CITY OF CHARLES TOWN
PLANNING COMMISSION
AGENDA • DECEMBER 23, 2024

Commission/Board Meeting **CITY HALL** **7:00 PM**

101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

2. APPROVAL OF MINUTES

2.1 : Draft November 25 2024 minutes
11.24.24 PC MINUTES_DRAFT.pdf
11.24.24 PC WORK SESSION_DRAFT.pdf

3. UNFINISHED BUSINESS

4. NEW BUSINESS

4.1 : **Public Hearing**: *BR2024-14* - Norborne Glebe Pool Bond Release
1. Staff Report.pdf
2. Application.pdf
3. As-Built Plan Set.pdf
4. KH Review.pdf

4.2 : **Public Hearing**: *SLD2024-02* - Tri State Preliminary Plan
1. Staff Report.pdf
2. Application.pdf
3. CTUB Review.pdf
4. KH Review.pdf
5. Plan Set.pdf

4.3 : 2025 Meeting Calendar
2025-Planning-Commission DRAFT.pdf

5. ADJOURNMENT

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

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

Planning Commission
101 East Washington Street
Charles Town, WV 25414

Meeting: 12/23/24
Department: Planning Commission
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

Draft November 25 2024 minutes

ATTACHMENTS:

- 11.24.24 PC MINUTES_DRAFT.pdf
- 11.24.24 PC WORK SESSION_DRAFT.pdf

CITY OF CHARLES TOWN
PLANNING COMMISSION
AGENDA • NOVEMBER 24, 2024

Committee Meeting **CITY HALL** **7:00 PM**

101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

Present: Ann Paonessa - Virtually
Jessica Derr – Acting Chair
Zakhary Dunning
Jeff Hynes

Kevin Long – Absent

James Newman, City Staff - Zoning Administrator
Kim Crosson, City Staff – Virtual

2. APPROVAL OF MINUTES

2.1: Minutes of October 28, 2024

RESULT:	**Approved**
MOVER:	Hynes
SECONDER:	Dunning
AYES:	Derr, Dunning, Hynes, Paonessa

3. UNFINISHED BUSINESS

None

4. NEW BUSINESS

4.1: WV2024-04 – Alex Salgado Driveway Waiver

Staff gave presentation

PC Discussion and questions

Alex Salgado, Applicant – spoke about project, status of Baylor Street and alleyway.

Motion to open public hearing

RESULT:	**Approved**
MOVER:	Hynes
SECONDER:	Dunning
AYES:	Derr, Dunning, Hynes, Paonessa

Mike Tolbert, Resident – Provided handout. Baylor Street runs north to south, this alley is east to west. Expressed that City should pave alley and frustration that alley has only been plowed once in 15 years.

Motion to close public hearing.

RESULT:	**Approved**
MOVER:	Hynes
SECONDER:	Paonessa
AYES:	Derr, Dunning, Hynes, Paonessa

Motion to approve WV2024-04 – Alex Salgado Driveway Waiver subject to the following: determination of the status of Baylor Street. Discussion ensues. PC expresses concerns about legal status of Baylor St.

RESULT:	**Fails**
MOVER:	Paonessa
SECONDER:	Dunning
AYES:	None

Motion to table WV2024-04 – Alex Salgado Driveway Waiver

RESULT:	**Approved**
MOVER:	Hynes
SECONDER:	Dunning
AYES:	Derr, Dunning, Hynes, Paonessa

4.2: TXA2024-05 Neighborhood Commercial Zoning District Update

Staff gave presentation

Motion to open public hearing

RESULT:	**Approved**
MOVER:	Hynes
SECONDER:	Dunning
AYES:	Derr, Dunning, Hynes, Paonessa

No Comment

Motion to close public hearing.

RESULT:	**Approved**
MOVER:	Hynes
SECONDER:	Dunning
AYES:	Derr, Dunning, Hynes, Paonessa

PC Discussion and clarification about proposed language.

Motion to approve TXA2024-05 Neighborhood Commercial Zoning District Update

RESULT:	**Approved**
MOVER:	Hynes
SECONDER:	Dunning
AYES:	Derr, Dunning, Hynes, Paonessa

4.3: BR2024-13 – Stone Spring Phase 2 Bond Initiation

Staff gave presentation

PC Discussion and questions

Motion to approve of BR2024-13 – Stone Spring Phase 2 Bond Initiation subject to the following: resolution regarding status of the parking lot for open space

RESULT:	**Approved**
MOVER:	Paonessa
SECONDER:	Dunning
AYES:	Derr, Dunning, Paonessa
NAYS:	Hynes

Meeting adjourned at 7:51 pm.

RESULT:	**Approved**
MOVER:	Hynes
SECONDER:	Dunning
AYES:	Hynes, Derr, Dunning, Paonessa

CITY OF CHARLES TOWN

PLANNING COMMISSION
WORK SESSION
AGENDA ● NOVEMBER 24, 2024

Committee Meeting **CITY HALL** **6:00 PM**

101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER SPECIAL WORK SESSION AT 6:00 PM

Present: Ann Paonessa - Virtual
Jessica Derr, Acting Chair
Zakhary Dunning
Jeff Hynes

Kevin Long – Absent

James Newman, City Staff - Zoning Administrator
Kim Crosson, City Staff - Virtual

2. SPECIAL WORK SESSION

2.1: Lighting Requirements

Staff gave presentation

SUMMARY OF DISCUSSION: Conversation regarding specific changes made thus far regarding lighting, the requirements and details of lighting. Discussed about looking into the effects of sodium/warm color lighting, what other jurisdiction lighting requirements are, and if there should be lighting exceptions for townhouses, duplexes and single-family residences. Spoke about taking Part B of Leesburg lighting code and placing into the City of Charles Town's code. Discussion regarding the possibility of brighter/warmer lighting for parks.

2.2: Sign Requirements

Staff gave presentation

SUMMARY OF DISCUSSION: Conversation in favor of keeping prohibition on pylon signs. Spoke about comparison to other jurisdictions and reduction of ground mounted sign size. Discussion regarding the allowance of logos on projecting signs. Agreed to bring item back as text amendment specifically for the allowance of logos.

Adjourned at 6:53 pm

Planning Commission
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

Meeting: 12/23/24
Department: Planning Commission
Category: Report
Initiator:

AGENDA ITEM (ID #)

Public Hearing: *BR2024-14* - Norborne Glebe Pool Bond Release

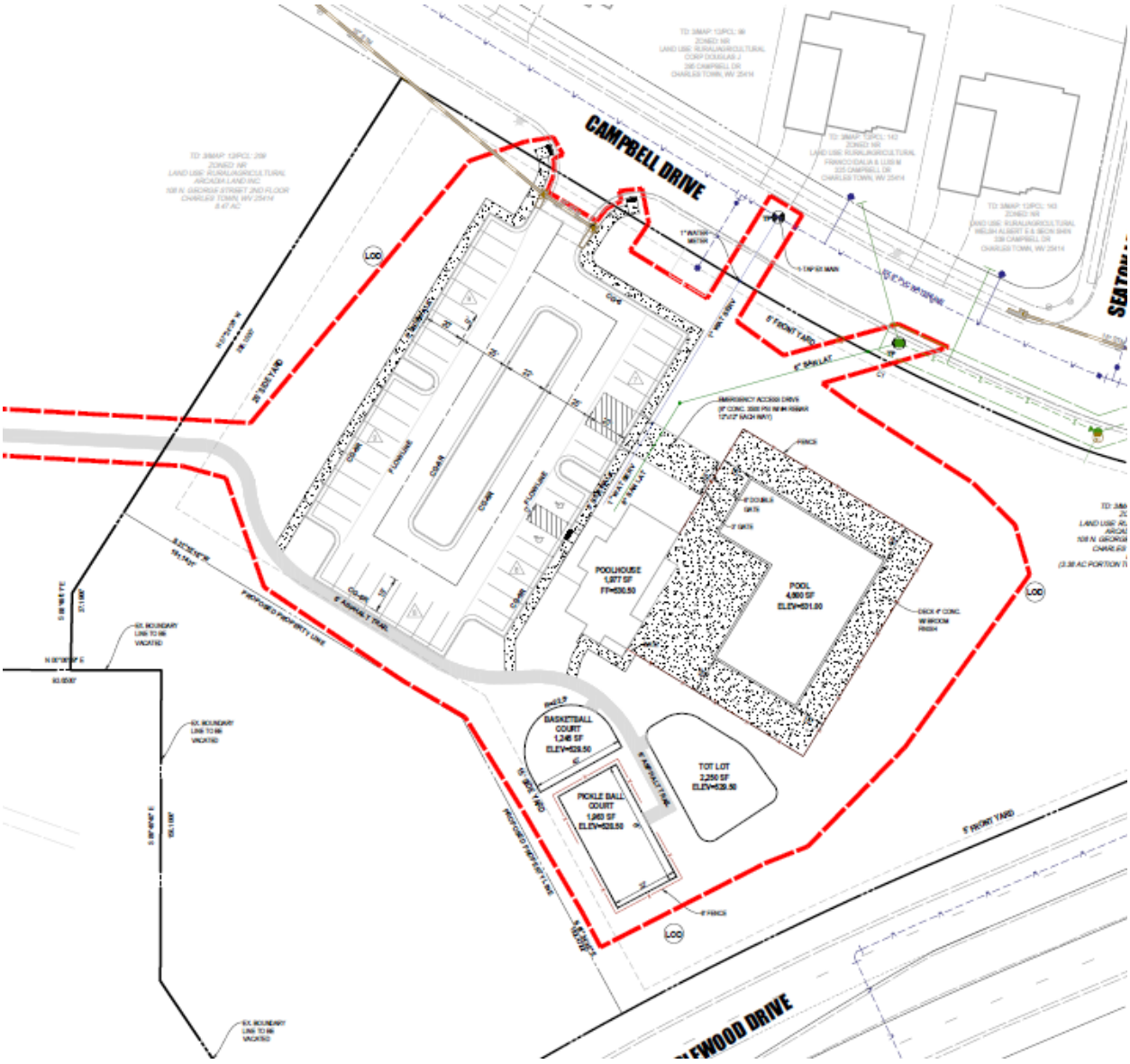
ATTACHMENTS:

- 1. Staff Report.pdf
- 2. Application.pdf
- 3. As-Built Plan Set.pdf
- 4. KH Review.pdf

Bond Release Request
BR2024-14

Date: For the January 27, 2025 Planning Commission meeting
Applicant: Arcadia Land Inc.
Report by: James Newman, City Planner, Zoning/Subdivision Administrator.
Proposal: A bond release in the amount of $65,461.00

Norborne Glebe Pool and Amenities



BACKGROUND

The applicant, Arcadia Land Inc., has submitted a bond release request for the community pool, recreational amenities, and parking lot. The applicant is requesting a bond release in the amount of $65,461.00.

Upon review of the request the City Engineer, Kimley-Horn, has determined that the bond release is a reasonable request, and consistent with the completed scope of work.

BOND COMMITTEE

The Bond Committee reviewed this item on December 17, 2024 and recommended approval of the bond release.

RECOMMENDATION

Recommend approval of the bond release to City Council.

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 NOVEMBER 8, 20 24

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

☐ Bond | Reallocation ■ Bond | Release**

3. PROJECT NAME NORBORNE GLEBE SWIM CLUB

Address 300 CAMPBELL DRIVE, CHARLES TOWN, WV 25414

4. APPLICANT'S NAME* ARCADIA LAND, INC.

Address 108 N. GEORGE STREET, 2ND FLOOR, CHARLES TOWN, WV 25414

Telephone Number (703) 771-8000 Fax Number ( )

Email Address gendler@arcadiacompanies.com

5. PROPERTY OWNER'S NAME ARCADIA LAND INC.

Address 108 N. GEORGE STREET, 2nd FLOOR, CHARLES TOWN, WV 25414

Telephone Number (703) 771-8000 Fax Number ( )

Email Address gendler@arcadiacompanies.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:

Land Disturbance Bond # PB 027 6300 231, Philadelphia Indemnity, $ 65,461.00

7. A) CURRENT BOND AMOUNT $ 65,461.00

B) PROPOSED BOND AMOUNT $0.00, RELEASE

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

Tax Map No.	Parcel No.	Deed Book	Page No.	Zoning District
Swim Club	3-12-209.4	1173	85	NR

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

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 8-28-24 Prepared By MORRIS RUCHIE ASSOCIATES

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 _____

Asst Treasurer Date 10/8/2024

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

NORBORNE GLEBE

POOL

PRELIMINARY SUBDIVISION/LAND DEVELOPMENT PLAT

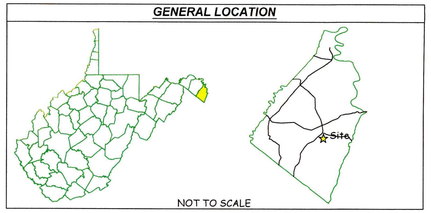
MAJOR SLD 2022-06-SP

CHARLES TOWN CORP. DISTRICT (3) - MAP 12 - PARCEL 215
DEED BOOK 1173 - PAGE 85
CITY OF CHARLES TOWN
JEFFERSON COUNTY, WEST VIRGINIA
ZONED NEIGHBORHOOD RESIDENTIAL (NR)

CORE AS-BUILT



GENERAL LOCATION



RECEIVED
JUL 19 2023
BY:

Sheet List Table

Sheet Number	Sheet Title
1	~~COVER SHEET~~
2	GENERAL NOTES
3	ADJOING OWNER INFORMATION & PHASING KEY
3A	EXISTING CONDITIONS
4	E&S PHASE I
5	TRAIL E&S PHASE I
6	E&S PHASE II
7	TRAIL E&S PHASE II
8	E&S NARRATIVE
9	E&S DETAILS
10	LAYOUT & UTILITY PLAN
11	~~GRADING PLAN~~
12	TRAIL LAYOUT PLAN
13	PRELIMINARY PLAN
14	UTILITY PROFILES
15	LANDSCAPE PLAN
16	CITY OF CHARLES TOWN AND CURB RAMP DETAILS
17	CTUB DETAILS
18	LIGHTING PLAN
19	SITE DETAILS
20	SWM PLAN
21	SWM DETAILS
22	SWM COMPS

REVISION NARRATIVE 05/26/2023
1. ADDED PICKLEBALL COURT.
2. ADDED HALF COURT BASKETBALL.
3. REVISED TRAILS AND SIDEWALKS FOR CONNECTIVITY WITH NEW RECREATIONAL AMENITIES AND TO TIE INTO EXISTING SIDEWALK AND ACCESSIBLE ROUTE.
4. REVISED WATERLINE SERVICE AND SANITARY LATERAL CONNECTION INTO BUILDING.
5. UPDATED LIMITS OF DISTURBANCE AND E&S CONTROLS.

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
604 SOUTH KING STREET
LEESBURG, VA 20175
PHONE: (703) 994-0047
MRAGTA.COM

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GREENWAY ENGINEERING
PROUDLY SERVING VIRGINIA & WEST VIRGINIA
OFFICES IN: WINCHESTER, VA & MARTINSBURG, WV

Plan Revisions

Revision	Date	Comment
1	05/26/2023	PER CITY, CTUB, & CLIENT COMMENTS**
2	06/01/2023	PER NPDES PERMIT
3	06/14/2023	PER CTUB COMMENTS
4	06/15/2023	PER CITY COMMENTS
5	06/27/2023	PER CITY COMMENT

STATE & LOCAL PERMITS

AGENCY	PERMIT #/APPROVAL DATE
WVDEP	WVR1101047 / 03/28/2022
WVDOH	05-02-0050 /01-23-2021

CALL "MISS UTILITY"

MISS UTILITY OF WEST VIRGINIA (MUWV) AT 811 OR 1-800-245-4848, 48 HOURS PRIOR TO THE START OF WORK. EXCAVATORS MUST NOTIFY ALL PUBLIC UTILITY OPERATORS WHO MAINTAIN UNDERGROUND UTILITY LINES IN THE AREA OF PROPOSED EXCAVATING OR BLASTING AND HAVE THOSE FACILITIES LOCATED BY THE UTILITY COMPANIES PRIOR TO COMMENCING EXCAVATION. THE EXCAVATOR IS RESPONSIBLE FOR COMPLIANCE WITH ALL COUNTY REQUIREMENTS, WEST VIRGINIA CODE AND REGULATIONS.

UTILITY NOTICE (AS NEEDED)

Contractors shall notify all public utility operators who maintain underground utility lines in the area of proposed excavating or blasting at least two (2) working days, but not more than ten (10) working days, prior to commencement of excavation or demolition. Names and telephone numbers of the operators of underground utility lines appear below. These numbers shall also be used to serve in an emergency condition.

Water:	Charles Town Utility Board 832 S. George Street Charles Town, WV 25414 (304) 725-2316
Sewer:	Charles Town Utility Board 832 S. George Street Charles Town, WV 25414 (304) 725-2316
Power:	Potomac Edison P.O.Box 3615 Akron, OH 44309 (800) 686-0011
Phone:	Frontier Communications 1108 N. Mildred Street Ranson, WV 25438 (304) 728-8500
Soil Conservation:	Eastern Panhandle Conservation District 151 Aikens Center, Suite 2 Martinsburg, WV 25404 (304) 263-4376

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 — WVPS#2302 — AUGUST 28, 2024

Charles Town - Complete List of Waivers/Variances

Ordinance	Section of Ordinance	Description of Waiver or Variance	Date Granted

"This property is in an area designated as a special flood area, as shown on Community Map/panel Number 54037C0138E, Effective date 12/18/2009."

VICINITY MAP

SCALE: 1" = 400'

OWNER/DEVELOPER
ARCADIA LAND, INC
108 N. GEORGE STREET 2ND FLOOR
CHARLES TOWN, WEST VIRGINIA 25414
(443) 286-2786

ENGINEER/SURVEYOR'S CERTIFICATION

"The plat represents a survey made by him/her; all Monuments and improvements indicated thereon actually exist, and that their location, size and material are correctly shown; he/she is familiar with all requirements of this Ordinance; and, to his/her best knowledge and belief, all requirements of this Ordinance have been fully complied therewith."

CHRIS BLAIR, PLS — Date
GREENWAY ENGINEERING, INC.

STATEMENT OF ACCURACY

"The Engineer and/or Surveyor, in signing this plat/plan, attests to the best of his or her knowledge, is plan is complete and accurate."

RANDY L. KEPLER, P.E. — 27 June 2023 — Date
GREENWAY ENGINEERING INC.

STATEMENT OF ACCEPTANCE

"The developer, in signing this plat/plan, agrees to abide by all conditions, terms and specifications provided heron; and to complete all the improvements required by the Preliminary Plat and Plan or site plan."

ARCADIA LAND, INC. — Date
108 N. GEORGE STREET 2ND FLOOR
CHARLES TOWN, WEST VIRGINIA 25414

PRELIMINARY PLAN AND PLAT APPROVAL

"This Preliminary Plan was approved by the City of Charles Town, on the 26 day of June, 20 23, subject to any conditions specified hereon.

All expenses incurred with respect to improvements for all utility services, paving, grading, landscaping, curbs, gutters, sidewalks, road lighting, road signs, flood protection devices, drainage structures and all other improvements that may be required shall be the responsibility of the subdivider and not the City.

Secretary of the Planning Commision — 7/28/23 — Date

APPROVALS

PRELIMINARY PLAT APPROVAL	7/28/23	DATE
PLANNING COMMISSION	6/26/23	DATE
ZONING ADMINISTRATOR	7/28/23	DATE

THESE PLANS ARE IN CONFORMANCE WITH CITY OF CHARLES TOWN STANDARDS AND ORDINANCES. ANY DEVIATION OR CHANGE IN THESE PLANS SHALL BE APPROVED BY THE ZONING ADMINISTRATOR PRIOR TO CONSTRUCTION

08/28/24

RANDY L. KEPLER — REGISTERED — 17223 — 27 June 2023 — STATE OF WEST VIRGINIA — PROFESSIONAL ENGINEER

COVER SHEET
NORBORNE GLEBE
POOL
PRELIMINARY SUBDIVISION/LAND DEVELOPMENT PLAT
CITY OF CHARLES TOWN-JEFFERSON COUNTY, WV

DATE: 04/26/2023
SCALE: AS NOTED
DESIGNED BY: AM/CW
FILE NO. 4542A
SHEET 1 OF 22
22-06-SP

LIST OF SERVICES: CIVIL ENGINEERING I GIS I LAND SURVEYING I ENVIRONMENTAL I ANALYTICAL LABORATORY I QUALITY CONTROL TESTING & INSPECTIONS

AS-BUILT

SHEET 1 OF 2

CAMPBELL DRIVE

SEATON LANE

SANTMYER WAY

CANDLEWOOD DRIVE

TD: 3/MAP: 12/PCL: 99
ZONED: NR
LAND USE: RURAL/AGRICULTURAL
CORP DOUGLAS 2
295 CAMPBELL DR
CHARLES TOWN, WV 25414

TD: 3/MAP: 12/PCL: 142
ZONED: NR
LAND USE: RURAL/AGRICULTURAL
FRANCO IDALIA & LUIS M
325 CAMPBELL DR
CHARLES TOWN, WV 25414

TD: 3/MAP: 12/PCL: 140
ZONED: NR
LAND USE: RURAL/AGRICULTURAL
WELSH ALBERT E & SEON SHIN
339 CAMPBELL DR
CHARLES TOWN, WV 25-14

TD: 3/MAP: 12/PCL: 209
ZONED: NR
LAND USE: RURAL/AGRICULTURAL
NORBORNE GLEBE HOMEOWNERS ASSOCIATION INC
340 EDMOND RD STE E
KEARNEYSVILLE, WV 25430

TD: 3/MAP: 12/PCL: 153
ZONED: NR
LAND USE: RURAL/AGRICULTURAL
PAYAMPS MANUEL D & CAROLYN E
22 SEATON LN
CHARLES TOWN, WV 25414

TD: 3/MAP: 12/PCL: 209
ZONED: NR
LAND USE: RURAL/AGRICULTURAL
ARCADIA LAND INC.
108 N. GEORGE STREET 2ND FLOOR
CHARLES TOWN, WV 25414
6.47 AC
(3.38 AC PORTION TO BE PLATTED WITH POOL)

TD: 3/MAP: 12/PCL: 209
ZONED: NR
LAND USE: RURAL/AGRICULTURAL
ARCADIA LAND INC.
108 N. GEORGE STREET 2ND FLOOR
CHARLES TOWN, WV 25414
6.47 AC
(3.38 AC PORTION TO BE PLATTED WITH POOL)

TD: 3/MAP: 12/PCL: 209.9
ZONED: NR
LAND USE: LARGE LOT RESIDENTIAL VANCANT
ARCADIA LAND INC.
108 N. GEORGE STREET 2ND FLOOR
CHARLES TOWN, WV 25414
2.68 AC
(3.71 AC PORTION TO BE PLATTED WITH BOUNDARY LINE ADJUSTMENT)

TD: 3/MAP: 12/PCL: 209.3
ZONED: NR
LAND USE: COMMERCIAL VACANT
ARCADIA LAND INC.
108 N. GEORGE STREET 2ND FLOOR
CHARLES TOWN, WV 25414
24 AC

POOLHOUSE
1,977 SF
FF=530.50

POOL
4,600 SF
ELEV=531.00

BASKETBALL COURT
1,245 SF
ELEV=529.50

PICKLE BALL COURT
1,963 SF
ELEV=528.50

TOT LOT
2,250 SF
ELEV=529.50

1" WATER METER

1-TAP EX MAIN

6" PVC WATERLINE

1" WAT SERV

6" SAN LAT

EMERGENCY ACCESS DRIVE
(6" CONC. 3500 PSI W/ #4 REBAR
12"x12" EACH WAY)

FENCE

6' DOUBLE GATE

3' GATE

DECK-4" CONC. W/ BROOM FINISH

6' FENCE

EX 6" PVC WATERLINE

EX F.H.

5' SIDEWALK

5' ASPHALT TRAIL

FLOWLINE

20' SIDE YARD

5' FRONT YARD

PROPOSED PROPERTY LINE

EX. BOUNDARY LINE TO BE VACATED

LOD

CG-6

CG-6R

N 57°-2'-58" W
265.1600'

S 31°-15'-16" W
191.1431'

S 88°-15'-01" E
37.1800'

N 00°-06'-59" E
93.6500'

S 89°-18'-40" E
150.1000'

N 56°-08'-51" E
129.5000'

N 57°-25'-58" E
265.1600'

C1

C2

C3

C4

C5

AS-BUILT

NOTE:
1. ALL PROPOSED UTILITIES SHALL BE LOCATED UNDERGROUND.

30 15 0 30 60
SCALE: 1" = 30'

08/28/24

MORRIS & RITCHIE ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS AND LANDSCAPE ARCHITECTS
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GREENWAY ENGINEERING
PROUDLY SERVING VIRGINIA & WEST VIRGINIA
OFFICES IN: WINCHESTER, VA & MARTINSBURG, WV

LAYOUT & UTILITY PLAN
NORBORNE GLEBE
POOL
PRELIMINARY SUBDIVISION/LAND DEVELOPMENT PLAT
CITY OF CHARLES TOWN-JEFFERSON COUNTY, WV

Rev. No.	Date
3	06/14/2023

RANDY L. KEELER
LICENSED
17223
27 JUNE 2025
STATE OF WEST VIRGINIA
PROFESSIONAL ENGINEER

DATE: 04/26/2023
SCALE: 1" = 30'
DESIGNED BY: AM/CW
FILE NO. 4542A
SHEET 10 OF 22
22-06-SP

SHEET 2 OF 2

L:\Projects\Norborne Glebe\Survey data\PROL #2BUILT\Norborne Glebe Prod As Built.dwg, 6/28/2024 4:53:48 PM, AutoCAD PDF (General Documentation).pc3

Kimley»Horn

Memorandum

To: Mark Flynn
Arcadia Land, Inc.
108 N. George Street, 2nd Floor
Charles Town, WV 25414

From: Mark Phillips, P.E.

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

Date: November 27, 2024

Subject: Norborne Glebe SWIM CLUB Bond Release Request Memorandum

This memorandum summarizes our field observation of the Norborne Glebe subdivision swim club according to the as-builts (dated August 28th, 2024, prepared by Morris & Richie Associates, Inc.) for 1 pool, 1 pool house, 1 tot lot, 1 pickleball court, 1 basketball court, and a parking lot on 8.47 acres. This observation is intended to determine applicability for a bond release. This site is zoned Neighborhood Residential (NR).

Kimley-Horn's review of this site is limited to the as-builts and design plans provided. Based upon our review, we have the following comments:

1. This site generally complies with the as-built drawings per the City of Charles Town Subdivision as-builts (dated August 28th, 2024, prepared by Morris & Richie Associates, Inc.).

Kimley-Horn recommends that the site be approved for bond release. Thank you for the opportunity to review this site. 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

Planning Commission
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

Meeting: 12/23/24
Department: Planning Commission
Category: Report
Initiator:

AGENDA ITEM (ID #)

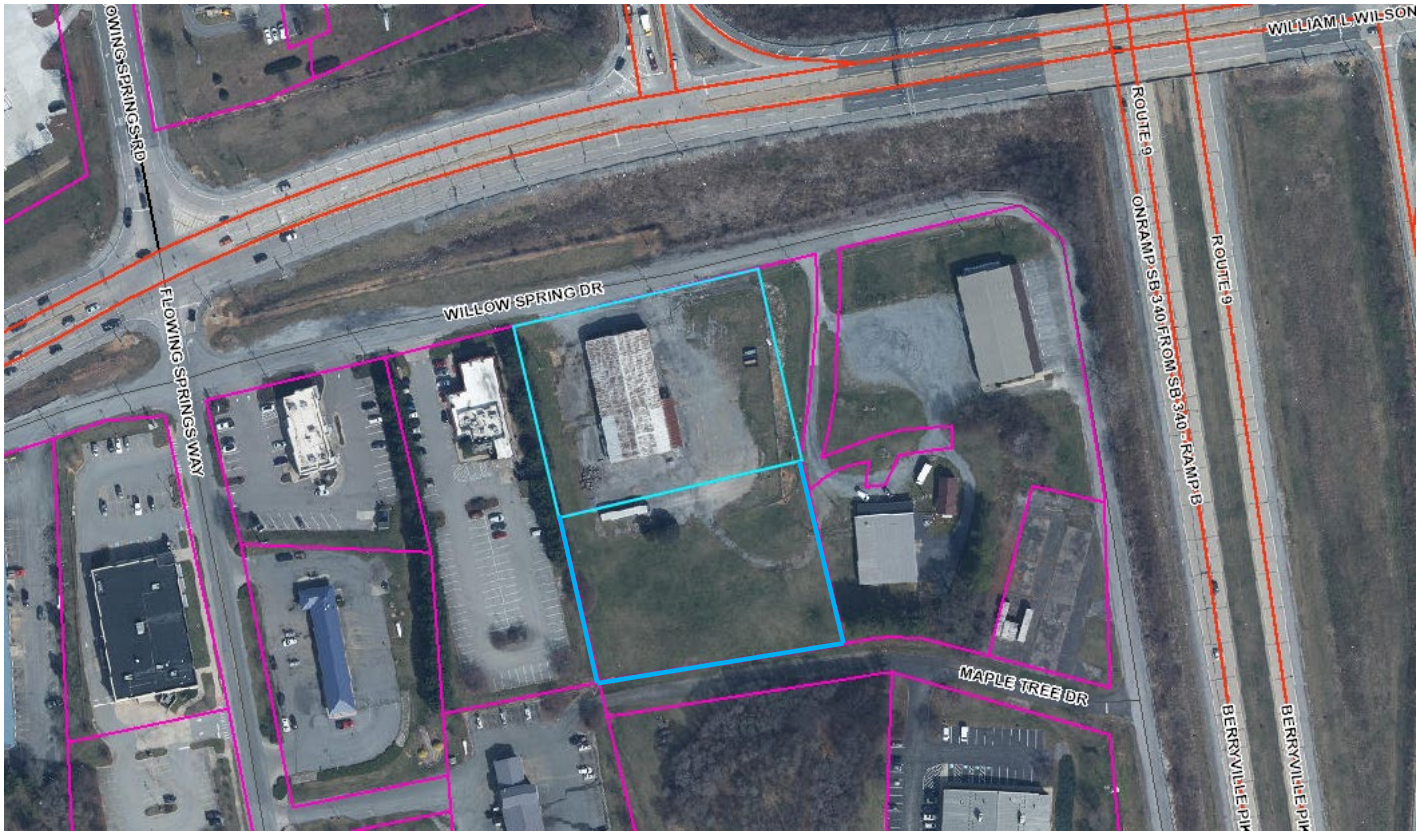
Public Hearing: *SLD2024-02* - Tri State Preliminary Plan

ATTACHMENTS:

- 1. Staff Report.pdf
- 2. Application.pdf
- 3. CTUB Review.pdf
- 4. KH Review.pdf
- 5. Plan Set.pdf

Preliminary Plan Review
SLD2024-02

Date: For the December 23, 2024 Planning Commission meeting
Applicant: Chris Hill
Property Owner: FIRST CHARLES TOWN GROUP INC
Report by: James Newman, City Planner, Zoning/Subdivision Administrator.
Proposal: Development of a multipurpose recreational facility and mixed-use structure
Property Location: 669 Willow Springs Drive/ Tax District 3, Map 15, Parcels 9.0026, 9.0027
Zoning District: General Commercial.



PROJECT OVERVIEW

The applicant is seeking to build a multipurpose recreational facility and mixed-use structure with apartments and commercial spaces.

SKETCH PLAN

The Planning Commission approved the sketch plan on July 22, 2024.

WAIVERS

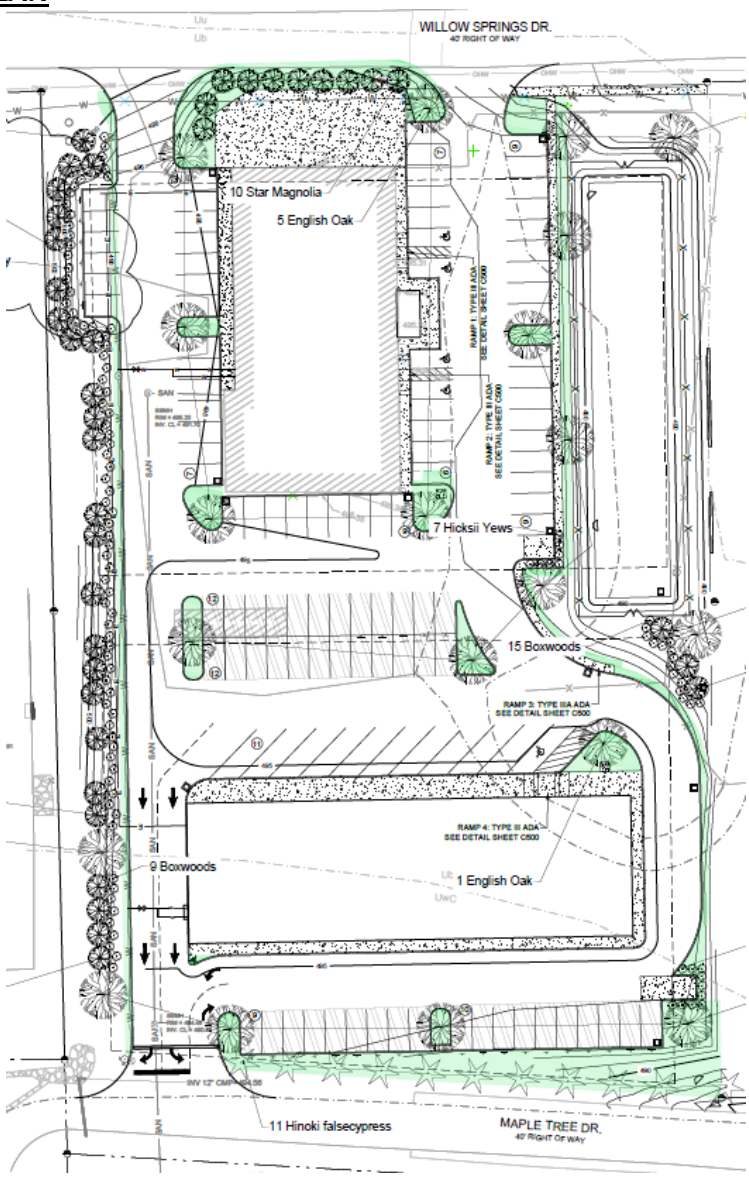
The Planning Commission approved a waiver for reduced parking on July 22, 2024, subject to providing 24 marked residential spaces.

The Planning Commission approved a waiver for reduced sidewalk requirements on August 26, 2024, subject to providing sidewalks with the proposed development and to an adjoining property.

ZONING

City Council approved a rezoning of Parcel 9.26 (the one parenting Maple Tree Drive) from General Commercial to Neighborhood Commercial, subject to the provision of a deed limiting the use of the property, as well as approval of a final land development plan.

PRELIMINARY PLAN



PRELIMINARY PLAN REQUIREMENTS

Setbacks

The setbacks for both the front parcel (under General Commercial zoning) and the rear parcel (under Neighborhood Commercial zoning) are met.

Density

The first parcel (adjacent to Willow Springs) will not have residential units; density not applicable. The second parcel (adjacent to Maple Tree Drive) will have a density of 24/1.3 = 18.46 units per acre. NC has no minimum or maximum density requirements.

Lot coverage

Up to 90% of each lot may be developed. There is no open space requirement for either zoning district. Each lot will be under the 90% development threshold.

Parking

The applicant filled for a waiver for reduced parking, which the Planning Commission approved. The applicant proposes

Sidewalks

The applicant filled for a waiver from certain sidewalk requirements, which the Planning Commission approved. The applicant has provided sidewalk around both structures as well as along half of the north-eastern property line. The applicant has provided the handicap ramps to permit wheelchair/stroller crossings between the residential structure and the tot lot. The applicant has also provided the required sidewalk access to the adjacent parcel 9.13 (to the north-east), per the conditions of the waiver approval.

Street Connections

There are two existing entrance from Willow Springs Drive onto the first parcel, and no existing curbcuts for the second parcel from Maple Tree Drive. Access drives will be used for driving between the three entrances and various parking areas. The access drives meet the minimum width of 24 ft, are more than 100ft. from the nearest intersections, and

Buffers

As there is no residential use adjacent to this site, no landscaping buffer is required. A 6ft tall fence is required around the dumpster; it has been provided.

For new mixed use developments, residential structures shall be buffered from commercial structures and adjoining parking lots by use of vegetation, landscaping, fencing, walls, berms or other similar methods which are deemed under the circumstances to create effective and aesthetically pleasing screens or buffers between such diverse land use. At least 50% of any vegetative material shall be coniferous or other non-deciduous plant material. This is met.

Parking

The Commission approved a waiver to reduce the required parking to a minimum of 114 spaces. 24 spaces are marked as residential parking only, per the Commission's waiver condition of approval. The applicant has provided the required amount of parking.

Parking Lot Landscaping

The perimeter of the parking areas must be screened with vegetation, which is met. One shade tree shall be provided every 10 spaces; this has been met. Perimeter landscaping is required between parking lots and roads; this has been provided.

Lighting

The applicant proposes 15 wall pack lights, which are downcast and shielded. No street lights or standalone parking lot lighting is proposed. There is no requirement for street or parking lot lighting.

Stormwater

Kimley-Horn has reviewed the plans and found them satisfactory. A four foot tall gated fence will surround the pond. The fence is proposed to be chain link, which is only permitted in rear yards. The applicant will have to provide fencing of a different material.

Open Space/Amenities

A grassy area labeled as 'Tot Lot' is provided across from the residential units.

CONCLUSION

The application and design are generally in conformance with Code requirements and the sketch plan. The applicant has provided residential parking and sidewalk connections per the conditions of the approved waivers.

RECOMMENDATION

Approval subject to conditions:

-Chain link fencing shall be restricted to rear yards only.

Sketch Plan Application No._____

$200

RECEIVED
APR 09 2024
BY: VL

SKETCH PLAN APPLICATION

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE
ARTICLE 1332, SUBDIVISION AND LAND DEVELOPMENT APPLICATION & APPROVAL REQUIREMENTS

To assist the Subdivision Administrator in the review of a Sketch Plan Application, the Applicant must utilize this form to supply the City with the information prescribed under Section 1332.03 of the Charles Town S/LD Ordinance. The submission of this form, along with the prescribed information and required fees, shall serve as the Applicant's Sketch Plan Application as required by Ordinance Section 1332.03. Applicant is responsible to ensure the standards of Ordinance Section 1332.04, Sketch Plan Requirements, are met and provided herein is a checklist of the Sketch Plan requirements.

1. DATE April 9th, 2024

2. APPLICATION TYPE*

☐ Zoning Use Permit, Special Exception Use and Sketch Plan requirements found in the Supplemental Regulations of the Zoning Ordinance
- Submit Three (3) 11" x 17" copies of the Sketch Plan shall be submitted and in Adobe PDF format

☑ Major S/LD Development
- Submit Three (3) 18" x 24" copies of the Sketch Plan shall be submitted and in Adobe PDF format

*There are two types of Sketch Plan submissions:

1. For Zoning Use Permit, Special Exception Use and Sketch Plan requirements found in the Supplemental Regulations of the Zoning Ordinance. Submission standards are found in Section 1332.04(D).
2. For a Sketch Plan for a Major S/LD application, submission standards are found in Section 1332.04(E)

3. APPLICANT'S NAME* Mr. Chris Hill; Tri-State Improvements, Inc.

Address: PO Box 1, Kearneysville, WV 25430

Telephone Number (410) 206-4791 Fax Number ( )

Email Address chris@tristatewv.com

4. PROPERTY OWNER'S NAME First Charles Town Group, Inc.

Address: PO Box 183, Charles Town, WV 25414

Telephone Number (304) 725-8250 Fax Number ( )

Email Address Maria@fctwv.com

5. LEGAL DESCRIPTION OF THE SUBJECT PROPERTY (list all parcels that apply)

Property Address: 669 Willow Spring Drive

Tax Map # and Parcel: Charles Town Corporation T.M. 15 Parcel 9.26 & 9.27

Deed Book and Page #: Plat Book 20 Page 92

Property Area in Square Feet or Acres: 63,011 SF and 56,904 SF

6. DESCRIPTION OF PROJECT AND PROPOSED USE(S) OF THE PROPERTY:

To renovate the existing vacant building into an indoor playground and build a new multi-purpose commercial and residential building with with commercial rental space on the ground floor and apartments on on floors 2 and 3.

7. DESCRIPTION OF THE EXISTING (OR FORMER) USE(S) OF THE PROPERTY AND CURRENT ZONING:

Existing property is vacant.

Current Zoning: General Commercial

Proposed Zoning: Neighborhood Commercial

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

8. ARE THERE ANY ANTICIPATED WAIVERS OR VARIANCES? IF YES, PROVIDE DETAILS.

Yes; parking count

9. HAS THE PROPERTY BEEN THE SUBJECT OF ANY COURT ACTION?

☐ Yes (Please specify nature of all proceedings and current status and attach any documents showing court decisions, etc.)

The applicant is not aware of any court action regarding this property.

☐ No

10. PARCEL HISTORY (List all pending or previously approved applications on the subject parcels inventoried above, including previous site plan applications if this application is a site plan amendment)

Application No.	Project Name and Phase	Status	Approval Date

11. INTERESTED PARTY ADDRESSES, FOR PUBLIC NOTICE (including across street)
(Interested parties are defined as adjacent properties within 100 feet).

Owner	# and Street	City, State, Zip
First CT Group, Inc.	PO Box 1	Charles Town, WV 25414
Store Master Funding XIV	333 E. Broadway	Maryville, TN 37804

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 Section 1332.02 of the Charles Town S/LD Ordinance and relevant provisions of the Charles Town City Code.

Signature of Applicant _____ Date 4/9/24

Signature of Property Owner (If different than Applicant)
Mona O. Moore Sec/Treas Date 4/9/2024

Please submit an original completed Application and specified number of Site Plan copies to the following:

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

FOR CITY USE ONLY

Application Number:_____ Date Application Received: 04/09/24

Fee: $ 200 Paid:$_____ Check No. 3011

Receipt No._____

Subdivision Administrator Approval:_____ Date:_____

Planning Commission Approval:_____ Date:_____

Comments:_____

CHARLES TOWN, WEST VIRGINIA
Department of Community Development
Division of Planning and Zoning
101 East Washington Street, P.O. Box 14
Charles Town, West Virginia 25414

Phone: (304) 725-2311 Fax (304) 725-1014

File Number: _____
Staff Initials: _____
Fees Paid: _____

https://goo.gl/KGzDMZ

Sketch Plan Review Checklist
Amended 2017 Subdivsion Ordinance

(please check one) _____**Major S/LD Application** or
_____**Zoning Use Permit, Special Exception Use, or Sketch Plan (requirements found in the Supplemental Regulations of the Zoning Ordinance)**

Project Name: INDOOR PLAYGROUND BUILDING RENOVATION & NEW MULTI-PURPOSE BUILDING

Property Owner Information					
Property Owner:	First Charles Town Group, Inc.				
Mailing Address:	PO Box 1				
City:	Charles Town	State:	WV	Zip Code:	25414
Phone Number:	304-725-8250	Email:	Maria@fctwv.com		
Signature:				Date:	

Applicant's Registered Engineer or Surveyor or Design Consultant					
Name:	Alpha Associates, Inc.				
Mailing Address:	535 WEST KING STREET				
City:	MARTINSBURG	State:	WV	Zip Code:	25401
Phone Number:	301-264-0051	Email:	Kim.coomler@thinkalphafirst.com		

Physical Property Details					
Physical Address:	669 Willow Spring Drive				
City:	CHARLES TOWN	State:	WV	Zip Code:	25414
Tax District:	CHARLES TOWN CORPORATION	Map No:	15	Parcel No:	9.26 & 9.27
Parcel Size:	63,011 & 56,904 SF	Deed Book:	PB 20	Page No:	92

Zoning of Subject Property			Is the Project to Be:	Is Property In:
Urban Reserve (UR)	Residential Medium-High Density (R-15)	Neighborhood Commercial (NC)	Planned Unit Development (PUD)	Historic Overlay District (HOD)
General Commercial (GC)	Old Town Residential (OT-R)			Floodplain Overlay District (FOD)
Old Town Mixed Use Commercial (OT-MUC)	Neighborhood Residential (NR)			

City Use Only	1st Review	2nd Review	3rd Review	4th Review
Submittal Date				
Zoning Administrator				
City Planner				
GIS/Addressing				
Return Date				

Conditions of Approval (Attach Additional Comments As Needed)

Instructions

1. This checklist is provided as a quick reference guide only. The Consultant/Developer is responsible for reading the regulations and fully complying with all the requirements. All references to the Subdivision Ordinance and Zoning Ordinance are cited for informational purposes only.

2. The checklist shall be completed by the Engineer/Surveyor or Design Consultant and attached to the Sketch Plan review submission.

Requried Submittal Information

_____ 1 Check for Applciation Fees

_____ 1 Completed Application and Checklist (Signed by owner)

_____ 3 Sets of Sketch Plans and Adobe PDF Format

Sub-Section	Ordinance Requirements: (See instructions on page 2)	Engineer /Surveyor	1st Review	2nd Review	3rd Review	4th Review
		Review Key: ✓ Ok; O Incomplete; N/A Not Applicable; X Unacceptable				
Sub-Section	**SUBDIVISION ORDINANCE Section 1332.04, Sketch Plan Requirements**					
A	**THERE ARE TWO TYPES OF SKETCH PLAN SUBMISSIONS:** Sections in Red and Blue are depict the different types.					
A1 and D	For: • **Zoning Use Permit** • **Special Exception Use** • **Sketch Plan requirements found in the Supplemental Regulations of the Zoning Ordinance** The following information shall be provided for Sketch Plan review:					
D1	Three (3) 11" x 17" copies of the Sketch Plan shall be submitted and in Adobe PDF format.					
D2	The Sketch Plan shall be drawn to a 1"=50' scale					
D2	The Sketch Plan must illustrate the following elements in such a way that the Subdivision Administrator or authorized designee can determine if the proposed Subdivision or Land Development meets the criteria of this Ordinance, as applicable:					
D2a	Existing conditions, including boundary lines of the property					
D2b	A land use plan, showing the location, arrangement and approximate boundaries of all proposed land uses					
D2c	Vicinity map, north arrow, scale (written and graphic) and date					
D2d	Name of proposed project or other identifying title and date plan was prepared. Name and address of the Engineer, Surveyor, Architect, Landscape Architect, Land Planner or Property Owner who prepared the plan					
D2e	Current zoning and total area of the property					
D2f	Maximum and proposed density					
D2g	Available utilities					
D2h	All existing sanitary sewer facilities and combined sewer facilities					
D2i	Depict location or statement of proposed water and sewer supply and other utility improvements					
D2j	Existing covenants					
D2k	General layout of any proposed number of Lots, average Lot sizes and any proposed commercial uses, including any associated parking. Include proposed height of structures					
D2l	Statement of total acreage of the tract being subdivided or developed					
D2m	Location of proposed Street layout, including connections to adjoining streets or vacant lots					
D2n	The location of sidewalks, trails and crosswalks					
D2o	Proposed open space and/or recreation areas, including notes on the plan describing the proposed use, activity area and/or improvement					
D2p	Any other information requested by the Subdivision Administrator in order for the Subdivision Administrator to make an accurate determination.					
A2 and E	For a **Major S/LD Application**. The following information shall be provided for Sketch Plan review:					
E1	Three (3) 18" x 24" copies of the Sketch Plan shall be submitted and in Adobe PDF format.	✓				
E2	The Sketch Plan shall be drawn to a 1"=50' scale	✓				
E2	The Sketch Plan must illustrate the following elements in such a way that the Subdivision Administrator or authorized designee can determine if the proposed Subdivision or Land Development meets the criteria of this Ordinance:					
E2a	Existing conditions, including boundary lines of the property	✓				
E2b	A land use plan, showing the location, arrangement and approximate boundaries of all proposed land uses	✓				

	Ordinance Requirements: (See instructions on page 2)	Engineer /Surveyor	1st Review	2nd Review	3rd Review	4th Review	Review Key
							✓ Ok
							O Incomplete
							N/A Not Applicable
							X Unacceptable
E2c	Vicinity Map, North arrow, scale (written and graphic) and date	✓					
E2d	Names of the abutting owners, adjoining lot lines and structures on abutting lots within 100 feet of the property	✓					
E2e	Title of the proposed project; the date, month and year the plan was prepared or revised; the name of the applicant(s), owner(s), and contract owner(s) and the name and address of the Engineer, Surveyor, Architect, Landscape Architect, or Land Planner who prepared the plan, including firm name	✓					
E2f	Current zoning and total area of the property	✓					
E2g	Maximum and proposed density based on the Net Buildable Land Area	✓					
E2h	Available utilities	✓					
E2i	All existing sanitary sewer facilities and combined sewer facilities	✓					
E2j	Depict location or statement of proposed water and sewer supply and other utility improvements	✓					
E2k	Existing covenants	N/A					
E2l	General layout of any proposed number of Lots, average Lot sizes and any proposed commercial uses, including any associated parking. Include proposed height of structures	✓					
E2m	Statement of total acreage of the tract being subdivided or developed, including the Net Buildable Land Area	✓					
E2n	The approximate acreage in common open space, in each use and housing type and in roads, streets or rights-of-way for the total development	N/A					
E2o	The proposed number of dwelling units of each type in each in the total development	✓					
E2p	Location of proposed Street layout, including connections to adjoining streets or vacant lots	✓					
E2q	The location of sidewalks, trails and crosswalks, as may be applicable	✓					
E2r	Proposed open space and/or recreation areas, including notes on the plan describing the proposed use, activity area and/or improvement. The amount, approximate boundaries and location of common open space, with the percentage of the total acreage of the site to be placed in common open space	✓					
E2s	The location of environmental sensitive land to be included in common open space	N/A					
E2t	Notes indicating any modifications, waivers, variances, special exceptions and/or conditional uses that are required	✓					
E2u	The location and extent of proposed buffers	N/A					
E2v	The proposed location, arrangement, and right-of-way widths of roads and streets, including roads and streets providing access to adjoining parcels. The location and arrangement of street entrances, driveways and parking areas	✓					
E2w	Calculations describing all proposed bonus factors with the location of and specifications for bonus improvements, when proposed	N/A					
E2x	Any other information requested by the Subdivision Administrator in order for the Subdivision Administrator to make an accurate determination	N/A					
Sub-Section	**SUBDIVISION ORDINANCE Section 1333.01, General Site Planning and Design Specifications**						
D1d	There is **no** requirement that a Sketch Plan or Preliminary Plat show phasing.						

Charles Town
Utility Board

661 S. George Street, Suite 101, Charles Town, WV 25414
Phone: (304) 725-2316 ♦ Fax: (304) 725-4313 ♦ Web: www.ctubwv.com

UTILITY BOARD

CHAIRMAN
City of Charles Town City Manager John Nissel

VICE CHAIRMAN
City of Ranson Mayor Duke Pierson

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Board Member Heidi Parker

Board Member John Maxey

UTILITY MANAGER
Kristen Stolipher

December 11, 2024

Alpha Associates, Inc.
535 West King Street
Martinsburg, WV 25401

Re: Tri-State Improvements - Site Plan Approval

To Whom it May Concern:

We have reviewed the revised plans and find the plan acceptable for approval.

Please notify us of any changes to these plans and provide as-built drawings upon completion in electronic format in accordance with the CTUB Sanitary Sewer Specifications.
If you have any questions, please contact me at (304) 725-2316.

Sincerely,



Travis Markley
Engineering Technician

Kimley»Horn

Memorandum

To: Charles B. Branch, P.E.,
Alpha Associates, Inc
209 Prairie Avenue
Morgantown, WV 26501

From: Mark Phillips, P.E.
Diego Carreira

Through: James Newman, City of Charles Town
City Planner, Zoning/Subdivision Administrator
101 E Washington St,
Charles Town, WV 25414

Date: December 9, 2024

Subject: Tri State Improvements Recreation Center – Site Plan Review – 2nd Submission

This memorandum summarizes our review of the site plan (dated November 15, 2024, prepared by Alpha Associates, Inc) for a proposed development of an indoor recreation facility on a 1.45 acre lot, and a multi-purpose commercial and residential building on a 1.31 acre lot. The lots are currently zoned General Commercial and Neighborhood Commercial respectively per the Charles Town Subdivision and Zoning Ordinance dated June 23, 2012. (Rev. July 1, 2019). Kimley-Horn's review did not include conformance with the CTUB and defers comment on the Water and Sanitary Sewer design to the CTUB.

Kimley-Horn's review of this application is limited to the Site Plan and Application provided. After our review of the Site Plan and Application, we have no further comments.

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

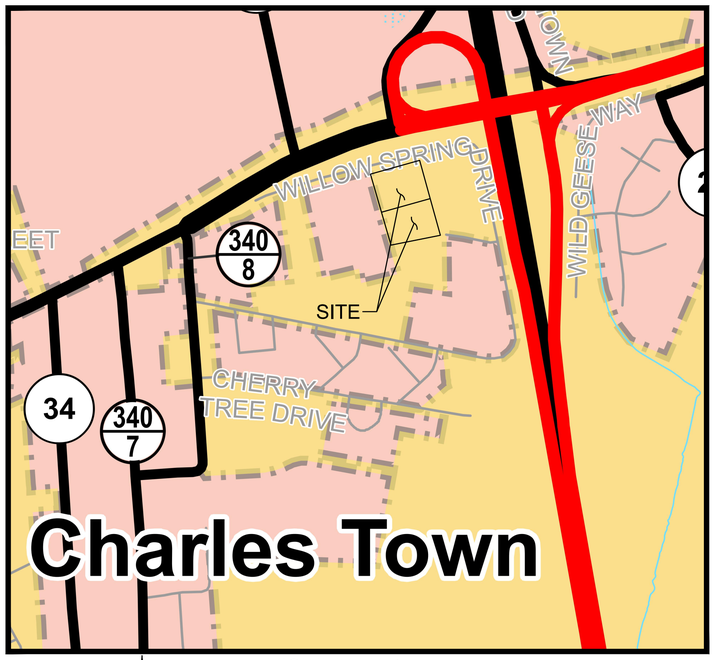
KIMLEY-HORN & ASSOCIATES, INC.

Mark Phillips, P.E.
Project Manager

PRELIMINARY LAND DEVELOPMENT PLAN

FOR

TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING
& MULTI PURPOSE BUILDING



VICINITY MAP
OF
CHARLES TOWN, WV
SCALE 1" = 400'

CHARLES TOWN - SITE WORK MILESTONE INSPECTIONS THE DEVELOPER SHALL REQUEST CITY ENGINEER INSPECTIONS MINIMUM OF 48 HOURS IN ADVANCE (CALL 304-728-3228). INSPECTIONS SHALL BE REQUESTED ACCORDING TO THE TABLE OF MILESTONES SHOWN BELOW:		INSPECTOR'S INITIALS & DATE
1.	INSTALLATION OF SEDIMENT & EROSION CONTROL DEVICES PRIOR TO BEGINNING SITE GRADING.	
2.	ROADWAY AND/OR PARKING LOT SUBGRADE PROOF ROLL PRIOR TO PLACING STONE BASE.	
3.	ROADWAY AND/OR PARKING LOT STONE BASE DEPTH CHECK PRIOR TO PLACING ASPHALT OR CONCRETE PAVEMENT.	
4.	WATER SYSTEM AND SANITARY SEWER SYSTEM INSPECTION AND APPROVAL BY THE CITY OF CHARLES TOWN PRIOR TO BACKFILLING OF TRENCHES.	
5.	FINAL INSPECTION INCLUDING BUT NOT LIMITED TO: SEEDING & MULCHING, ROADWAY & PARKING LOT PAVING, SIDEWALKS, STORM DRAINAGE AND STORMWATER MANAGEMENT SYSTEMS, TRAFFIC CONTROL SIGNS & PAVEMENT MARKINGS, LANDSCAPING, ETC.	
NOTE: THE CITY ENGINEER MAY ACCEPT "THIRD-PARTY" INSPECTION AND CERTIFICATION REPORTS IN PLACE OF INSPECTIONS PERFORMED BY THE CITY OF CHARLES TOWN ENGINEERING DEPARTMENT, UPON PRIOR APPROVAL. THIRD PARTY INSPECTION REPORTS SHALL BE SUBMITTED IN THE FORMAT SPECIFIED BY THE CITY ENGINEER.		

CONSTRUCTION NOTES

A. EROSION & SEDIMENT CONTROL MEASURES SHALL BE IN PLACE AND INSPECTED PRIOR TO PERFORMING ANY SIGNIFICANT EARTH DISTURBING ACTIVITIES AND SITE GRADING.

B. EARTH WORK SHALL BE COMPACTED TO THE PERCENTAGES OF MAXIMUM DRY DENSITY IN ACCORDANCE WITH AASHTO T99C, AS SHOWN BELOW:

- A. ROADWAYS..... 98%
- B. PARKING LOTS FOR HEAVY TRUCKS..... 98%
- C. PARKING LOTS FOR PASSENGER VEHICLES..... 98%
- D. UTILITY LINE TRENCHES..... 98%
- E. BUILDING PADS..... 100%

THE ABOVE COMPACTION REQUIREMENTS SHALL BE CERTIFIED BY A PROFESSIONAL ENGINEER OR A SOILS TECHNICIAN UNDER THE DIRECTION OF A PROFESSIONAL ENGINEER, AND ACCEPTABLE TO THE COUNTY ENGINEER.

C. CHANGES AND REVISIONS TO THE CONSTRUCTION PLANS AND SPECIFICATIONS SHALL NOT BE MADE UNLESS FIRST SUBMITTED IN WRITING AND APPROVED BY THE COUNTY ENGINEER AND ANY OTHER AGENCIES, AS DEEMED APPROPRIATE.

D. WORK ZONE TEMPORARY TRAFFIC CONTROL ALONG A PUBLIC ROAD SHALL BE IN ACCORDANCE WITH WEST VIRGINIA DIVISION OF HIGHWAY REQUIREMENTS AND APPROVAL.

E. SEVENTY-TWO (72) HOURS PRIOR TO EXCAVATION IN PUBLIC RIGHT-OF-WAYS OR IN AREAS SERVED BY UNDERGROUND UTILITIES, CALL MISS UTILITY 1-800-245-4848.

Sheet List Table	
Sheet Number	Sheet Title
C000	COVER SHEET
C001	GENERAL NOTES
C100	EXISTING CONDITIONS
C101	SITE & UTILITIES PLAN
C102	GRADING & E&S CONTROL PLAN
C103	LANDSCAPE PLAN
C200	STORM SYSTEM PROFILES
C301	E AND S CONTROL DETAILS
C500	DETAILS
C501	SWM PLANS AND DETAILS

CHARLES TOWN - COMPLETE LIST OF WAIVERS/VARIANCES

ORDINANCE	SECTION OF ORDINANCE	DESCRIPTION OF WAIVER OR VARIANCE	DATE GRANTED
SUBDIVISION AND LAND DEVELOPMENT ORDINANCE OF THE CITY OF CHARLES TOWN, WV	1333.09 SIDEWALK & ON-STREET PARKING DESIGN STANDARDS	1. A MINIMUM 4FT. WIDE SIDEWALK SHALL BE CONSTRUCTED FROM EITHER THE PROPOSED VEHICLE ENTRANCE ON WILLOW SPRINGS DRIVE OR THE ONE ON MAPLE TREE DRIVE TO THE BORDER WITH 50 WILLOW SPRINGS DRIVE, ALSO IDENTIFIED AS TAX DISTRICT 3/MAP 15/PARCEL 9.13. 2. A MINIMUM 4FT WIDE SIDEWALK SHALL BE CONSTRUCTED WITHIN THE PROPOSED DEVELOPMENT, AND SHALL CONNECT THE APARTMENTS TO THE DESIGNATED TOT LOT AND OPEN SPACE.	8/26/2024
SUBDIVISION AND LAND DEVELOPMENT ORDINANCE OF THE CITY OF CHARLES TOWN, WV	1333.23, PARKING AND LOADING STANDARDS	REDUCTION IN THE NUMBER OF PARKING SPACES REQUIRED FOR A TOTAL OF 114 TOTAL OFF-STREET PARKING SPACES.	7/22/2024
RE-ZONING		PROPERTY WAS REZONED TO NEIGHBORHOOD COMMERCIAL BY CITY COUNCIL AT A PUBLIC HEARING	8/5/2024

FLOODPLAIN

- THIS PROPERTY IS NOT IN AN AREA DESIGNATED AS A SPECIAL FLOOD AREA, AS SHOWN ON COMMUNITY MAP/PANEL NUMBER 54037C0137E, EFFECTIVE DATE 12/18/2009

CURRENT ZONING

- PROPERTY IS CURRENTLY ZONED NEIGHBORHOOD COMMERCIAL

LIST OF PERMITS

- WVDEP NPDES PERMIT # WVR

ENGINEERS CERTIFICATE

THE ENGINEER, IN SIGNING THIS PLAT/PLAN ATTESTS TO THE BEST OF HIS OR HER KNOWLEDGE THAT THIS PLAN IS COMPLETE AND ACCURATE:

CHARLES B. BRANCH, PE DATE:

SURVEYORS CERTIFICATE:

THIS PLAT/PLAN REPRESENTS A SURVEY MADE BY ME; ALL MONUMENTS AND IMPROVEMENTS INDICATED THEREON ACTUALLY EXIST, AND THEIR LOCATION, SIZE AND MATERIAL ARE CORRECTLY SHOWN; I AM FAMILIAR WITH ALL OF THE REQUIREMENTS OF THIS ORDINANCE AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL REQUIREMENTS OF THIS ORDINANCE HAVE BEEN FULLY COMPLIED THEREWITH.

RICHARD A. COLEBANK, PS DATE:

OWNER'S ACCEPTANCE STATEMENT:

THE OWNER, IN SIGNING THIS PLAT/PLAN, AGREES TO ABIDE BY ALL CONDITIONS, TERMS AND SPECIFICATIONS PROVIDED HERE ON; AND TO COMPLETE ALL OF THE IMPROVEMENTS REQUIRED BY THE FINAL PLAT/PLAN OR SITE PLAN.

OWNER: DATE:

THIS FINAL PLAN WAS APPROVED FOR RECORDATION BY THE CITY OF CHARLES TOWN ON THE _____ DAY OF _____, 20_____, SUBJECT TO ANY CONDITIONS SPECIFIED HEREON.

ALL EXPENSES INCURRED WITH RESPECT TO IMPROVEMENTS FOR ALL UTILITY SERVICES, PAVING, GRADING, LANDSCAPING, CURBS, GUTTERS, SIDEWALKS, ROAD LIGHTING, ROAD SIGNS, FLOOD PROTECTION DEVICES, DRAINAGE STRUCTURES AND ALL OTHER IMPROVEMENTS THAT MAY BE REQUIRED SHALL BE THE RESPONSIBILITY OF THE SUBDIVIDER AND NOT THE CITY.

SECRETARY OF THE PLANNING COMMISSION: DATE:

ALPHA ASSOCIATES, INC.
535 WEST KING STREET
MARTINSBURG, WV 25401
PHONE: 304-264-0051
FAX: 304-264-0707
www.thinkALPHAfirst.com

PRELIMINARY LAND DEVELOPMENT PLAN
FOR
TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING
RENOVATIONS & MULTI PURPOSE BUILDING

OWNER/DEVELOPER:
TRI-STATE INVESTMENT PROPERTIES, LLC

ADDRESS:
PO BOX 1,
KEARNEYSVILLE, WV 25430

PHONE:
410-206-4791

ATTN:
CHRISTOPHER HILL

REVISIONS

No.	ITEM	DATE

PROJ. NO.: 2404040.00
DATE: 12-04-2024
SHEET NO.:

C000

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SITE PLAN

FOR

TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING RENOVATION & MULTI PURPOSE BUILDING

CHARLES TOWN CORP. T.M. 15 PARS. 9.26 & 9.27, PB 20 PG 92
JEFFERSON COUNTY, WEST VIRGINIA

COVER SHEET

z:\projects\2024_jobs\2404040\00\drawings\civil\current\construction\c000.dwg- jhazee 12/4/2024

SYMBOLS, ABBREVIATIONS, AND LINETYPES

- EXISTING BUILDING OUTLINE
- EXISTING CONTOURS
- EXISTING INDEX CONTOURS (WITH ANNOTATION)
- EXISTING SANITARY SEWER
- EXISTING ELECTRIC
- EXISTING STORM
- EXISTING WATER
- EXISTING PAVING
- EXISTING PROPERTY LINE
- EXISTING CONCRETE
- EXISTING FENCE
- EXISTING OVERHEAD WIRES
- EXISTING TREE LINE
- NEW CONTOURS
- NEW INDEX CONTOURS (WITH ANNOTATION)
- NEW SANITARY SEWER
- NEW FORCE MAIN
- NEW STORM
- NEW WATER
- NEW PAVING
- NEW CONCRETE
- NEW CENTERLINE
- NEW FENCE
- SILT FENCE
- SUPER SILT FENCE
- NEW BUILDING OUTLINE
- BUILDING RESTRICTION LINE (BRL)
- UTILITY POLE
- GUY POLE/WIRE
- BENCH MARK/SURVEY CONTROL
- WATER VALVE
- WATER METER
- SANITARY SEWER CLEANOUT
- EXISTING TREES
- WFP — WOODEN FENCE POST
- 5/8" IRON ROD W/ CAP FOUND
- 5/8" IRON ROD FOUND

CMP	CORRUGATED METAL PIPE
CONC	CONCRETE
CRBR	CAPPED REBAR
DI	DROP INLET
ELEC	ELECTRICAL/ELECTRIC
EX	EXISTING
FF	FIRST FLOOR ELEVATION
FH	FIRE HYDRANT
FND	FOUND
GL	GROUND LIGHT
GM	GAS METER
GV	GATE VALVE
HC	HANDICAP
INV	INVERT
L.F.	LINEAR FEET
LP	LIGHT POLE
MH	MANHOLE
PP	POWER POLE
R/W	RIGHT OF WAY
SDMH	STORM DRAIN MANHOLE
SSMH	SANITARY SEWER MANHOLE
STM	STORM
TBR	TO BE REMOVED
TC	TOP OF CURB
TRAV	TRAVERSE
W/	WITH
WM	WATER METER
WV	WATER VALVE

ZONING ORDINANCE SUMMARY - NEIGHBORHOOD COMMERCIAL, PAR. 9.26 :

1. PROPOSED USE:
   PROPOSED BUILDING WILL BE MULTI-PURPOSE COMMERCIAL AND RESIDENTIAL WITH 5 - 2,300 SF COMMERCIAL SPACES AT GROUND LEVEL AND 18 RESIDENTIAL APARTMENTS ON FLOORS 2 AND 3.
2. LANDSCAPING:
   - IT WILL BE THE RESPONSIBILITY OF THE PROPERTY OWNER/ DEVELOPER TO REPLACE ANY TREES THAT DIE. ALL LANDSCAPING SHALL BE MAINTAINED BY THE PROPERTY OWNER/ DEVELOPER.
3. SITE LIGHTING WILL BE PROVIDED.
4. USE REQUIREMENTS:

	REQUIRED		PROVIDED
MINIMUM LOT SIZE:	6,000 SF		56,904 SF
MAXIMUM LOT SIZE:	20,000 SF ±		56,904 SF
MAXIMUM DENSITY	NO REQUIREMENT		N/A
MINIMUM LOT WIDTH:	NO REQUIREMENT		
MAXIMUM STORIES:	3		3
MAXIMUM LOT COVERAGE (RESIDENTIAL)	80% (MAX)		76%
MAXIMUM LOT COVERAGE (COMMERCIAL)	90% (MAX)		76%
BUILDING SETBACKS			
FRONT:	5' (MIN)		5'
SIDE:	10' (MIN)	(20' COMMERCIAL)	20'
REAR:	15' (MIN)		15'

5. PARKING TABULATIONS:
   - RESIDENTIAL APARTMENTS: 1.2 SPACES PER UNIT X 18 UNITS = 22 SPACES
   - PET SUPPLY STORE: 4.1 SPACES PER 1,000 SF = 48 SPACES (RETAIL EXAMPLE)

   TOTAL REQUIRED = 70

   TOTAL PROVIDED = 108 SPACES
   108 X 4% = 4.32 - 5 HANDICAP SPACES REQUIRED
   TOTAL HANDICAP PROVIDED = 5

ZONING ORDINANCE SUMMARY - GENERAL COMMERCIAL, PAR. 9.27:

1. PROPOSED USE:
   MULTI-PURPOSE RECREATIONAL FACILITY
2. LANDSCAPING:
   - IT WILL BE THE RESPONSIBILITY OF THE PROPERTY OWNER/ DEVELOPER TO REPLACE ANY TREES THAT DIE. ALL LANDSCAPING SHALL BE MAINTAINED BY THE PROPERTY OWNER/ DEVELOPER.
3. SITE LIGHTING WILL BE PROVIDED.
4. USE REQUIREMENTS:

	REQUIRED		PROVIDED
MINIMUM LOT SIZE:	NO REQUIREMENT		63,011 SF
MAXIMUM LOT SIZE:	NO REQUIREMENT		63,011 SF
MAXIMUM DENSITY	NO REQUIREMENT		N/A
MINIMUM LOT WIDTH:	NO REQUIREMENT		
MAXIMUM STORIES:	5		2
MAXIMUM LOT COVERAGE (COMMERCIAL)	90% (MAX)		63%
BUILDING SETBACKS:			
FRONT:	40' (MIN) (EX. BLDG IS GRANDFATHER)		40'
SIDE:	10' (MIN)	(25' COMMERCIAL)	10'
REAR:	30' (MIN)		30'

5. PARKING TABULATIONS:
   - REQUIRED
     16 SPACES / 1,000 SF G.F.A. AND 24 SPACES / ACRE
     10,000 SF x 16 PER 1,000 = 160 SPACES
     1.45 ACRES x 24 = 34.8 = 35 SPACES

     TOTAL: 160 + 35 = 195 SPACES

   PER VARIANCE GRANTED 7/22/24 114 SPACES REQUIRED

TOTAL PROVIDED = 114 SPACES
114 X 4% = 4.56 - 5 HANDICAP SPACES REQUIRED
TOTAL HANDICAP PROVIDED = 5

2

SITE INFORMATION

1. THIS PLAN WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY BE SUBJECT TO RECORDED OR UNRECORDED RIGHT-OF-WAYS, EASEMENTS, RESTRICTIONS OR EXEMPTIONS NOT SHOWN HEREON.
2. THE CURRENT ZONING OF THE PROPERTY IS NEIGHBORHOOD COMMERCIAL.
3. THE PROPOSED USE OF THE SITE IS TO RENOVATE THE EXISTING VACANT BUILDING INTO AN INDOOR PLAYGROUND AND BUILD A NEW MULTIPURPOSE COMMERCIAL AND RESIDENTIAL BUILDING WITH COMMERCIAL RENTAL SPACES ON THE GROUND LEVEL FLOOR AND APARTMENTS ON FLOORS 2 AND 3.
4. EXISTING BUILDING IS CURRENTLY 21' TALL WITH A PLANNED 2ND FLOOR. IT WILL BE INCREASED TO 33'. THE NEW MIXED USE BUILDING ON THE REAR LOT WILL BE 44' TALL.
5. SOURCE OF BOUNDARY INFORMATION: PLAT FOUND IN PLAT CABINET 20 PAGE 92.
6. THERE ARE NO KNOWN COVENANTS ON THESE PROPERTIES.
7. PROPERTY ADDRESS: 669 WILLOW SPRINGS DRIVE, CHARLES TOWN, WV 25414.
8. WATER UTILITY SERVICES WILL BE PROVIDED BY CTUB.
9. SANITARY SEWER SERVICES WILL BE PROVIDED BY CTUB.
10. CONTOUR DATA AND BOUNDARY INFORMATION WERE GENERATED FROM FIELD SURVEY BY ALPHA OCTOBER 2024.
11. THIS PROPERTY IS LOCATED ON FEMA MAP PANEL 54037C0137E, EFFECTIVE DATE 12/18/2009, AND IS DESIGNATED AS ZONE "X", AN AREA TO BE DETERMINED TO BE OUTSIDE THE 0.2% CHANCE FLOOD PLAIN.
12. THE SOILS ON THE SITE ARE AS FOLLOWS:
    Ub - URBAN LAND
    Uu - URBAN LAND - UDORTHENTS
    UwC - URBAN LAND-HAGERSTOWN COMPLEX, 0 TO 15 PERCENT SLOPES
13. THERE ARE NO WETLANDS ON THE SITE PER THE US FISH AND WILDLIFE SERVICE NATIONAL WETLANDS INVENTORY.
14. KNOWN EASEMENTS ARE SHOWN HEREON.
15. PROJECT LIMITS ARE NOT WITHIN 500' OF A STREAM.
16. NO RIGHT OF WAYS ARE PROPOSED WITH THIS PROJECT.
17. ALL PROPOSED UTILITY LINES SHALL BE UNDERGROUND.
18. CONTACT WVDOH A MINIMUM OF 24 HOURS PRIOR TO ANY WORK WITHIN THE WVDOH RIGHT OF WAY. (681)-320-2039
19. COORDINATE ALL UTILITY WORK WITHIN THE WVDOH RIGHT OF WAY WITH TOM CALDWELL. (681)-320-2040
20. THERE ARE NO FUTURE EASEMENTS OR RIGHTS OF WAYS TO CONNECT TO ADJOINING PROPERTIES.

EXISTING UTILITIES:

THE LOCATION AND/OR ELEVATION OF ALL KNOWN UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON THE BEST AVAILABLE INFORMATION FROM EXISTING PLANS AND FROM FIELD INFORMATION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ASCERTAIN THE STATUS AND LOCATION OF EACH UTILITY PRIOR TO BEGINNING WORK AND TO TAKE THE NECESSARY PRECAUTIONS TO AVOID DAMAGE TO THESE UTILITIES. IN THE EVENT OF DAMAGE OR DISRUPTION OF THESE UTILITIES, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY AN OFFICIAL OF THE AFFECTED UTILITY AND LEND ALL POSSIBLE ASSISTANCE IN RESTORING SERVICE. THE CONTRACTOR SHALL ASSUME ALL COSTS ASSOCIATED WITH THE REPAIR AND INTERRUPTION OF SUCH SERVICES.

THE CONTRACTOR SHALL NOTIFY "MISS UTILITY" AT 1-800-245-4848 AT LEAST 72 HOURS BEFORE COMMENCING WORK ON THIS PROJECT.

SEQUENCE OF CONSTRUCTION - SITE WORK

(SITE CONTRACTOR SHALL COORDINATE SITE WORK WITH BUILDING CONTRACTOR)

1. CONTACT MISS UTILITY
2. INSTALL E & S CONTROLS
3. ROUGH GRADE SITE, DEMOLISH EXISTING BUILDING
4. TEMPORARY SEED AS GRADING PROGRESSES
5. INSTALL SANITARY SEWER SYSTEM.
6. INSTALL STORM WATER SYSTEM
7. INSTALL POWER & COMMUNICATION UTILITIES
8. CONSTRUCT BUILDINGS
9. FINAL GRADE SITE
10. INSTALL CURBS
11. INSTALL BASE MATERIALS
12. PAVE PARKING LOT
13. PERMANENT SEED AND MULCH AREAS NOT TO BE PAVED OR LANDSCAPED
14. STRIPE PARKING LOT
15. LANDSCAPE AREAS.
16. REMOVE E & S CONTROLS WHEN ALL IS STABILIZED.

ALPHA ASSOCIATES, INC.
535 WEST KING STREET
MARTINSBURG, WV 25401
PHONE: 304-264-0051
FAX: 304-264-0707
www.thinkALPHAfirst.com

PRELIMINARY LAND DEVELOPMENT PLAN
FOR
TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING
RENOVATIONS & MULTI PURPOSE BUILDING

OWNER/DEVELOPER:
TRI-STATE INVESTMENT PROPERTIES, LLC

ADDRESS:
PO BOX 1,
KEARNEYSVILLE, WV 25430

PHONE:
410-206-4791

ATTN:
CHRISTOPHER HILL

REVISIONS

No.	ITEM	DATE
1	REVISE ZONING ORDINANCE SUMMARY	12-12-24
2	REVISE ZONING ORDINANCE SUMMARY	12-19-24

PROJ. NO.: 2404040.00
DATE: 12-04-2024
SHEET NO.:

C001

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SITE PLAN
FOR
TRI STATE IMPROVEMENTS INDOOR PLAYGROUND
BUILDING RENOVATION & MULTI PURPOSE BUILDING

CHARLES TOWN CORP. T.M. 15 PARS. 9.26 & 9.27, PB 20 PG 92
JEFFERSON COUNTY, WEST VIRGINIA

GENERAL NOTES

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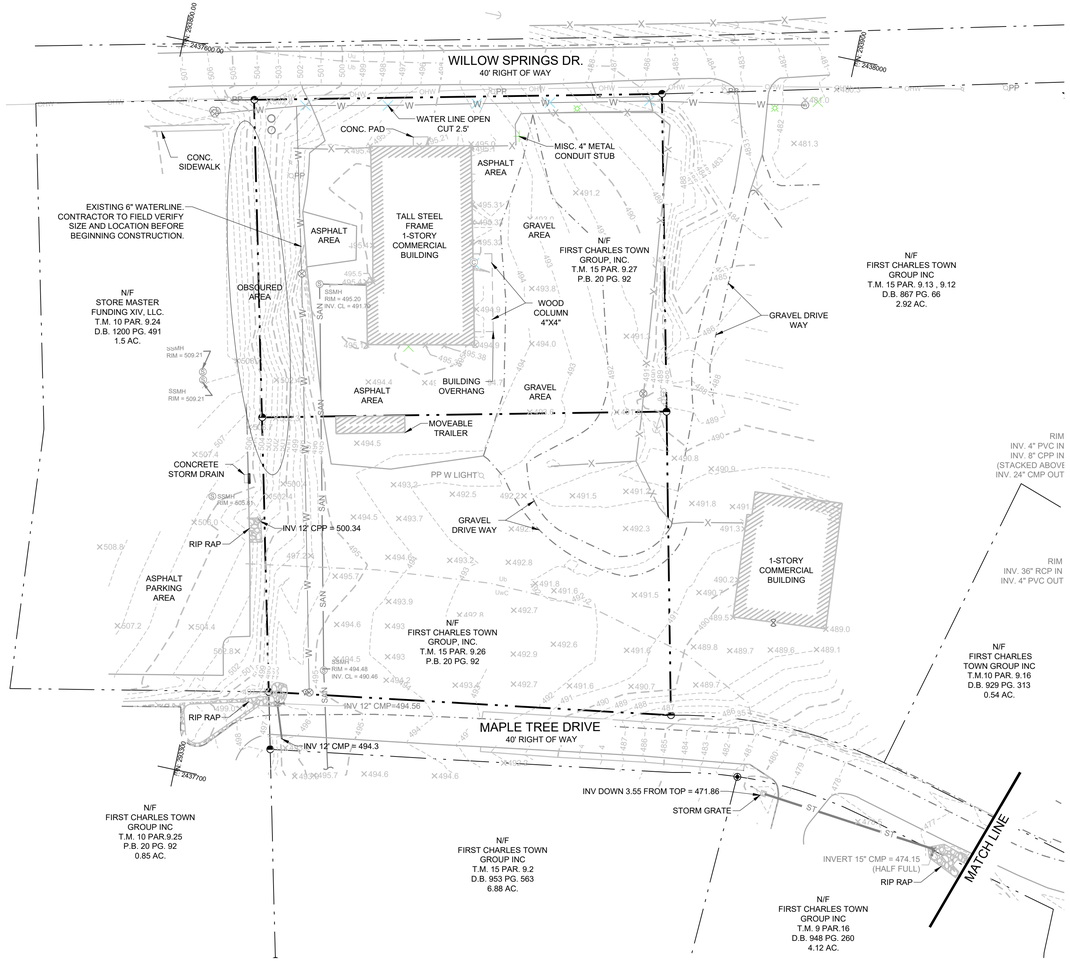
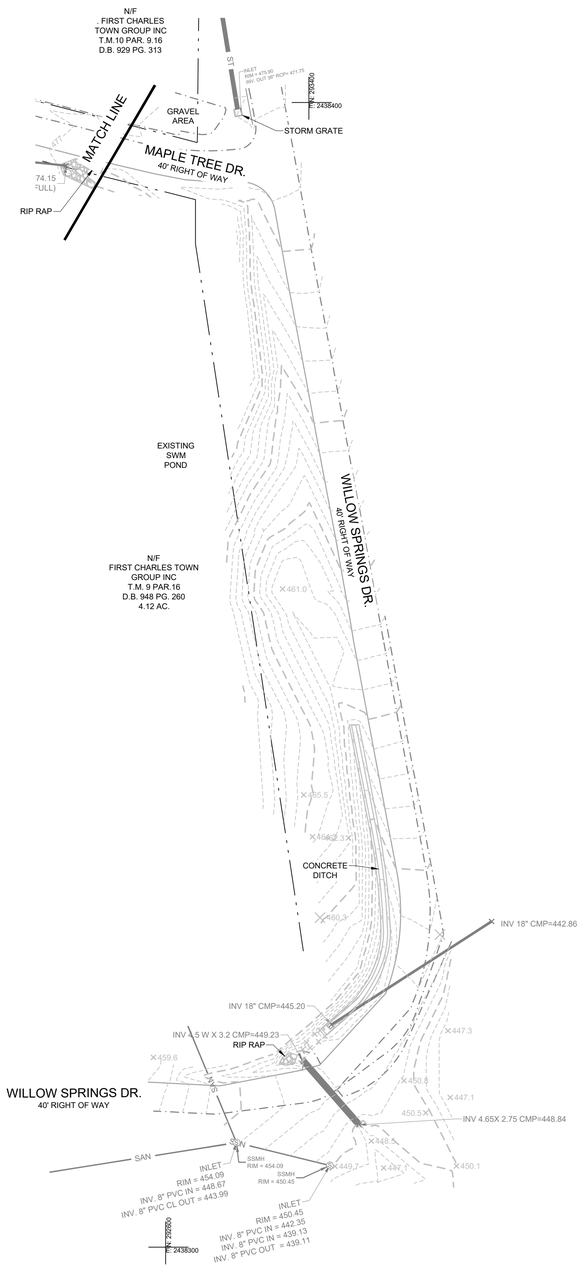
12/19/2024





LEGEND

T.M.	TAX MAP NUMBER
PAR.	PARCEL NUMBER
D.B.	DEED BOOK
PG.	PAGE NUMBER
N/F	NOW OR FORMERLY
	5/8" REBAR WITH CAP FOUND
	REBAR FOUND
	IRON PIPE FOUND
	METAL FENCE POST
	WOODEN FENCE POST
	UTILITY POLE
	GUY POLE/WIRE
	LIGHT POLE
S	SANITARY MANHOLE
ST	STORM MANHOLE
	FIRE HYDRANT
C	SANITARY CLEAN-OUT
	GAS VALVE
	SIGN
	MAIL BOX
	PROPERTY LINE
	ADJOINER LINE
	BUILDING OUTLINE
	EDGE OF GRAVEL
X	WIRE FENCE
SAN	SANITARY SEWER LINE
ST	STORM SEWER LINE
OHW	OVER HEAD WIRES
	MAJOR CONTOURS
	MINOR CONTOURS
	EDGE OF PAVEMENT

NOTES:

1. THIS PLAN WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY BE SUBJECT TO RECORDED OR UNRECORDED RIGHT-OF-WAYS, EASEMENTS RESTRICTIONS OR EXEMPTIONS NOT SHOWN HEREON.
2. THE SITE IS CONSIDERED TO BE IN ZONE "X": AN AREA DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL FLOOD ZONE PER FEMA MAP PANEL NUMBER 54037C0137E, EFFECTIVE DATE 12/18/2009.
3. SOURCE OF CONTOURS: FIELD SURVEY COMPLETED IN OCTOBER 2024 BY ALPHA ASSOCIATES, INC..DATUM FOR THIS SITE IS WV STATE PLANE COORDINATE, NORTH, NAD 1983, NAVD 1988.
4. SOILS NOTE:
   Uu - URBAN LAND - UDORTHENTS
   Ub - URBAN LAND
   UwC - URBAN LAND - HAGERSTOWN COMPLEX, 0 TO 15 PERCENT SLOPES

SCALE: 0 50

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PRELIMINARY LAND DEVELOPMENT PLAN

FOR

TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING
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OWNER/DEVELOPER:
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ADDRESS:
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PHONE:
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ATTN:
CHRISTOPHER HILL

REVISIONS

No.	ITEM	DATE

PROJ. NO.: 2404040.00
DATE: 12-04-2024
SHEET NO.:

C100

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SITE PLAN

FOR

TRI STATE IMPROVEMENTS INDOOR PLAYGROUND
BUILDING RENOVATION & MULTI PURPOSE BUILDING

CHARLES TOWN CORP. T.M. 15 PARS. 9.26 & 9.27, PB 20 PG 92
JEFFERSON COUNTY, WEST VIRGINIA

EXISTING CONDITIONS

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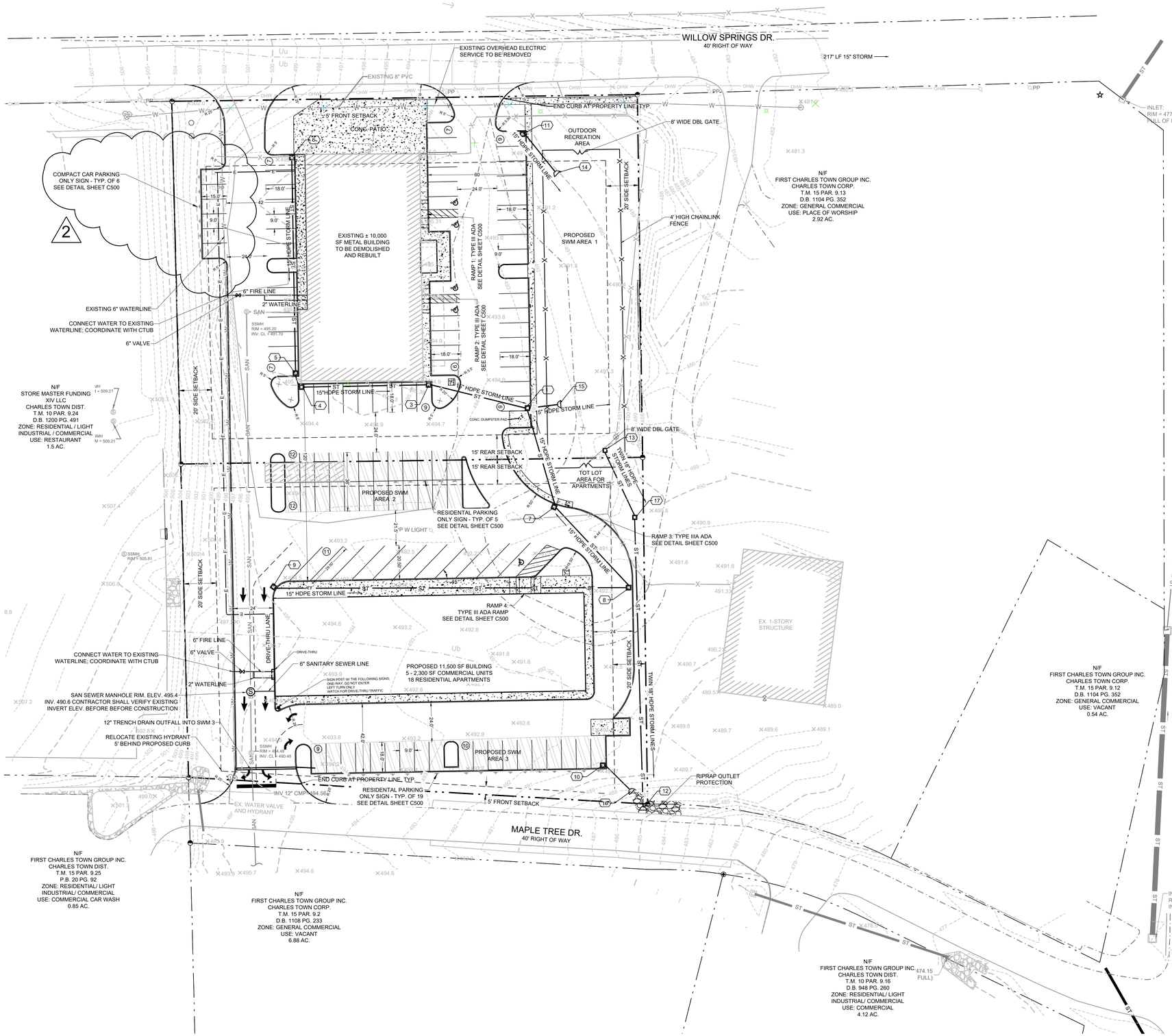

STRUCTURE NO.	TYPE	RIM ELEV.	INV. IN	INV. OUT	COMMENTS
1	WVDOH TYPE B INLET	493.00	490.25 / 490.25 / 490.25	489.50	
2		NOT USED			
3	WVDOH TYPE B INLET	494.89	491.27	491.27	
4	WVDOH TYPE B INLET	494.89	491.58	491.58	
5	WVDOH TYPE B INLET	494.89	491.61	491.61	
6	WVDOH TYPE B INLET	494.89	---	492.14	
7	WVDOH TYPE B INLET	494.35	491.38	490.95	
8	WVDOH TYPE B INLET	494.66	491.59	491.59	
9	WVDOH TYPE B INLET	495.10	---	492.45	
10	WVDOH TYPE B INLET	493.00	---	488.50	
11	WVDOH TYPE B INLET	493.00	---	490.25	
12	HDPE END SECTION	---	---	485.75	
13	WVDOH TYPE G INLET	493.00	---	488.12	OUTLET CONTROL, STRUCTURE DIMENSIONS OF BOX TO BE 3
14	HDPE END SECTION	---	---	489.37	
15	HDPE END SECTION	---	---	489.37	
16	HDPE END SECTION	---	---	486.00	
17	WVDOH TYPE G INLET	491.45	487.75	487.75	SIZED TO ACCOMMODATE TWIN HDPE STORM PIPES

LEGEND

T.M.	TAX MAP NUMBER
PAR.	PARCEL NUMBER
D.B.	DEED BOOK
PG.	PAGE NUMBER
N/F	NOW OR FORMERLY
	5/8" REBAR WITH CAP FOUND
	REBAR FOUND
	IRON PIPE FOUND
	METAL FENCE POST
	WOODEN FENCE POST
	UTILITY POLE
	GUY POLE/WIRE
	LIGHT POLE
S	SANITARY MANHOLE
ST	STORM MANHOLE
	FIRE HYDRANT
C	SANITARY CLEAN-OUT
	SIGN
	MAIL BOX
	PROPERTY LINE
	ADJOINER LINE
	BUILDING OUTLINE
	EDGE OF GRAVEL
X	WIRE FENCE
SAN	SANITARY SEWER LINE
ST	STORM SEWER LINE
OHW	OVER HEAD WIRES
	AREA OF PERMEABLE PAVING SEE DETAIL

SCALE: 0 30

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PHONE:
410-206-4791

ATTN:
CHRISTOPHER HILL

REVISIONS

No.	ITEM	DATE
1	ADD RESIDENTIAL PARKING	12-12-24
2	ADDITIONAL PARKING	12-19-24

PROJ. NO.: 2404040.00
DATE: 12-04-2024
SHEET NO.:
C101

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SITE PLAN
FOR
TRI STATE IMPROVEMENTS INDOOR PLAYGROUND
BUILDING RENOVATION & MULTI PURPOSE BUILDING

CHARLES TOWN CORP. T.M. 15 PARS. 9.26 & 9.27, PB 20 PG 92
JEFFERSON COUNTY, WEST VIRGINIA

SITE & UTILITIES PLAN

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12/19/2024

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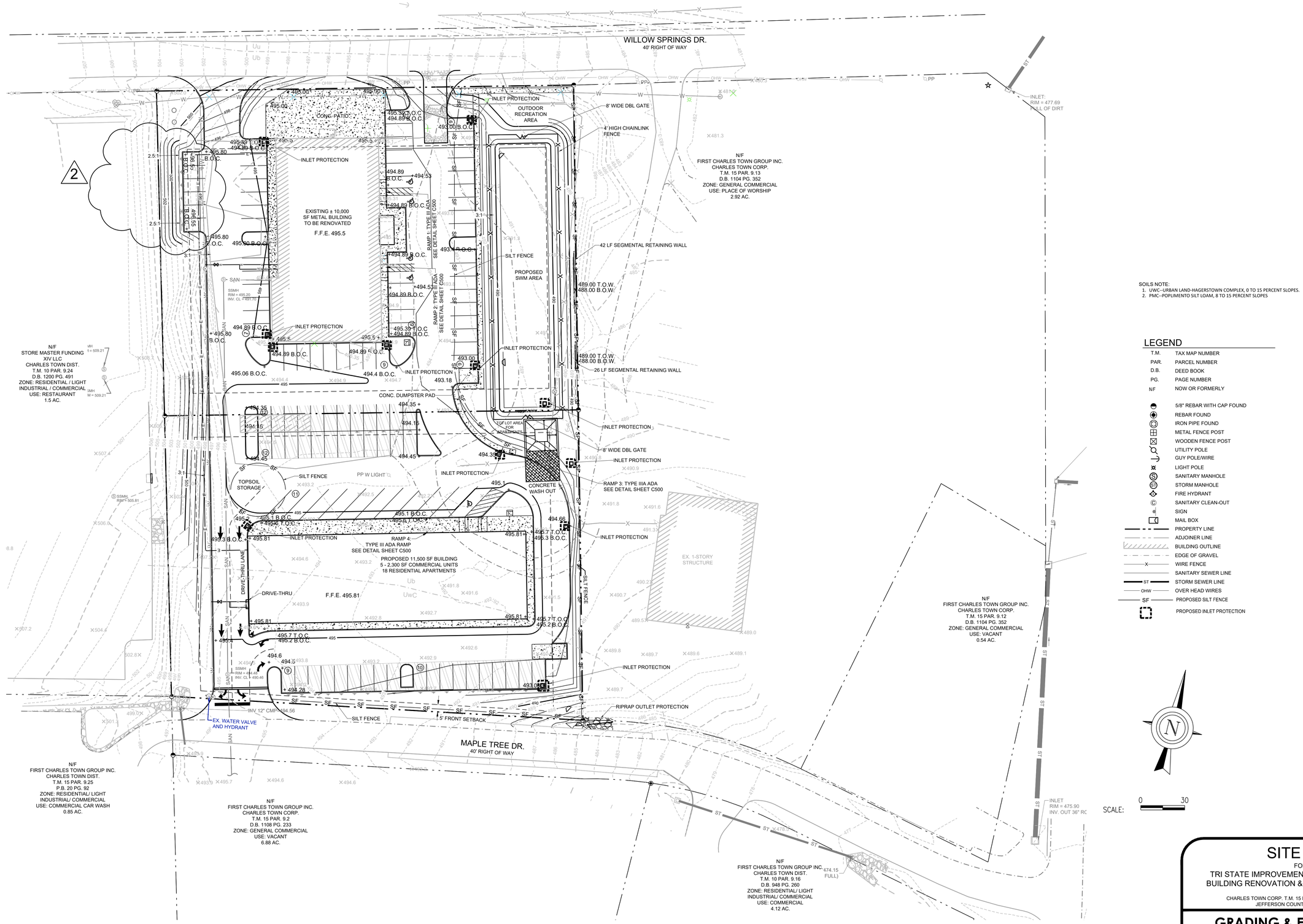

SOILS NOTE:
1. UWC--URBAN LAND-HAGERSTOWN COMPLEX, 0 TO 15 PERCENT SLOPES.
2. PMC--POPLIMENTO SILT LOAM, 8 TO 15 PERCENT SLOPES

LEGEND

T.M.	TAX MAP NUMBER
PAR.	PARCEL NUMBER
D.B.	DEED BOOK
PG.	PAGE NUMBER
N/F	NOW OR FORMERLY
	5/8" REBAR WITH CAP FOUND
	REBAR FOUND
	IRON PIPE FOUND
	METAL FENCE POST
	WOODEN FENCE POST
	UTILITY POLE
	GUY POLE/WIRE
	LIGHT POLE
S	SANITARY MANHOLE
ST	STORM MANHOLE
	FIRE HYDRANT
C	SANITARY CLEAN-OUT
	SIGN
	MAIL BOX
	PROPERTY LINE
	ADJOINER LINE
	BUILDING OUTLINE
	EDGE OF GRAVEL
X	WIRE FENCE
	SANITARY SEWER LINE
ST	STORM SEWER LINE
OHW	OVER HEAD WIRES
SF	PROPOSED SILT FENCE
	PROPOSED INLET PROTECTION

SCALE: 0 30

OWNER/DEVELOPER:
TRI-STATE INVESTMENT PROPERTIES, LLC

ADDRESS:
PO BOX 1,
KEARNEYSVILLE, WV 25430

PHONE:
410-206-4791

ATTN:
CHRISTOPHER HILL

REVISIONS

No.	ITEM	DATE
2	ADDITIONAL PARKING	12-19-24

PROJ. NO.: 2404040.00
DATE: 12-04-2024
SHEET NO.:

C102

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SITE PLAN
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JEFFERSON COUNTY, WEST VIRGINIA

GRADING & E&S CONTROL PLAN

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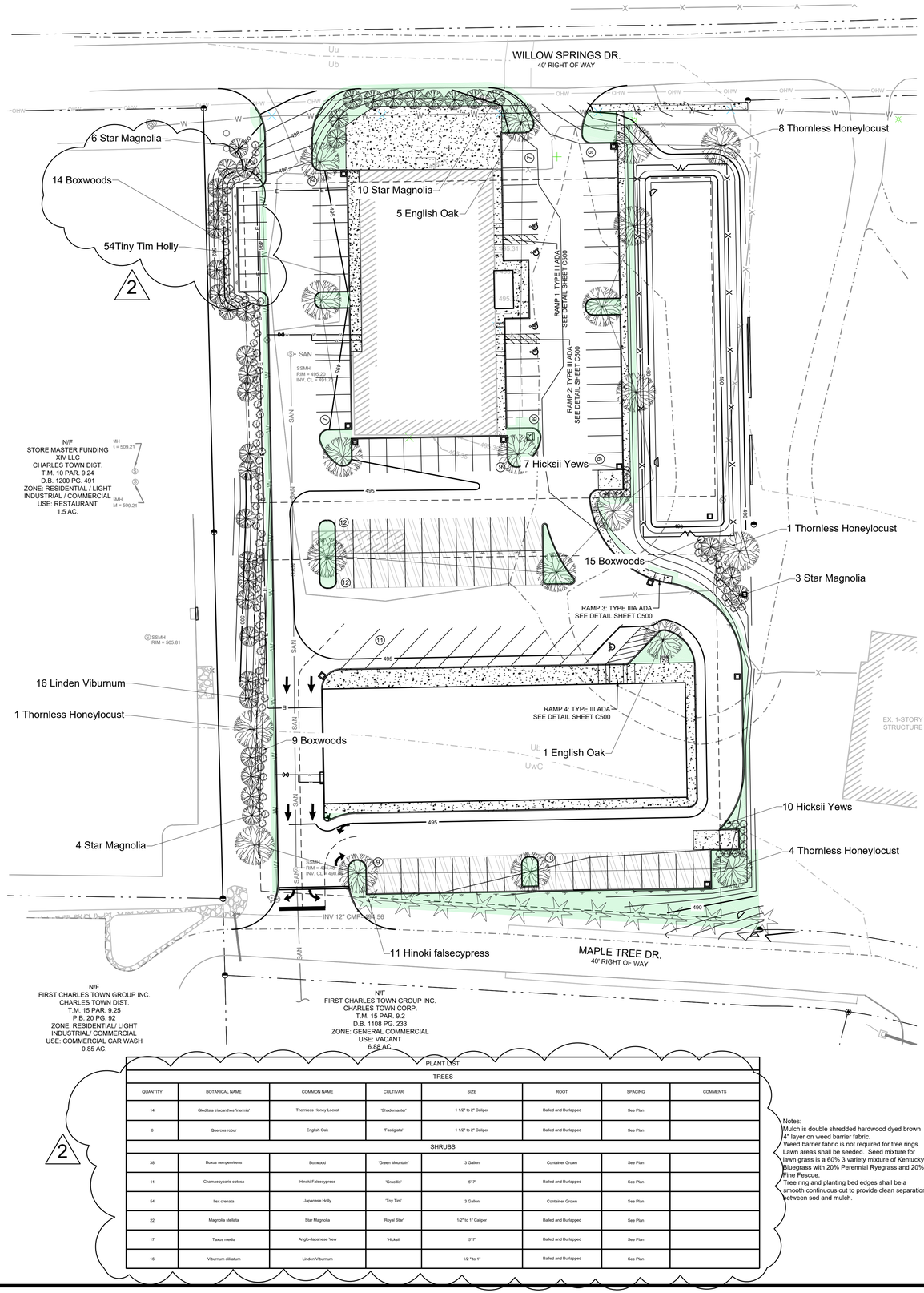
12/19/2024



2

PLANT LIST

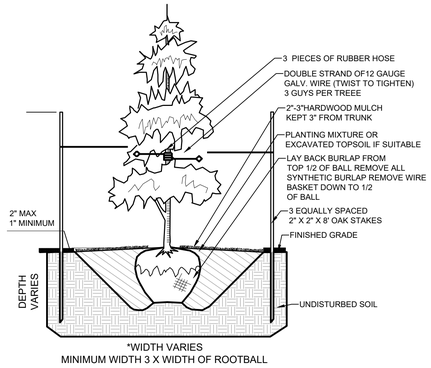
TREES

QUANTITY	BOTANICAL NAME	COMMON NAME	CULTIVAR	SIZE	ROOT	SPACING	COMMENTS
14	Gleditsia triacanthos 'inermis'	Thornless Honey Locust	'Shademaster'	1 1/2" to 2" Caliper	Balled and Burlapped	See Plan	
6	Quercus robur	English Oak	'Fastigiata'	1 1/2" to 2" Caliper	Balled and Burlapped	See Plan	

SHRUBS

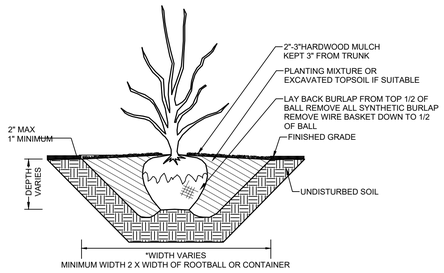
38	Buxus sempervirens	Boxwood	'Green Mountain'	3 Gallon	Container Grown	See Plan	
11	Chamaecyparis obtusa	Hinoki Falsecypress	'Gracilis'	5'-7'	Balled and Burlapped	See Plan	
54	Ilex crenata	Japanese Holly	'Tiny Tim'	3 Gallon	Container Grown	See Plan	
22	Magnolia stellata	Star Magnolia	'Royal Star'	1/2" to 1" Caliper	Balled and Burlapped	See Plan	
17	Taxus media	Anglo-Japanese Yew	'Hicksii'	5'-7'	Balled and Burlapped	See Plan	
16	Viburnum dilatatum	Linden Viburnum		1/2 " to 1"	Balled and Burlapped	See Plan	

Notes:
Mulch is double shredded hardwood dyed brown 4" layer on weed barrier fabric.
Weed barrier fabric is not required for tree rings.
Lawn areas shall be seeded. Seed mixture for lawn grass is a 60% 3 variety mixture of Kentucky Bluegrass with 20% Perennial Ryegrass and 20% Fine Fescue.
Tree ring and planting bed edges shall be a smooth continuous cut to provide clean separation between sod and mulch.



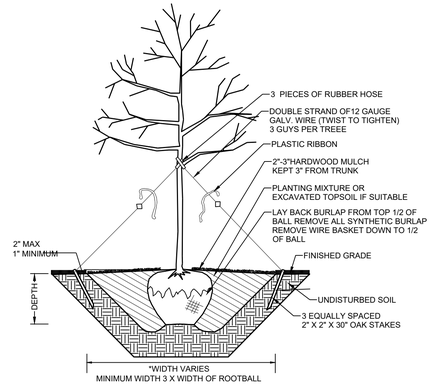
EVERGREEN TREE PLANTING DETAIL WITH STAKES

NO SCALE



SHRUB PLANTING DETAIL

NO SCALE



HARDWOOD TREE PLANTING DETAIL WITH STAKES

NO SCALE

HATCH LEGEND

LANDSCAPING REQUIREMENTS

- 5% OF PARKING LOT IMPERVIOUS AREA SHALL BE PROVIDED IN LANDSCAPING
  PARKING LOT AREA = 52,305 SF X 0.05 = 2615 SF REQUIRED LANDSCAPING
  PROVIDED: AREA AS SHADED IN PLAN VIEW = 10,727 SF
- 1 SHADE TREE & 2 SHRUBS FOR EVERY 10 SPACES, MIN.
  NUMBER OF SPACES: 109 = 11 SHADE TREES AND 22 SHRUBS REQUIRED
  PROVIDED:20 SHADE TREES AND 145 SHRUBS

LANDSCAPING NOTES:

- IT WILL BE THE RESPONSIBILITY OF THE LANDOWNER TO REPLACE ANY TREES THAT DIE.
- SCREEN PLANTING SPACING ALONG NORTH AND EAST PROPERTY LINES SHALL BE IN ACCORDANCE WITH JCPC STANDARD DETAIL M-54, OPTION F

SOILS NOTE:
1. UWC--URBAN LAND-HAGERSTOWN COMPLEX, 0 TO 15 PERCENT SLOPES.
2. PMC--POPLIMENTO SILT LOAM, 8 TO 15 PERCENT SLOPES

LEGEND

T.M.	TAX MAP NUMBER
PAR.	PARCEL NUMBER
D.B.	DEED BOOK
PG.	PAGE NUMBER
N/F	NOW OR FORMERLY
	5/8" REBAR WITH CAP FOUND
	REBAR FOUND
	IRON PIPE FOUND
	METAL FENCE POST
	WOODEN FENCE POST
	UTILITY POLE
	GUY POLE/WIRE
	LIGHT POLE
S	SANITARY MANHOLE
ST	STORM MANHOLE
	FIRE HYDRANT
C	SANITARY CLEAN-OUT
	SIGN
	MAIL BOX
	PROPERTY LINE
	ADJOINER LINE
	BUILDING OUTLINE
	EDGE OF GRAVEL
X	WIRE FENCE
SAN	SANITARY SEWER LINE
ST	STORM SEWER LINE
OHW	OVER HEAD WIRES

N

SCALE: 0 30

ALPHA ASSOCIATES, INC.
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PRELIMINARY LAND DEVELOPMENT PLAN

FOR

TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING
RENOVATIONS & MULTI PURPOSE BUILDING

OWNER/DEVELOPER:
TRI-STATE INVESTMENT PROPERTIES, LLC

ADDRESS:
PO BOX 1,
KEARNEYSVILLE, WV 25430

PHONE:
410-206-4791

ATTN:
CHRISTOPHER HILL

REVISIONS

No.	ITEM	DATE
2	ADDITIONAL PARKING & UPDATED LANDSCAPE PLAN	12-19-24

PROJ. NO.: 2404040.00
DATE: 12-04-2024
SHEET NO.:

C103

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SITE PLAN

FOR

TRI STATE IMPROVEMENTS INDOOR PLAYGROUND
BUILDING RENOVATION & MULTI PURPOSE BUILDING

CHARLES TOWN CORP. T.M. 15 PARS. 9.26 & 9.27, PB 20 PG 92
JEFFERSON COUNTY, WEST VIRGINIA

LANDSCAPE PLAN

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12/19/2024

SITE GRADING NOTES

1. ALL FILLS SHALL BE PLACED IN APPROXIMATELY HORIZONTAL LAYERS, EACH LAYER HAVING A LOOSE THICKNESS OF NOT MORE THAN EIGHT (8) INCHES, FOR BUILDINGS AND TWELVE (12) INCHES FOR ROADWAYS AND PAVEMENT.
2. THE ENTIRE AREA INCLUDED WITHIN THE PROPOSED LIMITS OF CUT AND FILL SHALL BE STRIPPED OF ALL ROOT MAT, TRASH AND OTHER ORGANIC AND OTHERWISE OBJECTIONABLE, NON-COMPLYING AND UNSUITABLE SOILS AND MATERIALS. MATERIAL SHALL BE REMOVED FROM SITE AND DISPOSED OF PROPERLY.
3. NATURAL AND/OR EXISTING SLOPES STEEPER THAN 3:1 SHALL BE BENCHED OR CONTINUOUSLY STEPPED INTO COMPETENT MATERIALS PRIOR TO PLACING FILL.
4. NO FILL OR CUT SHALL BE MADE WHICH CREATES AN EXPOSED SURFACE STEEPER IN SLOPE THAN 2:1.
5. GRADING SHALL BE PERFORMED TO SECURE PROPER DRAINAGE AWAY FROM BUILDINGS AND TO PREVENT THE POOLING OR COLLECTION OF STORM WATER.
6. FILL SHALL BE COMPACTED TO PREVENT EROSION.
7. GRADING SHALL NOT BE DONE IN SUCH A WAY AS TO DIVERT WATER ONTO THE PROPERTY OF ANOTHER LANDOWNER.
8. SEDIMENT IN RUNOFF WATER SHALL BE TRAPPED USING SILT TRAPS, DITCH CHECKS OR OTHER ACCEPTABLE DEVICES UNTIL THE DISTURBED AREAS ARE STABILIZED.
9. EXCAVATION AND FILL SHALL NOT ENDANGER ADJOINING PROPERTY.
10. COVER OVER CULVERTS SHALL BE 1' MINIMUM.

SEDIMENT AND EROSION CONTROL NOTES

1. ALL SEDIMENT AND EROSION CONTROL MEASURES ARE TO BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE "WV EROSION AND SEDIMENT CONTROL BEST MANAGEMENT PRACTICE MANUAL 2006" (HTTP://WWW.WVDEP.ORG/DWWM/STORMWATER/BMP/INDEX.HTML).
2. AREAS OF DEVELOPMENT SHALL BE PLANNED IN PHASES AND STAGES TO MINIMIZE EXPOSURE TO DISTURBED GROUND. GRADING SHALL BE COMPLETED AS SOON AS POSSIBLE AFTER IT HAS BEGUN.
3. INSPECTIONS ARE TO BE PERFORMED EVERY 4 DAYS AND WITHIN 24 HOURS OF RAIN EVENTS OF 0.25" OR GREATER. PERFORM MAINTENANCE OF ALL SEDIMENT CONTROL MEASURES TO INSURE EFFECTIVE SEDIMENT CONTROL.
4. ALL SEDIMENT AND EROSION CONTROL MEASURES SHALL REMAIN IN PLACE UNTIL FINAL STABILIZATION IS ESTABLISHED.
5. ALL AREAS NOT COVERED BY PAVEMENT OR MULCH SHALL BE SEEDED USING PERMANENT SEED MIXTURE SHOWN ON THIS SHEET.
6. THE WVDEP AND CITY OF MARTINSBURG RESERVE THE RIGHT TO REQUIRE ADDITIONAL SEDIMENT AND EROSION CONTROL MEASURES DURING THE CONSTRUCTION OF THIS PROJECT.
7. EXCEPT AS NOTED BELOW, STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS PRACTICABLE IN PORTIONS OF THE SITE WHERE CONSTRUCTION ACTIVITIES HAVE TEMPORARILY OR PERMANENTLY CEASED, BUT IN NO CASE MORE THAN FOUR DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS PERMANENTLY CEASED.
   - WHERE THE INITIATION OF STABILIZATION MEASURES BY THE SEVENTH DAY AFTER CONSTRUCTION ACTIVITY TEMPORARILY OR PERMANENTLY CEASES IS PRECLUDED BY SNOW COVER, STABILIZATION MEASURES SHALL BE INITIATED AS SOON AS CONDITIONS ALLOW.
   - WHERE CONSTRUCTION ACTIVITY WILL RESUME ON A PORTION OF THE SITE WITHIN 14 DAYS FROM WHEN ACTIVITIES CEASED, (E.G., THE TOTAL TIME PERIOD THAT CONSTRUCTION ACTIVITY IS TEMPORARILY HALTED IS LESS THAT 21 DAYS) THEN STABILIZATION MEASURES DO NOT HAVE TO BE INITIATED ON THAT PORTION OF THE SITE BY THE SEVENTH DAY AFTER CONSTRUCTION ACTIVITIES HAVE TEMPORARILY CEASED.
   - AREAS WHERE THE SEED HAS FAILED TO GERMINATE ADEQUATELY (UNIFORM PERENNIAL VEGETATIVE COVER WITH A DENSITY OF 70%) WITHIN 30 DAYS AFTER SEEDING AND MULCHING MUST BE RESEEDED IMMEDIATELY, OR AS SOON AS WEATHER CONDITIONS ALLOW.
8. THE DEVELOPER SHALL REQUEST THAT THE CITY OF MARTINSBURG PLANNING DEPARTMENT APPROVE THE WORK COMPLETED IN ACCORDANCE WITH THE APPROVED EROSION AND SEDIMENT CONTROL PLAN, THE GRADING PERMIT, AND THE STORMWATER MANAGEMENT ORDINANCE.

SEED BED PREPARATION

1. LIMIT PREPARATION TO AREAS WHICH WILL BE IMMEDIATELY SEEDED.
2. LOOSEN TOPSOIL OF LAWN AREAS TO MINIMUM DEPTH OF 4". REMOVE STONES OVER 1" IN ANY DIMENSION AND STICKS, ROOTS, RUBBISH, AND EXTRANEOUS MATTER.
3. GRADE LAWN AREAS TO A SMOOTH, FREE DRAINING EVEN SURFACE WITH A LOOSE, MODERATELY COARSE TEXTURE. ROLL AND RAKE, REMOVE RIDGES, AND FILL DEPRESSIONS AS REQUIRED TO DRAIN.
4. APPLY LIMESTONE, AT RATE SHOWN IN PERMANENT SEED MIXTURE. DISTRIBUTE EVENLY BY MACHINE AND INCORPORATE THOROUGHLY INTO TOPSOIL.
5. APPLY FERTILIZER AT RATE SHOWN IN PERMANENT SEED MIXTURE.
6. APPLY FERTILIZERS BY MECHANICAL ROTARY OR DROP TYPE DISTRIBUTOR, THOROUGHLY AND EVENLY INCORPORATED WITH SOIL TO A DEPTH OF 3" BY DISKING OR OTHER APPROVED METHOD. FERTILIZE AREAS INACCESSIBLE TO POWER EQUIPMENT WITH HAND TOOLS AND INCORPORATE INTO SOIL.
7. RESTORE PREPARED AREAS TO SPECIFIED CONDITION IF ERODED, SETTLED, OR OTHERWISE DISTURBED AFTER FINE GRADING AND PRIOR TO SEEDING.
8. SEED IMMEDIATELY AFTER PREPARATION OF BED.
9. PERFORM SEEDING OPERATIONS WHEN SOIL IS DRY AND WHEN WINDS DO NOT EXCEED 5 MILES PER HOUR VELOCITY.
10. APPLY SEED WITH A ROTARY OR DROP TYPE DISTRIBUTOR. INSTALL SEED EVENLY BY SOWING EQUAL QUANTITIES IN 2 DIRECTIONS, AT RIGHT ANGLES TO EACH OTHER.
11. SOW GRASS SEED AT RATE SHOWN IN PERMANENT SEED MIXTURE.
12. AFTER SEEDING, RAKE OR DRAG SURFACE OF SOIL LIGHTLY TO INCORPORATE SEED INTO TOP 1/8" OF SOIL. ROLL WITH LIGHT LAWN ROLLER.
13. PLACE STRAW MULCH ON SEEDED AREAS WITHIN 24 HOURS AFTER SEEDING.
14. PLACE STRAW MULCH UNIFORMLY IN A CONTINUOUS BLANKET AT THE RATE OF 1-1/2 TONS PER ACRES.
15. ANCHOR STRAW MULCH WITH ASPHALTIC EMULSION BINDER APPLIED UNIFORMLY AT A RATE OF NOT LESS THAN 200 GAL. PER ACRES.
16. PROTECT BUILDINGS, PAVING, PLANTINGS, AND ALL NONSEEDED AREAS FROM ASPHALTIC EMULSION OVER-SPRAY.
17. IF CONSTRUCTION IS COMPLETED BETWEEN OCT. AND MARCH 15, STABILIZE ALL DISTURBED AREAS WITH STRAW MULCH APPLIED AT 3 TON/AC. SEEDING TO TAKE PLACE IN THE SPRING USING THE PERMANENT SEEDING MIXTURE SHOWN HEREON.

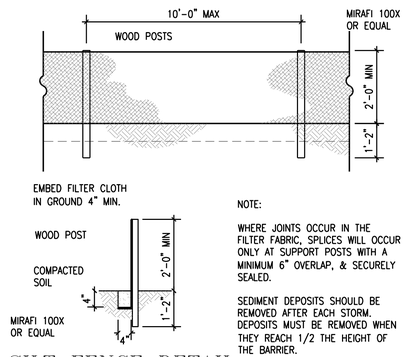
SEEDING NOTES

1. PERMANENT SEEDING MIXTURE

SEED: KY 31 FESCUE	45 LB/AC
RED FESCUE	20 LB/AC
KY BLUEGRASS	25 LB/AC
WHITE DUTCH CLOVER	5 LB/AC
FERTILIZER:	RATE DETERMINED BY SOIL TEST
MULCH:	1.5 TONS STRAW PER ACRES
ASPHALT:	SS-1 OR EQUIVALENT 150 GAL. PER ACRES
	(20 LBS./ACRES CROWN VETCH WILL BE ADDED
	TO ABOVE SEEDING MIXTURE TO STABILIZE CRITICAL AREAS)
LIME:	RATE DETERMINED BY SOIL TEST

2. TEMPORARY SEEDING MIXTURE
   SEED: ANNUAL RYEGRASS (LOLIUM MULTIFLORUM) 40 LB/AC OR
   (FEB 16 – MAY 15 & AUG 1 – NOV 1)
   OR – WINTER RYE (SECALE CEREALE) 170 LB/AC (AUG 15 – FEB 28)
   OR – WINTER WHEAT (TRITICUM AESTIVUM 180 LB/AC (AUG 15 – FEB 28)
   OR – JAPANESE MILLET (ECHINOCHLOA CRUSGALLI) 30 LB/AC (MAY 15 – AUG 15)
   MULCH: 1.5 TONS STRAW PER ACRE
   ASPHALT: SS-1 OR EQUIVALENT 150 GAL. PER ACRE
3. SEED DATES
   MARCH 1ST – JUNE 15TH
   AUGUST 15TH – SEPTEMBER 15TH

ALL AREAS SHALL BE PERMANENTLY SEEDED AND MULCHED WITHIN FOUR (4) DAYS OF REACHING FINAL GRADE. IF IN SEEDING SEASON, OTHERWISE TEMPORARY SEEDING REQUIREMENTS SHALL BE MET. ALL AREAS SEEDED WITH A TEMPORARY MIXTURE WILL RECEIVE A PERMANENT SEED MIXTURE DURING THE FIRST GROWING SEASON FOLLOWING THE FINISHED GRADING. AREAS WITH PERMANENT SLOPES OF 2:1 OR GREATER SHALL BE STABILIZED USING CROWN VETCH, AS PER THE REQUIREMENTS OF STANDARD AND SPECIFICATIONS FOR CRITICAL AREAS STABILIZATION (WITH GROUND COVERS, VINES, SHRUBS, AND TREES).

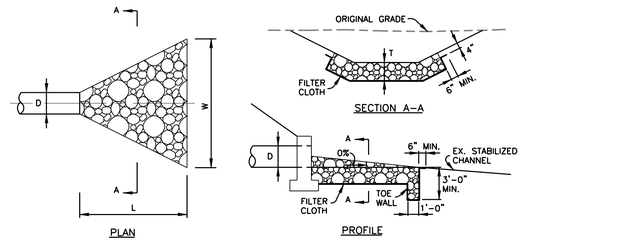


NOTE:

WHERE JOINTS OCCUR IN THE FILTER FABRIC, SPLICES WILL OCCUR ONLY AT SUPPORT POSTS WITH A MINIMUM 6" OVERLAP, & SECURELY SEALED.

SEDIMENT DEPOSITS SHOULD BE REMOVED AFTER EACH STORM. DEPOSITS MUST BE REMOVED WHEN THEY REACH 1/2 THE HEIGHT OF THE BARRIER.

SILT FENCE DETAIL
NO SCALE

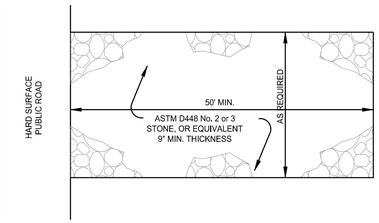


	OUTFALL 1
L	10'
T	8"
W	8'
D50	4"

NOTES:

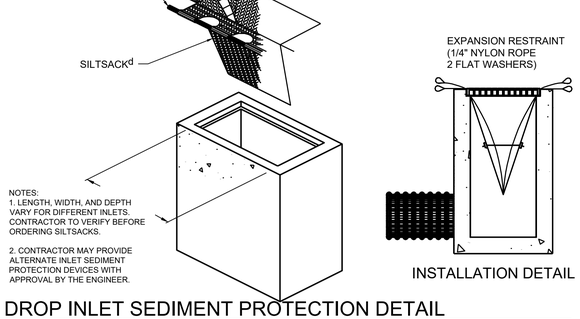
1. RIPRAP STONE SHALL CONFORM TO SECTION 704.2 OF THE WVDOH SPECIFICATIONS.
2. FILTER CLOTH SHALL CONFORM TO SECTION 715.11.6 OF THE WVDOH SPECIFICATIONS.

RIPRAP OUTLET PROTECTION DETAIL
NOT TO SCALE



1. STONE SIZE - USE 2" STONE, OR RECLAIMED OR RECYCLED CONCRETE EQUIVALENT.
2. LENGTH - AS REQUIRED BUT NOT LESS THAN 100 FEET
3. THICKNESS - NOT LESS THAN (6) INCHES
4. WIDTH - TEN (10) FOOT MINIMUM, BUT NOT LESS THAN THE FULL WIDTH AT POINTS WHERE INGRESS OR EGRESS OCCURS.
5. FILTER CLOTH - WILL BE PLACED OVER THE ENTIRE AREA PRIOR TO PLACING OF STONE.
6. SURFACE WATER - ALL SURFACE WATER FLOWING OR DIVERTED TOWARD CONSTRUCTION ENTRANCES SHALL BE PIPED ACROSS THE ENTRANCE. IF PIPING IS IMPRACTICAL, A MOUNTABLE BERM WITH 5:1 SLOPES WILL BE PERMITTED.
7. MAINTENANCE - THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONES AS CONDITIONS DEMAND AND REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT. ALL SEDIMENT SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC RIGHTS-OF-WAY MUST BE REMOVED IMMEDIATELY.
8. WASHING - WHEELS SHALL BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO PUBLIC RIGHTS-OF-WAY WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH STONE AND WHICH DRAINS INTO AN APPROVED SEDIMENT TRAPPING DEVICE
9. PERIODIC INSPECTION AND NEEDED MAINTENANCE SHALL BE PROVIDED AFTER EACH RAIN.

STABILIZED CONSTRUCTION ENTRANCE DETAIL
NOT TO SCALE

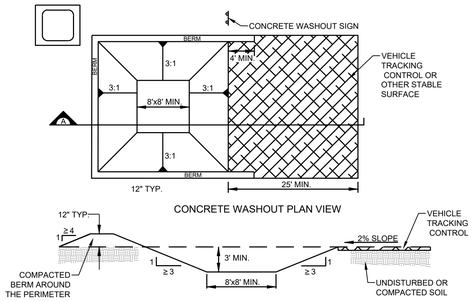


NOTES:
1. LENGTH, WIDTH, AND DEPTH VARY FOR DIFFERENT INLETS. CONTRACTOR TO VERIFY BEFORE ORDERING SILTSACKS.

2. CONTRACTOR MAY PROVIDE ALTERNATE INLET SEDIMENT PROTECTION DEVICES WITH APPROVAL BY THE ENGINEER.

INSTALLATION DETAIL

DROP INLET SEDIMENT PROTECTION DETAIL
NOT TO SCALE



CONCRETE WASHOUT AREA
NO SCALE

ALPHA ASSOCIATES, INC.
535 WEST KING STREET
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PHONE: 304-264-0051
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www.thinkALPHAfirst.com

PRELIMINARY LAND DEVELOPMENT PLAN
FOR
TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING
RENOVATIONS & MULTI PURPOSE BUILDING

OWNER/DEVELOPER:
TRI-STATE INVESTMENT PROPERTIES, LLC

ADDRESS:
PO BOX 1,
KEARNEYSVILLE, WV 25430

PHONE:
410-206-4791

ATTN:
CHRISTOPHER HILL

REVISIONS

No.	ITEM	DATE

PROJ. NO.: 2404040.00
DATE: 12-04-2024
SHEET NO.:

C301

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SITE PLAN
FOR
TRI STATE IMPROVEMENTS INDOOR PLAYGROUND
BUILDING RENOVATION & MULTI PURPOSE BUILDING

CHARLES TOWN CORP. T.M. 15 PARS. 9.26 & 9.27, PB 20 PG 92
JEFFERSON COUNTY, WEST VIRGINIA

E AND S CONTROL DETAILS

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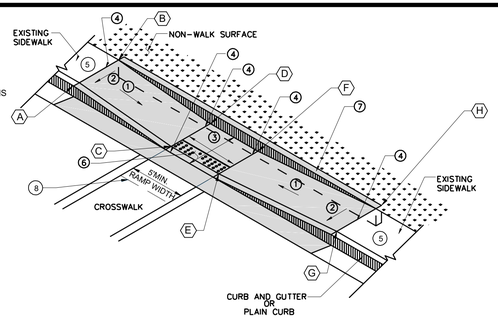
LEGEND

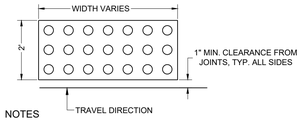
1. 8.33% (12:1) MAXIMUM RAMP SLOPE INCLUDING CONSTRUCTION TOLERANCE SLOPE OF RAMP SHALL CARRY THROUGH TO FACE OF CURB
2. CROSS SLOPE: 2.00% MAXIMUM INCLUDING CONSTRUCTION TOLERANCE
3. CURB RAMPS REQUIRE A (5'-0") MINIMUM TURNING SPACE WHERE PEDESTRIANS PERFORM TURNING MANEUVERS WITH A MAXIMUM CROSS SLOPE OF 2% AND LONGITUDINAL SLOPE MATCHING ROADWAY
4. GRADE BREAK REQUIRED TO BE FLUSH (0") AND PERPENDICULAR TO PEDESTRIAN PATH OF TRAVEL
5. IF SIDEWALK IS EXISTING AND NON-COMPLIANT SEE "TRANSITION TO EXISTING NON-COMPLIANT SIDEWALK" DETAIL SHEET 12
6. DETECTABLE WARNING SURFACE SEE "DETECTABLE WARNING SURFACE (DWS)" DETAIL SHEET 11
7. CURB WALL OR CHEEK WALL AS DICTATED BY FIELD CONDITIONS. SEE "EXISTING ADJACENT SURFACE TRANSITION" DETAIL SHEET 13
8. CLEAR SPACE - WIDTH OF CURB RAMP AND EXTENDING 4' MINIMUM
9. 3/4" CHAMFER EDGE

PAY LIMITS FOR CURB RAMPS (EXCLUDING DWS)



TYPE III RAMP

NOT TO SCALE



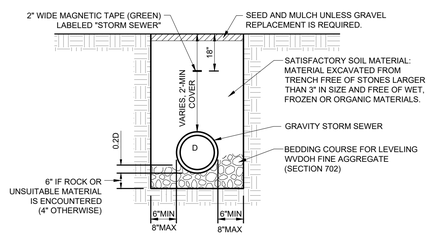
NOTES

DETECTABLE WARNING SURFACES SHALL EXTEND ACROSS THE FULL WIDTH OF THE CURB RAMP, LANDING OR TRANSITION.

DOMES SHALL BE ALIGNED IN THE PREDOMINANT DIRECTION OF THE CURB RAMP

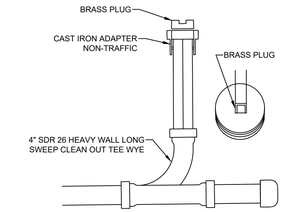
DETECTABLE WARNING SURFACE DETAIL

NOT TO SCALE



STORM SEWER TRENCH DETAIL

NOT TO SCALE



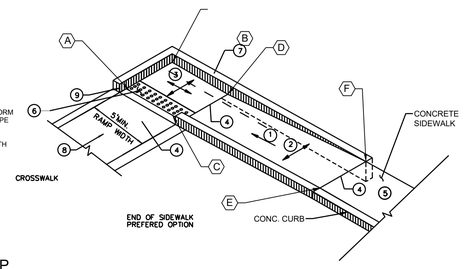
TYPICAL CLEAN-OUT DETAIL

NOT TO SCALE

RAMP ELEVATIONS								
	ELEV. A	ELEV. B	ELEV. C	ELEV. D	ELEV. E	ELEV. F	ELEV. G	ELEV. H
RAMP 1	495.39'	495.45'	494.89'	494.95'	494.89'	494.95'	495.39'	495.45'
RAMP 2	495.39'	495.45'	494.89'	494.95'	494.89'	494.95'	495.39'	495.45'
RAMP 3	494.35'	494.43'	494.36'	494.44'	494.80'	494.88'	- -	- -
RAMP 4	495.61'	495.81'	495.20'	495.40'	495.20'	495.40'	495.61'	495.81'

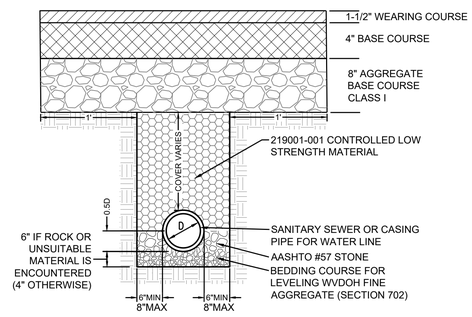
LEGEND

1. 8.33% (12:1) MAXIMUM RAMP SLOPE INCLUDING CONSTRUCTION TOLERANCE SLOPE OF RAMP SHALL CARRY THROUGH TO FACE OF CURB
2. CROSS SLOPE: 2.00% MAXIMUM INCLUDING CONSTRUCTION TOLERANCE
3. CURB RAMPS REQUIRE A (5'-0") MINIMUM TURNING SPACE WHERE PEDESTRIANS PERFORM TURNING MANEUVERS WITH A MAXIMUM CROSS SLOPE OF 2% AND LONGITUDINAL SLOPE MATCHING ROADWAY
4. GRADE BREAK REQUIRED TO BE FLUSH (0") AND PERPENDICULAR TO PEDESTRIAN PATH OF TRAVEL
5. IF SIDEWALK IS EXISTING AND NON-COMPLIANT SEE "TRANSITION TO EXISTING NON-COMPLIANT SIDEWALK" DETAIL SHEET 12
6. DETECTABLE WARNING SURFACE SEE "DETECTABLE WARNING SURFACE (DWS)" DETAIL ON THIS SHEET
7. CURB WALL OR CHEEK WALL AS DICTATED BY FIELD CONDITIONS.
8. CLEAR SPACE - WIDTH OF CURB RAMP AND EXTENDING 4' MINIMUM
9. 3/4" CHAMFER EDGE



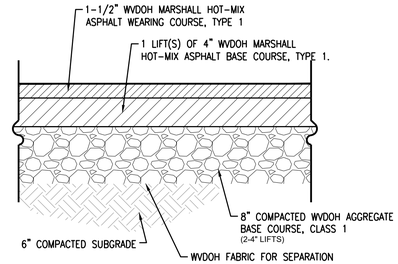
WVDOH TYPE IIIA OPTION 1 HANDICAP RAMP

NOT TO SCALE



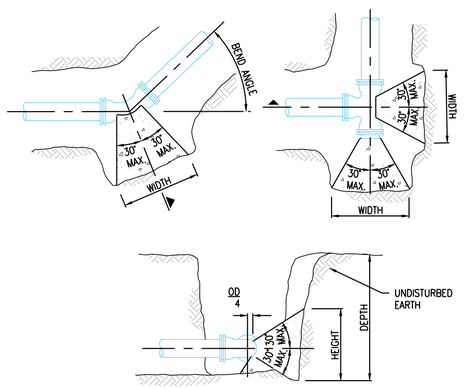
ASPHALT REPAIR AND TRENCH DETAIL

NOT TO SCALE



BITUMINOUS PAVEMENT DETAIL

NOT TO SCALE



BEARING AREAS ARE BASED ON 200 PSI TEST PRESSURE, A SOIL RESISTANCE OF 1500 PSF, AND A SAFETY FACTOR OF 1.5 IF WEAK (LESS THAN 1500 PSF RESISTANCE) SOIL POCKETS ARE ENCOUNTERED, INCREASE THE BEARING AREAS SHOWN TO PREVENT MOVEMENT UNDER TEST OR OPERATING PRESSURES.

PIPE SIZE	MINIMUM BEARING AREA (S.F.) = WIDTH x DEPTH				HYD, TEE, CAP, VALVE, PLUG
	90° BEND	45° BEND	22-1/2° BEND	11-1/4° BEND	
2"	3	2	1	1	2
3"	3	2	1	1	2
4"	4	2	2	1	3
6"	7	4	3	2	5
8"	12	7	4	3	8
10"	19	11	6	4	13
12"	26	15	8	5	18

NOTES:
1. BEARING SURFACE SHALL BE PLACED AGAINST UNDISTURBED SOIL. WHERE THIS IS NOT POSSIBLE, COMPACT FILL BETWEEN BEARING SURFACE AND UNDISTURBED SOIL.
2. BLOCK HEIGHT SHALL NOT EXCEED 1/2 OF THE TOTAL DEPTH TO THE BOTTOM OF THE BLOCK, BUT NOT LESS THAN THE PIPE DIAMETER.
3. BLOCK WIDTH SHALL BE 1 TO 2 TIMES THE BLOCK HEIGHT.
4. PROVIDE CLEARANCE FOR BOLT REMOVAL.
5. ALL FITTINGS FOR 4" PIPE OR GREATER SHALL ALSO INCLUDE EBAA IRON, INC. OR FORD MECHANICAL JOINT RESTRAINTS OR EQUAL. THESE SHALL BE INCIDENTAL TO THE ITEMS OF WORK FOR WHICH THESE ARE REQUIRED.
6. THRUST BLOCKING SHALL BE INCIDENTAL.

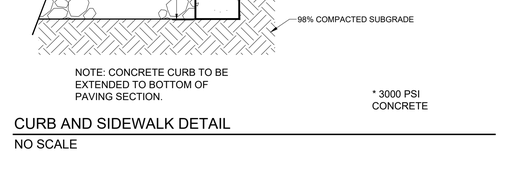
WATER LINE HORIZONTAL THRUST BLOCKING DETAIL

TYPE 1 - 6" BOLLARD DETAIL

NOT TO SCALE

4' OR LESS SEGMENTAL RETAINING WALL

SCALE : 3/8" = 1'-0"

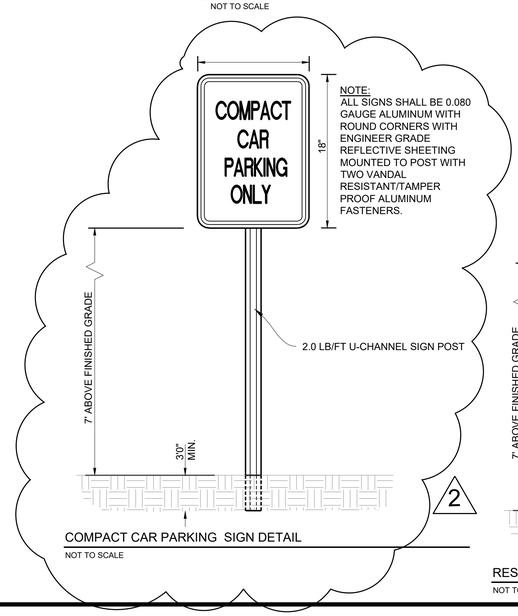


NOTE: CONCRETE CURB TO BE EXTENDED TO BOTTOM OF PAVING SECTION.

* 3000 PSI CONCRETE

CURB AND SIDEWALK DETAIL

NO SCALE



COMPACT CAR PARKING SIGN DETAIL

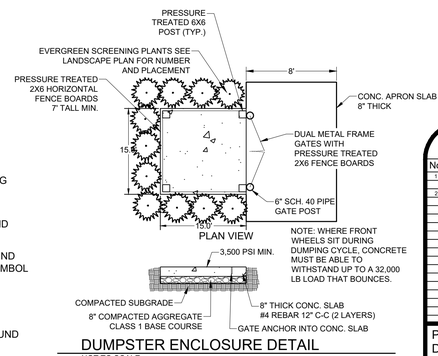
NOT TO SCALE

RESIDENTIAL SIGN DETAIL

NOT TO SCALE

ADA PARKING SIGN ASSEMBLY

NOT TO SCALE



DUMPSTER ENCLOSURE DETAIL

NOT TO SCALE

ALPHA ASSOCIATES, INC.
535 WEST KING STREET
MARTINSBURG, WV 25401
PHONE: 304-264-0051
FAX: 304-264-0707
www.thinkALPHAfirst.com

PRELIMINARY LAND DEVELOPMENT PLAN

FOR

TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING
RENOVATIONS & MULTI PURPOSE BUILDING

OWNER/DEVELOPER:
TRI-STATE INVESTMENT PROPERTIES, LLC

ADDRESS:
PO BOX 1,
KEARNEYSVILLE, WV 25430

PHONE:
410-206-4791

ATTN:
CHRISTOPHER HILL

REVISIONS

No.	ITEM	DATE
1	ADD RESIDENTIAL PARKING SIGN	12-12-24
2	ADD COMPACT CAR PARKING SIGN	12-19-24

PROJ. NO.: 2404040.00
DATE: 12-04-2024
SHEET NO.:

C500

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SITE PLAN

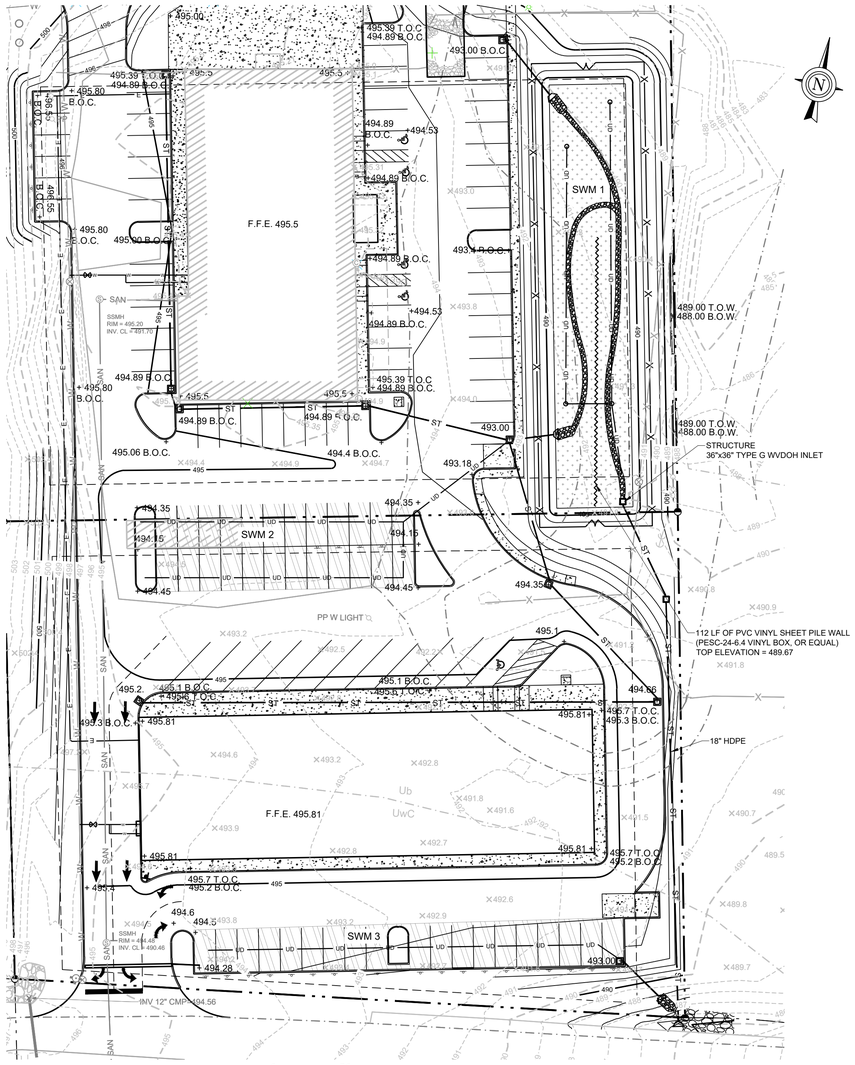
FOR

TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING RENOVATION & MULTI PURPOSE BUILDING

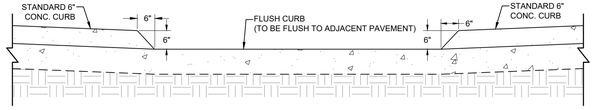
CHARLES TOWN CORP. T.M. 15 PARS. 9.26 & 9.27, PB 20 PG 92
JEFFERSON COUNTY, WEST VIRGINIA

DETAILS

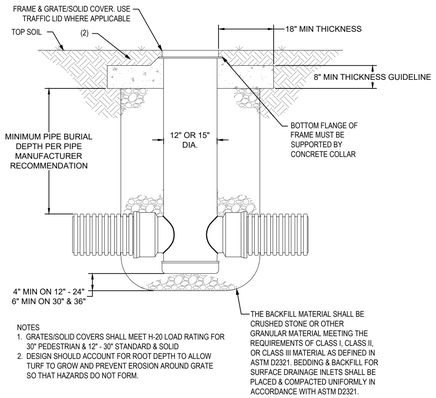
z:\projects\2024_jobs\2404040\00\drawings\civil\current\construction\c500.dwg, jfrazee
12/19/2024



PLAN VIEW
1" = 30'



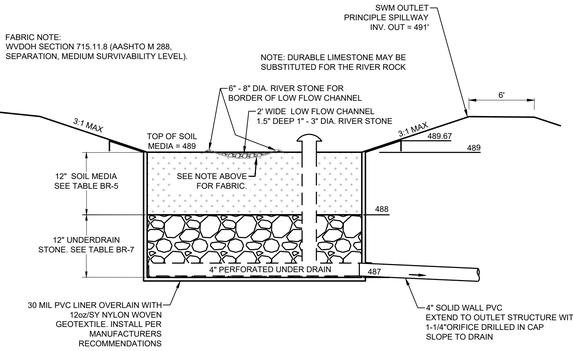
FLUSH MOUNTED CURB OPENING DETAIL
NOT TO SCALE



NOTES
1. GRATES/SOLID COVERS SHALL MEET H-20 LOAD RATING FOR 30" PEDESTRIAN & 12" - 30" STANDARD & SOLID
2. DESIGN SHOULD ACCOUNT FOR ROOT DEPTH TO ALLOW TURF TO GROW AND PREVENT EROSION AROUND GRATE SO THAT HAZARDS DO NOT FORM.

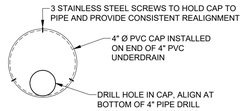
THE BACKFILL MATERIAL SHALL BE CRUSHED STONE OR OTHER GRANULAR MATERIAL MEETING THE REQUIREMENTS OF CLASS I, CLASS II, OR CLASS III MATERIAL AS DEFINED IN ASTM D2321. BEDDING & BACKFILL FOR SURFACE DRAINAGE INLETS SHALL BE PLACED & COMPACTED UNIFORMLY IN ACCORDANCE WITH ASTM D2321.

NYLOPLAST TURF TRAFFIC INSTALLATION
NOT TO SCALE

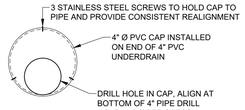


NOTE: WOVEN GEOTEXTILE MAY BE ELIMINATED IF STONE IS PLACED WITH OVERHEAD EQUIPMENT (BACKHOE) OR HAND SHOVELED.

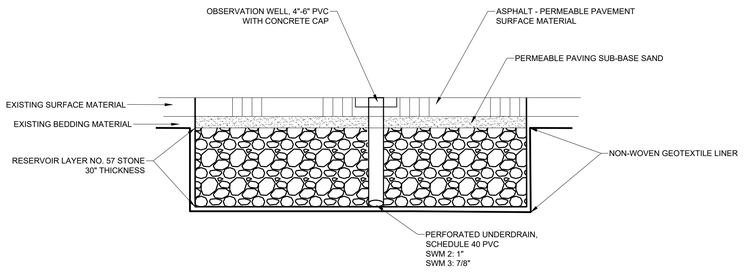
SWM 1 TYPICAL SECTION
NOT TO SCALE



BASIN 1 DRILLED PVC ENDCAP DETAIL
NOT TO SCALE



BASIN 2 DRILLED PVC ENDCAP DETAIL
NOT TO SCALE



SWM 2 & SWM 3 OF PERMEABLE PAVEMENT TYPICAL SECTION
NOT TO SCALE

BR-5 SOIL MEDIA CRITERIA AND TESTING FOR BIORETENTION

SOIL MEDIA CRITERION	DESCRIPTION	STANDARDS
GENERAL COMPOSITION	SOIL MEDIA MUST HAVE THE PROPER PROPORTIONS SAND, FINES, AND ORGANIC MATTER TO PROMOTE PLANT GROWTH, DRAIN AT THE PROPER RATE, AND FILTER POLLUTANTS.	70% - 80% SAND; 8% - 26% TOP SOIL; 3% - 5% ORGANIC MATTER (AGED COMPOST)
SAND	SILICA BASED COARSE AGGREGATE LOCALLY-APPROVED PULVERIZED GLASS MAY BE SUBSTITUTED IF THE LOCAL AUTHORITY UNDERTAKES TESTING TO VERIFY COMPLIANCE WITH THE SPECIFICATION AND ALSO LACK OF HEAVY MATERIALS	SIEVE / SIZE / % PASSING 3 IN / 9.5MM / 100 NO. 4 / 4.75MM / 95-100 NO. 8 / 2.36MM / 80-100 NO 16 / 1.18MM / 45-85 NO. 30 / 0.6MM / 15-60 NO. 50 / 0.3MM / 3-15 NO. 100 / 0.15MM / 0-4
TOP SOIL	LOAMY SAND OR SANDY LOAM	USDA TEXTURAL TRIANGLE
ORGANIC MATTER	WELL AGED, CLEAN COMPOST	APPENDIX D
P-INDEX OR PHOSPHORUS (P) CONTENT	SOIL MEDIA WITH HIGH P LEVELS WILL EXPORT P THROUGH THE MEDIA AND POTENTIALLY TO DOWNSTREAM CONVEYANCES OR RECEIVING WATERS EFFECTIVE PARTICAL SIZE (D10 > 0.3MM	P CONTENT = 7 TO 23 MG/KG
CATION EXCHANGE CAPACITY (CEC)	THE CEC IS DETERMINED BY THE AMOUNT OF HUMUS OR ORGANIC MATTER. HIGHER CEC WILL PROMOTE POLLUTANT REMOVAL	UNIFORMITY COEFFIECIENT (D60/D10) < 4.0 CEC > 10 MILLIEQUIVALENTS PER 100 GRAMS
INFILTRATION RATE	THIS REFERS TO THE INFILTRATION OF THE SOIL MEDIA, AND NOT THE UNDERLYING SOIL. A MINIMUM RATE IS REQUIRED TO ALLOW THE SOIL MEDIA TO PROPERLY DRAIN.	MINIMUM INFILTRATION RATE = 1-2 INCHES/HOUR (MOST SOIL MEDIA WILL HAVE MUCH HIGHER RATES)
SOIL MEDIA DEPTH	THE DEPTH OF SOIL MEDIA FOR VARIOUS APPLICATIONS	SEE DETAILS FOR DEPTH

BR-9 MAINTENANCE TASKS FOR BIORETENTION PRACTICES

MAINTENANCE TASKS	
• FOR THE FIRST 6 MONTHS FOLLOWING CONSTRUCTION, THE PRACTICE AND DRAINAGE AREA SHOULD BE INSPECTED AT LEAST TWICE AFTER STORM EVENTS THAT EXCEED 0.25" OF RAINFALL. CONDUCT ANY NEEDED REPAIRS OR STABILIZATION. • INSPECTORS SHOULD LOOK FOR BARE OR ERODING AREAS IN THE DRAINAGE AREA OR AROUND THE BIORETENTION AREA, AND MAKE SURE THEY ARE IMMEDIATELY STABILIZED. • ONE-TIME, SPOT FERTILIZATION MAY BE NEEDED FOR INITIAL PLANTINGS. • WATERING IS NEEDED ONCE A WEEK DURING THE FIRST 2 MONTHS, AND THEN AS NEEDED DURING FIRST GROWING SEASON (APRIL-OCTOBER), DEPENDING ON RAINFALL). • REMOVE AND REPLACE DEAD PLANTS. UP TO 10% OF THE PLANT STOCK MAY DIE OFF IN THE FIRST YEAR, SO CONSTRUCTION CONTRACTS SHOULD INCLUDE A CARE AND REPLACEMENT WARRANTY TO ENSURE THAT VEGETATION IS PROPERLY ESTABLISHED AND SURVIVES DURING THE FIRST GROWING SEASON FOLLOWING CONSTRUCTION.	UPON ESTABLISHMENT
• MOWING OF GRASS FILTER STRIPS AND BIORETENTION WITH TURF COVER. • CHECK CURB CUTS AND INLETS FOR ACCUMULATED GRIT, LEAVES, AND DEBRIS THAT MAY BLOCK INFLOW.	AT LEAST 4 TIMES A YEAR
• SPOT WEEDING, TRASH REMOVAL, AND MULCH RAKING	TWICE DURING GROWING SEASON
• ADD REINFORCEMENT PLANTING TO MAINTAIN THE DESIRED VEGETATION DENSITY. • REMOVE INVASIVE PLANTS USING RECOMMENDED CONTROL METHODS. • REMOVE ANY DEAD OR DISEASED PLANTS. • STABILIZE THE DRAINAGE AREA TO PREVENT EROSION.	AS NEEDED
• CONDUCT A MAINTENANCE INSPECTION • SUPPLEMENT MULCH IN DEVOID AREAS TO MAINTAIN A 3 INCH LAYER. • PRUNE TREES AND SHRUBS. • REMOVE SEDIMENT IN PRE-TREATMENT CELLS AND INFLOW POINTS.	ANNUALLY
• REMOVE AND REPLACE THE MULCH LAYER.	ONCE EVERY 2 TO 3 YEARS

BR-7 MATERIALS SPECIFICATIONS

MATERIAL	SPECIFICATION	NOTES
FILTER MEDIA	• 70%-88% SAND • 8%-26% TOP SOIL • 3%-5% ORGANIC MATTER IN THE FORM OF LEAF COMPOST • SUPPLIED BY QUALIFIED VENDOR • REFER TO TABLE BR-5 FOR SPECIFIC MEDIA MATERIAL COMPOSITION	SEE DETAILS FOR DEPTH. THE VOLUME OF FILTER MEDIA USED SHOULD BE BASED ON 110% OF THE PLAN VOLUME, TO ACCOUNT FOR SETTLING OR COMPACTION.
FILTER MEDIA TESTING	BETWEEN 7 AND 21 MG./KG. OF P IN THE SOIL MEDIA. CECs GREATER THAN 10	QUALIFIED VENDORS SHOULD TEST MEDIA IN BATCHES.
MULCH LAYER	USE AGED, SHREDDED HARDWOOD BARK MULCH.	LAY A 3 IN. LAYER ON THE SURFACE OF THE FILTER BED.
CHOKING LAYER	LAYER OF CHOKER STONE (TYPICALLY NO. 8 OR NO. 89 WASHED GRAVEL) WHICH IS LAID OVER THE UDNERDRAIN STONE AT A DEPTH OF 1 IN. OF CHOKER STONE FOR EVERY 1 FT. OF OVERLYING SOIL MEDIA. AN ALTERNATIVE IS NEEDLE-PUNCHED, NON-WOVEN GEOTEXTILE WITH THE FLOW RATE > 110 GAL./MIN./SQ.FT. (ONLY IF STONE CHOKING LAYER CANNOT FIT INTO THE PRACTICE)	
UNDERDRAIN STONE	1 IN. DIAMETER STONE SHOULD BE DOUBLE WASHED AND CLEAN AND FREE OF ALL FINES. (E.G. ASTM D448 NO. 57 STONE).	SEE DETAILS FOR DEPTH.
IMPERMEABLE LINER	USE A THIRTY MIL (MINIMUM) PVC GEOMEMBRANE LINER COVERED BY 8 TO 12 OZ/SQ.YD. NON-WOVEN GEOTEXTILE.	
UNDERDRAINS, CLEANOUTS AND OBSERVATION WELLS	USE 4 IN. RIGID SCHEDULE 40 PVC PIPE, WITH 3 IN. PERFORATIONS AT 6 IN. ON CENTER; EACH UNDERDRAIN SHOULD BE LOCATED NO MORE THAN 20 FEET FROM THE NEXT PIPE.	LAY THE PERFORATED PIPE UNDER THE LENGTH OF THE BIORETENTION CELL, AND INSTALL NON-PERFORATED PIPE AS NEEDED TO CONNECT WITH THE STORM DRAIN SYSTEM OR TO DAYLIGHT IN A STABILIZED CONVEYANCE. INSTALL TS AND Y'S AS NEEDED. DEPENDING ON THE UNDERDRAIN CONFIGURATION, EXTEND CLEANOUT PIPES TO THE SURFACE WITH VENTED CAPS AT THE T'S AND Y'S
PLANT MATERIALS	SEE SECTION BR-4.17	ESTABLISH PLANT MATERIALS AS SPECIFIED IN THE LANDSCAPING PLAN AND THE RECOMMENDED PLANT LIST.

BIORETENTION SPECIFICATIONS

1. MATERIAL SPECIFICATIONS
   A. SOIL MEDIA SHALL MEET THE REQUIREMENTS OF TABLE BR-5 FROM THE WV STORMWATER MANAGEMENT & DESIGN GUIDANCE MANUAL, PROVIDED HEREON FOR REFERENCE.
   B. UNDERDRAIN GRAVEL SHALL MEET THE REQUIREMENTS OF TABLE BR-7 FROM THE WV STORMWATER MANAGEMENT & DESIGN GUIDANCE MANUAL, PROVIDED HEREON FOR REFERENCE.
2. COMPACTION
   A. IT IS VERY IMPORTANT TO MINIMIZE COMPACTION OF BOTH THE BASE OF THE BIORETENTION AREA AND THE REQUIRED BACKFILL. WHEN POSSIBLE, USE EXCAVATION HOES TO REMOVE ORIGINAL SOIL. IF BIORETENTION AREAS ARE EXCAVATED USING A LOADER, THE CONTRACTOR SHOULD USE WIDE TRACK OR MARSH TRACK EQUIPMENT, OR LIGHT EQUIPMENT WITH TURF TYPE TIRES. USE OF EQUIPMENT WITH NARROW TRACKS OR NARROW TIRES, RUBBER TIRES WITH LARGE LUGS, OR HIGH PRESSURE TIRES WILL CAUSE EXCESSIVE COMPACTION RESULTING IN REDUCED INFILTRATION RATES AND IS NOT ACCEPTABLE. COMPACTION WILL SIGNIFICANTLY CONTRIBUTE TO DESIGN FAILURE. COMPACTION CAN BE ALLEVIATED AT THE BASE OF THE BIORETENTION FACILITY BY USING A PRIMARY TILLING OPERATION SUCH AS A CHISEL PLOW, RIPPER, OR SUBSOILER. THESE TILLING OPERATIONS ARE TO REFRACTURE THE SOIL PROFILE THROUGH THE 12 INCH COMPACTION ZONE. SUBSTITUTE METHODS MUST BE APPROVED BY THE ENGINEER. ROTOTILLERS TYPICALLY DO NOT TILL DEEP ENOUGH TO REDUCE THE EFFECTS OF COMPACTION FROM HEAVY EQUIPMENT.
   B. PRIOR TO BACKFILLING, PUMP ANY PONDED WATER BEFORE PREPARING (ROTOTILLING) BASE. BACKFILL THE TOPSOIL TO FINAL GRADE. WHEN BACKFILLING THE BIORETENTION FACILITY, PLACE SOIL IN LIFTS 12" TO 18", DO NOT USE HEAVY EQUIPMENT WITHIN THE BIORETENTION BASIN. HEAVY EQUIPMENT CAN BE USED AROUND THE PERIMETER OF THE BASIN TO SUPPLY SOILS AND SAND. GRADE BIORETENTION MATERIALS WITH LIGHT EQUIPMENT SUCH AS A COMPACT LOADER OR A DOZER/LOADER WITH MARSH TRACKS.
3. PLANT MATERIAL
   A. SURFACE OF BIORETENTION AREA SHALL BE PLANTED WITH WETLAND TYPE GRASSES SPACED 3' CENTER TO CENTER SUCH AS:
      FRINGED SEDGE, *'CAREX CRINITA'*
      SHALLOW SEDGE, *'CAREX LURIDA'*
      TUSSOCK SEDGE, *'CAREX STRICTA'*
      SOFT RUSH, *'JUNCUS EFFUSUS'*
   OR OTHER ACCEPTABLE GRASS PER THE WV SWM DESIGN GUIDANCE MANUAL.
4. PLANT INSTALLATION
   A. MULCH SHOULD BE PLACED TO A UNIFORM THICKNESS OF 2" TO 3". SHREDDED HARDWOOD MULCH IS THE ONLY ACCEPTED MULCH. PINE MULCH AND WOOD CHIPS WILL FLOAT AND MOVE TO THE PERIMETER OF THE BIORETENTION AREA DURING A STORM EVENT AND ARE NOT ACCEPTABLE. SHREDDED MULCH MUST BE WELL AGED (6 TO 12 MONTHS) FOR ACCEPTANCE.
   B. ROOT STOCK OF THE PLANT MATERIAL SHALL BE KEPT MOIST DURING TRANSPORT AND ON-SITE STORAGE. THE PLANT ROOT BALL SHOULD BE PLANTED SO 1/8" OF THE BALL IS ABOVE FINAL GRADE SURFACE. THE DIAMETER OF THE PLANTING PIT SHALL BE AT LEAST SIX INCHES LARGER THAN THE DIAMETER OF THE PLANTING BALL. SET AND MAINTAIN THE PLANT STRAIGHT DURING THE ENTIRE PLANTING PROCESS. THOROUGHLY WATER GROUND BED COVER AFTER INSTALLATION.
   C. TREES SHALL BE BRACED USING 2" BY 2" STAKES ONLY AS NECESSARY AND FOR THE FIRST GROWING SEASON ONLY. STAKES ARE TO BE EQUALLY SPACED ON THE OUTSIDE OF THE TREE BALL.
   D. GRASSES AND LEGUME SEED SHOULD BE DRILLED INTO THE SOIL TO A DEPTH OF AT LEAST ONE INCH. GRASS AND LEGUME PLUGS SHALL BE PLANTED FOLLOWING THE NON-GRASS GROUND COVER PLANTING SPECIFICATIONS.
   E. THE TOPSOIL SPECIFICATIONS PROVIDE ENOUGH ORGANIC MATERIAL TO ADEQUATELY SUPPLY NUTRIENTS FROM NATURAL CYCLING. THE PRIMARY FUNCTION OF THE BIORETENTION STRUCTURE IS TO IMPROVE WATER QUALITY. ADDING FERTILIZERS DEFEATS, OR AT A MINIMUM, IMPEDES THIS GOAL. ONLY ADD FERTILIZER IF WOOD CHIPS OR MULCH ARE USED TO AMEND THE SOIL. ROTOTILL UREA FERTILIZER AT A RATE OF 2 POUNDS PER 1000 SQUARE FEET.
5. MISCELLANEOUS
   A. THE BIORETENTION FACILITY MAY NOT BE CONSTRUCTED UNTIL ALL CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED.
6. INSPECTION
   A. THE CONTRACTOR SHALL EMPLOY A QUALIFIED INSPECTION PROFESSIONAL TO OBSERVE AND PROVIDE REPORTS ON THE FOLLOWING STAGES OF THE STORMWATER FACILITY CONSTRUCTION.
      1. DURING CONSTRUCTION OF THE FACILITY EMBANKMENT.
      2. DURING EXCAVATION TO SUBGRADE OF THE FILTRATION PRACTICE.
      3. DURING PLACEMENT AND BACKFILL OF UNDERDRAIN SYSTEMS (IF PRESENT).
      4. DURING PLACEMENT OF GEOTEXTILES AND ALL FILTER MEDIA.
      5. DURING CONSTRUCTION OF INLET AND OUTLET FACILITIES.
      6. UPON COMPLETION OF FINAL GRADING AND ESTABLISHMENT OF PERMANENT STABILIZATION.
   B. WRITTEN INSPECTION REPORTS SHALL INCLUDE (1) THE DATE & LOCATION OF INSPECTION, (2) WHETHER CONSTRUCTION WAS IN COMPLIANCE WITH THE APPROVED PLANS, (3) AND ANY VARIATIONS FROM THE APPOVED PLANS AND CONSTRUCTION SPECIFICATIONS.
7. MAINTENANCE
   A. SEE TABLE BR-9 ON THIS SHEET FOR BIORETENTION MAINTENANCE TASKS.

BR-7.2. BIORETENTION INSTALLATION GUIDELINES

THE FOLLOWING IS A TYPICAL CONSTRUCTION SEQUENCE TO PROPERLY INSTALL A BIORETENTION BASIN.

STEP 1. CONSTRUCTION OF THE BIORETENTION AREA MAY ONLY BEGIN AFTER THE ENTIRE DRAINAGE AREA HAS BEEN STABILIZED WITH VEGETATION. IT MAY BE NECESSARY TO BLOCK CERTAIN CURB OR OTHER INLETS WHILE THE BIORETENTION AREA IS BEING CONSTRUCTED. THE PROPOSED SITE SHOULD BE CHECKED FOR EXISTING UTILITIES PRIOR TO ANY EXCAVATION.

STEP 2. THE DESIGNER AND THE INSTALLER SHOULD HAVE A PRECONSTRUCTION MEETING, CHECKING THE BOUNDARIES OF THE DRAINAGE AREA AND THE ACTUAL INLET ELEVATIONS TO ENSURE THEY CONFORM TO ORIGINAL DESIGN. SINCE OTHER CONTRACTORS MAY BE RESPONSIBLE FOR CONSTRUCTING PORTIONS OF THE SITE, IT IS QUITE COMMON TO FIND SUBTLE DIFFERENCES IN SITE GRADING, DRAINAGE AND PAVING ELEVATIONS

STEP 3. TEMPORARY APPROVED EROSION AND SEDIMENT CONTROLS ARE NEEDED DURING CONSTRUCTION OF THE BIORETENTION AREA TO DIVERT STORMWATER AWAY FROM THE BIORETENTION AREA UNTIL IT IS COMPLETED. SPECIAL PROTECTION MEASURES SUCH AS EROSION CONTROL FABRICS MAY BE NEEDED TO PROTECT VULNERABLE SIDE SLOPES FROM EROSION DURING THE CONSTRUCTION PROCESS. IN CASES WHERE THE BIORETENTION IS CO-LOCATED WITH EROSION AND SEDIMENT CONTROL PRACTICES (E.G., SEDIMENT TRAPS), THE CONDITIONS NOTED IN SECTION BR-7.1 MUST BE FOLLOWED.

STEP 4. ANY PRE-TREATMENT CELLS SHOULD BE EXCAVATED FIRST AND THEN SEALED TO TRAP SEDIMENTS.

STEP 5. EXCAVATORS OR BACKHOES SHOULD WORK FROM THE SIDES TO EXCAVATE THE BIORETENTION AREA TO ITS APPROPRIATE DESIGN DEPTH AND DIMENSIONS. EXCAVATING EQUIPMENT SHOULD HAVE SCOOPS WITH ADEQUATE REACH SO THEY DO NOT HAVE TO SIT INSIDE THE FOOTPRINT OF THE BIORETENTION AREA. CONTRACTORS SHOULD USE A CELL CONSTRUCTION APPROACH IN LARGER BIORETENTION BASINS, WHEREBY THE BASIN IS SPLIT INTO 500 TO 1,000 SQ. FT. TEMPORARY CELLS WITH A 10-15 FOOT EARTH BRIDGE IN BETWEEN, SO THAT CELLS CAN BE EXCAVATED FROM THE SIDE.

STEP 6. IT MAY BE NECESSARY TO RIP THE BOTTOM SOILS TO A DEPTH OF 6 TO 12 INCHES TO PROMOTE GREATER INFILTRATION.

STEP 7. IF USING A FILTER FABRIC, PLACE THE FABRIC ON THE SIDES OF THE BIORETENTION AREA WITH A 6-INCH OVERLAP ON THE SIDES. IF AN UNDERDRAIN STONE STORAGE LAYER WILL BE USED, PLACE THE APPROPRIATE DEPTH OF NO.57 STONE ON THE BOTTOM, INSTALL THE PERFORATED UNDERDRAIN PIPE, PACK NO.57 STONE PER DETAILS ABOVE THE UNDERDRAIN PIPE. ON TOP OF THE NO.57 STONE, ADD REQUIRED LAYER OF CHOKER STONE (NO.8 OR NO.89 STONE) AS A FILTER BETWEEN THE UNDERDRAIN AND THE SOIL MEDIA LAYER.

STEP 8. DELIVER THE SOIL MEDIA FROM AN APPROVED VENDOR, AND STORE IT ON AN ADJACENT IMPERVIOUS AREA OR PLASTIC SHEETING. APPLY THE MEDIA IN 12-INCH LIFTS UNTIL THE DESIRED TOP ELEVATION OF THE BIORETENTION AREA IS ACHIEVED. WAIT A FEW DAYS TO CHECK FOR SETTLEMENT, AND ADD ADDITIONAL MEDIA, AS NEEDED, TO ACHIEVE THE DESIGN ELEVATION.

STEP 9. PREPARE PLANTING HOLES FOR ANY TREES AND SHRUBS, INSTALL THE VEGETATION, AND WATER ACCORDINGLY. INSTALL ANY TEMPORARY IRRIGATION.

STEP 10. PLACE THE SURFACE COVER IN BOTH CELLS (MULCH, RIVER STONE OR TURF), DEPENDING ON THE DESIGN. IF COIR OR JUTE MATTING WILL BE USED IN LIEU OF MULCH, THE MATTING WILL NEED TO BE INSTALLED PRIOR TO PLANTING (STEP 9), AND HOLES OR SLITS WILL HAVE TO BE CUT IN THE MATTING TO INSTALL THE PLANTS.

STEP 11. INSTALL THE PLANT MATERIALS AS SHOWN IN THE LANDSCAPING PLAN, AND WATER THEM DURING WEEKS OF NO RAIN FOR THE FIRST TWO MONTHS.

STEP 12. IF CURB CUTS OR INLETS ARE BLOCKED DURING BIORETENTION INSTALLATION, UNBLOCK THESE AFTER THE DRAINAGE AREA AND SIDE SLOPES HAVE GOOD VEGETATIVE COVER. IT IS RECOMMENDED THAT UNBLOCKING CURB CUTS AND INLETS TAKE PLACE AFTER TWO TO THREE STORM EVENTS IF THE DRAINAGE AREA INCLUDES NEWLY INSTALLED ASPHALT, SINCE NEW ASPHALT TENDS TO PRODUCE A LOT OF FINES AND GRIT DURING THE FIRST SEVERAL STORMS.

STEP 13. CONDUCT THE FINAL CONSTRUCTION INSPECTION, THEN LOG THE GPS COORDINATES FOR EACH BIORETENTION FACILITY AND SUBMIT THEM FOR ENTRY INTO THE LOCAL MAINTENANCE TRACKING DATABASE.

ALPHA ASSOCIATES, INC.
535 WEST KING STREET
MARTINSBURG, WV 25401
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www.thinkALPHAfirst.com

PRELIMINARY LAND DEVELOPMENT PLAN
FOR
TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING
RENOVATIONS & MULTI PURPOSE BUILDING

OWNER/DEVELOPER:
TRI-STATE INVESTMENT PROPERTIES, LLC

ADDRESS:
PO BOX 1,
KEARNEYSVILLE, WV 25430

PHONE:
410-206-4791

ATTN:
CHRISTOPHER HILL

REVISIONS

No.	ITEM	DATE

PROJ. NO.: 2404040.00
DATE: 12-04-2024
SHEET NO.:

C501

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SITE PLAN
FOR
TRI STATE IMPROVEMENTS INDOOR PLAYGROUND
BUILDING RENOVATION & MULTI PURPOSE BUILDING

CHARLES TOWN CORP. T.M. 15 PARS. 9.28 & 9.27, PB 20 PG 92
JEFFERSON COUNTY, WEST VIRGINIA

SWM PLANS AND DETAILS

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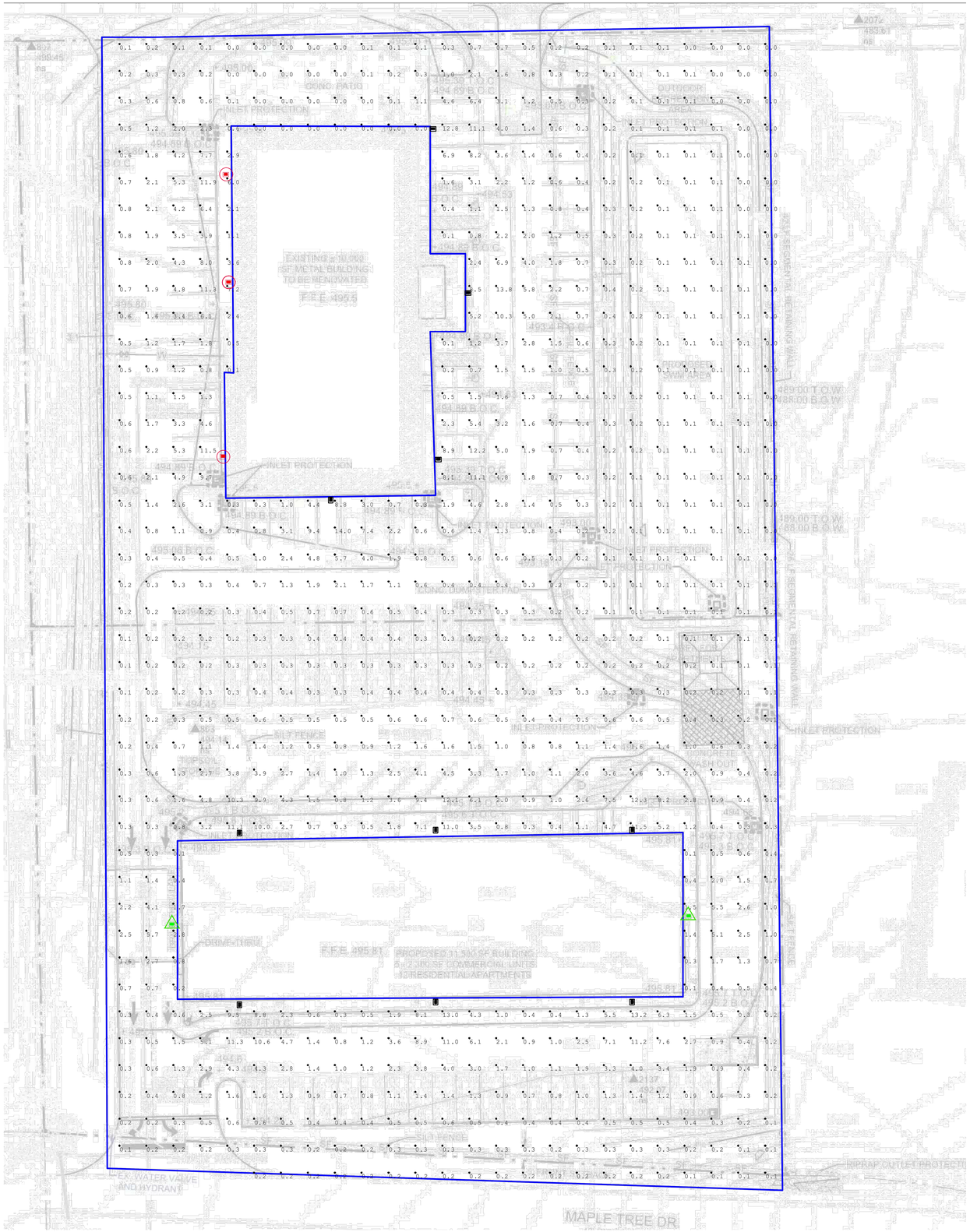

Luminaire Schedule					
Symbol	Qty	Label	Arrangement	LLF	Total Lamp Lumens
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	3	2285-LLS-WD-AWPFC-70-CC-PC_1	Single	0.800	N.A.
	10	2285-LLS-WD-AWPFC-70-CC-PC	Single	1.000	N.A.

Fixtures assigned red are set to 56w
Fixtures assigned green are set to 28w

Luminaire Location Summary		
Label	Z	Tilt
2285-LLS-WD-AWPFC-70-CC-PC_1	15	0
2285-LLS-WD-AWPFC-70-CC-PC_1	15	0
2285-LLS-WD-AWPFC-70-CC-PC_1	15	0
2285-LLS-WD-AWPFC-70-CC-PC	15	0
2285-LLS-WD-AWPFC-70-CC-PC	15	0
2285-LLS-WD-AWPFC-70-CC-PC	15	0
2285-LLS-WD-AWPFC-70-CC-PC	15	0
2285-LLS-WD-AWPFC-70-CC-PC	15	0
2285-LLS-WD-AWPFC-70-CC-PC	15	0
2285-LLS-WD-AWPFC-70-CC-PC_2	15	0
2285-LLS-WD-AWPFC-70-CC-PC_2	15	0
2285-LLS-WD-AWPFC-70-CC-PC	15	0
2285-LLS-WD-AWPFC-70-CC-PC	15	0
2285-LLS-WD-AWPFC-70-CC-PC	15	0

Calculation Summary						
Label	Units	Avg	Max	Min	Avg/Min	Max/Min
Lot_Planar	Fc	1.44	14.0	0.0	N.A.	N.A.

LED LIGHTING SUPPLY

View Product Page

28 / 42 / 56 / 70 Watt Adjustable Full Cutoff LED Architectural Wall Pack



Product Details

SKU: LLS-WD-AWPFC-70-CC-PC [C] **Web ID:** 2285

28 | 42 | 56 | 70 Watt Adjustable architectural full-cutoff wall pack produces 4760 | 6880 | 8600 | 11100 lumens at 160 lumens/watt. It has a full cut-off design for complete customizable illumination. Get excellent heat dissipation with the die-cast aluminum housing. Its impact-resistant polycarbonate lens not only protects but also helps prevent glare. Operating Voltage is 100V-277V. You can select the color temperature by changing a toggle switch. Choose 3000K or 4000K or 5000K.

This wall pack is available in either bronze or black finish.

They are IP65 Wet Location Rated ideal for outdoor use. This fixture provides a lumen output equal to 250 Watt Metal Halide. Fixture comes with a 5 year warranty. Photocell is included.

Product Specifications

Watts:	28 | 42 | 56 | 70	**Beam Angle:**	Type 4
Lumens:	4760 | 6880 | 8600 | 11100	**Optics:**	Polycarbonate Lens
Lumens/Watt:	160	**Frequency:**	50-60Hz
Replaces:	250 Watt Metal Halide	**Power Factor:**	>.90
Color Temp:	3000K | 4000K | 5000K	**THD:**	<20%
CRI:	70+	**Housing:**	Powder Coated Die-Cast Aluminum
IP Rating:	IP65	**Fixture Color:**	Black | Bronze
Voltage:	100-277V	**Mount:**	Wall
Operating Temp:	-22 degF to 113 degF	**Dimensions:**	12.35 in L X 7.39 in W X 7.1 in H
Rated Life:	50,000 (L70) Hours	**Weight:**	8.2 lbs
Dimmable:	1-10V	**Warranty:**	5 years



Joe Hawkins
Lighting Specialist

617-468-7352
jhawkins@ledlightingsupply.com
ledlightingsupply.com
Get A Lighting Plan Or Quote

ALPHA ASSOCIATES, INC.
535 WEST KING STREET
MARTINSBURG, WV 25401
PHONE: 304-264-0051
FAX: 304-264-0707
www.thinkALPHAfirst.com

PRELIMINARY LAND DEVELOPMENT PLAN
FOR
TRI STATE IMPROVEMENTS INDOOR PLAYGROUND BUILDING
RENOVATIONS & MULTI PURPOSE BUILDING

OWNER/DEVELOPER:
TRI-STATE INVESTMENT PROPERTIES, LLC

ADDRESS:
PO BOX 1,
KEARNEYSVILLE, WV 25430

PHONE:
410-206-4791

ATTN:
CHRISTOPHER HILL

REVISIONS

No.	ITEM	DATE

PROJ. NO.: 2404040.00
DATE: 12-04-2024
SHEET NO.:

L100

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SITE PLAN
FOR
TRI STATE IMPROVEMENTS INDOOR PLAYGROUND
BUILDING RENOVATION & MULTI PURPOSE BUILDING

CHARLES TOWN CORP. T.M. 15 PARS. 9.26 & 9.27, PB 20 PG 92
JEFFERSON COUNTY, WEST VIRGINIA

LIGHTING PLAN

z:\projects\2024_jobs\2404040000\drawings\civil\current\construction\l100.dwg, jfrazee 12/4/2024

Planning Commission
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

Meeting: 12/23/24
Department: Planning Commission
Category: Report
Initiator:

AGENDA ITEM (ID #)

2025 Meeting Calendar

ATTACHMENTS:

- 2025-Planning-Commission DRAFT.pdf

CITY OF CHARLES TOWN

Department of Community Development
Division of Planning & Zoning

101 East Washington Street, P.O. Box 14, Charles Town, WV 25414
Phone: (304) 724-3248 ♦ Fax: (304) 725-1014 ♦ Web: www.charlestownwv.us

2025 MEETING SCHEDULE OF THE CITY OF CHARLES TOWN PLANNING COMMISSION

Meetings are held in the Council Chambers at City Hall, at101 East Washington Street, at 7pm, on the 4th Monday of every month unless otherwise specified.

Scheduled Meetings	**Submission Deadline**
Monday, January 27, 2025	Friday, December 2, 2024
Monday, February 24, 2025	Monday, January 1, 2025
Monday, March 24, 2025	Thursday, February 1, 2025
Monday, April 28, 2025	Friday, March 1, 2025
Tuesday, May 27, 2025	Monday, April 1, 2025
Monday, June 23, 2025	Wednesday, May 1, 2025
Monday, July 28, 2025	Monday, June 3, 2025
Monday, August 25, 2025	Monday, July 1, 2025
Monday, September 22, 2025	Thursday, August 1, 2025
Monday, October 27, 2025	Monday, September 2, 2025
Monday, November 24, 2025	Tuesday, October 1, 2025
Monday, December 22, 2025	Friday, November 1, 2025
Monday, January 26, 2026	Monday, December 2, 2025

Bold dates - These are the PC's minimum quarterly meeting dates. If additional business is required to be conducted, the other dates are available.

Italicized date - Indicates this meeting is not on the regularly scheduled meeting date.

Legal ads are published in the *Spirit of Jefferson*