CITY OF CHARLES TOWN
PLANNING COMMISSION
AGENDA • JUNE 23, 2026

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 May 26, 2026 minutes
05-26-2026 PC MINUTES_DRAFT.pdf

2.2 : DRAFT June 11, 2026 special meeting minutes
06-11-2026 PC MINUTES_DRAFT.pdf

3. UNFINISHED BUSINESS

3.1 : *Commission Review*: *BR2026-04* - Huntfield Bond Extension for Multiple Bonds
1. Staff Report.pdf
2. Application.pdf
3. Request.pdf
4. Narrative.pdf
5. Paving Utility Map.pdf
6. Bond.pdf

4. NEW BUSINESS

4.1 : **Public Hearing**: *WV2026-01* - 231 N Samuel Street - Waiver request
1. Staff Report.pdf
2. Application.pdf
3. Final Plan.pdf

4.2 : *Commission Review*: *BR2026-03* - Huntfield Phase 4 - Bond Initiation
1. Staff Report.pdf
2. KH Review.pdf
3. Application.pdf
4. Estimate.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_minutes.php

Planning Commission
101 East Washington Street
Charles Town, WV 25414

Meeting: 06/23/26
Department: Planning Commission
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

DRAFT May 26, 2026 minutes

ATTACHMENTS:

- 05-26-2026 PC MINUTES_DRAFT.pdf

CITY OF CHARLES TOWN
PLANNING COMMISSION •
MINUTES MAY 26, 2026

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

101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

Present: Ann Paonessa - Chair
Jessica Derr
Jeff Hynes
Kevin Long
Zakhary Dunning

James Newman, City Staff – Zoning Administrator
Stephanie Grove – City Attorney

2. APPROVAL OF MINUTES

2.1: Regular Session Minutes of April 27, 2026

Motion to approve the meeting minutes subject to a correction (Commissioner Dunning was not listed as present):

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

3. UNFINISHED BUSINESS
None

4. NEW BUSINESS

4.1: Public Hearing: *SLD2023-10: – Academy Place – Preliminary Plan*

Staff presentation.

The applicants, Seth Rivard & Mark Roper were present for discussion.

PC discussion about the maintenance for green space. Mr. Rivard stated there will be an HOA.

Commission questions asked about the CTUB comments and Mr. Rivard stated they are simple technical comments and they will respond.

Motion to open the Public Hearing:

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

DRAFT

No public comment.

Motion to close the Public Hearing:

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

Motion to approve the Preliminary Plan:

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

4.2: Commission Review: *BR2026-04 – Huntfield Multiple Phases Bond Extension Request*

Staff presentation.

Discussion regarding the amount of the bond and the work to be completed. Discussion regarding pulling the bond and having the city manage the work to be completed. Question about if the missing sidewalk is covered under the bond amount. Staff responded yes.

Commissioner Hynes made a motion to table the extension request until the cost estimate forms were completed. Commissioner Derr seconded.

Chair asked the applicant to speak.

Commissioner Hynes stated that there was a motion and a second on the table and a vote is in order. Chair stated the applicant should have a chance to speak.

Commissioner Hynes raised a point of order but was overridden by the Chair to allow the applicant to speak.

The applicant, Dan Ebersole, was present for questioning. He stated the pace of work is regular and there are no delays. He explained that all the phases were grouped together on the bond from the start when DRB purchased Huntfield. Stated that they only need it until October 2027.

Commission discussion regarding the streetlights and when they would be working.

Motion to table the bond extension request until the cost estimate forms are completed:

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

DRAFT

4.3: Discussion of DR Acquisitions, LLC v. City of Charles Town Planning Commission, Jefferson County Case No. 2026-AA-1

Motion to go into Executive Session:

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

5. ADJOURNMENT

Motion to adjourn:

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

Meeting adjourned at 7:40 pm.

DRAFT

Planning Commission
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

Meeting: 06/23/26
Department: Planning Commission
Category: Report
Initiator:

AGENDA ITEM (ID #)

DRAFT June 11, 2026 special meeting minutes

ATTACHMENTS:

- 06-11-2026 PC MINUTES_DRAFT.pdf

CITY OF CHARLES TOWN
PLANNING COMMISSION •
MINUTES JUNE 11, 2026

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

101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

Present: Ann Paonessa - Chair
Jeff Hynes
Kevin Long
Zakhary Dunning

Jessica Derr - Absent

James Newman, City Staff – Zoning Administrator
Stephanie Grove – City Attorney

2. APPROVAL OF MINUTES

3. UNFINISHED BUSINESS
None

4. NEW BUSINESS

4.1: Public Hearing: *SLD2026-01: – Langlet Farm South – Sketch Plan*

Staff presentation.

Commission discussion on effects of tabling item. Mr. Newman stated there would have to be a special meeting on or before the 23rd of July as that is 45 days from today's meeting date.

The applicant's lawyer, Ken Barton, was present representing Golden Eagle. The conditions of annexation were discussed. Mr. Barton stated he doesn't feel like the conditions of annexation have any bearing on the sketch plat being complete. He further stated that tabling and waiting 45 days will not provide any further information that is needed. He finished with a recommendation for approval.

Motion to open the Public Hearing:

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

Kate Jacobs at 550 Oakland Terrace spoke regarding the project. She stated she would like to see the 8 acres of wooded land stay the way it is. She stated it supports wildlife and controls water flow. She further stated there needs to be buffers for noise.

Brad Riggleman at 550 Oakland Terrace reiterated Ms. Jacobs concerns. He further stated a traffic study is needed.

DRAFT

Irfan Totonji, the developer, stated this is their first project and they want to do it correctly.

Keith Powers, a property owner in Oakland Heights, stated he would like to see the buffer stay and stated that the size of lots is small.

Mr. Newman read a letter sent in from Ron and Lyn Widmyer, with various conditions the developer had agree to.

Motion to close the Public Hearing:

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

Motion to table the Sketch Plan to give Council time to discuss the conditions of annexation revisions with the applicant:

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

Motion to go into executive session:

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

5. ADJOURNMENT

Motion to adjourn:

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

Meeting adjourned at 7:38 pm.

DRAFT

Planning Commission
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

Meeting: 06/23/26
Department: Planning Commission
Category: Report
Initiator:

AGENDA ITEM (ID #)

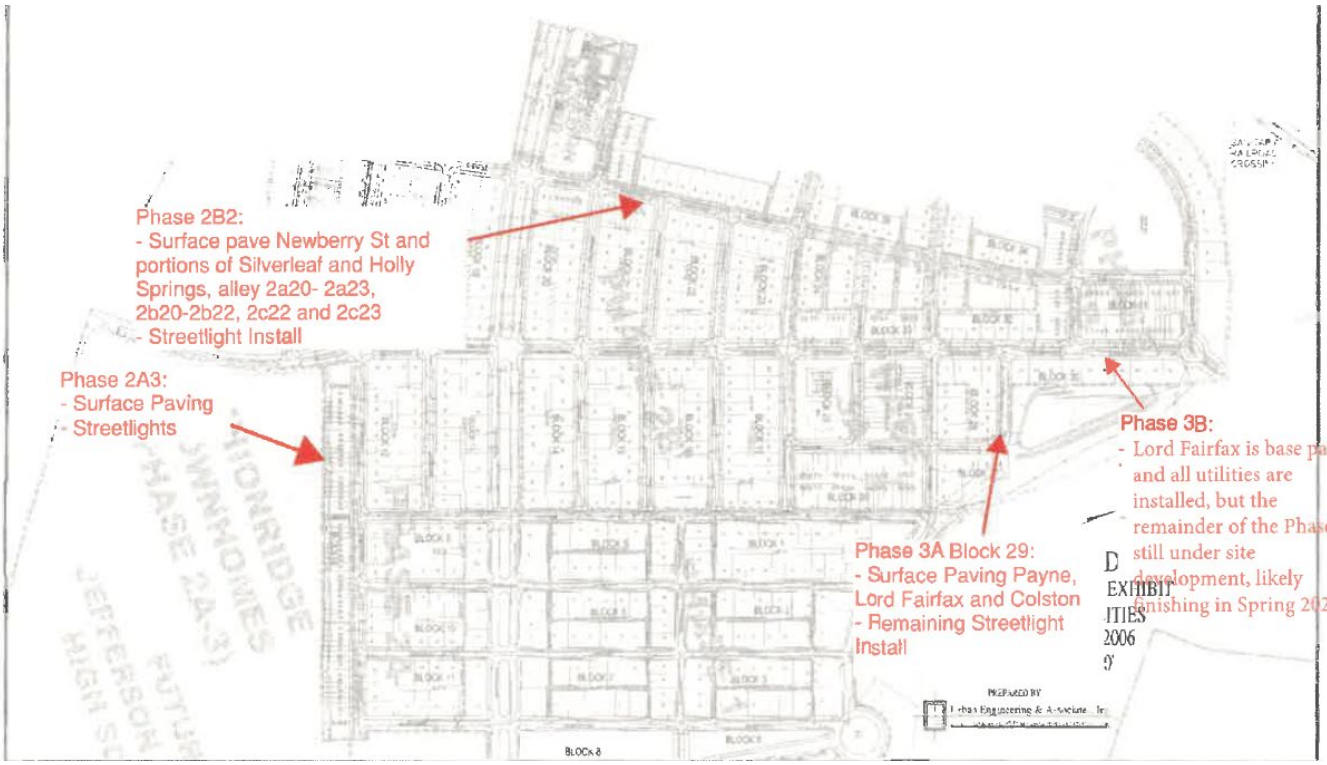
Commission Review: *BR2026-04* - Huntfield Bond Extension for Multiple Bonds

ATTACHMENTS:

- 1. Staff Report.pdf
- 2. Application.pdf
- 3. Request.pdf
- 4. Narrative.pdf
- 5. Paving Utility Map.pdf
- 6. Bond.pdf

Bond Extension Request
BR2026-04

Date: For the June 22, 2026 Planning Commission meeting
Applicant: DR Acquisitions, LLC
Report by: James Newman, City Planner, Zoning/Subdivision Administrator.
Proposal: A bond extension for multiple phases of Huntfield



Map provided to show location of Phases only

OVERVIEW: *DR Acquisitions LLC* is seeking a bond extension for multiple phases of development in the Huntfield subdivision. The applicant is specifically requesting an extension of the bonds for phases 2A-3,2B2, 3A, and 3B.

BACKGROUND

October 2021

On October 13, 2021, "DR Acquisitions LLC" received a letter of credit from United Bank in the amount of $2,188,618.81. This Master Bond covers Phases: 2A-3(Union Ridge), 2B2, 3A, 3A stormwater basin, 5A, and Rec. Center.

The expiration date was set for October 21, 2023, with the condition that it would be automatically extended for six months (to April 21 2024) unless the City objected in writing to that extension.

Bond	Surety	Instrument Description	Current Amount
1014104	Lexon	Union Ridge town homes - 2A-3	357,056.46
41346510	Platte River	Huntfield Phase 5A (Replaces B10009262)	63,878.00
1004711	Lexon	Huntfield Phase 3A	257,720.35
1014712	Lexon	Huntfield Phase 3A Storm Water Mgmt. Basin	30,000.00
1014079	Lexon	Phase 2B-2	873,056.54
1014105	Lexon	Rec. Center (development to serve rec. center)	606,907.46
Total			2,188,618.81

April 2024

The Planning Commission voted in April 2024 to extend the bond to April 2025.

April 2025

The Planning Commission voted in April 2025 to extend the bond to April 13, 2026. The total value of the various bonds at the time of approval was: $1,371,874.17.

Instrument Description	Current Amount
Union Ridge townhomes- 2A-3	357,056.46 – unchanged
Phase 5A	63,878 - unchanged
Phase 3A & 3A SMW Basin	75,439.36 – reduced on 12/4/2023 from $287,720.35 by Council
Phase 2B2	268,592.89 – reduced on 2/18/2025 from $873,056.54 by Council
Rec. Center	606,907.46 – unchanged
	$1,371,874.17

WORK COMPLETED

Per the applicant, work completed since the previous bond extension in April 2025 has been:

Phase 2A-3 – Surface paving complete.

Phase 2B-2 - Property corner markings.

Phase 3A-Block 29 - Property corner markings.

Phase 3B - Water and sewer lines, stone base and base paving, property corner markings.

Phase 5A – Applicant states that work has been competed for this phase. Applicant has not yet requested bond release.

REMAINING WORK

Per the applicant, the following work remains, based on current year dollar amounts:

Phase 2A-3 – Streetlight provision and installation to be performed by Potomac Edison. Additional wiring costs not expected to exceed $2,000. Estimated completion year: summer 2027.

Phase 2B-2 - Asphalt surface course, line striping, and streetlight installation to the amount of $200,000. Estimated completion year: late 2026.

Phase 3A-Block 29 - Asphalt surface course, and streetlight installation to the amount of $90,500. Estimated completion year: late 2026.

Phase 3B –Asphalt surface course for streets and streetlight installation, to the amount of $122,081. Estimated completion year: summer 2027.

Phase Rec. Center – Applicant will submit application for a bond reduction "very soon". Majority of work completed except for top-coat, signage, and parking lot markings.

SUMMARY

The **total cost of the remaining work** per the applicant is $414,581.

Current bond amount for the selected phases is: $1,371,874.17[1]

[1] The previous staff report had counted the Phase 3A SWM amount of $30,000 twice and had not accounted for the most recent Phase 2B2 reduction, resulting in a total of $1,461,921.78

EXTENSION CRITERIA

The applicant is seeking an 18-month bond extension to October 2027[2], which is past the maximum extension length of 5 years, unless otherwise approved by the Commission.

Section 1335.07.B.2.:

A. Except as provided in this paragraph, no Performance Agreement shall be extended beyond five (5) years from the date of the original Agreement. Thus, if the initial period of completion was 2 years, no more than three (3) extensions, each of one (1) year, shall be granted.

   However, upon recommendation by the Bond Committee, **the Planning Commission may**, at the request of the owner/Developer submitted prior to the fifth extension, **grant extensions beyond the five (5) year limit**, provided the Bond Committee determines that such additional extensions are reasonably justified due to the magnitude of the bonded project, the reasonableness of the construction schedule and the diligence of the Developer in carrying out the schedule, a reasonable estimate of the time necessary to satisfy West Virginia Department of Highways public Improvement requirements, and such other factors as may be deemed relevant by the Bond Committee.

B. The owner/Developer can make a formal request to the Planning Commission for an extension of the completion date for a maximum period of one (1) year. The owner/Developer must indicate the reasons and conditions which have prevented completion of the required Improvements. The owner/Developer shall furnish to the Planning Commission an Extension Agreement, the surety's written consent to the extension and an extension of the surety or security.

BOND COMMITTEE

The Bond Committee met on May 20, 2026. The Committee reviewed the bond amount against the cost of work to be done and recommends approval of the extension request based on the nature of the work completed thus far and the amount of bonded funds available.

PLANNING COMMISSION

The Planning Commission reviewed this item at their May 26, 2026 meeting. Following discussion about the various costs and items to be completed, the Commission voted to table action to allow the applicant time to provide additional information.

EFFECTS OF BOND DEFAULT.

Section 1335.07 Bond Procedures and Requirements, Subsection C.

1. It shall be the sole responsibility of the owner/Developer to keep the Performance Agreement current and remain in full compliance with its terms.

2. While the Performance Agreement is in default, the owner/Developer shall not be entitled to any bond reduction, bond release, permits or inspections for the project covered by that Performance Agreement.

[2] The previous staff report had the date wrongly listed as 2028.

If default can be cured by the approval of an extension of the agreement, then, upon fulfilling the bond extension submission requirements set forth above, including payment of the appropriate fees for bond extension and, if applicable, bond reduction, the inspections necessary for such bond extension and, if applicable, bond reduction, will be performed.

The denial of permits and inspections by the City shall be in addition to any other remedy available to the City under the Performance Agreement.

CONCLUSION

The applicant seeks approval of an 18 month-extension to October 2027 for a Master Bond of $1,371,874.17. The Planning Commission voted on May 20 2026 to table action on the bond request to give the applicant time to provide additional information, which has not been provided.

RECOMMENDATION

Approval of the bond extension until October 21, 2027 subject to the condition that:

1. No building permit or Certificate of Occupancy shall be issued for any structure within the subject Phases until a bond cost estimate is provided for each subject Phase with remaining work.

2. That the bond cost estimates in Condition 1 be reviewed and approved by the Subdivision Administrator prior to the further issuance of any building permit or Certificate of Occupancy.

BOND REQUEST AND REDUCTION

1. APPLICATION TYPE :

- ☐ Bond Initiation – No application fee
- ☐ Bond Reduction – No application fee
- ☑ Bond Extension – No application fee
- ☐ Bond Release – Application Fee: $60

2. FEES

Third-party review fees are assessed separately for each application, and will be sent to the applicant. All fees must be paid prior to approval.

3. PUBLIC NOTICE

Only bond release applications require a public hearing, which is held by the Planning Commission. City Council approval is still required.

4. APPLICATION REQUIREMENTS

Please submit one application set with supporting materials in paper, and one copy in PDF format.

1. DATE 04/27/2026

2. PROJECT NAME Huntfield

Address

3. APPLICANT'S NAME* DR Acquisitions, LLC

Address 225 Armenian Oak Dr, Suite 101, Frederick MD 21701

Telephone Number (207) 521-4104

Email Address [redacted]

4. PROPERTY OWNER'S NAME same as applicant

Address

Telephone Number ( )

Email Address

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

5. DESCRIPTION OF REQUEST:

Request for a 2 year extension of bond for Phase 2B2, Phase 2A3, Phase 3A, and Phase 3B

6. A) CURRENT BOND AMOUNT $1,371,874.17

B) PROPOSED BOND AMOUNT $

C) CHANGE IN BONDED AMOUNT $

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

Tax Map No.	Parcel No.	Tax Map No.	Parcel No.

8. 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

9. <u>BOND RELEASE</u> – SUPPLEMENTAL MATERIALS REQUIRED:

A. Copies of inspection and test reports if work was inspected and tested by a third-party inspector.

B. Certification that all bonded Improvements, have been completed in accordance with the approved plans, profiles, and specifications and the requirements of any applicable manual.

C. A copy of the City-approved As-Built Drawings as required for facilities within public rights-of-way or Easements.

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.

Continued on next page.

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.

   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.

G. **Landscaping Surety** is required to ensure the landscaping shown on a Major S/LD plan 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 ever is greater.

APPLICANT CERTIFICATION

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

Signature of Applicant

_____ Date 04/27/2026

Signature of Property Owner (If different than Applicant)

_____ Date _____

Please submit an original completed application to the following:

At City Hall:	Or	Via Mail:
Subdivision Administrator City of Charles Town 101 E. Washington Street Charles Town, WV 25414		Subdivision Administrator City of Charles Town PO BOX 14 Charles Town, WV 25414

FOR CITY USE ONLY

Application Number:_____ Date Application Received:_____

Fee: $_____ Check No._____

Receipt No._____

Site Inspection Date:_____ Inspector:_____

Planning Commission Approval:_____ Date:_____

City Council Approval:_____ Date:_____

Comments:_____

_____

_____

_____

_____

DRAcquisitions

April 27, 2026

VIA EMAIL
Attn: James Newman
City of Charles Town
101 E. Washington Street
Charles Town, WV 25414
JNewman@charlestownwv.us

In RE: Huntfield Bond Completion Letter

Mr. Newman,

Per your request, this letter is to report on the work that has been completed since April of 2025 and what is currently remaining at the Huntfield subdivision in Charles Town, WV for Phases 2B2, 2A3, 3A and 3B.

Development work completed by DRA since April 2025 includes surface paving and line striping in Phase 2A3, and utilities, base paving, and landscaping in Phase 3B. Also, during the past year, the sole homebuilder DRB Homes, has built homes in Phase 2B2, Phase 3A, Phase 3B, and has completed building out of all single family and townhomes in Phase 2A3.

Work still to be completed by DRA includes the following in Phase 2B, asphalt surface course, line striping, property corners and streetlights which is estimated to be a total of $200,000.00; as well as surface course, streetlights and property corners in Phase 3A, estimated at $90,500.00; the remainder of the Phase 3B close out work, which includes installing property corners, streetlights, and surface course, at an estimated cost of $122,081.00. All of this work will be completed by Spring or Summer of 2027, after the homebuilder has completed its homebuilding activities.

Thank you,

Daniel Ebersole, Manager

DRAcquisitions

April 27, 2026

VIA EMAIL
Attn: James Newman
City of Charles Town
101 E. Washington Street
Charles Town, WV 25414
JNewman@charlestownwv.us

In RE: Huntfield – Request for Eighteen Month Extension of Bond

Dear Mr. Newman:

At this time, we are providing this letter in support of our eighteen-month (18) extension request for the Huntfield subdivision project. On June 23, 2021, DR Acquisitions, LLC, obtained a Letter of Credit ("LOC") for the sum of $2,188,618.81. On October 13, 2021, this LOC was transferred to the City of Charles Town ("City"), as beneficiary, in the same sum.

The aforementioned reduction requests for 2B2 and 3A were granted in February of 2025, reducing the bond to $1,317,874.17.

At this time, the following remains to be completed:

- Phase 2B2 - remainder surface paving and streetlight installation, likely to be completed in 2026
- Phase 2A3 - streetlight installation, likely to be completed in 2026
- Phase 3A, Block 29 - remainder surface paving and streetlight installation, likely to be completed in 2026
- Phase 3B –Surface paving and Streetlight installation, likely to be completed in 2027

The original time period has proven insufficient for a project of this scope and size (264 total lots). Despite this, development has advanced steadily and in line with market expectations, with the exception of an approximately twelve (12) month pause during negotiations with the City regarding an amendment to the proffer agreement. Substantial progress has been achieved across all phases. For Phase 3B, the final phase within this LOC, site development is complete and all single-family homes and townhomes have been constructed. We anticipate closeout of this phase in Spring or Summer 2027, with the remaining phases expected to reach closeout within this year.

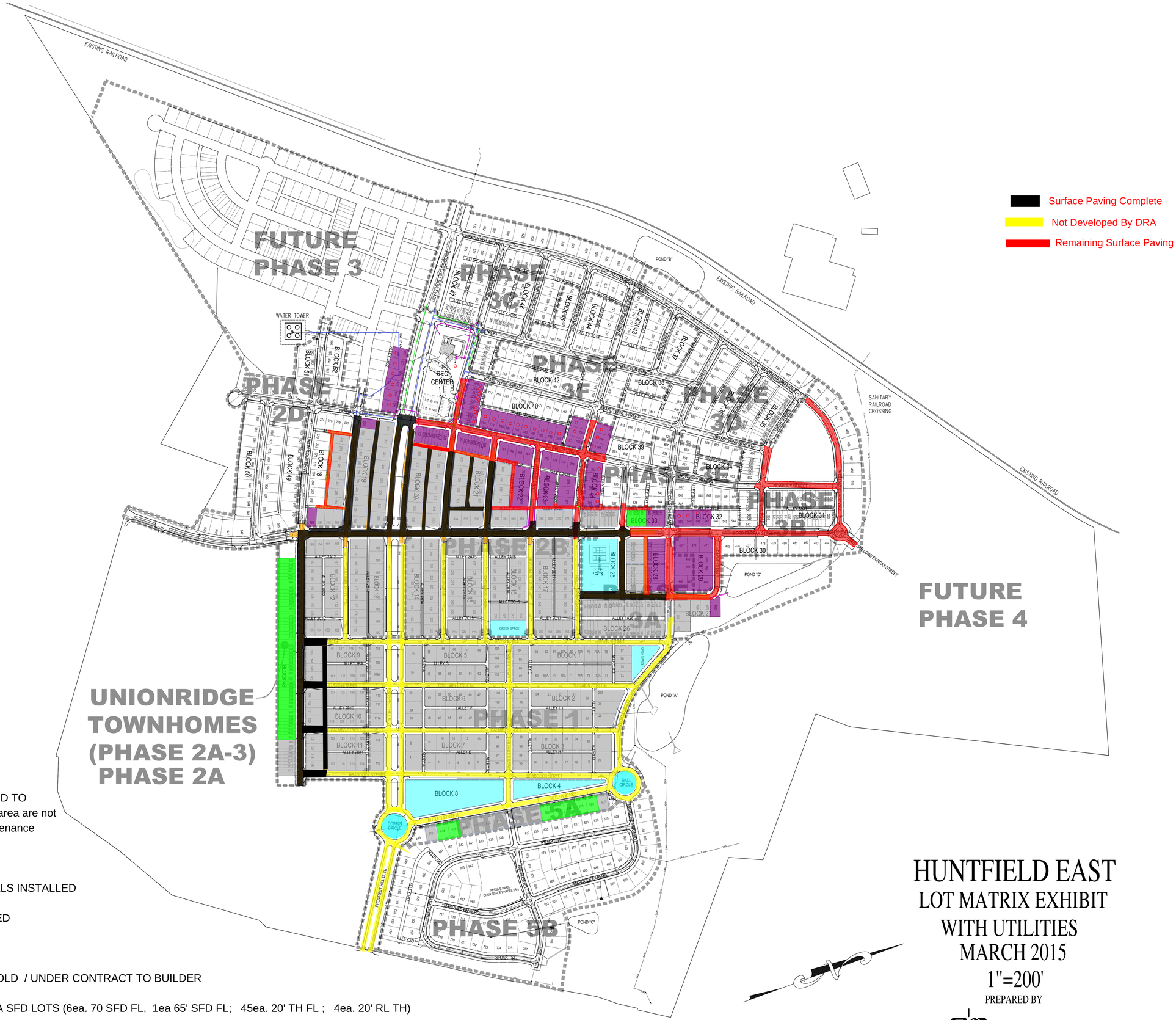
Accordingly, we respectfully request an extension of eighteen (18) months. This extension is both reasonable and necessary to ensure the project is completed in full compliance with City requirements. It will provide critical flexibility to address factors outside of our control, including paving schedules impacted by a wet spring and other adverse weather conditions, as well as contractor availability and coordination. More importantly, it will allow sufficient time to complete and properly process all required closeout and administrative documentation following construction, ensuring a complete, accurate, and orderly final submission. Granting this extension will allow us to finalize the remaining improvements without disruption and bring all phases of the project to a proper and timely close.

We appreciate your consideration of this request and would welcome the opportunity to discuss the project status or provide any additional information that may assist in your review. Should you have any questions, please do not hesitate to contact me at cdumond@dmrdev.com.

Thank you for your time and attention to this matter.

Sincerely,

Christina Dumond
Paralegal/Land Development Assistant



Surface Paving Complete

Not Developed By DRA

Remaining Surface Paving

LEGEND

STREETS FINAL PAVED AND CONVEYED TO CITY OF CHARLES TOWN *alleys in this area are not shaded, final paved and under HOA maintenance

STREETS AND ALLEYS BASE PAVED

SANITARY SEWER MAINS AND LATERALS INSTALLED

WATER MAIN AND SERVICES INSTALLED

STORM DRAIN INSTALLED

GRAY SHADED LOTS = SETTLED OR SOLD / UNDER CONTRACT TO BUILDER

GREEN SHADED LOTS = REMAINING 1A SFD LOTS (6ea. 70 SFD FL, 1ea 65' SFD FL; 45ea. 20' TH FL ; 4ea. 20' RL TH)

PURPLE SHADED LOTS = 1B LOTS (11 SFD FL of which 4ea 70' lots rest are 75' ; 52 SFD RL 50' lots; 42 TH RL 20' lots)

Denotes "NOT RECORDED"

Common Areas Conveyed to the HOA

HUNTFIELD EAST
LOT MATRIX EXHIBIT
WITH UTILITIES
MARCH 2015
1"=200'

PREPARED BY

urban
Planners Engineers Landscape Architects Land Surveyors

UNITED BANK

IRREVOCABLE STANDBY LETTER OF CREDIT No. 4832911-63
AMENDMENT No. 2

City of Charles Town
101 East Washington Street
P.O. Box 14
Charles Town, WV 25414

Amendment Date:	May 14, 2025
Beneficiary:	CITY OF CHARLES TOWN
Applicant:	DR ACQUISITIONS, LLC
Original Letter of Credit Amount:	$2,188,618.81
Current Letter of Credit Amount:	$2,188,618.81
New Letter of Credit Amount:	$1,371,874.17

Gentlemen:

United Bank hereby amends the above Letter of Credit as follows:

1) By the request of the Beneficiary and the Applicant, the final expiration date of the Letter of Credit is hereby extended to **April 13, 2026**. As such, any occurrence of the date "April 13, 2025" is hereby replaced and restated as "April 13, 2026", as if originally set forth therein.

2) By the request of the Beneficiary and the Applicant, the amount available for draft under the Letter of Credit is hereby reduced to **"ONE MILLION THREE HUNDRED SEVENTY-ONE THOUSAND EIGHT HUNDRED SEVENTY-FOUR 17/100 U.S. DOLLARS ($1,371,874.17)"**. Accordingly, any occurrence of the sum of "TWO MILLION ONE HUNDRED EIGHTY-EIGHT THOUSAND SIX HUNDRED EIGHTEEN AND 81/100 U.S. DOLLARS ($2,188,618.81)"is hereby replaced and restated as "ONE MILLION THREE HUNDRED SEVENTY-ONE THOUSAND EIGHT HUNDRED SEVENTY-FOUR AND 17/100 U.S. DOLLARS ($1,371,874.17)"as if originally set forth therein.

All other terms and conditions of this Letter of Credit remain unchanged.

This Amendment is to be considered part of the above-mentioned original Letter of Credit and must be attached thereto.

Very Truly Yours,

UNITED BANK

Devin McCreery
Executive Vice President

Planning Commission
101 East Washington Street
Charles Town, WV 25414

Meeting: 06/23/26
Department: Planning Commission
Category: Report
Initiator:

SCHEDULED

AGENDA ITEM (ID #)

Public Hearing: *WV2026-01* - 231 N Samuel Street - Waiver request

ATTACHMENTS:

- 1. Staff Report.pdf
- 2. Application.pdf
- 3. Final Plan.pdf

Waiver Request
WV2026-01

Date: For the June 23, 2026 Planning Commission meeting
Applicant: US Developers LLC.
Property Owner: Adel Youssef
Report by: James Newman, City Planner, Zoning/Subdivision Administrator
Location: 231 N. Samuel St.



PROJECT OVERVIEW

A waiver from bonding requirements for a mixed-use development.

REQUESTED WAIVER:

ARTICLE 1335, GUARANTEE OF IMPROVEMENTS - Section 1335.01 Purpose and Authorization: B. "...The Planning Commission may waive the requirement for a performance bond for a Final S/LD Application that does not provide for construction of any Improvements eligible for public maintenance if the Planning Commission agrees with a determination of the Subdivision Administrator that the satisfactory completion of Improvements to be constructed under the Final S/LD Application can be enforced pursuant to ordinances regulating building permits and occupancy permits."

PLAN HISTORY

-Sketch plan for a mixed-use development was approved on March 24, 2025.
-Preliminary plan for same development was approved on March 23, 2026.
-Final plan approved administratively on May 13, 2026.

BOND PURPOSE

- *Section 1335.01 Purpose and Authorization, Subsection B.*:

> "Performance bonds shall be required for public and other physical Improvements to be constructed under an approved Final S/LD Application. Such Improvements shall include, without limitation, Road, curb, gutter, sidewalk, trails, storm Drainage, traffic signalization and control, water and sanitary sewer infrastructure, and any other site-related Improvements required by the City of Charles Town for vehicular and pedestrian ingress and egress, for public access roadways, for Structures necessary to insure stability of critical slopes, for necessary utilities, and for Stormwater Management Facilities."

REVIEW CRITERIA

Section 1331.121.B-Waivers, 1:

> "Adjustments that may be made to the requirements of this Ordinance to unusual site conditions in order to achieve a better design. Waivers may not be used to circumvent the process requirements of this Ordinance. The Planning Commission shall have the authority to grant a waiver to allow a modification, change, or an alternative solution to a requirement of this Ordinance. Please note that economic hardship along is not sufficient reason to grant an exception from the requirements."

The purpose of the bond is to cover public improvements and physical improvements to be constructed per an approved Final Plan. The development site is an infill lot consisting of a parking lot, pharmacy building, and a grassy open area. There are no new road, traffic signalization/control, or publicly maintained water and sanitary sewer infrastructure as part of this development.

There is an existing sidewalk and curb around the entire site, plus a curb-cut to provide access to the parking lot area. The site is already served by water and sewer lines.

Changes to the public realm are limited to: creating a new curb-cut in the sidewalk along E. North St.; placing a concrete curb adjacent to the alley off of N. Samuel St, and putting in new tap lines for water and sewer service. These changes to the public realm are for items which are required to be maintained by the property owner. There is no expense to the public in installing or maintaining these items.

The proposed landscaping to be located between the sidewalk and the new buildings is to be privately maintained. The same applies for the stormwater bio-retention system adjacent to the alleyway.

Should the applicant fail to install the necessary improvements (relocating the utility pole in the sidewalk along E. North St, putting in place a curb-cut which adheres to the City's standards) or otherwise fail to develop the site in accordance with the approved Final Plan, then the City can withhold approval of the Occupancy Permit until the applicant comes into conformance; this is in addition to any applicable court action that may be necessary to compel compliance.

CONCLUSION

The applicant is seeking the following waiver:

1. Performance Bond

The proposed development is for a two mixed-use structures with a parking lot, two curb cuts, and a drive-through. The necessary improvements required by the plan set are all privately maintained and do not necessitate a performance bond.

RECOMMENDATION

Approval of the waiver request.

Waiver Application No._____

WAIVER APPLICATION

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

FEE: $260

1. SIGNATURES

This application must be signed by all owners of the real estate which is the subject of the application. The owners may designate one or more professional agents to represent them in the application process using the spaces provided on this form.

2. PERMITS

Approval of a waiver by the Planning Commission does not relieve the applicant from other requirements including, but not limited to, signs(s), building, zoning and use permits or site plans.

3. PUBLIC HEARING

A waiver requires a public hearing before the Planning Commission.

Definition of a Waiver

Adjustments that may be made to the requirements of the Subdivision and Land Development Ordinance to unusual site conditions in order to achieve a better design. Waivers may not be used to circumvent the process requirements of the Ordinance.

Criteria

To grant a Waiver as permitted in the Subdivision Ordinance, the Planning Commission makes findings as specified in Section 1331.12(B)(2):

1. That the design of the project will provide public benefit such as a reduction in City maintenance cost, greater open space, parkland consistent with the City parks plan, or benefits of a similar nature;
2. The waiver, if granted, will not adversely affect the public health, safety or welfare, or the rights of adjacent property owners or residents;
3. That the waiver, if granted, will be in keeping with the intent and purpose of this Ordinance; and
4. That the waiver, if granted, will result in a project of better quality and/or character.

Exhibits may be required by the Subdivision Administrator or Planning Commission such as a lot location survey or site plan showing existing and proposed Structures, easements, watercourses, curb cuts and description of the uses of adjacent property that are necessary to describe existing or proposed conditions.

1. DATE 05/13/2026

2. APPLICANT'S NAME* US Devolopers LLC

Address: 231 N Samuel St, Charles Town, WV 25414

Telephone Number (571) 289-5857

Email Address [redacted]

3. PROPERTY OWNER'S NAME Adel Youssef

Address: 6805 Hartwood Ln, Centreville, VA 20121

Telephone Number (571) 289-5857

Email Address [redacted]

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

Property Address: 231 N Samuel St, Charles Town, WV 25414

Tax Map # and Parcel: Parcel ID 19-03-0002-0076-0000 County 19 - Jefferson District 3 - Charles Town Corp Map 0002

Property Area in Square Feet or Acres: 0.48 Acres

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

Property Class C - Commercial Land Use 373 - Retail-Single Occupancy

Use Type 83-Multi-Use - Sales, 84-Multi-Use - Storage

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

Six residential units and four retail spaces.

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

7. DESCRIPTION OF THE WAIVER REQUEST:

No performance bond .

8. LIST THE APPLICABLE SECTION(S) OF THE SUBDIVISION ORDINANCE FROM WHICH THE WAIVER IS REQUESTED:

9. JUSTIFICATION FOR THE REQUEST:

A) Explain how the design of the project will provide public benefit such as a reduction in City maintenance costs, greater open space, parkland consistent with the City Parks Plan or benefits of a similar nature;

B) Explain how the waiver, if granted, will not adversely affect the public health, safety, welfare or the rights of adjacent property owners or residents;

C) Explain how the waiver, if granted, will be in keeping with the intent and purpose of this Ordinance; and;

D) Explain how the waiver, if granted, will result in a project of better quality and/or character.

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

☑ No

☐ Yes (Please specify nature of all proceedings and current status)

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 1331.12 of the Charles Town S/LD Ordinance and relevant provisions of the Charles Town City Code.

Signature of Applicant

_____ Date 05/13/2026

Signature of Property Owner (If different than Applicant)

_____ Date _____

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

Subdivision Administrator
City of Charles Town
PO BOX 14
Charles Town, WV 25414

FOR CITY USE ONLY

Application Number:_____ Date Application Received:_____

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

Receipt No._____

Subdivision Administrator Approval:_____ Date:_____

Planning Commission Approval:_____ Date:_____

Comments/Conditions:_____

_____

_____

_____

_____

_____

FINAL LAND DEVELOPMENT PLANS

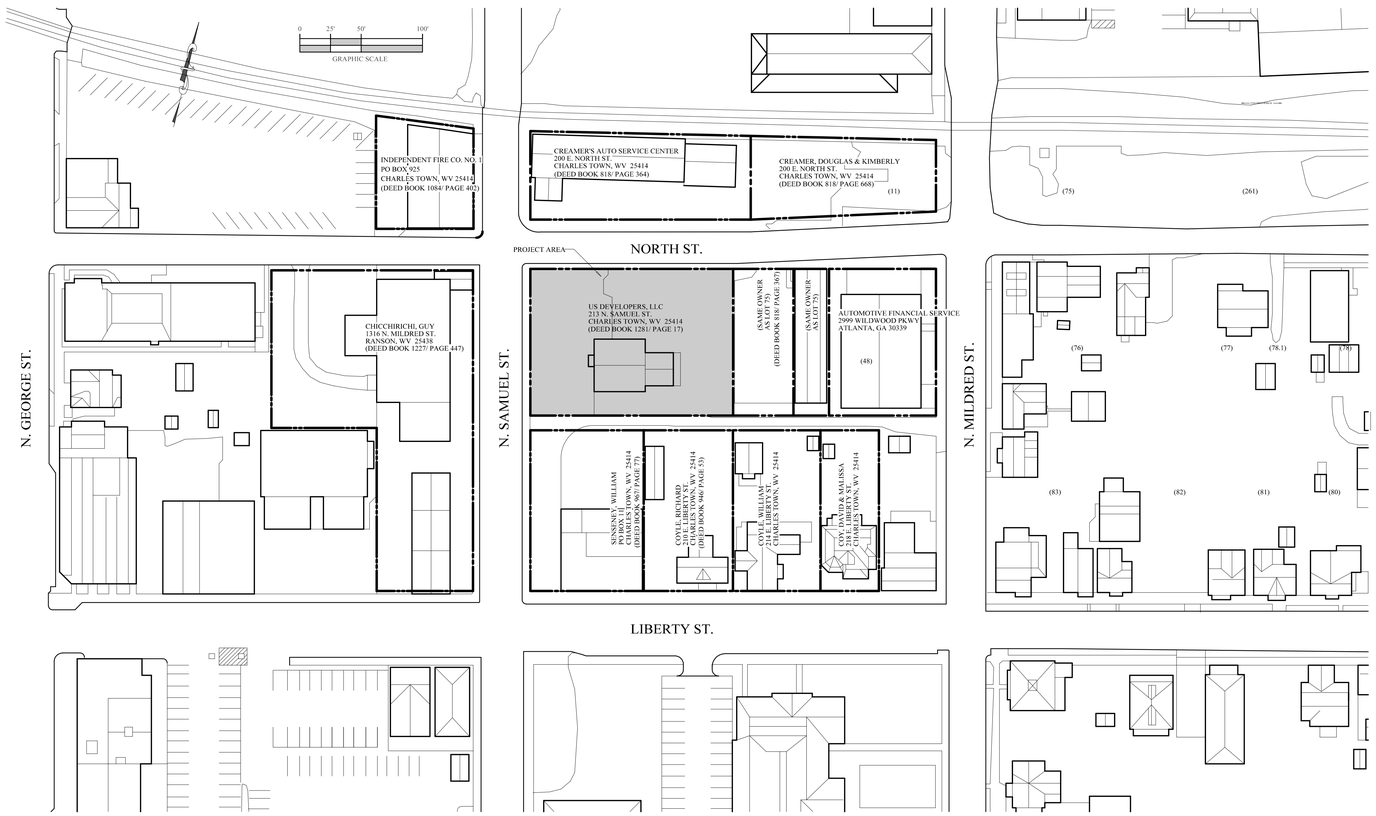
PLAT NUMBER: S/LD 2025-03

U.S. DEVELOPERS, LLC

231 N. SAMUEL STREET

CHARLES TOWN, WV 25414

VICINITY MAP & ADJACENT PARCEL INFORMATION



CITY OF CHARLES TOWN - SIGNATURE BLOCK

THESE PRELIMINARY PLANS WERE APPROVED BY THE CITY OF CHARLES TOWN, ON THE _____ DAY OF _____, 2025, SUBJECT TO ANY CONDITIONS SPECIFIED HEREON.

ALL EXPENSED INCURRED WITH RESPECT TO THE 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 DEVELOPER AND NOT THE CITY.

SIGNED AND DATED BY THE SECRETARY OF THE PLANNING COMMISSION

PLANNING COMMISSION SECRETARY _____

ARCHITECT - SIGNATURE BLOCK

THE ARCHITECT, IN SIGNING THESE PRELIMINARY PLANS, ATTESTS TO THE BEST OF HIS KNOWLEDGE, ARE COMPLETE AND ACCURATE.

ARCHITECT _____ DATE 9/11/2025

OWNER - SIGNATURE BLOCK

THE DEVELOPER, IN SIGNING THESE PRELIMINARY PLANS, AGREES TO ABIDE BY ALL CONDITIONS, TERMS AND SPECIFICATIONS PROVIDED HEREON; AND TO COMPLETE ALL THE IMPROVEMENTS REQUIRED BY THESE PRELIMINARY PLANS.

DEVELOPER _____ DATE 9/11/2025

FLOOD PLAIN REQUIREMENTS

SUBJECT PROPERTY IS NOT LOCATED IN A DESIGNATED FLOOD AREA.

ENVIRONMENTAL PROTECTION REQUIREMENTS

NO WEST VIRGINA DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP) PERMITS ARE REQUIRED FOR THE SUBJECT PROPERTY.

WV DIVISION OF HIGHWAYS REQUIREMENTS

NO WEST VIRGINA DIVISION OF HIGHWAYS (DOH) ENTRANCE PERMITS ARE REQUIRED FOR THE SUBJECT PROPERTY.

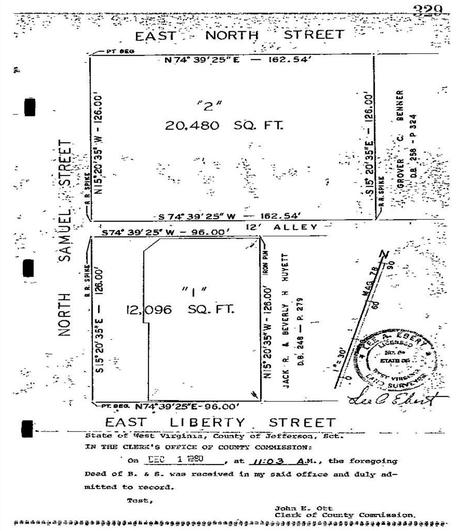
CHARLES TOWN PLANNING COMMISSION - WAIVERS/VARIANCES

REQUEST	ACTION
STORMWATER MANAGEMENT PLAN WAIVER	...

LIST OF DRAWINGS

CIVIL	C.00	COVER SHEET & VICINITY MAP
	C.01	EXISTING SITE PLAN
	C.02	SITE PLAN
	C.03	SITE UTILITY PLAN
	C.04	SITE GRADING PLAN
	C.05	LANDSCAPING PLAN

EXISTING PARCEL SURVEY



YOUSSEF PROPERTIES

213 NORTH SAMUEL STREET

CHARLES TOWN, WV 25414

rev	date	description

VANNOSTRAND ARCHITECTS
29 E. MAIN STREET, STE 4
P.O. BOX 572
BUCKHANNON, WV
304-473-0555 26201

STATE OF WEST VIRGINIA — JAMES BRYSON VANNOSTRAND — NO. 3858 — REGISTERED ARCHITECT

job:	24070586
drawn:	DCS
checked:	BVN
date:	9/11/2025
scale:	AS SHOWN

SHEET

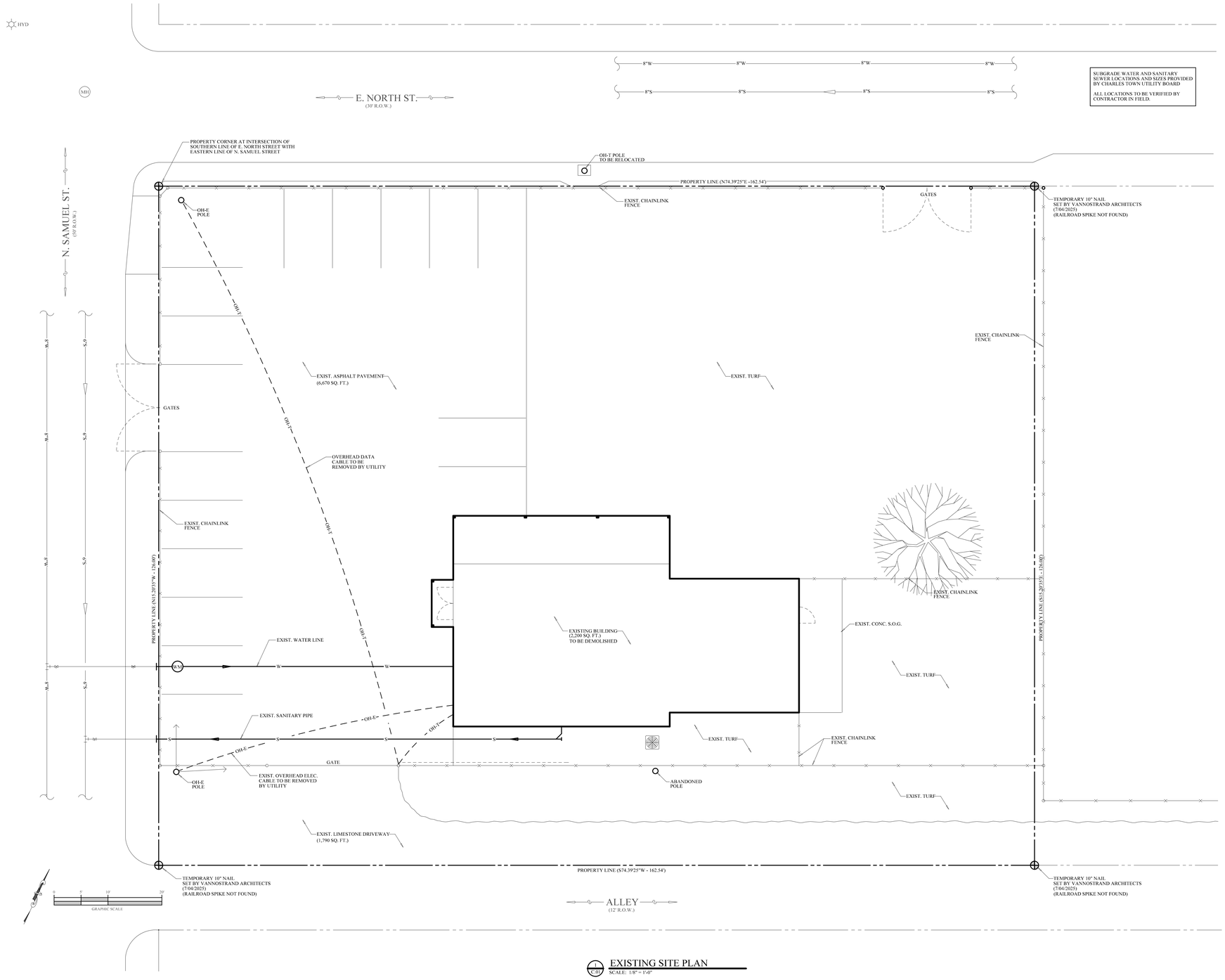
C.00

EXISTING SITE NOTES

1. ALL STRUCTURES WITHIN PROPERTY LINE TO BE REMOVED, INLCUDING PAVEMENT, BUILDING, FENCING AND LANDSCAPING.
2. EXISTING CONCRETE SIDEWALKS AND CURBS OUTSIDE OF THE PROPERTY LINE ARE TO BE REMOVED, WHERE NOTED ON THE PLANS.
3. EXISTING PHARMACY BUILDING TO REMAIN IN OPERATION UNTIL BUILDING #1 IS CONSTRUCTED AND FUNCTIONAL.
4. ...
5. ...
6. ...
7. ...

SITE UTILITY ABBREVIATION LEGEND

W	WATER PIPING
WM	WATER METER
S	SANITARY PIPING
SS	STORMWATER PIPING
DS	DOWNSPOUT
UT	UNDERGROUND VOICE/DATA CONDUIT & CABLE
UE	UNDERGROUND ELECTRICAL CONDUIT & CABLE
OH-T	OVERHEAD VOICE/DATE CABLE
OH-E	OVERHEAD ELECTRICAL CABLE
XMFR	ELECTRICAL TRANSFORMER - PAD MOUNTED



EXISTING SITE PLAN

C.01 SCALE: 1/8" = 1'-0"

VANNOSTRAND ARCHITECTS
29 E. MAIN STREET, STE 4
P.O. BOX 572
BUCKHANNON, WV
304-473-0555 26201

YOUSSEF PROPERTIES

213 NORTH SAMUEL STREET
CHARLES TOWN, WV 25414

rev	date	description

STATE OF WEST VIRGINIA
JAMES BRYSON VANNOSTRAND
NO. 3938
REGISTERED ARCHITECT

job:	24070586
drawn:	DCS
checked:	BVN
date:	9/11/2025
scale:	AS SHOWN

SHEET
C.01
2 OF 6

SITE PLAN NOTES

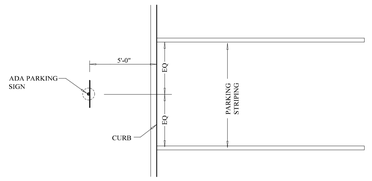
1. RAMP SLOPES SHALL NOT BE STEEPER THAN 1:12 UNLESS OTHERWISE SHOWN OR SPECIFIED.
2. SIDEWALKS THAT TERMINATE AT A VEHICULAR WAY SHALL HAVE A DETECTABLE WARNING SURFACE, 2'-0" WIDE, 6" FROM RAMP EDGES.
3. NORMAL GUTTER FLOW LINE AND PROFILE SHALL BE MAINTAINED THROUGH THE RAMP AREAS, UNLESS NOTED OTHERWISE.
4. ALL PARKING STALL AND LOADING ZONE MARKINGS TO BE 3" WIDE STROKE TRAFFIC PAINT.
5. ALL LAWN AREAS TO BE GRADED SMOOTH, SEEDED, AND MULTCHED WITH STRAW.
6. ALL NEW CONC. SIDEWALKS TO BE 4,000 PSI, BROOM FINISH, 4" THICK W/ 6x6 WWF, OVER 4" STONE. INSTALL CRACK CONTROL JOINTS 6'-0" O.C. (MAX.) AND CONSTRUCTION JOINTS 24'-0" O.C. (MAX.), U.N.O.
7. ALL NEW PAVING TO BE 1 1/2" ASPHALT WEARING COURSE, 2 1/2" BASE COURSE, 2" CRUSHER RUN STONE, 6" #3 LIMESTONE OVER COMPACTED SUBGRADE.
8. CONCRETE DUMPSTER PAD TO BE 4,000 PSI, BROOM FINISH, 6" THICK W/ #4 REBAR, 24" O.C. EA. WAY.
9. REMOVE ALL EXISTING SOIL, CONCRETE, ASPHALT AND OTHER ITEMS AS REQUIRED TO INSTALL NEW SIDEWALKS, VEHICLE PARKING AREAS, STRUCTURES, AND REGRADED LAWNS. LEGALLY DISPOSE OF ALL REMOVED MATERIAL OFF-SITE.
10. STOP SIGN. SEE DRAWING 5/C.02.
11. ...

ZONING

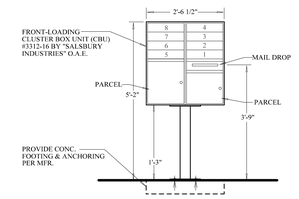
ITEM	DESCRIPTION	VALUE	MINIMUM	REMARKS
ZONE:	OLD TOWN - MIXED USE COMMERCIAL			
SINGLE PARCEL:	162.54' x 126.00'	20,480 SQ.FT.		
BUILDING 1:	FRONT YARD	4'	0'	...
	SIDE YARD	15'	0'	...
BUILDING 2:	FRONT YARD	7'	0'	...
	SIDE YARD	5'	0'	...
MAX. LOT COVERAGE				90.0% OF LOT
PROPOSED LOT COVERAGE				83.6% OF LOT
LOT COVERAGE	BUILDING 1 + 2	6,035 SQ. FT.	...	29.5% OF LOT
IMPERVIOUS SURFACE	WALKS,PARKING & DRIVE LANES	11,079 SQ. FT.	...	54.1% OF LOT
LANDSCAPE:	TURF	3,366 SQ.FT.	...	16.4% OF LOT
FENCE/SCREEN	ALONG ALLEY AT RESIDENTIAL LOTS	...	...	PROVIDED
DUMPSTER	FULL ENCLOSURE	...	...	PROVIDED
MAIL CLUSTER	SHARED FOR BOTH BUILDINGS	...	...	PROVIDED

PARKING

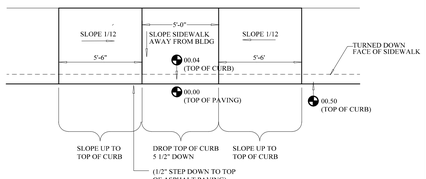
ITEM	DESCRIPTION	VALUE	PARKING FACTOR	PARKING STALLS
ZONE:	OLD TOWN MIXED-USE COMMERCIAL			
SINGLE PARCEL:	162.54' x 126.00'	20,480 SQ.FT.		
BUILDING 1:	1st FLOOR - PHARMACY	937 SQ. FT.	4.9/1,000 SQ.FT.	5
	2nd FLOOR - (2) APARTMENTS	1,200 SQ. FT.	1.2/DWELLING	3
BUILDING 2:	1st FLOOR x (3) GENERAL OFFICE	4,680 SQ.FT.	2.84/1,000 SQ.FT.	14
	2nd FLOOR - (4) APARTMENTS	4,680 SQ.FT.	1.2/DWELLING	5
TOTAL	...	...	...	27 REQUIRED / 26 PROVIDED
	ON-STREET PARKING	4	1/10th OF TOTAL	3
...	...	...	...	29 TOTAL PROVIDED
...	...	...	...	...
...	...	...	...	...
...	...	...	...	...
...	...	...	...	...
...	...	...	...	...



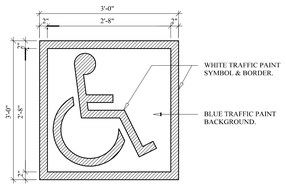
1 / C.02 PARKING STALL
SCALE: NTS



2 / C.02 MAIL PEDISTAL UNIT ELEVATION
N.T.S.

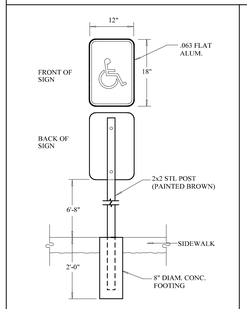


3 / C.02 CURB RAMP PLAN
SCALE: NTS

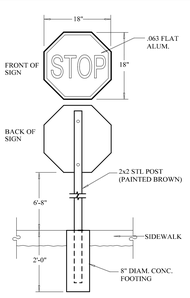


NOTE:
1) ALL STROKES TO BE 2" WIDE.
2) PROVIDE TWO-(2) COATS OF TRAFFIC PAINT.
3) LOCATE SYMBOL AT CENTER OF STALL WHERE SHOWN ON SITE PLAN.

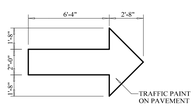
4 / C.02 PAVEMENT SIGN
N.T.S.



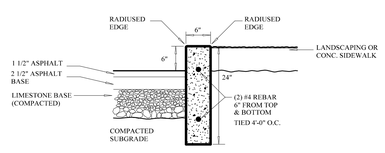
5 / C.02 ADA PARKING SIGN
N.T.S.



6 / C.02 STOP SIGN
N.T.S.

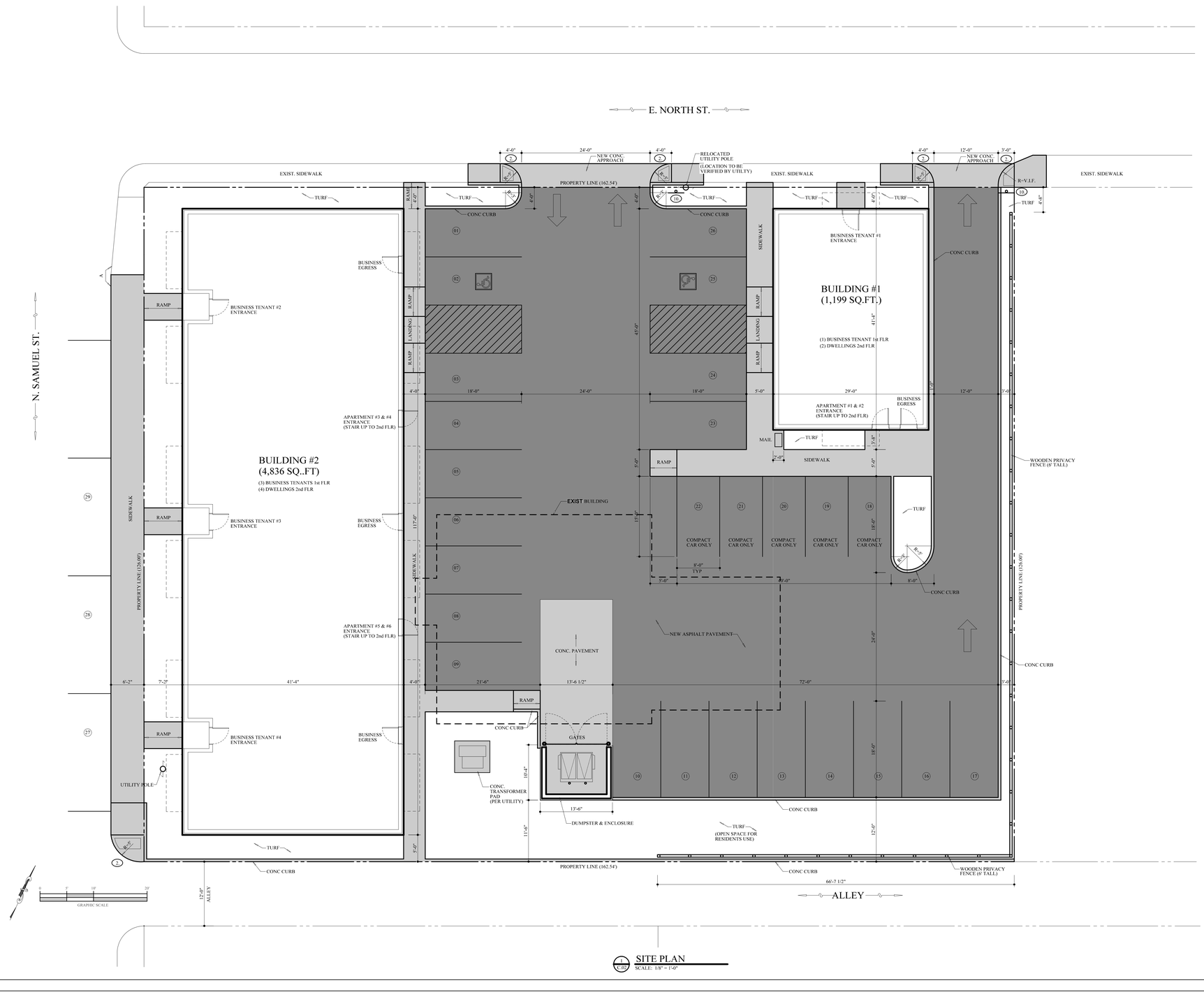


7 / C.02 TRAFFIC FLOW ARROW
SCALE: NTS



INSTALL 1/2" EXPANSION JOINTS EVERY 20'-0" (SEE PLAN FOR LOCATIONS)

8 / C.02 CURB SECTION
N.T.S.



1 / C.02 SITE PLAN
SCALE: 1/8" = 1'-0"

VANNOSTRAND ARCHITECTS
29 E. MAIN STREET, STE 4
P.O. BOX 572
BUCKHANNON, WV
304-473-0555 26201

YOUSSEF PROPERTIES

213 NORTH SAMUEL STREET
CHARLES TOWN, WV 25414

rev	date	description

STATE OF WEST VIRGINIA — JAMES BRYSON VANNOSTRAND — NO. 3986 — REGISTERED ARCHITECT

job:	24070586
drawn:	DCS
checked:	BVN
date:	9/11/2025
scale:	AS SHOWN

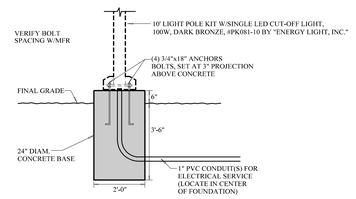
SHEET
C.02
3 OF 6

SITE UTILITY NOTES

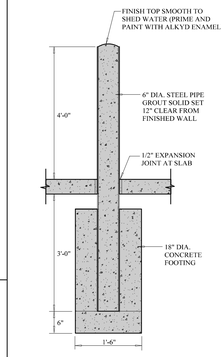
1. NEW DATA SERVICE CABLES TO BE INSTALLED 2'-0" (MIN.) UNDERGROUND FROM UTILITY POLE TO DEMARC AT BUILDING. CONDUIT TO BE SCHED. 40 PVC WITH SOLVENT FITTINGS - SEE "E" DWGS.
2. NEW UNDERGROUND ELECTRICAL CONDUIT TO BE INSTALLED 2'-4" (MIN) BELOW FINAL GRADE. CONDUIT TO BE SCHED. 40 PVC WITH SOLVENT FITTINGS - SCHED. 80 PVC WHERE ABOVE GRADE. VERIFY CONDUIT SIZE WITH UTILITY. SEE "E" DWGS.
3. NEW UNDERGROUND SANITARY PIPING TO BE SDR 35 PVC, INSTALLED 2'-0" (MIN.) BELOW FINAL GRADE. COORDINATE UTILITY CROSSINGS AND MAINTAIN 12" MIN. CLEARANCE. SEE "P" DWGS.
4. NEW UNDERGROUND WATER PIPING TO BE HDPE, INSTALLED 3'-0" (MIN.) BELOW FINAL GRADE, AND BEDDED WITH 6" LIMESTONE SAND. INSTALL WARNING TAPE AND TRACER WIRE. UTILITY TO INSTALL METERS. SEE "P" DWGS.
5. NEW CONC. LIGHTING FIXTURE FOUNDATION AND 1" PVC CONDUITS. INSTALL CONDUITS 1'-6" (MIN) BELOW FINAL GRADE. SEE "E" DWGS.
6. STORMWATER PIPE TO DISCHARGE AT FACE OF CURB.
7. OPEN ENDED STORMWATER PIPE INLET AT FACE OF CURB.
8. EXTEND SITE LIGHTING CONDUIT TO 1st FLOOR BUSINESS TENANT ELECTRICAL PANEL. SEE "E" DRAWINGS.
9. STORMWATER FLOW FOR PARKING LOT IS 364 GPM, BASED ON A TRIBUTARY AREA OF 12,748 SQUARE FEET, AND A 100-YEAR 1-HOUR RAINFALL OF 2.75 INCHES. (3) 4" STORMWATER PIPES AT ALLEY CURB (AT 1/4"/FT SLOPE) PROVIDE CAPACITY FOR 489 GPM.

SITE UTILITY ABBREVIATION LEGEND

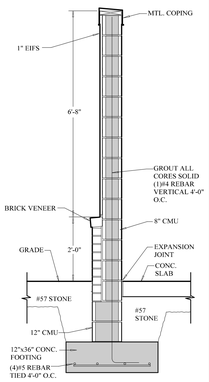
W	WATER PIPING
WM	WATER METER
HYD	FIRE HYDRANT
S	SANITARY PIPING
SS	STORMWATER PIPING
DS	DOWNSPOUT
UT	UNDERGROUND VOICE/DATA CONDUIT & CABLE
UE	UNDERGROUND ELECTRICAL CONDUIT & CABLE
OH-T	OVERHEAD VOICE/DATE CABLE
OH-E	OVERHEAD ELECTRICAL CABLE
XMFR	ELECTRICAL TRANSFORMER - PAD MOUNTED



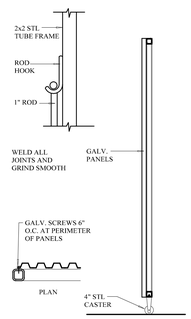
C.03 LIGHT STANDARD FOUNDATION
SCALE: NTS



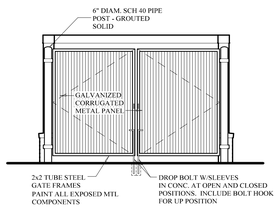
2 C.03 BOLLARD DETAIL
N.T.S.

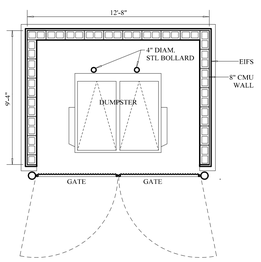


3 C.03 ENCLOSURE WALL
N.T.S.

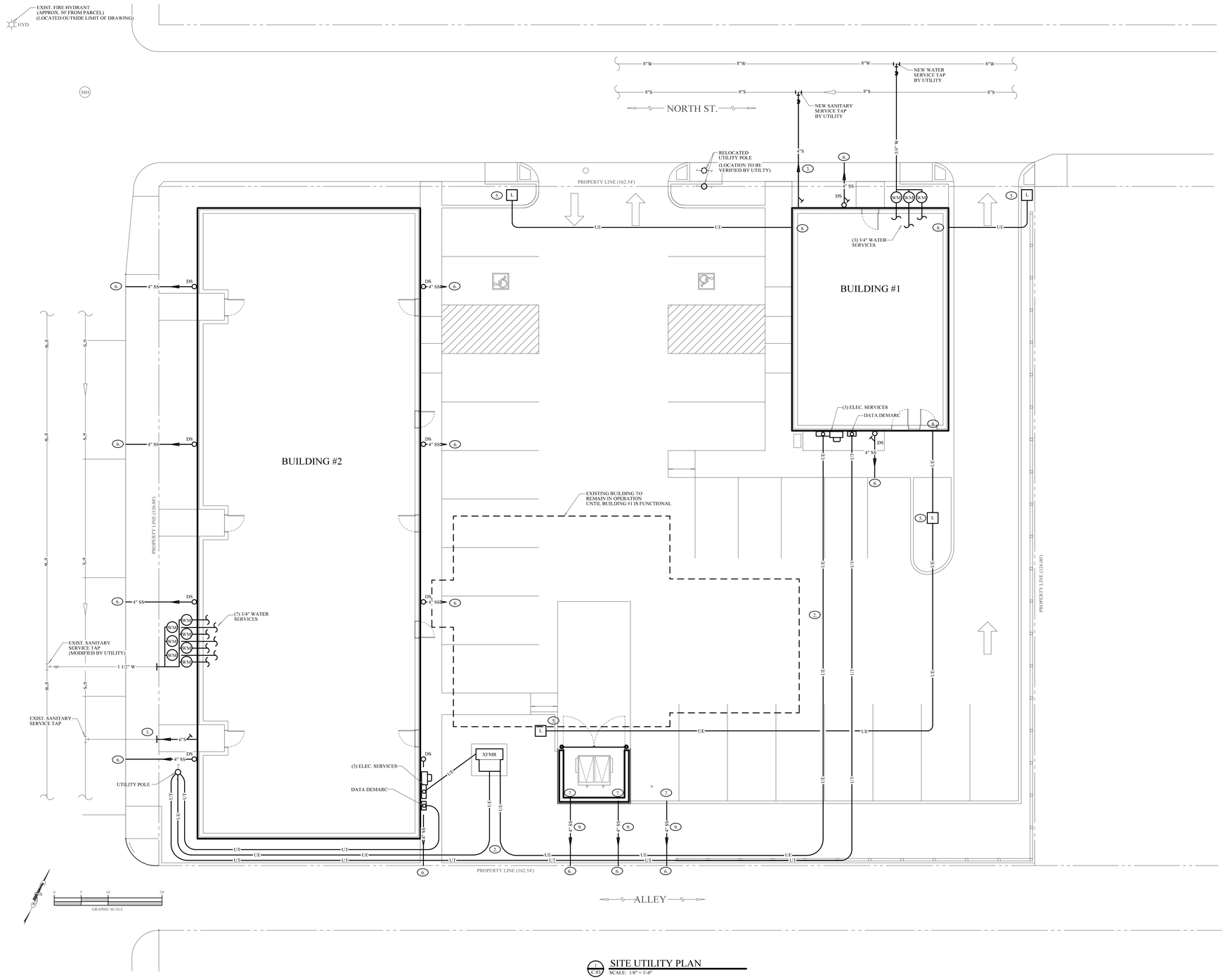


1 C.03 GATE DETAIL
N.T.S.





4 C.03 DUMPSTER ENCLOSURE
SCALE: 1" = 10'-0"



C.03 SITE UTILITY PLAN
SCALE: 1/8" = 1'-0"

VANNOSTRAND ARCHITECTS
29 E. MAIN STREET, STE 4
P.O. BOX 572
BUCKHANNON, WV
304-473-0555 26201

YOUSSEF PROPERTIES
213 NORTH SAMUEL STREET
CHARLES TOWN, WV 25414

rev	date	description

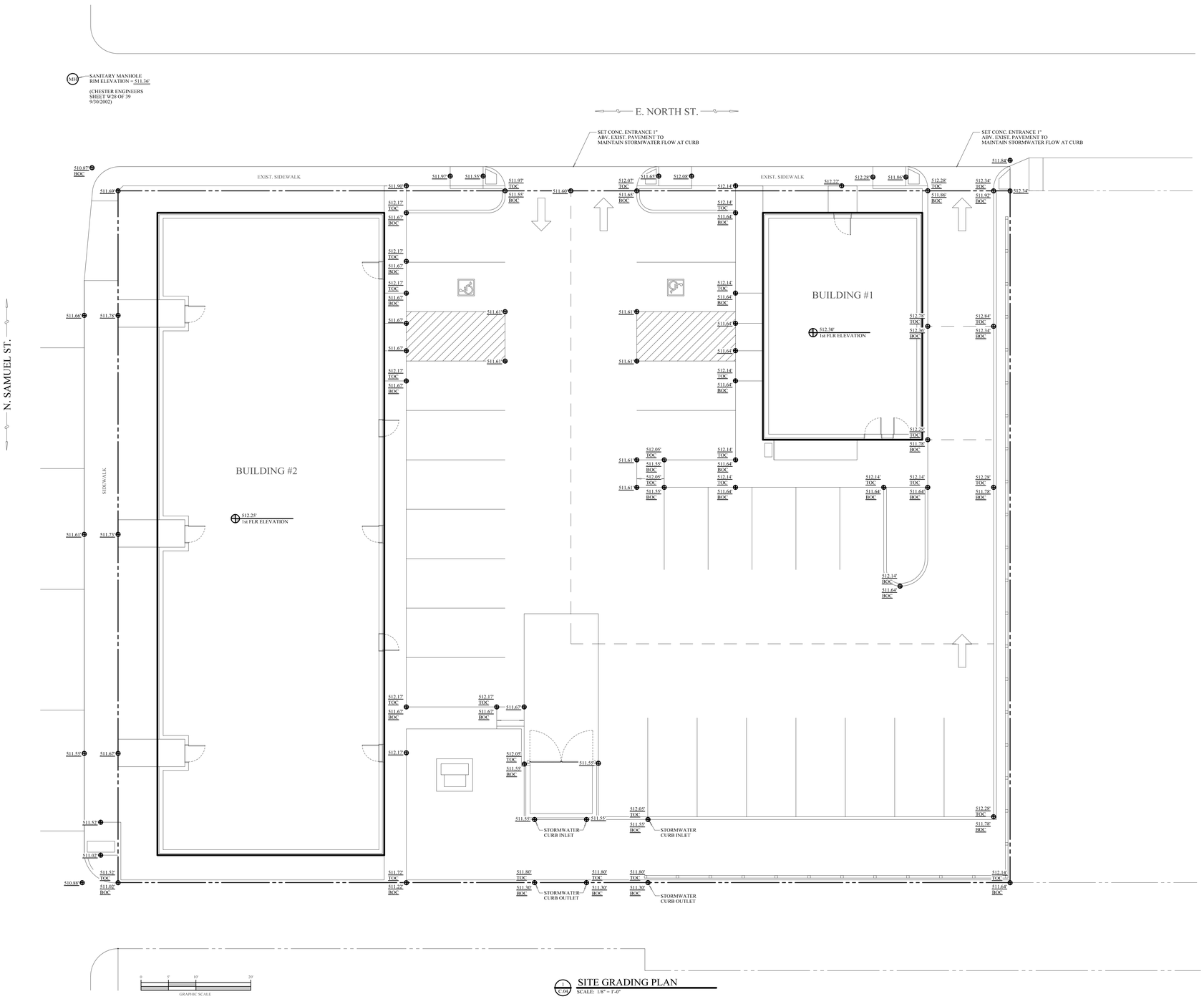
STATE OF WEST VIRGINIA — JAMES BRYSON VANNOSTRAND — NO. 3098 — REGISTERED ARCHITECT

job:	24070586
drawn:	DCS
checked:	BVN
date:	9/11/2025
scale:	AS SHOWN

SHEET
C.03
4 OF 6

GRADING PLAN NOTES

1. AREA OF SITE DISTURBANCE IS APPROXIMATELY 0.47 ACRE. ALL LAWN AREAS TO BE GRADED SMOOTH. VERIFY FINAL GRADES WITH ARCHITECT IN FIELD.
2. A TEMPORARY SILT FENCE SHALL BE INSTALLED AT THE PERIMETER OF THE DISTURBED AREA TO PREVENT ANY SEDIMENT FROM LEAVING THE SITE. ALL SILT FENCE MUST BE INSPECTED DAILY AND REPAIRED IF NECESSARY.
3. ANY EXCESS SOIL AND INORGANIC RUBBLE SHALL BE HAULED TO AN APPROVED LOCATION OFF SITE.
4. ALL TIE-IN POINTS OF THE NEW WORK WITH EXISTING GRADES SHALL BE VERIFIED WITH THE ARCHITECT IN THE FIELD. ELEVATIONS SHOWN ARE APPROXIMATE AND SHALL BE VERIFIED BY THE CONTRACTOR.
5. AN ABSTRACT ELEVATION OF 100'-0" IS TO BE UTILIZED FOR EACH BUILDING 1st FLOOR FINISHED FLOOR ELEVATION AT THE MAIN ENTRANCE. SEE ARCHITECTURAL DRAWINGS.
6. "TOC" DENOTES TOP OF CURB ELEVATION. "BOC" DENOTES BOTTOM OF EXPOSED FACE OF CURB ELEVATION.
7. ---
8. ---



1 C.04 SITE GRADING PLAN
SCALE: 1/8" = 1'-0"

VANNOSTRAND ARCHITECTS
29 E. MAIN STREET, STE 4
P.O. BOX 572
BUCKHANNON, WV
304-473-0555 26201

YOUSSEF PROPERTIES
213 NORTH SAMUEL STREET
CHARLES TOWN, WV 25414

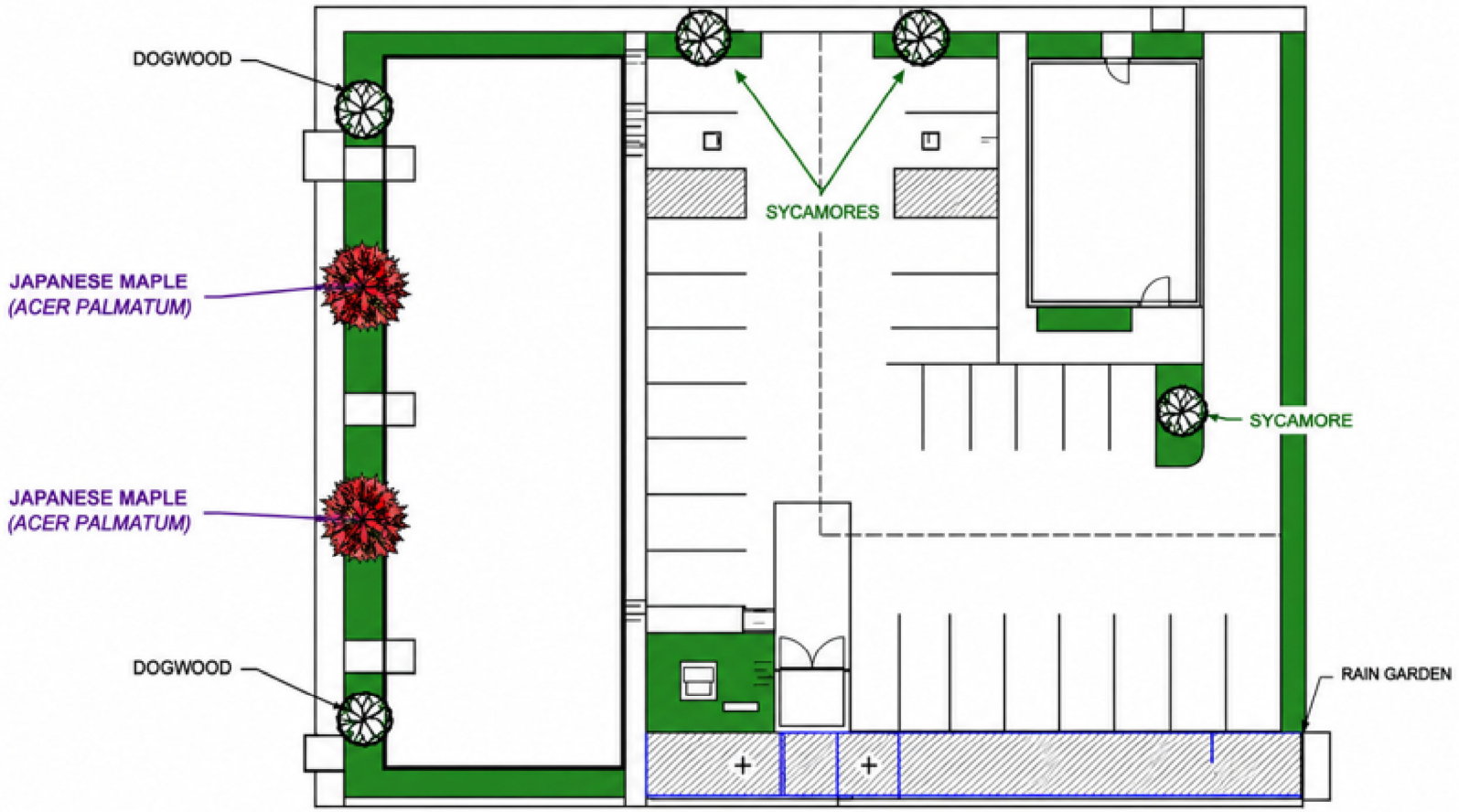
rev	date	description

STATE OF WEST VIRGINIA — JAMES BRYSON VANNOSTRAND NO. 3898 REGISTERED ARCHITECT

job:	24070586
drawn:	DCS
checked:	BVN
date:	9/11/2025
scale:	AS SHOWN

SHEET C.04

LANDSCAPING VIEW



NO.	DATE	REVISION

BLUE VALLEY
PARKS & RECREATION

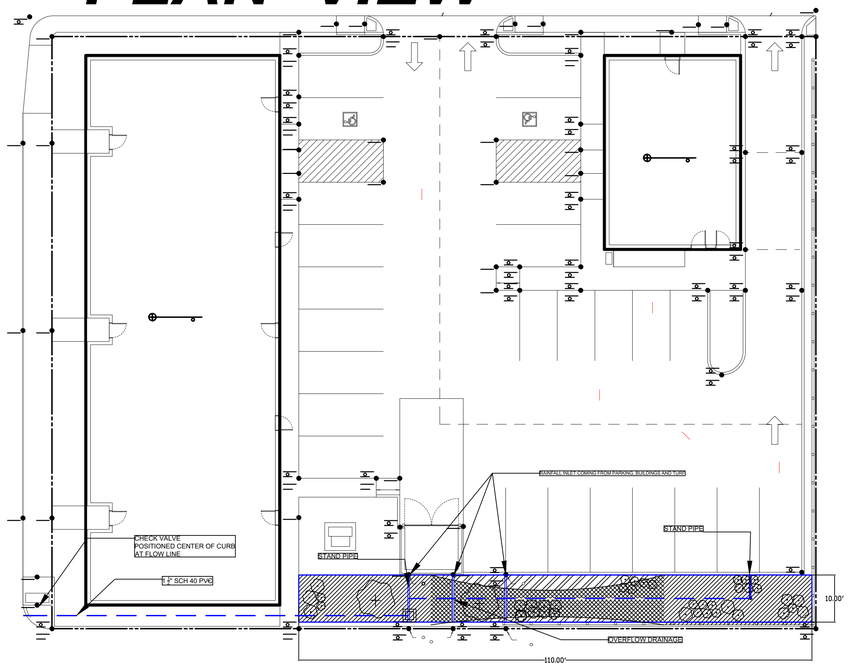
FOREST MANAGEMENT SOLUTIONS
A Division of Rain Forest Pavilions

LG DEVELOPMENT, LLC

Landscaping Plan

DRAWN BY:	DATE:
JSM	05/20/2024
SCALE:	SHEET:
1" = 10'-0"	1 OF 1

PLAN VIEW



PLAN SCHEDULE					
TREES	CODE	QTY	COMMON NAME/BOTANICAL NAME	CONT	
	BET NIG	5	River Birch multi trunk/ Betula nigra	B&B	

PLAN SCHEDULE					
SHRUBS	CODE	QTY	COMMON NAME/BOTANICAL NAME	CONT	
	ILE SHA	76	Inkberry/ ilex Glabra 'Shamrock'	3 gal	
	ITE VI3	11	Virginia Sweetspire/itea virginica ' virginia	5 gal	
	LIN BEN	10	Spicebush/Lindera benzoin	5 gal	
	VIB ARR	7	Viburmum/Viburum dentanum	5 gal	

PREDEVELOPMENT				
DESCRIPTION	AREA	WV 1" RAINFALL	COEFICIENT	VOLUME
ROOF	2200	0.083	0.95	173.5
ASPHALT	6670	0.083	0.95	525.9
LIMESTONE	1790	0.083	0.95	141.1
TURF	9820	0.083	0.25	203.7
TOTAL VOLUME	1044.2 FT3			

POST DEVELOPMENT				
DESCRIPTION	AREA	WV 1" RAINFALL	COEFICIENT	VOLUME
ROOF #1	1199	0.083	0.95	94.5
ROOF #2	4836	0.083	0.95	381.3
PAVEMENT	11079	0.083	0.95	873.6
TURF	3366	0.083	0.25	69.8
TOTAL VOLUME	1419.2 FT3			

VOLUME OF CAPACITY FOR RAIN GARDEN	10 FT X 110 FT = 1100 FT2	2640 FT3

Specifications for Rain Garden/Bioretention

1. Material Specifications
The allowable materials to be used in the bioretention area are detailed in "Material Specification".
2. Planting Soil
The soil shall be a uniform mix, free of stones, stumps, roots or other similar objects larger than two Inches. No other materials or substances shall be mixed or dumped within the bioretention area that may be harmful to plant growth or prove a hindrance to the planting or maintenance operations. The planting soil shall be free of Bermuda grass, Quack grass, Johnson grass, or other noxious weeds.
The planting soil shall be tested and shall meet the following criteria:
pH range 5.5 - 6.5
organic matter 1,5 - 4% (by weight)
Magnesium 35lb./ac
Phosphorus (phosphate - P2 05) 75 lb./ac
Potassium (potash - K2 0) 85 lb./ac
Soluble salts not to exceed 500 ppm
Should the pH fall out of the acceptable range, it may be modified (higher) with lime or (lower)
with Iron sulfate plus sulfur.
3. Vegetation
Recommended plant material for bioretention areas can be found In Appendix B of the PA
Stormwater Best Management Practices Manual.
4. Execution
a. Subgrade preparation
a.1. Existing sub-grade In Rain Gardens shall NOT be compacted or subject to excessive
construction equipment traffic.
a.2. Initial excavation can be performed during rough site grading but shall not be carried to within one foot of the final bottom elevation. Final excavation should not take place until all disturbed areas in the drainage area have been stabilized.
a.3. Where erosion of 8Ub-grade has caused accumulation of fine materials and/or surface ponding in the graded bottom, this material shall be removed with light equipment and the underlying soil scarified to a minimum depth of 6 Inches with a York rake or equivalent by tight tractor.
and sediment control
devices removed.

a.4. Bring sub-grade of bioretention area to tine, grade, end elevations Indicated. Fill and lightly re-grade any areas damaged by erosion, ponding, or traffic compaction. Alt bioretention areas shall be level grade on the bottom.
a.1. Halt excavation and notify engineer immediately If evidence of sinkhole activity or pinnacles of
carbonate bedrock are encountered in the bioretention area.
b. Rain Garden Installation
Upon completion of sub-grade work, the Engineer shall be notified and shall Inspect at his/her
discretion before proceeding with bioretention Installation.
b.1. For the subsurface storage/Infiltration bed Installation, amended soils should be
placed on the bottom to the specified depth.
b.2. Planting 1011 shall be placed Immediately after approval of sub-grade preparation/bed
installation. Any accumulation of debris or
sediment that takes place after approval of
sub-grade shall be removed prior to installation of
planting soil at no extra cost to the Owner.
b.3. Install planting soil (exceeding all criteria) In 18-inch maximum lift and lightly compact (tamp with backhoe bucket or by hand). Keep equipment movement overplanting soil to a minimum - do not over compact. install planting soil to grades Indicated on the drawings.
b.4. Plant trees and shrubs according to supplier's recommendations and only from
mid-March through the end of June or from mid-September through mid-November.
b.5. Install 2-3" shredded hardwood mulch (minimum age 6 months) or compost mulch evenly as shown
on plans. Do not apply mulch in areas where ground
cover is to be grass or where cover will be
established by seeding.
b.6. Protect Rain Gardens from sediment at all times during construction. Hay bales,
diversion berms and/or other appropriate measures shall be used at the toe of slopes that
are adjacent to Rain Gardens to prevent sediment from washing into these areas during
site development.
b.7. When the site is fully vegetated and the soil mantle stabilized the plan designer shall be
notified and shall Inspect the Rain Garden
drainage area at his/her discretion before the
area is brought online

a.1. Water vegetation at the end of each day for two weeks after planting is completed.
SEQUENCE OF CONSTRUCTION • RAIN GARDEN INSTALLATION

1. INSTALL TEMPORARY SEDIMENT CONTROL BMPs ANO PROTECTIVE FENCING
SEQUENCE OF CONSTRUCTION • RAIN GARDEN INSTALLATION
1. INSTALL TEMPORARY SEDIMENT CONTROL BMPs ANO PROTECTIVE FENCING
2. COMPLETE SITE GRADING AND PERMANENT STABILIZATION OF DRAINAGE AREAS
FLOWING TO RAIN GARDENS. THE FOLLOWING STEPS SHALL BE COMPLETED DURING
THE FIRST AVAILABLE PLANTING SEASON:
3. NOTIFY DESIGN PROFESSIONAL PRIOR TO INSTALLATION OF BMP.
4. AFTER CONTRIBUTING DRAINAGE AREAS ARE PERMANENTLY STABILIZED, EXCAVATE RAIN
GARDEN TO PROPOSED INVERT DEPTH ANO SCARIFY THE EXISTING SOIL SURFACES. DO NOT
COMPACT IN-SITU SOILS.
5. INSTALL STONE UNDERDRAIN, AS APPLICABLE.
6. BACKFILL RAIN GARDEN WITH AMENDED SOIL AS SHOWN ON THE PLANS AND SPECIFICATIONS.
LIGHT HANO TAMPING IS ACCEPTABLE IF NECESSARY.
7. PRESOAK THE PLANTING SOIL PRIOR TO PLANTING VEGETATION TO AID IN SETTLEMENT.
8. COMPLETE FINAL GRADING TO ACHIEVE PROPOSED DESIGN ELEVATIONS, LEAVING SPACE FOR
UPPER LAYER OF MULCH, AS SPECIFIED. DISTURBED AREAS, OTHER THAN THI: PLANTING SOIL, SHALL
HAVE A MINIMUM OF FOUR INCHES OF TOPSOIL AND SHALL BE IMMEDIATELY STABILIZED PER THE
PERMANENT SEEDING SPECIFICATION$.
9. PLANT VEGETATION ACCORDING TO PLANTING PLAN.
10. MULCH AND INSTALL EROSION PROTECTION AT SURFACE FLOW ENTRANCES WHERE
NECESSARY.PERMANANTLY STABILIZE AND MULCH WITH STRAW.

GENERAL LANDSCAPE NOTES:

1. Landscape contractor shall notify One Call 48 hours prior to any digging or planting.
2. Landscape contractor shall Install all plant material in a timely fashion.
3. Landscape contractor shall be responsible for aa maintenance prior to final acceptance by Owner.
4. Plants shall be in accordance with the current Issue of American Standards for Nursery Stock published by the
American Association of Nurserymen.
5. Plant material shall be Inspected yearly in order to remove and replace diseased or
dead vegetation.
6. Landscape contractor shall provide a one-year BO% care and replacement warranty
for all planting beginning after installation and Inspection of all plants.
MAINTENANCE NOTES:
OWNER IS RESPONSIBLE FOR COMPLETION OF A WRITTEN REPORT DOCUMENTING
EACH INSPECTION AND
ALL BMP REPAIR AND MAINTENANCE ACTIVITIES.
1. Owner to remove silt/sediment If the accumulation of sediment exceeds one Inch within the bioretention area.
2. All trash and debris shall be removed fr0m the bioretention area as necessary.
3. While vegetation Is being established, pruning and weeding may be required. Weeds
should be removed thereafter by hand.
4. Detritus may also need to be removed approximately twice per year. Perennial plantings may be cut down at the end of the growing season.
5. Mulch should be re-spread when erosion fa evident and be replenished annually. Once every 2 to 3 years the entire
area may require mulch replacement

REVISIONS

NO.	DESCRIPTION	DATE	BY

PWR ENGINEERING LLC
222 EAST MARKET ST DRIVE
BLAIRSVILLE, PA 15717
Voice: 681-446-0327 email: vanplocus@pwreng.com

PWR ENGINEERING, LLC
ENGINEERING/SURVEYING/PLANNING

US DEVELOPERS, LLC

RAIN GARDEN DESIGN

Drawn By: JA	Date: 12/3/2025		
Design By: VP	Date: 12/3/2025	Sheet: 2	Drawing: PV-1
Scale: 1" = 5'-0"			

RAIN GARDEN DESIGN

CALCULATION REPORT

BIORETENTION SOIL MIX (FILTER MEDIA) PER SPEC.

DRAIN GRAVEL (#57) THICKNESS: 0.5FT WIDTH 4FT ALONG PEA GRAVEL ENVELOPE 3" TO 6" AROUND PUMP BOX WITH NONWOVEN GEOTEXTILE FABRIC.

BOX DETAILS:

DIMENSIONS: 3FT X 3FT
Ø ORIFICIES 2"
SUMP INTERN: ≥ 0.5FT UNDER THE PUMP BOX

ADJUSTED VOLUMES

PONDING AREA: 110FT X 10FT = 1100 FT^2
V_Water= 1100 FT^2 X 1FT = 1100 FT^3

USABLE VOLUME IN THE FILTER MEDIA
n= Coefficient porosity volume in filter media
0.2 < n < 0.3. PWR USE= 0.25

Filter media geometric volume=
FILTER MEDIA AREA:110 ft * 10ft = 1100 ft^2
$V_Filtermedia_1$= 1100 FT^2 X 2.5FT = 2750 FT^3
FILTER MEDIA $AREA_2$:110 ft * 6ft = 660 ft^2
$V_Filtermedia_2$= 1100 FT^2 X 0.5FT = 330 FT^3

TOTAL VOLUME= 2750 FT^3 + 330 FT^3 = 3080 FT^3

FILTER MEDIA USABLE VOLUME = n * V
n=0.25 ^ V= 3080 FT^3
FILTER MEDIA USABLE VOLUME = 0.25 * 3080 FT^3 = 770 FT^3

GRAVEL GEOMETRIC VOLUME
GRAVEL AREA: 110 FT * 4FT = 440FT^2
V_Gravel= 440FT^2 * 0.5 FT = 220 FT^3
0.3 < n < 0.4. PWR USE= 0.35
GRAVEL USABLE VOLUME = 0.35 * 220 FT^3 = 77 FT^3

TOTAL EFFECTIVE STORAGE OR TOTAL USABLE VOLUMEN
Vtotal: V_Water + $V_Filtermedia_{(1+2)}$ + V_Gravel =
Vtotal: 1100 FT^3 + 770 FT^3 + 77 FT^3
Vtotal: 1947 FT^3

CALCULATION REPORT

BIORETENTION SOIL MIX (FILTER MEDIA) PER SPEC.

DRAIN GRAVEL (#57) THICKNESS: 0.5FT WIDTH 4FT ALONG PEA GRAVEL ENVELOPE 3" TO 6" AROUND PUMP BOX WITH NONWOVEN GEOTEXTILE FABRIC.

WATER QUALITY VOLUME
P(in) = Water quality design rainfall (inches)
P(ft) = P(in)/ 12
Rv= Runoff volume coefficient (1" West Virgnia)
WQvrequired= Pft*Rv*A(acres)*43560
WQvrequired= 1419.2 FT^3 (SEE POSTDEVELOPMENT VOLUME)

VERIFYING DESIGN
TOTAL EFFECTIVE STORAGE VOLUME ≥ WATER QUALITY VOLUME
1947 FT^3 ≥ 1419.2 FT^3
PWR DESIGN COMPLY CODE REGULATIONS. THE RAIN GARDEN CAN RETAIN MORE WATER THAT WE EXPECT TO RECEIVE.

VERIFICATION DRAWDOWN TIME BY INFILTRATION (NO PUMP).

IF THE PUMP FAIL THE SYSTEM WILL DRAIN BY INFILTRATION ≤ WITHIN THE ALLOWABLE TIME (48-72 HRS)
K= Rate of infiltration by design
Kdesign= K (ft)/hr = K design/ 12
INFILTRATION AREA= 110FT X 10FT = 1100 FT^2
Qinf = K(ft)/hr * Ainf (FT^3/Hr)
PWR K= 0.5 (in/hr)
PWR K= 0.0417 (FT/HR)
Qinf= 0.0417 (FT/HR)*1100 FT^2 = 45.8 FT^3/HR
CONVERSION TO GPM
(45.8 FT^3/HR *7.48 GAL)/60 MIN= 5.7GAL / MIN

DRAWDOWN TIME BY INFILTRATION
TOTAL VOLUME= 1947 FT^3
Tdrawdowninf= Vtotal / Qinf
Tdrawdowninf= 1947 FT^3 / 45.8 FT^3 /HR = 42.5 H

VERIFYING DESIGN
TOTAL TIME FOR INFILTRATION = 42.5 HR
TIME REQUIRED BY CODE = 48 HR
THEN PWR DESIGN COMPLY CODES
42.5 HR ≤ 48 HR

CALCULATION REPORT

BIORETENTION SOIL MIX (FILTER MEDIA) PER SPEC.

DRAIN GRAVEL (#57) THICKNESS: 0.5FT WIDTH 4FT ALONG PEA GRAVEL ENVELOPE 3" TO 6" AROUND PUMP BOX WITH NONWOVEN GEOTEXTILE FABRIC.

PUMP SPECIFICATIONS
BRAND= GOULD GSP0311 1/3HP , $\frac{1}{2}$" SOLIDS
TOTAL DYNAMIC HEAD = 6.5 FT (CONSIDERING 2.5 FT FRICTION LOSSES)
FOR 6.5FT = 40 GPM
PWR CONSERVATIVE DESIGN= 35GPM
$Q_{(35)}$ = 35gal/min * 1 FT^3/7.48gal * 60min/HR
$Q_{(35)}$ = 280.8 FT^3/Hr
$TDrawndown_{(35)}$ = 1947 FT^3 / 280 FT^3/Hr = 6.9 HR
NOTE: WITH TDH=6.5FT THE PUMP DRAWDOWN THE RAIN GARDEN BETWEEN 6 AND 7 HOURS WITHOUT CONSIDERING INFILTRATION.

CONSIDERING INFILTRATION:
Kdesign=0.5in/hr
Qinf = 45.8 FT^3/Hr = 5.7 gpm
Then with 35gpm
Qtotal= 280.8 FT^3/Hr + 45.8 FT^3/Hr
$TDrawndown_{(35)}$= 1947 FT^3 / 326 FT^3/Hr = 6 HR

VERIFYING DESIGN
WITH TDH = 6.5FT THE PUMP GSP0311 PROVIDE A DRAWDOWN TIME BETWEEN 5-7 HOURS COMPLYING 24-48 HR REQUIRED.

NOTE: ALL POST - DEVELOPMENT ROOFTOP AND PAVEMENT RUNOFF SHOWN IN TABLE IS ROUTED TO THE RAIN GARDEN VIA THE ROOF DRAIN AND PAVEMENT DRAIN SYSTEM (THREE INLET PIPES). THE RAIN GARDEN STORAGE VOLUME OF 1947 FT^3 HAS BEEN SIZED BASED ON THE TOTAL CONTRIBUTING AREA, INDEPENDENT OF THE NUMBER OF INLET PIPES.

REVISIONS

NO.	DESCRIPTION	DATE	BY

PWR ENGINEERING LLC
222 EAST MARKET ST DRIVE
BLAIRSVILLE, PA 15717
Voice: 681-446-0327 email: vanplocus@pwreng.com

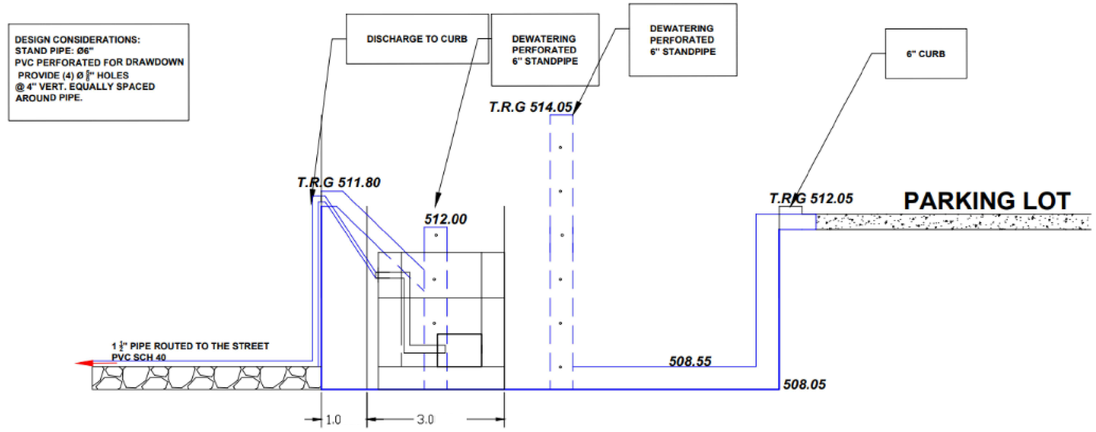
PWR ENGINEERING, LLC
ENGINEERING/SURVEYING/PLANNING

US DEVELOPERS, LLC

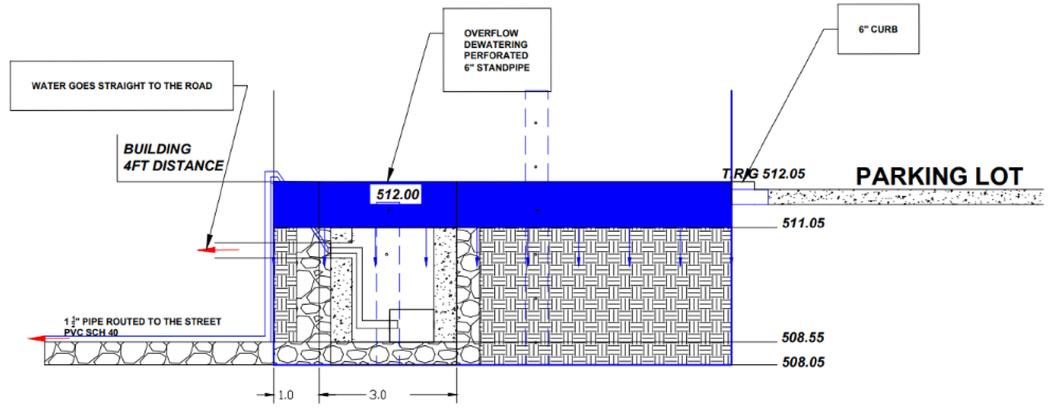
RAIN GARDEN DESIGN

Drawn By:	Date:		
JA	12/3/2025		
Design By:	Date:		
VP	12/3/2025	Sheet: 3	Drawing: NT-1
Scale: 1" = 5'-0"			

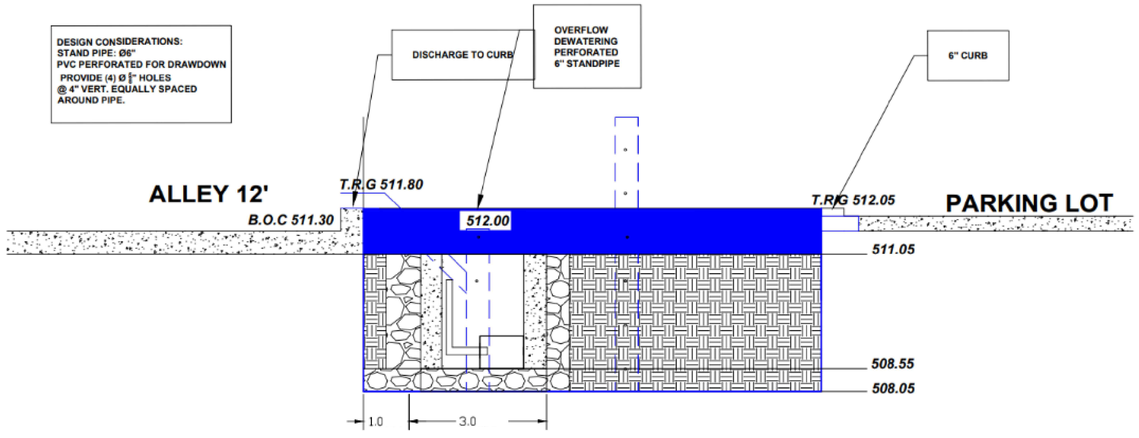
CROSS SECTION STAND PIPE



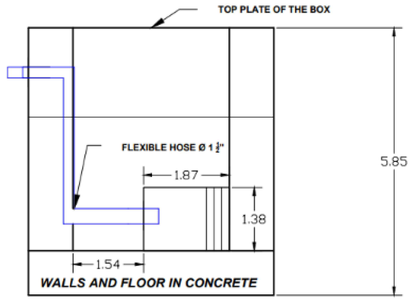
CROSS SECTION STAND PIPE



END VIEW



CROSS SECTION DEWATERING PUMP



REVISIONS

NO.	DESCRIPTION	DATE	BY

PWR ENGINEERING LLC
222 EAST MARKET ST DRIVE
BLAIRSVILLE, PA 15717
Voice: 681-446-0327
email: vanplocus@pwreng.com

PWR ENGINEERING, LLC
ENGINEERING/SURVEYING/PLANNING

US DEVELOPERS, LLC

RAIN GARDEN DESIGN

Drawn By: JA	Date: 12/3/2025		
Design By: VP	Date: 12/3/2025	Sheet: 4	Drawing: CS-1
Scale: 1" = 5'-0"			

Planning Commission
101 East Washington Street
Charles Town, WV 25414

SCHEDULED

Meeting: 06/23/26
Department: Planning Commission
Category: Report
Initiator:

AGENDA ITEM (ID #)

Commission Review: *BR2026-03* - Huntfield Phase 4 - Bond Initiation

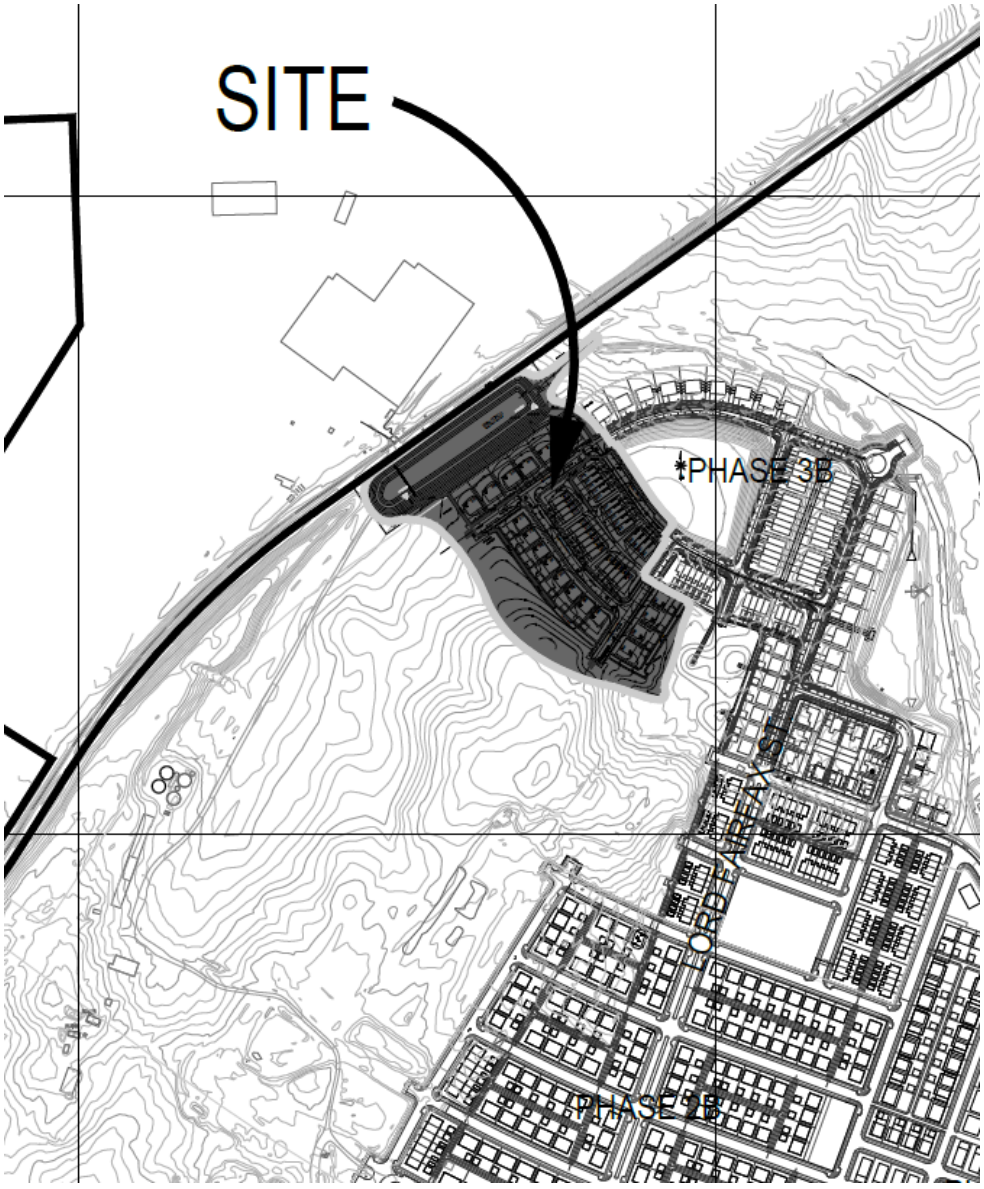
ATTACHMENTS:

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

Bond Establishment Request
BR2026-03

Date: For the June 23, 2026 Planning Commission Meeting
Applicant: DR Acquisitions LLC
Report by: James Newman, City Planner, Zoning/Subdivision Administrator.
Proposal: A bond establishment of $2,214,540.92

Huntfield Phase 4



BACKGROUND
The applicant is requesting a bond establishment of the **performance and land disturbance bonds.** The preliminary plan for this phase was approved by the Planning Commission on December 22, 2025.

Combined Performance and Land Disturbane Bond amount: $2,214,540.92

Trail: One of the requirements of preliminary plan approval was for the trail to have an asphalt top coat; this is reflected in the estimate cost under the 'Trails' heading for Bituminous Concrete, at a cost of $71,400.

Landscaping: This bond covers the planting of 33 trees and 36 shrubs, which matches the approved amount of planting, at a cost of $15,720.

Lighting: The bond covers the required 10 streetlights to be installed in this phase, at a cost of $59,380.

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

The bond amount listed in the application is $971,817.64. That amount is incorrect. The amount ought under this Bond Initiation request is $2,214,540.92.

BOND COMMITTEE
The Bond Committee reviewed this item at their June 15, 2026 meeting. The Committee recommended approval of the bond initiation request.

RECOMMENDATION
Recommend **approval** to City Council.

Kimley»Horn

Memorandum

To: Mathew Monahan
Director of Land
Dr Acquisitions, LLC
225 Armenian Oak Drive
Frederick, MD 21701

From: Mark Phillips, P.E.

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

Date: May 6, 2026

Subject: Huntfield Phase 4 Bond Initiation Request Review

This memorandum summarizes our review of the Bond Initiation Request for the Huntfield Phase 4 Bond application (dated April 21, 2026, prepared by Dr Acquisitions, LLC) for an initial bond of $2,149,222.92. Using the Construction Plans dated December, 2025, Huntfield Phase 4 Bond Initiation documents, it is our opinion that the quantities of work are a reasonable representation of the work to be completed in the field.

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

KIMLEY-HORN & ASSOCIATES, INC.



Mark Phillips, P.E.
Project Manager
Associate

BOND REQUEST AND REDUCTION

1. APPLICATION TYPE :

- [x] Bond Initiation – No application fee
- [ ] Bond Reduction – No application fee
- [ ] Bond Extension – No application fee
- [ ] Bond Release – Application Fee: $60

2. FEES

Third-party review fees are assessed separately for each application, and will be sent to the applicant. All fees must be paid prior to approval.

3. PUBLIC NOTICE

Only bond release applications require a public hearing, which is held by the Planning Commission. City Council approval is still required.

4. APPLICATION REQUIREMENTS

Please submit one application set with supporting materials in paper, and one copy in PDF format.

1. DATE April 1, 2026

2. PROJECT NAME Huntfield Phase 4

Address

3. APPLICANT'S NAME* Matthew Monahan - DR Acquisitions, LLC

Address 225 Armenian Oak Drive, Suite 101, Frederick, MD 21701

Telephone Number (717-521-3195

Email Address [redacted]

4. PROPERTY OWNER'S NAME Matthew Monahan - DR Acquisitions, LLC

Address Same as Above

Telephone Number ( )

Email Address

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

5. DESCRIPTION OF REQUEST:

Bond Initiation for Phase 4 Huntfield

6. A) CURRENT BOND AMOUNT $0

B) PROPOSED BOND AMOUNT $971,817.64

C) CHANGE IN BONDED AMOUNT $971,817.64

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

Tax Map No.	Parcel No.	Tax Map No.	Parcel No.
03 11000100000000			

8. 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
	Huntfield Phase 4	Approved	12/22/2025

9. <u>BOND RELEASE</u> – SUPPLEMENTAL MATERIALS REQUIRED:

A. Copies of inspection and test reports if work was inspected and tested by a third-party inspector.

B. Certification that all bonded Improvements, have been completed in accordance with the approved plans, profiles, and specifications and the requirements of any applicable manual.

C. A copy of the City-approved As-Built Drawings as required for facilities within public rights-of-way or Easements.

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.

Continued on next page.

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.

   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.

G. **Landscaping Surety** is required to ensure the landscaping shown on a Major S/LD plan 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 ever is greater.

APPLICANT CERTIFICATION

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

Signature of Applicant



_____ Date 04/01/2025

Signature of Property Owner (If different than Applicant)

_____ Date _____

Please submit an original completed application to the following:

At City Hall:	Or	Via Mail:
Subdivision Administrator City of Charles Town 101 E. Washington Street Charles Town, WV 25414		Subdivision Administrator City of Charles Town PO BOX 14 Charles Town, WV 25414

FOR CITY USE ONLY

Application Number:_____ Date Application Received:_____

Fee: $_____ Check No._____

Receipt No._____

Site Inspection Date:_____ Inspector:_____

Planning Commission Approval:_____ Date:_____

City Council Approval:_____ Date:_____

Comments:_____

_____

_____

_____

_____

BOND ESTIMATE						BOND REDUCTION					City Use Only
ITEM	UNIT	UNIT COST	QUANTITY	Final Price	QUANTITY COMPLETED (REDUCTION REQUEST)	UNIT COST	PREVIOUS QUANTITY COMPLETED	TOTAL QUANTITY COMPLETED (INCLUDING REDUCTION REQUEST)	EXTENSION	%COMPLETE	%APPROVED
MOBILIZATION GENERAL											
Mobilization	LS	$12,440.00	1	$12,440.00		$0.00		0		0%	
Field Office	EA	$3,490.00	1	$3,490.00		$0.00		0		0%	
Job Sign	EA	$1,340.00	1	$1,340.00		$0.00		0		0%	
SURVEYING											
Steel Pipe Property Corner Marker Incl. Survey	EA	$320.38	47	$15,057.86		$0.00		0		0%	
R.O.W MONUMENTS SURVEYED IN PLACE											
RM--1	EA	$825.00		$0.00		$0.00		0		0%	
RM--2	EA	$764.00		$0.00		$0.00		0		0%	
EARTHWORK EXCAVATION											
Regular Bulk used as Fill	CY	$4.50	12000	$54,000.00		$0.00		0		0%	
Rock, Rip	CY	$51.50		$0.00		$0.00		0		0%	
Rock, Blast	CY	$55.00		$0.00		$0.00		0		0%	
BORROW MATERIAL											
Buy, Load, Haul 10 Mi. Select Material	CY	$42.00		$0.00		$0.00		0		0%	
Fill and Compaction of On-site Borrow	CY	$11.06		$0.00		$0.00		0		0%	
UNSUITABLE MATERIAL											
Load and Haul, 20 mi R/T	CY	$36.56		$0.00		$0.00		0		0%	
Dump Charge	CY	$62.50		$0.00		$0.00		0		0%	
Site Grading	SY	$1.25	117806	$147,257.50		$0.00		0		0%	
CLEAR & GRUB											
Light	AC	$14,548.50	24.34	$354,110.49		$0.00		0		0%	
Heavy	AC	$26,699.49		$0.00		$0.00		0		0%	
LANDSCAPING											
Seeding	SY	$3.00	18939	$56,817.00		$0.00		0		0%	
Sodding	SY	$8.50		$0.00		$0.00		0		0%	
PLANTING SHRUBS											
18"	EA	$70.00	36	$2,520.00		$0.00		0		0%	
24"	EA	$90.00		$0.00		$0.00		0		0%	
TREES											
6'-8' (1-2 in. Caliper)	EA	$400.00	33	$13,200.00		$0.00		0		0%	
8'-10' (2.5-3 in. Caliper)	EA	$700.00		$0.00		$0.00		0		0%	
Tree Protection	LF	$11.13		$0.00		$0.00		0		0%	
MISCELLANEOUS SITE IMPROVEMENTS											
Timber Wall (less than 6 ft)	LF	$325.00		$0.00		$0.00		0		0%	
Dry Rubble RW-1 (H=6')	LF	$450.00		$0.00		$0.00		0		0%	
Mortared Rubble RW-1A (H=6')	LF	$535.00		$0.00		$0.00		0		0%	
Concrete Gravity RW-2 (H=6')	LF	$589.50		$0.00		$0.00		0		0%	
Concrete Gravity RW-3 (H=6')	LF	$1,037.50		$0.00		$0.00		0		0%	
FENCING											
Std. Fence (H=5') FR-5	LF	$56.00		$0.00		$0.00		0		0%	
Farm Fence (H=5') FR-3A	LF	$37.50		$0.00		$0.00		0		0%	
Chain Link Fence (H=6') FR 2-B	LF	$62.00		$0.00		$0.00		0		0%	
Board Fence (H=6')	LF	$62.00		$0.00		$0.00		0		0%	
TOTS LOTS											
Tot Lot	EA	$16,495.00		$0.00		$0.00		0		0%	
STORM DRAINAGE											
STORM SEWER											
NOTE: All pipe unit prices include trench, excavation, bedding, pipe, & backfill											
Rock Excavation for All Pipe Types											
Less than 1,500 CY (Blasting)	CY	$110.00		$0.00		$0.00		0		0%	
More than 1,500 CY (Blasting)	CY	$90.00		$0.00		$0.00		0		0%	
Less than 1,500 CY (Hoe Ram)	CY	$220.00		$0.00		$0.00		0		0%	
More than 1,500 CY (Hoe Ram)	CY	$180.00		$0.00		$0.00		0		0%	
Trench De-Watering											
Trench De-Watering	LF	$4.00		$0.00		$0.00		0		0%	
RCP CLASS III ROUND T & G W/MASTIC											
12" Pipe (RCP III)											
0'-8' Cut	LF	$100.00		$0.00		$0.00		0		0%	
8'-14' Cut	LF	$140.00		$0.00		$0.00		0		0%	
Add cost for Class IV	LF	$1.90		$0.00		$0.00		0		0%	
O-Ring	LF	$12.36		$0.00		$0.00		0		0%	
15" Pipe (RCP III)											
0'-10' Cut	LF	$100.00		$0.00		$0.00		0		0%	
10'-16'	LF	$156.00		$0.00		$0.00		0		0%	
Add Cost for Class IV	LF	$1.48		$0.00		$0.00		0		0%	
O-Ring	LF	$8.58		$0.00		$0.00		0		0%	
18" Pipe (RCP III)											
0'-10' Cut	LF	$100.00		$0.00		$0.00		0		0%	
10' -16' Cut	LF	$160.00		$0.00		$0.00		0		0%	
Add Cost for Class IV	LF	$3.20		$0.00		$0.00		0		0%	
O-Ring	LF	$11.20		$0.00		$0.00		0		0%	
21" Pipe (RCP III)											
0'-8' Cut	LF	$115.00		$0.00		$0.00		0		0%	
8'-14' Cut	LF	$174.80		$0.00		$0.00		0		0%	
Add cost for Class IV	LF	$4.40		$0.00		$0.00		0		0%	
O-Ring	LF	$20.80		$0.00		$0.00		0		0%	
24" Pipe (RCP III)											
0'- 10' Cut	LF	$140.00		$0.00		$0.00		0		0%	
10'-16'	LF	$196.00		$0.00		$0.00		0		0%	
Add Cost for Class IV	LF	$5.04		$0.00		$0.00		0		0%	
O-Ring	LF	$22.40		$0.00		$0.00		0		0%	
27" Pipe (RCP III)											
0'- 10' Cut	LF	$123.20	115	$14,168.00		$0.00		0		0%	
10' -16' Cut	LF	$195.03		$0.00		$0.00		0		0%	
Add Cost for Class IV	LF	$6.40		$0.00		$0.00		0		0%	
O-Ring	LF	$24.00		$0.00		$0.00		0		0%	

30" Pipe (RCP III)											
0'- 8' Cut	LF	$169.40		$0.00			$0.00		0		0%
8'-14' Cut	LF	$256.66		$0.00			$0.00		0		0%
Add cost for Class IV	LF	$9.60		$0.00			$0.00		0		0%
O-Ring	LF	$27.60		$0.00			$0.00		0		0%
33" Pipe (RCP III)											
0'- 10' Cut	LF	$240.00		$0.00			$0.00		0		0%
10'-16'	LF	$333.00		$0.00			$0.00		0		0%
Add Cost for Class IV	LF	$13.50		$0.00			$0.00		0		0%
O-Ring	LF	$45.80		$0.00			$0.00		0		0%
36" Pipe (RCP III)											
0'-10' Cut	LF	$249.60		$0.00			$0.00		0		0%
10' -16' Cut	LF	$363.92		$0.00			$0.00		0		0%
Add Cost for Class IV	LF	$12.40		$0.00			$0.00		0		0%
O-Ring	LF	$36.40		$0.00			$0.00		0		0%
42" Pipe (RCP III)											
0'- 8' Cut	LF	$289.54		$0.00			$0.00		0		0%
8'-14' Cut	LF	$413.46		$0.00			$0.00		0		0%
Add cost for Class IV	LF	$19.20		$0.00			$0.00		0		0%
O-Ring	LF	$56.72		$0.00			$0.00		0		0%
48" Pipe (RCP III)											
0'-10' Cut	LF	$320.52		$0.00			$0.00		0		0%
10'-16'	LF	$442.31		$0.00			$0.00		0		0%
Add Cost for Class IV	LF	$20.00		$0.00			$0.00		0		0%
O-Ring	LF	$69.36		$0.00			$0.00		0		0%
54" Pipe (RCP III)											
0' - 10' Cut	LF	$420.00		$0.00			$0.00		0		0%
10' -16' Cut	LF	$541.38		$0.00			$0.00		0		0%
Add Cost for Class IV	LF	$30.00		$0.00			$0.00		0		0%
O-Ring	LF	$70.96		$0.00			$0.00		0		0%
60" Pipe (RCP III)											
0'-10' Cut	LF	$420.00		$0.00			$0.00		0		0%
10' -16' Cut	LF	$498.48		$0.00			$0.00		0		0%
Add Cost for Class IV	LF	$36.00		$0.00			$0.00		0		0%
O-Ring	LF	$77.84		$0.00			$0.00		0		0%
ELLIPTICAL PIPE - RCP CLASS III											
23"x14" (18" Equiv- RCP III)											
0'10' Cut	LF	$190.00		$0.00			$0.00		0		0%
10'-16' Cut	LF	$278.60		$0.00			$0.00		0		0%
Add cost for Class IV	LF	$41.60		$0.00			$0.00		0		0%
O-Ring	LF	$109.80		$0.00			$0.00		0		0%
30"x19" (24" Equiv- RCP III)											
0'10' Cut	LF	$190.00		$0.00			$0.00		0		0%
10'-16' Cut	LF	$329.25		$0.00			$0.00		0		0%
Add cost for Class IV	LF	$15.07		$0.00			$0.00		0		0%
O-Ring	LF	$109.79		$0.00			$0.00		0		0%
38"x24" (30" Equiv- RCP III)											
0'10' Cut	LF	$190.00		$0.00			$0.00		0		0%
10'-16' Cut	LF	$423.78		$0.00			$0.00		0		0%
Add cost for Class IV	LF	$21.38		$0.00			$0.00		0		0%
O-Ring	LF	$129.92		$0.00			$0.00		0		0%
45"x29" (36" Equiv- RCP III)											
0'10' Cut	LF	$370.00		$0.00			$0.00		0		0%
10'-16' Cut	LF	$526.88		$0.00			$0.00		0		0%
Add cost for Class IV	LF	$25.45		$0.00			$0.00		0		0%
O-Ring	LF	$119.63		$0.00			$0.00		0		0%
53"X 34" (42" Equiv-RCP III)											
0'12' Cut	LF	$370.00		$0.00			$0.00		0		0%
10'-18' Cut	LF	$528.36		$0.00			$0.00		0		0%
Add cost for Class IV	LF	$38.87		$0.00			$0.00		0		0%
O-Ring	LF	$149.26		$0.00			$0.00		0		0%
60"x38" (48" Equiv- RCP III)											
0'12' Cut	LF	$370.00		$0.00			$0.00		0		0%
10'-18' Cut	LF	$543.90		$0.00			$0.00		0		0%
Add cost for Class IV	LF	$46.46		$0.00			$0.00		0		0%
O-Ring	LF	$177.11		$0.00			$0.00		0		0%
HDPE PIPE											
8" Pipe											
0'-8' Cut	LF	$50.00		$0.00			$0.00		0		0%
8'-14' Cut	LF	$75.30		$0.00			$0.00		0		0%
12" Pipe											
0'-8' Cut	LF	$67.50		$0.00			$0.00		0		0%
8'-14' Cut	LF	$100.04		$0.00			$0.00		0		0%
15" Pipe											
0'-8' Cut	LF	$87.08		$0.00			$0.00		0		0%
8'-16' Cut	LF	$129.65		$0.00			$0.00		0		0%
18" Pipe											
0'-8' Cut	LF	$114.33	844	$96,494.52			$0.00		0		0%
8'-16' Cut	LF	$170.69		$0.00			$0.00		0		0%
24" Pipe											
0'-8' Cut	LF	$132.62	518	$68,697.16			$0.00		0		0%
8'-16' Cut	LF	$197.61		$0.00			$0.00		0		0%
30" Pipe											
0'-8' Cut	LF	$157.42		$0.00			$0.00		0		0%
8'-16' Cut	LF	$236.13		$0.00			$0.00		0		0%
36" Pipe											
0'-8' Cut	LF	$200.00	20	$4,000.00			$0.00		0		0%
8'-16' Cut	LF	$298.00		$0.00			$0.00		0		0%
42" Pipe											
0'-8' Cut	LF	$224.20		$0.00			$0.00		0		0%
8'-16' Cut	LF	$334.06		$0.00			$0.00		0		0%
48" Pipe											
0'-8' Cut	LF	$253.35		$0.00			$0.00		0		0%
8'-16' Cut	LF	$377.49		$0.00			$0.00		0		0%
STORM STRUCTURES											
END SECTIONS											
End Sections (ES-1), Concrete Pipe Size											
15"	EA	$1,389.00		$0.00			$0.00		0		0%

18"	EA	$1,583.46		$0.00			$0.00		0		0%
21"	EA	$1,805.14		$0.00			$0.00		0		0%
24"	EA	$2,057.86	1	$2,057.86			$0.00		0		0%
27"	EA	$2,345.97		$0.00			$0.00		0		0%
30"	EA	$2,674.40		$0.00			$0.00		0		0%
36"	EA	$3,048.82		$0.00			$0.00		0		0%
42"	EA	$3,558.50		$0.00			$0.00		0		0%
48"	EA	$4,056.69		$0.00			$0.00		0		0%
54"	EA	$4,624.63		$0.00			$0.00		0		0%
60"	EA	$5,272.07		$0.00			$0.00		0		0%
ENDWALLS											
EW-1 (Pre-Cast) Round Pipe Size											
15"	EA	$2,433.00		$0.00			$0.00		0		0%
18"	EA	$2,724.96		$0.00			$0.00		0		0%
24"	EA	$3,051.96		$0.00			$0.00		0		0%
30"	EA	$3,418.19		$0.00			$0.00		0		0%
36"	EA	$3,828.37	1	$3,828.37			$0.00		0		0%
EW-1 Cast in Place [Round Pipe Size]											
15"	EA	$2,591.15		$0.00			$0.00		0		0%
18"	EA	$2,902.08		$0.00			$0.00		0		0%
24"	EA	$3,250.33		$0.00			$0.00		0		0%
30"	EA	$3,640.37		$0.00			$0.00		0		0%
36"	EA	$4,077.22		$0.00			$0.00		0		0%
EW-1A (Pre-Cast) Elliptical Pipe Size											
23" X 14" (18")	EA	$1,335.00		$0.00			$0.00		0		0%
30" X 19" (24")	EA	$1,495.20		$0.00			$0.00		0		0%
38 X 24" (30")	EA	$1,879.50		$0.00			$0.00		0		0%
45 X 29" (36")	EA	$2,105.04		$0.00			$0.00		0		0%
53" X 34" (42")	EA	$2,791.50		$0.00			$0.00		0		0%
EW-1A (Cast in Place) Elliptical Pipe Size											
23" X 14" (18")	EA	$1,318.50		$0.00			$0.00		0		0%
30" X 19" (24")	EA	$1,318.50		$0.00			$0.00		0		0%
38 X 24" (30")	EA	$2,257.00		$0.00			$0.00		0		0%
45 X 29" (36")	EA	$2,257.00		$0.00			$0.00		0		0%
53" X 34" (42")	EA	$3,217.50		$0.00			$0.00		0		0%
EW-2 (PreCast) Round Size Pipe Size											
42"	EA	$8,324.00		$0.00			$0.00		0		0%
48"	EA	$9,322.88		$0.00			$0.00		0		0%
54"	EA	$10,441.63		$0.00			$0.00		0		0%
60"	EA	$11,694.62		$0.00			$0.00		0		0%
72"	EA	$12,675.50		$0.00			$0.00		0		0%
84"	EA	$14,196.56		$0.00			$0.00		0		0%
EW-2 (Cast in Place) Round Size Pipe Size											
42"	EA	$9,255.50		$0.00			$0.00		0		0%
48"	EA	$10,366.16		$0.00			$0.00		0		0%
54"	EA	$11,610.10		$0.00			$0.00		0		0%
60"	EA	$13,003.31		$0.00			$0.00		0		0%
72"	EA	$15,747.00		$0.00			$0.00		0		0%
84"	EA	$17,636.64		$0.00			$0.00		0		0%
EW-6PC [Double Pipe] Pipe Size											
2-15"	EA	$2,123.00		$0.00			$0.00		0		0%
2-18"	EA	$2,377.76		$0.00			$0.00		0		0%
2-24"	EA	$2,663.09		$0.00			$0.00		0		0%
2-30"	EA	$4,096.00		$0.00			$0.00		0		0%
2-36"	EA	$4,587.52		$0.00			$0.00		0		0%
MANHOLES											
Standard Brick Manhole Std Frame & Cover (MH-1)											
6' Depth	EA	$6,048.00	3	$18,144.00			$0.00		0		0%
Depth Below 6'	VF	$230.00		$0.00			$0.00		0		0%
Standard Precast Manhole Std Frame & Cover (MH-2)		$5,337.00		$0.00			$0.00		0		0%
Additional Cost (Amount in parentheses to be added to the above unit costs)											
Watertight Fr/Cover (Add 110)	EA	$579.00		$0.00			$0.00		0		0%
Heavy Duty Fr/ Cover (Add 82)	VF	$599.00		$0.00			$0.00		0		0%
Drop Inlets											
Cast in Place 48"											
Drop Inlet (DI-1) 12"-24" Pipe0-10 VF	EA	$7,690.00		$0.00			$0.00		0		0%
Drop Inlet (DI-1A) 12"-24" Pipe10-20 VF	EA	$7,690.00		$0.00			$0.00		0		0%
Drop Inlet (DI-2A) 12"-24" Pipe0-10 VF, 10' throat	EA	$9,458.70		$0.00			$0.00		0		0%
Drop Inlet (DI-2A) 12"-24" Pipe10-20 VF, 10' throat	EA	$11,634.20		$0.00			$0.00		0		0%
Curb Drop Inlets											
Curb Drop Inlet (DI-3A)											
12"-30" Pipe (Invert Depth (H) =0'-8') Inlet Length 2'-6"	EA	$7,460.00		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3AA)											
12"-30" Pipe (Invert Depth (H) =8'-	**EA**	$9,772.60		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3B) 12"-30" Pipe (Invert Depth (H) = 0 '-8') Inlet Length											
4'	EA	$7,758.40		$0.00			$0.00		0		0%
6'	EA	$8,534.24	1	$8,534.24			$0.00		0		0%
8'	EA	$9,387.66	2	$18,775.32			$0.00		0		0%
10'	EA	$10,326.43	1	$10,326.43			$0.00		0		0%
12'	EA	$11,359.07		$0.00			$0.00		0		0%
16'	EA	$12,494.98		$0.00			$0.00		0		0%
20'	EA	$13,744.48		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3BB) 12"-30" Pipe (Invert Depth (H) = 0 '-8') Inlet Length											
4'	EA	$7,680.82		$0.00			$0.00		0		0%
6'	EA	$8,448.90	5	$42,244.50			$0.00		0		0%
8'	EA	$9,293.79		$0.00			$0.00		0		0%
10'	EA	$10,223.17	1	$10,223.17			$0.00		0		0%
12'	EA	$11,245.48		$0.00			$0.00		0		0%
16'	EA	$12,370.03		$0.00			$0.00		0		0%
20'	EA	$13,607.03		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3C) 12"-30" Pipe (Invert Depth (H) = 0 '-8') Inlet Length											

6'	EA	$7,204.61	1	$7,204.61			$0.00		0		0%
8'	EA	$7,925.07	1	$7,925.07			$0.00		0		0%
10'	EA	$8,717.57		$0.00			$0.00		0		0%
12'	EA	$9,589.33		$0.00			$0.00		0		0%
16'	EA	$10,548.26		$0.00			$0.00		0		0%
20'	EA	$11,603.09		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3CC) 12"-30" Pipe (Invert Depth (H) = 0 '-8') Inlet Length											
6'	EA	$8,573.48		$0.00			$0.00		0		0%
8'	EA	$9,430.83		$0.00			$0.00		0		0%
10'	EA	$10,373.91		$0.00			$0.00		0		0%
12'	EA	$11,411.30		$0.00			$0.00		0		0%
16'	EA	$12,552.43		$0.00			$0.00		0		0%
20'	EA	$13,807.68		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3D)											
12"-30" Pipe (Invert Depth (H) =0'-8') Inlet Length 2'-6"	EA	$6,430.11		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3DD)											
12"-30" Pipe (Invert Depth	**EA**	$7,587.53		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3E) 12"-30" Pipe (Invert Depth (H) = 0 '-8') Inlet Length											
4'	EA	$7,460.00		$0.00			$0.00		0		0%
8'	EA	$7,982.20		$0.00			$0.00		0		0%
10'	EA	$8,540.95		$0.00			$0.00		0		0%
12'	EA	$9,138.82		$0.00			$0.00		0		0%
16'	EA	$9,778.54		$0.00			$0.00		0		0%
20'	EA	$10,463.04		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3EE) 12"-30" Pipe (Invert Depth (H) = 8'-20') Inlet Length											
6'	EA	$11,509.34		$0.00			$0.00		0		0%
8'	EA	$12,314.99		$0.00			$0.00		0		0%
10'	EA	$13,177.04		$0.00			$0.00		0		0%
12'	EA	$14,099.44		$0.00			$0.00		0		0%
16'	EA	$15,086.40		$0.00			$0.00		0		0%
20'	EA	$16,142.44		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3F) 12"-30" Pipe (Invert Depth (H) = 0 '-8') Inlet Length											
6'	EA	$6,855.74		$0.00			$0.00		0		0%
8'	EA	$7,335.64		$0.00			$0.00		0		0%
10'	EA	$7,849.14		$0.00			$0.00		0		0%
12'	EA	$8,398.58		$0.00			$0.00		0		0%
16'	EA	$8,986.48		$0.00			$0.00		0		0%
20'	EA	$9,615.53		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-3FF) 12"-30" Pipe (Invert Depth (H) = 8'-20') Inlet Length											
6'	EA	$14,671.28		$0.00			$0.00		0		0%
8'	EA	$15,698.27		$0.00			$0.00		0		0%
10'	EA	$16,797.15		$0.00			$0.00		0		0%
12'	EA	$17,972.95		$0.00			$0.00		0		0%
16'	EA	$19,231.06		$0.00			$0.00		0		0%
20'	EA	$20,577.23		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4A) 36"-48" Pipe (Invert Depth (H) = 8'-20') Inlet Length											
4'	**EA**	$10,020.00		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4AA) 36"-48" Pipe (Invert Depth (H) = 8'-20') Inlet Length											
4'	**EA**	$10,020.00		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4B) 36"-48" Pipe (Invert Depth (H) = 0'-8') Inlet Length											
6'	EA	$8,802.77		$0.00			$0.00		0		0%
8'	EA	$9,418.96		$0.00			$0.00		0		0%
10'	EA	$10,078.29		$0.00			$0.00		0		0%
12'	EA	$10,783.77		$0.00			$0.00		0		0%
16'	EA	$11,538.64		$0.00			$0.00		0		0%
20'	EA	$12,346.34		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4BB) 36"-48" Pipe (Invert Depth (H) = 8'-20') Inlet Length											
6'	EA	$17,429.48		$0.00			$0.00		0		0%
8'	EA	$18,649.55		$0.00			$0.00		0		0%
10'	EA	$19,955.02		$0.00			$0.00		0		0%
12'	EA	$21,351.87		$0.00			$0.00		0		0%
16'	EA	$22,846.50		$0.00			$0.00		0		0%
20'	EA	$24,445.75		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4C) 36"-48" Pipe (Invert Depth (H) = 0'-8') Inlet Length											
8'	EA	$9,418.96		$0.00			$0.00		0		0%
10'	EA	$10,078.29		$0.00			$0.00		0		0%
12'	EA	$10,783.77		$0.00			$0.00		0		0%
16'	EA	$11,538.64		$0.00			$0.00		0		0%
20'	EA	$12,346.34		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4CC) 36"-48" Pipe (Invert Depth (H) = 8'-20') Inlet Length											
8'	EA	$22,417.13		$0.00			$0.00		0		0%
10'	EA	$23,986.33		$0.00			$0.00		0		0%
12'	EA	$25,665.38		$0.00			$0.00		0		0%
16'	EA	$27,461.95		$0.00			$0.00		0		0%
20'	EA	$29,384.29		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4D)											
36"-48" Pipe (Invert Depth (H) =8'16') Inlet Length 4'	EA	$8,279.27		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4DD)											
36"-48" Pipe (Invert Depth (H)	**EA**	$16,392.95		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4E) 36"-48" Pipe (Invert Depth (H) = 0'-8') Inlet Length											
6'	EA	$9,016.12		$0.00			$0.00		0		0%
8'	EA	$9,647.25		$0.00			$0.00		0		0%
10'	EA	$10,322.56		$0.00			$0.00		0		0%
12'	EA	$11,045.14		$0.00			$0.00		0		0%
16'	EA	$11,818.30		$0.00			$0.00		0		0%
20'	EA	$12,645.58		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4EE) 36"-48" Pipe (Invert Depth (H) = 8'-16') Inlet Length											
6'	EA	$15,688.06		$0.00			$0.00		0		0%
8'	EA	$16,786.22		$0.00			$0.00		0		0%
10'	EA	$17,961.26		$0.00			$0.00		0		0%
12'	EA	$19,218.54		$0.00			$0.00		0		0%
16'	EA	$20,563.84		$0.00			$0.00		0		0%
20'	EA	$22,003.31		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4F) 36"-48" Pipe (Invert Depth (H) = 0'-8') Inlet Length											
8'	EA	$10,040.36		$0.00			$0.00		0		0%
10'	EA	$10,743.18		$0.00			$0.00		0		0%

12'	EA	$11,495.20		$0.00			$0.00		0		0%
16'	EA	$12,299.87		$0.00			$0.00		0		0%
20'	EA	$13,160.86		$0.00			$0.00		0		0%
Curb Drop Inlet (DI-4FF) 36"-48" Pipe (Invert Depth (H) = 8'-16') Inlet Length											
8'	EA	$15,140.86		$0.00			$0.00		0		0%
10'	EA	$16,200.72		$0.00			$0.00		0		0%
12'	EA	$17,334.77		$0.00			$0.00		0		0%
16'	EA	$18,548.20		$0.00			$0.00		0		0%
20'	EA	$19,846.57		$0.00			$0.00		0		0%
Median Drop Inlets - CIP											
Median Drop Inlets (DI-6A) 12"-24"Pipe Inlet (H=8')	EA	$6,032.00		$0.00			$0.00		0		0%
Median Drop Inlets (DI-6B) 12"-24"Pipe Inlet (H=8')	EA	$6,080.00		$0.00			$0.00		0		0%
Median Drop Inlets (DI-6C) 30"-48"Pipe Inlet (H=10')	EA	$7,737.50		$0.00			$0.00		0		0%
Median Drop Inlets (DI-6D) 30"-48"Pipe Inlet (H=10')	EA	$7,805.00		$0.00			$0.00		0		0%
Median Drop Inlets (DI-7) Type III Top 12"-42" Pipe Inlet (H=10')	EA	$8,548.00	4	$34,192.00			$0.00		0		0%
Median Drop Inlets (DI-7A) Type III Top 12"-42" Pipe Inlet (H=10')	EA	$8,548.00		$0.00			$0.00		0		0%
Median Drop Inlets (DI-7B) Type III Top 12"-42" Pipe Inlet (H=10')	EA	$8,548.00		$0.00			$0.00		0		0%
MISCELLANEOUS INLETS											
Median Drop Inlets (DI-5) Type III Top 12"-42" Pipe Inlet (H=8')	EA	$6,569.08		$0.00			$0.00		0		0%
Standard Yard Inlet (YI-1) 12"-48" Pipe (Invert Depth (H)= 0'-8') Inlet Length 4' (No Aprons)		$5,969.49		$0.00			$0.00		0		0%
Add Yard Inlet Apron	THROAT	$320.54		$0.00			$0.00		0		0%
Standard Yard Inlet (YI-1) 12"-48" Pipe (Invert Depth (H)= 0'-8') Inlet Length 4' (No Aprons)	EA	$6,444.64		$0.00			$0.00		0		0%
Add Yard Inlet Apron	THROAT	$320.54		$0.00			$0.00		0		0%
Culverts											
Single Box Culvert (BC-1A) Fills to 25'											
4' X 4'	LF	$473.00		$0.00			$0.00		0		0%
5' X 5'	LF	$563.00		$0.00			$0.00		0		0%
6' X 6'	LF	$689.00		$0.00			$0.00		0		0%
8' X 8'	LF	$944.00		$0.00			$0.00		0		0%
10' X 10'	LF	$1,159.00		$0.00			$0.00		0		0%
Double Box Culvert (BC-2b) Fills to 25'											
4' X 4'	LF	$792.40		$0.00			$0.00		0		0%
5' X 5'	LF	$987.00		$0.00			$0.00		0		0%
6' X 6'	LF	$1,195.60		$0.00			$0.00		0		0%
8' X 8'	LF	$1,607.20		$0.00			$0.00		0		0%
10' X 10'	LF	$1,975.40		$0.00			$0.00		0		0%
Oversized Single Box Culvert (BBC-1) Fills to 25'											
12' X 6'	LF	$1,488.50		$0.00			$0.00		0		0%
12' X 8'	LF	$1,488.50		$0.00			$0.00		0		0%
12' X 10'	LF	$1,771.50		$0.00			$0.00		0		0%
12' X 12'	LF	$1,771.50		$0.00			$0.00		0		0%
Triple Box Culvert (BC-3B) Fills to 25'											
4' X 4'	LF	$1,129.55		$0.00			$0.00		0		0%
5' X 5'	LF	$1,399.25		$0.00			$0.00		0		0%
6' X 6'	LF	$1,755.95		$0.00			$0.00		0		0%
8' X 8'	LF	$2,367.85		$0.00			$0.00		0		0%
10' X 10'	LF	$3,607.60		$0.00			$0.00		0		0%
Quadruple Box Culvert (BC-4B) Fills to 25'											
4' X 4'	LF	$1,431.15		$0.00			$0.00		0		0%
5' X 5'	LF	$1,776.25		$0.00			$0.00		0		0%
6' X 6'	LF	$2,208.35		$0.00			$0.00		0		0%
8' X 8'	LF	$2,170.65		$0.00			$0.00		0		0%
10' X 10'	LF	$4,110.75		$0.00			$0.00		0		0%
Standard Wing for Box Culvert (1 Side Only) Height of Box											
4'	EA	$926.50		$0.00			$0.00		0		0%
5'	EA	$1,390.00		$0.00			$0.00		0		0%
6'	EA	$1,853.50		$0.00			$0.00		0		0%
8'	EA	$3,426.50		$0.00			$0.00		0		0%
10'	EA	$4,558.00		$0.00			$0.00		0		0%
Standard Wing for Box Culvert (BBC-W) Height of Box											
6'	EA	$1,817.00		$0.00			$0.00		0		0%
8'	EA	$3,007.50		$0.00			$0.00		0		0%
10'	EA	$4,497.50		$0.00			$0.00		0		0%
12'	EA	$6,567.00		$0.00			$0.00		0		0%
MISCELLANEOUS STORM											
Connection to Existing Structure											
15"-36" Pipe	EA	$1,584.00		$0.00			$0.00		0		0%
42"-60" Pipe	EA	$1,584.00		$0.00			$0.00		0		0%
Casing Pipe, Bore and Jack (3/8" wall)											
22" ID (6"-8" Carrier Pipe)	LF	$885.71		$0.00			$0.00		0		0%
24" ID (10" Carrier Pipe)	LF	$971.91		$0.00			$0.00		0		0%
30" ID (12" Carrier Pipe)	LF	$1,226.20		$0.00			$0.00		0		0%
Plug Pipe											
6"-12" Pipe	EA	$444.50		$0.00			$0.00		0		0%
15"-36" Pipe	EA	$444.50		$0.00			$0.00		0		0%
42"-60" Pipe	EA	$574.50		$0.00			$0.00		0		0%
Pavement Edge Pipe											
Standard Pipe Underdrain	LF	$20.50		$0.00			$0.00		0		0%
RipRap											

Dry, Class I, 18"	SY	$82.00	164	$13,448.00		$0.00		0		0%	
Dry, Class II, 18"	SY	$82.00		$0.00		$0.00		0		0%	
Grouted, Class I, 18"	SY	$84.00		$0.00		$0.00		0		0%	
Filter Fabric											
Class I	SY	$4.13		$0.00		$0.00		0		0%	
Class II	SY	$4.13		$0.00		$0.00		0		0%	
Class III	SY	$4.13		$0.00		$0.00		0		0%	
Gabions (No excavations)											
Mattress	CY	$237.50		$0.00		$0.00		0		0%	
Revetment	CY	$237.50		$0.00		$0.00		0		0%	
Wall	CY	$237.50	58	$13,775.00		$0.00		0		0%	
Paved Ditch (4" Thick)											
Concrete (Non-reinforced)	SY	$94.50		$0.00		$0.00		0		0%	
Bituminous Concrete (4")	SY	$43.50		$0.00		$0.00		0		0%	
Sodded Ditch											
Sodded Ditch(Incl Fine Grading)	SY	$15.03		$0.00		$0.00		0		0%	
STREET CONSTRUCTION											
ROADS AND PARKING											
Soil Stabilization											
Cement 6%	SY/ Inch	$20.00		$0.00		$0.00		0		0%	
Depth (in Inches):	Depth				0						
Lime 6%	SY/ Inch	$14.00		$0.00		$0.00		0		0%	
Depth (in Inches):	Depth				0						
Subbase, Aggregated Material											
Base Type I	SY/ Inch	$12.95	5999	$466,122.30		$0.00		0		0%	
Depth (in Inches):	Depth	6			6						
Bituminous Concrete											
Base Course	SY/ Inch	$7.00	5999	$125,979.00		$0.00		0		0%	
Depth (in Inches):	Depth	3			3						
Intermediate Course	SY/ Inch	$7.00		$0.00		$0.00		0		0%	
Depth (in Inches):	Depth				0						
Top Course	SY/ Inch	$7.00	5999	$62,989.50		$0.00		0		0%	
Depth (in Inches):	Depth	1.5			1.5						
Prime Coat	SY	$1.38	5999	$8,278.62		$0.00		0		0%	
Tack Coat	SY	$1.38		$0.00		$0.00		0		0%	
Driveway Restoration											
4" Concrete & 4" Gravel	SY	$75.00		$0.00		$0.00		0		0%	
2" S-5 & 7 6" Gravel	SY	$29.98		$0.00		$0.00		0		0%	
Shoulders, Type I											
Aggregated Base, 4"	SY	$15.00		$0.00		$0.00		0		0%	
Concrete Curbing											
Curb & Gutter CG6 & CG7	LF	$31.50	3079	$96,988.50		$0.00		0		0%	
Curb Cut, CG-12 DetectableSurf.	EA	$1,044.00	12	$12,528.00		$0.00		0		0%	
Entrances/ Driveways											
Commercial Entrance CG-11	SY	$87.00		$0.00		$0.00		0		0%	
Commercial Entrance CG-13	SY	$87.00		$0.00		$0.00		0		0%	
Residential Driveway Apron	EA	$2,254.50	18	$40,581.00		$0.00		0		0%	
Guardrails											
Std. Blocked-out W beam(GR2)	LF	$53.50		$0.00		$0.00		0		0%	
Std. W beam, Weak Post GR8	LF	$53.50		$0.00		$0.00		0		0%	
Terminal, GR-6 (L=12'-6")	EA	$3,880.50		$0.00		$0.00		0		0%	
Terminal, GR-7 (L=6'-3")	EA	$3,880.50		$0.00		$0.00		0		0%	
Type I, GR-8 Terminal (L=25')	EA	$3,580.50		$0.00		$0.00		0		0%	
Type II, GR-8 Terminal(L=13'-6")	EA	$1,701.00		$0.00		$0.00		0		0%	
Terminal, MB-4 (L=37'-6")	EA	$3,580.50		$0.00		$0.00		0		0%	
Type I, MB-5 Terminal(L=27'-1)	EA	$3,580.50		$0.00		$0.00		0		0%	
Type II, MB-5 Terminal(L=13'-6)	EA	$1,701.00		$0.00		$0.00		0		0%	
Miscellaneous											
Trash enclosure - Brick 6' high	LF	$7,336.50		$0.00		$0.00		0		0%	
Reinforced Concrete Pad 6" to 8"	SY	$150.00		$0.00		$0.00		0		0%	
Striping 4" width (VDOT Type B)	LF	$2.50		$0.00		$0.00		0		0%	
Concrete Wheel Stops	EA	$90.00		$0.00		$0.00		0		0%	
Parking Lot Striping	EA	$50.00		$0.00		$0.00		0		0%	
Sign Island	EA	$850.00		$0.00		$0.00		0		0%	
Traffic Barricade	EA	$133.50		$0.00		$0.00		0		0%	
Street Name Signs	EA	$594.50	3	$1,783.50		$0.00		0		0%	
Traffic Control Signs	EA	$512.00	3	$1,536.00		$0.00		0		0%	
Street Light (pole, bracket,light)	EA	$5,938.00	10	$59,380.00		$0.00		0		0%	
SIDEWALKS AND TRAILS											
Sidewalk											
Concrete 4" w/WWF, No base	SY	$58.50		$0.00		$0.00		0		0%	
Bitum. Conc, 2" w/4" Base	SY	$42.00	1700	$71,400.00		$0.00		0		0%	
4" Conc, No Reinf., No Base	SY	$58.50		$0.00		$0.00		0		0%	
HANDRAIL											
Handrail 3 Rail 1-1/4" #4 Finish	LF	$143.00		$0.00		$0.00		0		0%	
Wood Chip Trail											
Trails(Incl Excavation & Grading) Wood chip, 4' wide	SY	$77.00		$0.00		$0.00		0		0%	
	SY	$21.00		$0.00		$0.00		0		0%	
Bituminous Trail											
6' to 10' wide	SY	$22.00	837	18414		$0.00		0		0%	
CRITICAL SLOPE STABILIZATION											
Paved Flume	SY	$100.00		$0.00		$0.00		0		0%	
Stmwtr Conc Channel-Excav	SY	$97.00		$0.00		$0.00		0		0%	
ADD Grass Lined-seeded	SY	$19.00		$0.00		$0.00		0		0%	
ADD Grass Lined-sodded	SY	$26.00		$0.00		$0.00		0		0%	
Outlet Protection											
Non-grouted Riprap 18"	SY	$87.00		$0.00		$0.00		0		0%	
Concrete 4"	SY	$70.00		$0.00		$0.00		0		0%	
Level Spreader	SY	$5.77		$0.00		$0.00		0		0%	
Struc Streambank Protection											
Non-grouted Riprap 18"	SY	$87.00		$0.00		$0.00		0		0%	
Gabions	CY	$255.00		$0.00		$0.00		0		0%	
Vegetative Erosion Control											
Sodding incl Fertilizing –Banks	SY	$9.00		$0.00		$0.00		0		0%	
Sodding incl Fertilizing – Flat	SY	$9.00		$0.00		$0.00		0		0%	
Seeding incl Fertilizing	SY	$3.00		$0.00		$0.00		0		0%	

Soding W/Soil Treat &Watering	SY	$9.00		$0.00		$0.00		0		0%	
Seeding W/Soil Treat &Watering	SY	$3.00		$0.00		$0.00		0		0%	
Straw Mulch w/Tack	SY	$2.00		$0.00		$0.00		0		0%	
Jute Mesh	SY	$2.00		$0.00		$0.00		0		0%	
SPECIAL ITEMS											
FEMA ProcessingLOMR/CLOMR	EA	$10,240.00		$0.00		$0.00		0		0%	
As Built (Record Drawings)	EA	$12,967.50	1	$12,967.50		$0.00		0		0%	
SWM/BMP POND	LS	$0.00		$0.00		$0.00		0		0%	
SIGNALIZATION	LS	$0.00		$0.00		$0.00		0		0%	

EFFECTIVE PERIOD OF BOND (IN MONTHS)	
TOTAL ESTIMATE OF COMPLETED WORK	**$2,013,219.02**
+ 10% CONTINGENCY	**$201,321.90**
GRAND TOTAL	**$2,214,540.92**
FINAL PRICE (+ 4% ANNUAL INTEREST)	**$2,214,540.92**

EFFECTIVE PERIOD OF BOND (IN MONTHS)	
TOTAL BOND REDUCTION REQUEST	**$0.00**
+ 10% CONTINGENCY	**$0.00**
GRAND TOTAL	**$0.00**
FINAL BOND REDUCTION REQUEST (+4% ANNUAL INTEREST)	**$0.00**

TOTAL ESTIMATED - BOND REMAINING	**$2,214,540.92**