0.00	0.00	L.F.	$0.00				
6" Diameter		L.F.		$0.00	0.00	L.F.	$0.00				
8" Diameter		L.F.	$17.50	$0.00	0.00	L.F.	$0.00				
12" Diameter		L.F.	$20.00	$0.00	0.00	L.F.	$0.00				
15" Diameter		L.F.	$22.00	$0.00	0.00	L.F.	$0.00				
18" Diameter		L.F.	$26.00	$0.00	0.00	L.F.	$0.00				
24" Diameter		L.F.	$36.00	$0.00	0.00	L.F.	$0.00				
				$0.00			$0.00				
		+ 6% inflation rate		$0.00			$0.00				
		from 6/03 to 6/05									
WATER											
1" Copper Line		L.F.	$22.00	$0.00	0.00	L.F.	$0.00				
2" Copper Line		L.F.	$33.00	$0.00	0.00	L.F.	$0.00				
4" PVC Pipe		L.F.	$16.00	$0.00	0.00	L.F.	$0.00				
6" PVC Pipe		L.F.	$22.00	$0.00	0.00	L.F.	$0.00				
8" PVC Pipe	856.00	L.F.	$29.00	$24,824.00	0.00	L.F.	$0.00				
10" PVC Pipe	0.00	L.F.	$34.00	$0.00	0.00	L.F.	$0.00				
12" PVC Pipe		L.F.	$40.00	$0.00	0.00	L.F.	$0.00				
Fire Hydrant Setting	1.00	Each	$2,200.00	$2,200.00	0.00	Each	$0.00				
4" Gate Valve		Each	$410.00	$0.00	0.00	Each	$0.00				
6" Gate Valve	1.00	Each	$550.00	$550.00	0.00	Each	$0.00				
8" Gate Valve	4.00	Each	$770.00	$3,080.00	0.00	Each	$0.00				
1O" Gate Valve	0.00	Each	$1,045.00	$0.00	0.00	Each	$0.00				
		BOND ESTIMATE									
			UNIT					%	Page 7 of 9		
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE			
12" Gate Valve		Each	$1,400.00	$0.00	0.00	Each	$0.00				
Water Meter Settings	15.00	Each	$960.00	$14,400.00	0.00	Each	$0.00				
Tapping Sleeve and Valve		Each		$0.00	0.00	Each	$0.00				
				$45,054.00			$0.00				
		+ 6% inflation rate		$47,757.24			$0.00				
		from 6/03 to 6/05									
SANITARY SEWER											
To be bonded by the P.S.D.				$0.00	0.00	0	$0.00				
		+ 6% inflation rate		$0.00							
		from 6/03 to 6/05									
ENTRANCES											
Residential (asphalt}	19.00	Each	$825.00	$15,675.00	0.00	Each	$0.00				
Commercial (p.c. concrete)		Each	$3,300.00	$0.00	0.00	Each	$0.00				
				$15,675.00			$0.00				
		+ 6% inflation rate		$16,615.50			$0.00				
		from 6/03 to 6/05									
CURBS, GUTTERS, SIDEWALKS											

P.C. Concrete Curb with Gutter	6158.00	L.F.	$12.00	$73,896.00	0.00	L.F.	$0.00				
P.C. Concrete Curb with no Gutter	63.00	L.F.	$10.00	$630.00	0.00	L.F.	$0.00				
P.C. Concrete Sidewalk		S.Y.	$20.00	$0.00	0.00	S.Y.	$0.00				
3'Wide		L.F.	$6.50	$0.00	0.00	L.F.	$0.00				
4'Wide		L.F.	$9.00	$0.00	0.00	L.F.	$0.00				
5'Wide	9707.00	L.F.	$11.25	$109,203.75	9707.00	L.F.	$109,203.75				
6'Wide	675.00	L.F.	$13.50	$9,112.50	675.00	L.F.	$9,112.50				
Asphalt Sidewalk		S.Y.	$11.00	$0.00	0.00	S.Y.	$0.00				
Concrete Wheel Stops		L.F.	$33.00	$0.00	0.00	L.F.	$0.00				
Curb Ramps	28.00	Each	$500.00	$14,000.00	28.00	Each	$14,000.00				
				$206,842.25			$132,316.25				
		+ 6% inflation rate		$219,252.79							
SIGNS, FENCE, LIGHTS											
Arrows on Pavement		Each	$27.00	$0.00	0.00	Each	$0.00				
Letters on Pavement		Each	$16.00	$0.00	0.00	Each	$0.00				
Line Painting	5007.00	L.F.	$0.30	$1,502.10	5007.00	L.F.	$1,502.10				

LOCATION FROM 2B- 4-08

		BOND ESTIMATE			Bond Unit Cost Reduction						
			UNIT					%			
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE			
Handicap Symbols		Each	$16.00	$0.00	0.00	Each	$0.00				
Handicap Signs		Each	$165.00	$0.00	0.00	Each	$0.00				
Traffic Signs	8.00	Each	$275.00	$2,200.00	0.00	Each	$0.00				
Street Signs	9.00	Each	$110.00	$990.00	0.00	Each	$0.00				
Guard Rail-Steel Beam		L.F.	$22.00	$0.00	0.00	L.F.	$0.00				
Chainlink Fence		L.F.	$11.00	$0.00	0.00	L.F.	$0.00				
Street Lights	10.00	Each	3500.00	35000.00	10.00	Each	$35,000.00				
Parking Lot Lighting		Each				Each					
				$39,692.10			$36,502.10				
		+ 6% inflation rate		$42,073.63							
		from 6/03 to 6/05									
LANDSCAPING											
Transplanting tree/shrub		Each	$22.00	$0.00	0.00	Each	$0.00				
Backfill planting pit		C.Y.	$26.00	$0.00	0.00	C.Y.	$0.00				
Excavate planting pit		C.Y.	$30.00	$0.00	0.00	C.Y.	$0.00				
Ground cover plants		100 Plants	$88.00	$0.00	0.00	100 Plants	$0.00				
Wetland plants		100 Plugs									
Shrubs (everQreen)	45.00	Each	$27.00	$1,215.00	45.00	Each	$1,215.00				
Shrubs (deciduous)	139.00	Each	$38.00	$5,282.00	139.00	Each	$5,282.00				
Flowering trees (minor)		Each	$72.00	$0.00	0.00	Each	$0.00				
Screen trees		Each	$55.00	$0.00	0.00	Each	$0.00				
Street and shade trees	53.00	Each	$110.00	$5,830.00	53.00	Each	$5,830.00				

					$12,327.00			$12,327.00				
			+ 6% inflation rate		$13,066.62							
			from 6/03 to 6/05									
MISCELLANEOUS												
Bollards			Each	$440.00	$0.00	0.00	Each	$0.00				
Filter Fabric			S.F.	$0.25	$0.00	0.00	S.F.	$0.00				
Elec./Comm. Conduit			L.F.	$3.30	$0.00	0.00	L.F.	$0.00				
Set Lot Corners		102.00	Per Lot	$220.00	$22,440.00	102.00	Per Lot	$22,440.00				
					$22,440.00			$22,440.00				
			+ 6% inflation rate		$23,786.40							
MOBILIZATION (GENERAL)												
Mobilization		0.00	Each	$5,687.20	$0.00	0.00	Each	$0.00				
Field Office		0.00	Each	$2,743.75	$0.00	0.00	Each	$0.00				
Job Sign		0.00	Each	$1,113.75	$0.00	0.00	Each	$0.00				
			BOND ESTIMATE									
				UNIT						Page 9 of 9		
Item Description		QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE			
					$9,544.70			$0.00				
NOTE: Inflation factor not shown because												
numbers are taken directly from the County of												
Loudoun Public Improvement Bond Unit Cost												
List												
	SUBTOTAL				$793,687.76			$244,175.35				
	+ 10% CONTINGENCY FEE				$79,368.78			$24,417.54				
	TOTAL				**$873,056.54**	**New Amount**		**$268,592.89**				
Unit Cost taken from Loudoun County Bond Estimate												

HUNTFIELD BOND PARCEL INVENTORY

Phase 2A-3		
Tax District	Map#	Parcel
03	11E	904
03	11E	903
03	11E	902
03	11E	901
03	11E	900
03	11E	899
03	11E	898
03	11E	897
03	11E	896
03	11E	895
03	11E	894
03	11E	893
03	11E	891
03	11E	890
03	11E	889
03	11E	888
03	11E	887
03	11E	886
03	11E	885
03	11E	884
03	11E	882
03	11E	881
03	11E	880
03	11E	879
03	11E	878
03	11E	877
03	11E	876
03	11E	875
03	11E	874
03	11E	873
03	11E	872
03	11E	871
03	11E	870
03	11E	869
03	11E	868
03	11E	867
03	11E	866
03	11E	865
03	11E	864
03	11E	863
03	11E	862
03	11E	861
03	11E	860
03	11E	859
03	11E	858

Phase 5 A		
Tax District	Map#	Parcel
03	11A	614
03	11A	615
03	11A	622
03	11A	623
03	11A	624
03	11A	625
03	11A	626

Phase 3A		
Tax District	Map#	Parcel
03	11C	437
03	11C	438
03	11C	439
03	11C	440
03	11C	441
03	11C	442
03	11C	443
03	11C	444
03	11C	445
03	11C	446
03	11C	447
03	11C	448
03	11C	449
03	11C	450
03	11C	451
03	11C	452
03	11C	453
03	11C	454
03	11C	455
03	11C	456
03	11C	457
03	11C	458
03	11C	459
03	11C	460
03	11C	466
03	11C	467
03	11C	468
03	11C	469
03	11C	470
03	11C	471
03	11C	472

Phase 3A Storm Water Basin		
Tax District	Map#	Parcel
03	11	0001

Phase 2B-2		
Tax District	Map#	Parcel
03	11B	286
03	11B	300
03	11B	322
03	11B	323
03	11B	324
03	11B	325
03	11B	326
03	11B	327
03	11B	327A
03	11B	328
03	11B	342
03	11B	343
03	11B	344
03	11B	345
03	11B	346
03	11B	347
03	11B	347A
03	11B	348
03	11B	357
03	11B	358
03	11B	359
03	11B	360
03	11B	361
03	11B	362
03	11B	363
03	11B	364
03	11B	365
03	11B	366
03	11B	366A
03	11B	367
03	11B	372
03	11B	373
03	11B	374
03	11B	375
03	11B	376
03	11B	377
03	11B	378

Rec Center		
Tax District	Map#	Parcel
03	11B	REC

CONSTRUCTION PLANS AND PROFILES

SITE PLAN STPL 2003-0006

LOTS 191-253, 255-378, 311A, 366A - HUNTFIELD PHASE 2B

CHARLES TOWN CORPORATION

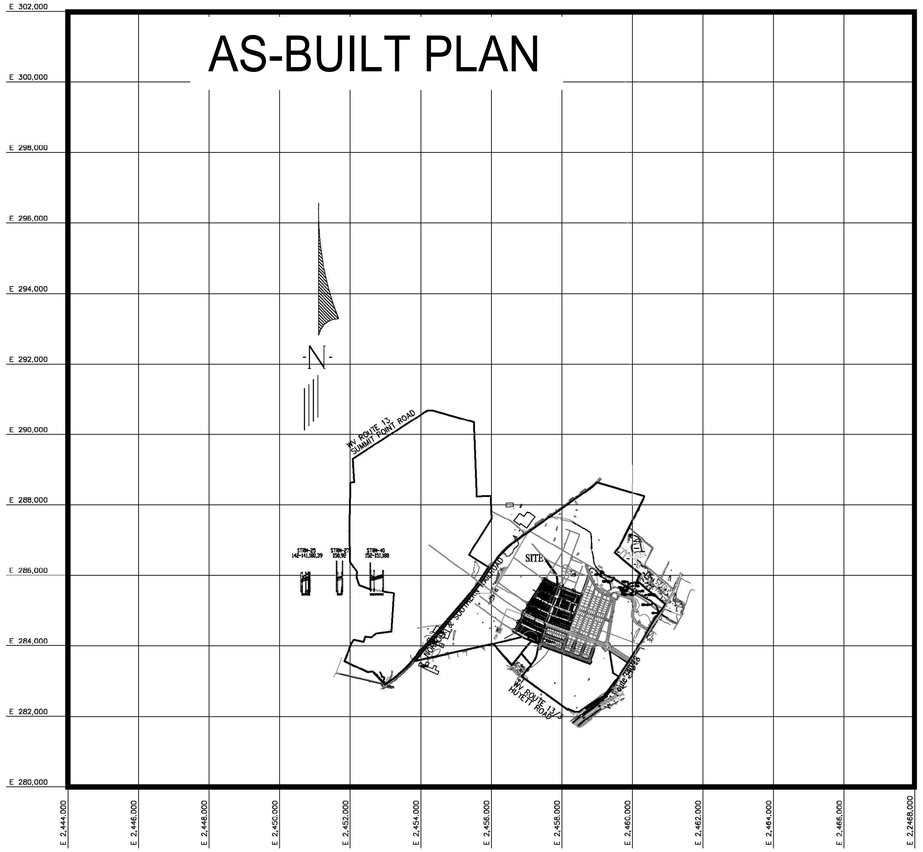
JEFFERSON COUNTY, WV

GENERAL NOTES

1. THIS SET OF DRAWINGS PERTAINS TO PHASE 2B OF HUNTFIELD, WHICH CONSISTS OF A TOTAL SITE AREA OF 58.9 ACRES. PHASE 2B CONTAINS 174 SFD LOTS, 1 COMMERCIAL LOT, AND 14 SFA LOTS FOR AN OVERALL LOT TOTAL OF 189. A TOTAL OF 6.5 ACRES OF COMMERCIAL AREA WILL BE PROVIDED FOR PHASE 2B AND 11 ACRES OF OPEN SPACE. REFERENCE WAS MADE TO THE SCHEMATIC PLAN "HUNTFIELD COMPOSITE SCHEMATIC I" (SCHM 2003-0003) APPROVED MAY 28, 2003. NOTE THAT THE "HUNTFIELD COMPOSITE SCHEMATIC" IS COMPOSED OF SEVERAL SITE PLANS. THIS SET OF PLANS PERTAINS TO A SMALL SECTION OF THE SCHEMATIC. THESE PLANS SHALL BE IN CONFORMANCE WITH THE APPROVED SCHEMATIC PLAN & ALL ZONING REQUIREMENTS INCLUDING THOSE MODIFIED IN THE HUNTFIELD PROFFERS. ALL OPEN SPACE, RESIDENTIAL, AND COMMERCIAL REQUIREMENTS SHALL CORRESPOND TO THOSE SET FORTH IN THE SCHEMATIC. NOTE THAT LOTS 253 & 254 PROVIDE 0.28 ACRES (12,360 SF) OF COMMERCIAL AREA, AND ARE THE ONLY COMMERCIAL AREAS CONTAINED IN THIS SITE PLAN. THE ADDITIONAL 6.22 ACRES OF COMMERCIAL AREA ASSOCIATED WITH PHASE 2B ARE NOT SHOWN IN THIS SITE PLAN, AND SHALL BE RECORDED AND DEVELOPED UNDER SEPARATE SITE PLAN(S) AND RECORD PLAT(S).
2. THE PROPERTY DELINEATED HEREON IS A PORTION OF PARCEL 1, AS SHOWN ON CHARLES TOWN CORPORATION TAX ASSESSMENT MAP 11, DEED BOOK 949, PAGE 203, WHICH IS LOCATED AMONG THE LAND RECORDS OF JEFFERSON COUNTY
3. BOUNDARY INFORMATION, SHOWN HEREON, WAS OBTAINED FROM A PLAT SHOWING HUNTFIELD, LC PROPERTY AS RECORDED IN THE OFFICE OF THE CLERK OF THE COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA, IN PLAT BOOK 19, PAGE 49.
4. TOPOGRAPHIC INFORMATION WAS OBTAINED FROM APPALACHIA SURVEY OF WEST VIRGINIA, LLC. BASIS FOR SURVEY WAS NAD'27-NAVD'88.
5. THE PROPERTY SHOWN HEREON WAS ACQUIRED BY HUNT FIELD. AS RECORDED IN THE OFFICE OF THE CLERK OF THE COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA IN DEED BOOK 949, PAGE 203.
6. THE HOMEOWNER'S ASSOCIATION INC. WILL BE RESPONSIBLE FOR THE MAINTENANCE OF STORM WATER DETENTION/DRAINAGE FACILITIES AND EASEMENTS. IN ADDITION THEY SHALL BE RESPONSIBLE FOR MAINTENANCE OF SIDEWALKS & STREET LIGHTS. THE WEST VIRGINIA DEPARTMENT OF HIGHWAY IS NOT RESPONSIBLE FOR MAINTENANCE OF SIDEWALKS AND STREET LIGHTS.
7. ALL CONSTRUCTION SHALL CONFORM TO CURRENT CITY OF CHARLES TOWN, WVDOH, WVDEP, WVSHPO, AND SANITATION AUTHORITY STANDARDS AND SPECIFICATIONS.
8. EROSION AND SEDIMENT CONTROL MEASURES SHALL BE PROVIDED IN ACCORDANCE WITH THE 1993 "WEST VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK FOR DEVELOPING AREAS" & WVDEP REQUIREMENTS AND ASSOCIATED PERMITS.
9. THE APPROVAL OF THESE PLANS SHALL IN NO WAY RELIEVE THE DEVELOPER OR HIS AGENT OF ANY LEGAL RESPONSIBILITY WHICH MAY BE REQUIRED BY THE CODE OF WEST VIRGINIA OR ANY OTHER ORDINANCE ENACTED BY THE CITY OF CHARLES TOWN.
10. STANDARD GUARDRAILS AND HANDRAILS SHALL BE INSTALLED AT HAZARDOUS LOCATIONS AS DETERMINED DURING FINAL FIELD INSPECTION BY CITY OF CHARLES TOWN AND\OR WVDOH.
11. ALL UNDERGROUND UTILITIES WITHIN STREET RIGHT-OF-WAYS SHALL BE INSTALLED TO THE REQUIRED DISTANCE BEYOND THE RIGHT-OF-WAY LINE PRIOR TO THE INSTALLATION OF ANY SUBBASE MATERIAL, CURB AND GUTTER, OR SIDEWALK.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF UTILITY OVERBLASTING FOR FUTURE EXTENSIONS WITH ALL ADJACENT SECTIONS.
13. THESE PLANS MAKE NO REPRESENTATION AS TO SUBSURFACE CONDITIONS AND THE PRESENCE OF SUBSURFACE WATER OR THE NEED FOR SUBSURFACE DRAINAGE FACILITIES.
14. ANY WELLS OR SEPTIC FIELDS WITHIN THE LIMITS OF THE SITE WILL BE ABANDONED IN ACCORDANCE WITH STATE AND LOCAL HEALTH DEPARTMENT REQUIREMENTS AND REGULATIONS PRIOR TO RECORD PLAT APPROVAL.
15. THE SECTION DELINEATED HEREON CONTAINS NO KNOWN ARCHEOLOGICAL OR HISTORICAL LANDMARKS.
16. CONTRACTORS SHALL ARRANGE FOR THE LOCATION OF ALL UNDERGROUND FACILITIES PRIOR TO THE CONSTRUCTION INCLUDING TEST HOLES TO PHYSICALLY LOCATE UNDERGROUND UTILITIES AS NECESSARY.
17. STREET SIGNS AND STOP SIGNS SHALL BE INSTALLED AT ALL INTERSECTIONS AND BE IN COMPLIANCE WITH ALL APPLICABLE ZONING AND CODIFIED ORDINANCE FOR THE CITY OF CHARLES TOWN.
18. FINAL HOUSE AND ACCESSORY LOCATIONS ARE SUBJECT TO APPROVAL AT BUILDING PERMIT SUBMISSION.
19. PARKING FOR THIS SITE PLAN WILL BE IN COMPLIANCE WITH ALL REQUIRED REGULATIONS.
20. WETLAND INFORMATION OBTAINED FROM WETLAND DELINEATION REPORT PREPARED BY GREENHORNE AND O'MARA, INC. DATED JULY 14, 2000.

APPLICATION #	ASSOCIATED PROJECT	STATUS	APPROVAL DATE
	HUNTFIELD, PHASE I	APPROVED	6/24/2002
	HUNTFIELD, PHASE I SCHEMATIC	APPROVED	2/11/2002
	HUNTFIELD, PHASE I RECORD PLAT	APPROVED	7/29/2002
	HUNTFIELD, REVISED PHASE 1&2A SCHEMATIC	APPROVED	10/22/2002
SPAM 2003-001	HUNTFIELD, PHASE 1 REVISION	APPROVED	5/28/2003
STPL 2003-0001	HUNTFIELD, PHASE 2A	APPROVED	5/28/2003
	HUNTFIELD, PHASE 2A RECORD PLAT	IN REVIEW	
SCHM 2003-0001	HUNTFIELD, PHASE 2B SCHEMATIC	APPROVED	2/24/2003
SCHM 2003-0003	HUNTFIELD, COMPOSITE SCHEMATIC 1	APPROVED	5/28/2003
SPAM 2003-002	HUNTFIELD, PHASE 1 BLOCK 1 REVISION	IN REVIEW	
STPL 2003-	HUNTFIELD, SECTION 3	IN REVIEW	

NOTE: HUNTFIELD COMPOSITE SCHEMATIC 1 (SCHM 2003-0003) REPLACED PREVIOUSLY APPROVED HUNTFIELD SCHEMATICS.



VICINITY MAP

SCALE : 1" = 2000'

SHEET INDEX

AS-BUILT 1. COVER SHEET [1]
2. PLAN STATUS AND MISCELLANEOUS DETAILS
3. GRADING PLAN OVERALL
4. GRADING PLAN
AS-BUILT 5. GRADING PLAN [5]
AS-BUILT 6. GRADING PLAN [6]
AS-BUILT 7. GRADING PLAN [7]
8. GRADING PLAN
AS-BUILT 9. PLAN & PROFILES - Prospect Hill Blvd. [12]
AS-BUILT 10. PLAN & PROFILES - Lord Fairfax Street [19]
11. PLAN & PROFILES - Union Ridge Drive
12. PLAN & PROFILES - Colonial Drive
AS-BUILT 13. PLAN & PROFILES - Battlefield Drive [14]
14. PLAN & PROFILES - Battlefield Drive
AS-BUILT 15. PLAN & PROFILES - Chadwick Drive [15]
16. PLAN & PROFILES - Chadwick Drive
AS-BUILT 17. PLAN & PROFILES - Silverleaf Drive [16]
AS-BUILT 18. PLAN & PROFILES - Silverleaf Drive [17]
AS-BUILT 19. PLAN & PROFILES - Holly Springs Drive [18]
AS-BUILT 20. PLAN & PROFILES - Holly Springs Drive [14]
AS-BUILT 21. PLAN & PROFILES - Newbury Street [20]
AS-BUILT 22. PLAN & PROFILES - Newbury Street [21]
23. PLAN & PROFILES - ALLEYS
23. PLAN & PROFILES - ALLEYS
24. PLAN & PROFILES - ALLEYS
25. PLAN & PROFILES - ALLEYS
26. PLAN & PROFILES - ALLEYS
27. PLAN & PROFILES - ALLEYS
28. PLAN & PROFILES - ALLEYS
29. PLAN & PROFILES - ALLEYS
30. PLAN & PROFILES - ALLEYS
31. PLAN & PROFILES - ALLEYS
32. PLAN & PROFILES - ALLEYS
AS-BUILT 33. STORM PROFILES [22]
AS-BUILT 34. STORM PROFILES [23]
35. STORM PROFILES
AS-BUILT 36. STORM PROFILES [24]
37. STORM PROFILES
38. STORM DRAIN COMPUTATIONS
39. STORM DRAIN COMPUTATIONS
40. DRAINAGE DIVIDES
41. DRAINAGE DIVIDES
42. DRAINAGE DIVIDES
43. EROSION & SEDIMENT CONTROL PHASE I
44. EROSION & SEDIMENT CONTROL PHASE I
45. EROSION & SEDIMENT CONTROL PHASE I
46. EROSION & SEDIMENT CONTROL DETAILS
47. PRELIMINARY RECORD PLAT
48. PRELIMINARY RECORD PLAT
49. PRELIMINARY RECORD PLAT
50. PRELIMINARY RECORD PLAT
51. MISC. DETAILS
52. MISC DETAILS
53. LANDSCAPE PLAN

OWNER / DEVELOPER

HUNTFIELD, L.C.
8614 WESTWOOD CENTER DRIVE, SUITE 900
VIENNA, VIRGINIA 22182
703-442-8992

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM

Copyright 2023 Morris & Ritchie Associates, Inc.

CONTACT "MISS UTILITY" AT
1-800-245-4848
BEFORE ANY CONSTRUCTION PER CITY OF CHARLES TOWN WATER DEPARTMENT ORDINANCE

SURVEYOR'S CERTIFICATION

THE PERIMETER AND ALL LOT BOUNDARIES SHOWN HERON HAVE BEEN ESTABLISHED BY A NETWORK OF TRAVERSE CONTROL HAVING A RELATIVE ERROR OR CLOSURE OF 1 : 7,500 OR BETTER.

DAVID E. LELLOCK, P.S.
URBAN ENGINEERING & ASSOCIATES, INC.

STATEMENT OF ACCEPTANCE

THE DEVELOPER, IN SIGNING THIS PLAT, AGREES TO ABIDE BY ALL CONDITIONS, TERMS, AND SPECIFICATIONS PROVIDED HEREON.

DAVID K. ULERICK V.P. FOR LAND DEVELOPMENT FOR HUNTFIELD, LC
8614 WESTWOOD CENTER DRIVE SUITE 900
VIENNA, VA 22182
703-442-8992

ENGINEER'S CERTIFICATION

I HEREBY CERTIFY THAT THESE SEALED PLANS REASONABLY MEET OR EXCEED MINIMUM ACCEPTABLE ENGINEERING STANDARDS AND THOSE STATE AND COUNTY CODE PROVISIONS APPLICABLE ON SAID DATE.

DAVID E. LELLOCK, PE
URBAN ENGINEERING & ASSOCIATES, INC.

SITE PLAN APPROVED

DATE: _____

CITY OF CHARLES TOWN

AS-BUILT CERTIFICATION

I, JON K. ERICKSON, DO HEREBY CERTIFY THAT THIS AS-BUILT CONFORMS TO THE APPROVED PLANS, EXCEPT AS SHOWN, WHICH REPRESENTS ACTUAL CONDITIONS ON THIS SITE AS OF THIS DATE

JON K. ERICKSON — RVPS#2302 — JUNE 16, 2023

JON K. ERICKSON — REGISTERED LANDSCAPE ARCHITECT — 04/19/23

DAVID E. LELLOCK — REGISTERED LAND SURVEYOR — 04/19/23

REVISIONS

No.	DATE	DESCRIPTION

PLAN DATE: 6/18/03; 9/11/03; 10/31/03; 12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

Cover Sheet
HUNTFIELD
Phase 2B
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

DATE: JUNE 2003
C.I. N/A
SCALE: AS SHOWN

SHEET 1 OF 53

PP-20022

LEGEND:

- PROPOSED STORM DRAIN
- EXISTING STORM DRAIN
- EXISTING CONTOUR
- PROPOSED CONTOUR
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING WATER LINE
- PROPOSED WATER LINE
- EXISTING TREE LINE
- PROPOSED LIMITS OF CLEARING & GRADING (LOC)
- WATER METER CROCK
- PROPOSED FIRE HYDRANT
- CG-6 CURB & GUTTER
- ROLL CURB
- ALLEY PAVEMENT
- EXISTING TREE
- RIPRAP
- TRAFFIC BARRICADE
- UTILITY PREBLAST
- PROPOSED SIDEWALK
- PROPOSED HANDICAP RAMP
- STREET LIGHT
- STREET SIGN
- STOP SIGN

(#) FOR WATERMAIN FITTINGS SEE SHEET 9

STATE GRID NORTH WEST VIRGINIA NAD 27

STANDARD MINIMUM STORM DRAIN EASEMENT WIDTHS

PIPE SIZE	MINIMUM STORM DRAIN EASEMENT WIDTH
12-18 INCHES	10 FEET
21-33 INCHES	15 FEET
36-48 INCHES	20 FEET
54-72 INCHES	24 FEET

GRAPHIC SCALE

30 0 15 30 60 120

(IN FEET)
1 inch = 30 ft.

AS-BUILT

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
6/18/03
9/17/03
12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

LEE L. LOCK — REGISTERED — LAND SURVEYOR — #9513 — STATE OF VIRGINIA — PROFESSIONAL ENGINEER — 04/14/23

Grading Plan

HUNTFIELD Phase 2B

CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

DATE: JUNE 2003
C.I. = 2'
SCALE: 1"=30'

MRA
MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM

Copyright 2023 Morris & Ritchie Associates, Inc.

SHEET 5 OF 31

SHEET 5 OF 53

PP-20022

LEGEND:

- PROPOSED STORM DRAIN
- EXISTING STORM DRAIN
- EXISTING CONTOUR
- PROPOSED CONTOUR
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING WATER LINE
- PROPOSED WATER LINE
- EXISTING TREE LINE
- PROPOSED LIMITS OF CLEARING & GRADING (LOC)
- WATER METER CROCK
- PROPOSED FIRE HYDRANT
- CG-6 CURB & GUTTER
- ROLL CURB
- ALLEY PAVEMENT
- EXISTING TREE
- RIPRAP
- TRAFFIC BARRICADE
- UTILITY PREBLAST
- PROPOSED SIDEWALK
- PROPOSED HANDICAP RAMP
- STREET LIGHT
- STREET SIGN
- STOP SIGN

(#) FOR WATERMAIN FITTINGS SEE SHEET 9

STANDARD MINIMUM STORM DRAIN EASEMENT WIDTHS

PIPE SIZE	MINIMUM STORM DRAIN EASEMENT WIDTH
12-18 INCHES	10 FEET
21-33 INCHES	15 FEET
36-48 INCHES	20 FEET
54-72 INCHES	24 FEET

STATE GRID NORTH WEST VIRGINIA NAD 27

GRAPHIC SCALE

30 0 15 30 60 120

(IN FEET)
1 inch = 30 ft.

AS-BUILT

HOLLY SPRINGS DRIVE
NEWBURY STREET
LORD FAIRFAX STREET
SILVERLEAF DRIVE
CHADWICK DRIVE
ALLEY 2A23
ALLEY 2B23
ALLEY 2A22
ALLEY 2B22
FUT. 8" SAN. LINE TO BE CAPPED
8" SAN. SEW.
8" W/M
10" W/M
15" CMP
18" CMP
24" CMP
30" CMP
56' ROW
66' ROW
MIN. B.F. = 535.00 LAT 15 TO FUTURE LOT
MIN. B.F. = 535.50 LAT 16 TO FUTURE LOT
MIN. B.F. = 535.50 LAT 17 TO FUTURE LOT
MIN. B.F. = 537.00 LAT 18 TO FUTURE LOT
MIN. B.F. = 537.00 LAT 19 TO FUTURE LOT
MIN. B.F. = 537.50 LAT 20 TO FUTURE LOT
MIN. B.F. = 538.00 LAT 21 TO FUTURE LOT
MIN. B.F. = LAT 22 TO FUTURE LOT
MIN. B.F. = LAT 40 TO
MIN. B.F. = 541.00 LAT 41 TO FUTURE LOT

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE: 6/18/03, 10/31/03, 12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

LICENSED LAND SURVEYOR No. 2137 COMMONWEALTH OF VIRGINIA

04/14/23

Grading Plan

HUNTFIELD
Phase 2B

CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

DATE: JUNE 2003
C.I. = 2'
SCALE: 1"=30'

SHEET 6 OF 53

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM

Copyright 2023 Morris & Ritchie Associates, Inc.

SHEET 6 OF 31

PP-20022

LEGEND:

- PROPOSED STORM DRAIN
- EXISTING STORM DRAIN
- EXISTING CONTOUR
- PROPOSED CONTOUR
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING WATER LINE
- PROPOSED WATER LINE
- EXISTING TREE LINE
- PROPOSED LIMITS OF CLEARING & GRADING (LOC)
- WATER METER CROCK
- PROPOSED FIRE HYDRANT
- CG-6 CURB & GUTTER
- ROLL CURB
- ALLEY PAVEMENT
- EXISTING TREE
- RIPRAP
- TRAFFIC BARRICADE
- UTILITY PREBLAST
- PROPOSED SIDEWALK
- PROPOSED HANDICAP RAMP
- STREET LIGHT
- STREET SIGN
- STOP SIGN

(#) FOR WATERMAIN FITTINGS SEE SHEET 9

STANDARD MINIMUM STORM DRAIN EASEMENT WIDTHS

PIPE SIZE	MINIMUM STORM DRAIN EASEMENT WIDTH
12-18 INCHES	10 FEET
21-33 INCHES	15 FEET
36-48 INCHES	20 FEET
54-72 INCHES	24 FEET

STATE GRID NORTH
WEST VIRGINIA
NAD 27

GRAPHIC SCALE
30 0 15 30 60 120
(IN FEET)
1 inch = 30 ft.

AS-BUILT

HOLLY SPRINGS DRIVE
SILVERLEAF DRIVE
CHADWICK DRIVE
LORD FAIRFAX STREET
EX. DAVIS STREET
ALLEY 2B17
ALLEY 2C17
ALLEY 2A16
ALLEY 2B16
Green Space
253A
254 255 256 257 258 259 260 261 262 263 264 265
252 251 250 249 248 247 246 245 244 243 242 227 226
237 238 239 240 241
232 231 230 229 228
236 235 234 233
371 370 369 368 356 355 354 353
SEE SHEET 08 FOR MATCHLINE
SEE SHEET 06 FOR MATCHLINE

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
6/18/03
8/15/03
10/31/03
12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

DISTRICT OF COLUMBIA
ERIC L. LOCKHART
#5137
REGISTERED
LAND SURVEYOR
PROFESSIONAL
04/19/23

Grading Plan
HUNTFIELD
Phase 2B
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA
DATE: JUNE 2003
SCALE: 1"=30' C.I. = 2'

SHEET 7 OF 53

PP-20022

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM

Copyright 2023 Morris & Ritchie Associates, Inc.

SANITARY LATERAL COMPUTATIONS

Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert. Bend	Stack Height	Inv @ Top Vert Bend	Inv @ End of Lateral	Finished Grade @ End Lat	Basement Elevation (FT.)
2.2	307	1+14.12	2.1U /2.2AE	2.08%	43.1	526.38	527.13	N/A			0+38.1	527.92	6.00	533.92	534.03		539.00
2.2	309	1+20.12	2.1U /2.2AE	2.08%	98.7	526.58	527.33	N/A			0+93.7	529.28	1.00	530.28	530.39		535.05
2.2	306	1+92.77	2.1U /2.2AE	2.08%	44.6	529.05	529.80	N/A			0+39.6	530.63	5.00	535.63	535.73		540.80
2.2	310	1+98.77	2.1U /2.2AE	2.08%	97.4	529.26	530.01	N/A			0+92.4	531.93	N/A		532.03		536.60
2.2	311	1+98.77	2.1U /2.2AE	2.08%	97.4	529.26	530.01	N/A			0+92.4	531.93	2.00	533.93	534.03		538.72
2.2	305	2+71.44	2.1U /2.2AE	2.08%	45.0	531.73	532.48	N/A			0+40.0	533.31	6.00	539.31	539.41		543.90
2.2	312	3+50.11	MH 2.2AE	2.08%	97.9	533.98	534.73	N/A			0+92.9	536.67	N/A		536.77		540.59
2.2	304	0+05.11	2.2AE /2.2AF	2.08%	45.0	534.58	535.33	N/A			0+40.0	536.16	5.00	541.16	541.27		546.00
2.2	303	0+77.53	2.2AE /2.2AF	2.08%	45.0	535.72	536.47	N/A			0+40.0	537.31	4.00	541.31	541.41		546.80
2.2	313	0+83.53	2.2AE /2.2AF	2.08%	97.0	535.82	536.57	N/A			0+92.0	538.48	N/A		538.59		542.58
2.2	302	1+56.20	2.2AE /2.2AF	2.08%	44.6	536.97	537.72	N/A			0+39.6	538.54	4.00	542.54	542.65		547.60
2.2	314	1+62.20	2.2AE /2.2AF	2.08%	97.4	537.06	537.81	N/A			0+92.4	539.73	N/A		539.84		544.41
2.2	322	2+40.86	2.2AE /2.2AF	2.08%	98.9	538.31	539.06	N/A			0+93.9	541.01	N/A		541.11		546.44

CENTER LINE GEOMETRY
PROSPECT BLVD.

PI 17+06.85 — 282029.0619 2459170.0654
Length: 2308.08 Course: N 69-58-24 W

PI 40+14.93 — 282819.4802 2457001.5424
Length: 3441.82 Course: N 53-41-08 W
Delta: 16-17-16

Tangent Data
17+06.85 — 282029.0619 2459170.0654
32+06.41 — 282542.5945 2457761.1819
Length: 1499.56 Course: N 69-58-24 W

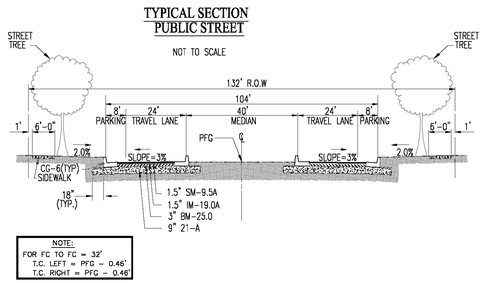
Circular Curve Data
PC 32+06.41 — 282542.5945 2457761.1819
RP — 287850.9601 2459696.0605
PT 48+12.56 — 283298.3025 2456350.0465
Delta: 16-17-16 Type: RIGHT
Radius: 5650.00 DOC: 01-00-51
Length: 1606.15 Tangent: 808.53
Mid-Ord: 56.98 External: 57.56
Chord: 1600.75 Course: N 61-49-46 W
Es: 57.56

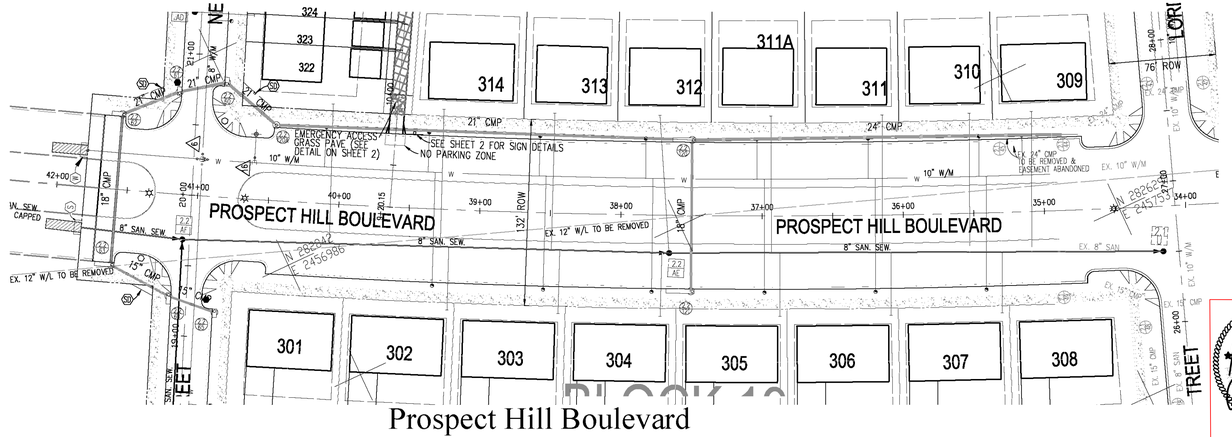
PI 74+45.85 — 284857.7749 2454228.1954

Tangent Data
48+12.56 — 283298.3025 2456350.0465
74+45.85 — 284857.7749 2454228.1954
Length: 2633.29 Course: N 53-41-08 W

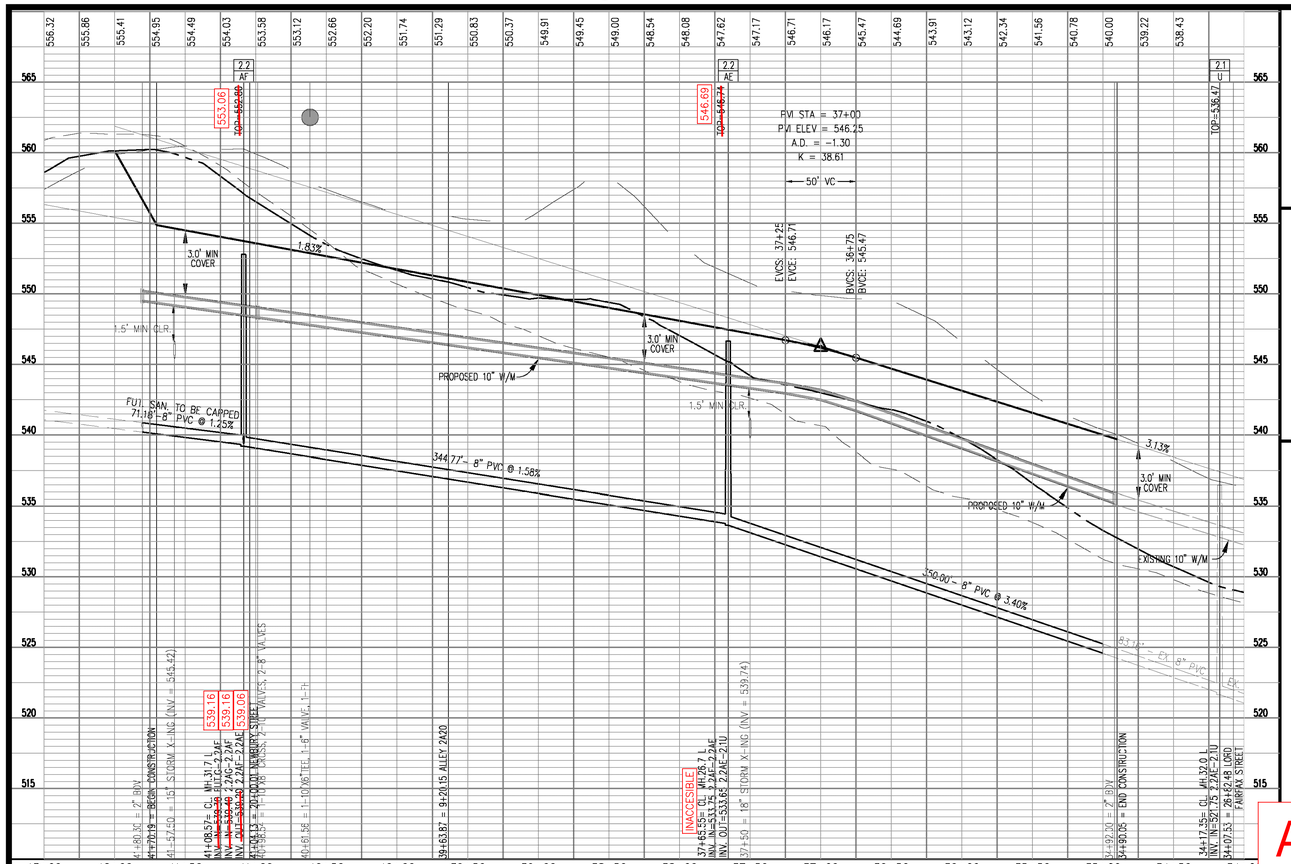
WATERLINE FITTINGS TABLE

SYMBOL	DESCRIPTION	STATION
1	1-10"X8" CROSS, 2-8" VALVES, 2-10" VALVES	29+69.96 ROAD 07
2	1-10"X8" CROSS, 2-8" VALVES, 2-10" VALVES	32+30.14 ROAD 07
3	1-10"X8" CROSS, 2-8" VALVES, 2-10" VALVES	35+02.59 ROAD 07
4	1-10"X8" CROSS, 2-8" VALVES, 2-10" VALVES	37+82.90 ROAD 07
5	1-12"X12" CROSS, 3-12" VALVES, 1-8" REDUCER, 1-8" VALVE	16+92.42 ROAD 14
6	1-10"X8" CROSS, 2-10" VALVES, 2-8" VALVES	20+25.91 ROAD 14
7	1-8"X8" CROSS, 4-8" VALVES	22+88.28 ROAD 14
8	1-8"X8" TEE, 3-8" VALVES	25+49.06 ROAD 14
9	1-8"X8" TEE, 3-8" VALVES	28+16.07 ROAD 14
10	1-8"X8" CROSS, 4-8" VALVES	30+97.08 ROAD 14
11	1- 10" X 6"TEE, 1-6" VALVE, 1 FH	29+39.64 ROAD 07
12	1- 10" X 6"TEE, 1-6" VALVE, 1 FH	31+99.81 ROAD 07
13	1- 10" X 6"TEE, 1-6" VALVE, 1 FH	34+72.34 ROAD 07
14	1- 10" X 6"TEE, 1-6" VALVE, 1 FH	37+82.90 ROAD 07
15	1- 8" X 6"TEE, 1-6" VALVE, 1 FH	25+62.08 ROAD 09
16	1- 10" X 6"TEE, 1-6" VALVE, 1 FH	40+61.56 ROAD 06
17	1- 8" X 6"TEE, 1-6" VALVE, 1 FH	27+24.78 ROAD 10
18	1- 8" X 6"TEE, 1-6" VALVE, 1 FH	27+81.75 ROAD 11
19	1- 8" X 6"TEE, 1-6" VALVE, 1 FH	27+85.94 ROAD 14
20	1- 8" X 6"TEE, 1-6" VALVE, 1 FH	30+67.74 ROAD 14
21	1- 8" X 8"TEE, 3-8" VALVES	37+29.00 ROAD 13
22	1- 8" X 6"TEE, 1-6" VALVE, 1 FH	10+43.46 ROAD 25





Prospect Hill Boulevard



EASEMENT LEGEND

- (S) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (E) DENOTES INGRESS-EGRESS EASEMENT
- (SS) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND
EXISTING EASEMENT

- (S) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (E) DENOTES INGRESS-EGRESS EASEMENT
- (SS) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND:

- PROPOSED CURB
- PROPOSED ROLL CURB
- PROPOSED HANDICAP RAMP
- PRE-BLAST FOR FUTURE UTILITIES
- WATER METER
- STREET LIGHT
- STREET SIGN
- STOP SIGN
- ALLEY PAVEMENT
- (2) NO PARKING
- (3) PRIVATE DRIVE
- (A) FIRE LANE "A"
- (B) FIRE LANE "B"
- (C) FIRE LANE "C"

LEGEND

AS-BUILT

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM

Copyright 2023 Morris & Ritchie Associates, Inc.

No.	DATE	REVISIONS DESCRIPTION

PLAN DATE: 6/18/03, 9/11/03, 10/31/03, 12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

04/19/23

Plan & Profile - Prospect Hill Blvd.

HUNTFIELD
Phase 2B
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

SCALE: (H) 1"=50' (V) 1"=5' **C.I.** = N/A **DATE:** JUNE 2003

SHEET 09 **OF** 53

PP-20022

SHEET 12 OF 31

CENTER LINE GEMOETRY
LORD FAIRFAX STREET

PI 21+30.53 282095.88 2457384.33
Length: 3345.48 Course: N 20-01-36 E
Delta: 10-19-29

18+
20+
L

PC 20
RP
PT 22

Radius: 800.00 DOC: 07-09-43
Length: 144.16 Tangent: 72.28
Mid-Ord: 3.25 External: 3.26
Chord: 143.97 Course: N 14-51-51 E
Es: 3.26

PI 54+75.62 285239.07 2458530.01

Tangent Data
22+02.42 282163.78 2457409.08
54+75.62 285239.07 2458530.01
Length: 3273.21 Course: N 20-01-36 E

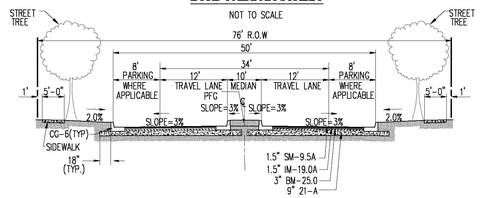
SYMBOL	DESCRIPTION	STATION
1	1-10"X8" CROSS, 2-8" VALVES, 2-10" VALVES	29+69.96 ROAD 07
2	1-10"X8" CROSS, 2-8" VALVES, 2-10" VALVES	33+30.14 ROAD 07
3	1-10"X8" CROSS, 2-8" VALVES, 2-10" VALVES	35+02.59 ROAD 07
4	1-10"X8" CROSS, 2-8" VALVES, 2-10" VALVES	37+82.90 ROAD 07
5	1-12"X12" CROSS, 3-12" VALVES, 1-8" REDUCER, 1-8" VALVE	16+82.47 ROAD 14
6	1-10"X8" CROSS, 2-10" VALVES, 2-8" VALVES	20+25.01 ROAD 14
7	1-8"X8" CROSS, 4-8" VALVES	22+88.28 ROAD 14

MRA
MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM

Copyright 2023 Morris & Ritchie Associates, Inc.

TYPICAL SECTION
LORD FAIRFAX STREET

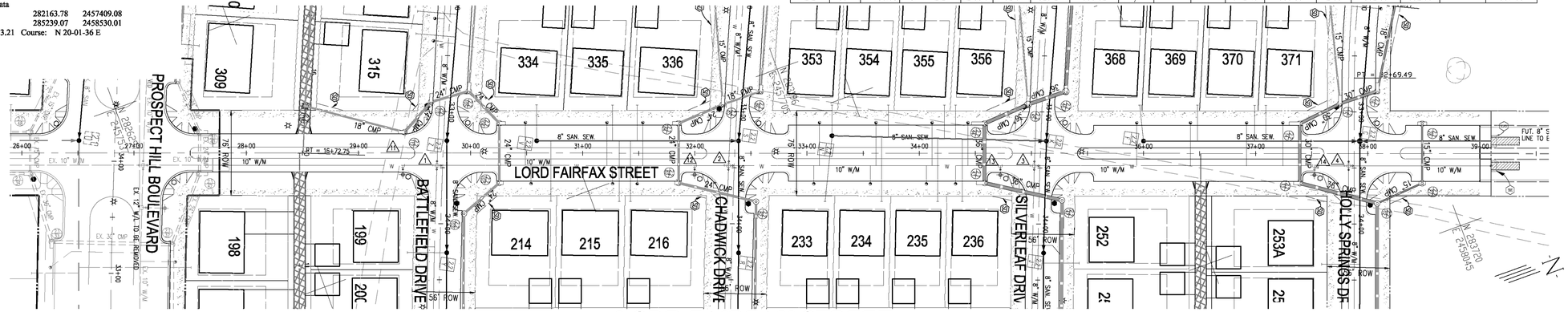
NOT TO SCALE



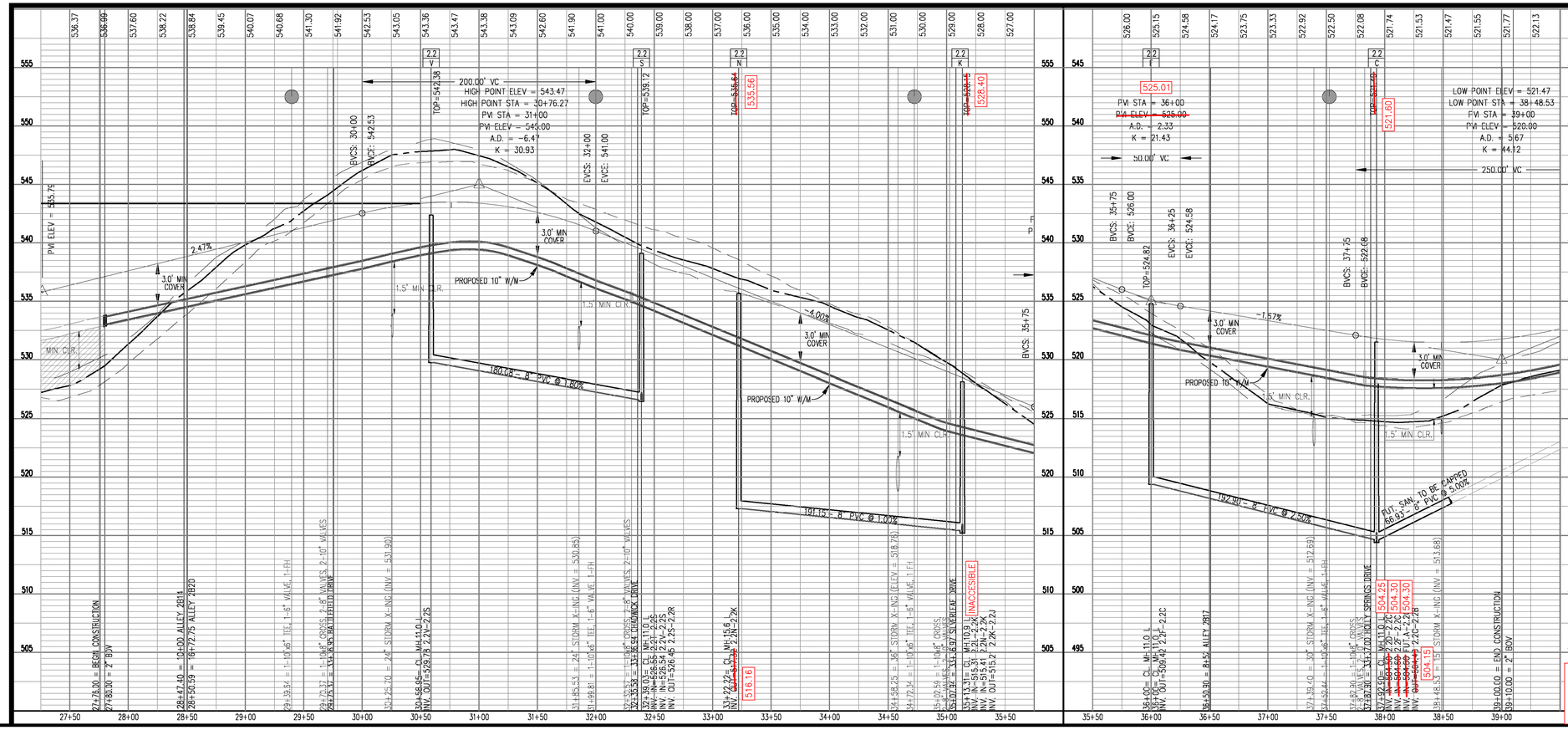
NOTE:
FOR FC TO FC = 12'
T.C. LEFT = PFG - 0.01'
T.C. RIGHT = PFG - 0.01'
FOR FC TO FC = 20'
T.C. LEFT = PFG - 0.25'
T.C. RIGHT = PFG - 0.25'

SANITARY LATERAL COMPUTATIONS

Section	Lot	Station	DS MH	US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert Bend	Stack Height	Inv @ Top Vert Bend	Inv @ End of Lateral	Finished Grade @ End Lat	Basement Elevation (FT.)
2.2	371	0+83.79	2.2C	/2.2F	2.08%	32.0	507.44	508.19	N/A			0+27.0	508.76	7.00	515.76	515.86		520.75
2.2	370	0+93.80	2.2C	/2.2F	2.08%	32.0	507.70	508.45	N/A			0+27.0	509.01	8.00	517.01	517.11		521.65
2.2	369	1+44.80	2.2C	/2.2F	2.08%	32.0	508.97	509.72	N/A			0+27.0	510.28	7.00	517.28	517.39		522.75
2.2	368	1+92.90	@MH	2.2F	2.08%	32.2	509.76	510.51	N/A			0+27.2	511.07	7.00	518.07	518.18		523.25
2.2	353	1+91.15	@MH	2.2N	2.08%	27.4	517.65	518.40	N/A			0+22.4	518.87	8.00	526.87	526.97		532.35
2.2	354	1+41.05	2.2K	/2.2N	2.08%	28.6	517.57	518.32	N/A			0+23.6	518.81	9.00	527.81	527.91		532.35
2.2	356	0+74.94	2.2K	/2.2N	2.08%	30.1	516.91	517.66	N/A			0+25.1	518.18	5.00	523.18	523.28		528.25
2.2	236	0+74.94	2.2K	/2.2N	2.08%	55.8	516.91	517.66	N/A			0+50.8	518.71	2.00	520.71	520.82		525.65
2.2	355	0+90.96	2.2K	/2.2N	2.08%	29.9	517.07	517.82	N/A			0+24.9	518.33	7.00	525.33	525.44		530.35
2.2	235	0+96.96	2.2K	/2.2N	2.08%	56.3	517.13	517.88	N/A			0+51.3	518.94	4.00	522.94	523.05		527.65
2.2	234	1+47.05	2.2K	/2.2N	2.08%	57.5	517.63	518.38	N/A			0+52.5	519.47	5.00	524.47	524.57		529.65
2.2	233	1+91.15	@MH	2.2N	2.08%	58.9	517.65	518.40	N/A			0+53.9	519.52	7.00	526.52	526.63		531.05
2.2	336	0+90.35	@MH	2.2V	2.08%	32.0	529.27	530.02	N/A			0+27.0	530.59	1.00	531.59	531.69		536.85
2.2	216	0+96.35	@MH	2.2V	2.08%	54.0	529.27	530.02	N/A			0+49.0	531.04	N/A		531.15		536.00
2.2	215	1+06.35	@MH	2.2V	2.08%	54.0	529.27	530.02	N/A			0+49.0	531.04	N/A		531.15		536.50
2.2	335	1+12.35	@MH	2.2V	2.08%	32.0	529.27	530.02	N/A			0+27.0	530.59	2.00	532.59	532.69		537.35
2.2	214	1+67.38	@MH	2.2V	2.08%	53.8	529.27	530.02	N/A			0+48.8	531.04	N/A		531.14		536.50
2.2	334	1+80.08	@MH	2.2V	2.08%	32.0	529.27	530.02	N/A			0+27.0	530.59	2.00	532.59	532.69		537.35



LORD FAIRFAX STREET



EASEMENT LEGEND

- (S) DENOTES COMMON SHARED EASEMENT
- (P) DENOTES PUBLIC ACCESS EASEMENT
- (E) DENOTES INGRESS-EGRESS EASEMENT
- (S) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND
EXISTING EASEMENT

- (S) DENOTES COMMON SHARED EASEMENT
- (P) DENOTES PUBLIC ACCESS EASEMENT
- (E) DENOTES INGRESS-EGRESS EASEMENT
- (S) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND:

- PROPOSED CURB
- PROPOSED ROLL CURB
- PROPOSED HANDICAP RAMP
- PRE-BLAST FOR FUTURE UTILITIES
- WATER METER
- STREET LIGHT
- STREET SIGN
- STOP SIGN
- ALLEY PAVEMENT
- (2) NO PARKING
- (3) PRIVATE DRIVE
- (A) FIRE LANE "A"
- (B) FIRE LANE "B"
- (C) FIRE LANE "C"

LEGEND

AS-BUILT

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
6/18/03
9/15/03
10/31/03
12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS - LANDSCAPE ARCHITECTS - LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0210 FAX (540) 450-0210

04/19/23

REGISTERED LAND SURVEYOR #5137 STATE OF WEST VIRGINIA PROFESSIONAL

Plan & Profile - LORD FAIRFAX STREET
HUNTFIELD
Phase 2B
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA
DATE: JUNE 2003
SCALE: (H) 1"=50' (V) 1"=5' C.I. = N/A

SHEET 10 OF 53

PP-20022

SHEET 13 OF 31

CENTERLINE GEOMETRY
BATTLEFIELD DRIVE

PI 24+80.90 283272.5109 2456908.5978
Length: 632.72 Course: S 60-45-35 E
Delta: 7-04-27

Tangent Data
15+24.21 283839.0783 2456137.7143
24+34.54 283299.9654 2456871.2427
Length: 910.33 Course: S 53-41-08 E

Circular Curve Data
PC 24+34.54 283299.9654 2456871.2427
RP 283904.3005 2457315.4038
PT 25+27.14 283249.8658 2456949.0498
Delta: 07-04-27 Type: LEFT
Radius: 750.00 DOC: 07-38-22
Length: 92.60 Tangent: 46.36
Mid-Ord: 1.43 External: 1.43
Chord: 92.54 Course: S 57-13-22 E
Es: 1.43

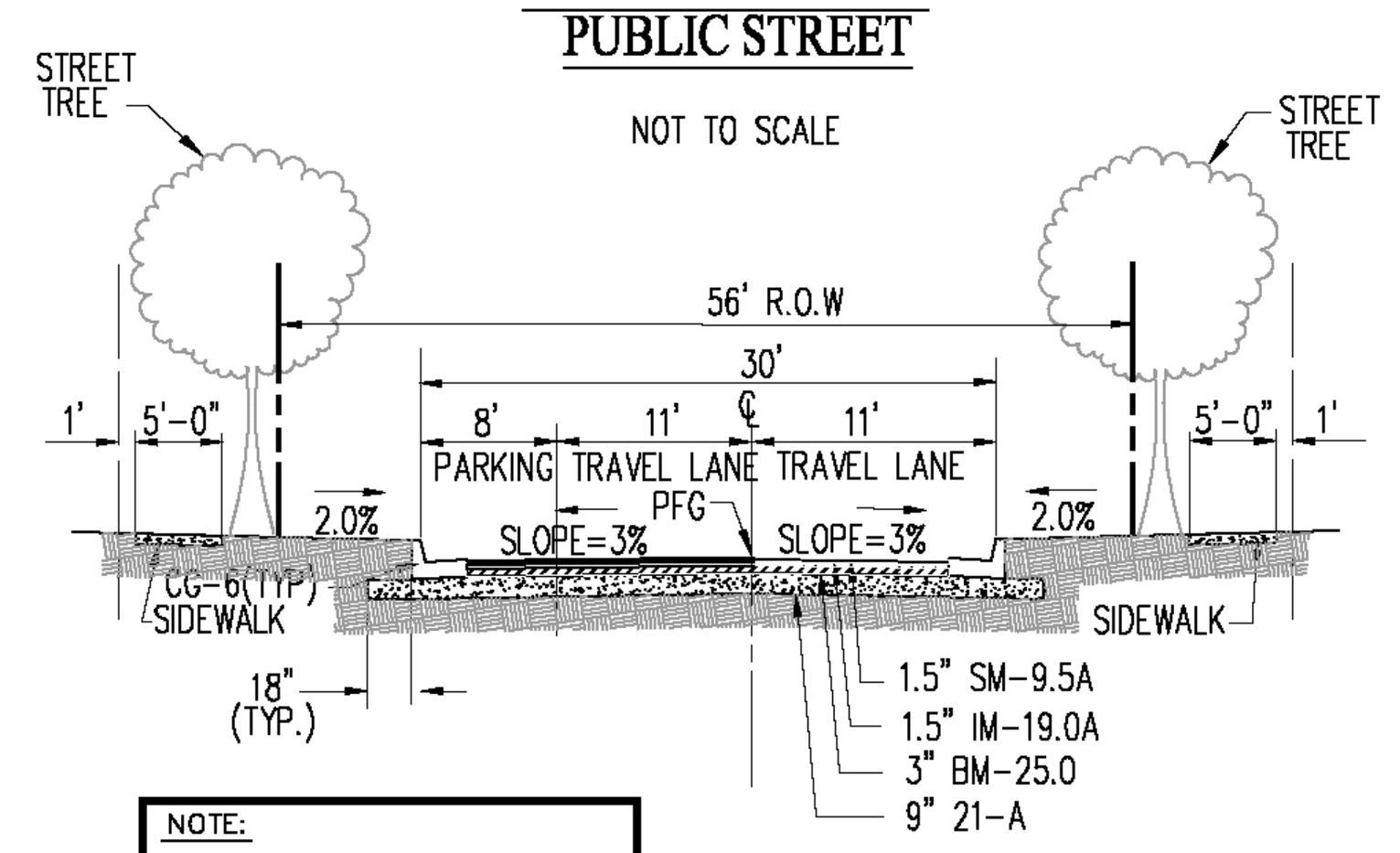
PI 31+13.50 282963.4451 2457460.6959
Length: 888.35 Course: S 69-58-24 E
Delta: 9-12-49

Tangent Data
25+27.14 283249.8658 2456949.0498
26+81.93 283174.2567 2457084.1138
Length: 154.79 Course: S 60-45-35 E

Circular Curve Data
PC 26+81.93 283174.2567 2457084.1138
RP 287847.7927 2459700.3701
PT 35+43.22 282815.6501 2457866.1736
Delta: 09-12-49 Type: LEFT
Radius: 5356.00 DOC: 01-04-11
Length: 861.29 Tangent: 431.57
Mid-Ord: 17.30 External: 17.36
Chord: 860.36 Course: S 65-22-00 E
Es: 17.36

TYPICAL SECTION PUBLIC STREET

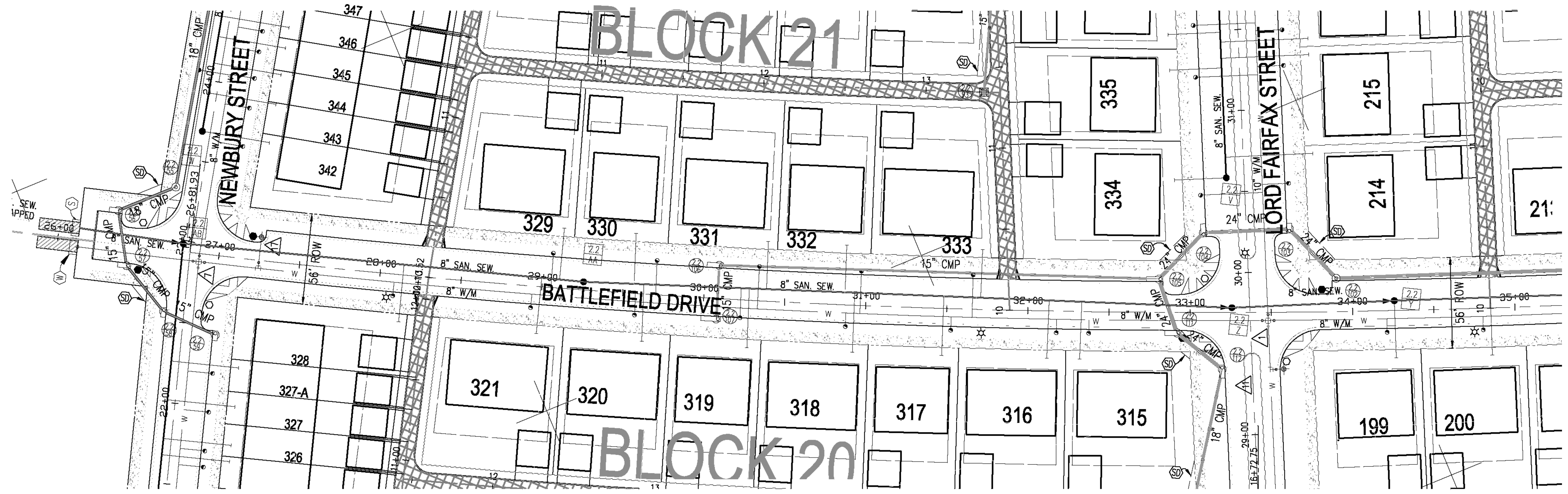
NOT TO SCALE

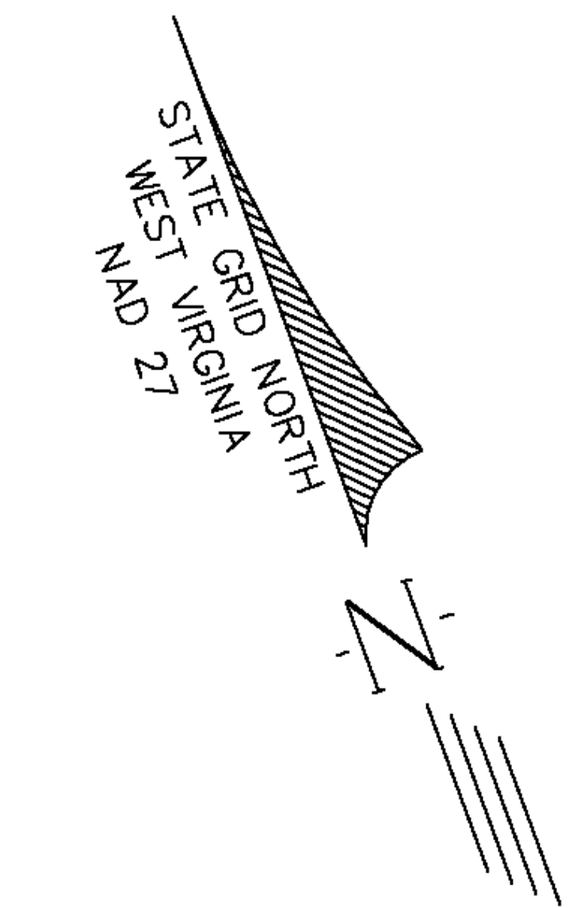


NOTE:
FOR FC TO FC = 30'
T.C. LEFT = PFG − 0.07'
T.C. RIGHT = PFG + 0.17'

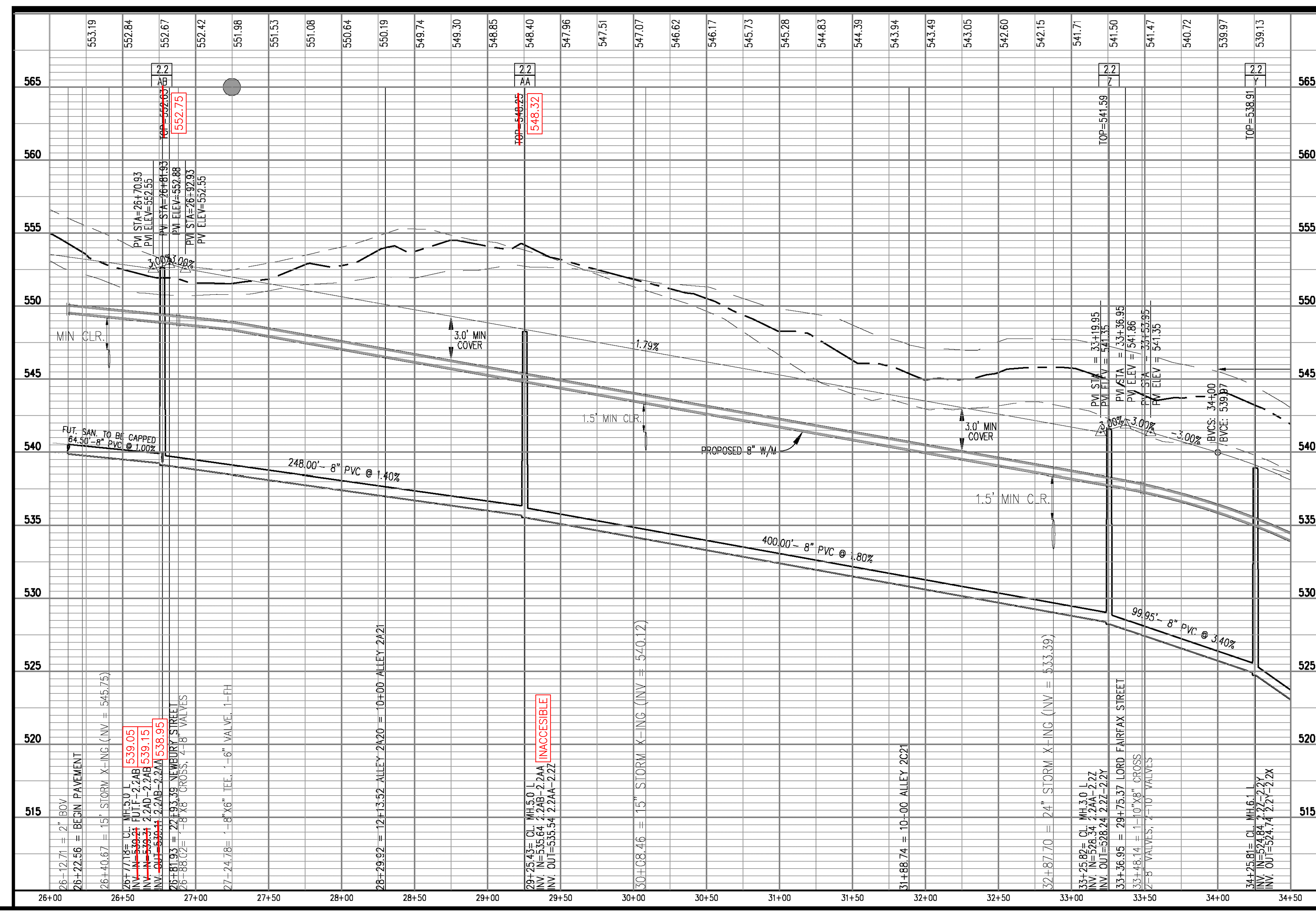
SANITARY LATERAL COMPUTATIONS

Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert Bend	Stack Height	Inv @ Top Vert Bend	Inv @ End of Lateral	Finished Grade @ End Lat	Basement Elevation (FT.)
2.2	200	2+08.76	2.2X /2.2Y	2.08%	35.6	521.34	522.09	N/A			0+30.6	522.73	5.00	527.73	527.83		532.30
2.2	199	2+68.06	@MH 2.2Y	2.08%	35.1	525.08	525.83	N/A			0+30.1	526.45	3.00	529.45	529.56		534.75
2.2	315	0+92.58	2.2Z /2.2AA	2.08%	35.2	530.76	531.51	N/A			0+30.2	532.14	N/A		532.24		536.65
2.2	316	1+12.75	2.2Z /2.2AA	2.08%	35.6	531.12	531.87	N/A			0+30.6	532.51	2.00	534.51	534.61		539.35
2.2	333	1+54.98	2.2Z /2.2AA	2.08%	29.8	531.88	532.63	N/A			0+24.8	533.15	1.00	534.15	534.25		538.75
2.2	317	1+77.66	2.2Z /2.2AA	2.08%	36.6	532.29	533.04	N/A			0+31.6	533.70	2.00	535.70	535.80		540.50
2.2	332	2+38.72	2.2Z /2.2AA	2.08%	29.2	533.39	534.14	N/A			0+24.2	534.64	N/A		534.75		539.85
2.2	318	2+32.72	2.2Z /2.2AA	2.08%	36.8	533.28	534.03	N/A			0+31.8	534.69	2.00	536.69	536.80		541.75
2.2	319	2+97.78	2.2Z /2.2AA	2.08%	36.4	534.45	535.20	N/A			0+31.4	535.86	2.00	537.86	537.96		542.75
2.2	330	3+68.83	2.2Z /2.2AA	2.08%	31.1	535.73	536.48	N/A			0+26.1	537.02	N/A		537.13		542.15
2.2	331	3+50.25	2.2Z /2.2AA	2.08%	30.6	535.40	536.15	N/A			0+25.6	536.68	N/A		536.78		540.95
2.2	320	3+62.83	2.2Z /2.2AA	2.08%	35.2	535.62	536.37	N/A			0+30.2	537.00	2.00	539.00	539.11		543.95
2.2	329	0+14.92	2.2AA /2.2AB	2.08%	26.7	536.60	537.35	N/A			0+21.7	537.80	1.00	538.80	538.91		543.75
2.2	321	0+25.98	2.2AA /2.2AB	2.08%	34.5	536.76	537.51	N/A			0+29.5	538.12	2.00	540.12	540.22		545.20





BATTLEFIELD DRIVE



MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM

Copyright 2023 Morris & Ritchie Associates, Inc.

JON K. ERICKSON LICENSED No. 2092 STATE OF WEST VIRGINIA PROFESSIONAL SURVEYOR
09/19/23

EASEMENT LEGEND

- (CS) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (IE) DENOTES INGRESS-EGRESS EASEMENT
- (SI) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND
EXISTING EASEMENT

- (CS) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (IE) DENOTES INGRESS-EGRESS EASEMENT
- (SI) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND:

- PROPOSED CURB
- PROPOSED ROLL CURB
- PROPOSED HANDICAP RAMP
- PRE-BLAST FOR FUTURE UTILITIES
- WATER METER
- STREET LIGHT
- STREET SIGN
- STOP SIGN
- ALLEY PAVEMENT
- (2) NO PARKING
- (3) PRIVATE DRIVE
- (A) FIRE LANE "A"
- (B) FIRE LANE "B"
- (C) FIRE LANE "C"

LEGEND

AS-BUILT

No.	DATE	DESCRIPTION

REVISIONS

PLAN DATE
6/18/03
9/11/03
10/31/03
12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

DAVID E. LELLOCK REGISTERED #15137 STATE OF WEST VIRGINIA PROFESSIONAL ENGINEER
12/05/03

Plan & Profile - BATTLEFIELD DRIVE
HUNTFIELD
Phase 2B
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

SCALE: 1"=5'(V), 1"=50'(H) C.I. N/A DATE: JUNE 2003

SHEET 13 OF 53

PP-20022

CENTERLINE GEOMETRY
CHADWICK DRIVE

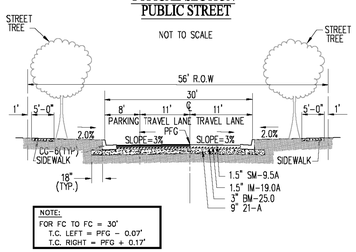
PI 28+23.80 283309.6650 2457270.0578
Length: 1186.03 Course: S 69-58-24 E
Delta: 16-17-16

Tangent Data
14+77.95 284106.6989 2456185.5966
20+94.55 283741.5373 2456682.4432
Length: 616.60 Course: S 53-41-08 E

Circular Curve Data
PC 20+94.55 283741.5373 2456682.4432
RP 287847.7927 2459700.3701
PT 35+43.22 283059.9288 2457955.2123
Delta: 16-17-16 Type: LEFT
Radius: 5096.00 DOC: 01-07-28
Length: 1448.66 Tangent: 729.25
Mid-Ord: 51.39 External: 51.91
Chord: 1443.79 Course: S 61-49-46 E
Es: 51.91

TYPICAL SECTION
PUBLIC STREET

NOT TO SCALE

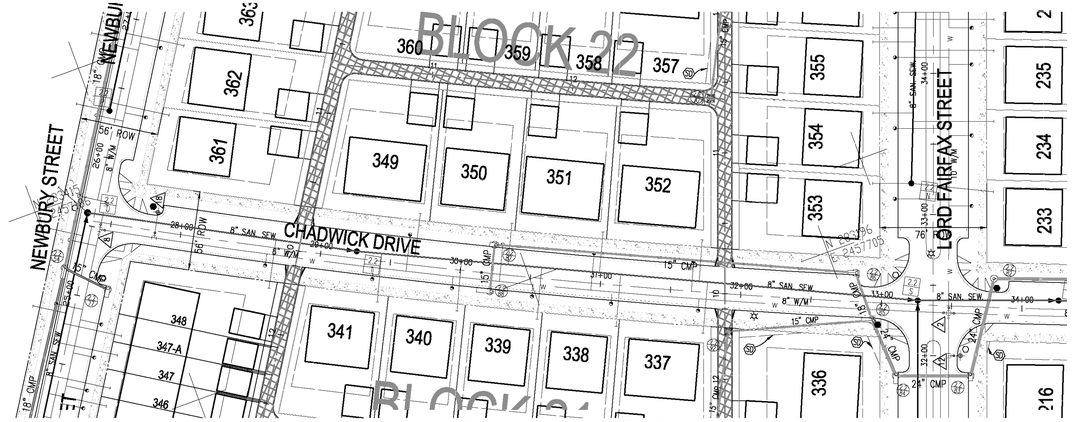


NOTE:
FOR FC TO FC = 30'
T.C. LEFT = PFG - 0.07'
T.C. RIGHT = PFG + 0.17'

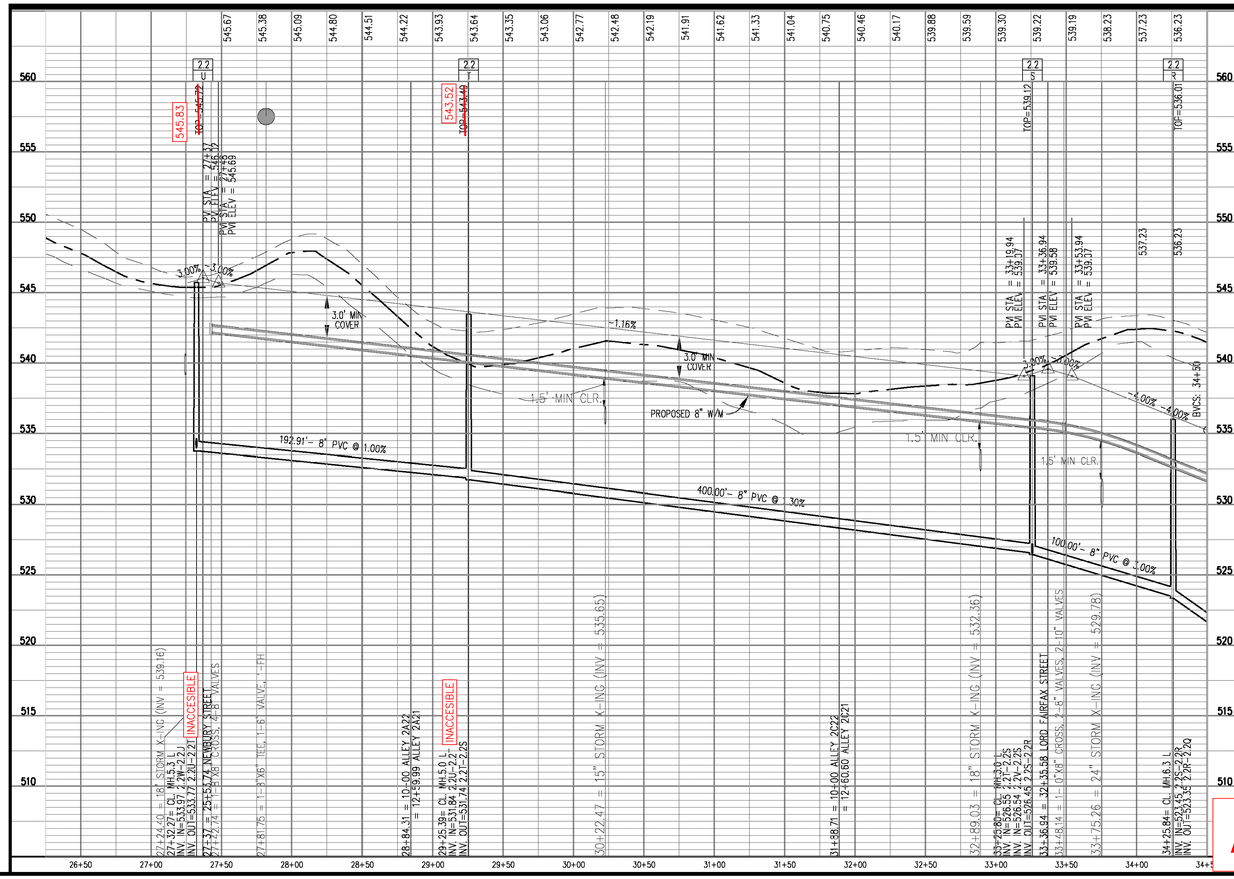
MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM
Copyright 2023 Morris & Ritchie Associates, Inc.

SANITARY LATERAL COMPUTATIONS

Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert. Bend	Stack Height	Inv @ Top Vert. Bend	Inv @ End of Lateral	Finished Grade @ End Lat.	Basement Elevation (FT.)
2.2	337	1+49.84	2.2S /2.2T	2.08%	36.4	531.64	532.39	N/A			0+31.4	533.04	N/A		533.15		536.50
2.2	352	1+55.84	2.2S /2.2T	2.08%	29.5	531.72	532.47	N/A			0+24.5	532.98	N/A		533.08		534.95
2.2	338	2+11.82	2.2S /2.2T	2.08%	37.0	532.44	533.19	N/A			0+32.0	533.86	N/A		533.96		537.05
2.2	351	2+26.95	2.2S /2.2T	2.08%	29.0	532.64	533.39	N/A			0+24.0	533.89	N/A		533.99		535.75
2.2	339	2+68.19	2.2S /2.2T	2.08%	36.8	533.18	533.93	N/A			0+31.8	534.59	N/A		534.69		537.75
2.2	350	2+92.10	2.2S /2.2T	2.08%	29.4	533.49	534.24	N/A			0+24.4	534.75	N/A		534.85		536.50
2.2	340	3+25.28	2.2S /2.2T	2.08%	35.8	533.92	534.67	N/A			0+30.8	535.31	N/A		535.41		538.35
2.2	349	3+58.62	2.2S /2.2T	2.08%	30.8	534.35	535.10	N/A			0+25.8	535.64	N/A		535.74		537.60
2.2	341	3+82.32	2.2S /2.2T	2.08%	34.6	534.66	535.41	N/A			0+29.6	536.03	N/A		536.13		538.35



CHADWICK DRIVE



EASEMENT LEGEND

- (CS) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (E) DENOTES INGRESS-EGRESS EASEMENT
- (S) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND
EXISTING EASEMENT

- (CS) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (E) DENOTES INGRESS-EGRESS EASEMENT
- (S) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND:

- PROPOSED CURB
- PROPOSED ROLL CURB
- PROPOSED HANDICAP RAMP
- PRE-BLAST FOR FUTURE UTILITIES
- WATER METER
- STREET LIGHT
- STREET SIGN
- STOP SIGN
- ALLEY PAVEMENT
- (2) NO PARKING

LEGEND

AS-BUILT

STATE GRID NORTH
WEST VIRGINIA NORTH
NAD 27

04/14/23

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
6/18/03
9/11/03
10/31/03
12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0210 FAX (540) 450-0210

Plan & Profile - CHADWICK DRIVE

HUNTFIELD
Phase 2B

CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

SCALE: 1"=5'(V), 1"=50'(H) C.I. N/A DATE: JUNE 2003

SHEET 15 OF 53

PP-20022

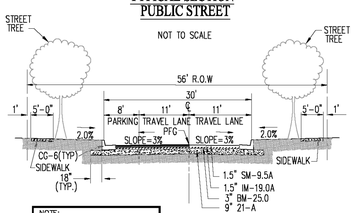
SHEET 15 OF 31

CENTERLINE GEOMETRY
SILVERLEAF DRIVE

PI	28+12.57	283570.7642	2457353.8306
	Length: 1196.74	Course:	S 69-58-24 E
	Delta: 16-17-16		
Tangent Data			
	15+46.93	284320.2935	2456334.0051
	21+22.53	283979.4157	2456797.8106
	Length: 575.60	Course:	S 53-41-08 E
Circular Curve Data			
PC	21+22.53	283979.4157	2456797.8106
RP		287864.8874	2459653.4707
PT	34+93.30	283334.4557	2458002.1459
	Delta: 16-17-16	Type:	LEFT
	Radius: 4822.00	DOC:	01-11-18
	Length: 1370.77	Tangent:	690.04
	Mid-Ord: 48.63	External:	49.12
	Chord: 1366.16	Course:	S 61-49-46 E
	Es: 49.12		

TYPICAL SECTION
PUBLIC STREET

NOT TO SCALE

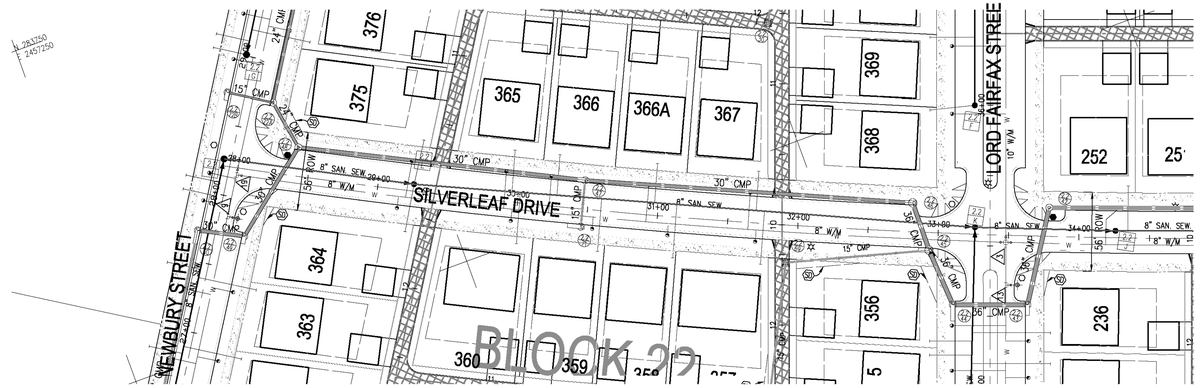


NOTE:
FOR FC TO FC = 30'
T.C. LEFT = PFG - 0.07'
T.C. RIGHT = PFG + 0.17'

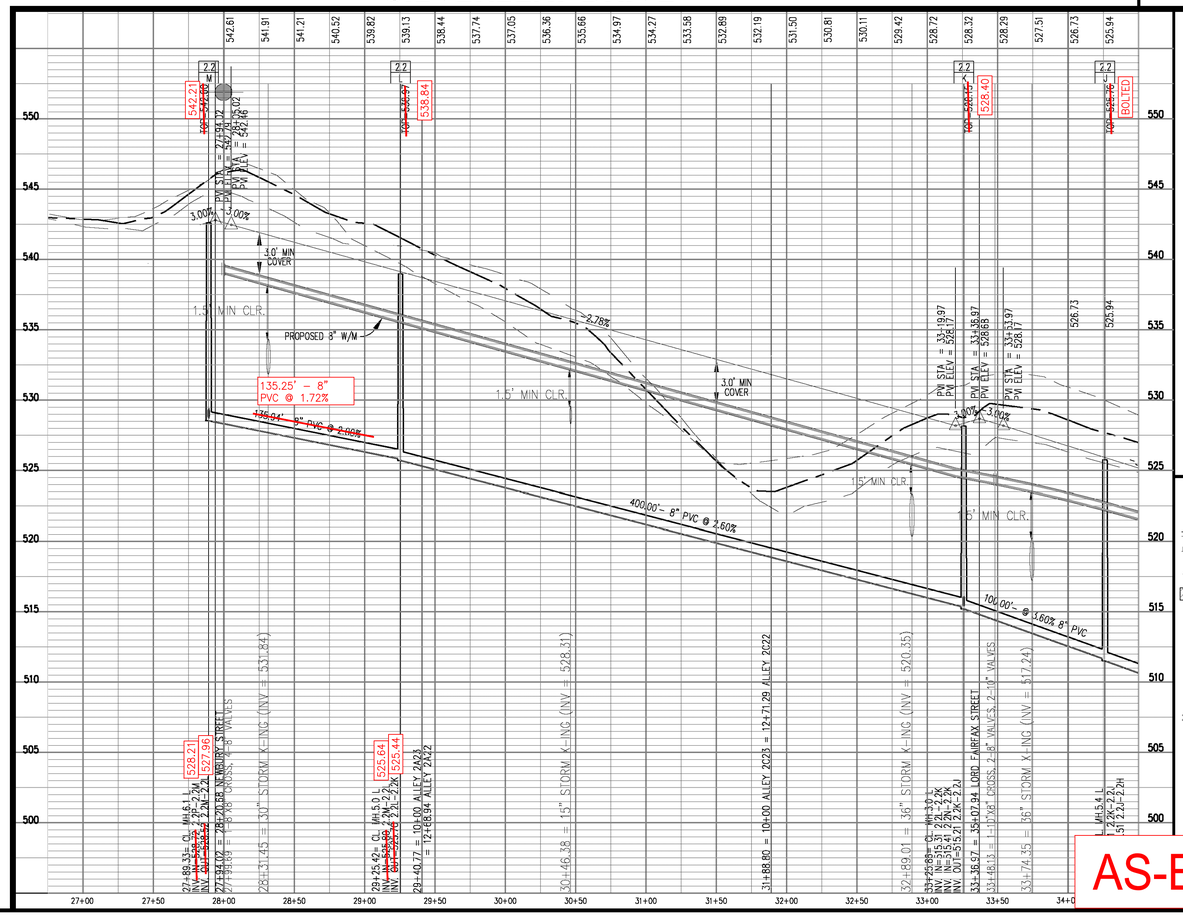
MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM
Copyright 2023 Morris & Ritchie Associates, Inc.

SANITARY LATERAL COMPUTATIONS

Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert. Bend	Stack Height	Inv @ Top Vert. Bend	Inv @ End of Lateral	Finished Grade @ End Lat.	Basement Elevation (FT.)
2.2	357	1+49.99	2.2K /2.2L	2.08%	37.9	519.96	520.71	N/A			0+32.9	521.39	3.00	524.39	524.49		529.50
2.2	358	2+12.49	2.2K /2.2L	2.08%	38.1	521.58	522.33	N/A			0+33.1	523.02	2.00	525.02	525.12		530.35
2.2	359	2+66.17	2.2K /2.2L	2.08%	37.7	522.98	523.73	N/A			0+32.7	524.41	3.00	527.41	527.51		532.25
2.2	360	3+24.10	2.2K /2.2L	2.08%	36.6	524.48	525.23	N/A			0+31.6	525.89	2.00	527.89	527.99		532.75
2.2	367	1+55.99	2.2K /2.2L	2.08%	28.1	520.11	520.86	N/A			0+23.1	521.34	1.00	522.34	522.45		527.65
2.2	366A	2+28.43	2.2K /2.2L	2.08%	27.9	522.00	522.75	N/A			0+22.9	523.22	1.00	524.22	524.33		529.65
2.2	366	2+97.98	2.2K /2.2L	2.08%	28.9	523.80	524.55	N/A			0+23.9	525.05	1.00	526.05	526.15		531.40
2.2	365	3+30.10	2.2K /2.2L	2.08%	29.6	524.64	525.39	N/A			0+24.6	525.90	2.00	527.90	528.01		532.60
2.2	364	3+99.91	@MH 2.2L	2.08%	34.3	526.04	526.79	N/A			0+29.3	527.40	5.00	532.40	532.50		537.35



SILVERLEAF DRIVE



EASEMENT LEGEND

- (CS) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (E) DENOTES INGRESS-EGRESS EASEMENT
- (SD) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND
EXISTING EASEMENT

- (CS) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (E) DENOTES INGRESS-EGRESS EASEMENT
- (SD) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND:

- PROPOSED CURB
- PROPOSED ROLL CURB
- PROPOSED HANDICAP RAMP
- PRE-BLAST FOR FUTURE UTILITIES
- WATER METER
- STREET LIGHT
- STREET SIGN
- STOP SIGN
- ALLEY PAVEMENT
- (2) NO PARKING
- (3) PRIVATE DRIVE
- (A) FIRE LANE "A"
- (B) FIRE LANE "B"
- (C) FIRE LANE "C"

LEGEND

AS-BUILT

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE: 6/18/03, 9/11/03, 10/31/03, 12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

04/14/23

Plan & Profile - SILVERLEAF DRIVE

HUNTFIELD
Phase 2B

CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

SCALE: 1"-5'(V), 1"-50'(H) *C.I.* N/A *DATE:* JUNE 2003

SHEET 17 *OF* 53

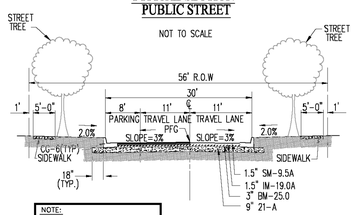
PP-20022

SANITARY LATERAL COMPUTATIONS

Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert. Bend	Stack Height	Inv @ Top Vert Bend	Inv @ End of Lateral	Finished Grade @ End Lot	Basement Elevation (FT.)
2.2	243	1+50.00	2.1D /2.2H	2.08%	34.0	493.73	494.48	N/A			0+29.0	495.09	5.00	500.09	500.19		505.40
2.2	244	1+56.00	2.1D /2.2H	2.08%	32.0	494.03	494.78	N/A			0+27.0	495.34	3.00	498.34	498.45		503.35
2.2	245	2+06.55	2.1D /2.2H	2.08%	32.0	496.53	497.28	N/A			0+27.0	497.85	3.00	500.85	500.95		506.05
2.2	241	2+51.10	2.1D /2.2H	2.08%	34.0	498.74	499.49	N/A			0+29.0	500.09	5.00	505.09	505.20		509.65
2.2	246	2+59.00	2.1D /2.2H	2.08%	32.0	499.13	499.88	N/A			0+27.0	500.44	3.00	503.44	503.55		508.85
2.2	240	3+01.65	2.1D /2.2H	2.08%	34.0	501.24	501.99	N/A			0+29.0	502.59	5.00	507.59	507.70		512.65
2.2	247	3+07.65	2.1D /2.2H	2.08%	32.0	501.54	502.29	N/A			0+27.0	502.85	4.00	506.85	506.95		511.65
2.2	239	3+52.20	2.1D /2.2H	2.08%	34.0	503.74	504.49	N/A			0+29.0	505.10	5.00	510.10	510.20		515.15
2.2	248	3+58.20	2.1D /2.2H	2.08%	32.0	504.04	504.79	N/A			0+27.0	505.35	4.00	509.35	509.46		514.30
2.2	238	0+02.75	GMH 2.2H	2.08%	34.0	506.31	507.06	N/A			0+29.0	507.66	4.00	511.66	511.77		517.05
2.2	249	0+08.75	2.2H /2.2J	2.08%	32.0	506.52	507.27	N/A			0+27.0	507.84	3.00	510.84	510.94		516.10
2.2	237	0+53.14	2.2H /2.2J	2.08%	34.2	508.12	508.87	N/A			0+29.2	509.48	6.00	515.48	515.58		520.25
2.2	250	0+59.14	2.2H /2.2J	2.08%	31.7	508.34	509.09	N/A			0+26.7	509.64	3.00	512.64	512.75		517.80
2.2	251	1+04.17	2.2H /2.2J	2.08%	31.4	509.96	510.71	N/A			0+26.4	511.26	4.00	515.26	515.36		519.80
2.2	252	1+58.17	2.2H /2.2J	2.08%	31.5	511.94	512.69	N/A			0+26.5	513.24	2.00	515.24	515.35		520.00

TYPICAL SECTION
PUBLIC STREET

NOT TO SCALE

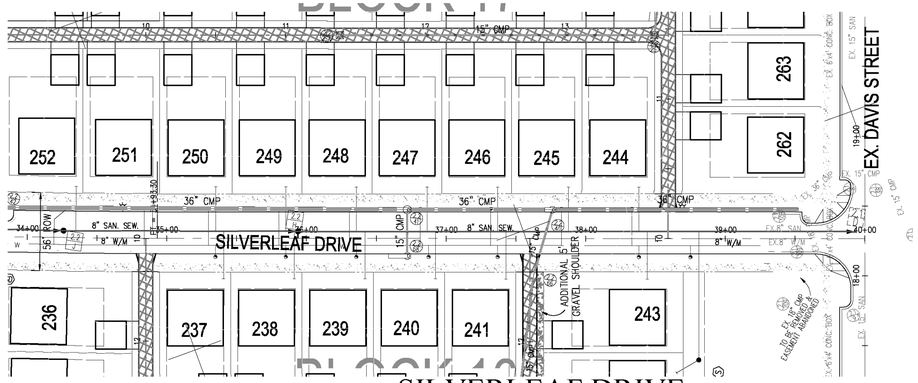


NOTE:
FOR FC TO FC = 30'
T.C. LEFT = PFG - 0.07'
T.C. RIGHT = PFG + 0.17'

CENTERLINE GEOMETRY
SILVERLEAF DRIVE

Circular Curve Data

PC	21+22.53		283979.4157	2456797.8106
RP			287864.8874	2459653.4707
PT	34+93.30		283334.4557	2458002.1459
	Delta:	16-17-16	Type:	LEFT
	Radius:	4822.00	DOC:	01-11-18
	Length:	1370.77	Tangent:	690.04
	Mid-Ord:	48.63	External:	49.12
	Chord:	1366.16	Course:	S 61-49-46 E
	Es:	49.12		
PI	40+00		283160.9335	2458478.2064


252
251
250
249
248
247
246
245
244
263
262
EX. DAVIS STREET
36" CMP
36" CMP
36" CMP
15" CMP
SILVERLEAF DRIVE
8" SAN. SEW.
8" W/M
34+00
35+00
36+00
37+00
38+00
39+00
40+00
8" SAN. SEW.
8" W/M
EX. 8" SAN.
EX. 8" W/M
236
237
238
239
240
241
243
ADDITIONAL 5' GRAVEL SHOULDER
EX. 15" SAN.
EX. 8" SAN. SEWER
EX. 8" W/M
EX. 8" GAS
EX. 8" GAS
EX. 8" GAS

CENTERLINE GEOMETRY
HOLLY SPRINGS DRIVE

PI 28+84.54 283837.4142 2457538.1196
Length: 352.60 Course: S 64-54-25 E
Delta: 11-13-17

Tangent Data
17+70.47 284497.1859 2456640.4204
27+61.75 283910.1375 2457439.1708
Length: 991.28 Course: S 53-41-08 E

Circular Curve Data
PC 27+61.75 283910.1375 2457439.1708
RP 284917.3626 2458179.4394
PT 30+06.56 283785.3367 2457649.3287
Delta: 11-13-17 Type: LEFT
Radius: 1250.00 DOC: 04-35-01
Length: 244.81 Tangent: 122.80
Mid-Ord: 5.99 External: 6.02
Chord: 244.42 Course: S 59-17-47 E
Es: 6.02

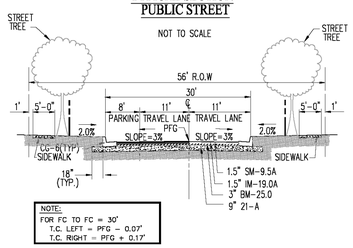
PI 32+36.35 283687.8824 2457857.4375
Length: 763.69 Course: S 69-58-24 E
Delta: 5-03-59

Tangent Data
30+06.56 283785.3367 2457649.3287
32+03.17 283701.9541 2457827.3881
Length: 196.62 Course: S 64-54-25 E

Circular Curve Data
PC 32+03.17 283701.9541 2457827.3881
RP 284381.1697 2458145.4545
PT 32+69.49 283676.5194 2457888.6122
Delta: 05-03-59 Type: LEFT
Radius: 750.00 DOC: 07-38-22
Length: 66.32 Tangent: 33.18
Mid-Ord: 0.73 External: 0.73
Chord: 66.30 Course: S 67-26-25 E
Es: 0.73

TYPICAL SECTION
PUBLIC STREET

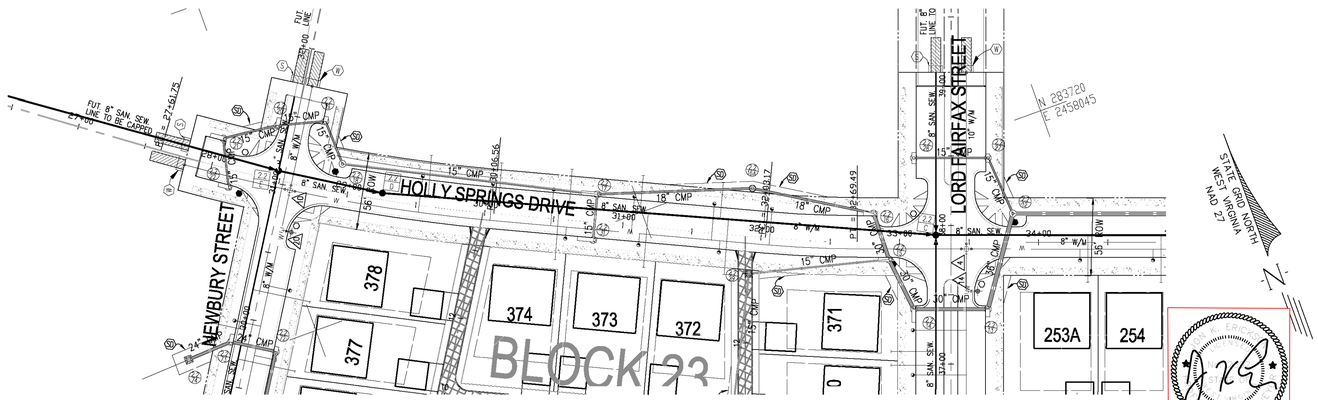
NOT TO SCALE



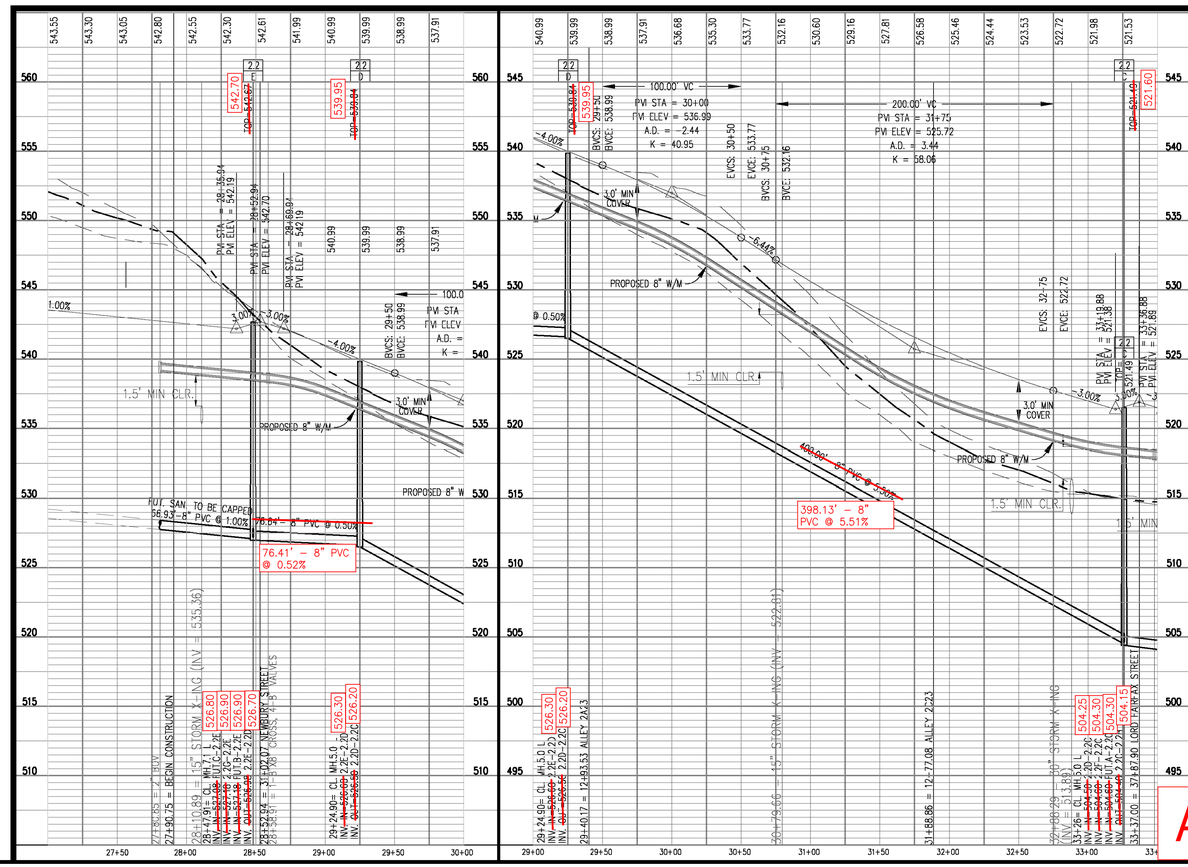
NOTE:
FOR FC TO FC = 30'
T.C. LEFT = PFG - 0.07'
T.C. RIGHT = PFG + 0.13'

SANITARY LATERAL COMPUTATIONS

Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert. Bend	Stack Height	Inv @ Top Vert. Bend	Inv @ End of Lateral	Finished Grade @ End Lat.	Basement Elevation (FT.)
2.2	Lot 9	1+23.94	2.2C /2.2D	2.08%	25.7	512.07	512.82	N/A			0+20.7	513.25	2.00	515.25	515.35		520.00
2.2	372	1+49.79	2.2C /2.2D	2.08%	40.0	513.49	514.24	N/A			0+35.0	514.97	4.00	518.97	519.07		523.70
2.2	Lot 10	1+55.79	2.2C /2.2D	2.08%	26.1	513.82	514.57	N/A			0+21.1	515.01	4.00	519.01	519.11		524.00
2.2	373	2+07.71	2.2C /2.2D	2.08%	39.2	516.67	517.42	N/A			0+34.2	518.14	5.00	523.14	523.24		527.70
2.2	Lot 11	2+13.71	2.2C /2.2D	2.08%	26.9	517.00	517.75	N/A			0+21.9	518.21	4.00	522.21	522.31		527.50
2.2	Lot 12	2+64.87	2.2C /2.2D	2.08%	27.5	519.82	520.57	N/A			0+22.5	521.04	4.00	525.04	525.14		530.00
2.2	374	2+72.21	2.2C /2.2D	2.08%	38.5	520.22	520.97	N/A			0+33.5	521.57	4.00	525.67	525.77		530.90
2.2	Lot 13	3+15.86	2.2C /2.2D	2.08%	28.2	522.62	523.37	N/A			0+23.2	523.85	1.00	524.85	524.96		530.00
2.2	Lot 14	3+66.86	2.2C /2.2D	2.08%	29.8	525.43	526.18	N/A			0+24.8	526.69	3.00	529.69	529.80		535.00



HOLLY SPRINGS DRIVE



EASEMENT LEGEND

(CS) DENOTES COMMON SHARED EASEMENT
(PA) DENOTES PUBLIC ACCESS EASEMENT
(E) DENOTES INGRESS-EGRESS EASEMENT
(SV) DENOTES SIGHT DISTANCE EASEMENT
(SD) DENOTES STORM DRAIN EASEMENT
(SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
(W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND
EXISTING EASEMENT

(CS) DENOTES COMMON SHARED EASEMENT
(PA) DENOTES PUBLIC ACCESS EASEMENT
(E) DENOTES INGRESS-EGRESS EASEMENT
(SV) DENOTES SIGHT DISTANCE EASEMENT
(SD) DENOTES STORM DRAIN EASEMENT
(SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
(W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND:

PROPOSED CURB
PROPOSED ROLL CURB
PROPOSED HANDICAP RAMP
PRE-BLAST FOR FUTURE UTILITIES
WATER METER
STREET LIGHT
STREET SIGN
STOP SIGN
ALLEY PAVEMENT

(2) NO PARKING
(3) PRIVATE DRIVE
(A) FIRE LANE "A"
(B) FIRE LANE "B"
FIRE LANE "C"

LEGEND
EX. GRADE 35' LEFT
EX. GRADE @ ℄
EX. GRADE 35' RIGHT

AS-BUILT

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM
Copyright 2023 Morris & Ritchie Associates, Inc.

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
6/18/03
9/17/03
10/31/03
12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

COMMONWEALTH OF VIRGINIA
#5137
REGISTERED
LAND SURVEYOR
PROFESSIONAL

Plan & Profile - HOLLY SPRINGS DRIVE

HUNTFIELD
Phase 2B
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

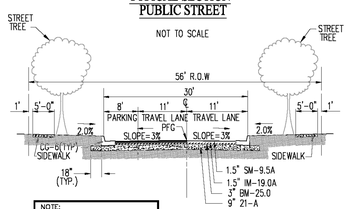
DATE: JUNE 2003
SCALE: 1"=5'(V), 1"=50'(H)
C.I. N/A

SHEET 19 OF 53

PP-20022

TYPICAL SECTION
PUBLIC STREET

NOT TO SCALE



NOTE:
FOR FC TO FC = 30'
T.C. LEFT = PFG - 0.07'
T.C. RIGHT = PFG + 0.17'

CENTERLINE GEOMETRY
HOLLY SPRINGS DRIVE

PI	40+00	283426.3518	2458574.9504

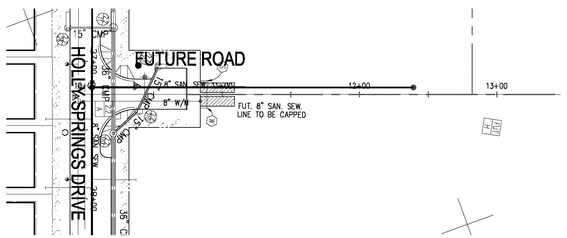
Tangent Data

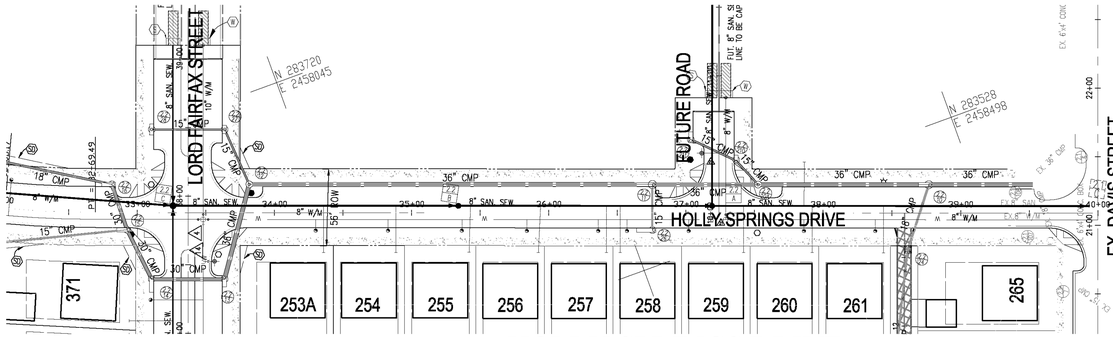
32+69.49		283676.5194	2457888.6122
40+00		283426.3518	2458574.9504
Length:	730.51	Course:	S 69-58-24 E

SANITARY LATERAL COMPUTATIONS

Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert. Bend	Stack Height	Inv @ Top Vert. Bend	Inv @ End of Lateral	Finished Grade @ End Lat.	Basement Elevation (FT.)
2.2	259	0+00.00	@MH 2.1C	2.08%	34.0	483.53	484.28	N/A			0+29.0	484.89	17.00	501.89	501.99		506.45
2.2	261	1+50.00	2.1C /2.2A	2.08%	34.0	489.95	490.70	N/A			0+29.0	491.30	5.00	496.30	496.41		501.35
2.2	260	2+02.00	2.1C /2.2A	2.08%	34.0	492.03	492.78	N/A			0+29.0	493.38	6.00	499.38	499.49		503.95
2.2	Lot 2	2+08.00	2.1C /2.2A	2.08%	32.0	492.27	493.02	N/A			0+27.0	493.58	5.00	498.58	498.68		503.95
2.2	258	0+90.00	2.2A /2.2B	2.08%	31.3	498.25	499.00	N/A			0+26.3	499.55	4.00	503.55	503.65		508.45
2.2	257	1+00.00	2.2A /2.2B	2.08%	34.0	498.65	499.40	N/A			0+29.0	500.00	5.00	505.00	505.11		510.20
2.2	256	1+48.00	2.2A /2.2B	2.08%	34.0	500.57	501.32	N/A			0+29.0	501.92	5.00	506.92	507.03		511.50
2.2	255	1+99.15	@MH 2.2B	2.08%	33.9	502.03	502.78	N/A			0+28.9	503.38	5.00	508.38	508.49		512.90
2.2	254	0+45.64	2.2B /2.2C	2.08%	34.0	502.70	503.03	N/A			0+29.0	503.63	4.00	507.63	507.74		512.80
2.2	253A	0+98.32	2.2B /2.2C	2.08%	34.0	503.36	503.69	N/A			0+29.0	504.29	5.00	509.29	509.40		513.85

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM
Copyright 2023 Morris & Ritchie Associates, Inc.

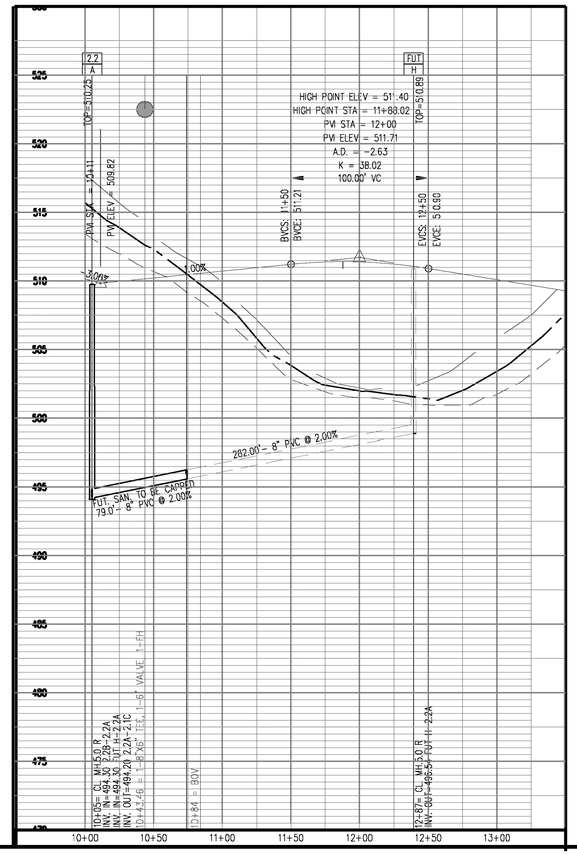




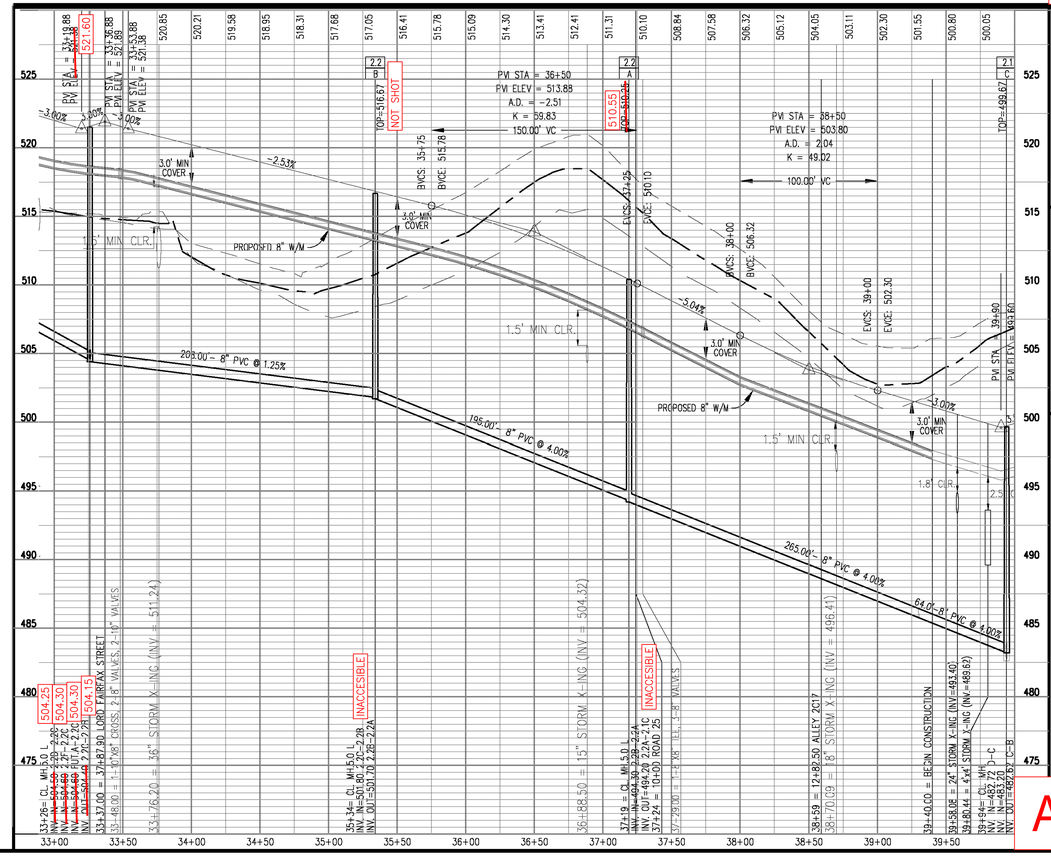
STATE GRID NORTH
WEST VIRGINIA
NAD 27'

04/19/23

FUTURE ROAD



HOLLY SPRINGS DRIVE



EASEMENT LEGEND

- (SS) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (IE) DENOTES INGRESS-EGRESS EASEMENT
- (SI) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND
EXISTING EASEMENT

- (SS) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (IE) DENOTES INGRESS-EGRESS EASEMENT
- (SI) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND:

- PROPOSED CURB
- PROPOSED ROLL CURB
- PROPOSED HANDICAP RAMP
- PRE-BLAST FOR FUTURE UTILITIES
- WATER METER
- STREET LIGHT
- STREET SIGN
- STOP SIGN
- ALLEY PAVEMENT

- (2) NO PARKING
- (3) PRIVATE DRIVE
- (A) FIRE LANE "A"
- (B) FIRE LANE "B"
- FIRE LANE "C"

LEGEND
- EX. GRADE 35' LEFT
- EX. GRADE @ ℄
- EX. GRADE 35' RIGHT

AS-BUILT

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
6/18/03
9/11/03
10/31/03
12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

COMMONWEALTH OF VIRGINIA
KEVIN E. LEE CLOCK
LICENSED PROFESSIONAL ENGINEER
NO. 019139
04/19/23

Plan & Profile - HOLLY SPRINGS DRIVE

HUNTFIELD
Phase 2B

CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

DATE: JUNE 2003
SCALE: 1"=5'(V), 1"=50'(H)
C.I. N/A

SHEET
20
OF
53

PP-20022

SHEET 19 OF 31

CENTER LINE GEOMETRY
NEWBURY STREET

PI 14+30.13 — 282413.1752 — 2456676.7194
Length: 863.26 Course: N 28-09-34 E

PI 22+93.39 — 283174.2567 — 2457084.1138
Length: 1719.29 Course: N 32-09-34 E
Delta: 4-00-00

Tangent Data
14+30.13 — 282413.1752 — 2456676.7194
22+93.39 — 283174.2567 — 2457084.1138
Length: 863.26 Course: N 28-09-34 E

SANITARY LATERAL COMPUTATIONS

Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert. Bend	Stack Height	Inv @ Top Vert. Bend	Inv @ End of Lateral	Finished Grade @ End Lat.	Basement Elevation (FT.)
2.2	Lot 41	0+16.64	2.2U /2.2W	2.08%	24.0	537.40	538.15	N/A			0+19.0	538.55	N/A		538.65		541.00
2.2	Lot 23	0+72.89	2.2U /2.2W	2.08%	24.0	538.36	539.11	N/A			0+19.0	539.50	N/A		539.61		541.50
2.2	347	0+80.45	2.2U /2.2W	2.08%	42.0	538.49	539.24	N/A			0+37.0	540.01	N/A		540.11		541.94
2.2	346	0+94.46	2.2U /2.2W	2.08%	42.0	538.73	539.48	N/A			0+37.0	540.24	N/A		540.35		542.61
2.2	345	1+18.45	2.2U /2.2W	2.08%	42.0	539.13	539.88	N/A			0+37.0	540.65	N/A		540.76		543.94
2.2	344	1+42.46	2.2U /2.2W	2.08%	42.0	539.54	540.29	N/A			0+37.0	541.06	N/A		541.16		544.61
2.2	Lot 24	1+48.46	2.2U /2.2W	2.08%	24.0	539.64	540.39	N/A			0+19.0	540.79	N/A		540.89		544.50
2.2	343	1+66.45	2.2U /2.2W	2.08%	42.0	539.95	540.70	N/A			0+37.0	541.47	N/A		541.57		545.28
2.2	342	1+90.45	@MH 2.2W	2.08%	42.0	539.94	540.69	N/A			0+37.0	541.46	N/A		541.56		545.95
2.2	327	0+72.83	2.2AB /2.2AD	2.08%	41.8	540.79	541.54	N/A			0+36.8	542.31	1.00	543.31	543.41		548.45
2.2	326	0+96.83	2.2AB /2.2AD	2.08%	41.8	541.03	541.78	N/A			0+36.8	542.55	2.00	544.55	544.65		549.12
2.2	325	1+20.83	2.2AB /2.2AD	2.08%	41.9	541.27	542.02	N/A			0+36.9	542.79	1.00	543.79	543.89		548.45
2.2	324	1+44.83	2.2AB /2.2AD	2.08%	41.9	541.51	542.26	N/A			0+36.9	543.03	N/A		543.14		547.78
2.2	323	1+68.92	@MH 2.2AD	2.08%	42.0	541.34	542.09	N/A			0+37.0	542.86	N/A		542.96		547.11

SANITARY LATERAL COMPUTATIONS

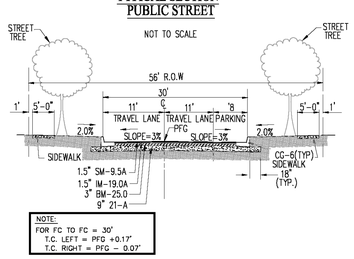
Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert. Bend	Stack Height	Inv @ Top Vert. Bend	Inv @ End of Lateral	Finished Grade @ End Lat.	Basement Elevation (FT.)
2.2	Lot 26	1+16.32	2.2AF /2.2AG	2.08%	24.0	542.59	543.34	N/A			0+19.0	543.74	N/A		543.84		548.00
2.2	301	1+22.32	2.2AF /2.2AG	2.08%	42.0	542.72	543.47	N/A			0+37.0	544.24	N/A		544.34		548.40
2.2	300	1+52.32	2.2AF /2.2AG	2.08%	42.0	543.35	544.10	N/A			0+37.0	544.87	3.00	547.87	547.97		552.50
2.2	Lot 27	1+58.32	2.2AF /2.2AG	2.08%	24.0	543.47	544.22	N/A			0+19.0	544.62	2.00	546.62	546.72		552.00
2.2	Lot 31	0+70.01	2.2AM /2.2AN	2.08%	24.0	544.38	545.13	N/A			0+19.0	545.52	N/A		545.63		550.40
2.2	Lot 30	0+92.01	2.2AM /2.2AN	2.08%	24.0	544.93	545.68	N/A			0+19.0	546.07	N/A		546.18		551.30
2.2	Lot 29	1+43.01	2.2AM /2.2AN	2.08%	24.0	546.20	546.95	N/A			0+19.0	547.35	N/A		547.45		552.20
2.2	Lot 28	1+88.01	2.2AM /2.2AN	2.08%	24.0	547.33	548.08	N/A			0+19.0	548.47	N/A		548.58		552.50

STATE GRID NORTH
WEST VIRGINIA
NAD 27

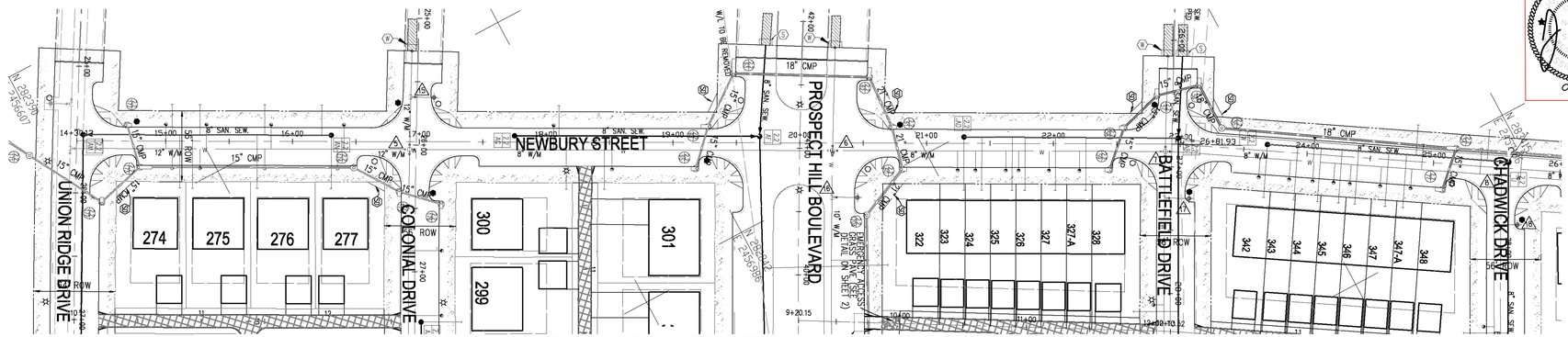
04/9/23

TYPICAL SECTION
PUBLIC STREET

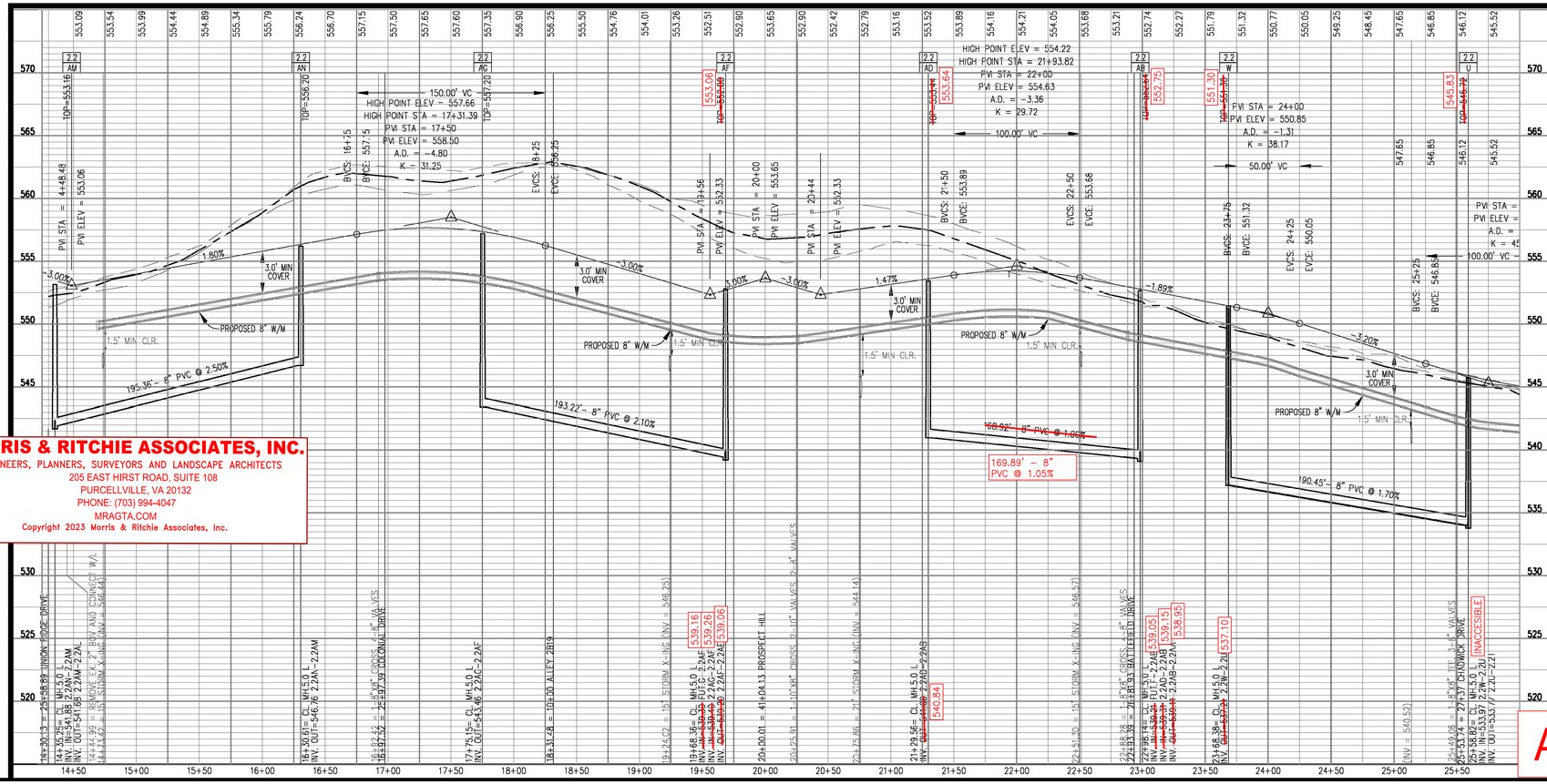
NOT TO SCALE



NOTE:
FOR FC TO FC = 30'
T.C. LEFT = PFG +0.17'
T.C. RIGHT = PFG - 0.07'



NEWBURY STREET



EASEMENT LEGEND

- (S) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (E) DENOTES INGRESS-EGRESS EASEMENT
- (SS) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND
EXISTING EASEMENT

- (S) DENOTES COMMON SHARED EASEMENT
- (PA) DENOTES PUBLIC ACCESS EASEMENT
- (E) DENOTES INGRESS-EGRESS EASEMENT
- (SS) DENOTES SIGHT DISTANCE EASEMENT
- (SD) DENOTES STORM DRAIN EASEMENT
- (SS) DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- (W) DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND:

- PROPOSED CURB
- PROPOSED ROLL CURB
- PROPOSED HANDICAP RAMP
- PRE-BLAST FOR FUTURE UTILITIES
- WATER METER
- STREET LIGHT
- STREET SIGN
- STOP SIGN
- ALLEY PAVEMENT
- (2) NO PARKING
- (3) PRIVATE DRIVE
- (A) FIRE LANE "A"
- (B) FIRE LANE "B"
- (C) FIRE LANE "C"

LEGEND

AS-BUILT

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM
Copyright 2023 Morris & Ritchie Associates, Inc.

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
6/18/03
9/11/03
10/31/03
12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

Plan & Profile - Newbury Street

HUNTFIELD
Phase 2B

CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

DATE: JUNE 2003

SCALE: (H) 1"=50' (V) 1"=5' *C.I.* = N/A

SHEET 21 *OF* 53

PP-20022

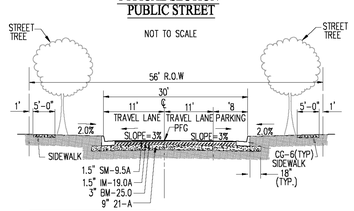
SHEET 20 OF 31

SANITARY LATERAL COMPUTATIONS

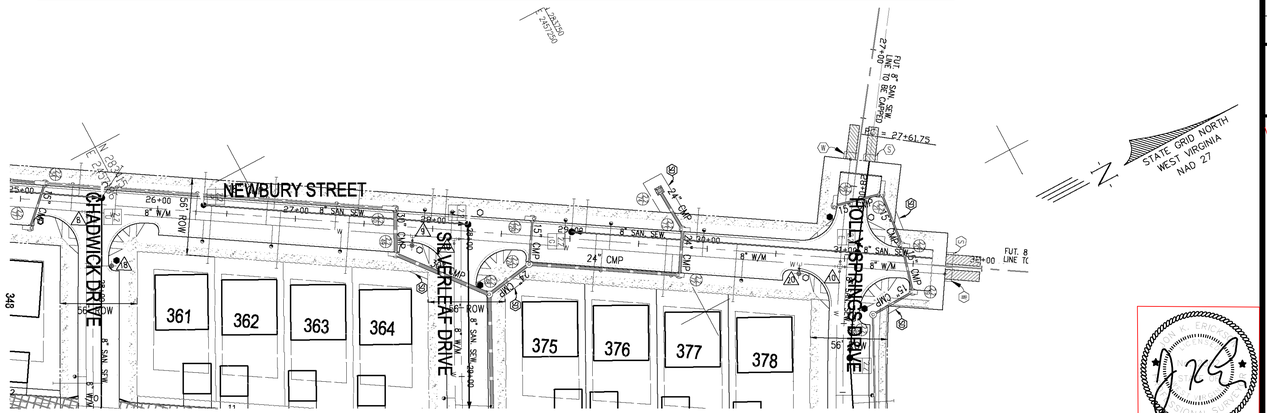
Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert. Bend	Stack Height	Inv @ Top Vert Bend	Inv @ End of Lateral	Finished Grade @ End Lot	Basement Elevation (FT.)
2.2	378	0+87.75	2.2E /2.2G	2.08%	42.0	528.81	529.56	N/A			0+37.0	530.33	N/A		530.43		535.50
2.2	Lot 15	1+17.40	2.2E /2.2G	2.08%	24.0	529.11	529.86	N/A			0+19.0	530.25	N/A		530.36		535.00
2.2	377	1+38.93	2.2E /2.2G	2.08%	42.0	529.32	530.07	N/A			0+37.0	530.84	N/A		530.95		535.50
2.2	376	1+90.12	2.2E /2.2G	2.08%	42.0	529.83	530.58	N/A			0+37.0	531.35	N/A		531.46		535.75
2.2	Lot 16	1+98.22	2.2E /2.2G	2.08%	24.0	529.92	530.67	N/A			0+19.0	531.06	N/A		531.16		535.50
2.2	Lot 17	2+08.22	GMH 2.2G	2.08%	24.0	529.60	530.35	N/A			0+19.0	530.74	N/A		530.85		535.50
2.2	363	0+86.25	GMH 2.2P	2.08%	42.0	530.19	530.94	N/A			0+37.0	531.71	1.00	532.71	532.81		537.90
2.2	362	1+36.40	GMH 2.2P	2.08%	42.0	530.19	530.94	N/A			0+37.0	531.71	2.00	533.71	533.81		538.45
2.2	361	1+86.57	GMH 2.2P	2.08%	42.0	530.19	530.94	N/A			0+37.0	531.71	2.00	533.71	533.81		538.75
2.2	Lot 18	0+16.92	GMH 2.2P	2.08%	24.0	530.19	530.94	N/A			0+19.0	531.33	1.00	532.33	532.44		537.00
2.2	Lot 19	0+26.92	GMH 2.2P	2.08%	24.0	530.19	530.94	N/A			0+19.0	531.33	1.00	532.33	532.44		537.00
2.2	Lot 20	0+80.25	GMH 2.2P	2.08%	24.0	530.19	530.94	N/A			0+19.0	531.33	1.00	532.33	532.44		537.50
2.2	Lot 21	1+41.40	GMH 2.2P	2.08%	24.0	530.19	530.94	N/A			0+19.0	531.33	2.00	533.33	533.44		538.00
2.2	Lot 22	1+92.57	GMH 2.2P	2.08%	24.0	530.19	530.94	N/A			0+19.0	531.33	2.00	533.33	533.44		538.50

TYPICAL SECTION
PUBLIC STREET

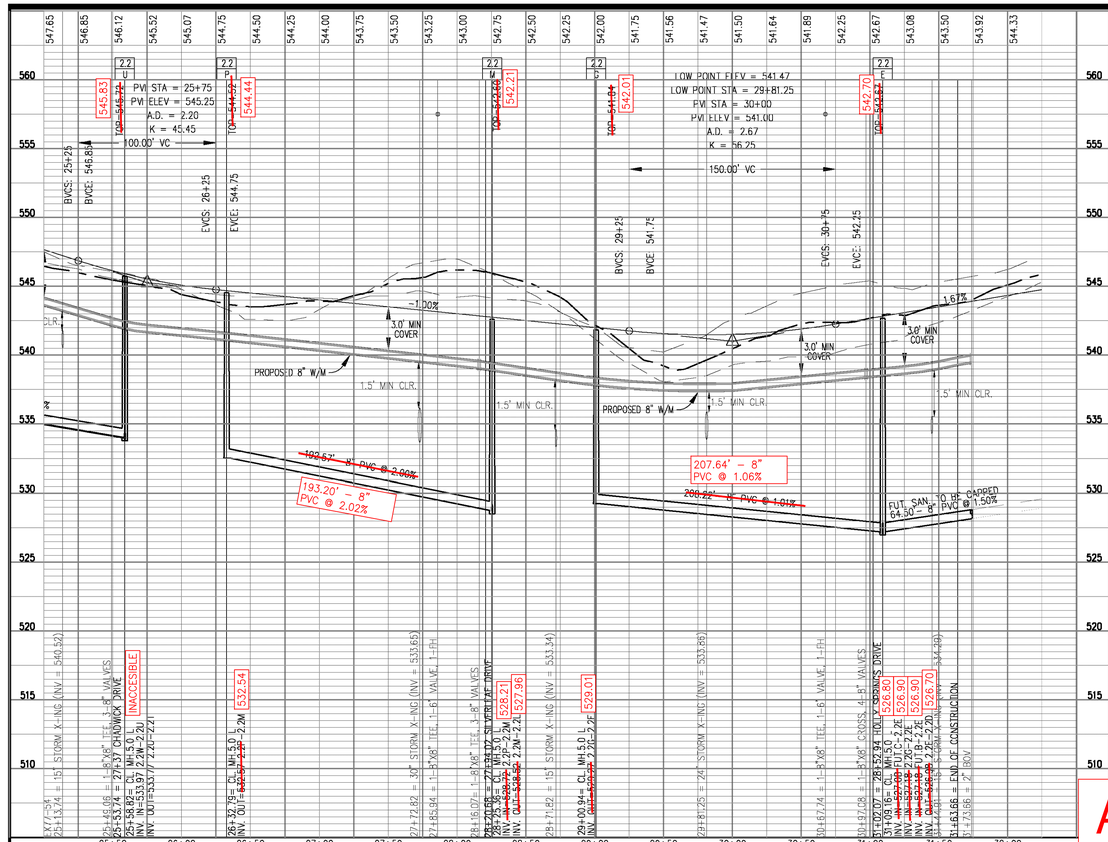
NOT TO SCALE



NOTE:
FOR FC TO FC = 30'
T.C. LEFT = PFG +0.17'
T.C. RIGHT = PFG - 0.07'



NEWBURY STREET



EASEMENT LEGEND

- DENOTES COMMON SHARED EASEMENT
- DENOTES PUBLIC ACCESS EASEMENT
- DENOTES INGRESS-EGRESS EASEMENT
- DENOTES SIGHT DISTANCE EASEMENT
- DENOTES STORM DRAIN EASEMENT
- DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND
EXISTING EASEMENT

- DENOTES COMMON SHARED EASEMENT
- DENOTES PUBLIC ACCESS EASEMENT
- DENOTES INGRESS-EGRESS EASEMENT
- DENOTES SIGHT DISTANCE EASEMENT
- DENOTES STORM DRAIN EASEMENT
- DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND:

- PROPOSED CURB
- PROPOSED ROLL CURB
- PROPOSED HANDICAP RAMP
- PRE-BLAST FOR FUTURE UTILITIES
- WATER METER
- STREET LIGHT
- STREET SIGN
- STOP SIGN
- ALLEY PAVEMENT
- (2) NO PARKING
- (3) PRIVATE DRIVE
- (A) FIRE LANE "A"
- (B) FIRE LANE "B"
- (C) FIRE LANE "C"

LEGEND

AS-BUILT

04/14/23

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM
Copyright 2023 Morris & Ritchie Associates, Inc.

NO.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE: 6/18/03, 9/11/03, 11/21/03, 12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

Plan & Profile - Newbury Street

HUNTFIELD
Phase 2B
CHARLESTOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

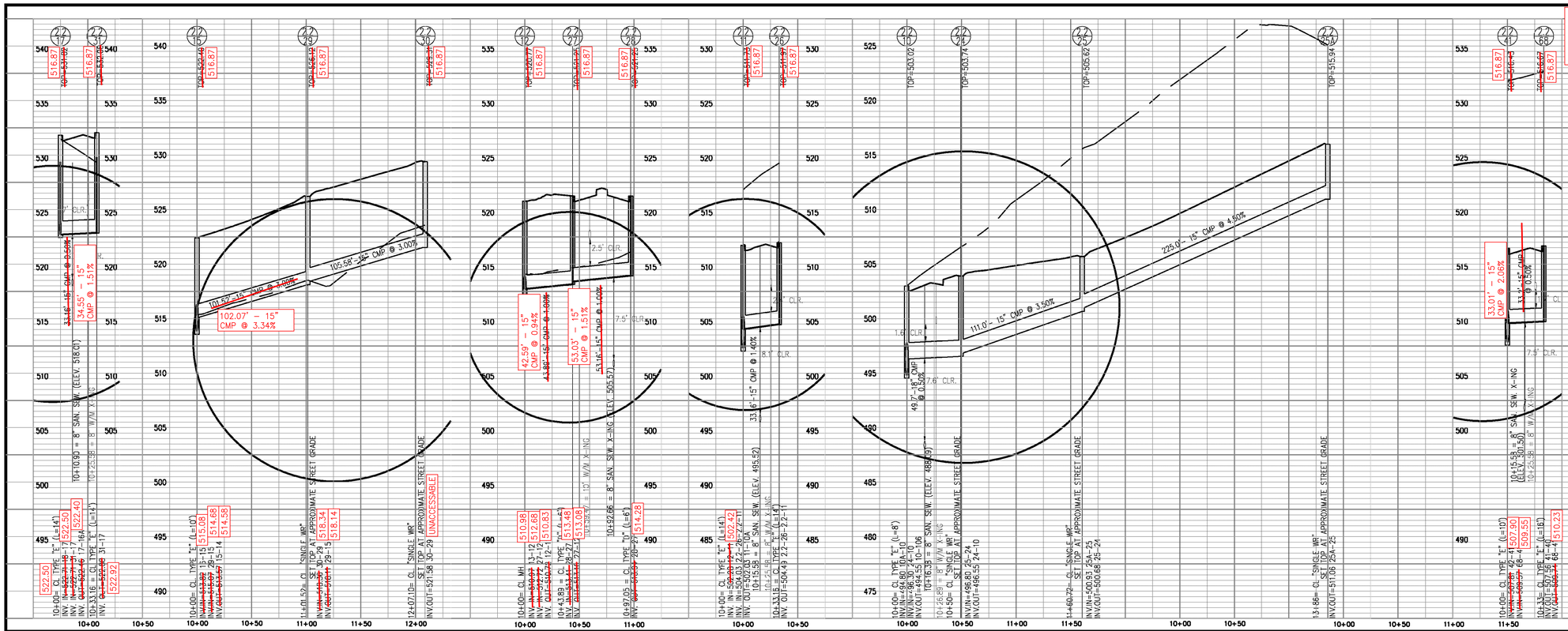
DATE: JUNE 2003

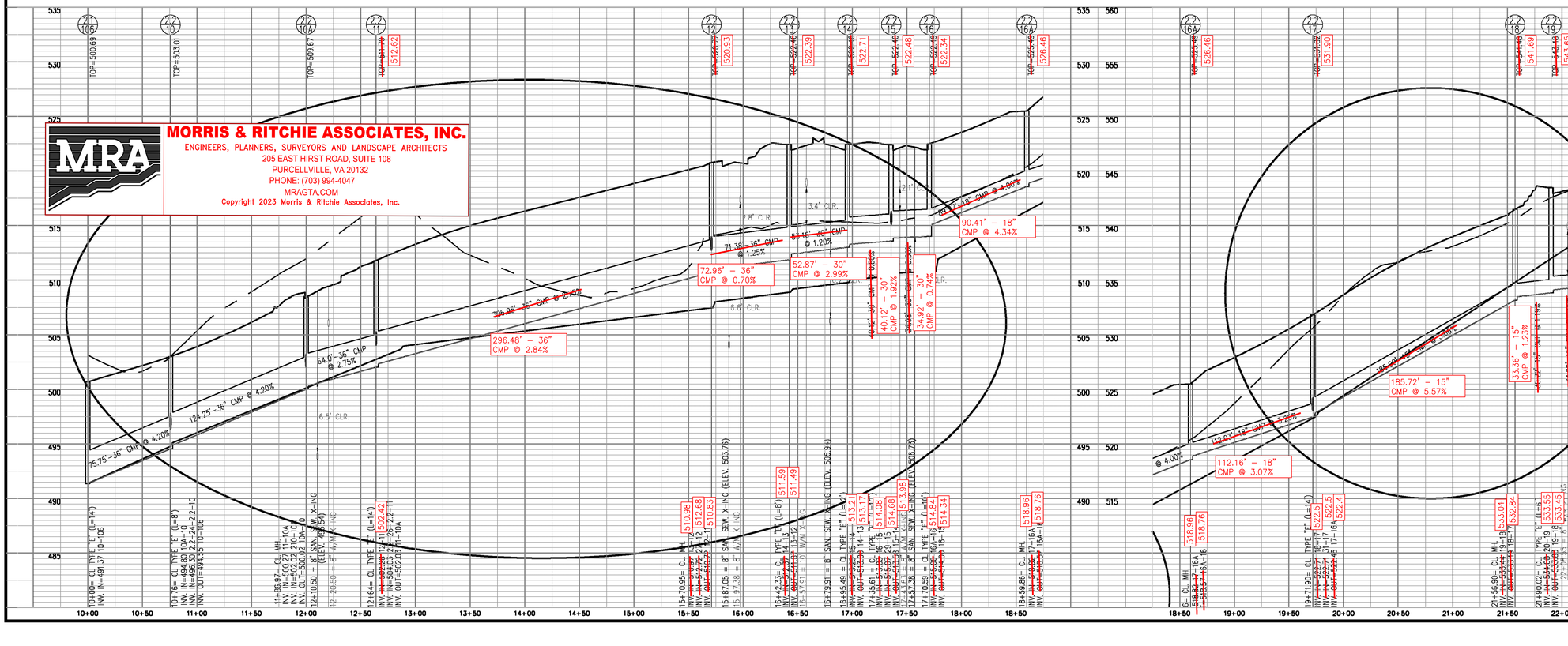
SCALE: (H) 1"=50' (V) 1"=5' *C.I.* = N/A

SHEET 22 *OF* 53

PP-20022

AS-BUILT





No.	DATE	DESCRIPTION
1.	01/27/06	AMENDED STM PRF 2.2-17, 2.2-31

REVISIONS

PLAN DATE
6/18/03
9/11/03
10/31/03
12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

Storm Profiles

HUNTFIELD
Phase 2B
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

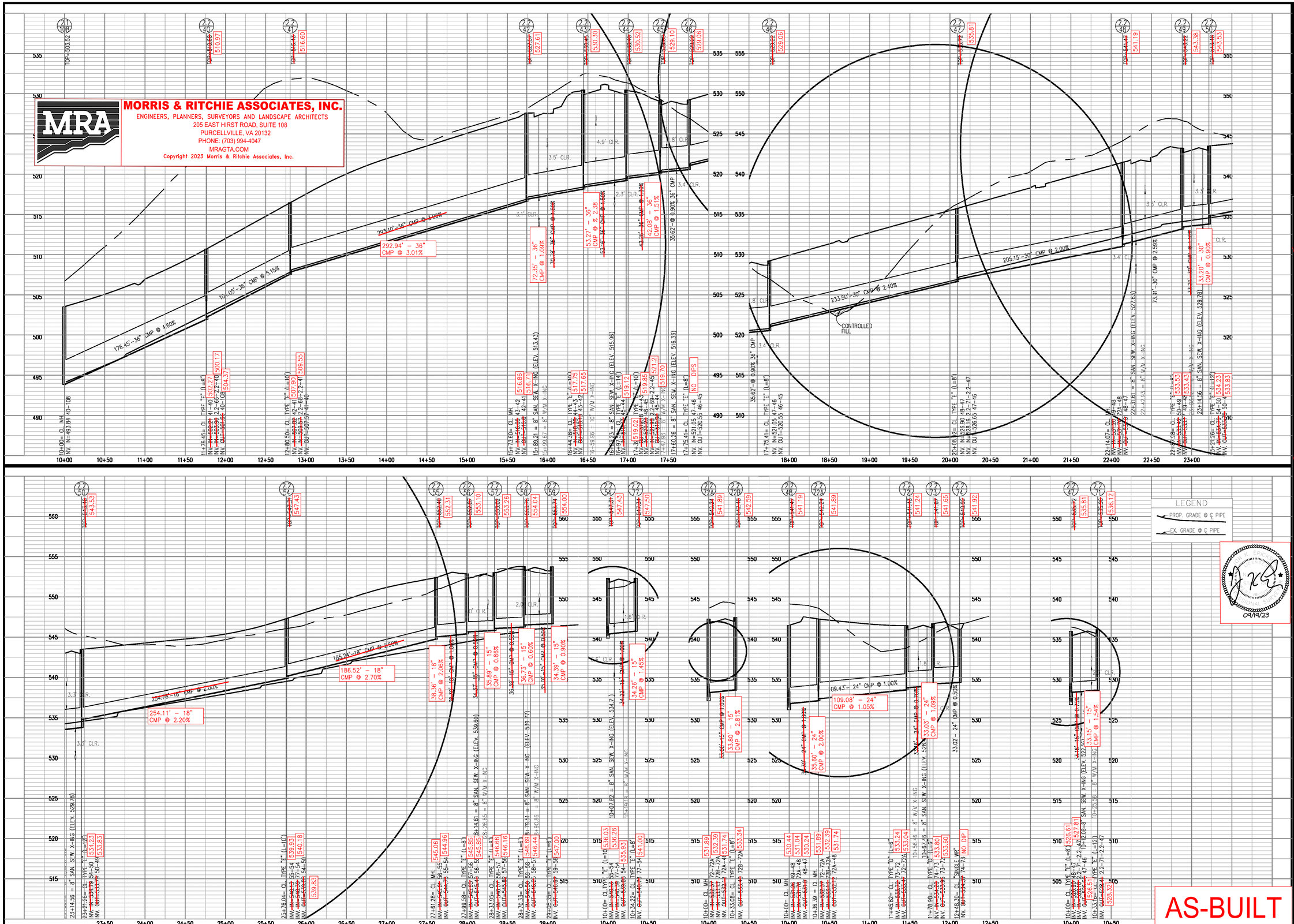
SCALE: (H) 1"=50' (V) 1"=5' C.I. = N/A DATE: JUNE 2003

SHEET 33 OF 53

PP-20022

SHEET 22 OF 31

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM
Copyright 2023 Morris & Ritchie Associates, Inc.



No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE: 6/18/03, 9/11/03, 10/31/03, 12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE COMMONWEALTH OF VIRGINIA. LICENSE NO. 15137 — CHRISTOPHER L. LOCK

04/19/23

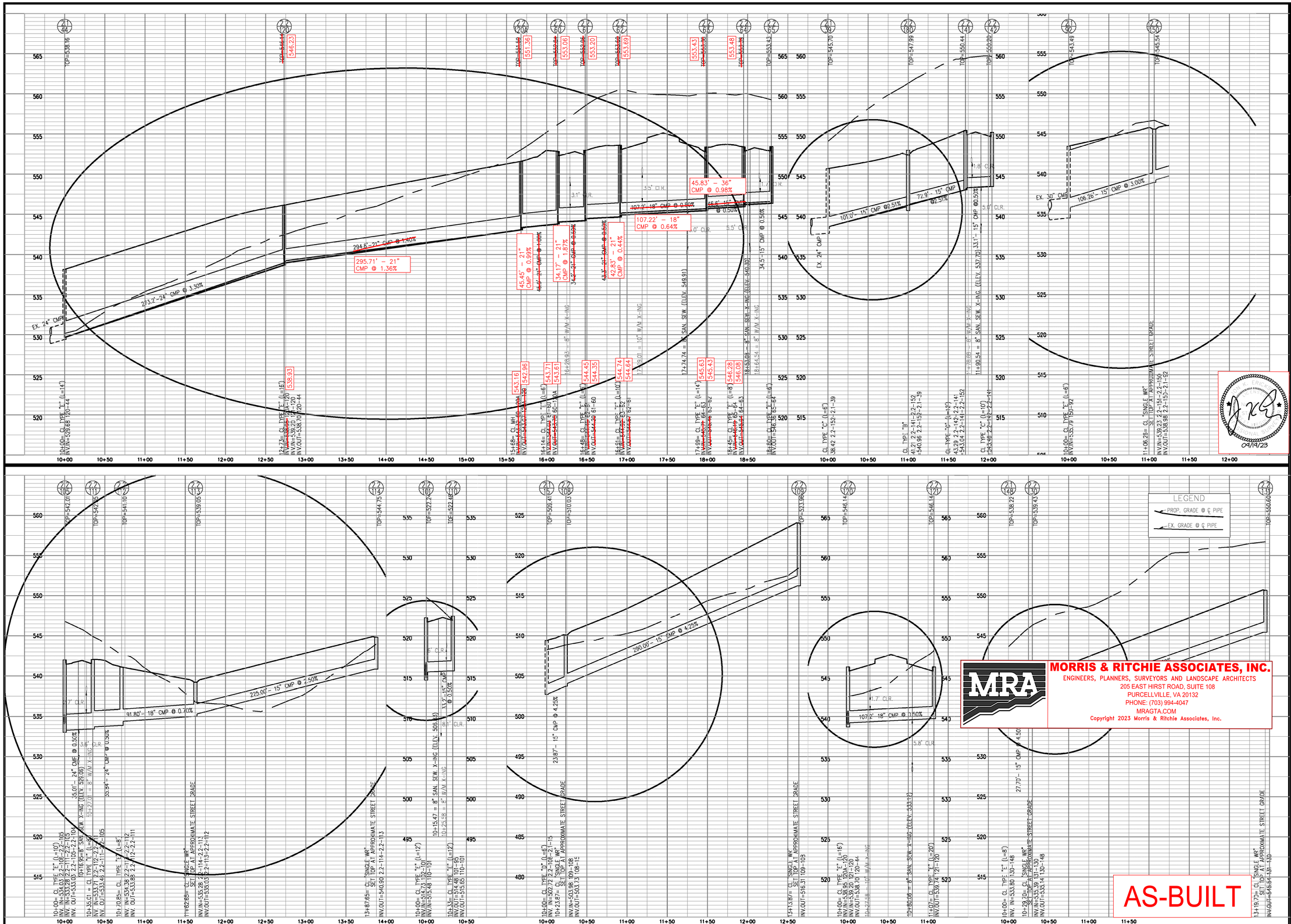
Storm Profiles
HUNTFIELD
Phase 2B
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

SCALE: (H) 1" = 50' (V) 1" = 5' C.I. = N/A DATE: JUNE 2003

SHEET 34 OF 53

PP-20022

SHEET 23 OF 31



No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
6/18/03
9/03/03
10/31/03
12/05/03

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM
Copyright 2023 Morris & Ritchie Associates, Inc.

Storm Profiles
HUNTFIELD
Phase 2B
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

SCALE: (H) 1"=50' (V) 1"=5' *C.I.* = N/A *DATE:* JUNE 2003

SHEET 36 *OF* 53

PP-20022

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1078: BR2023-05: Bond reduction request for Huntfield Phase 3A

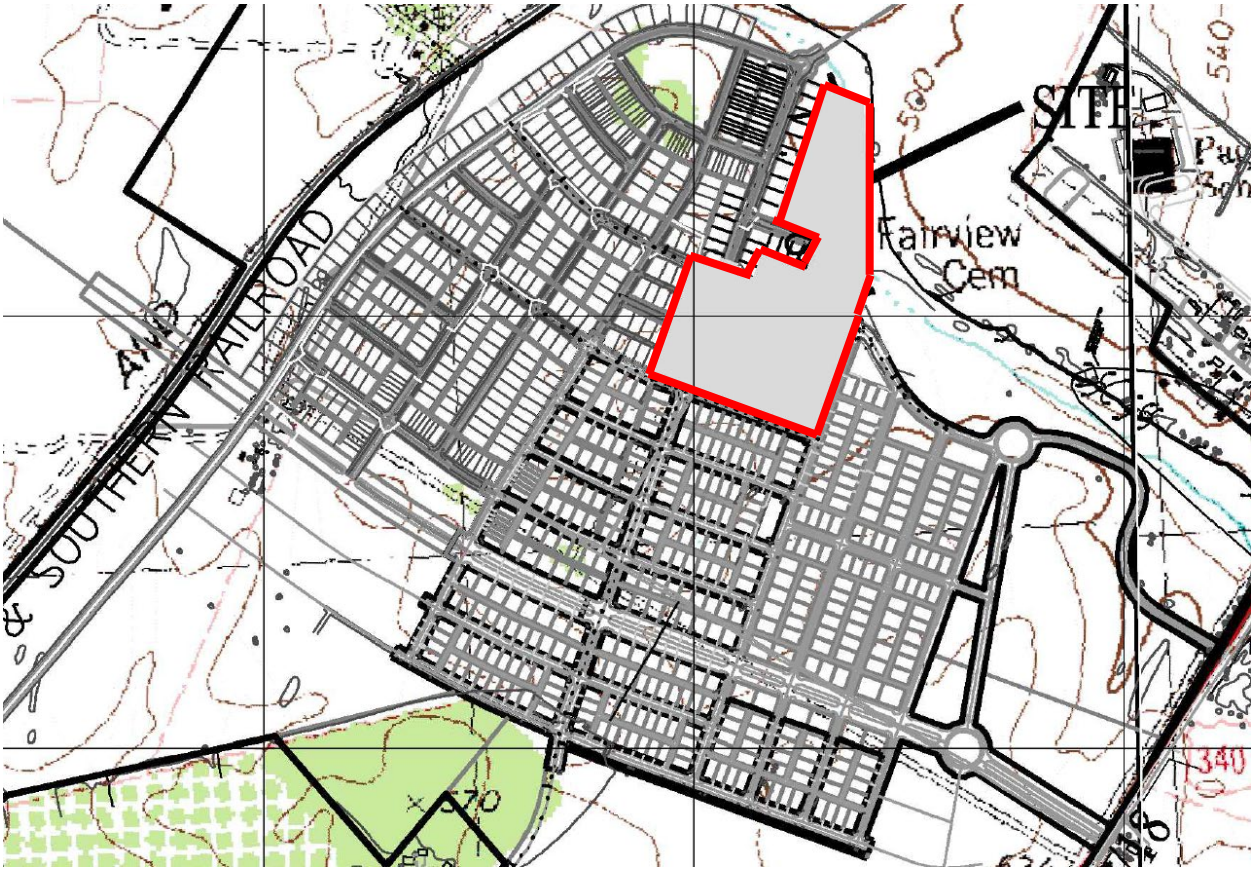
ATTACHMENTS:

- 1. Staff Report.pdf
- 2. KH Review.pdf
- 3. Applicant engineer review.pdf
- 4. Application.pdf
- 5. Bond Unit Cost Reduction.pdf
- 6. Huntfield Bond Parcel Inventory.pdf
- 7. Huntfield Phase 3A AS-Builts.pdf

Bond Reduction Request
BR2023-05

Date: For the December 4, 2023 City Council meeting
Applicant: DR Acquisitions LLC
Report by: James Newman, City Planner, Zoning/Subdivision Administrator.
Proposal: A bond reduction of $161,716.34

Huntfield – Phase 3A



CURRENT BOND
Combined performance and land disturbance bond amount of $287,720.35

BACKGROUND
The applicant, DR Acquisitions LLC., has submitted a bond reduction request for the Huntfield Subdivision – Phase 3A. The applicant is requesting a reduction of the **performance and land disturbance bond** amount from $287,720.35 to $**126,004.01** a reduction of $161,716.34

Upon review of the request the City Engineer, Kimley-Horn, has determined that the bond reduction amount is a reasonable representation of the work completed in the field and shown in the as-built drawings.

BOND COMMITTEE
The Bond Committee reviewed this item at their November 16, 2023 meeting. The Committee recommended approval of the bond reduction request.

PLANNING COMMISSION
The Planning Commission reviewed this item at their November 27, 2023 meeting. The Commission discussed missing signage (street signs and stop signs) in or around the area of this phase. The Commission recommended approval subject to the condition:

1. The appropriate missing signage be installed, specifically at Lord Fairfax and Silverleaf, and Lord Fairfax and Deerbrook.

STAFF RECOMMENDATION
The City Engineer and City Staff have reviewed the bond reduction request and recommends the bond reduction request be **approved subject to conditions**:

1. The appropriate missing signage be installed, specifically at Lord Fairfax and Silverleaf, and Lord Fairfax and Deerbrook.

Kimley»Horn

Memorandum

To: Mathew Stare
Director of Land
Dr Acquisitions, LLC
7945 Wormans Mill Road
Frederick, MD 21701

From: Mark Phillips, P.E.

Through: James Newman
City of Charles town
101 E Washington Street
Charles Town, WV 25414

Date: October 11, 2023

Subject: Huntfield Phase 3A Bond Reduction Request Review

This memorandum summarizes our review of the Bond Reduction Request for the Huntfield Phase 3A Bond Reduction application (dated September 29, 2023, prepared by Dr Acquisitions, LLC) for a reduction of $161,716.34 to the proposed bond amount (Performance and Land Disturbance) of $126,004.01. Using the Construction Plans and Profiles As-Builts dated September 19, 2023, Huntfield 3A Bond Unit Cost Reduction, and the Huntfield Phase 2B, 3A, 3B, 3E Combined Cert Letter dated May 4, 2023, it is our opinion that the quantities of work that have been presented on the bond reduction are a reasonable representation of the work completed in the field.

Thank you for the opportunity to review this Bond Reduction Request. In the meantime, please feel free to contact us at 703-870-3631 should you have any questions.

KIMLEY-HORN & ASSOCIATES, INC.

Mark Phillips, P.E.
Project Manager
Associate

ECS MID-ATLANTIC, LLC
"One Firm. One Mission."
Geotechnical • Construction Materials • Environmental • Facilities

May 4, 2023

Mr. Matthew Stare
Director of Land
DR Acquisitions, LLC
7945 Wormans Mill Road
Frederick, MD 21701

ECS Project No. 01: 31371

Reference: Subdivision Infrastructure and Site Grading, Roadway Construction/Infrastructure and Single Family House Building Pads Completion Letter for the following Phases
Phase 2B Lots 375 to 378;
Phase 3A Lots 457 to 460;
Phase 3B Lots 467, 468 to 472 and 543 to 548;
Phase 3E Lots 778 to 787 and 790 to 794;
Huntfield Subdivision, Jefferson County, West Virginia

Dear Mr. Stare:

ECS Mid-Atlantic, LLC (ECS) was retained by DR Acquisitions, LLC to monitor site construction operations for the above referenced project. The following completion letter relates to work performed under the observation of ECS on the referenced single-family house building pads along with roadway construction and infrastructure within the Huntfield Subdivision. Our services were performed in accordance with our contract/agreement dated December 13, 2021, on an as requested basis from December 13, 2021, through January 20, 2023, corresponding to ECS Daily Field Report Nos. 1 through 101, previously submitted as work progressed. Our scope of work included:

- Observation of proofrolling of subgrade for single family building pads;
- Observation and testing of fill for single family building pads listed above;
- Observation of proofrolling of pavement subgrade;
- Observation and testing of the compaction of stone base prior to asphalt pavement;
- Observation and testing of the compaction of asphalt pavements.

We have performed a review of ECS activities on the referenced project. According to our field and laboratory test reports and records, the tests were performed in accordance with ASTM, AWS, and appropriate industry standards and indicate that the construction appeared to be in conformance with the approved plans. Where discrepancies were observed, corrections or modifications were made and/or redesign accomplished and reviewed and/or approved by the design engineer.

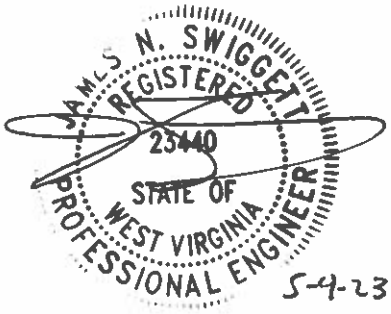
The professional services detailed herein were provided in accordance with generally accepted geotechnical engineering and materials testing practices. No warranties have been expressed or implied, are given regarding the services provided for this project. If you have any questions, or if we can be of further service to you, please do not hesitate to contact us.

Respectfully,

ECS MID-ATLANTIC, LLC



Darin E. Shick, CWI
Construction Materials Project Manager



James N. Swiggett, P.E.
Senior Project Engineer



R. Drew Thomas, C.P.G.
Principal Engineering Geologist

Bond Request No._____

BOND REQUEST AND REDUCTION

To assist the Subdivision Administrator in the review of a Bond Request Application, the Applicant must utilize this form to supply the City with the information prescribed under Article 1335 and Section 1332 of the Subdivision and Land Development Ordinance. The submission of this form, along with the prescribed information and required fees, shall serve as the Applicant's Bond Request Application as required by Ordinance Article 1335.

1. DATE September 29, 2023

2. APPLICATION TYPE ☐ Bond | Initiation ☑ Bond | Reduction

☐ Bond | Reallocation ☐ Bond | Release**

3. PROJECT NAME Huntfield

Address Charles Town, Jeff Co., West Virginia

4. APPLICANT'S NAME* DR Acquisitions, LLC

Address 7945 Worman's Mill Rd, Frederick MD 21701

Telephone Number 304.433.1718 Fax Number ( )

Email Address awolf@dmrdev.com

5. PROPERTY OWNER'S NAME DR Acquisitions, LLC

Address 7945 Worman's Mill Rd, Frederick MD 21701

Telephone Number 304.433.1718 Fax Number ( )

Email Address awolf@dmrdev.com

*Applicants include: Property owner(s), Engineer(s), Surveyor(s), or Consultant(s)

**Requires a Public Hearing and landscaping surety for one year after release

Bond Request No._____

6. DESCRIPTION OF REQUETED INITIATION, REDUCTION, OR RELEASE:

Huntfield Phase 3A Reduction

7. A) CURRENT BOND AMOUNT $287,720.35

B) PROPOSED BOND AMOUNT $126,004.01

8. PARCEL INVENTORY: (List all parcels that are part of this application):

Tax Map No.	Parcel No.	Deed Book	Page No.	Zoning District
See attached parcel Inventory.				

9. PARCEL HISTORY: (List all pending or previously approved applications on the subject parcels inventoried above, including previous plat applications if this application is an amendment)

Application No.	Project Name and Phase	Status	Approval Date

Bond Request No._____

10. BOND RELEASE ATTACHMENTS.

The following shall be included with this request:

A. To the extent not previously submitted pursuant to bond reduction request, copies of inspection and test reports if work was inspected and tested by a third-party inspector.

B. Certification that all bonded Improvements, other than Improvements accepted by West Virginia Department of Highways (WVDOH), have been completed in accordance with the approved plans, profiles, and specifications and the requirements of any applicable manual. For Improvements to be accepted for maintenance by WVDOH, such Certification shall state that the Improvements have been installed and inspected in accordance with WVDOH's requirements.

C. A copy of the City-approved As-Built Drawings as required for facilities within public rights-of-way or Easements submitted pursuant to Section 1332.10 of this Ordinance.

Date of As-Builts 9/19/23 · Prepared By Morris & Ritchie

D. A letter from a Professional Engineer or Professional Land Surveyor certifying that property corners and Monuments have been set as required under this Ordinance.

E. Documentation of acceptance by WVDOH for public roadways and rights-of-way, or a maintenance and indemnification agreement and bond approved by the Planning Commission for public roadways that have been completed in accordance with WVDOH standards but which, due to factors other than their quality of construction, are not eligible for acceptance by WVDOH.

F. For private roadways, a letter of acceptance by the entity responsible for maintenance and a Latent Defects Indemnification Agreement and Bond in accordance with this Section.

G. Private Roadway Maintenance Bonds. Before a Performance Agreement and surety for private roadway construction shall be released, a Latent Defects Indemnification Agreement and Bond shall be provided by the applicant/Developer and approved by the Planning Commission. The guarantee provided by such Agreement and Bond must be for a period of two (2) years following the date of performance bond release, and must be in an amount equal to no less than 5% of the original performance bond estimate in accordance with Section 1335.07 (F) of the Subdivision Ordinance.

H. Landscaping Surety. Surety is required to ensure the landscaping shown on the Major S/LD plans is maintained for one (1) year. The one (1) year shall start from the date at which the surety for the site has been released, with the exception of this landscaping surety. The landscaping surety amount shall not be less than $5,000.00 or 10% of the total landscaping cost for the project, which every is greater.

Bond Request No._____

APPLICANT CERTIFICATION

I certify that, to the best of my knowledge, the submitted information and statements are true and correct. I also certify that I have received and read Article 1335 of the S/LD Ordinance.

Signature of Applicant

_____ Date 9/29/23

Signature of Property Owner (If different than Applicant)

_____ Date _____

Please submit an original completed Application, 1 digital copy and 1 paper copy of the As-Built Plans (if applicable) to the following:

Subdivision Administrator
City of Charles Town
101 E. Washington Street
Charles Town, WV 25414

Please also send a copy of the completed Application as well as the As-Builts to the following:

Hatch/Chester Engineers
Attn: Elizabeth Adamowicz
705 Quince Orchard Road, Suite 310
Gaithersburg, MD 20878

FOR CITY USE ONLY

Application Number:_____ Date Application Received:_____

Fee: $_____ Check No._____

Receipt No._____

Site Inspection Date:_____ Inspector:_____

Subdivision Administrator Approval:_____ Date:_____

Engineer Approval:_____ Date:_____

Planning Commission Approval:_____ Date:_____

City Council Approval:_____ Date:_____

Comments:_____

_____

_____

_____

_____

		BOND ESTIMATE			Bond Unit Cost Reduction				
			UNIT					%	
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE	
EROSION AND SEDIMENT CONTROL									
Earth Dike									
A-1		L.F.	$3.85	$0.00	0.00	L.F.	$0.00		
A-2,B-1		L.F.	$4.50	$0.00	0.00	L.F.	$0.00		
A-3,8-2		L.F.	$5.00	$0.00	0.00	L.F.	$0.00		
B-3		L.F.	$5.50	$0.00	0.00	L.F.	$0.00		
Silt fence		L.F.	$3.30	$0.00	0.00	L.F.	$0.00		
Super Silt Fence		L.F.	$16.50	$0.00	0.00	L.F.	$0.00		
Stabalized Construction Entrance		Each	$550.00	$0.00	0.00	Each	$0.00		
Straw Bale Dike		L.F.	$2.00	$0.00	0.00	L.F.	$0.00		
Stone Check Dams		Each	$50.00	$0.00	0.00	Each	$0.00		
Inlet Protection Devices	16.00	Each	$110.00	$1,760.00	0.00	Each	$0.00		
Sediment Trap Excavation		C.Y.	$9.00	$0.00	0.00	C.Y.	$0.00		
Stone / riprap Trap Outlet		C.Y.	$27.00	$0.00	0.00	C.Y.	$0.00		
Horizontal Dewatering Device		Each	$330.00	$0.00	0.00	Each	$0.00		
Vertical Dewatering Device		Each	$550.00	$0.00	0.00	Each	$0.00		
Dewatering Basin		Each	$55.00	$0.00	0.00	Each	$0.00		
Grassed Waterway		L.F.	$7.00	$0.00	0.00	L.F.	$0.00		
				$1,760.00			$0.00		
E&S Maintenance {throughout project)									
							$0.00		
SITE STABILIZATION									
Basic Seeding w/ Straw		S.F.	$0.04	$0.00	0.00	S.F.	$0.00		
		Acre	$1,925.00	$0.00	0.00	Acre	$0.00		
Fabric/ Jute/ Fiber Linings/ Matting		S.F.	$0.11	$0.00	0.00	S.F.	$0.00		
Jute		S.F.	$0.11	$0.00	0.00	S.F.	$0.00		
Mattinq		S.F.	$0.11	$0.00	0.00	S.F.	$0.00		
Sod		S.F.	$0.38	$0.00	0.00	S.F.	$0.00		
Temporary Class I Riprap		C.Y.	$33.00	$0.00	0.00	C.Y.	$0.00		
				$0.00			$0.00		
							$0.00		

Item Description	QUANTITY	BOND ESTIMATE UNIT	COST	TOTAL	Bond Unit Cost Reduction QUANTITY	UNIT	TOTAL	% COMPLETE
SITE PREPARATION								
Demolish Buildings		Each		$0.00	0.00	Each	$0.00	
Demolish Buildings		Each		$0.00	0.00	Each	$0.00	
Remove Asphalt Paving		**S.Y.**	$0.55	$0.00	0.00	S.Y.	$0.00	
Remove Power Pole		Each	$5,500.00	$0.00	0.00	Each	$0.00	
Remove Fences		L.F.	$3.85	$0.00	0.00	L.F.	$0.00	
Clearing And Grubbing			Varies					
Light	0.00	Acres	$5,865.00	$0.00	0.00	Acres	$0.00	
Moderate		Acres	$8,798.00	$0.00	0.00	Acres	$0.00	
Heavy		Acres	$11,098.00	$0.00	0.00	Acres	$0.00	
				$0.00			$0.00	
							$0.00	
EARTHWORK								
Strip Topsoil		C.Y.	$3.30	$0.00	0.00	C.Y.	$0.00	
8" Depth								
Common Excavation	0.00	C.Y.	$1.65	$0.00	0.00	C.Y.	$0.00	
5' Depth								
Borrow Excavation (on-site)	0.00	C.Y.	$2.75	$0.00	0.00	C.Y.	$0.00	
Borrow Excavation (imported)		C.Y.	$11.00	$0.00	0.00	C.Y.	$0.00	
Rock Excavation (non-trench)		C.Y.	$11.00	$0.00	0.00	C.Y.	$0.00	
Rock Excavation (trench)		C.Y.	$55.00	$0.00	0.00	C.Y.	$0.00	
Replace Topsoil		C.Y.	$3.85	$0.00	0.00	C.Y.	$0.00	
Ditch Construction (if not part of exc.)		L.F.	$3.30	$0.00	0.00	L.F.	$0.00	
				$0.00			$0.00	
							$0.00	
PAVING								
Crushed Stone/Gravel Base 4"thick		S.Y.	$3.85	$0.00	0.00	S.Y.	$0.00	
5"thick		S.Y.	$4.70	$0.00	0.00	S.Y.	$0.00	
6"thick		S.Y.	$6.00	$0.00	0.00	S.Y.	$0.00	
9"thick	1967.00	S.Y.	$8.00	$15,736.00	0.00	S.Y.	$0.00	100.00%
Asphalt Base 3"thic		S.Y.	$6.50	$0.00	0.00	S.Y.	$0.00	
Asphalt Base 3.5"thic		S.Y.	$7.00	$0.00	0.00	S.Y.	$0.00	
4"thick	1967.00	S.Y.	$8.00	$15736.00	0.00	S.Y.	$0.00	100.00%
Asphalt Surface Course 1 1/2"thi	10703.00	S.Y.	$3.30	$35,319.90	9800.00	S.Y.	32,340.00	
Geotextile Underlavment		L.F. OF CL.	$1.60	$0.00	0.00	L.F. OF CL.	$0.00	

Item Description	QUANTITY	BOND ESTIMATE UNIT	COST	TOTAL	Bond Unit Cost Reduction QUANTITY	UNIT	TOTAL	% COMPLETE
Subgrade Repair Contingency		L.F. OF CL.	$5.00	$0.00	0.00	L.F. OF CL.	$0.00	

					$66,791.90			$32,340.00				
STORM DRAIN PIPES												
CMP												
	15"	110.00	L.F.	$20.00	$2,200.00	0.00	L.F.	$0.00	100.00%			
	18"		L.F.	$23.00	$0.00	0.00	L.F.	$0.00	100.00%			
	21"		L.F.	$25.00	$0.00	0.00	L.F.	$0.00				
	24"	30.00	L.F.	$30.00	$900.00	0.00	L.F.	$0.00	100.00%			
	27"		L.F.	$33.00	$0.00	0.00	L.F.	$0.00				
	30"	457.00	L.F.	$37.00	$16,909.00	0.00	L.F.	$0.00	100.00%			
	33"		L.F.	$44.00	$0.00	0.00	L.F.	$0.00				
	36"		L.F.	$53.00	$0.00	0.00	L.F.	$0.00				
	42"		L.F.	$57.00	$0.00	0.00	L.F.	$0.00				
	48"		L.F.	$66.00	$0.00	0.00	L.F.	$0.00				
	54"		L.F.	$71.00	$0.00	0.00	L.F.	$0.00				
	60"		L.F.	$82.00	$0.00	0.00	L.F.	$0.00				
	66"		L.F.	$95.00	$0.00	0.00	L.F.	$0.00				
	72"		L.F.	$110.00	$0.00	0.00	L.F.	$0.00				
	78"		L.F.	$127.00	$0.00	0.00	L.F.	$0.00				
	84"		L.F.	$143.00	$0.00	0.00	L.F.	$0.00				
	Box Culverts		L.F.	$835.00	$0.00	0.00	L.F.	$0.00				
					$20,009.00			$0.00				
								$0.00				
STORM DRAIN PIPE ARCHES (SQUASH PIPES)												
CMP												
13"X17"			Each	$22.00	$0.00	0.00	Each	$0.00				
15"X21"			Each	$26.00	$0.00	0.00	Each	$0.00				
18"X24"			Each	$30.00	$0.00	0.00	Each	$0.00				
20"X28"			Each	$33.00	$0.00	0.00	Each	$0.00				
24"X35"			Each	$36.00	$0.00	0.00	Each	$0.00				
29"X42"			Each	$42.00	$0.00	0.00	Each	$0.00				
33"X49"			Each	$53.00	$0.00	0.00	Each	$0.00				
38"X57"			Each	$66.00	$0.00	0.00	Each	$0.00				
42"X64"			Each	$79.00	$0.00	0.00	Each	$0.00				
46"X71"			Each	$93.00	$0.00	0.00	Each	$0.00				

			BOND ESTIMATE			Bond Unit Cost Reduction						
				UNIT					%			
Item Description		QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE			
RCP												
13"X17"			Each	$31.00	$0.00	0.00	Each	$0.00				
15"X21"			Each	$35.00	$0.00	0.00	Each	$0.00				
18"X24"			Each	$41.00	$0.00	0.00	Each	$0.00				
20"X28"			Each	$47.00	$0.00	0.00	Each	$0.00				
24"X35"			Each	$52.00	$0.00	0.00	Each	$0.00				
29"X42"			Each	$57.00	$0.00	0.00	Each	$0.00				

33"X49"		Each	$68.00	$0.00	0.00	Each	$0.00				
38"X57"		Each	$101.00	$0.00	0.00	Each	$0.00				
42"X64"		Each	$148.00	$0.00	0.00	Each	$0.00				
46"X71"		Each	$183.00	$0.00	0.00	Each	$0.00				
				$0.00			$0.00				
STORM DRAIN END SECTIONS (ROUND)											
CMP											
15"		Each	$100.00	$0.00	0.00	Each	$0.00				
18"		Each	$165.00	$0.00	0.00	Each	$0.00				
21"		Each	$220.00	$0.00	0.00	Each	$0.00				
24"		Each	$275.00	$0.00	0.00	Each	$0.00				
27"		Each	$300.00	$0.00	0.00	Each	$0.00				
30"		Each	$330.00	$0.00	0.00	Each	$0.00				
36"		Each	$395.00	$0.00	0.00	Each	$0.00				
42"		Each	$585.00	$0.00	0.00	Each	$0.00				
48"		Each	$770.00	$0.00	0.00	Each	$0.00				
54"		Each	$825.00	$0.00	0.00	Each	$0.00				
13"X17" (Equiv. 15)		Each	$132.00	$0.00	0.00	Each	$0.00				
15"X21" (Equiv. 18)		Each	$155.00	$0.00	0.00	Each	$0.00				
18"X24" (Equiv. 21)		Each	$175.00	$0.00	0.00	Each	$0.00				
20"X28" (Equiv. 24}		Each	$190.00	$0.00	0.00	Each	$0.00				
24"X35" (Equiv. 30}		Each	$255.00	$0.00	0.00	Each	$0.00				
29"X42" (Equiv. 36}		Each	$385.00	$0.00	0.00	Each	$0.00				
33"X49" (Equiv. 42}		Each	$465.00	$0.00	0.00	Each	$0.00				
38"X57" (Equiv. 48}		Each	$550.00	$0.00	0.00	Each	$0.00				
				$0.00			$0.00				
STORM DRAIN STRUCTURES											

		BOND ESTIMATE			Bond Unit Cost Reduction					
			UNIT					%		
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE		
Single Drop Opening Inlet		Each	$1,500.00	$0.00	0.00	Each	$0.00			
Double Drop Opening Inlet		Each	$2,000.00	$0.00	0.00	Each	$0.00			
Triple Drop Opening Inlet		Each	$2,400.00	$0.00	0.00	Each	$0.00			
4' Curb OpeninQ		Each	$2,000.00	$0.00	0.00	Each	$0.00			
5' Curb Opening		Each	$2,000.00	$0.00	0.00	Each	$0.00			
6' Curb Opening	1.00	Each	$2,080.00	$2,080.00	0.00	Each	$0.00	100.00%		
8' Curb Opening		Each	$2,240.00	$0.00	0.00	Each	$0.00	100.00%		
10' Curb Opening	1.00	Each	$2,400.00	$2,400.00	0.00	Each	$0.00	100.00%		
12' Curb Opening		Each	$2,600.00	$0.00	0.00	Each	$0.00	100.00%		
14' Curb Opening	1.00	Each	$2,800.00	$2,800.00	0.00	Each	$0.00	100.00%		
15' Curb Opening		Each	$2,900.00	$0.00	0.00	Each	$0.00			
16' Curb Opening	1.00	Each	$2,980.00	$2980.00	0.00	Each	$0.00			
18' Curb Opening	1.00	Each	$3,140.00	$3140.00	0.00	Each	$0.00			

20' Curb Opening	1.00	Each	$3,300.00	$3,300.00	0.00	Each	$0.00				
Grate Inlet	1.00	Each	$3,000.00	$3,000.00	0.00	Each	$0.00	100.00%			
Manhole	1.00	Each	$2,700.00	$2,700.00	0.00	Each	$0.00	100.00%			
				$22,400.00			$0.00				
							$0.00				
OUTFALL AND CHANNEL PROTECTION											
Filter Stone		C.Y.	$27.00	$0.00	0.00	C.Y.	$0.00				
Riprap, Class I		C.Y.	$44.00	$0.00	0.00	C.Y.	$0.00				
Riprap, Class II		C.Y.	$50.00	$0.00	0.00	C.Y.	$0.00				
Riprap, Class 111		C.Y.	$55.00	$0.00	0.00	C.Y.	$0.00				
Gabion Basket Structures		C.Y.	$165.00	$0.00	0.00	C.Y.	$0.00				
Sand		C.Y.	$77.00	$0.00	0.00	C.Y.	$0.00				
				$0.00			$0.00				
STORMWATER MANAGEMENT											
Excavation Basin Only		C.Y.	$4.50	$0.00	0.00	C.Y.	$0.00				
Core Trench		C.Y.	$3.00	$0.00	0.00	C.Y.	$0.00				
Embankment {Temp. Sed. Basin) Site Mate		C.Y.	$13.00	$0.00	0.00	C.Y.	$0.00				
Imported Material		C.Y.	$22.00	$0.00	0.00	C.Y.	$0.00				
Concrete Control Structures											
Under 180 cubic feet		Each	$2,200.00	$0.00	0.00	Each	$0.00				
181 to 300 cubic feet		Each	$2,700.00	$0.00	0.00	Each	$0.00				
301 to 450 cubic feet		Each	$3,300.00	$0.00	0.00	Each	$0.00				
Over 450 cubic feet		C.F.	$9.00	$0.00			$0.00				

	BOND ESTIMATE			Bond Unit Cost Reduction					
		UNIT					%		
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE	
Reinforced Concrete Cradle		C.Y.	$275.00	$0.00	0.00	C.Y.	$0.00		
Other Reinforced Concrete Structures		C.Y.	$500.00	$0.00	0.00	C.Y.	$0.00		
CMP Control Structures									
Riser Pipe		See Storm Drain Pipes							
Barrel/Riser Fabrication		Inch of Dia.	$5.50	$0.00	0.00	Inch of Dia.	$0.00		
Antiseep Collar		Ft. of Width	$55.00	$0.00	0.00	Ft. of Width	$0.00		
Trash Rack		Inch of Dia.	$22.00	$0.00	0.00	Inch of Dia.	$0.00		
Water Tight Bands		Inch of Dia.	$5.50	$0.00	0.00	Inch of Dia.	$0.00		
Plastic Infiltration Modules		Each	$130.00	$0.00	0.00	Each	$0.00		
Stone Check Dams		Each	$33.00	$0.00	0.00	Each	$0.00		
Settlement Routing Baffle		L.F.	$3.30	$0.00	0.00	L.F.	$0.00		
Sand Bags		Each	$5.00	$0.00	0.00	Each	$0.00		
				$0.00			$0.00		
							$0.00		

PVC SLOTTED/ PERFORATED											
4" Diameter		L.F.		$0.00	0.00	L.F.	$0.00				
6" Diameter		L.F.		$0.00	0.00	L.F.	$0.00				
8" Diameter		L.F.	$17.50	$0.00	0.00	L.F.	$0.00				
12" Diameter		L.F.	$20.00	$0.00	0.00	L.F.	$0.00				
15" Diameter		L.F.	$22.00	$0.00	0.00	L.F.	$0.00				
18" Diameter		L.F.	$26.00	$0.00	0.00	L.F.	$0.00				
24" Diameter		L.F.	$36.00	$0.00	0.00	L.F.	$0.00				
				$0.00			$0.00				
							$0.00				
WATER											
1" Copper Line		L.F.	$22.00	$0.00	0.00	L.F.	$0.00				
2" Copper Line		L.F.	$33.00	$0.00	0.00	L.F.	$0.00				
4" PVC Pipe		L.F.	$16.00	$0.00	0.00	L.F.	$0.00				
6" PVC Pipe		L.F.	$22.00	$0.00	0.00	L.F.	$0.00				
8" PVC Pipe		L.F.	$29.00	$0.00	0.00	L.F.	$0.00				
10" PVC Pipe	680.00	L.F.	$34.00	$23,120.00	0.00	L.F.	$0.00	100.00%			
12" PVC Pipe		L.F.	$40.00	$0.00	0.00	L.F.	$0.00				
Fire Hydrant Setting	1.00	Each	$2,200.00	$2,200.00	0.00	Each	$0.00	100.00%			
4" Gate Valve		Each	$410.00	$0.00	0.00	Each	$0.00				
6" Gate Valve	1.00	Each	$550.00	$550.00	0.00	Each	$0.00	100.00%			
8" Gate Valve		Each	$770.00	$0.00	0.00	Each	$0.00				
1O" Gate Valve	4.00	Each	$1,045.00	$4,180.00	0.00	Each	$0.00	100.00%			
		BOND ESTIMATE									
			UNIT					% |	Page 7 of 9		
Item Description	QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE			
12" Gate Valve		Each	$1,400.00	$0.00	0.00	Each	$0.00				
Water Meter Settings	17.00	Each	$960.00	$16,320.00	0.00	Each	$0.00	100.00%			
Tapping Sleeve and Valve		Each		$0.00	0.00	Each	$0.00				
Blow -Off Valve Assembly	1.00	Each	$1,500.00	$1,500.00			$0.00	100.00%			
				$47,870.00			$0.00				
SANITARY SEWER											
To be bonded by the P.S.D.				$0.00	0.00	0	$0.00				
ENTRANCES											
Residential (asphalt}	5.00	Each	$825.00	$4,125.00	0.00	Each	$0.00	100.00%			
Commercial (p.c. concrete)		Each	$3,300.00	$0.00	0.00	Each	$0.00				
				$4,125.00			$0.00				
							$0.00				
CURBS, GUTTERS, SIDEWALKS											

P.C. Concrete Curb with Gutter		1868.00	L.F.	$12.00	$22,416.00	0.00	L.F.	$0.00	100.00%			
P.C. Concrete Curb with no Gutter		180.00	L.F.	$10.00	$1,800.00	0.00	L.F.	$0.00	100.00%			
P.C. Concrete Sidewalk			S.Y.	$20.00	$0.00	0.00	S.Y.	$0.00				
	3'Wide		L.F.	$6.50	$0.00	0.00	L.F.	$0.00				
	4'Wide		L.F.	$9.00	$0.00	0.00	L.F.	$0.00				
	5'Wide	2495.00	L.F.	$11.25	$28,068.75	0.00	L.F.	$0.00	100.00%			
	6'Wide	0.00	L.F.	$13.50	$0.00	0	L.F.	$0.00	%			
Asphalt Sidewalk			S.Y.	$11.00	$0.00	0.00	S.Y.	$0.00				
Concrete Wheel Stops			L.F.	$33.00	$0.00	0.00	L.F.	$0.00				
Curb Ramps		10.00	Each	$500.00	$5,000.00	28.00	Each	$14,000.00				
					$57,284.75			$14,000.00				
SIGNS, FENCE, LIGHTS												
Arrows on Pavement			Each	$27.00	$0.00	0.00	Each	$0.00				
Letters on Pavement			Each	$16.00	$0.00	0.00	Each	$0.00				
Line Painting		2861.00	L.F.	$0.30	$858.30	2861.00	L.F.	$1,502.10				

			BOND ESTIMATE			Bond Unit Cost Reduction						
				UNIT					%			
Item Description		QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE			
Handicap Symbols			Each	$16.00	$0.00	0.00	Each	$0.00				
Handicap Signs			Each	$165.00	$0.00	0.00	Each	$0.00				
Traffic Signs		3.00	Each	$275.00	$825.00	0.00	Each	$0.00				
Street Signs		4.00	Each	$110.00	$440.00	4.00	Each	$440.00				
Guard Rail-Steel Beam			L.F.	$22.00	$0.00	0.00	L.F.	$0.00				
Chainlink Fence			L.F.	$11.00	$0.00	0.00	L.F.	$0.00				
Street Lights		9.00	Each	3500.00	31500.00	9.00	Each	$31,500.00				
Parking Lot Lighting			Each				Each					
					$33,623.30			$33,442.10				
LANDSCAPING												
Transplanting tree/shrub			Each	$22.00	$0.00	0.00	Each	$0.00				
Backfill planting pit			C.Y.	$26.00	$0.00	0.00	C.Y.	$0.00				
Excavate planting pit			C.Y.	$30.00	$0.00	0.00	C.Y.	$0.00				
Ground cover plants			100 Plants	$88.00	$0.00	0.00	100 Plants	$0.00				
Wetland plants			100 Plugs									
Shrubs (everQreen)			Each	$27.00	$0.00	45.00	Each	$1,215.00				
Shrubs (deciduous)			Each	$38.00	$0.00	139.00	Each	$5,282.00				
Flowering trees (minor)			Each	$72.00	$0.00	0.00	Each	$0.00				
Screen trees			Each	$55.00	$0.00	0.00	Each	$0.00				
Street and shade trees			Each	$110.00	$0.00	53.00	Each	$5,830.00				

					$0.00			$12,327.00				
MISCELLANEOUS												
Bollards			Each	$440.00	$0.00	0.00	Each	$0.00				
Filter Fabric			S.F.	$0.25	$0.00	0.00	S.F.	$0.00				
Elec./Comm. Conduit			L.F.	$3.30	$0.00	0.00	L.F.	$0.00				
Set Lot Corners		35.00	Per Lot	$220.00	$7,700.00	35.00	Per Lot	$22,440.00				
					$7,700.00			$22,440.00				
MOBILIZATION (GENERAL)												
Mobilization		0.00	Each	$5,687.20	$0.00	0.00	Each	$0.00				
Field Office		0.00	Each	$2,743.75	$0.00	0.00	Each	$0.00				
Job Sign		0.00	Each	$1,113.75	$0.00	0.00	Each	$0.00				
			BOND ESTIMATE									
				UNIT						Page 9 of 9		
Item Description		QUANTITY	UNIT	COST	TOTAL	QUANTITY	UNIT	TOTAL	COMPLETE			
					$9,544.70			$0.00				
NOTE: Inflation factor not shown because												
numbers are taken directly from the County of												
Loudoun Public Improvement Bond Unit Cost												
List												
	SUBTOTAL				$261,563.95			$114,549.10				
	+ 10% CONTINGENCY FEE				$26,156.40			$11,454.91				
	TOTAL				**$287,720.35**	**New Amount**		**$126,004.01**				

HUNTFIELD BOND PARCEL INVENTORY

Phase 2A-3		
Tax District	Map#	Parcel
03	11E	904
03	11E	903
03	11E	902
03	11E	901
03	11E	900
03	11E	899
03	11E	898
03	11E	897
03	11E	896
03	11E	895
03	11E	894
03	11E	893
03	11E	891
03	11E	890
03	11E	889
03	11E	888
03	11E	887
03	11E	886
03	11E	885
03	11E	884
03	11E	882
03	11E	881
03	11E	880
03	11E	879
03	11E	878
03	11E	877
03	11E	876
03	11E	875
03	11E	874
03	11E	873
03	11E	872
03	11E	871
03	11E	870
03	11E	869
03	11E	868
03	11E	867
03	11E	866
03	11E	865
03	11E	864
03	11E	863
03	11E	862
03	11E	861
03	11E	860
03	11E	859
03	11E	858

Phase 5 A		
Tax District	Map#	Parcel
03	11A	614
03	11A	615
03	11A	622
03	11A	623
03	11A	624
03	11A	625
03	11A	626

Phase 3A		
Tax District	Map#	Parcel
03	11C	437
03	11C	438
03	11C	439
03	11C	440
03	11C	441
03	11C	442
03	11C	443
03	11C	444
03	11C	445
03	11C	446
03	11C	447
03	11C	448
03	11C	449
03	11C	450
03	11C	451
03	11C	452
03	11C	453
03	11C	454
03	11C	455
03	11C	456
03	11C	457
03	11C	458
03	11C	459
03	11C	460
03	11C	466
03	11C	467
03	11C	468
03	11C	469
03	11C	470
03	11C	471
03	11C	472

Phase 3A Storm Water Basin		
Tax District	Map#	Parcel
03	11	0001

Phase 2B-2		
Tax District	Map#	Parcel
03	11B	286
03	11B	300
03	11B	322
03	11B	323
03	11B	324
03	11B	325
03	11B	326
03	11B	327
03	11B	327A
03	11B	328
03	11B	342
03	11B	343
03	11B	344
03	11B	345
03	11B	346
03	11B	347
03	11B	347A
03	11B	348
03	11B	357
03	11B	358
03	11B	359
03	11B	360
03	11B	361
03	11B	362
03	11B	363
03	11B	364
03	11B	365
03	11B	366
03	11B	366A
03	11B	367
03	11B	372
03	11B	373
03	11B	374
03	11B	375
03	11B	376
03	11B	377
03	11B	378

Rec Center		
Tax District	Map#	Parcel
03	11B	REC

CONSTRUCTION PLANS AND PROFILES

SITE PLAN STPL 2003-0009

LOTS 379-466, HUNTFIELD PHASE 3A

CHARLES TOWN CORPORATION

JEFFERSON COUNTY, WV

GENERAL NOTES

1. THIS SET OF DRAWINGS PERTAINS TO PHASE 3A OF HUNTFIELD, WHICH CONSISTS OF A TOTAL SITE AREA OF 11.9775 ACRES. PHASE 3A CONTAINS 10 SFD LOTS AND 78 SFA LOTS FOR TOTAL OF 88 LOTS. A TOTAL OF 1.7306 ACRES OF OPEN SPACE ARE PROVIDED WITHIN PHASE 3A. REFERENCE WAS MADE TO THE SCHEMATIC PLAN "HUNTFIELD COMPOSITE SCHEMATIC I" (SCHM 2003-0003) APPROVED MAY 28, 2003. NOTE THAT THE "HUNTFIELD COMPOSITE SCHEMATIC" IS COMPOSED OF SEVERAL SITE PLANS. THIS SET OF PLANS PERTAINS TO A SMALL SECTION OF THE SCHEMATIC . THESE PLANS SHALL BE IN GENERAL CONFORMANCE WITH THE APPROVED SCHEMATIC PLAN AND ALL ZONING REQUIREMENTS INCLUDING THOSE MODIFIED IN THE HUNTFIELD PROFFERS. OPEN SPACE, RESIDENTIAL, AND COMMERCIAL REQUIREMENTS SHALL CORRESPOND TO THOSE SET FORTH IN THE SCHEMATIC. NOTE THAT NO COMMERCIAL AREA IS CONTAINED WITHIN THIS SITE PLAN. REQUIREMENTS FOR COMMERCIAL AREA, OPEN SPACE, AND RESIDENTIAL AREA SHALL BE MET ON A SCHEMATIC BASIS AS OPPOSED TO WITH EACH INDIVIDUAL SITE PLAN. PLANS TO BE IN CONFORMANCE WITH THE WVDEP AND WVSHPO REQUIREMENTS.

2. THE PROPERTY DELINEATED HEREON IS A PORTION OF PARCEL 1, AS SHOWN ON CHARLES TOWN CORPORATION TAX ASSESSMENT MAP 11, DEED BOOK 949, PAGE 203, WHICH IS LOCATED AMONG THE LAND RECORDS OF JEFFERSON COUNTY. THE AFOREMENTIONED PARCEL IS ZONED NEIGHBORHOOD RESIDENTIAL. THE PROPOSED USE FOR THIS PARCEL IS FOR THE CONSTRUCTION OF SINGLE FAMILY DWELLINGS, TOWN HOMES, AND THE ASSOCIATED ROADS, PARKING AREAS, AND STORMWATER MANAGEMENT FACILITIES. THE EXISTING USE IS CROP PLANTING. ALL ADJOINING PROPERTY IS ZONED NEIGHBORHOOD RESIDENTIAL, IS OWNED BY HUNTFIELD, AND IS DELINEATED AS A PORTION OF PARCEL 1, AS SHOWN ON CHARLES TOWN CORPORATION TAX ASSESSMENT MAP 11, DEED BOOK 949, PAGE 203, WHICH IS LOCATED AMONG THE LAND RECORDS OF JEFFERSON COUNTY. REFERENCE E&S NARRATIVE FOR ADDITIONAL INFORMATION ON SURROUNDING PROPERTY AND EXISTING SITE CONDITIONS.

3. BOUNDARY INFORMATION, SHOWN HEREON, WAS OBTAINED FROM A PLAT SHOWING HUNTFIELD, LC PROPERTY AS RECORDED IN THE OFFICE OF THE CLERK OF THE COUNTY COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA, IN PLAT BOOK 19, PAGE 49.

4. TOPOGRAPHIC INFORMATION WAS OBTAINED FROM APPALACHIA SURVEY OF WEST VIRGINIA, LLC. BASIS FOR SURVEY WAS NAD'27-NAVD'88.

5. THE PROPERTY SHOWN HEREON WAS ACQUIRED BY HUNT FIELD. AS RECORDED IN THE OFFICE OF THE CLERK OF THE COMMISSION OF JEFFERSON COUNTY, WEST VIRGINIA IN DEED BOOK 949, PAGE 203.

6. THE HOMEOWNER'S ASSOCIATION INC. WILL BE RESPONSIBLE FOR THE MAINTENANCE OF STORM WATER DETENTION/DRAINAGE FACILITIES AND EASEMENTS. IN ADDITION THEY SHALL BE RESPONSIBLE FOR MAINTENANCE OF SIDEWALKS & STREET LIGHTS. THE WEST VIRGINIA DEPARTMENT OF HIGHWAY IS NOT RESPONSIBLE FOR MAINTENANCE OF SIDEWALKS AND STREET LIGHTS.

7. ALL CONSTRUCTION SHALL CONFORM TO CURRENT CITY OF CHARLES TOWN, WVDOH AND SANITATION AUTHORITY STANDARDS AND SPECIFICATIONS.

8. EROSION AND SEDIMENT CONTROL MEASURES SHALL BE PROVIDED IN ACCORDANCE WITH THE 1993 "WEST VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK FOR DEVELOPING AREAS".

9. THE APPROVAL OF THESE PLANS SHALL IN NO WAY RELIEVE THE DEVELOPER OR HIS AGENT OF ANY LEGAL RESPONSIBILITY WHICH MAY BE REQUIRED BY THE CODE OF WEST VIRGINIA OR ANY OTHER ORDINANCE ENACTED BY THE CITY OF CHARLES TOWN.

10. STANDARD GUARDRAILS AND HANDRAILS SHALL BE INSTALLED AT HAZARDOUS LOCATIONS AS DETERMINED DURING FINAL FIELD INSPECTION BY CITY OF CHARLES TOWN AND\OR WVDOH.

11. ALL UNDERGROUND UTILITIES WITHIN STREET RIGHT-OF-WAYS SHALL BE INSTALLED TO THE REQUIRED DISTANCE BEYOND THE RIGHT-OF-WAY LINE PRIOR TO THE INSTALLATION OF ANY SUBBASE MATERIAL, CURB AND GUTTER, OR SIDEWALK.

12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF UTILITY OVERBLASTING FOR FUTURE EXTENSIONS WITH ALL ADJACENT SECTIONS.

13. THESE PLANS MAKE NO REPRESENTATION AS TO SUBSURFACE CONDITIONS AND THE PRESENCE OF SUBSURFACE WATER OR THE NEED FOR SUBSURFACE DRAINAGE FACILITIES.

14. ANY WELLS OR SEPTIC FIELDS WITHIN THE LIMITS OF THE SITE WILL BE ABANDONED IN ACCORDANCE WITH STATE AND LOCAL HEALTH DEPARTMENT REQUIREMENTS AND REGULATIONS PRIOR TO RECORD PLAT APPROVAL.

15. THE SECTION DELINEATED HEREON CONTAINS NO KNOWN ARCHEOLOGICAL OR HISTORICAL LANDMARKS.

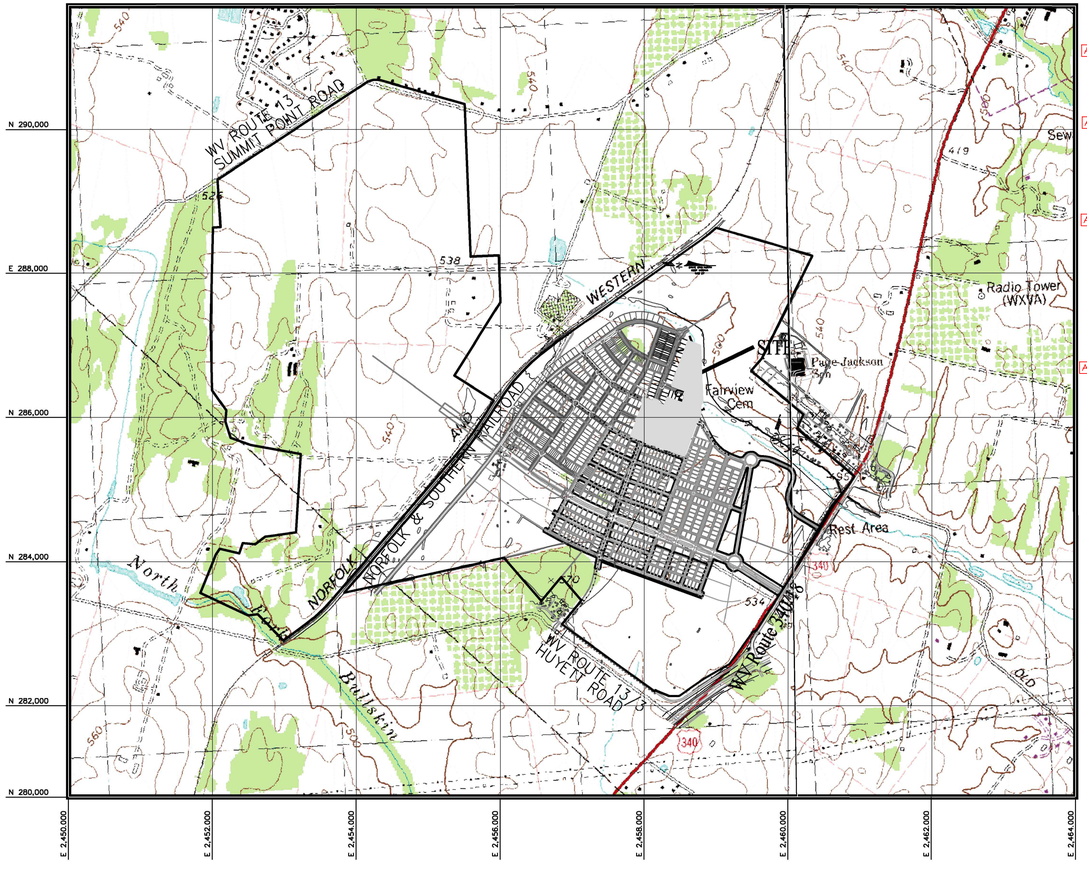
16. CONTRACTORS SHALL ARRANGE FOR THE LOCATION OF ALL UNDERGROUND FACILITIES PRIOR TO THE CONSTRUCTION INCLUDING TEST HOLES TO PHYSICALLY LOCATE UNDERGROUND UTILITIES AS NECESSARY.

17. STREET SIGNS AND STOP SIGNS SHALL BE INSTALLED AT ALL INTERSECTIONS AND BE IN COMPLIANCE WITH ALL APPLICABLE ZONING AND CODIFIED ORDINANCE FOR THE CITY OF CHARLES TOWN.

18. FINAL HOUSE AND ACCESSORY LOCATIONS ARE SUBJECT TO APPROVAL AT BUILDING PERMIT SUBMISSION.

19. PARKING FOR THIS SITE PLAN WILL BE IN COMPLIANCE WITH ALL REQUIRED REGULATIONS.

20. WETLAND INFORMATION OBTAINED FROM WETLAND DELINEATION REPORT PREPARED BY GREENHORNE AND O'MARA, INC. DATED JULY 14, 2000.



VICINITY MAP

SCALE : 1"= 1000'

SHEET INDEX

AS-BUILT 1. COVER [3]
2. STATUS
3. OVERALL GRADING PLAN
AS-BUILT 4. GRADING PLAN [10]
5. GRADING PLAN
6. PLAN & PROFILE - Lord Fairfax Street
7. PLAN & PROFILE - Payne Street
AS-BUILT 8. PLAN & PROFILE - Deerbrook Drive [26]
9. PLAN & PROFILE - Colston Road
10. PLAN & PROFILE - Alley 3C24 & 3C33
11. PLAN & PROFILE - Alley 3B26
12. PLAN & PROFILE - Alley 3B28
13. PLAN & PROFILE - Sanitary Sewer
AS-BUILT 14. STORM SEWER PROFILES [21]
15. STORM SEWER PROFILES
16. STORM SEWER COMPUTATIONS
17. OVERALL DRAINAGE DIVIDES
18. EROSION & SEDIMENT CONTROL PLANS
19. E&S DETAILS
20. E&S DETAILS
21. POND Tc AND RUNOFF COMPUTATIONS
22. POND PROFILE AND DETAILS
23. POND INFLOW-OUTFLOW HYDROGRAPHS
24. POND INFLOW-OUTFLOW TABULATIONS & MISC. GRAPHS
25. POND INFLOW-OUTFLOW TABULATIONS
26. LANDSCAPE PLANS
27. PRELIMINARY RECORD PLAT
28. MISC. DETAILS
29. MISC. DETAILS

APPLICATION #	ASSOCIATED PROJECT	STATUS	APPROVAL DATE
	HUNTFIELD, PHASE I SCHEMATIC	APPROVED	2/11/2002
STPL 2002-0001	HUNTFIELD, PHASE I (SITE PLAN)	APPROVED	6/24/2002
SBRD 2002-0001	HUNTFIELD, PHASE I RECORD PLAT	APPROVED	7/29/2002
RPOC 2003-0001	HUNTFIELD, PHASE I (RECORD PLAT CORRECTION)	APPROVED	Recorded 9/9/03
	HUNTFIELD, REVISED PHASE 1&2A SCHEMATIC	APPROVED	10/22/2002
SPAM 2003-001	HUNTFIELD, PHASE 1 REVISED (SITE PLAN AMMENDMENT)	APPROVED	5/28/2003
SBDR 2003-0001/RPAM 2003-0001	HUNTFIELD, PHASE 1 REVISED (RECORD PLAT AMMENDMENT)	APPROVED	6/16/2003
SCHM 2003-0003	HUNTFIELD, COMPOSITE SCHEMATIC 1	APPROVED	5/28/2003
SPAM 2003-0002	HUNTFIELD, PHASE 1 BLOCK 1 REVISION (SITE PLAN AMMENDMENT)	APPROVED	10/27/2003
RPAM 2003-0002	HUNTFIELD, PHASE 1 BLOCK 1 REVISION (RECORD PLAT AMMENDMENT)	APPROVED	10/27/2003
STPL 2003-0001	HUNTFIELD, PHASE 2A (SITE PLAN)	APPROVED	5/28/2003
SBRD 2003-0002	HUNTFIELD, PHASE 2A RECORD PLAT	APPROVED	3/30/2004
SCHM 2003-0001	HUNTFIELD, PHASE 2B SCHEMATIC	APPROVED	2/24/2003
STPL 2003-0006	HUNTFIELD, PHASE 2B (SITE PLAN)	PENDING	
SBRD 2004-0002	HUNTFIELD, PHASE 2B RECORD PLAT	PENDING	

NOTE: HUNTFIELD COMPOSITE SCHEMATIC 1 (SCHM 2003-0003) REPLACED PREVIOUSLY APPROVED HUNTFIELD SCHEMATICS.

CONTACT "MISS UTILITY" AT
1-800-245-4848
BEFORE ANY CONSTRUCTION PER CITY OF CHARLES TOWN WATER DEPARTMENT ORDINANCE

OWNER / DEVELOPER

HUNTFIELD, L.C.
8614 WESTWOOD CENTER DRIVE, SUITE 900
VIENNA, VIRGINIA 22182
703-442-8992

SURVEYOR'S CERTIFICATION

THE PERIMETER AND ALL LOT BOUNDARIES SHOWN HERON HAVE BEEN ESTABLISHED BY A NETWORK OF TRAVERSE CONTROL HAVING A RELATIVE ERROR OR CLOSURE OF 1 : 7,500 OR BETTER.

DAVID E. LELLOCK, P.S.
URBAN ENGINEERING & ASSOCIATES, INC.

STATEMENT OF ACCEPTANCE

THE DEVELOPER, IN SIGNING THIS PLAT, AGREES TO ABIDE BY ALL CONDITIONS, TERMS, AND SPECIFICATIONS PROVIDED HEREON.

DAVID K. ULERICK V.P. FOR LAND DEVELOPMENT FOR HUNTFIELD, LC
8614 WESTWOOD CENTER DRIVE SUITE 900
VIENNA, VA 22182
703-442-8992

ENGINEER'S CERTIFICATION

I HEREBY CERTIFY THAT THESE SEALED PLANS REASONABLY MEET OR EXCEED MINIMUM ACCEPTABLE ENGINEERING STANDARDS AND THOSE STATE AND COUNTY CODE PROVISIONS APPLICABLE ON SAID DATE.

DAVID E. LELLOCK, PE
URBAN ENGINEERING & ASSOCIATES, INC.

SITE PLAN APPROVED

DATE: _____

CITY OF CHARLES TOWN

AS-BUILT

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM

Copyright 2023 Morris & Ritchie Associates, Inc.

04/14/23

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
09/12/03
02/12/04
04/14/04

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LAND PLANNERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

Cover Sheet
HUNTFIELD
Phase 3A
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA
DATE: SEPTEMBER 2003
C.I. N/A
SCALE: AS SHOWN

SHEET 1 *OF* 29

PP-20039

SEE SHEET 05 FOR MATCHLINE

CUSTIS ROAD

DEERBROOK DRIVE

EX. HOLLY SPRINGS DRIVE

EX. HOLLY SPRINGS DRIVE

LOADFAIR AX STREET

PAYNE STREET

ALLEY 3B28

ALLEY 3B33

ALLEY 3B24

ALLEY 3B26

BLOCK 28

BLOCK 25

BLOCK 24

BLOCK 26

4 PARKING SPACES

7 PARKING SPACES

8 PARKING SPACES

8" SAN. SEW.

30" CMP

24" CMP

18" CMP

15" CMP

30' PAVEMENT

56' PAVEMENT

76' PAVEMENT

50' PAVEMENT

444 FF=536.80 BF=527.78

443 FF=534.46 BF=527.78

442 FF=532.40 BF=527.78

441 FF=537.17 BF=527.78

440 FF=536.80 BF=527.78

439 FF=538.13 BF=529.11

438 FF=537.47 BF=528.45

437 FF=536.80 BF=527.78

436 FF=533.90 BF=524.88

435 FF=532.57 BF=523.55

434 FF=531.90 BF=522.88

433 FF=531.23 BF=522.21

432 FF=530.90 BF=521.88

431 FF=529.57 BF=520.55

430 FF=528.90 BF=519.88

429 FF=528.23 BF=519.21

445 446 447 448 449 450 451 452 453 454 455 456

428 427 426 425 424 423 422 421 420 419 418 417

416 FF=511.50 BF=502.48

415 FF=510.37 BF=501.35

414 FF=510.37 BF=501.35

413 FF=511.03 BF=502.01

412 FF=512.17 BF=503.15

411 FF=512.17 BF=503.15

410 FF=513.50 BF=504.48

409 FF=513.50 BF=504.48

408 FF=513.50 BF=504.48

407 FF=513.60 BF=504.58

406 FF=514.27 BF=505.25

405 FF=514.27 BF=505.25

404 FF=514.27 BF=505.25

403 FF=514.27 BF=505.25

402 FF=513.80 BF=504.78

401 FF=513.80 BF=504.78

400 FF=513.80 BF=504.78

399 FF=513.80 BF=504.78

398 FF=514.47 BF=505.45

379 FF=504.00 BF=494.98

380 FF=504.00 BF=494.98

381 FF=504.00 BF=494.98

382 FF=504.00 BF=494.98

383 FF=504.63 BF=495.61

384 FF=505.30 BF=496.28

385 FF=505.30 BF=496.28

386 FF=505.30 BF=496.28

387 FF=505.30 BF=496.28

388 FF=506.23 BF=497.21

389 FF=506.23 BF=497.21

390 FF=506.90 BF=497.88

391 FF=506.90 BF=497.88

392 FF=506.90 BF=497.88

393 FF=507.93 BF=498.91

394 FF=507.93

397 FF=508.60 BF=499.58

462 CAR= 501.13

463 CAR= 498.28

CAR= 520.90

CAR= 518.40

CAR= 515.50

CAR= 512.60

PROPOSED SIDEWALK

LEGEND:

- PROPOSED STORM DRAIN
- EXISTING STORM DRAIN
- EXISTING CONTOUR
- PROPOSED CONTOUR
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING WATER LINE
- PROPOSED WATER LINE
- EXISTING TREE LINE
- PROPOSED LIMITS OF CLEARING & GRADING (LOC)
- WATER METER CROCK
- PROPOSED FIRE HYDRANT
- CG-6 CURB & GUTTER
- ROLL CURB
- ALLEY PAVEMENT
- EXISTING TREE
- RIPRAP
- TRAFFIC BARRICADE
- UTILITY PREBLAST
- STOP SIGN
- # FOR WATERMAIN FITTINGS SEE SHEET 9

GRAPHIC SCALE

30 0 15 30 60 120

(IN FEET)

1 inch = 30 ft.

STANDARD MINIMUM STORM DRAIN EASEMENT WIDTHS

PIPE SIZE	MINIMUM STORM DRAIN EASEMENT WIDTH
12-18 INCHES	10 FEET
21-33 INCHES	15 FEET
36-48 INCHES	20 FEET
54-72 INCHES	24 FEET

AS-BUILT

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
09/12/03
02/27/04
04/14/04

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

Grading Plan

HUNTFIELD
Phase 3A
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

SCALE: 1"=30' C.I. = 2' DATE: SEPTEMBER 2003

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM

Copyright 2023 Morris & Ritchie Associates, Inc.

SHEET 4 OF 29

PP-20039

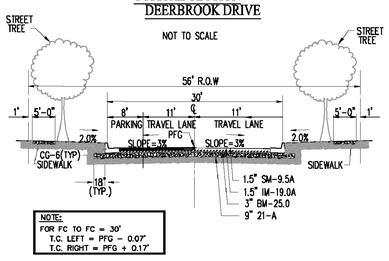
CENTER LINE GEOMETRY
DEERBROOK DRIVE

Project: HF-S3-proj
Horizontal Alignment Station and Curve Report.
Alignment: HF3-ROAD24
Desc:

Desc	Station	Spiral/Curve Data	Northing	Easting
PI	10+00		283781.3643	2458424.4244
	Length:	465.53 Course:	N 69-58-24 W	
PI	14+65.53		283940.7888	2457987.0397
	Length:	359.11 Course:	N 64-54-25 W	
	Delta:	5-03-59		
	Tangent Data			
	10+00		283781.3643	2458424.4244
	14+43.41		283933.2133	2458007.8231
	Length:	443.41 Course:	N 69-58-24 W	
	Circular Curve Data			
PC	14+43.41		283933.2133	2458007.8231
RP			284402.9804	2458179.0508
PT	14+87.63		283950.1700	2457967.0065
	Delta:	05-03-59 Type:	RIGHT	
	Radius:	500.00 DOC:	11-27-33	
	Length:	44.21 Tangent:	22.12	
	Mid-Ord:	0.49 External:	0.49	
	Chord:	44.20 Course:	N 67-26-25 W	
	Es:	0.49		
PI	18+24.62		284093.0837	2457661.8213
	Tangent Data			
	14+87.63		283950.1700	2457967.0065
	18+24.62		284093.0837	2457661.8213
	Length:	336.99 Course:	N 64-54-25 W	

TYPICAL SECTION
DEERBROOK DRIVE

NOT TO SCALE



NOTE:
FOR FC TO FC = 30'
T.C. LEFT = PFG - 0.07'
T.C. RIGHT = PFG + 0.17'

GRAPHIC SCALE

50 0 25 50 100 200

(IN FEET)
1 inch = 50 ft.

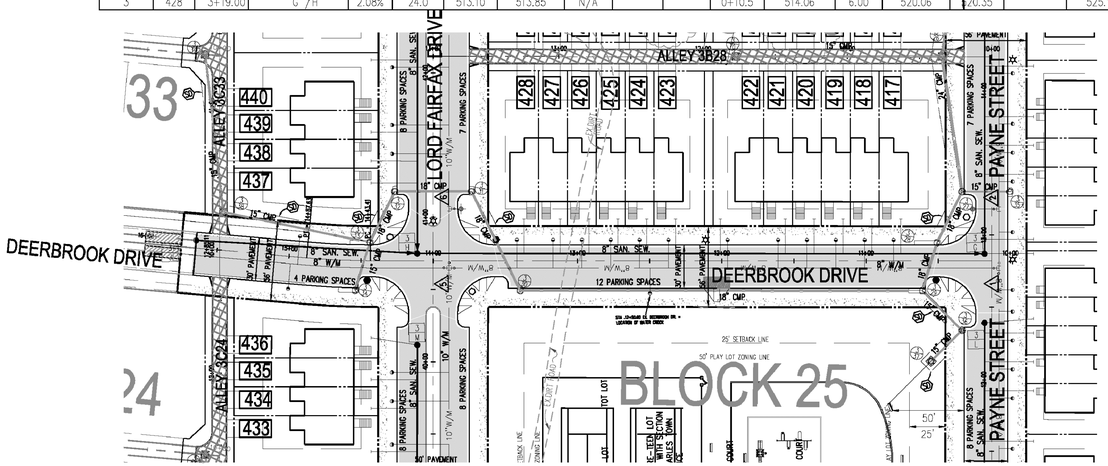
MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
205 EAST HIRST ROAD, SUITE 108
PURCELLVILLE, VA 20132
PHONE: (703) 994-4047
MRAGTA.COM

Copyright 2023 Morris & Ritchie Associates, Inc.

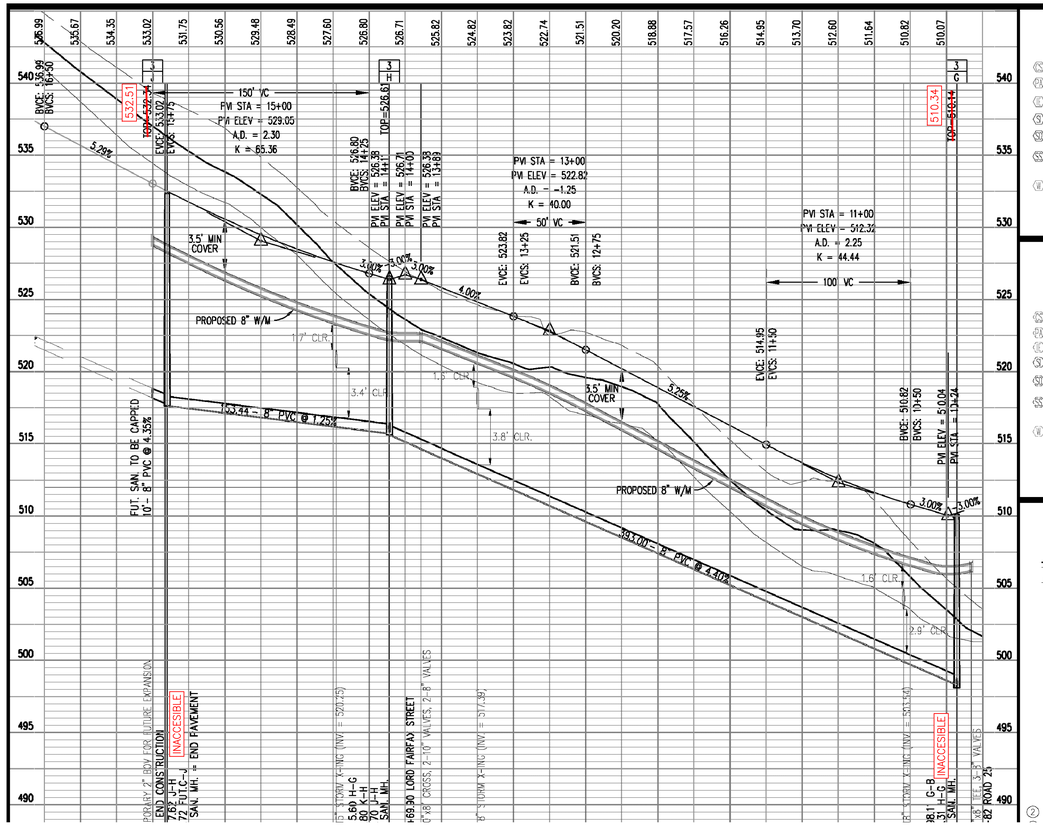
AS-BUILT

SANITARY LATERAL COMPUTATIONS

Section	Lot	Station	DS MH / US MH	Slope (%)	Overall Length (FT.)	Invert @ Main	Invert of Lateral @ Main	Riser Height	End Riser Station	Inv. @ End of Riser	Vertical Bend Station	Inv @ Bottom Vert. Bend	Stack Height	Inv @ Top Vert.Bend	Inv @ End of Lateral	Finished Grade @ End Lat.	Basement Elevation (FT.)
3	417	0+58.00	G /H	2.08%	24.0	501.61	502.36	N/A			0+10.5	502.58	5.00	507.58	507.86		512.51
3	418	0+78.00	G /H	2.08%	24.0	502.49	503.24	N/A			0+10.5	503.46	5.00	508.46	508.74		513.18
3	419	0+98.00	G /H	2.08%	24.0	503.37	504.12	N/A			0+10.5	504.34	4.00	508.34	508.62		513.84
3	420	1+18.00	G /H	2.08%	24.0	504.25	505.00	N/A			0+10.5	505.22	4.00	509.22	509.50		514.51
3	421	1+38.00	G /H	2.08%	24.0	505.13	505.88	N/A			0+10.5	506.10	4.00	510.10	510.38		515.18
3	422	1+83.00	G /H	2.08%	24.0	507.11	507.86	N/A			0+10.5	508.08	3.00	511.08	511.36		516.51
3	423	2+14.00	G /H	2.08%	24.0	508.48	509.23	N/A			0+10.5	509.44	5.00	514.44	514.73		519.85
3	424	2+34.00	G /H	2.08%	24.0	509.36	510.11	N/A			0+10.5	510.32	6.00	516.32	516.61		521.18
3	425	2+54.00	G /H	2.08%	24.0	510.24	510.99	N/A			0+10.5	511.20	6.00	517.20	517.49		521.85
3	426	2+74.00	G /H	2.08%	24.0	511.12	511.87	N/A			0+10.5	512.08	6.00	518.08	518.37		523.18
3	427	2+94.00	G /H	2.08%	24.0	512.00	512.75	N/A			0+10.5	512.96	6.00	518.96	519.25		523.85
3	428	3+19.00	G /H	2.08%	24.0	513.10	513.85	N/A			0+10.5	514.06	6.00	520.06	520.35		525.18



DEERBROOK DRIVE



EASEMENT LEGEND

- DENOTES COMMON SHARED EASEMENT
- DENOTES PUBLIC ACCESS EASEMENT
- DENOTES INGRESS-EGRESS EASEMENT
- DENOTES SIGHT DISTANCE EASEMENT
- DENOTES STORM DRAIN EASEMENT
- DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND
EXISTING EASEMENT

- DENOTES COMMON SHARED EASEMENT
- DENOTES PUBLIC ACCESS EASEMENT
- DENOTES INGRESS-EGRESS EASEMENT
- DENOTES SIGHT DISTANCE EASEMENT
- DENOTES STORM DRAIN EASEMENT
- DENOTES SANITARY SEWER EASEMENT 10' WIDE UNLESS OTHERWISE NOTED
- DENOTES WATER MAIN EASEMENT 10' WIDE UNLESS OTHERWISE NOTED

LEGEND:

- PROPOSED CURB
- PROPOSED ROLL CURB
- PROPOSED HANDICAP RAMP
- PRE-BLAST FOR FUTURE UTILITIES
- WATER METER
- STREET LIGHT
- STREET SIGN
- STOP SIGN
- ALLEY PAVEMENT

LEGEND

04/9/23

No.	DATE	DESCRIPTION
		REVISIONS

PLAN DATE
09/12/03
02/27/04
04/14/04

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210

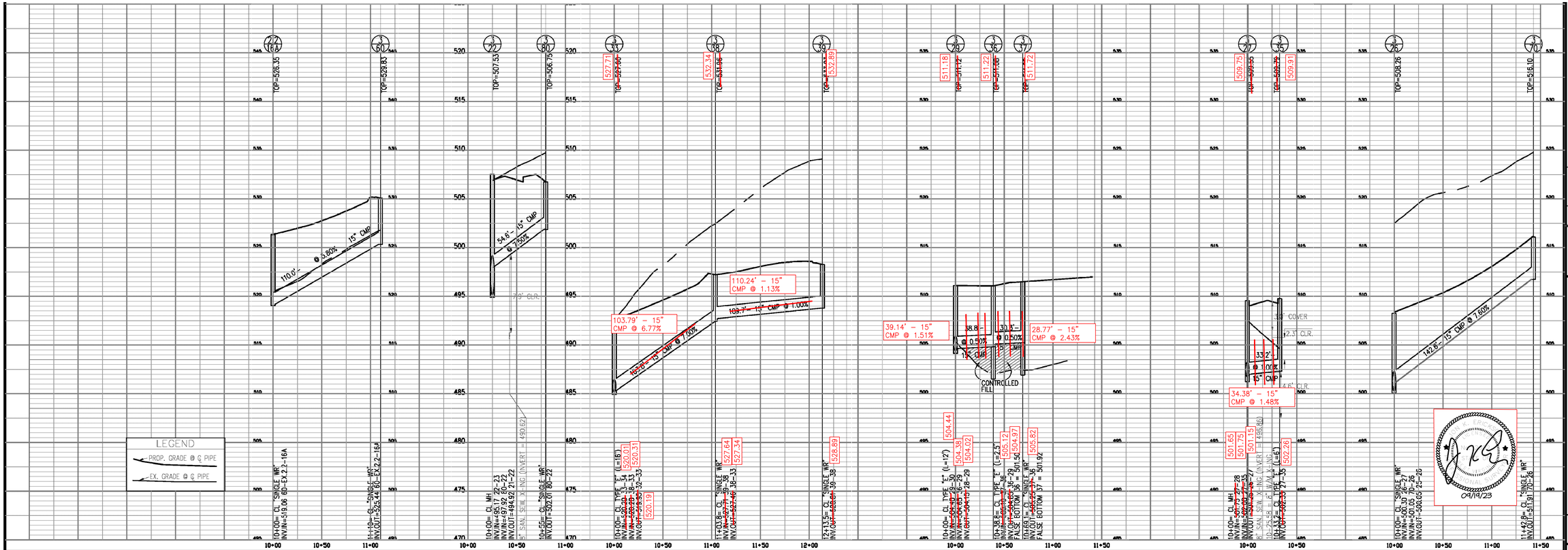
REGISTERED LAND SURVEYOR
STATE OF WEST VIRGINIA
PROFESSIONAL ENGINEER
STATE OF VIRGINIA
04/14/04

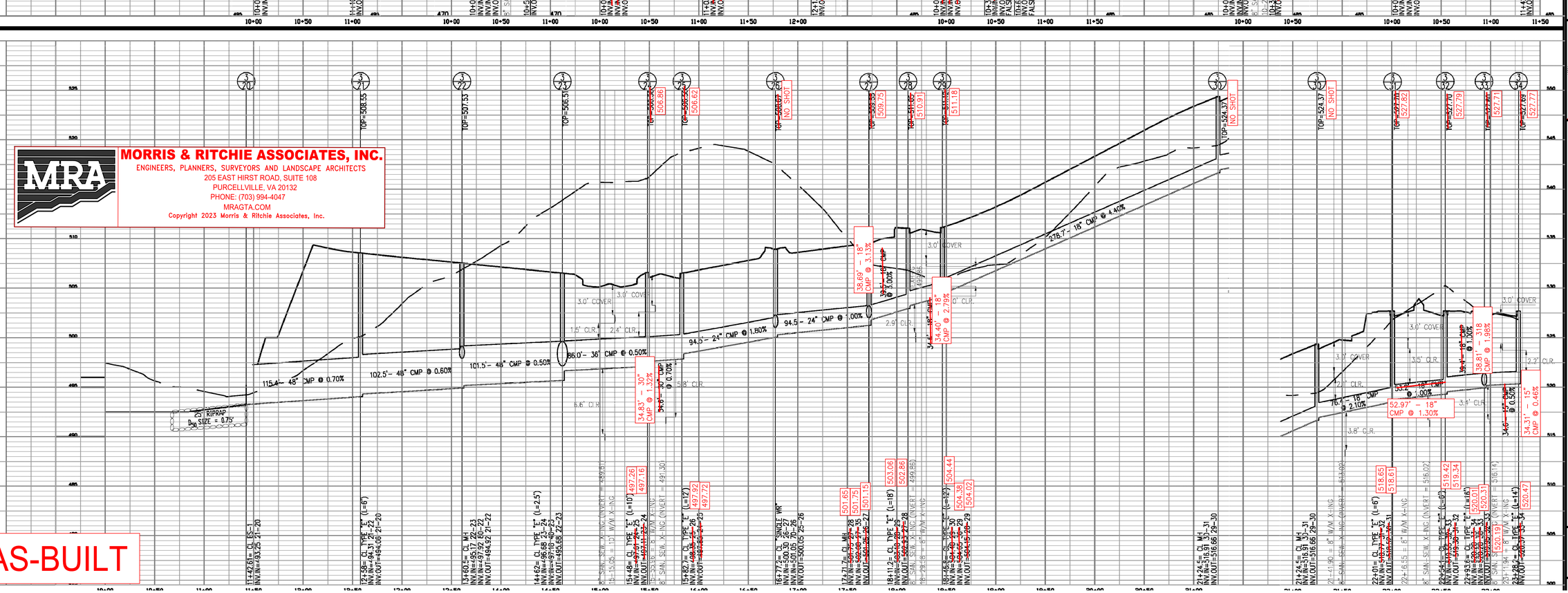
Plan & Profile - Deerbrook Drive

HUNTFIELD
Phase 3A
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

DATE: SEPTEMBER 2003
C.I. N/A
SCALE: 1"=5'(V), 1"=50'(H)

SHEET
8



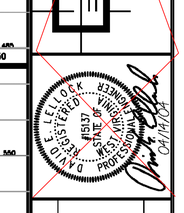


AS-BUILT

No.	DATE	REVISIONS

PLAN DATE
09/12/03
02/27/04
04/14/04

Urban Engineering & Associates, Inc.
CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
PEGASUS BUSINESS CENTER
600 PEGASUS COURT - SUITE 101 WINCHESTER, VIRGINIA 22602
PHONE (540) 450-0211 FAX (540) 450-0210



Storm Profiles

HUNTFIELD
Phase 3A
CHARLES TOWN CORPORATION
JEFFERSON COUNTY, WEST VIRGINIA

SCALE: (H) 1" = 50' (V) 1" = 5' *C.I.* = N/A *DATE:* SEPTEMBER 2003

SHEET 14 *OF* 29

PP-20039

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1079: BR2023-06: Bond establishment request for Alla Willa Dr. Casino

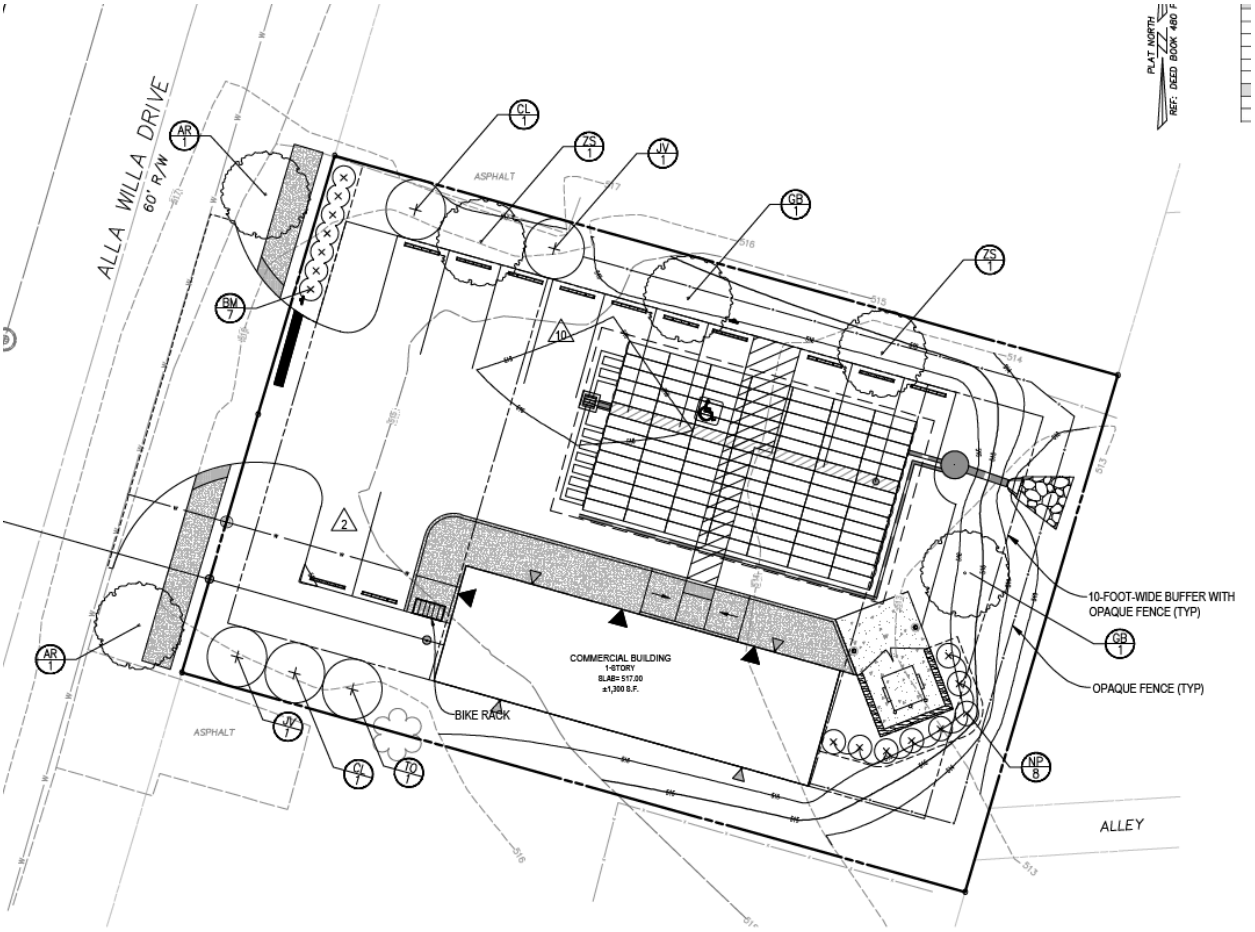
ATTACHMENTS:

- 1. Staff Report.pdf
- 2. KH Review.pdf
- 3. Application.pdf
- 4. Bond Estimate.pdf

Bond Establishment Request
BR2023-06

Date: For the December 4, 2023 City Council meeting
Applicant: IRIS Property LLC
Report by: James Newman, City Planner, Zoning/Subdivision Administrator.
Proposal: A bond establishment of $148,436.11

Alla Willa Casino



BACKGROUND
The applicant, IRIS Property LLC, has submitted a bond establishment request for the development of a small, one-story casino with 7-10 gambling machines. The applicant is requesting a bond establishment of the **performance and land disturbance bond** in the amount of $148,436.11

Upon review of the request the City Engineer, Kimley-Horn, has determined that the bond amount is a reasonable assessment of the cost of the project.

BOND COMMITTEE
The Bond Committee reviewed this item at their November 16, 2023 meeting. The Committee recommended approval of the bond reduction request.

PLANNING COMMISSION
The Planning Commission discussed this item at their November 27, 2023 meeting. The Commission unanimously recommended approval of the bond establishment.

STAFF RECOMMENDATION
The City Engineer and City Staff have reviewed the bond reduction request and recommend the bond establishment request be **approved**.

Kimley»Horn

Memorandum

To: Ryan Perks
Integrity Federal Services
148 S. Queen Street, Suite 201
Martinsburg, WV 25401

From: Mark Phillips, P.E.
Austin Williams, P.E.

Through: Mr. James Newman, AICP
City of Charles Town
101 E Washington Street
Charles Town, WV 25414

Date: October 20, 2023

Subject: Alla Willa Commercial Performance Bond Review

This memorandum summarizes our review of the Performance Bond for Alla Willa Commercial (prepared by Integrity Federal Services) for a proposed building that will serve as a casino on approximately 0.28 acres. The site is currently zoned General Commercial per the City of Charles Town Zoning Ordinance dated June 18, 2012 (Rev. July 6, 2020).

Kimley-Horn's review of this application is limited to the Performance Bond provided. Based upon our review we have no comments.

Thank you for the opportunity to review this Bond. In the meantime, please feel free to contact us at 703-870-3631 should you have any questions.

KIMLEY-HORN & ASSOCIATES, INC.



Mark Phillips, P.E.
Project Manager
Associate

Bond Request No._____

BOND REQUEST AND REDUCTION

To assist the Subdivision Administrator in the review of a Bond Request Application, the Applicant must utilize this form to supply the City with the information prescribed under Article 1335 and Section 1332 of the Subdivision and Land Development Ordinance. The submission of this form, along with the prescribed information and required fees, shall serve as the Applicant's Bond Request Application as required by Ordinance Article 1335.

1. DATE October, 20 23

2. APPLICATION TYPE ☒ Bond | Initiation ☐ Bond | Reduction

☐ Bond | Reallocation ☐ Bond | Release**

3. PROJECT NAME ALLA WILLA COMMERCIAL

Address ALLA WILLA DRIVE, CHARLES TOWN, WV 25414

4. APPLICANT'S NAME* IRIS PROPERTY LLC

Address 1927 Rock Cliff Drive, Martinsburg, WV 25401

Telephone Number (304)279-4747 Fax Number (___)

Email Address hadavand1979@gmail.com

5. PROPERTY OWNER'S NAME Shirley Rockwell

Address 1927 Rock Cliff Drive, Martinsburg, WV 25401

Telephone Number (304)279-4747 Fax Number (___)

Email Address hadavand1979@gmail.com

*Applicants include: Property owner(s), Engineer(s), Surveyor(s), or Consultant(s)

**Requires a Public Hearing and landscaping surety for one year after release

Bond Request No._____

6. DESCRIPTION OF REQUETED INITIATION, REDUCTION, OR RELEASE:
THE REQUESTED BOND INITIATION IS FOR THE PROPOSED SITE IMPROVEMENTS FOR 'ALLA WILLA COMMERCIAL' WHICH INCLUDE, BUT ARE NOT LIMITED TO, THE CONSTRUCTION OF A COMMERCIAL BUILDING, DRIVE AISLES, AND PARKING AREAS WITH ASSOCIATED DRAINAGE STRUCTURES, AN UNDERGROUND SWM FACILITY, AND PRIVATE UTILITIES.

7. A) CURRENT BOND AMOUNT N/A

B) PROPOSED BOND AMOUNT $148,436.11

8. PARCEL INVENTORY: (List all parcels that are part of this application):

Tax Map No.	Parcel No.	Deed Book	Page No.	Zoning District
7	12	1301	254	GENERAL COMMERCIAL

9. PARCEL HISTORY: (List all pending or previously approved applications on the subject parcels inventoried above, including previous plat applications if this application is an amendment)

Application No.	Project Name and Phase	Status	Approval Date
SLD2023-03/200403	ALLA WALL COMMERCIAL SKETCH PLAN	APPROVED	5/27/23
BA-2023-01	PARKING VARIANCE	APPROVED	4/18/23

10. BOND RELEASE ATTACHMENTS.

The following shall be included with this request:

A. To the extent not previously submitted pursuant to bond reduction request, copies of inspection and test reports if work was inspected and tested by a third-party inspector.

B. Certification that all bonded Improvements, other than Improvements accepted by West Virginia Department of Highways (WVDOH), have been completed in accordance with the approved plans, profiles, and specifications and the requirements of any applicable manual. For Improvements to be accepted for maintenance by WVDOH, such Certification shall state that the Improvements have been installed and inspected in accordance with WVDOH's requirements.

C. A copy of the City-approved As-Built Drawings as required for facilities within public rights-of-way or Easements submitted pursuant to Section 1332.10 of this Ordinance.

Date of As-Builts _____ Prepared By _____

D. A letter from a Professional Engineer or Professional Land Surveyor certifying that property corners and Monuments have been set as required under this Ordinance.

E. Documentation of acceptance by WVDOH for public roadways and rights-of-way, or a maintenance and indemnification agreement and bond approved by the Planning Commission for public roadways that have been completed in accordance with WVDOH standards but which, due to factors other than their quality of construction, are not eligible for acceptance by WVDOH.

F. For private roadways, a letter of acceptance by the entity responsible for maintenance and a Latent Defects Indemnification Agreement and Bond in accordance with this Section.

G. Private Roadway Maintenance Bonds. Before a Performance Agreement and surety for private roadway construction shall be released, a Latent Defects Indemnification Agreement and Bond shall be provided by the applicant/Developer and approved by the Planning Commission. The guarantee provided by such Agreement and Bond must be for a period of two (2) years following the date of performance bond release, and must be in an amount equal to no less than 5% of the original performance bond estimate in accordance with Section 1335.07 (F) of the Subdivision Ordinance.

H. Landscaping Surety. Surety is required to ensure the landscaping shown on the Major S/LD plans is maintained for one (1) year. The one (1) year shall start from the date at which the surety for the site has been released, with the exception of this landscaping surety. The landscaping surety amount shall not be less than $5,000.00 or 10% of the total landscaping cost for the project, which every is greater.

Bond Request No._____

APPLICANT CERTIFICATION

I certify that, to the best of my knowledge, the submitted information and statements are true and correct. I also certify that I have received and read Article 1335 of the S/LD Ordinance.

Signature of Applicant

_____ Date 10/25/2023

Signature of Property Owner (If different than Applicant)

_____ Date 10/25/2023

Please submit an original completed Application, 1 digital copy and 1 paper copy of the As-Built Plans (if applicable) to the following:

Subdivision Administrator
City of Charles Town
101 E. Washington Street
Charles Town, WV 25414

Please also send a copy of the completed Application as well as the As-Builts to the following:

Hatch/Chester Engineers
Attn: Elizabeth Adamowicz
705 Quince Orchard Road, Suite 310
Gaithersburg, MD 20878

FOR CITY USE ONLY

Application Number:_____ Date Application Received:_____

Fee: $_____ Check No._____

Receipt No._____

Site Inspection Date:_____ Inspector:_____

Subdivision Administrator Approval:_____ Date:_____

Engineer Approval:_____ Date:_____

Planning Commission Approval:_____ Date:_____

City Council Approval:_____ Date:_____

Comments:_____

_____

_____

_____

_____

CITY OF CHARLES TOWN
PUBLIC IMPROVEMENT BOND UNIT COST LIST AND BOND REDUCTION FORM

PROJECT NAME:Alla Willa | PROJECT NUMBER: 5051-0101

PREPARED BY: Chris Weitnauer | FIRM: Integrity Federal Services | DATE: 09/26/2023

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
MOBILIZATION GENERAL							
Mobilization	LS	$6,250.00	1	$6,250.00			
Field Office	EA	$3,000.00					
Job Sign	EA	$1,150.00					
SURVEYING							
Steel Pipe Property Corner Marker Incl. Survey	EA	$275.00					
R.O.W. Monuments Surveyed In Place							
RM -- 1	EA	$825.00					
RM -- 2	EA	$575.00					
EARTHWORK EXCAVATION							
Regular Bulk used as Fill	CY	$3.86					
Rock, Rip	CY	$17.30					
Rock, Blast	CY	$38.48					
BORROW MATERIAL							
Buy, Load, Haul 10 Mi. Select	CY	$28.90	736	$21,270.40			
Fill and Compaction of On-site Borrow	CY	$5.95	2	$11.90			
UNSUITABLE MATERIAL							
Load and Haul, 20 mi R/T	CY	$21.95					
Dump Charge	CY	$37.50					
Site Grading	SY	$0.75					
CLEAR & GRUB							
Light	AC	$6,675.00	0.26	$1,735.50			
Moderate	AC	$9,750.00					
Heavy	AC	$12,250.00	0.05	$612.50			
Very Heavy	AC	$14,250.00					
LANDSCAPING							
Seeding	SY	$0.77	614	$472.78			

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
Sodding	SY	$3.64					
PLANTING SHRUBS							
18”	EA	$40.00	15	$600.00			
24”	EA	$70.00					
TREES							
6’ – 8’ (1-2 in. Caliper)	EA	$400.00	11	$4,400.00			
8’ – 10’ (2.5-3 in. Caliper)	EA	$700.00					
Tree Protection	LF	$9.00					
MISCELLANEOUS SITE IMPROVEMENTS							
Retaining Walls							
Timber Wall (Less Than 6 ft)	LF	$325.00					
Dry Rubble RW-1 (H=6')	LF	$450.00					
Mortared Rubble RW-1A (H=6')	LF	$535.00					
Concrete Gravity RW-2 (H=6')	LF	$339.00					
Concrete Gravity RW-3 (H=6')	LF	$378.00					
FENCING							
Std. Fence (H=5’) FR-5	LF	$9.31					
Farm Fence (H=5’) FR-3A	LF	$10.90					
Chain Link Fence (H=6’)FR 2-B	LF	$14.52	184	$2,671.68			
Board Fence (H=6’)	LF	$19.35					
TOT LOTS							
Tot Lot	EA	$16,495.00					
STORM DRAINAGE							
STORM SEWER							
NOTE: All pipe unit prices include trench, excavation, bedding, pipe, & backfill							
Rock Excavation for All Pipe Types							
Less than 1,500 CY (Blasting)	CY	$110.00					
More than 1,500 CY (Blasting)	CY	$90.00					
Less than 1,500 CY (Hoe Ram)	CY	$135.00					
More than 1,500 CY (Hoe Ram)	CY	$110.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
Trench De-watering							
Trench De-watering	LF	$2.95					
RCP CLASS III ROUND T & G W/MASTIC							
12" Pipe (RCP III)							
0' – 8' Cut	LF	$44.50					
8' – 14' Cut	LF	$62.50					
Add cost for Class IV	LF	$0.85					
O-Ring	LF	$5.50					
15" Pipe (RCP III)							
0' – 10' Cut	LF	$49.75					
10' – 16'	LF	$77.50					
Add Cost for Class IV	LF	$0.95					
O-Ring	LF	$5.50					
18" Pipe (RCP III)							
0' – 10' Cut	LF	$50.00					
10' – 16' Cut	LF	$80.00					
Add Cost for Class IV	LF	$2.00					
O-Ring	LF	$7.00					
21" Pipe (RCP III)							
0' – 10' Cut	LF	$57.50					
10' – 16' Cut	LF	$87.50					
Add Cost for Class IV	LF	$2.75					
O-Ring	LF	$13.00					
24" Pipe (RCP III)							
0' – 10' Cut	LF	$67.50					
10' – 16' Cut	LF	$95.00					
Add Cost for Class IV	LF	$3.15					
O-Ring	LF	$14.00					
27" Pipe (RCP III)							
0' – 10' Cut	LF	$60.00					
10' – 16' Cut	LF	$95.00					
Add Cost for Class IV	LF	$4.00					
O-Ring	LF	$15.00					
30" Pipe (RCP III)							
0' – 10' Cut	LF	$82.50					
10' – 16' Cut	LF	$125.00					
Add Cost for Class IV	LF	$6.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
O-Ring	LF	$17.25					
33" Pipe (RCP III)							
0' – 12' Cut	LF	$115.00					
10' – 18' Cut	LF	$160.00					
Add Cost for Class IV	LF	$6.50					
O-Ring	LF	$21.95					
36" Pipe (RCP III)							
0' – 12' Cut	LF	$120.00					
12' – 18' Cut	LF	$175.00					
Add Cost for Class IV	LF	$7.75					
O-Ring	LF	$22.75					
42" Pipe (RCP III)							
0' – 12' Cut	LF	$140.00					
12' – 18' Cut	LF	$200.00					
Add Cost for Class IV	LF	$12.00					
O-Ring	LF	$35.45					
48" Pipe (RCP III)							
0' – 12' Cut	LF	$155.00					
12' – 18' Cut	LF	$215.00					
Add Cost for Class IV	LF	$12.50					
O-Ring	LF	$43.35					
54" Pipe (RCP III)							
0' – 12' Cut	LF	$190.00					
12' – 18' Cut	LF	$275.00					
Add Cost for Class IV	LF	$18.75					
O-Ring	LF	$44.45					
60" Pipe (RCP III)							
0' – 12' Cut	LF	$225.00					
12' – 18' Cut	LF	$335.00					
Add Cost for Class IV	LF	$22.50					
O-Ring	LF	$48.65					
ELLIPTICAL PIPE – RCP CLASS III							
23" X 14" (18" Equiv-RCP III)							
0' – 10' Cut	LF	$75.00					
10' – 16' Cut	LF	$110.00					
Add Cost for Class IV	LF	$16.45					
O-Ring	LF	$43.35					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
30" X 19" (24" Equiv-RCP III)							
0' – 10' Cut	LF	$90.00					
10' – 16' Cut	LF	$130.00					
Add Cost for Class IV	LF	$5.95					
O-Ring	LF	$43.35					
38" X 24" (30" Equiv-RCP III)							
0' – 10' Cut	LF	$120.00					
10' – 16' Cut	LF	$167.50					
Add Cost for Class IV	LF	$8.45					
O-Ring	LF	$51.35					
45" X 29" (36" Equiv-RCP III)							
0' – 10' Cut	LF	$165.00					
10' – 16' Cut	LF	$235.00					
Add Cost for Class IV	LF	$11.35					
O-Ring	LF	$53.35					
53" X 34" (42" Equiv-RCP III)							
0' – 12' Cut	LF	$210.00					
10' – 18' Cut	LF	$300.00					
Add Cost for Class IV	LF	$15.35					
O-Ring	LF	$58.95					
60" X 38" (48" Equiv-RCP III)							
0' – 12' Cut	LF	$255.00					
10' – 18' Cut	LF	$375.00					
Add Cost for Class IV	LF	$18.35					
O-Ring	LF	$69.95					
HDPE PIPE							
8" Pipe							
0'-8' Cut	LF	$28.65					
8'-14' Cut	LF	$43.15					
12" Pipe							
0'-8' Cut	LF	$38.95					
8'-14' Cut	LF	$57.75					
15" Pipe							
0'-8' Cut	LF	$50.25	15	$753.75			
8'-16' Cut	LF	$74.85					
18" Pipe							
0'-8' Cut	LF	$66.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
8'-16' Cut	LF	$98.55					
24" Pipe							
0'-8' Cut	LF	$76.90					
8'-16' Cut	LF	$115.25					
30" Pipe							
0'-8' Cut	LF	$91.33					
8'-16' Cut	LF	$137.27					
36" Pipe							
0'-8' Cut	LF	$101.68					
8'-16' Cut	LF	$152.33					
42" Pipe							
0'-8' Cut	LF	$113.99					
8'-16' Cut	LF	$171.00					
48" Pipe							
0'-8' Cut	LF	$129.55					
8'-16' Cut	LF	$195.66					
STORM STRUCTURES							
END SECTIONS							
End Section (ES-1), Concrete Pipe Size							
15”	EA	$485.00	1	$485.00			
18”	EA	$565.00					
21”	EA	$645.00					
24”	EA	$755.00					
27”	EA	$1,065.00					
30”	EA	$1,195.00					
36”	EA	$1,765.00					
42”	EA	$1,795.00					
48”	EA	$2,135.00					
54”	EA	$2,795.00					
60”	EA	$3,455.00					
ENDWALLS							
EW-1(Pre-cast) Round Pipe Size							
15”	EA	$800.00					
18”	EA	$1,337.00					
24”	EA	$2,021.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
30”	EA	$2,133.00					
36”	EA	$2,366.00					
EW-1 Cast in Place [Round Pipe Size]							
15”	EA	$852.00					
18”	EA	$1,053.00					
24”	EA	$1,495.00					
30”	EA	$2,144.00					
36”	EA	$2,383.00					
EW-1A (Pre-Cast) Elliptical Pipe Size							
23” X 14” (18”)	EA	$695.00					
30” X 19” (24”)	EA	$969.00					
38” X 24” (30”)	EA	$1,165.00					
45” X 29” (36”)	EA	$1,445.00					
53” X 34” (42”)	EA	$1,840.00					
EW-1A (Cast in Place) Elliptical Pipe Size							
23” X 14” (18”)	EA	$667.00					
30” X 19” (24”)	EA	$939.00					
38” X 24” (30”)	EA	$1,247.00					
45” X 29” (36”)	EA	$1,618.00					
53” X 34” (42”)	EA	$2,109.00					
EW-2 (PreCast) Round Pipe Size							
42”	EA	$5,445.00					
48”	EA	$5,695.00					
54”	EA	$6,660.00					
60”	EA	$7,140.00					
72”	EA	$7,990.00					
84”	EA	$9,490.00					
EW-2 (Cast in Place) Round Pipe Size							
42”	EA	$4,723.00					
48”	EA	$6,039.00					
54”	EA	$6,972.00					
60”	EA	$8,179.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
72”	EA	$10,713.00					
84”	EA	$12,288.00					
(EW-6PC) [Double Pipe] Pipe Size							
2-15”	EA	$999.00					
2-18”	EA	$1,235.00					
2-24”	EA	$1,510.00					
2-30”	EA	$2,165.00					
2-36”	EA	$2,647.00					
MANHOLES							
Standard Brick Manhole Std Frame & Cover (MH-1)							
6’ Depth	EA	$3,750.00	1	$3,750.00			
Depth below 6’	VF	$163.00					
Standard Precast Manhole Std Frame & Cover (MH-2)							
6’ Depth	EA	$3,100.00					
Depth below 6’	VF	$177.00					
Additional Cost (Amounts in parentheses to be added to the above unit costs)							
Watertight Fr/Cover (Add 110)	EA	$579.00					
Heavy Duty Fr/Cover (Add 82)	EA	$599.00					
DROP INLETS							
Cast in Place 48”							
Drop Inlet (DI-1) 12” – 24” Pipe 0-10 VF	EA	$3,697.00	1	$3,697.00			
Drop Inlet (DI-1A) 12” – 24” Pipe 10-20 VF	EA	$5,593.00					
Drop Inlet (DI-2) 12” – 24” Pipe 0-10 VF, 10’ throat	EA	$6,911.00					
Drop Inlet (DI-2A) 12” – 24” Pipe 10-20 VF, 10’ throat	EA	$8,833.00					
CURB DROP INLETS							
Curb Drop Inlet (DI-3A)							
12”-30” Pipe (Invert Depth (H) =0’-8’) Inlet Length 2’-6”	EA	$4,088.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
Curb Drop Inlet (DI-3AA)							
12”-30” Pipe (Invert Depth (H) =8’-20’) Inlet Length 2’-6”	EA	$5,357.00					
Curb Drop Inlet (DI-3B & DI-12) 12”-30” Pipe (Invert Depth (H) =0’-8’) Inlet Length							
4’	EA	$4,279.00					
6’	EA	$4,573.00					
8’	EA	$4,889.00					
10'	EA	$5,052.00					
12’	EA	$5,227.00					
16’	EA	$5,543.00					
20’	EA	$5,859.00					
Curb Drop Inlet (DI-3BB) 12”-30” Pipe (Invert Depth (H) =8’-20’) Inlet Length							
4’	EA	$4,276.00					
6’	EA	$4,848.00					
8’	EA	$5,429.00					
10'	EA	$5,732.00					
12’	EA	$6,011.00					
16’	EA	$6,296.00					
20’	EA	$6,599.00					
Curb Drop Inlet (DI-3C) 12”-30” Pipe (Invert Depth (H) =0’-8’) Inlet Length							
6’	EA	$4,013.00					
8’	EA	$4,588.00					
10'	EA	$4,893.00					
12’	EA	$5,178.00					
16’	EA	$5,766.00					
20’	EA	$6,339.00					
Curb Drop Inlet (DI-3CC) 12”-30” Pipe (Invert Depth (H) =8’-20’) Inlet Length							
6’	EA	$4,746.00					
8’	EA	$5,293.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
10'	EA	$5,627.00					
12’	EA	$5,988.00					
16’	EA	$6,772.00					
20’	EA	$7,465.00					
Curb Drop Inlet (DI-3D)							
12”-30” Pipe (Invert Depth (H) =0’-8’) Inlet Length 2’-6”	EA	$3,633.00					
Curb Drop Inlet (DI-3DD)							
12”-30” Pipe (Invert Depth (H) =8’-20’) Inlet Length 2’-6”	EA	$4,367.00					
Curb Drop Inlet (DI-3E) 12”-30” Pipe (Invert Depth (H) =0’-8’) Inlet Length							
4’	EA	$4,093.00					
8’	EA	$4,756.00					
10'	EA	$5,724.00					
12'	EA	$5,833.00					
16’	EA	$6,072.00					
20’	EA	$6,709.00					
Curb Drop Inlet (DI-3EE) 12”-30” Pipe (Invert Depth (H) =8’-20’) Inlet Length							
6’	EA	$7,562.00					
8’	EA	$7,869.00					
10'	EA	$7,999.00					
12’	EA	$8,166.00					
16’	EA	$8,471.00					
20’	EA	$8,767.00					
Curb Drop Inlet (DI-3F) 12”-30” Pipe Inlet Length (Invert Depth (H)=0’-8’)							
6’	EA	$3,765.00					
8’	EA	$4,419.00					
10'	EA	$4,749.00					
12’	EA	$5,085.00					
16’	EA	$5,742.00					
20’	EA	$6,395.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
Curb Drop Inlet (DI-3FF) 12"-30" Pipe (Invert Depth (H) =8'-20') Inlet Length							
6'	EA	$8,077.00					
8'	EA	$8,288.00					
10'	EA	$8,480.00					
12'	EA	$8,669.00					
16'	EA	$9,047.00					
20'	EA	$9,446.00					
Curb Drop Inlet (DI-4A) 36"–48" Pipe (Invert Depth (H)=0'-8') Inlet Length							
4'	EA	$4,868.00					
Curb Drop Inlet (DI-4AA) 36"–48" Pipe (Invert Depth (H)=0'-8') Inlet Length							
4'	EA	$6,817.00					
Curb Drop Inlet (DI-4B) 36"-48" Pipe (Invert Depth (H) =0'-8') Inlet Length							
6'	EA	$5,172.00					
8'	EA	$5,499.00					
10'	EA	$5,698.00					
12'	EA	$5,870.00					
16'	EA	$6,221.00					
20'	EA	$6,571.00					
Curb Drop Inlet (DI-4BB) 36"-48" Pipe (Invert Depth (H) =8'-20') Inlet Length							
6'	EA	$10,292.00					
8'	EA	$10,643.00					
10'	EA	$10,810.00					
12'	EA	$10,974.00					
16'	EA	$11,309.00					
20'	EA	$11,669.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
Curb Drop Inlet (DI-4C) 36"-48" Pipe (Invert Depth (H) =0'-8') Inlet Length							
8'	EA	$5,612.00					
10'	EA	$5,794.00					
12'	EA	$5,968.00					
16'	EA	$6,315.00					
20'	EA	$6,657.00					
Curb Drop Inlet (DI-4CC) 36"-48" Pipe (Invert Depth (H) =8'-20') Inlet Length							
8'	EA	$13,371.00					
10'	EA	$13,693.00					
12'	EA	$14,097.00					
16'	EA	$14,712.00					
20'	EA	$15,365.00					
Curb Drop Inlet (DI-4D)							
36"-48" Pipe (Invert Depth (H) =0'-8') Inlet Length 4'	EA	$4,933.00					
Curb Drop Inlet (DI-4DD)							
36"-48" Pipe (Invert Depth (H) =8'-16') Inlet Length 4'	EA	$9,455.00					
Curb Drop Inlet (DI-4E) 36"-48" Pipe (Invert Depth (H) =0'-8') Inlet Length							
6'	EA	$5,267.00					
8'	EA	$5,605.00					
10'	EA	$5,896.00					
12'	EA	$6,233.00					
16'	EA	$6,996.00					
20'	EA	$7,695.00					
Curb Drop Inlet (DI-4EE) 36"-48" Pipe (Invert Depth (H) =8'-16') Inlet Length							
6'	EA	$9,165.00					
8'	EA	$9,495.00					
10'	EA	$9,839.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
12’	EA	$10,167.00					
16’	EA	$10,838.00					
20’	EA	$11,483.00					
Curb Drop Inlet (DI-4F) 36”-48" Pipe Inlet Length (Invert Depth (H)=0’-8’)							
8’	EA	$5,877.00					
10'	EA	$6,209.00					
12’	EA	$6,568.00					
16’	EA	$7,259.00					
20’	EA	$7,963.00					
Curb Drop Inlet (DI-4FF) 36”-48” Pipe (Invert Depth (H) =8’-16’) Inlet Length							
8’	EA	$8,866.00					
10'	EA	$9,147.00					
12’	EA	$9,435.00					
16’	EA	$9,997.00					
20’	EA	$10,584.00					
Median Drop Inlets - CIP							
Median Drop Inlet **(DI-6A)** 12”-24” Pipe Inlet (H=8’)	EA	$4,205.00					
Median Drop Inlet **(DI-6B)** 12”-24” Pipe Inlet (H=8’)	EA	$4,267.00					
Median Drop Inlet **(DI-6C)** 30”-48” Pipe Inlet (H=10’)	EA	$5,589.00					
Median Drop Inlet **(DI-6D)** 30”-48” Pipe Inlet (H=10’)	EA	$5,692.00					
Median Drop Inlet **(DI-7)** Type III Top 12”-42” Pipe Inlet (H=10’)	EA	$5,748.00					
Median Drop Inlet **(DI-7A)** Type III Top 12”-42” Pipe Inlet (H=10’)	EA	$6,338.00					
Median Drop Inlet **(DI-7B)** Type III Top 12”-42” Pipe Inlet (H=10’)	EA	$6,797.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
MISCELLANEOUS INLETS							
Ditch Drop Inlet, **(DI-5)** Type III Tip 12"-42" Pipe Inlet (H=8')	EA	$5,226.00					
Standard Yard Inlet **(YI-1)** 12"-48" Pipe (Invert Depth (H)=0'-8') Inlet Length 4'(No Aprons)	EA	$4,749.00					
Add Yard Inlet Apron	THROAT	$255.00					
Standard Yard Inlet **(YI-3)** 12"-48" Pipe (Invert Depth (H)=0'-8') Inlet Length 4'(No Aprons)	EA	$5,127.00					
Add Yard Inlet Apron	THROAT	$255.00					
CULVERTS							
Single Box Culvert (BC-1A) Fills to 25'							
4' X 4'	LF	$336.00					
5' x 5"	LF	$410.00					
6' X 6'	LF	$498.00					
8' X 8'	LF	$699.00					
10' X 10'	LF	$845.00					
Double Box Culvert (BC-2b) Fills to 25'							
4' X 4'	LF	$566.00					
5' x 5"	LF	$705.00					
6' X 6'	LF	$854.00					
8' X 8'	LF	$1,148.00					
10' X 10'	LF	$1,411.00					
Oversized Single Box Culvert (BBC-1) Fills to 25'							
12' X 6'	LF	$1,026.00					
12' X 8'	LF	$1,144.00					
12' X 10'	LF	$1,239.00					
12' X 12'	LF	$1,348.00					
Triple Box Culvert (BC-3B) Fills to 25'							

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
4' X 4'	LF	$779.00					
5' x 5"	LF	$965.00					
6' X 6'	LF	$1,211.00					
8' X 8'	LF	$1,633.00					
10' X 10'	LF	$2,488.00					
Quadruple Box Culvert (BC-4B) Fills to 25'							
4' X 4'	LF	$987.00					
5' x 5"	LF	$1,225.00					
6' X 6'	LF	$1,523.00					
8' X 8'	LF	$1,497.00					
10' X 10'	LF	$2,835.00					
Standard Wing for Box Culvert (1 Side Only) Height of Box							
4'	EA	$675.00					
5'	EA	$995.00					
6'	EA	$1,337.00					
8'	EA	$2,489.00					
10'	EA	$3,315.00					
Standard Wing for Oversized Box Culvert(BBC-W) Height of Box							
6'	EA	$1,351.00					
8'	EA	$2,189.00					
10'	EA	$3,269.00					
12'	EA	$4,763.00					
MISCELLANEOUS STORM							
Connection to Existing Structure							
15"-36" Pipe	EA	$735.00					
42"- 60" Pipe	EA	$1,125.00					
Casing Pipe, Bore and Jack (3/8" wall)							
22" ID (6"-8" Carrier Pipe)	LF	$411.00					
24" ID (10" Carrier Pipe)	LF	$451.00					
30" ID (12" Carrier Pipe)	LF	$569.00					
Plug Pipe							

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
6" –12" Pipe	EA	$142.00					
15"-36" Pipe	EA	$323.00					
42"- 60" Pipe	EA	$522.00					
Pavement Edge Pipe							
Standard Pipe Underdrain	LF	$19.00					
Riprap							
Dry, Class I, 18"	SY	$47.87	6	$287.22			
Dry, Class II, 18"	SY	$51.46					
Grouted, Class I, 18"	SY	$69.97					
Filter Fabric							
Class I	SY	$3.50					
Class II	SY	$3.00					
Class III	SY	$2.25					
Gabions (No excavation)							
Mattress	CY	$130.00					
Revetment	CY	$164.33					
Wall	CY	$212.25					
Paved Ditch (4" Thick)							
Concrete (Non-reinforced)	SY	$62.00					
Bituminous Concrete(4")	SY	$30.00					
Sodded Ditch							
Sodded Ditch (Incl Fine Grading)	SY	$9.86					
STREET CONSTRUCTION							
ROADS AND PARKING							
Soil Stabilization	**Inches**						
Cement 6%	SY/Inch Depth	$2.70					
Depth (in Inches):							
Lime 6%	SY/Inch Depth	$1.89					
Depth (in Inches):							
Subbase, Aggregated Material							
Base Type I	SY/Inch Depth	$1.75	537	$5,638.50			
Depth (in Inches):	6						
Base Type I	SY/Inch Depth	$1.75	101	$707.00			

PROJECT NAME:Alla Willa PROJECT NUMBER: 5051-0101

PREPARED BY: Chris Weitnauer FIRM: Integrity Federal Services DATE: 09/26/2023

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
Depth (in Inches):	4						
Bituminous Concrete							
Base Course	SY/Inch Depth	$5.59	537	$7,504.58			
Depth (in Inches):	2.5						
Intermediate Course	SY/Inch Depth	$5.49					
Depth (in Inches):							
Top Course	SY/Inch Depth	$5.49	537	$4,422.20			
Depth (in Inches):	1.5						
Prime Coat	SY	$1.10					
Tack Coat	SY	$1.10					
Driveway Restoration							
4” Concrete & 4” Gravel	SY	$79.95					
2” S-5 & 7 6” Gravel	SY	$31.96					
Shoulders, Type I							
Aggregated Base, 4”	SY	$11.50					
Concrete Curbing							
Curb & Gutter CG6 & CG7	LF	$22.50					
Curb Cut, CG-12 Detectable Surf.	EA	$569.00	3	$1,707.00			
Entrances/Driveways							
Commercial Entrance CG-11	SY	$52.88	77	$4,071.76			
Commercial Entrance CG-13	SY	$64.67					
Residential Driveway Apron	SY	$51.79					
Guardrails							
Std. Blocked-out W beam (GR2)	LF	$42.50					
Std. W beam, Weak Post GR8	LF	$28.50					
Terminal, GR-6 (L=12’-6”)	EA	$2,929.00					
Terminal, GR-7 (L=6’-3”)	EA	$2,659.00					
Type I, GR-8 Terminal (L=25’)	EA	$1,399.00					
Type II, GR-8 Terminal (L=13’-6”)	EA	$695.00					
Terminal, MB-4 (L=37’-6”)	EA	$3,495.00					
Type I, MB-5 Terminal (L=27’-1)	EA	$2,925.00					
Type II, MB-5 Terminal (L=13’-6)	EA	$1,675.00					
Miscellaneous							
Trash enclosure - Brick 6' high	LF	$325.00					

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
Reinforced Concrete Pad 6" to 8"	SY	$62.00	27	$1,674.00			
Striping 4" width (VDOT Type B)	LF	$2.25					
Concrete Wheel Stops	EA	$70.00	12	$840.00			
Parking Lot Striping	EA	$50.00	12	$600.00			
Sign Island	EA	$850.00					
Traffic Barricade	LF	$43.45					
Street Name Signs	EA	$435.00					
Traffic Control Signs	EA	$375.00					
Street Light (pole, bracket, light)	EA	$4,285.00	4	$17,140.00			
SIDEWALKS AND TRAILS							
Sidewalk							
Concrete 4” w/WWF, No base	SY	$45.23					
Bitum. Conc, 2” w/4” Base	SY	$30.00					
4” Conc, No Reinf., No Base	SY	$41.00	101	$4,141.00			
HANDRAIL							
Handrail 3 Rail 1-1/4” #4 Finish	LF	$96.50					
Wood Chip Trail							
Trails(Incl Excavation & Grading) Wood chip, 4’ wide	SY	$17.69					
Bituminous Trail							
6’ to 10' wide	SY	$49.25					
CRITICAL SLOPE STABILIZATION							
Paved Flume	SY	$67.00					
Stmwtr Conc Channel-Excav	SY	$7.75					
ADD Grass Lined-seeded	SY	$5.37					
ADD Grass Lined-sodded	SY	$10.89					
Outlet Protection							
Non-grouted Riprap 18”	SY	$52.00					
Concrete 4”	SY	$53.50					
Level Spreader	SY	$4.44					
Struc Streambank Protection							
Non-grouted Riprap 18”	SY	$58.00					
Gabions	CY	$147.00					
Vegetative Erosion Control							
Sodding incl Fertilizing – Banks	SY	$7.77					
Sodding incl Fertilizing – Flat	SY	$5.36					
Seeding incl Fertilizing	SY	$2.44	614	$1,498.16			

PROJECT NAME:Alla Willa | PROJECT NUMBER: 5051-0101

PREPARED BY: Chris Weitnauer | FIRM: Integrity Federal Services | DATE: 09/26/2023

		BOND ESTIMATE			BOND REDUCTION		
ITEM	UNIT	UNIT COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION	%COMPLETE
Soding W/Soil Treat & Watering	SY	$3.25					
Seeding W/Soil Treat & Watering	SY	$6.46					
Straw Mulch w/Tack	SY	$1.40					
Jute Mesh	SY	$1.77					
Special Items							
FEMA Processing LOMR/CLOMR	EA	$7,500.00					
As Built (Record Drawings)	EA	$9,500.00	1	$9,500.00			
SWM/BMP POND	LS	See Note 1	1	$28,500.00			
SIGNALIZATION	LS	See Note 2					
Subtotal				$134,941.92			

TOTAL ESTIMATE OF COMPLETED WORK:

TOTAL:	$134,941.92
+ 10% CONTINGENCIES:	$13,494.19
GRAND TOTAL:	$148,436.11

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Ordinance
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1091: First Reading and Consideration of an Amendment to the Codified Ordinances of the City of Charles Town, West Virginia with Regard to Part 9 Streets, Utilities and Public Service Code Article 925 Water Rates

ATTACHMENTS:

- 11-29-2023 Water Ordinance - Redline.pdf
- 11-29-2023 Water Ordinance - Clean.pdf

ORDINANCE NUMBER _____

AN ORDINANCE TO AMEND AND REENACT THE RATES, RULES AND REGULATIONS FOR FURNISHING WATER SERVICE AT CHARLES TOWN AND VICINITY, JEFFERSON COUNTY, WEST VIRGINIA BY INCREASING THE RATES CHARGED THEREFORE

WHEREAS, Chapter ~~24~~8, Article ~~2~~20, Section ~~4b~~ 10 , and Chapter 24, Article 1, Section 1 (j) of the *West Virginia Code*, ~~effective July 1, 1981,~~ as amended, gives to municipally operated combined water and sewer public utilities the approval authority to set their own rates and charges; and,

~~**WHEREAS,** the current rates and charges for water service provided by the City of Charles Town are based upon a test year ended December 5, 2022 and,~~

WHEREAS, on June 26, 2018, the Public Service Commission of West Virginia issued an order in Case No. 17-0915-PSWD-PC granting its approval for Charles Town to acquire the Jefferson County Public Service District and encouraged Charles Town to adopt a unified tariff as soon as reasonably possible; and,

WHEREAS, the Charles Town Utility Board hired Gannett Fleming, Valuation and Rate Consultants, LLC. to conduct water and wastewater rate studies which included the development of the projected revenue requirements based on CTUB's 2024 fiscal year budget, cost allocation studies by customer class (cost of service), and the rate design. Consistent with the PSC Order requiring the merger of utilities and consolidation of rates defined above, CTUB's goal was to unify rates and to ensure fair and equitable rate structure; and

WHEREAS, Gannett Fleming presented ~~it's~~its findings to CTUB and on October 2, 2023, CTUB presented the Charles Town City Council with ~~it's~~its recommendations for rate adjustments selected from the various options presented by Gannett Fleming. The proposed water rate adjustment increases rates to match the Class Cost of Service Study, ~~and~~ addresses a water deficit of $637,515, ~~and~~ provide sufficient funds to cover the costs of operation in the most equitable way among all customer classes. ~~The sewer rate adjustment does not require a rate increase however the rate structure has been adjusted to more closely follow the Class Cost of Service Study.~~ The ~~Both the~~ water ~~and sewer~~ rate adjustments fully equalize rates between CTUB and the Jefferson County Public Service District rates consistent with the PSC order detailed above; and

WHEREAS, in order to provide revenues sufficient to pay the expenses of current and future operations, to provide working capital reserves and to provide sufficient funding for

its ongoing debt service obligations, the Common Council of the City of Charles Town deems it necessary to increase the rates and charges for the furnishing of water services.

THEREFORE, THE COMMON COUNCIL OF THE CITY OF CHARLES TOWN, WEST VIRGINIA HEREBY ORDAINS:

SECTION ONE – RATES, RULES AND REGULATIONS

RULES AND REGULATIONS

I. Rules and Regulations for the Government of Water Utilities, adopted by the Public Service Commission of West Virginia, and now in effect, and all amendments thereto and modifications thereafter made by the Commission are hereby adopted by reference.

SCHEDULE I

APPLICABILITY

Applicable within the entire area served except the contract rate.

AVAILABILITY

Available for general domestic, commercial and industrial service.

RATES

First	10,000 gallons used per month	$12.84 per 1,000 gallons
Next	30,000 gallons used per month	$10.73 per 1,000 gallons
Over	40,000 gallons used per month	$8.47 per 1,000 gallons

PNGI Contract Rate $6.08 per

1,000 gallons

MINIMUM CHARGE

No bill shall be rendered for less than the following amounts, according to the size of the meter installed, to-wit:

5/8-inch and 5/8 x 3/4-inch	$25.68 per month
3/4-inch	$38.52 per month
1-inch	$64.20 per month
1-1/2-inch	$132.89 per month
2-inch	$207.80 per month
3-inch	$389.68 per month
4-inch	$717.98 per month

6-inch $1,348.40 per month

FLAT RATE CHARGE (Customers with non-metered water supply)
Equivalent of 3,500 gallons of water usage, $44.94 per month.

METERED SALES – OTHER
For direct sales at the Water Treatment Plant $8.47 per 1,000 gallons

MULTIPLE OCCUPANCY
In apartment buildings, shopping centers or other multiple occupancy buildings, each unit shall be required to pay not less than the minimum monthly charge provided herein.

DELAYED PAYMENT PENALTY
The above scheduled is net. On all accounts not paid in full when due, 10% will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

TAP FEE
A tap fee of $500.00 will be charged to customers applying for service outside of a water system improvement project for each new tap to the system.

DISCONNECT-RECONNECT~~ION~~ FEE
Whenever water service to a City of Charles Town Water customer has been disconnected for non-payment of a water bill, a disconnection fee of $20.00 shall be charged. Water service will not be restored until all past due bills, penalties and reconnection fees have been paid in full.

LEAK ADJUSTMENT
$0.89 per 1,000 gallons is to be used when the bill reflects unusual consumption which can be attributed to eligible leakage on the customer's side of the meter. This rate shall be applied to all such unusual consumption above 200% of the customer's historical average usage.

RETURNED CHECK CHARGE
A service charge equal to the actual bank fee assessed to the water utility up to a maximum of $25.00 will be imposed upon any customer whose check for payment of charges is returned by the bank due to insufficient funds.

SECURITY DEPOSIT

Not to exceed two-twelfths (2/12) of the average usage of the applicant's specific customer class, or $50.00, whichever is greater. This fee may be changed by applicable statutory provisions. Each new customer shall make a security deposit which shall be refunded per the regulations of the Public Service Commission of West Virginia.

CITY OF CHARLES TOWN MUNICIPAL SERVICE FEES

STREET IMPROVEMENTS:

For the purpose of providing street improvements by the City of Charles Town there is hereby imposed upon the users thereof, that is to say, collectively upon the owners of each residential premise, each manufacturing plant and each business premise from and after July 1, 1999, an annual fee consistent with Article 770 of the City of Charles Town Codified Ordinances. ~~or charge of forty-eight dollars per year. This fee shall be payable in installments consistent with the charges for utility services provided by the City, and for each period thereafter.~~ The fee collected by CTUB will be paid directly to the City of Charles Town.

EMERGENCY SERVICE:

For the purposes of carrying out emergency services function as provided for in Article 107, Emergency Services of the City of Charles Town Codified Ordinances, there is hereby imposed upon the users thereof, that is to say each residential and each business premise from and after July 1st, 2006, a fee consistent with Article 774 of the City of Charles Town Codified Ordinances~~of five center ($0.05) per month~~.

PARKS AND RECREATIONAL FACILITIES:

For the purpose of constructing, improving, extending, developing, maintaining, and operating a City public park and recreation system as provided for in Article 138 (of the City of Charles Town Codified Ordinances), there is hereby imposed upon the users thereof, that is to say each residential premise, and each business premise. ~~from and after March 1, 2005, a fee of five cents ($0.05) per month.~~

SCHEDULE II

CAPACITY IMPROVEMENT FEES

APPLICABILITY

Applicable to the entire service area and due and payable for each customer connection requiring new or additional flow from the water distribution system and treatment facility. Effective for service connections proposed on or after the date of enactment.

CAPACITY IMPROVEMENT FEE

For all new service proposed to be connected to the Utility, there shall be paid to the Utility Board a Capacity Improvement Fee of $4,399.00 for each residential connection or non-residential connection requiring new or additional flow from the water distribution system and treatment facility. The Capacity Improvement Fee will be paid at the time of building permit application and a receipt from CTUB will be issued to the customer for the fees assessed. Connections shall be paid in accordance with the usage equivalent schedule set forth below.

USAGE EQUIVALENTS FOR MULTIPLE RESIDENTIAL OR NON-RESIDENTIAL CAPACITY IMPROVEMENT FEES

Capacity Improvement Fees for multi-residential and non-residential

structures requiring new or additional flow from the water distribution system and treatment facility shall be based upon the following:

UNIT	WATER GALLONS/DAY	RESIDENTIAL USAGE EQUIVALENT
Single Family Unit	150	1.0
Apartments	150/unit	1.0/unit
Bowling Alleys	200/alley	1.33/alley
Churches with kitchen	8/member	0.05/member
Churches w/o kitchen	2/member	0.013/member
Food Service	32/seat	0.213/seat
Fast Food Restaurant	35/seat	0.23/seat
Bar & Cocktail Lounge (additive)	2/patron	0.013/patron
Tavern-Little or no food	20/seat	0.132/per seat
Hotel	120/room	0.8/per room
Industry, sanitary	15/person/shift	0.1/person per shift
Institutions:		
Hospital	250/bed	1.67/bed
Nursing Homes	150/bed	1.0/bed
Others	75/person	0.5/person
Office Buildings	15/person	0.1/person
Laundry Self Service	250/washer	1.67/washer
Motels	120/room	0.8/room
Retail Stores	400/toilet room	2.67/toilet room
Residence	150/residence	1.0/residence
School:		
Day, no cafeteria/showers	15/pupil	0.1/pupil
Day with cafeteria	18/pupil	0.12/pupil
Day with cafeteria/showers	20/pupil	0.133/pupil
Boarding	75/pupil	0.5/pupil
Service Station	500/set of pumps	3.33/set of pumps
Shopping Centers	16/100 ft. of sales area	0.12/100 ft. of sales area
Swimming Pools	10/swimmer design capacity	0.067/swimmer design capacity
Capacity Theaters	3/seat	0.02/seat
Warehouse	15/employee	0.1/employee

If a unit does not appear on this schedule, the Charles Town Utility Board shall determine its Residential Usage Equivalent in consultation with its consulting engineer. Where actual consumption history can demonstrate a change in the Equivalent, the Charles Town Utility Board may consider an equivalent reduction.

~~SET OUT THE RATES THAT HAVE BEEN PREPARED FOR ADOPTION~~

SECTION TWO – EFFECTIVE DATE

The rates, fees and charges contained in this Ordinance are to become effective for all service rendered on and after February 162, 2024~~ (45 days after adoption)~~.

SECTION THREE – SEPARABILITY; REPEAL OF CONFLICTING ORDINANCES

The provisions of this Ordinance are separable, and if any clause, provision or section hereof be held void or unenforceable by any court of competent jurisdiction, such holding shall not affect the remainder of this Ordinance. Upon the effective date of the charges herein set forth, all ordinances, resolutions, orders or parts thereof in conflict with the provisions of this Ordinance are, to the extent that the provisions of this Ordinance do not touch upon the provisions of prior ordinances, resolutions, orders or parts thereof, the same shall remain in full force and effect.

SECTION FOUR – STATUTORY NOTICE AND PUBLIC HEARING

Upon introduction hereof, the City Clerk shall publish Notice of this Ordinance in the *Spirit of Jefferson and Farmer's Advocate or The Shepherdstown Chronicle*, being two qualified newspapers of general circulation in the City of Charles Town, as a Class I publication. The publication shall be made at least ~~five (5) days~~one week before the meeting of the City Council at which a final reading and vote on the ordinance will be held. Said notice shall state that this Ordinance has been introduced, and that any person interested may appear before Council on January 2, 2024~~the 18th day of December, 2023~~, **at 7:00 p.m.~~ .m~~.** and present protests, if any. At such hearing all objections and suggestions shall be heard and the Council shall take such action as it shall deem proper on the premises.

Further, said Notice shall advise the public that a copy of this ordinance is available for public inspection.

Passed on First Reading December 4, 2023

Passed on Second Reading
Following Public Hearing January 2~~December 18~~, 2023~~4~~

CITY CLERK

ORDINANCE NUMBER _____

AN ORDINANCE TO AMEND AND REENACT THE RATES, RULES AND REGULATIONS FOR FURNISHING WATER SERVICE AT CHARLES TOWN AND VICINITY, JEFFERSON COUNTY, WEST VIRGINIA BY INCREASING THE RATES CHARGED THEREFORE

WHEREAS, Chapter 8, Article 20, Section 10, and Chapter 24, Article 1, Section 1 (j) of the *West Virginia Code*, as amended, gives to municipally operated combined water and sewer public utilities the approval authority to set their own rates and charges; and,

WHEREAS, on June 26, 2018, the Public Service Commission of West Virginia issued an order in Case No. 17-0915-PSWD-PC granting its approval for Charles Town to acquire the Jefferson County Public Service District and encouraged Charles Town to adopt a unified tariff as soon as reasonably possible; and

WHEREAS, the Charles Town Utility Board hired Gannett Fleming, Valuation and Rate Consultants, LLC. to conduct water and wastewater rate studies which included the development of the projected revenue requirements based on CTUB's 2024 fiscal year budget, cost allocation studies by customer class (cost of service), and the rate design. Consistent with the PSC Order requiring the merger of utilities and consolidation of rates defined above, CTUB's goal was to unify rates and to ensure a fair and equitable rate structure; and

WHEREAS, Gannett Fleming presented its findings to CTUB and on October 2, 2023, CTUB presented the Charles Town City Council with its recommendations for rate adjustments selected from the various options presented by Gannett Fleming. The proposed water rate adjustment increases rates to match the Class Cost of Service Study, addresses a water deficit of $637,515, and provide sufficient funds to cover the costs of operation in the most equitable way among all customer classes. The water rate adjustments fully equalize rates between CTUB and the Jefferson County Public Service District rates consistent with the PSC order detailed above; and

WHEREAS, in order to provide revenues sufficient to pay the expenses of current and future operations, to provide working capital reserves and to provide sufficient funding for its ongoing debt service obligations, the Common Council of the City of Charles Town deems it necessary to increase the rates and charges for the furnishing of water services.

THEREFORE, THE COMMON COUNCIL OF THE CITY OF CHARLES TOWN, WEST VIRGINIA HEREBY ORDAINS:

SECTION ONE – RATES, RULES AND REGULATIONS

RULES AND REGULATIONS

I. Rules and Regulations for the Government of Water Utilities, adopted by the Public Service Commission of West Virginia, and now in effect, and all amendments thereto and modifications thereafter made by the Commission are hereby adopted by reference.

SCHEDULE I

APPLICABILITY

Applicable within the entire area served except the contract rate.

AVAILABILITY

Available for general domestic, commercial and industrial service.

RATES

First	10,000 gallons used per month	$12.84 per 1,000 gallons
Next	30,000 gallons used per month	$10.73 per 1,000 gallons
Over	40,000 gallons used per month	$8.47 per 1,000 gallons

PNGI Contract Rate $6.08 per 1,000 gallons

MINIMUM CHARGE

No bill shall be rendered for less than the following amounts, according to the size of the meter installed, to-wit:

5/8-inch and 5/8 x 3/4-inch	$25.68 per month
3/4-inch	$38.52 per month
1-inch	$64.20 per month
1-1/2-inch	$132.89 per month
2-inch	$207.80 per month
3-inch	$389.68 per month
4-inch	$717.98 per month
6-inch	$1,348.40 per month

FLAT RATE CHARGE (Customers with non-metered water supply)

Equivalent of 3,500 gallons of water usage, $44.94 per month.

METERED SALES – OTHER

For direct sales at the Water Treatment Plant $8.47 per 1,000 gallons

MULTIPLE OCCUPANCY

In apartment buildings, shopping centers or other multiple occupancy buildings, each unit shall be required to pay not less than the minimum monthly charge provided herein.

DELAYED PAYMENT PENALTY

The above scheduled is net. On all accounts not paid in full when due, 10% will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

TAP FEE

A tap fee of $500.00 will be charged to customers applying for service outside of a water system improvement project for each new tap to the system.

DISCONNECT-RECONNECT FEE

Whenever water service to a City of Charles Town Water customer has been disconnected for non-payment of a water bill, a disconnection fee of $20.00 shall be charged. Water service will not be restored until all past due bills, penalties and reconnection fees have been paid in full.

RETURNED CHECK CHARGE

A service charge equal to the actual bank fee assessed to the water utility up to a maximum of $25.00 will be imposed upon any customer whose check for payment of charges is returned by the bank due to insufficient funds.

LEAK ADJUSTMENT

$0.89 per 1,000 gallons is to be used when the bill reflects unusual consumption which can be attributed to eligible leakage on the customer's side of the meter. This rate shall be applied to all such unusual consumption above 200% of the customer's historical average usage.

SECURITY DEPOSIT

Not to exceed two-twelfths (2/12) of the average usage of the applicant's specific customer class, or $50.00, whichever is greater. This fee may be changed by applicable statutory provisions. Each new customer shall make a security deposit which shall be refunded per the regulations of the Public Service Commission of West Virginia.

CITY OF CHARLES TOWN MUNICIPAL SERVICE FEES

STREET IMPROVEMENTS:

For the purpose of providing street improvements by the City of Charles Town there is hereby imposed upon the users thereof, that is to say, collectively upon the owners of each residential premise, each manufacturing plant and each business premise from and after July 1, 1999, an annual fee consistent with Article 770 of the City of Charles Town Codified Ordinances. The fee collected by CTUB will be paid directly to the City of Charles Town.

EMERGENCY SERVICE:

For the purposes of carrying out emergency services function as provided for in Article 107, Emergency Services of the City of Charles Town Codified Ordinances, there is hereby imposed upon the users thereof, that is to say each residential and each business premise from and after July 1st, 2006, a fee consistent with Article 774 of the City of Charles Town Codified Ordinances.

PARKS AND RECREATIONAL FACILITIES:

For the purpose of constructing, improving, extending, developing, maintaining, and operating a City public park and recreation system as provided for in Article 138 (of the City of Charles Town Codified Ordinances), there is hereby imposed upon the users thereof, that is to say each residential premise, and each business premise.

SCHEDULE II

CAPACITY IMPROVEMENT FEES

APPLICABILITY

Applicable to the entire service area and due and payable for each customer connection requiring new or additional flow from the water distribution system and treatment facility. Effective for service connections proposed on or after the date of enactment.

CAPACITY IMPROVEMENT FEE

For all new service proposed to be connected to the Utility, there shall be paid to the Utility Board a Capacity Improvement Fee of $4,399.00 for each residential connection or non-residential connection requiring new or additional flow from the water distribution system and treatment facility. The Capacity Improvement Fee will be paid at the time of building permit application and a receipt from CTUB will be issued to the customer for the fees assessed. Connections shall be paid in accordance with the usage equivalent schedule set forth below.

USAGE EQUIVALENTS FOR MULTIPLE RESIDENTIAL OR NON-RESIDENTIAL CAPACITY IMPROVEMENT FEES

Capacity Improvement Fees for multi-residential and non-residential structures requiring new or additional flow from the water distribution system and treatment facility shall be based upon the following:

UNIT	WATER GALLONS/DAY	RESIDENTIAL USAGE EQUIVALENT
Single Family Unit	150	1.0
Apartments	150/unit	1.0/unit
Bowling Alleys	200/alley	1.33/alley
Churches with kitchen	8/member	0.05/member
Churches w/o kitchen	2/member	0.013/member
Food Service	32/seat	0.213/seat
Fast Food Restaurant	35/seat	0.23/seat
Bar & Cocktail Lounge (additive)	2/patron	0.013/patron
Tavern-Little or no food	20/seat	0.132/per seat
Hotel	120/room	0.8/per room
Industry, sanitary	15/person/shift	0.1/person per shift
Institutions:		
Hospital	250/bed	1.67/bed
Nursing Homes	150/bed	1.0/bed
Others	75/person	0.5/person
Office Buildings	15/person	0.1/person
Laundry Self Service	250/washer	1.67/washer
Motels	120/room	0.8/room
Retail Stores	400/toilet room	2.67/toilet room
Residence	150/residence	1.0/residence
School:		
Day, no cafeteria/showers	15/pupil	0.1/pupil
Day with cafeteria	18/pupil	0.12/pupil
Day with cafeteria/showers	20/pupil	0.133/pupil
Boarding	75/pupil	0.5/pupil
Service Station	500/set of pumps	3.33/set of pumps
Shopping Centers	16/100 ft. of sales area	0.12/100 ft. of sales area
Swimming Pools	10/swimmer design capacity	0.067/swimmer design capacity
Capacity Theaters	3/seat	0.02/seat
Warehouse	15/employee	0.1/employee

If a unit does not appear on this schedule, the Charles Town Utility Board shall determine its Residential Usage Equivalent in consultation with its consulting engineer. Where actual consumption history can demonstrate a change in the Equivalent, the Charles Town Utility Board may consider an equivalent reduction.

SECTION TWO – EFFECTIVE DATE

The rates, fees and charges contained in this Ordinance are to become effective for all service rendered on and after February 16, 2024.

SECTION THREE – SEPARABILITY; REPEAL OF CONFLICTING ORDINANCES

The provisions of this Ordinance are separable, and if any clause, provision or section hereof be held void or unenforceable by any court of competent jurisdiction, such holding shall not affect the remainder of this Ordinance. Upon the effective date of the charges herein set forth, all ordinances, resolutions, orders or parts thereof in conflict with the provisions of this Ordinance are, to the extent that the provisions of this Ordinance do not touch upon the provisions of prior ordinances, resolutions, orders or parts thereof, the same shall remain in full force and effect.

SECTION FOUR – STATUTORY NOTICE AND PUBLIC HEARING

Upon introduction hereof, the City Clerk shall publish Notice of this Ordinance in the *Spirit of Jefferson* as a Class I publication. The publication shall be made at least one week before the meeting of the City Council at which a final reading and vote on the ordinance will be held. Said notice shall state that this Ordinance has been introduced, and that any person interested may appear before Council on the **January 2, 2024 at 7:00 p.m.** and present protests, if any. At such hearing all objections and suggestions shall be heard and the Council shall take such action as it shall deem proper on the premises.

Further, said Notice shall advise the public that a copy of this ordinance is available for public inspection.

Passed on First Reading December 4, 2023

Passed on Second Reading
Following Public Hearing January 2, 2024

CITY CLERK

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Ordinance
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1092: First Reading and Consideration of an Amendment to the Codified Ordinances of the City of Charles Town, West Virginia with Regard to Part 9 Streets, Utilities and Public Service Code Article 921 Sewers

ATTACHMENTS:

- 11-30-2023 Sewer Ordinance - Redline.pdf
- 11-30-2023 Sewer Ordinance - Clean.pdf

ORDINANCE NUMBER _____

AN ORDINANCE TO AMEND AND REENACT THE RATES, RULES AND REGULATIONS FOR FURNISHING SEWER~~WATER~~ SERVICE AT CHARLES TOWN AND VICINITY, JEFFERSON COUNTY, WEST VIRGINIA BY INCREASING THE RATES CHARGED THEREFORE

WHEREAS, Chapter 8, Article 20, Section 10 , and Chapter 24, Article 1, Section 1 (j) of the *West Virginia Code*, as amended, gives to municipally operated combined water and sewer public utilities the approval authority to set their own rates and charges; and, ~~Chapter 24, Article 2, Section 4b of the *West Virginia Code*, effective July 1, 1981, as amended, gives to municipally operated public utilities the approval authority to set their own rates and charges; and,~~

~~**WHEREAS,** the current rates and charges for water service provided by the City of Charles Town are based upon a test year ended December 5, 2022 and,~~

WHEREAS,

on June 26, 2018, the Public Service Commission of West Virginia issued an order in Case No. 17-0915-PSWD-PC granting its approval for Charles Town to acquire the Jefferson County Public Service District and encouraged Charles Town to adopt a unified tariff as soon as reasonably possible; and,

~~**here set out on the 26th day of June 2018, of the West Virginia Public Service Commission Order Case No. 17-0915-PSWD-PC, Pursuant to W.Va. Code 16-13A-18a and 24-2-12, and without approving the underlying terms and conditions, the Commission will grant its prior consent and approval for Charles Town and PSD to enter into the Purchase Agreement, subject to any required bondholder approval. The Commission also will authorize the Charles Town Utility Board to add PSD's current rates and charges to the Charles Town Utility Board tariff as a separate schedule. We encourage Charles Town to adopt a unified tariff as soon as reasonably possible and much sooner than ten years.~~ ~~HERE SET OUT THE DATE OF THE PSC ORDER REQUIRING THE MERGER OF UTILITIES AND THE UNIFICATION OF RATES; and,~~

WHEREAS, the Charles Town Utility Board hired Gannett Fleming, Valuation and Rate Consultants, LLC. to conduct water and wastewater rate studies which included the development of the projected revenue requirements based on CTUB's 2024 fiscal year budget, cost allocation studies by customer class (cost of service), and the rate design. Consistent with the PSC Order requiring the merger of utilities and consolidation of rates

defined above, CTUB's goal was to unify rates and to ensure fair and equitable rate structure; and

WHEREAS, Gannett Fleming presented ~~it's~~its findings to CTUB and on October 2, 2023, CTUB presented the Charles Town City Council with ~~it's~~its recommendations for rate adjustments selected from the various options presented by Gannett Fleming. The proposed sewer rate adjustment does not require a rate increase however the rate structure has been adjusted to more closely follow the Class Cost of Service Study. The sewer rate adjustments fully equalize rates between CTUB and the Jefferson County Public Service District rates consistent with the PSC order detailed above; and

WHEREAS, in order to provide revenues sufficient to pay the expenses of current and future operations, to provide working capital reserves and to provide sufficient funding for its ongoing debt service obligations, the Common Council of the City of Charles Town deems it necessary to increase the rates and charges for the furnishing of sewer~~water~~ services.

THEREFORE, THE COMMON COUNCIL OF THE CITY OF CHARLES TOWN, WEST VIRGINIA HEREBY ORDAINS:

SECTION ONE – RATES, RULES AND REGULATIONS

RULES AND REGULATIONS

I. Rules and Regulations for the Government of Sewerage Utilities, adopted by the Public Service Commission of West Virginia, and now in effect, and all amendments thereto and modifications thereafter made by the Commission are hereby adopted by reference.

SCHEDULE I

APPLICABILITY

Applicable within the entire territory served.

AVAILABILITY

Available for general domestic, commercial and industrial service.

RATES (Customers with a metered water supply)

First	2,000 gallons used per month	$15.24 per 1,000 gallons
Over	2,000 gallons used per month	$11.53 per 1,000 gallons

MINIMUM CHARGE

No bill shall be rendered for less than $30.48 per month, which is the equivalent of 2,000 gallons. Where sewer service is available by gravity flow and the customer has not connected to public sewer, the customer shall pay this minimum charge.

FLAT RATE CHARGE (Customers with non-metered water supply)

Equivalent of 3,500 gallons of water usage, $47.78 per month.

MULTIPLE OCCUPANCY

In apartment buildings, trailer parks, shopping centers or other multiple occupancy buildings or properties served by a master water meter, each discrete dwelling or business unit shall be required to pay not less than the minimum monthly charge provided herein.

DELAYED PAYMENT PENALTY

The above scheduled is net. On all accounts not paid in full when due, 10% will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

TAP FEE

A tap fee of $500.00 will be charged to customers applying for service outside of a sewerage system improvement project for each new tap to the system.

DISCONNECT-RECONNECT FEES

Whenever water service has been disconnected for non-payment of sewer bills in conjunction with a water service termination agreement with West Virginia American Water Company, a disconnection fee of $20.00 shall be charged in addition to a reconnection fee of $20.00 if service is restored.

RETURNED CHECK CHARGE

A service charge equal to the actual bank fee assessed to the sewer utility up to a maximum of $25.00 will be imposed upon any customer whose check for payment of charges is returned by the bank due to insufficient funds.

LEAK ADJUSTMENT

$1.01 per 1,000 gallons is to be used when the bill reflects unusual consumption which can be attributed to eligible leakage on the customer's side of the meter. This rate shall be applied to all such unusual consumption above 200% of the customer's historical average usage.

SECURITY DEPOSIT

Not to exceed two-twelfths (2/12) of the average usage of the applicant's specific customer class, or $50.00, whichever is greater. This fee may be changed by applicable statutory

provisions. Each new customer shall make a security deposit which shall be refunded per the regulations of the Public Service Commission of West Virginia.

EXCESS POLLUTION SURCHARGE

A surcharge to recover extraordinary costs is levied upon customer discharges placing extraordinary demand upon treatment facilities, as measured by waste stream parameters of biochemical oxygen demand (BOD) and/or suspended solids in the wastewater. Users discharging any water or wastes with a zero-day average BOD in excess of 300 milligrams per liter or a 30-day average suspended solids content in excess of 300 milligrams per liter or containing suspended solids with a character or quantity of pollutant requiring unusual attention or expense to handle or treat, shall pay, in addition to the base monthly sewer user charges, an additional surcharge (Cs) as determined by the following formula:

$$Cs = Bc\ (B) + Sc\ (S) + Pc\ (P)Vu$$

B = Concentration of B.O.D. from a user above a base level (300 mg/l)
Bc = 0 & M cost of treatment of unit of biochemical oxygen demand (B.O.D.)
S = Concentration of suspended solids from a user above a base level (300mg/l)
Sc = 0 & M costs for treatment of a unit of suspended solids
Pc = 0 & M cost for treatment of a unit of any pollutant
P = Concentration of any pollutant from a user above a base level
Vu = Volume contribution from a user per unit of time.

SCHEDULE II
CAPACITY IMPROVEMENT FEES

APPLICABILITY

Applicable to the entire service area and due and payable for each customer connection adding new flows into the sewer collection system and treatment facility. Effective for service connections proposed on or after the date of enactment.

CAPACITY IMPROVEMENT FEE

For all new service proposed to be connected to the Utility, there shall be paid to the Utility Board a Capacity Improvement Fee of $2,930.00 for each residential connection or non-residential connection adding new flows into the sewer collection system and treatment facility. The Capacity Improvement Fee will be paid at the time of building permit application and a receipt from CTUB will be issued to the customer for the fees assessed. Connections shall be paid in accordance with the usage equivalent schedule set forth below.

ADDITIONAL CAPACITY IMPROVEMENT FEE – FLOWING SPRINGS PUMP STATION

Pursuant to the Flowing Springs Pump Station Repayment Agreement, customers in the Flowing Springs Development District connecting to the Flowing Springs Pump Station shall be charged an additional Capacity Improvement Fee of $1,625.00 for each residential or non-residential connection. Connections for non-residential use shall be paid in accordance with a residential usage equivalent schedule set forth hereinafter.

USAGE EQUIVALENTS FOR MULTIPLE RESIDENTIAL OR NON-RESIDENTIAL CAPACITY IMPACT FEES

Capacity impact fees for multi-residential and non-residential structures adding new flows to the sewer collection system and treatment facility shall be based upon the following:

UNIT	WATER GALLONS/DAY	RESIDENTIAL USAGE EQUIVALENT
Apartments	150/unit	1.0/unit
Bowling Alleys	200/alley	1.33/alley
Churches with kitchen	8/member	0.05/member
Churches w/o kitchen	2/member	0.013/member
Food Service	32/seat	0.213/seat
Fast Food Restaurant	35/seat	0.23/seat
Bar & Cocktail Lounge (additive)	2/patron	0.013/patron
Tavern-Little or no food	20/seat	0.132/per seat
Hotel	120/room	0.8/per room
Industry, sanitary	15/person/shift	0.1/person per shift
Institutions:		
Hospital	250/bed	1.67/bed
Nursing Homes	150/bed	1.0/bed
Others	75/person	0.5/person
Office Buildings	15/person	0.1/person
Laundry Self Service	250/washer	1.67/washer
Motels	120/room	0.8/room
Retail Stores	400/toilet room	2.67/toilet room
Residence	150/residence	1.0/residence
School:		
Day, no cafeteria/showers	15/pupil	0.1/pupil
Day with cafeteria	18/pupil	0.12/pupil
Day with cafeteria/showers	20/pupil	0.133/pupil
Boarding	75/pupil	0.5/pupil
Service Station	500/set of pumps	3.33/set of pumps
Shopping Centers	16/100 ft. of sales area	0.12/100 ft. of sales area
Swimming Pools	10/swimmer design capacity	0.067/swimmer design capacity
Capacity Theaters	3/seat	0.02/seat
Warehouse	15/employee	0.1/employee

~~SET OUT THE RATES THAT HAVE BEEN PREPARED FOR ADOPTION~~

SECTION TWO – EFFECTIVE DATE

The rates, fees and charges contained in this Ordinance are to become effective for all service rendered on and after _____ (45 days after adoption)

SECTION THREE – SEPARABILITY; REPEAL OF CONFLICTING ORDINANCES

The provisions of this Ordinance are separable, and if any clause, provision or section hereof be held void or unenforceable by any court of competent jurisdiction, such holding shall not affect the remainder of this Ordinance. Upon the effective date of the charges herein set forth, all ordinances, resolutions, orders or parts thereof in conflict with the provisions of this Ordinance are, to the extent that the provisions of this Ordinance do not touch upon the provisions of prior ordinances, resolutions, orders or parts thereof, the same shall remain in full force and effect.

SECTION FOUR – STATUTORY NOTICE AND PUBLIC HEARING

Upon introduction hereof, the City Clerk shall publish Notice of this Ordinance in the *Spirit of Jefferson and Farmer's Advocate or The Shepherdstown Chronicle*, being two qualified newspapers of general circulation in the City of Charles Town, as a Class I publication. The publication shall be made at least five (5) days before the meeting of the City Council at which a final reading and vote on the ordinance will be held. Said notice shall state that this Ordinance has been introduced, and that any person interested may appear before Council on the **__th day of _____, 2023, at ____ _.m.** and present protests, if any. At such hearing all objections and suggestions shall be heard and the Council shall take such action as it shall deem proper on the premises.

Further, said Notice shall advise the public that a copy of this ordinance is available for public inspection.

Passed on First Reading December 4, 2023

Passed on Second Reading
Following Public Hearing December 18, 2023

_____
CITY CLERK

ORDINANCE NUMBER _____

AN ORDINANCE TO AMEND AND REENACT THE RATES, RULES AND REGULATIONS FOR FURNISHING SEWER SERVICE AT CHARLES TOWN AND VICINITY, JEFFERSON COUNTY, WEST VIRGINIA BY INCREASING THE RATES CHARGED THEREFORE

WHEREAS, Chapter 8, Article 20, Section 10, and Chapter 24, Article 1, Section 1 (j) of the *West Virginia Code*, as amended, gives to municipally operated combined water and sewer public utilities the approval authority to set their own rates and charges; and,

WHEREAS, on June 26, 2018, the Public Service Commission of West Virginia issued an order in Case No. 17-0915-PSWD-PC granting its approval for Charles Town to acquire the Jefferson County Public Service District and encouraged Charles Town to adopt a unified tariff as soon as reasonably possible; and,

WHEREAS, the Charles Town Utility Board hired Gannett Fleming, Valuation and Rate Consultants, LLC. to conduct water and wastewater rate studies which included the development of the projected revenue requirements based on CTUB's 2024 fiscal year budget, cost allocation studies by customer class (cost of service), and the rate design. Consistent with the PSC Order requiring the merger of utilities and consolidation of rates defined above, CTUB's goal was to unify rates and to ensure a fair and equitable rate structure; and

WHEREAS, Gannett Fleming presented its findings to CTUB and on October 2, 2023, CTUB presented the Charles Town City Council with its recommendations for rate adjustments selected from the various options presented by Gannett Fleming. The proposed sewer rate adjustment does not require a rate increase however the rate structure has been adjusted to more closely follow the Class Cost of Service Study. The sewer rate adjustments fully equalize rates between CTUB and the Jefferson County Public Service District rates consistent with the PSC order detailed above; and

WHEREAS, in order to provide revenues sufficient to pay the expenses of current and future operations, to provide working capital reserves and to provide sufficient funding for its ongoing debt service obligations, the Common Council of the City of Charles Town deems it necessary to increase the rates and charges for the furnishing of sewer services.

THEREFORE, THE COMMON COUNCIL OF THE CITY OF CHARLES TOWN, WEST VIRGINIA HEREBY ORDAINS:

SECTION ONE – RATES, RULES AND REGULATIONS

RULES AND REGULATIONS

I. Rules and Regulations for the Government of Sewerage Utilities, adopted by the Public Service Commission of West Virginia, and now in effect, and all amendments thereto and modifications thereafter made by the Commission are hereby adopted by reference.

SCHEDULE I

APPLICABILITY

Applicable within the entire territory served.

AVAILABILITY

Available for general domestic, commercial and industrial service.

RATES (Customers with a metered water supply)

First	2,000 gallons used per month	$15.24 per 1,000 gallons
Over	2,000 gallons used per month	$11.53 per 1,000 gallons

MINIMUM CHARGE

No bill shall be rendered for less than $30.48 per month, which is the equivalent of 2,000 gallons. Where sewer service is available by gravity flow and the customer has not connected to public sewer, the customer shall pay this minimum charge.

FLAT RATE CHARGE (Customers with non-metered water supply)

Equivalent of 3,500 gallons of water usage, $47.78 per month.

MULTIPLE OCCUPANCY

In apartment buildings, trailer parks, shopping centers or other multiple occupancy buildings or properties served by a master water meter, each discrete dwelling or business unit shall be required to pay not less than the minimum monthly charge provided herein.

DELAYED PAYMENT PENALTY

The above scheduled is net. On all accounts not paid in full when due, 10% will be added to the net current amount unpaid. This delayed payment penalty is not interest and is to be collected only once for each bill where it is appropriate.

TAP FEE

A tap fee of $500.00 will be charged to customers applying for service outside of a sewerage system improvement project for each new tap to the system.

DISCONNECT-RECONNECT FEES

Whenever water service has been disconnected for non-payment of sewer bills in conjunction with a water service termination agreement with West Virginia American Water Company, a disconnection fee of $20.00 shall be charged in addition to a reconnection fee of $20.00 if service is restored.

RETURNED CHECK CHARGE

A service charge equal to the actual bank fee assessed to the sewer utility up to a maximum of $25.00 will be imposed upon any customer whose check for payment of charges is returned by the bank due to insufficient funds.

LEAK ADJUSTMENT

$1.01 per 1,000 gallons is to be used when the bill reflects unusual consumption which can be attributed to eligible leakage on the customer's side of the meter. This rate shall be applied to all such unusual consumption above 200% of the customer's historical average usage.

SECURITY DEPOSIT

Not to exceed two-twelfths (2/12) of the average usage of the applicant's specific customer class, or $50.00, whichever is greater. This fee may be changed by applicable statutory provisions. Each new customer shall make a security deposit which shall be refunded per the regulations of the Public Service Commission of West Virginia.

EXCESS POLLUTION SURCHARGE

A surcharge to recover extraordinary costs is levied upon customer discharges placing extraordinary demand upon treatment facilities, as measured by waste stream parameters of biochemical oxygen demand (BOD) and/or suspended solids in the wastewater. Users discharging any water or wastes with a zero-day average BOD in excess of 300 milligrams per liter or a 30-day average suspended solids content in excess of 300 milligrams per liter or containing suspended solids with a character or quantity of pollutant requiring unusual attention or expense to handle or treat, shall pay, in addition to the base monthly sewer user charges, an additional surcharge (Cs) as determined by the following formula:

$$Cs = Bc\ (B) + Sc\ (S) + Pc\ (P)Vu$$

B = Concentration of B.O.D. from a user above a base level (300 mg/l)
Bc = 0 & M cost of treatment of unit of biochemical oxygen demand (B.O.D.)
S = Concentration of suspended solids from a user above a base level (300mg/l)
Sc = 0 & M costs for treatment of a unit of suspended solids
Pc = 0 & M cost for treatment of a unit of any pollutant
P = Concentration of any pollutant from a user above a base level
Vu = Volume contribution from a user per unit of time.

SCHEDULE II
CAPACITY IMPROVEMENT FEES

APPLICABILITY

Applicable to the entire service area and due and payable for each customer connection adding new flows into the sewer collection system and treatment facility. Effective for service connections proposed on or after the date of enactment.

CAPACITY IMPROVEMENT FEE

For all new service proposed to be connected to the Utility, there shall be paid to the Utility Board a Capacity Improvement Fee of $2,930.00 for each residential connection or non-residential connection adding new flows into the sewer collection system and treatment facility. The Capacity Improvement Fee will be paid at the time of building permit application and a receipt from CTUB will be issued to the customer for the fees assessed. Connections shall be paid in accordance with the usage equivalent schedule set forth below.

ADDITIONAL CAPACITY IMPROVEMENT FEE – FLOWING SPRINGS PUMP STATION

Pursuant to the Flowing Springs Pump Station Repayment Agreement, customers in the Flowing Springs Development District connecting to the Flowing Springs Pump Station shall be charged an additional Capacity Improvement Fee of $1,625.00 for each residential or non-residential connection. Connections for non-residential use shall be paid in accordance with a residential usage equivalent schedule set forth hereinafter.

USAGE EQUIVALENTS FOR MULTIPLE RESIDENTIAL OR NON-RESIDENTIAL CAPACITY IMPACT FEES

Capacity impact fees for multi-residential and non-residential structures adding new flows to the sewer collection system and treatment facility shall be based upon the following:

UNIT	WATER GALLONS/DAY	RESIDENTIAL USAGE EQUIVALENT
Apartments	150/unit	1.0/unit
Bowling Alleys	200/alley	1.33/alley
Churches with kitchen	8/member	0.05/member
Churches w/o kitchen	2/member	0.013/member
Food Service	32/seat	0.213/seat
Fast Food Restaurant	35/seat	0.23/seat
Bar & Cocktail Lounge (additive)	2/patron	0.013/patron
Tavern-Little or no food	20/seat	0.132/per seat
Hotel	120/room	0.8/per room
Industry, sanitary	15/person/shift	0.1/person per shift
Institutions:		
Hospital	250/bed	1.67/bed
Nursing Homes	150/bed	1.0/bed
Others	75/person	0.5/person
Office Buildings	15/person	0.1/person
Laundry Self Service	250/washer	1.67/washer
Motels	120/room	0.8/room
Retail Stores	400/toilet room	2.67/toilet room
Residence	150/residence	1.0/residence
School:		
Day, no cafeteria/showers	15/pupil	0.1/pupil
Day with cafeteria	18/pupil	0.12/pupil
Day with cafeteria/showers	20/pupil	0.133/pupil
Boarding	75/pupil	0.5/pupil
Service Station	500/set of pumps	3.33/set of pumps
Shopping Centers	16/100 ft. of sales area	0.12/100 ft. of sales area
Swimming Pools	10/swimmer capacity	0.067/swimmer capacity
Capacity Theaters	3/seat	0.02/seat
Warehouse	15/employee	0.1/employee

If a unit does not appear on this schedule, the Charles Town Utility Board shall determine its Residential Usage Equivalent in consultation with its consulting engineer. Where actual consumption history can demonstrate a change in the Equivalent, the Charles Town Utility Board may consider an equivalent reduction.

SECTION TWO – EFFECTIVE DATE

The rates, fees and charges contained in this Ordinance are to become effective for all service rendered on and after February 16, 2024.

SECTION THREE – SEPARABILITY; REPEAL OF CONFLICTING ORDINANCES

The provisions of this Ordinance are separable, and if any clause, provision or section hereof be held void or unenforceable by any court of competent jurisdiction, such holding shall not affect the remainder of this Ordinance. Upon the effective date of the charges herein set forth, all ordinances, resolutions, orders or parts thereof in conflict with the provisions of this Ordinance are, to the extent that the provisions of this Ordinance do not touch upon the provisions of prior ordinances, resolutions, orders or parts thereof, the same shall remain in full force and effect.

SECTION FOUR – STATUTORY NOTICE AND PUBLIC HEARING

Upon introduction hereof, the City Clerk shall publish Notice of this Ordinance in the *Spirit of Jefferson*, as a Class I publication. The publication shall be made at least one week before the meeting of the City Council at which a final reading and vote on the ordinance will be held. Said notice shall state that this Ordinance has been introduced, and that any person interested may appear before Council on **January 2, 2024 at 7:00 p.m.** and present protests, if any. At such hearing all objections and suggestions shall be heard and the Council shall take such action as it shall deem proper on the premises.

Further, said Notice shall advise the public that a copy of this ordinance is available for public inspection.

Passed on First Reading December 4, 2023

Passed on Second Reading
Following Public Hearing January 2, 2024

_____
CITY CLERK

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1084: Charles Town Utility Board (CTUB) Trail Funding and Rescinding of Resolution #2023-010 Discussion

ATTACHMENTS:

- 2023-010 - Resolution - Charles Town Utility Board American Rescue Plan Act Funding Request.pdf

City of Charles Town

101 East Washington Street, P.O. Box 14, Charles Town, WV 25414
Phone: (304) 725-2311 ♦ Web: www.charlestownwv.us

RESOLUTION

Charles Town Utility Board American Rescue Plan Act Funding Request

WHEREAS, the Charles Town Utility Board (CTUB) requested American Rescue Plan Act (ARPA) funding from the City of Charles Town, in an amount not to exceed $190,000. for the purpose of including a pedestrian trail into their 2023 Collection System Project; and

WHEREAS, as part of the CTUB 2023 Collection System is a linear gravity sewer line between Augustine Avenue and Washington Street running generally along Evitts Run, CTUB proposes the inclusion of a pedestrian trail, approximately 1,400 linear feet long and no less than 10 feet wide; and

WHEREAS, the City of Charles Town will benefit both economically and strategically by the inclusion of the pedestrian trail within CTUB's 2023 Collection System Project, contributing to the Mobility, Accessibility, and Connectivity goals as outlined in both the City's Strategic Plan and Walkability & Connectivity Study; and

WHEREAS, CTUB has committed to engage appropriate stakeholders in the design and permitting process to ensure there is cohesiveness with other existing and planned pedestrian trails in the vicinity of Augustine Avenue and Washington Street.

NOW, THEREFORE LET IT BE RESOLVED, the City of Charles Town hereby commits to awarding the Charles Town Utility Board, a portion of its American Rescue Plan Act (ARPA) funds, as a reimbursement for the construction of a pedestrian path as defined herein, not to exceed $190,00; and

NOW, THEREFORE LET IT BE FURTHER RESOLVED, the City's ARPA reimbursement award will only be granted after a certified engineering firm confirms that the requested reimbursement monies were specifically and explicitly expended for construction of the pedestrian trail.

Adopted the 31 ST day of August, 2023.

Robert M. Trainor
Mayor

Attest:
John Nissel
City Clerk

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1086: Jefferson County Commissioner Update - Possible Executive Session

ATTACHMENTS:

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1087: Personnel Discussion - Possible Executive Session

ATTACHMENTS:

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1099: Council Approval to Declare Friday, December 22, 2023, a Half-Day for City of Charles Town Employees.

ATTACHMENTS:

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

Payment of Bills - December 4, 2023

ATTACHMENTS:

- GENERAL FUND COUNCIL REPORT 2023 12 04.pdf
- CAPITAL RESERVE COUNCIL REPORT 2023 12 04.pdf
- PARKS & REC COUNCIL REPORT 2023 12 04.pdf

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
10-42 TACTICAL LLC	12/01/23	LIPSCOMB ARMOR	GENERAL FUND	POLICE DEPARTMENT	1,613.65
				TOTAL:	1,613.65
APPLE VALLEY WASTE SERVICE, INC.	12/01/23	TRASH SER DEC23 MALWARE AP	GENERAL FUND	CONT/TRNSFR 2 OTHR FUN	415.00
				TOTAL:	415.00
B.E.S. TECHNOLOGY, INC.	12/01/23	WEB HOST FEE 11/17/23-11/1	GENERAL FUND	CITY HALL	3,000.00
	12/01/23	WEB HOST FEE 11/17/23-11/1	GENERAL FUND	CITY HALL	93.75
				TOTAL:	3,093.75
CAPACITY PARTNERS, INC	12/01/23	LITE STRATEGIC PLAN	GENERAL FUND	CITY COUNCIL	1,500.00
				TOTAL:	1,500.00
CHARLES TOWN NOW	12/01/23	1000WELCOME BAGS-NEW RESID	GENERAL FUND	FAIR ASSOC/FESTIVAL	1,000.00
				TOTAL:	1,000.00
CINTAS	12/01/23	LAUNDRY BAGS	GENERAL FUND	STREETS & HIGHWAYS	207.54
	12/01/23	LAUNDRY BAGS	GENERAL FUND	STREETS & HIGHWAYS	207.54
				TOTAL:	415.08
CITY OF CHARLES TOWN PETTY CASH	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	PARKING	45.91
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	PARKING	37.70
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	POLICE DEPARTMENT	36.19
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	POLICE DEPARTMENT	26.49
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	POLICE DEPARTMENT	28.75
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	POLICE DEPARTMENT	0.90
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	POLICE DEPARTMENT	82.61
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	POLICE DEPARTMENT	3.75
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	POLICE DEPARTMENT	45.95
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	POLICE DEPARTMENT	1.83
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	POLICE DEPARTMENT	45.87
	12/01/23	CTPD PETTY CASH-REPLENISHM	GENERAL FUND	POLICE DEPARTMENT	26.31
				TOTAL:	382.26
CREAMERS FAST LUBE 1	12/01/23	JEEP- INSPECTION	GENERAL FUND	POLICE DEPARTMENT	13.80
				TOTAL:	13.80
CHARLES TOWN BUILDING COMMISSION	12/01/23	DECEMBER 2023 CITY RENTS	GENERAL FUND	CITY HALL	2,550.00
	12/01/23	DECEMBER 2023 CITY RENTS	GENERAL FUND	CITY HALL	16,667.00
	12/01/23	DECEMBER 2023 CITY RENTS	GENERAL FUND	POLICE DEPARTMENT	7,840.98
				TOTAL:	27,057.98
EVERBANK	12/01/23	2ND FLR COPIER RENTAL	GENERAL FUND	CITY HALL	241.65
	12/01/23	2ND FLOOR PLAT PRINTER	GENERAL FUND	CITY HALL	135.00
	12/01/23	2ND FLOOR PLAT PRINTER	GENERAL FUND	CITY HALL	300.00
				TOTAL:	676.65
EXECUTIVE EMERGENCY LIGHTING LLC	12/01/23	CAR#15- INSTALL MOUNT&LIGH	GENERAL FUND	POLICE DEPARTMENT	770.25
				TOTAL:	770.25
FIRST-CITIZENS BANK & TRUST CO	12/01/23	CITY HALL COPIER	GENERAL FUND	CITY HALL	586.37
	12/01/23	CITY HALL COPIER	GENERAL FUND	CITY HALL	319.93
				TOTAL:	906.30
FRONTIER, INC.	12/01/23	661 304-725-2381 SER10/24-	GENERAL FUND	POLICE DEPARTMENT	70.72
				TOTAL:	70.72

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GALLS, LLC	12/01/23	LEWIS- GLOVES	GENERAL FUND	PARKING	39.11
				TOTAL:	39.11
GRIFFITH ENERGY SERVICES, INC	12/01/23	CITY HALL OIL 11/16/23	GENERAL FUND	CITY HALL	496.00
				TOTAL:	496.00
GUARDIAN	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	NON-DEPARTMENTAL	121.29
	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	ECONOMIC DEVELOPMENT	9.25
	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	TREASURER'S OFFICE	37.00
	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	CITY CLERK'S OFFICE	9.25
	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	ENFORCEMENT AGENCY	9.25
	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	BUILDING INSPECTION	9.25
	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	PLANNING & ZONING	18.50
	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	CITY HALL	9.25
	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	PARKING	9.25
	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	POLICE DEPARTMENT	138.75
	12/01/23	DEC23 VISION PREMIUMS	GENERAL FUND	STREETS & HIGHWAYS	27.75
				TOTAL:	398.79
JEFFERSON COUNTY CIRCUIT COURT	12/01/23	APPEAL#23003331 ROBERT HAR	GENERAL FUND	NON-DEPARTMENTAL	120.00
				TOTAL:	120.00
JEFFERSON COUNTY EMERGENCY COMMUNICATI	12/01/23	CAD MOBILE DATA 8/6/23-9/5	GENERAL FUND	POLICE DEPARTMENT	339.36
	12/01/23	CAD MOBILE DATA 8/6/23-9/5	GENERAL FUND	POLICE DEPARTMENT	46.78
	12/01/23	CAD MOBILE DATA 8/6/23-9/5	GENERAL FUND	POLICE DEPARTMENT	106.92
				TOTAL:	493.06
JEFFERSON PUBLISHING COMPANY, INC.	12/01/23	11/8 NPH ZMA2023-02 CONDUI	GENERAL FUND	PLANNING & ZONING	36.02
	12/01/23	11/8 NPH COA 2023-13 MARRO	GENERAL FUND	PLANNING & ZONING	51.66
				TOTAL:	87.68
ROBERT E. JONES, M.D.	12/01/23	11/10/23 PHYSICALS (2)	GENERAL FUND	POLICE DEPARTMENT	120.00
	12/01/23	11/10/23 PHYSICALS (2)	GENERAL FUND	POLICE DEPARTMENT	120.00
				TOTAL:	240.00
MARKL SUPPLY COMPANY, INC.	12/01/23	M-LOK POLYMER 7-SLOT RAIL	GENERAL FUND	POLICE DEPARTMENT	117.90
				TOTAL:	117.90
MELISSA SEGURA	12/01/23	COURT TRANSLATOR 11/14/23	GENERAL FUND	POLICE DEPARTMENT	75.00
				TOTAL:	75.00
MOSCA DESIGN	12/01/23	XMAS SNOW FLAKE TREE TOPPE	GENERAL FUND	STREETS & HIGHWAYS	657.72
	12/01/23	XMAS SNOW FLAKE TREE TOPPE	GENERAL FUND	STREETS & HIGHWAYS	152.25
	12/01/23	XMAS SNOW FLAKE TREE TOPPE	GENERAL FUND	STREETS & HIGHWAYS	148.80
				TOTAL:	958.77
ONE TIME VENDOR LUTMAN LAND DEVELOPMEN	12/01/23	LUTMAN LAND DEVELOPMENT:	GENERAL FUND	NON-DEPARTMENTAL	350.00
				TOTAL:	350.00
POTOMAC EDISON COMPANY, INC.	12/01/23	ELECTRIC SERV OCTOBER 2023	GENERAL FUND	CITY HALL	582.28
	12/01/23	ELECTRIC SERV OCTOBER 2023	GENERAL FUND	PARKING	93.42
	12/01/23	ELECTRIC SERV OCTOBER 2023	GENERAL FUND	STREETS & HIGHWAYS	8,692.60
	12/01/23	ELECTRIC SERV OCTOBER 2023	GENERAL FUND	VISITORS CENTER	495.89
				TOTAL:	9,864.19
SHENANDOAH SALES AND SERVICE INC.	12/01/23	SWEEPER-WELDED LFT FENDER	GENERAL FUND	STREETS & HIGHWAYS	323.00

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	12/01/23	SWEEPER-WELDED LFT FENDER	GENERAL FUND	STREETS & HIGHWAYS	81.26
	12/01/23	SWEEPER-WELDED LFT FENDER	GENERAL FUND	STREETS & HIGHWAYS	22.00
				TOTAL:	426.26
SINCLAIR GILLESPIE	12/01/23	CW HALL A&A AGREEMENT	GENERAL FUND	NON-DEPARTMENTAL	25,000.00
				TOTAL:	25,000.00
STAPLES ADVANTAGE	12/01/23	PLANNER/FLOOR CLEANER	GENERAL FUND	CITY CLERK'S OFFICE	16.39
	12/01/23	SELF INK STAMP/STAMPER	GENERAL FUND	CITY HALL	49.06
	12/01/23	PLANNER/FLOOR CLEANER	GENERAL FUND	CITY HALL	18.37
	12/01/23	MILDEW SPRAY	GENERAL FUND	CITY HALL	6.54
				TOTAL:	90.36
TWYFORD, RIKKI	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	31.48
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	37.51
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	313.70
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	75.25
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	370.44
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	75.25
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	258.07
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	311.36
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	75.25
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	48.02
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	380.10
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	75.25
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	40.52
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	543.94
	12/01/23	MAY,JUN,AUG,SEP,OCT TRAVEL	GENERAL FUND	CITY COUNCIL	75.25
				TOTAL:	2,711.39
TARGET SOLUTIONS LEARNING, LLC	12/01/23	10/2/23-10/1/24 GUARDIAN T	GENERAL FUND	POLICE DEPARTMENT	999.60
				TOTAL:	999.60
VITAL SIGNS PLUS, INC.	12/01/23	3TENNIS PLAQUES/$500 FINE	GENERAL FUND	NON-DEPARTMENTAL	42.00
	12/01/23	3TENNIS PLAQUES/$500 FINE	GENERAL FUND	PARKING	22.95
				TOTAL:	64.95

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT

========== FUND TOTALS ==========	
001 GENERAL FUND	80,448.50
GRAND TOTAL:	80,448.50

TOTAL PAGES: 4

APPROVED BY: _____

APPROVED BY: _____

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-City of Charles Town
VENDOR: All
CLASSIFICATION: All
BANK CODE: Include: AP1
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 12/01/2023 THRU 12/01/2023

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: Check Date
SEQUENCE: By Vendor Sort
DESCRIPTION: Item
GL ACCTS: NO
REPORT TITLE: COUNCIL REPORT
SIGNATURE LINES: 2

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ADVANTAGE TECHNOLOGY LLC	12/01/23	CITY HALL TECH SERVICE- OC	CAPITAL RESERVE	GENERAL GOVERNMENT	2,760.00
	12/01/23	PD TECH SERVICE- OCTOBER	CAPITAL RESERVE	GENERAL GOVERNMENT	2,610.00
	12/01/23	NOV 2023 MONTHLY AGREEMENT	CAPITAL RESERVE	GENERAL GOVERNMENT	2,037.15
	12/01/23	NOV 2023 MONTHLY AGREEMENT	CAPITAL RESERVE	GENERAL GOVERNMENT	1,530.40
				TOTAL:	8,937.55

========== FUND TOTALS ==========

200	CAPITAL RESERVE	8,937.55
	GRAND TOTAL:	8,937.55

TOTAL PAGES: 1

APPROVED BY: _____

APPROVED BY: _____

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET:	01-City of Charles Town
VENDOR:	All
CLASSIFICATION:	All
BANK CODE:	Include: CAP1
ITEM DATE:	0/00/0000 THRU 99/99/9999
ITEM AMOUNT:	99,999,999.00CR THRU 99,999,999.00
GL POST DATE:	0/00/0000 THRU 99/99/9999
CHECK DATE:	12/01/2023 THRU 12/01/2023

PAYROLL SELECTION

PAYROLL EXPENSES:	NO
EXPENSE TYPE:	N/A
CHECK DATE:	0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE:	Check Date
SEQUENCE:	By Vendor Sort
DESCRIPTION:	Item
GL ACCTS:	NO
REPORT TITLE:	COUNCIL REPORT
SIGNATURE LINES:	2

PACKET OPTIONS

INCLUDE REFUNDS:	YES
INCLUDE OPEN ITEM:	NO

VENDOR SORT KEY	DATE	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
AC & T CO., INC	12/01/23	JMP PORTA POTTY SERV	PARKS & REC	PARKS & REC	265.00
				TOTAL:	265.00

========== FUND TOTALS ==========

207	PARKS & REC	265.00
	GRAND TOTAL:	265.00

TOTAL PAGES: 1

APPROVED BY: _____

APPROVED BY: _____

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET:	03-CT BOARD OF P&R
VENDOR:	All
CLASSIFICATION:	All
BANK CODE:	Include: PARK1
ITEM DATE:	0/00/0000 THRU 99/99/9999
ITEM AMOUNT:	99,999,999.00CR THRU 99,999,999.00
GL POST DATE:	0/00/0000 THRU 99/99/9999
CHECK DATE:	12/01/2023 THRU 12/01/2023

PAYROLL SELECTION

PAYROLL EXPENSES:	NO
EXPENSE TYPE:	N/A
CHECK DATE:	0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE:	Check Date
SEQUENCE:	By Vendor Sort
DESCRIPTION:	Item
GL ACCTS:	NO
REPORT TITLE:	COUNCIL REPORT
SIGNATURE LINES:	2

PACKET OPTIONS

INCLUDE REFUNDS:	YES
INCLUDE OPEN ITEM:	NO

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1069: Charles Town Police Department's October Statistical Report

ATTACHMENTS:

- October 2023 Police Stat Report.pdf

Charles Town Police Department
Monthly Stat Report

October 2023

911 Hangup	3	Missing Person	1
Abandoned Vehicle	4	Motorist Assist	7
Alarm	26	MVA w/ Entrapment	
Animal Complaint		MVA Hit and Run	1
Assault	2	MVA No Injury	18
BOLO	4	MVA Pedestrian Struck	1
Breaking and Entering	1	MVA w/ Injury	
Breaking and Entering Veh	2	Nuisance	1
Building Check	48	Open Door	1
Capias Recall by Court	14	Out of Car (Investigation/Meeting/Court)	6
Capias Service	11	Panhandling	1
Citizen Assist		Overdose	1
Civil Process		Overdose-Death	
Court/Bailiff Duty	3	Parking Complaint	8
Destruction of Property		Public Assist (In Person Contact)	25
Directed Patrol	316	Public Service (Phone Contact)	55
Disabled Vehicle	1	Reckless Driver	1
Disturbance	33	Residential Lockout	1
Dog Locked in Vehicle		Road Patrol	3
Domestic Battery	1	Robbery	
Drug Activity	5	Shooting	
DUI	1	Special Event/Detail	8
EMS Assist	8	Stolen Tag	
Fingerprinting	7	Stolen Vehicle	
Fight		Suspicious Activity	9
Fire Assist		Suspicious Mail	
Fireworks Complaint		Suspicious Person	1
Follow Up	20	Suspicious Vehicle	9
Found Property	3	Theft	3
Fraud	2	Threats	1
Gunshots Heard	1	Traffic Hazzard	5
Harassment		Transport	
Hardcopy Check	3	Unattended Death	
Illegal Dumping		VIN Verification	
Injured Animal		Warrant Service	9
Intoxicated Person	4	Welfare Check	15
Juvenile Complaint	1	Wires Down	
Loose Dog	2	**Total calls of service**	**717**

Assists/Back-Ups:	Ranson	**14**		Sheriffs Dept.	**39**
	Harpers Ferry			State Police	**5**
	Shepherdstown			Other (not including CTPD)	
				Total Assists	**58**

	Male	Female	Caucasian	African American	Hispanic	Asian	Other/ Unknown	Total
Defendants:	22	5	24	1	2	0	0	**27**
Total Charges	45	10	52	1	2	0	0	**55**
Citations:								**243**
- Moving								**99**
- Nonmoving								**128**
- Criminal								**12**
- S Ticket (Parking)								**4**
Stops	119	84	159	15	22	2	5	**203**
Warnings:								**115**
Stops	62	55	91	13	7	1	5	**117**
Total	**203**	144	**274**	**29**	**31**	**3**	**10**	
Incident Report								**58**
Parking								
- Citations								**333**
-Warnings								**43**

Charles Town Police Department
Monthly Stat Report
Charges by Offense/Gender/Race

October 2023

	Male	Female	Caucasian	African American	Hispanic	Asian	Unknown
PART I OFFENSE							
Burglary (Daytime)							
Burglary (Nighttime)							
Grand Larceny	1	1	2				
Malicious Assault							
Malicious Wounding							
Attempted Murder 1st Degree							
Murder 1st Degree							
Petit Larceny							
Robbery - Attempted							
Robbery							
Robbery 2nd Degree							
Sexual Assault 1st Degree							
Shoplifting	2		2				
Shoplifting 2nd Offense							
Shoplifting 3rd Offense							
Strangulation							
TOTAL	3	1	4	0	0	0	0
PART II OFFENSE							
Assault							
Attempted Disarm of Police Officer							
Attempted Escape from Custody							
Battery	1		1				
Battery on Law Enforcement/EMS							
Brandishing a Deadly Weapon							
Breaking and Entering	1	1	2				
Capias Served	5	3	7		1		
Child Abuse Resulting in Injury							
Child Neglect Creating Risk of Injury							
Conspiracy							
Conspiracy to Distribute Fentanyl							
Conspiracy to Distribute MDMA							
Conspiracy to Breaking and Entering	1	1	2				
Conspiracy to Possess w/Intent to Deliver Acid/LSD							
Conspiracy to Commit Grand Larceny	1	1	2				
Criminal Invasion of Privacy							
Cultivation of Marijuana							
Deadly Weapon on School Property							
Delivery of Controlled Substance							
Destruction of Property							
Destruction of Property - Felony							
Disorderly Conduct	2		2				
Distribution of Crack Cocaine							
Disturbing the Peace							
Domestic Assault							
Domestic Battery	1		1				
Domestic Battery 2nd Offense							
Domestic Battery 3rd Offense							
Driving Revoked for DUI	1	1	2				
Driving Revoked for DUI 2nd							
Driving Revoked for DUI 3rd							
Driving Revoked Non DUI Admin							
DUI	1				1		
DUI 2nd							
DUI 3rd							
DUI Aggravated							
DUI Causing Bodily Injury							
DUI - Drugs							

Charles Town Police Department

Monthly Stat Report

Charges by Offense/Gender/Race

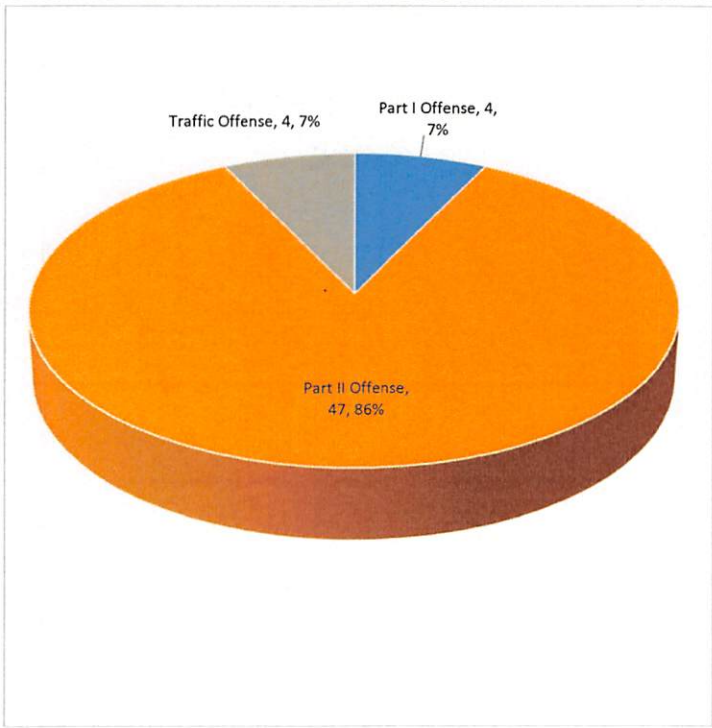
DUI - Drugs 2nd Offense							
DUI w/ Minor							
Entering w/out Breaking-Auto							
Failure to Register for Child Abuse Registry							
False Alarm of Fire							
False Reporting of an Emergency	1		1				
Felon Concealing Firearm							
Felon in Possession of Firearm							
Fingerprint Refusal	1		1				
Fleeing with Reckless Indifference							
Fleeing in Vehicle							
FPO Violation							
Fraudulent Schemes							
Fugitive From Justice							
Incest							
Indecent Exposure							
Interfering with Emergency Communication							
Keeping Vicious Dog	1		1				
Obscene, Harassing Telephone Calls	1		1				
Obstructing an Officer	2		2				
Obtain Money, Property, Services by False Pretense							
Open Container							
Open Container in Vehicle							
Persuading Minor to Film Sexually Explicit Conduct							
Phone Harassment							
Pimping							
Possession Deadly Weapon by Minor							
Possession of Acetaminophene Hydrocondone	1		1				
Possession of Amphetamine							
Possession of Cocaine Fentanyl							
Possession of Heroin							
Possession of Marijuana	4		3	1			
Possession of Morphine							
Possession of Oxycodone w/out Prescription							
Possession of Vape Product under 18							
Possession w/ Intent to Deliver Alprazolam							
Possession of Stolen Property							
Possession w/ Intent to Deliver Cocaine							
Possession w/ Intent to Deliver MDMA (Molly)							
Possession w/ Intent to Deliver Fentanyl							
Probation Violation							
Prohibited Person in Poss of Firearm							
Prostitution							
Prostitution 2nd Offense							
Providing Alcohol to Under 21							
Public Intoxication							
Reckless Driving							
Resisting Arrest							
Sexual Abuse 1st Degree							
Solicitation							
Threats of Terroristic Acts	1		1				
Transfer Receive Stolen Property	10	1	11				
Trespassing into Structure							
Unlawful Possession/Transport into WV Fentanyl							
Violation of Rabies Quarentine Requirements	1		1				
Willful Disruption of Government Process	1		1				
Worthless Check	1		1				
TOTAL	**39**	**8**	**44**	**1**	**2**	**0**	**0**

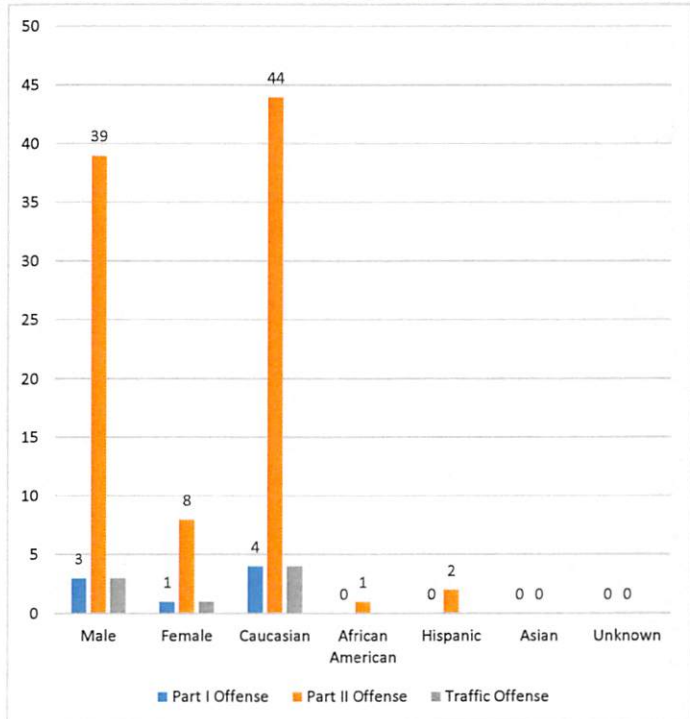
Charles Town Police Department

Monthly Stat Report

Charges by Offense/Gender/Race

TRAFFIC OFFENSE							
Cell Phone Violation							
Child Safety Restraint Violation							
Defective Equipment							
Driving Suspended							
Driving Suspended 2nd Offense							
Driving Suspended 3rd Offense	1		1				
Driving Too Fast for Conditions							
Exp/No MVI							
Expired/No Operators							
Expired/No Registration	2		2				
Fail to Keep Right							
Fail to Maintain Control							
Fail to Obey Traffic Signal							
Fail to Obtain WV Operators							
Fail to Report Accident							
Failure to Update Address on License							
Following to Closely							
Improper Backing							
Improper Registration							
Leaving the Scene of Accident							
Left of Center							
No Insurance/No Proof of Insurance							
No Motorcycle Endorsement							
No Operators							
No Seatbelt							
No White Bicycle Light							
Passing on Right							
Red Light Violation							
Speeding		1	1				
Striking Unattended Vehicle							
TOTAL	**3**	**1**	**4**	**0**	**0**	**0**	**0**
TOTAL CHARGES	**45**	**10**	**52**	**1**	**2**	**0**	**0**





Charles Town Police Department

SRO Monthly Report

Washington High School 2020-2021 / October 2023

INVOLVEMENTS:					
Alcohol Related	0	Fire/Shelter Drills	0	SRO Use of Force	0
Battery on School Employee	0	Found Property	0	Suspensions	8
Citizen Assist	1	Incident Reports	3	Threats	1
Directed Patrols	0	Juvenile Petitions	1	Tobacco Related	3
Disturbance	5	Marijuana Possession	1	Trespassing	0
Evacuations	0	Parental Contacts	6	Vandalism/Theft	0
Extra Curricular Activities	8	Parking Complaints	0	Vehicle Accident	0
Fights	2	Reckless Driver	0	Welfare Check	1
Fire Department Assist	0	Social Media Related	1	***Total Involvements***	***41***

Officer Notes/Misc. Information: Attended School Safety Conference in Charleston WV

School Safety Presentation to Parents Prior to BOE Meeting

Participated in Sensory Trunk or Treat @ CTMS

YOUTH SERVICES:	
Total Classes Taught:	0
Students in Class:	N/A
Topics Taught:	See Misc.
One on One Contacts:	4
Total Students Served:	4

Charles Town Police Department

Total Traffic Citation Report, by Violation

Violation	Description	Total
17A-3-15	Improper Display Of Registration	1
17A-3-16	Expired Registration	75
17A-9-2	No Or Expired Registration	23
17B-2-1	No Operators	4
17B-2-12	Expired Operators	3
17B-4-3(b)	Driving Revoked For DUI/2nd/3rd	2
17B-4-3a	Driving Suspended or Revoked	9
17C-12-5	Stop Sign Violation	1
17C-12-7	Fail To Stop For School Bus	1
17C-13-3	Parking Violation	4
17C-14-9a	Approaching Emergency Vehicle	2
17C-15-49	Seatbelts Required	2
17C-16-9	No Or Expired MVI	22
17C-3-4	Fail To Obey Traffic Control Device	4
17C-3-5	Fail To Obey Traffic Light	5
17C-6-1a	Failure To Maintain Control	1
17C-6-1b	Speeding	58
17C-7-4	Passing On Right-Off Road	1
17C-7-9	Improper Lane Change	1
17C-9-1	Fail Yield At Intersection	1
17D-2A-3	No Insurance	7
17D-2A-4	No Proof Of Insurance	5
CTPD171.07	Failure To Appear For Trial (CAPIAS)	6
CTPD333.03	Hazardous Driving	1
CTPD521.06(a)	Public Intoxication	1
CTPD531.03	Possession Of Marijuana <15gms	3
Report Totals		**243**

Report Includes:

All dates of issue between `00:00:00 10/01/23` and `23:59:59 10/31/23`, All agencies matching `CTPD`, All issuing officers, All areas, All courts, All offense codes, All dispositions, All citation/warning types

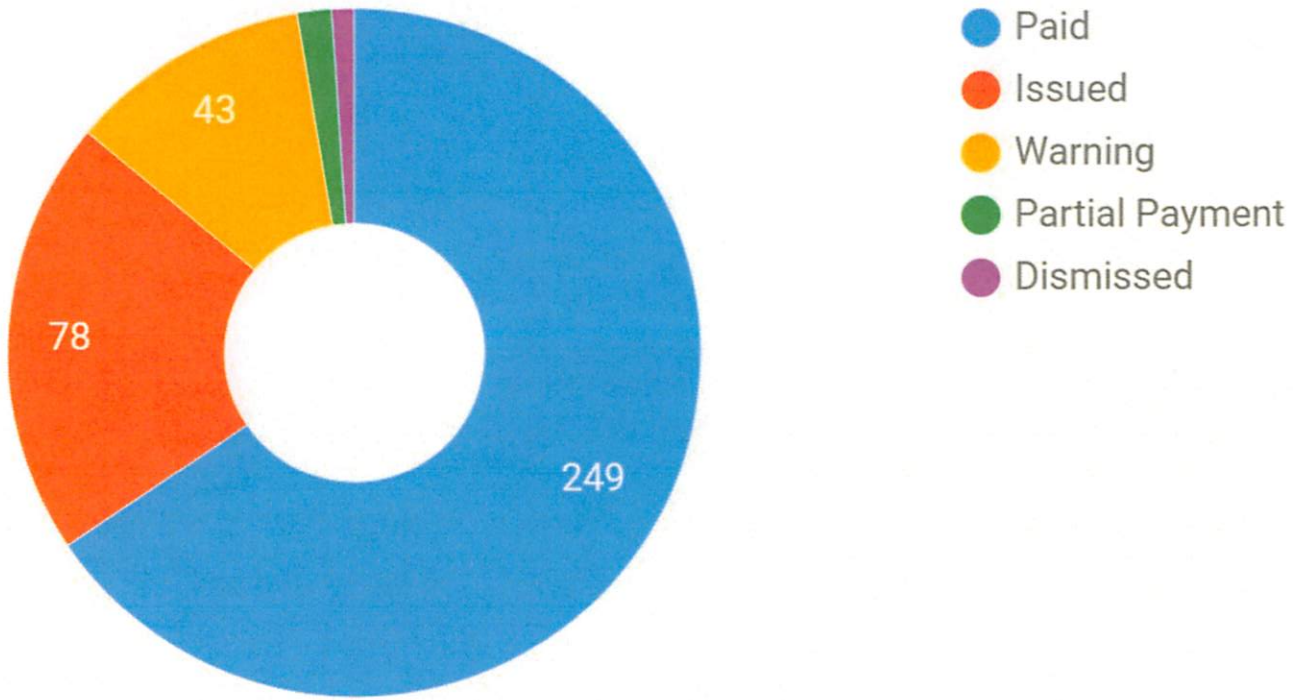
Charles Town Police Department

Total Traffic Warning Report, by Violation

Violation	Description	Total
17A-3-15	Improper Display Of Registration	23
17A-3-16	Expired Registration	21
17A-9-2	No Or Expired Registration	6
17A-9-3	Improper Registration	1
17B-2-12	Expired Operators	1
17B-2-1a(b)	Failure To Obtain WV Operator's	1
17C-14-15	Use Handheld Communication Device	1
17C-14-9a	Approaching Emergency Vehicle	1
17C-15-1	Unsafe-Improperly Equipped Vehicle	5
17C-15-2	Driving Without Headlights	1
17C-15-4	Head Lamp Requirements	2
17C-16-8	False Certificate MVI	1
17C-16-9	No Or Expired MVI	2
17C-3-4	Fail To Obey Traffic Control Device	10
17C-3-5	Fail To Obey Traffic Light	6
17C-6-1a	Failure To Maintain Control	4
17C-6-1b	Speeding	27
17C-7-8	One Way And Traffic Island Violation	1
17C-9-3	Fail To Yield-Thru Highway	1
	Report Totals:	**115**

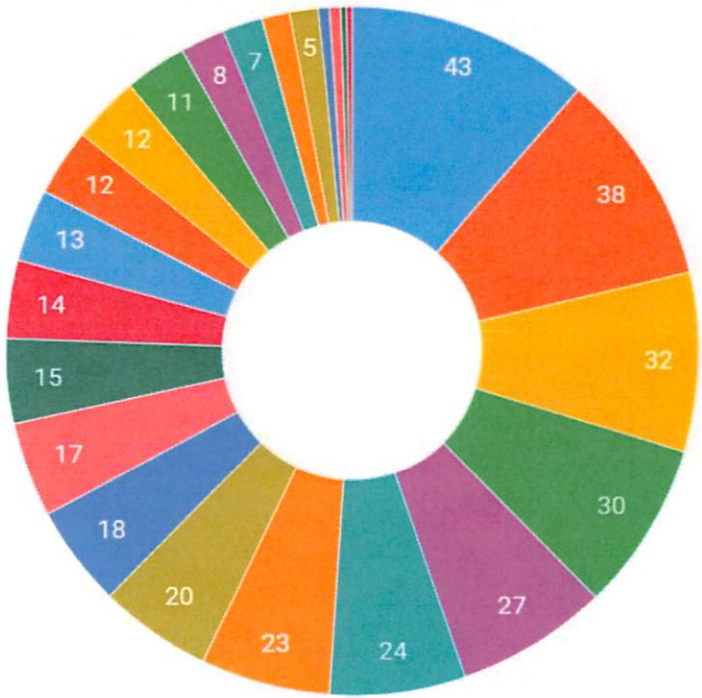
Report Includes:
All dates between `00:00:00 10/01/23` and `23:59:59 10/31/23`, All agencies matching `CTPD`, All issuing officers, All areas, All violations

City of Charles Town - Tickets By Status (Oct. 2023)



Data as of 11/20/2023, 12:00:00 AM

City of Charles Town - Tickets By Location (Oct. 2023)

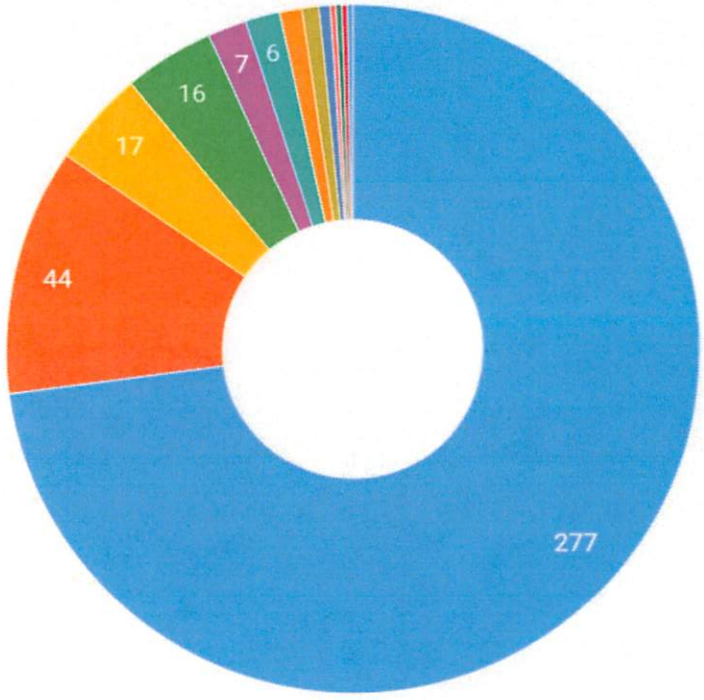


- 200 BLOCK NORTH GEORGE STREET
- 100 BLOCK NORTH CHARLES STREET
- 200 BLOCK WEST LIBERTY STREET
- 100 BLOCK SOUTH CHARLES STREET
- 100 BLOCK WEST WASHINGTON STREET
- 100 BLOCK WEST LIBERTY STREET
- 100 BLOCK EAST LIBERTY STREET
- 200 BLOCK WEST CONGRESS STREET
- 200 BLOCK WEST WASHINGTON STREET
- LIBERTY STREET PARKING LOT
- CHARLES STREET PARKING LOT
- 100 BLOCK EAST WASHINGTON STREET
- 100 BLOCK WEST CONGRESS STREET
- 100 BLOCK SOUTH LAWRENCE STREET
- 100 BLOCK NORTH LAWRENCE STREET
- 100 BLOCK EAST CONGRESS STREET

▲ 1/2 ▼

Data as of 11/20/2023, 12:00:00 AM

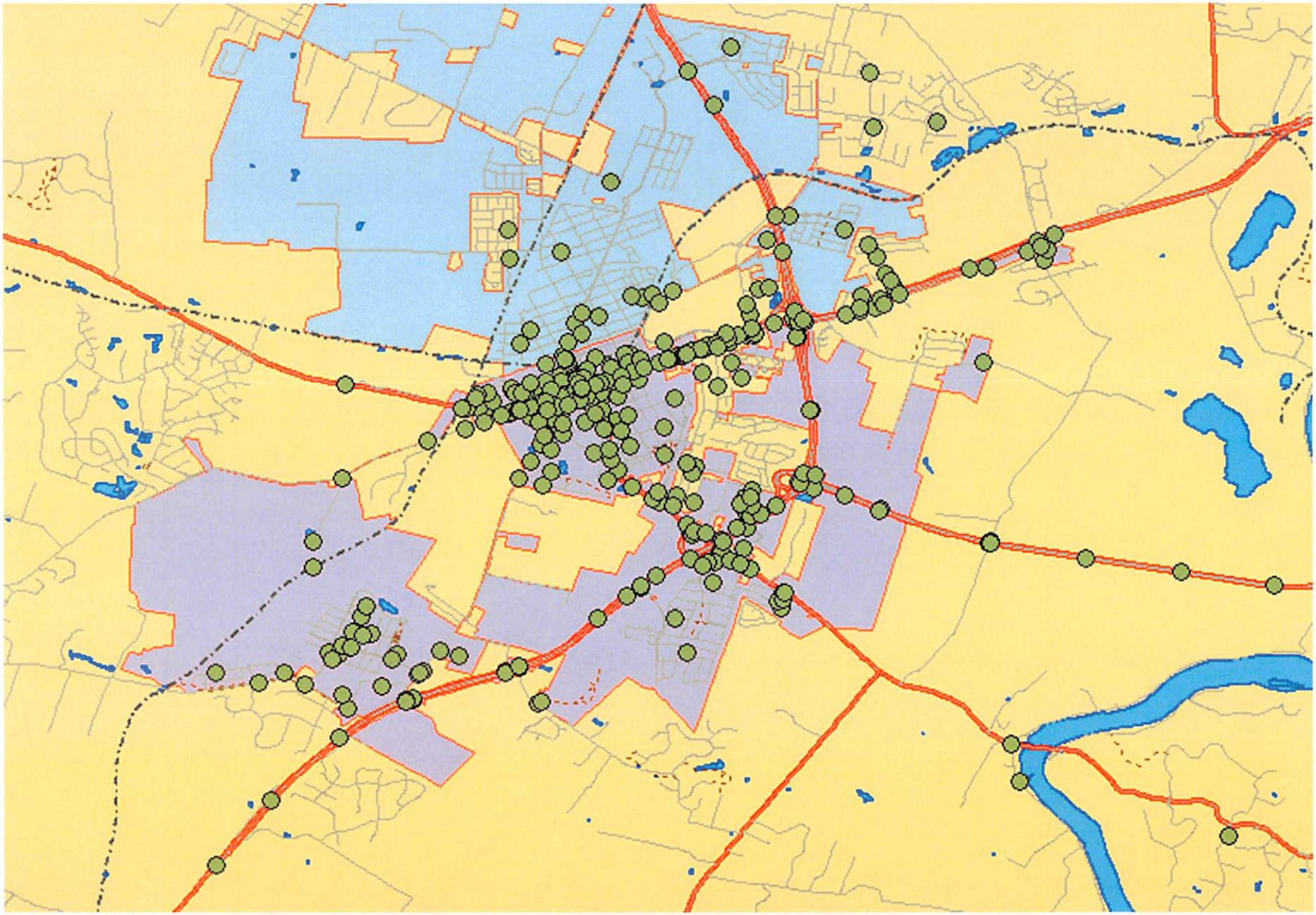
City of Charles Town - Tickets By Violation (Oct. 2023)

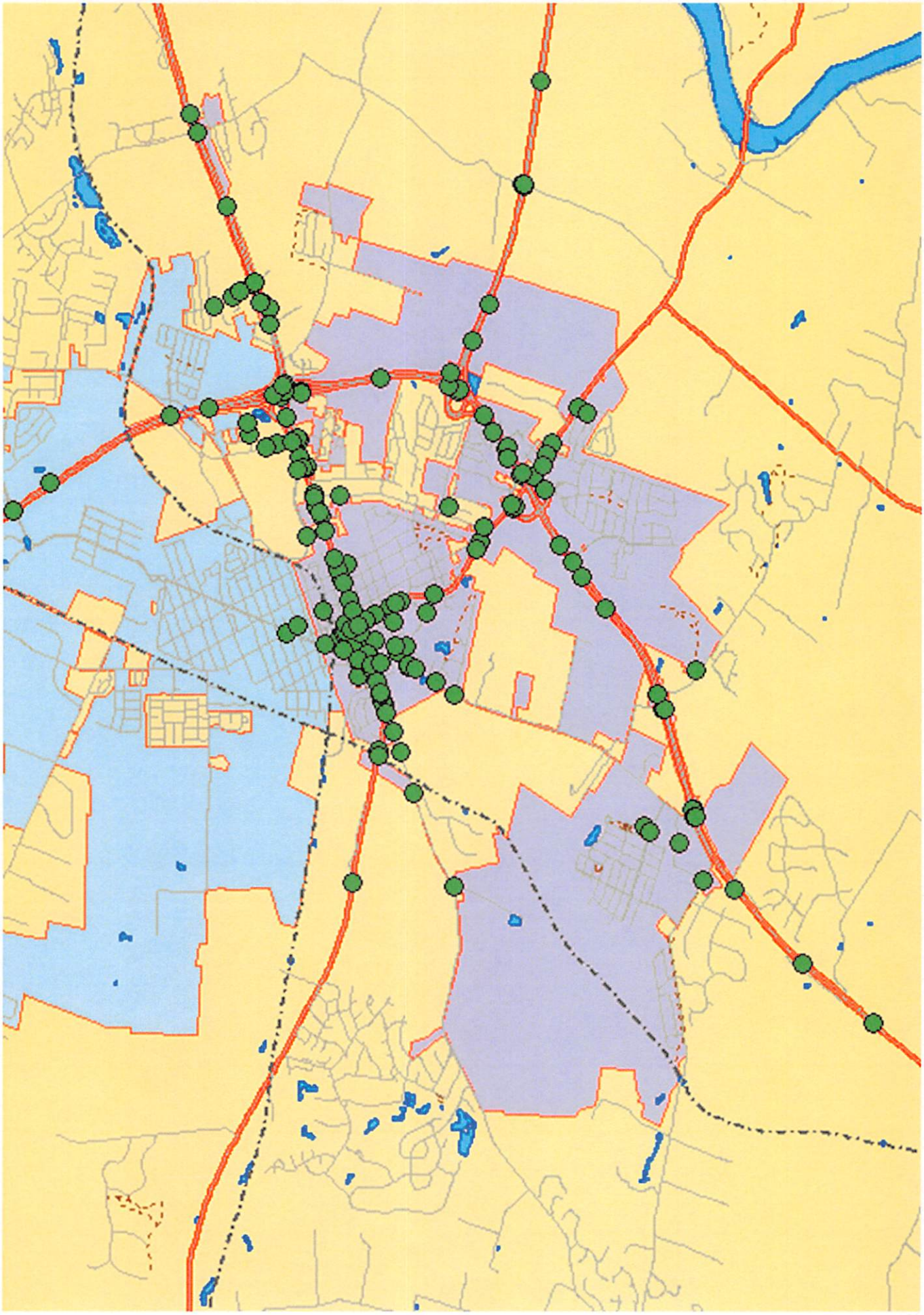


- Expired Meter
- Exceed 2 Hour Free Parking
- Permit Parking Only/Pay by App Violation (Liberty Street Lot)
- Accessible Parking Violation
- Parking Permit Violation
- 2 Hour Maximum Parking Violation
- Right wheel more than 18" from right curb
- Improper Manner of Parking
- Yellow/Red Painted Curbs or Streets Violation
- Parked on Sidewalk
- Parked within 20 feet of a Crosswalk
- Fire Hydrant Violation
- Immobilization Device (Booting) Fee

Data as of 11/20/2023, 12:00:00 AM

October 2023 – All CTPD Calls





October 2023 – All CTPD Traffic Stops

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1090: Budget Revision #2 - COLA Distribution

ATTACHMENTS:

- Budget Revision #2.pdf

RESOLUTION

At a regular session of the municipal council, held (Month, day and year) November 20, 2023, the following order was made and entered:

SUBJECT: The revision of the Levy Estimate (Budget) of the (Town or City of) Charles Town. The following resolution was offered:

RESOLVED: That subject to approval of the State Auditor as ex officio chief inspector of public offices the municipal council does hereby direct the budget be revised PRIOR TO THE EXPENDITURE OR OBLIGATION OF FUNDS FOR WHICH NO APPROPRIATION OR INSUFFICIENT APPROPRIATION CURRENTLY EXISTS, as shown on budget revision number 2, a copy of which is entered as part of this record.

The adoption of the foregoing resolution having been moved by James Kratovil, and duly seconded by Priscilla Rodd- the vote thereon was as follows:

James Kratovil	(Yes) or No
Elizabeth Ricketts	(Yes) or No
Jeff Hynes	(Yes) or No
Priscilla Rodd	(Yes) or No
Rikki Twyford	(Yes) or No

WHEREUPON, City of Charles Town, declared said resolution duly adopted, and it is therefore ADJUDGED and ORDERED that said resolution be, and the same is, hereby adopted as so stated above, and the City Manager is authorized to fix his signature on the attached "Request for Revision to Approved Budget" to be sent to the State Auditor for approval.

LGSD-BR (Ver. 2020)

REQUEST FOR REVISION TO APPROVED BUDGET

Subject to approval of the state auditor, the governing body requests that the budget be revised prior to the expenditure or obligation of funds for which no appropriation or insufficient appropriation currently exists. (§ 11-8-26a)

CONTROL NUMBER

Fiscal Year Ending: 2024
Fund: 1
Revision Number: 2
Pages: 1 of 2

Ora Ash, Deputy State Auditor
West Virginia State Auditor's Office
200 West Main Street
Clarksburg, WV 26301
Phone: 627-2415 ext. 5114
Fax: 304-340-5090
Email: lgs@wvsao.gov

The City of Charles Town
GOVERNMENT ENTITY

101 E Washington St
STREET OR PO BOX

Charles Town | 25414
CITY | ZIP CODE

Municipality
Government Type

Person To Contact Regarding Request:
Name: Krista Davis
Phone: 304-724-3257
Fax: 304-725-1014
Email: kdavis@charlestownwv.us

REVENUES: (net each acct.)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				
	#N/A				

NET INCREASE/(DECREASE) Revenues (ALL PAGES)

Explanation for Account # 378, Municipal Specific:

Explanation for Account # 369, Contributions from Other Funds:

EXPENDITURES: (net each account category)

(WV CODE 7-1-9)

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUSLY APPROVED AMOUNT	(INCREASE)	(DECREASE)	REVISED AMOUNT
699	Contingencies*	478,456		281,306	197,150
402	Economic Development	99,150	6,381		105,531
412	City Manager's Office	255,800	23,559		279,359
413	Treasurer's Office	349,220	24,071		373,291
415	City Clerk	89,475	5,997		95,472
425	Enforcement Agency	133,158	5,725		138,883
436	Building Inspection	113,350	9,897		123,247
437	Planning & Zoning	400,400	22,161		422,561
440	City Hall	655,270	9,783		665,053
571	Parking	74,000	3,664		77,664

NET INCREASE/(DECREASE) Expenditures

APPROVED BY THE STATE AUDITOR

BY:
Deputy State Auditor, Local Government Services Division **Date**

AUTHORIZED SIGNATURE OF ENTITY

APPROVAL DATE

EXPENDITURES (CONT'D)

The City of Charles Town

LGSD: BR The City of Charles Town

CONTROL NUMBER: 2024 (FY) 1 (FUND) 2 (REV#)

BUDGET REVISION REQUEST-SUPPLEMENT

ACCOUNT NUMBER	ACCOUNT CATEGORY	PREVIOUSLY APPROVED AMOUNT	INCREASE	DECREASE	REVISED AMOUNT
700	Police Department	2,557,146	144,715		2,701,861
750	Streets and Highways	596,950	25,353		622,303
	#N/A				
	#N/A				
	#N/A			

City Council
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/04/23
Department: City Council
Category: Information Only
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

2023-1100: B&O Tax - Letter from Alvarez Contractors, Inc.

ATTACHMENTS:

- Alvarez Contractor, Inc..pdf

From: ï»¿Gary Walker <gwaci@frontier.com>
Sent: Friday, November 17, 2023 12:00 PM
To: kalvarez2@comcast.net; JACK ALVAREZ <acijack@frontier.com>; kstolipher <kstolipher@ctubwv.com>
Cc: Christopher M. Eckenrode <ceckenrode@gdfengineers.com>; Dave Pedersen <dpedersen@gdfengineers.com>
Subject:

Kristen,

We really appreciate your efforts with assisting us on the issue of B&O tax. With so many discussions about this issue, there has been some confusion created, at least on my part, as to what actually happened during the bidding process for this project. Adding to the confusion was a misunderstanding as to whether any taxes were added to the bid.

I would like to summarize as follows:

- B&O tax was a requirement for this project as spelled out in the bid documents, addendum # 1.
- The amount of tax required was not stated by the Engineer. We understand and agree that it's the responsibility of the Contractor to research with the City of Charles Town to determine the correct amount.
- Based on our past project with the City of Chales Town, I assumed that the rate was .75%.
- Also, I researched after we began the discussions of the B&O tax and found that the City had waived the 2% on our previous project. This document was previously submitted to the City.
- During the monthly discussions about the B&O tax issue, I submitted options that would share in the correct amount of B&O tax with ACI and CTUB. One option was to help pay for future changes to the contract.

In summary, we recognize that this mistake is on us and see no reason to plead our case to the City Council. However, we would appreciate it if the facts above were made clear to the Council before their final vote. Other than that, we see no reason to continue with the B&O tax issue.

Thanks for your continued support.

Gary Walker, VP
Alvarez Contractors, Inc.
PO Box 94
3436 Patterson Mtn. Road
Spring Dale, WV 25986
Phone: (304) 484-7754
gwaci@frontier.com