

THIRTY THIRD ANNUAL REPORT  
JEFFERSON COUNTY PLANNING AND ZONING COMMISSION  
JANUARY 1, 2000 THROUGH DECEMBER 31, 2000

B. Planning and Zoning Commission Staff

Paul J. Raco, Executive Director of Planning, Zoning & Engineering\*

Paula Coomler Markstrom, Permit Officer/Assistant resigned her position February 2000

Rebecca F. Burns, Executive Secretary

Shirley F. Utz, Secretary resigned her position July 2000

John C. Laughland, County Engineer (employee of the County Commission)

Sherry O. Cole was hired in September 2000 to replace Ms. Utz

\*Paul Raco was hired as the Executive Director of Planning, Zoning & Engineering on September 1, 2000. Mr. Raco resigned as Planning Director and was appointed Acting Chief Planner, and is also the designated Zoning Administrator.

C. Schedule of Regular Meetings

Regular meetings are held on the second and fourth Tuesday of each month at 7:30 p.m., in the Planning Commission meeting room located on the first floor at 108 East Washington Street, Charles Town, West Virginia.

The Planning and Zoning Commission held twenty-two (22) Regular Meetings. No public hearings were held on proposed Ordinance amendments for the time frame of this report. However, the Planning Commission, in response to a request from a member of the public, decided to consider a lighting ordinance after the comprehensive plan process is complete, at which time they will consider other ordinance amendments as well.

The Planning and Zoning Commission received proposals for revising the Zoning Ordinance as it specifically relates to Summit Point Raceway. The Commission decided they would consider the amendments and follow the Standard Procedures for Consideration of Amendments to the Ordinances adopted by the Commission in 1999.

At the regularly scheduled Planning Commission meeting held on February 8, 2000, the Commission adopted the Comprehensive Plan Process Schedule and a search subcommittee was appointed to identify neutral objectives for a proposed contractor/consultant and the role they may have in the Comprehensive Plan process. In October of 2000 the Commission recommended to the County Commission negotiating a contract with Richard Tustian for the Comprehensive Plan Consultant position.

Following the Comprehensive Plan Process schedule adopted by the Commission, input meetings were held at various schools throughout the County. All Planning Commissioners were required to be present at these meetings. The purpose of the input meetings was to solicit comments from the public on the Comprehensive Plan and the Ordinances. Once the input meetings were concluded neighborhood meetings were held at various locations in the County and were chaired by individual members of the Planning Commission. These meetings were intended to be small round-table discussions, intended to encourage two-way dialogue between Planning Commission members and neighborhood residents. Each of the input and neighborhood meetings were taped and notes taken.

Three special meetings of the Planning and Zoning Commission were held throughout the year. The purpose of these meetings was to discuss the hiring of a comprehensive plan consultant; updating the Commission's bylaws; Phase II of the Comprehensive Plan process; Assistant Prosecuting Attorney Mike Cassell discussing planning commissioner's duties and ethics; Findings of Facts and Conclusions of Law for the Hunt Field decision; and, the Jefferson County Countywide Wastewater Facilities Plan.

An interview committee to hire a Chief Planner was appointed by Scott Coyle as President of the Commission. The entire Commission was encouraged to submit questions to the committee to be asked of the applicants.

Two (2) Neighborhood Compatibility Hearings were held on two (2) different projects (see Page Eleven for list). A public hearing was held before the Planning Commission as a result of the Neighborhood Compatibility Hearing held for the Quail Ridge Subdivision on the unresolved issues. There were no unresolved issues between the public and the developer at the other Neighborhood Compatibility Hearing.

Minutes and tapes of all meetings and work sessions are on record in the Planning Commission office and information on how to obtain a tape of any meeting can be addressed by the Planning Commission Staff during normal business hours, Monday through Friday, 9:00 a.m. to 5:00 p.m.

The Staff and Subdivision Review Panel conducted subdivision review work sessions, as necessary, on the first and third Friday of the month beginning at 10:00 a.m. in the Planning Commission meeting room. During the 2000 calendar year covered by this report twenty (20) subdivision review work sessions were held for the purpose of reviewing nine (9) Community Impact Statements; nine (9) Preliminary subdivision plats; twenty-one (21) Site Plan reviews; and, two (2) Preliminary Plat/Site Plans.

II. BUILDING CONSTRUCTION ACTIVITY

A. Improvement Location Permit Activity

The total number of Improvement Location Permits issued during the calendar year 2000, as shown on the table below, increased by 103 over the 1999 calendar year. A total of 1082 permits were issued in 1999 versus 1185 in 2000. The total value of construction increased from \$55.6 million in 1999 to \$68.5 million in 2000.

IMPROVEMENT LOCATION PERMIT ACTIVITY  
 CALENDAR YEAR 1999 and CALENDAR YEAR 2000

	<u>1999</u>		<u>2000</u>	
	<u>No.</u>	<u>Value</u>	<u>No.</u>	<u>Value</u>
Apartment Buildings	8		0	0
Units	57	2,625,048	0	0
Single Family Homes				
Detached	363	\$43,175,769	399	53,571,226
Attached	2	215,000	13	675,000
Mobile Homes	74	1,537,357	93	2,458,700
Garages/Carports	97	984,039	114	1,149,218
Additions	217	2,571,013	237	2,893,746
Accessory Buildings	188	641,004	177	595,650
Farm Structures	30	263,297	47	791,040
Commercial/Industrial	32	3,054,176	33	1,182,750
Swimming Pools	20	353,050	21	448,000
Churches	1	5,000	10	4,541,120
Signs			23	40,530
Other	<u>50</u>	<u>\$ 238,569</u>	<u>18</u>	<u>174,075</u>
	1082	\$55,663,322	1185	\$68,521,055
Total dwelling units	496		505	
Average Construction Cost/ single family home (Excluding mobile homes and apartments)		\$118,878		\$131,666

The total number of new dwelling units created (apartment units, single family homes and mobile homes) increased from 496 units in 1999 compared to 505 units in 2000. The average value of residential construction increased from \$118,878 per dwelling unit in 1999, to \$131,666 in 2000, or an increase of \$12,788.00 per unit.

The number of permits issued for commercial/industrial buildings increased from 32 in 1999 to 33 in 2000. The value of construction in this category decreased from \$3,054,176 in 1999 to \$1,182,750 in 2000. Overall, the number of permits increased by 103 over the previous calendar year and the total construction value increased by \$12,857,733. In prior years signs were tracted under the "other" category, but have been separated for this and all future reports.

B. Enforcement of Floodplain Management Ordinance

The Planning Commission staff issued only one (1) Improvement Location Permit for construction on a lot within a flood prone area. The permit was issued for construction within the flood plain for a garage and an elevation certificate was provided. Four permits were denied for construction within flood prone areas because an elevation certificate or engineer's certification that the structures would withstand the 100 year flood were not provided or they did not comply with the 50% value rule.

The Staff has received numerous inquiries pertaining to the location of flood prone areas, and has prepared a number of parcel maps indicating the regulated flood plain and floodway.

There have not been any amendments to the Jefferson County Flood Plain Management Ordinance since December 10, 1998. The 1998 amendments reflected changes suggested by the Federal Emergency Management Agency for clarification to the Ordinance. The definitions of substantial damage and substantially improved were added. The section on elevation and flood proofing was revised to reflect the new definitions.

III. LAND DEVELOPMENT ACTIVITY

A. Subdivision Ordinance Activity

During the calendar year covered by this report 208 new lots, sites or units were approved by the Planning Commission under the Subdivision Ordinance. In addition, the number of lots created through the subdivision exemptions in this period is 25. The number of lots, sites or units pending completion of

subdivision processing at the end of the 2000 calendar year is 4290 single family/duplex/apartments/multi-family and 14 commercial lots. However, the number of pending lots has never been an accurate count of what actually is approved.

A listing of the specific subdivision proposals which have been approved, those currently pending further processing and approval, and Community Impact Statements (concept plans) submitted and accepted as of December 31, 2000, can be found in Appendix 1, Pages 12, 13 and 14.

In addition to the subdivision activity described above, the Planning Commission received two (2) variance requests to permit two or more principal buildings on a single lot. One was for a caretaker's home where there is a commercial garage, and the other was to allow the Cone Zone ice cream stand to locate within the parking lot of the Somerset Village Shopping Center. Each of these requests were granted.

In the 2000 calendar year covered by this report, whereas 308 lots were created, 412 permits were issued. Therefore, the surplus of lots went down by approximately 104 (this does not include mobile homes).

B. Construction Inspections and Bonding

Once a project is approved by the Planning Commission, the Planning Commission Staff, and primarily, the County Engineer, inspections are conducted to insure the subdivision/site plan improvements conform with the approved plans.

In addition to the inspections, the Planning Commission Staff administers construction bonds, secured by developers to insure completion of improvements. As of December 31, 2000, the total value of the bonds held by the County was \$3,733,220. The subdivisions currently bonded and the amount and form of security are listed in Appendix II, Pages 15 and 16.

C. Salvage Yard Ordinance Activity

The Jefferson County Salvage Yard Ordinance, adopted in August, 1984, established regulations for salvage yards not previously permitted by the State Department of Highways. The ordinance applies to the collection of three or more "junked" motor vehicles (unable to pass State inspection) or other certain accumulations of ferrous and non-ferrous material. Requirements include setbacks, fencing and other site design standards intended to minimize adverse impacts of a salvage yard.

Between January 1, 2000 and December 31, 2000, the Planning Commission Staff investigated numerous complaints at various locations around the County. Some of the complaints were determined not to constitute a salvage yard by the definition of "junked" motor vehicles. Efforts have been made by a number of property owners who were investigated, to clean up their property and alleviate the cause for the complaints. One (1) location was brought before the Planning Commission for declaration of violation but was postponed for further investigation by the Staff. With the adoption of the Property Safety Enforcement Agency by the County Commission complaints have been deferred to this body for investigation by them as well.

IV. STATUS OF PLANNING

Five (5) projects were submitted to process through the Land Evaluation/Site Assessment (LESA) system or for a rezoning (map amendment).

Quail Ridge Subdivision	122 single family lots	103.90 Acres	Shepherdstown
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Thorn Hill Subdivision	44 single	61.00 Acres	Charles Town
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A neighborhood compatibility hearing was never held for Thorn Hill due to LESA point appeal and an appeal on the inadequacies of the support data.

Linda Grant Property	Hair/Beauty Salon	0.224 Acres	Shepherdstown
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Locust Hill	Water Tank & 2 well sites & booster station	72.51 Acres	Charles Town
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A neighborhood compatibility hearing was never held. A variance was granted by the Zoning Board of Appeals to allow this as part of the original Conditional Use Permit for Locust Hill.

Sunnyside Ltd. Partnership	Rezoning from Industrial Commercial to Rural	100.00 Acres	Kabletown
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A public hearing was never held because the applicant never completed the application for rezoning request to the satisfaction of the Zoning Administrator.

Harvest Hills Subdivision 392 single family lots/Duffields Train Station relocation/23 acre school site 371.00 Acres 2.00 acre church site/1.41 acres open space Shepherdstown

The neighborhood compatibility hearing for this project was scheduled to be held in 2001.

B. Site Plan Reviews

With the institution of zoning, a site plan review process was instituted for any projects other than single family residential. The following projects were submitted for site plan review:

<u>Project</u>	<u>Type Development</u>	<u>District</u>	<u>Status</u>	<u>Acres</u>
Kingdom Hall Of Jehovah's Witnesses	Church	Charles Town	Pending	3.00
Summit Point Raceway	Merchandise Bldg.	Kabletown	Approved	361.59
KOA Kampground	Reconstruction of shower facilities	Harpers Ferry	Approved	42.85
Capriotti Property	Sewage Treatment Plant	Harpers Ferry	Pending	60.81
Summit Point Raceway	Bathroom Facility	Kabletown	Approved	107.43
Country Day School	Pavilion Gymnasium/Recreation Building	Middleway	Pending	24.00
Potomac Edison Company	Power line Structures	Harpers Ferry	Approved	
Clarion Hotel & Conference Center	12x25 Maintenance Building	Shepherdstown	Approved	37.13
Cress Creek	12x120 Tennis Court Canopy	Shepherdstown	Approved	148.22
Jefferson County Animal Shelter	28x48 Addition & 12 Dog Runs	Middleway	Approved	107.07

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<u>Project</u>	<u>Type Development</u>	<u>District</u>	<u>Status</u>	<u>Acres</u>
Tri State Performance	65x30 Garage Addition	Kabletown	Approved	0.917
Jefferson County Parks & Recreation	2 Pavilions 3 Concession Stands Pool House Complex/Community Center/Ampitheater	Charles Town	Pending	136.60
S&G Plumbing	Commercial Building & Office	Charles Town	Approved	1.377
Children First Development Center	Child Care Facility	Charles Town	Pending	1.734
BC Partners	Sales Trailer & 3 Signs	Charles Town	Approved	9.00
Pizza Hut	Replaces existing Restaurant	Charles Town	Approved	1.053
PNGI Charles Town Gaming	Paved Parking Lot	Charles Town	Approved	13.934
Priest Field Pastoral Center	Renovations to Existing Facility	Middleway	Pending	38.00
Kabletown United Methodist Church	Shed & Pavilion	Kabletown	Approved	2.51
Potomac Farms/Lowe Products	26x40 Storage Shed	Shepherdstown	Approved	100.56

C. Intergovernmental Cooperation

The Planning Commission has established an open working relationship with other governmental agencies to ensure cooperation and coordination of programs and planning activities affecting Jefferson County. Examples of agencies the Planning Commission communicates with on a regular basis include: the Jefferson County Commission, Board of Education, Health Department, Development Authority, Solid Waste Authority, Parks & Recreation Commission, Emergency Services, Public Service District and the offices of the Assessor, County Clerk and Prosecuting Attorney; the State Departments of Health, Highways, and Natural Resources; and the U. S. Departments of Agriculture and Interior.

D. Miscellaneous Meetings and Activities

In addition to the regular and special meetings of the Planning Commission, the Zoning Board of Appeals, Staff Review meetings, and individual project Neighborhood Compatibility Meetings, the Planning Commission Staff has attended numerous meetings, conferences and work sessions on such topics as karst topography, Balancing Working Lands & Development; Childcare Leadership Conference on Work/Family; zoning; subdivision ordinance; stormwater management; water resources; education; natural resources; and, regional concerns.

Neighborhood Compatibility Meetings were held as follows:

<u>Date</u>	<u>Project</u>
September 6, 2000	Linda Grant Property
September 13, 2000	Quail Ridge Subdivision

Late in 1999 a subcommittee consisting of three Planning Commissioners (Lyle Campbell Tabb, Ginger Burcker and Renny Smith) was appointed to set a time frame and methodology for receiving public comments on amending the Comprehensive Plan. Meetings were also held with County Commissioner to discuss the Comprehensive Plan process. The Planning Commission felt that they would be working on the Comprehensive Plan process for about two years.

The Planning Commission also adopted a set of rules in accordance with the Open Government Proceedings Act entitled "Jefferson County Planning and Zoning Commission Meeting Rules". The rules stipulate meeting dates and times; special meeting notices; postponement of meetings; and, availability of meeting agendas. (See Appendix IV)

The Planning Commission as in previous years defended several lawsuits, concerning zoning and subdivision decisions. All of these files can be found in the Planning Commission offices or in the Circuit Clerk's Office.

#### E. Miscellaneous Information Requests

As with previous years, a large portion of Staff time is devoted to responding to inquiries received in person and by telephone. A large portion of these inquiries are directly related to building and subdivision activity. However, the Planning Commission also receives numerous requests for census information, demographic and building permit data, aerial photographs, floodplain information, and general information related to appraisals and marketing studies. In addition, since the zoning effort has been under way and is now effective, numerous inquiries are directed along this line. The Staff keeps a daily log of in-coming and out-going telephone calls and visits in person.

APPENDIX I  
Subdivisions Approved Between January 1, 2000 and December 31, 2000

<u>Subdivision</u>	<u>District</u>	<u>Acres</u>	<u>No. of Lots</u>
Abelow Farm SD	Middleway	*201.26	8 sf
Dolly's Woods SD	Shepherdstown	* 86.70	8 sf
Locust Hill Lots 239-258	Charles Town	* 93.65	20 sf
Meadow Brook Farm Lots 50-97	Harpers Ferry	62.90	48 sf
Eastland S/D, Sec. III, Lots 71-101	Charles Town	* 48.70	31 sf
Briar Run, Phase III, Lots 78-133	Charles Town	23.778	56 sf
William C. Snelson MSD	Middleway	22.422	2 sf
Fernbank Lots 69-75 & 93-101	Shepherdstown	9.465	16 sf
Ethel Lucille Waltz MSD	Shepherdstown	4.5067	2 sf
Donald P. Saville MSD	Middleway	44.70	2 sf
Frank & Diane Hardy SD	Charles Town	2.610	2 sf
Virginia A. Marcum Estate MSD	Kabletown	31.445	2 sf
Donald & Patricia Walker MSD	Charles Town	23.3594	3 sf
Peter F. Kubic MSD	Kabletown	12.91	3 sf
Cambridge, Lots 51 & 52	Charles Town	12.8801	2 sf
Harold L. & Charlotte Shotwell MSD	Charles Town & Kabletown	*172.82	3 sf
Garnett C. Catrow MSD	Kabletown	1.95	2 sf
William O. Macoughtry SD	Middleway	*150.48	2 sf
Richard Nickell MSD	Shepherdstown	*139.40	3 sf
Douglas & Rebecca Stevens MSD	Harpers Ferry	* 29.6014	3 sf
Rempe SD	Shepherdstown	5.01	3 sf
Frank A. Phillips MSD	Middleway	*167.25	3 sf
Charles S. Jenkins MSD	Kabletown	*111.60	3 sf
Sunset Ridge SD	Middleway	* 77.858	8 sf
Diane Gray & Hugh Hoover SD	Kabletown	* 89.780	2 sf
Crest View Acres SD Lots 9-12	Middleway	*154.813	4 sf
Van Cleves SD	Middleway	21.182	3 sf
Fernbank at Cress Creek	Shepherdstown	*125.192	4 du
Locust Hill SD, Lots 98-123	Charles Town	19.875	26 sf
Robert W. Burch MSD	Middleway	*107.323	3 sf
Stanley & June Small MSD	Charles Town	* 5.7513	2 sf
Breckenridge North SD, Lots 23-45	Harpers Ferry	*215.768	23 sf
Tri State Baptist Church SD	Charles Town	5.00	1 sf
			1 ch
Ray E. Walls SD	Middleway	* 44.69	2 sf
Donald & Patricia Walker MSD	Charles Town	2.736	2 sf
		2329.3659	303 sf
			4 du
			1 ch

NOTE: \* The acreage shown on the denoted subdivisions above are distorted because they include a large residue of property, which at a later date may be further subdivided. The total residue acreage on these denoted subdivisions is 1755.0729 acres. Therefore, the total acreage actually subdivided into lots is 574.293 acres.

APPENDIX I  
 Subdivisions Pending Between January 1, 2000  
 and December 31, 2000  
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Subdivisions Pending At The End of 2000

<u>Subdivision</u>	<u>District</u>	<u>Acres</u>	<u>No. of Lots</u>
Murphy's Landing SD, Lots 1-203	Harpers Ferry	98.9	203 sf
Colonial Hills SD	Shepherdstown	59.60	46 sf 22 du 60 th 108 apt 6 comm
Hunt Field	Charles Town	480.00	2100 sf
	Kabletown	519.00	800 th 450 mf 75 acres schools 142 acres parks/open space/community center
Gap View Village, Phase II	Harpers Ferry	142.8592	68 sf
SCOP Commercial SD	Charles Town	136.17	8 comm
Breckenridge, Lots 101-283	Charles Town	65.00	183 sf
Dale R. Nelson SD	Middleway	37.990	2 sf
Locust Hill SD, Lots 11-32	Charles Town	13.80	22 th
Clear Field SD, Lots 1-7	Kabletown	60.583	8 sf
Sheridan SD, Lots 1-178	Harpers Ferry	99.10	178 sf
Fernbank at Cress Creek	Shepherdstown	22.705	18 sf 4 du
Julie Blickenstaff MSD	Kabletown	289.839	2 sf
Daniel Burhans MSD	Kabletown	10.00	2 sf
Codee Manor SD	Shepherdstown	41.3203	3 sf
Haywood Acres	Kabletown	154.40	9 sf
Alice Armstrong MSD	Middleway	10.5373	2 sf
TOTAL		2241.8038	2824 sf 882 th 26 du 108 apt 450 mf 14 comm

NOTE: The number of lots in subdivisions pending at the end of Calendar Year 1999 was 431 single family and 9 commercial lots. (See Planning Commission 32nd Annual Report.) However, 303 single family lots, 4 duplex lots and 1 church lot were actually approved during the calendar year covered by this report (See Appendix I, Page 12).

Community Impact Statements Accepted by the  
Planning Commission Between January 1, 2000 and December 31, 2000  
 (Concept Plans)

<u>Subdivision</u>	<u>District</u>	<u>Acres</u>	<u>No. of Lots</u>
Colonial Hills SD	Shepherdstown	59.60	46 sf 22 du 60 th 108 apt 6 comm
Gap View Village, Phase II	Harpers Ferry	142.8592	68 sf
SCOP Commercial SD	Charles Town	136.17	8 comm
Sunset Ridge SD	Middleway	77.858	8 sf
Crest View Acres SD Lots 9-12	Middleway	154.813	4 sf
Breckenridge, Lots 101-283	Charles Town	65.00	183 sf
Clear Field SD, Lots 1-7	Kabletown	60.583	8 sf
TOTAL		696.8832	317 sf 22 du 60 th 108 apts 14 comm

APPENDIX II  
Outstanding Construction Bonds As Of December 31, 1999

<u>Subdivision</u>	<u>Security</u>	<u>Amount</u>
Patrick Henry Estates, Section B	Cash in Escrow	1,500.00
Images Night Club	Cash in Escrow	2,910.00
Bon Aire Village	Letter of Credit	13,000.00
Low Products, Inc.	Letter of Credit	8,305.00
Encore Catering	Letter of Credit	4,978.00
The Hillbrook Inn	Letter of Credit	4,075.00
Meadow Brook Farm	Letter of Credit	89,155.00
PNGI Charles Town Gaming LLC	Cash in Escrow	34,340.00
Breckenridge, Section I, Lots 1-30	Letter of Credit	5,000.00
Locust Hill, Lots 149-167 & 217-238	Letter of Credit	74,014.00
Cool Spring Estates, Lots 1-12	Letter of Credit	3,900.00
Rockwell's Moving & Mini Storage	Letter of Credit	21,415.00
Mark J. Kramer S/D Lot 2 site plan	Letter of Commit.	10,000.00
Yorkville Subdivision	Letter of Commit.	9,665.00
Wood End Subdivision	Letter of Credit	37,881.00
Crest View Acres Subdivision	Letter of Credit	1,000.00
Breckenridge, Lots 31-100	Letter of Credit	82,202.00
Fairview Place, Section II, Lots 11-19	Cash in Escrow	37,600.00
Engle Crossing Subdivision, Lots 10-10	Letter of Commit.	14,553.00
BSR Range Complex	Cash in Escrow	9,402.00
Marrone's Interior Finishes	Letter of Credit	10,068.00
Shepherdstown Men's Club	Letter of Credit	5,650.00
Cambridge S/D	Letter of Commit.	56,758.00
Peace Plantation Animal Sanctuary	Letter of Credit	59,435.00
Leila Stadtmiller Child to Parent Lot	Cash in Escrow	10,230.00
Jefferson Asphalt Product Company Inc.	Letter of Credit	3,355.00
Cameron Run S/D	Letter of Credit	3,400.00
Meadow Brook Lots 46-49	Letter of Credit	1,000.00
Locust Hill, Lots 96-97 & 124-126	Letter of Credit	52,068.00
Kearneysville Community Baptist Church	Cash in Escrow	1,281.00
Breckenridge North	Letter of Credit	337,451.00
Shannondale Mini Storage	Letter of Credit	27,344.00
Jefferson Cottage, Inc.	Cash in Escrow	8,060.00
Priest Field Pastoral Center	Cash in Escrow	16,634.00
Gap View Village, Lots 1-26	Letter of Credit	374,705.00
Locust Hill, Lots 239-258	Letter of Credit	462,121.00
Summit Point Raceway	Cash in Escrow	1,337.00
KOA Kampground	Cash in Escrow	1,412.00
Fernbank Lots 69-75 & 93-101	Letter of Credit	2,645.00
Harvest Hills, Lots 1-27	Letter of Credit	349,261.00
Briar Run, Lots 78-133	Letter of Commit.	248,917.00
Full Gospel Pentecostal Church	Cash in Escrow	6,627.00

## APPENDIX II

Outstanding Construction Bonds as of December 31, 2000

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<u>Subdivision</u>	<u>Security</u>	<u>Amount</u>
Covenant Baptist Church	Letter of Credit	44,226.00
Dolly's Wood, Lots 6-12	Letter of Credit	22,175.00
Eastland, Lots 71-81 & 82 Residue	Letter of Credit	36,317.00
Summit Point Raceway Shower Facility	Cash in Escrow	1,100.00
Meadow Brook, Lots 50-97	Letter of Credit	419,745.00
Cress Creek Tennis Court Canopy	Letter of Credit	17,936.00
Clarion Hotel Maintenance Building	Cash in Escrow	432.00
Charles Town Races Parking Lot	Cash in Escrow	29,680.00
Tri-State Performance	Cash in Escrow	11,375.00
Pizza Hut Restaurant	Cash in Escrow	90,060.00
Kabletown United Methodist Church	Cash in Escrow	1,244.00
Sunset Ridge, Lots 1-8	Letter of Credit	27,275.00
Locust Hill, Lots 98-123	Letter of Credit	501,001.00
S&G Plumbing	Cash in Escrow	8,425.00
Potomac Farms	Cash in Escrow	345.00
B.C. Partners, Inc.	Letter of Credit	17,230.00
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TOTAL		\$3,733,220.00

TABLE 1

Calendar Year Initiated	Proposed Lots	Approved Lots*	Accumulative	
			Proposed	Approved
1972	806	594	806	594
1973	1135	415	1941	1009
1974	523	313	2464	1322
1975	491	277	2955	1599
1976	815	191	3770	1790
1977	193	127	3963	1917
1978	367	267	4330	2184
1979	459	87	4789	2271
1980	102	46	4891	2317
1981	53	22	4944	2339
1982	94 (88 Apts)	93	5038	2432
1983	232	216	5270	2648
1984	115	102	5385	2750
1985	295	216	5680	2966
1986	134	133	5814	3099
1987	1275	430	7089	3529
1988	1705	723	8794	4252
1989	5457	648	14251	4900
1990	2353	404	16604	5304
1991	88 (+132 Apts)	90	16692	5394
1992 thru 10/27/92	548	97	17240	5491
10/28/92 thru 1993	332	98 (+40 Apts)	17572	5589
1994	241	128	17813	5717
1995	521	138	18334	5855
1996	682 (+64 Apts)	129	19016	5984
1997	90 (+50 Apts)	237 (+64 Apts)	19106	6221
1998	113	288 (+50 Apts) 41**	19219	6550
1999	333	145	19552	6695
2000	399	307	19951	7002

\* These figures do not include lots created by parent to child exemptions or lots created for commercial purposes.

\*\*41 approved in previous year but never picked up by this report (File #94-8).