



JEFFERSON COUNTY, WEST VIRGINIA  
 Department of Engineering, Planning and Zoning  
**Office of Planning and Zoning**  
 116 East Washington Street, 2<sup>nd</sup> Floor  
 Charles Town, West Virginia 25414

File #: 26-1-CUP  
 Mtg. Date: 03/26/2026  
 Fee Paid: \$ 825

Email: [zoning@jeffersoncountywv.org](mailto:zoning@jeffersoncountywv.org)

Phone: (304) 728-3228

**Application for a Conditional Use Permit**

**Project Name**

Cedar Hill Storage LLC

**Property Owner Information**

Name: Elliott A Kletter

Business Name: Pine Run Ranch LLC

Mailing Address: 500 Febrey Rd Kearneysville WV 25430

Phone Number: 304-582-9525

Email: [REDACTED]

**Applicant Information**

Name: Elliott A Kletter

Business Name: Cedar Hill Storage LLC

Mailing Address: 500 Febrey Rd Kearneysville WV 25430

Phone Number: 304-582-9525

Email: [REDACTED]

**Consultant Information**

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**Physical Property Details**

Physical Address: 500 Febrey Rd Kearneysville WV 25430

Parcel ID: (Tax District / Map No. / Parcel No.) Middleway/ M-2/ 3

Parcel Size: 116.02

Project Size 7

Deed Book: 1302

Page No: 405

**Zoning District (please check one)**

- |   |   |
|---|---|
| <input type="checkbox"/> Residential Growth (RG)                          | <input type="checkbox"/> General Commercial (GC)                |
| <input type="checkbox"/> Industrial Commercial (I-C)                      | <input type="checkbox"/> Highway Commercial (HC)                |
| <input checked="" type="checkbox"/> Rural (R)*                            | <input type="checkbox"/> Light Industrial (LI)                  |
| <input type="checkbox"/> Residential-Light Industrial-Commercial (R-LI-C) | <input type="checkbox"/> Major Industrial (MI)                  |
| <input type="checkbox"/> Village (V)                                      | <input type="checkbox"/> Planned Neighborhood Development (PND) |
| <input type="checkbox"/> Neighborhood Commercial (NC)                     | <input type="checkbox"/> Office/Commercial Mixed-Use (OC)       |

**Provide the Land Use Designation (see Appendix C of the Zoning Ordinance).**

Storage Commercial [and Mobile Home, Boat, and Trailer Sales \(jth\).](#)

**For properties in the Rural Zoning District:**

Is property located on a primary or secondary road?

[Application submitted 01/23/26 \(jth\)](#)

Yes  No - [Not a primary or secondary road. \(jth\)](#)

Name of Road/Route Number: Febrey Rd

**\*\*The email address has been redacted to protect the privacy of the applicant (jth).**

**Provide a detailed description of the proposed business (include information such as hours of operation, anticipated employee and/or customer visits, etc. A site sketch is required to be included with the application, delineating existing and proposed structures and parking areas, proposed signs, proposed landscaping, etc.**

This will be a family owned and operated self storage business to facilitate the high demand of storage and influx of new residents moving to the area. The business plans to operate 7 days a week Mon-Sun. Office hours are being anticipated right now for 9-5 Monday-Friday and 9-2 Sat-Sun. Additional drawings and sketches will be provided before the meeting. The business will provide self storage, Boat, RV, Camper, Trailer parking for customers to access at anytime.

**Provide a detailed response to the following questions to show how the proposed business complies with the criteria in Section 6.3 of the Zoning Ordinance. Feel free to attach a separate sheet with responses.**

1. How is the proposed use compatible with the goals of the adopted Comprehensive Plan (Section 6.3A.1)?

Comprehensive plan supports the conditional use permit process for non-residential uses in the rural district.

2. How is the proposed use compatible in intensity and scale with the existing and potential land uses on surrounding properties? How will the proposed project mitigate potential threat to public health, safety, and welfare (Section 6.3A.2)?

The business will be using roughly 2-3 acres initially of parking, lanes between storage units, and the self storage units themselves. The site work of 7 acres will be conducted in the first phase that includes all necessary storm water management and estimated 10,000-20,000 sq feet of storage, along boat, RV storage, etc

3. Describe how the proposed site development will be designed such that the use will not hinder nor discourage the appropriate development and use of adjacent land and buildings (Section 6.3A.3).

The business will adhere to all requirements/restrictions. The other 109 acres will remain farm land (restoration).

4. Neighborhood character and surrounding property values shall be safeguarded by requiring implementation of the landscaping buffer requirements found in Appendix B and Section 4.11 of this Ordinance (Section 6.3A.4).

I am aware of the landscaping buffer requirements and will adhere to them.

I am aware of the landscaping buffer requirements; however, I may seek a variance to modify them.

5. Commercial and Industrial Uses shall be in conformance with Section 8.9 of the Zoning Ordinance.

I am aware of the standards outlined in Section 8.9 of the Zoning Ordinance and will be in compliance.

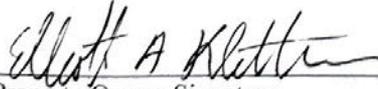
6. For properties in the Rural zoning district, roadway adequacy shall be assessed by the Comprehensive Plan's Highway Road Classification Map. If a rural parcel is not shown as commercial on the Future Land Use Guide or does not front on a primary or secondary road (as identified in the Comprehensive Plan), the applicant shall submit trip generation data, including Average Daily and Peak Hour trips, for the Board of Zoning Appeals to review in conjunction with the Highway Problem Areas Map when determining roadway adequacy for the proposed use (Section 6.3A.6).

Trip Generation Data Attached

Not Applicable

**The information given is correct to the best of my knowledge. Property Owner Signature Required.**

*By signing this application, I grant permission for County staff to walk onto the subject property to take photos for the Board of Zoning Appeals staff reports.*

 1/23/2026  
Property Owner Signature Date

Property Owner Signature Date

# **PROJECT: 7-Acre Self Storage & RV/Boat Storage**

## **1. Project Vision & Objectives**

### **Primary Objective:**

Maximize usable storage and parking area within the 7-acre parcel while relocating stormwater management outside the parcel (on adjacent property) via easement to preserve revenue-generating land.

### **Secondary Objectives:**

- Obtain waivers for sidewalks and full asphalt coverage where feasible
- Phase development to reduce upfront capital burden
- Design infrastructure in Phase 1 to support all future expansions

## **DEVELOPMENT STRATEGY**

### **Key Planning Priorities**

1. **Stormwater located off the 7-acre parcel**
2. **Design full buildout in Phase 1 (even if not constructed immediately)**
3. **Preserve expansion corridors**
4. **Separate entrance and exit from Febrey Rd**
5. **Utility design to accommodate future public water/sewer tie-in**

## **PHASED PROJECT PLAN**

### **PHASE 1 – Core Infrastructure & Initial Revenue Units**

#### **Objective:**

Build infrastructure for entire project + first revenue-producing units.

#### **Phase 1**

## **1. Full Site Plan Approval (Entire Parcel)**

- Engineered grading plan
- Drainage design (entire buildout capacity)
- SWM (off-site location finalized)
- Traffic plan
- Utility plan (future tie-in)
- Lighting plan (low Kelvin, down-facing building mounted)
- Landscape & screening plan
- Fence & gate layout
- Security plan (camera locations)

## **2. Site Infrastructure Construction**

- Clearing & grading for entire parcel
- Base stone for outdoor RV/boat parking
- Asphalt in self-storage building areas only (if approved)
- Entrance & separate exit onto Febrey Rd
- Perimeter fencing + privacy screening
- Gate system with keypad access
- Camera system (full coverage)
- Low-level security lighting

## **3. Buildings (Initial Construction)**

- 10,000–20,000 sqft non-climate self-storage
- Small office building:
  - Electric
  - Internet
  - Water (well or temporary source)
  - Septic
- Down-facing mounted lighting on buildings

# **PHASE 2 – Storage Expansion**

## **Objective:**

Expand revenue-producing units based on occupancy demand.

## **1. Additional Non-Climate Units**

- Expand footprint using preserved corridors
- Tie into existing infrastructure

## **2. Climate-Controlled Units**

- Insulated building
- HVAC system
- Upgraded electrical capacity
- Enhanced security access

## **3. Covered RV/Camper Storage**

- Canopy structures

### **Infrastructure Already Accounted For:**

- Drainage capacity
- Electrical load (if designed properly in Phase 1)
- Traffic circulation

# **PHASE 3 – Public Water & Sewer Tie-In**

## **Objective:**

Reduce insurance, enable wash/dump station.

### **1. Extend Public Mainline**

- Coordinate with municipality
- Install fire hydrant
- Decommission septic (if applicable)

### **2. Install:**

- Outdoor auto wash station
- Camper/RV dump station
- Dedicated drainage tied to approved system

# PHASE 4 – Rental & Ancillary Revenue Expansion

## Objective:

Increase per-customer revenue without major infrastructure expansion.

## Add:

- U-Haul partnership
- RV & Camper rentals

## SITE DESIGN CONSIDERATIONS

### Circulation

- Separate entrance & exit on Febrey Rd
- Wide turning radius for RVs
- One-way internal flow preferred

### Security

- Privacy fencing
- Controlled access gates
- Cameras
- Low-Kelvin lighting

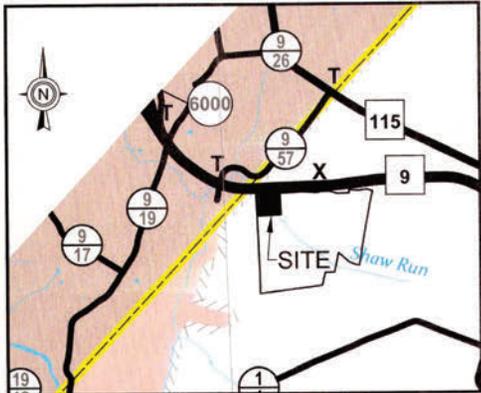
## HIGH-LEVEL TIMELINE

Phase	Duration (estimate)	Milestone
Phase 1	12 months	Facility operational
Phase 2	As needed	Expansion triggered by demand
Phase 3	6–12 months	Utility tie-in complete
Phase 4	Ongoing	Rental services launched

# **NEXT STEPS**

1. CUP Approval





VICINITY MAP SCALE: 1" = 2000'

AREA TABLE	
EXISTING PARCEL	± 116.1185 ACRES
LOT 1	± 7.0169 ACRES
RESIDUE	± 109.1016 ACRES



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

JEFFERSON COUNTY - COMPLETE LIST OF WAIVERS/VARIANCES (TABLE 1.2-2)

ORDINANCE	SECTION OF ORDINANCE	DESCRIPTION OF WAIVER OR VARIANCE	DATE GRANTED
NONE REQUESTED		NONE	

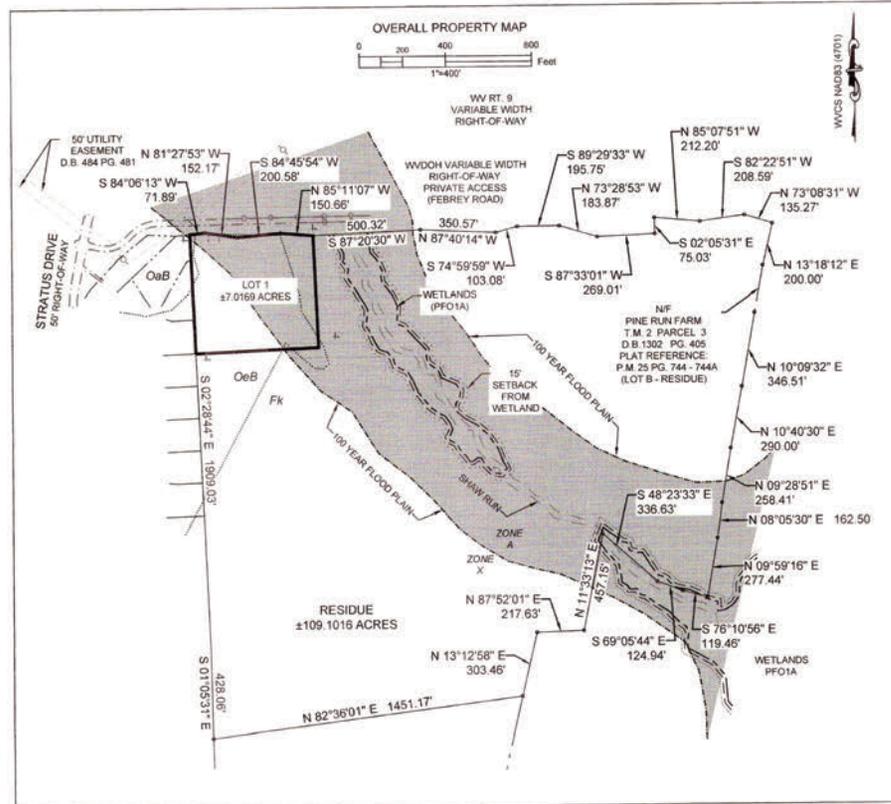
NOTES:

- THE INTENT OF THIS SUBDIVISION IS TO CREATE A 7.0169 ACRE LOT FOR COMMERCIAL USE. THE ENTIRE RESIDUE ±109.1016 ACRES HAS NOT BEEN SURVEYED WITH THIS PLAT.
- THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY BE SUBJECT TO RECORDED OR UNRECORDED RIGHT-OF-WAYS, EASEMENTS, RESTRICTIONS OR EXEMPTIONS NOT SHOWN HEREON.
- THIS PARCEL IS LOCATED ON FEMA MAP # 54037C0136E, EFFECTIVE DATE 12/18/2009. THE AREA DESIGNATED IN ZONE "X" IS AN AREA DETERMINED TO BE OUTSIDE THE 0.2% CHANCE FLOODPLAIN ZONE "A", IS DETERMINED TO BE WITHIN THE 100-YEAR FLOOD ZONE.
- THIS PROPERTY IS LOCATED AT 500 FEBREY ROAD, KEARNEYVILLE, WV, 25430
- WEST VIRGINIA DOH PERMIT NO. 0X-X0X0-0X0X.
- THE PARENT PROPERTY IS ZONED: RURAL.
- THE SETBACKS ARE AS FOLLOWS:  
FRONT: 45' SIDE: 15' REAR: 50'
- MAX BUILDING HEIGHT = 45'
- THE MINIMUM LOT SIZE FOR A WELL & SEPTIC SYSTEM IS 20,000 SF.
- PUBLIC WATER ARE AVAILABLE FOR THESE PROPERTIES AND WILL BE PROVIDED BY BERKELEY COUNTY PUBLIC SERVICE WATER DISTRICT & BERKELEY COUNTRY PUBLIC SERVICE SEWER DISTRICT.
- THE SOILS SURVEY OF JEFFERSON COUNTY, WEST VIRGINIA INDICATES A SEASONAL HIGH WATER TABLE ON A PORTION OF THE PARCELS HEREON (SOILS: OaB, OaB, Fk) AND THEREFORE BASEMENT CONSTRUCTION IS NOT RECOMMENDED IN THOSE AREAS.

SOILS:

OaB - OAKLET SILT LOAM, 3 TO 8 PERCENT SLOPES, DEPTH TO WATER TABLE MORE THAN 80"  
OaB - OAKLET SILT LOAM, 3 TO 8 PERCENT SLOPES, VERY ROCKY, DEPTH TO WATER TABLE MORE THAN 80"  
Fk - FUNKSTOWN SILT LOAM, 0 TO 3 PERCENT SLOPES, DEPTH TO WATER TABLE MORE THAN 80"

- A BLANKET EASEMENT IS GRANTED TO THE APPROPRIATE PUBLIC UTILITIES IN ALL ROAD RIGHT-OF-WAY FOR CONSTRUCTION AND MAINTENANCE OF WATER AND SEWER LINES.
- ALL RESIDENTIAL AND NON-RESIDENTIAL BUILDING LOTS SHALL HAVE A STABILIZED CONSTRUCTION ENTRANCE INSTALLED PRIOR TO BEGINNING CONSTRUCTION ON THE LOT.
- NO STRUCTURES, FENCES, OR LANDSCAPING SHALL BE LOCATED IN THE EASEMENTS.
- FOR DRIVEWAYS THAT REQUIRE A CULVERT FOR DITCH DRAINAGE, THE MINIMUM CULVERT SIZE SHALL BE 15" IN DIAMETER.
- WETLANDS EXIST ON THE RESIDUE PARCEL AND ARE SHOWN HEREON PER THE NATIONAL WETLAND INVENTORY BY GRAPHIC PLOTTING ONLY. THERE IS A 30' BUFFER AROUND THESE WETLANDS. THERE SHALL BE NO DISTURBANCE OF WETLANDS OR BUFFER AREAS WITHOUT APPROVAL FROM USACE AND WVDEP.
- FEBREY ROAD IS A PART OF THE WVDON RT. 9 PROVIDES INGRESS/EGRESS TO 500 FEBREY ROAD AND HAS A VARIABLE WIDTH RIGHT OF WAY.



JEFFERSON COUNTY, WEST VIRGINIA

OFFICE OF PLANNING & ZONING

DATE: \_\_\_\_\_

ACCEPTANCE STATEMENT:  
THE OWNER, IN SIGNING THIS PLAT, AGREES TO ABIDE BY ALL CONDITIONS, TERMS AND SPECIFICATIONS PROVIDED HEREON.

ELLIOT KLETTER

DATE: \_\_\_\_\_

I, RICHARD A COLEBANK, A WEST VIRGINIA LICENSED PROFESSIONAL SURVEYOR, DO HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE AND BELIEF, THAT THIS SEALED PLAT IS ACCURATE, COMPLETE AND REASONABLY MEETS OR EXCEEDS MINIMUM ACCEPTABLE SURVEYING STANDARDS AND THOSE STATE AND/OR COUNTY CODE PROVISIONS APPLICABLE ON THIS DATE. THE RELATIVE POSITIONAL ACCURACY OF THE SURVEY, BASED UPON GPS MEASUREMENTS, IS WITHIN ACCEPTED LIMITS. THIS SUBDIVISION COMPLIES WITH THE JEFFERSON COUNTY SUBDIVISION REGULATIONS, SECTION 1.4(7) FOR PERIMETER BOUNDARY CLOSURE OF 1:7500 OR BETTER.

*Richard A. Colebank* 12.31.24  
RICHARD A COLEBANK, P.S. #1076 DATE: \_\_\_\_\_



PLAT OF MINOR SUBDIVISION

FOR  
PINE RUN RANCH, L.L.C.

MIDDLEWAY DISTRICT  
T.M. 2 PAR. 3 D.B. 1302 PG. 405  
JEFFERSON COUNTY, WEST VIRGINIA

OWNER/DEVELOPER:  
PINE RUN RANCH, LLC.

ADDRESS:  
273 EQUESTRIAN CIRCLE  
SHERANDOAH JUNCTION,  
WV 25442

PHONE:

ATTN:  
ELLIOT KLETTER

PROJ. NO.: 2408079 00

DATE: 12/09/2024

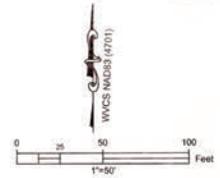
SHEET NO.:

1 OF 2

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535 W. KING STREET  
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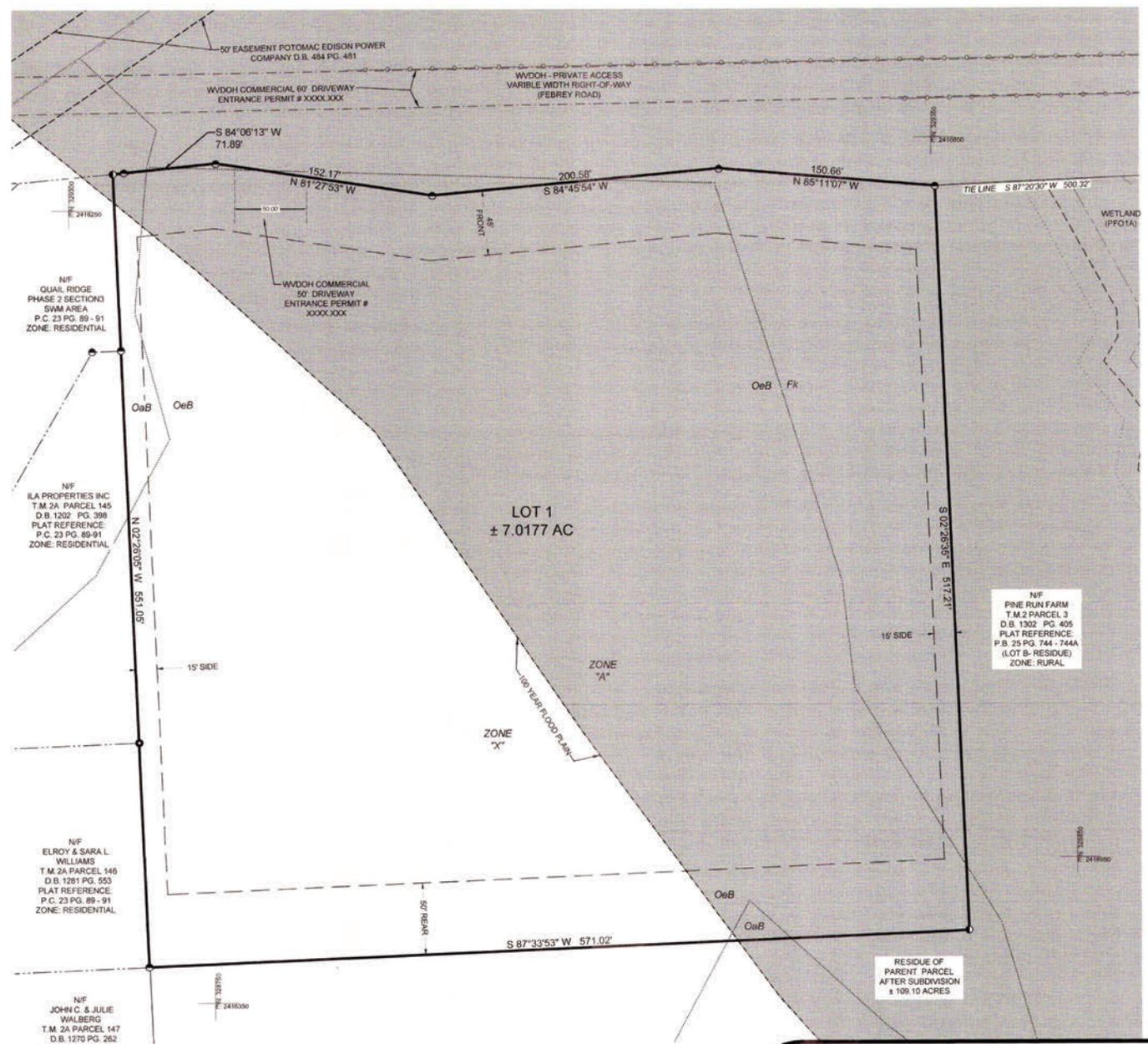


**LEGEND**

- T.M. TAX MAP NUMBER
- PAR. PARCEL NUMBER
- D.B. DEED BOOK
- PG. PAGE NUMBER
- NF NOW OR FORMERLY
- 5/8" REBAR WITH CAP FOUND
- 5/8"X30" REBAR WITH ORANGE CAP SET
- MAG NAIL FOUND/SET
- REBAR FOUND
- ⊙ SANITARY MANHOLE
- BUILDING SETBACKS
- PROPERTY LINE
- - - ADJOINER LINE
- - - EDGE OF GRAVEL
- ○ ○ GUARD RAIL
- OHE OVER HEAD ELECTRIC
- - - 100 YEAR FLOOD LINE
- - - SOIL DELINEATION LINES
- - - STREAM LINE
- - - WETLANDS SETBACKS
- - - POWER LINE EASEMENT



*Richard A. Colebank* 12-31-24  
RICHARD A. COLEBANK, P.S. 1076 DATE



NF  
QUAIL RIDGE  
PHASE 2 SECTIONS  
SWM AREA  
P.C. 23 PG. 89-91  
ZONE: RESIDENTIAL

NF  
I.A. PROPERTIES INC  
T.M. 2A PARCEL 145  
D.B. 1202 PG. 398  
PLAT REFERENCE  
P.C. 23 PG. 89-91  
ZONE: RESIDENTIAL

NF  
ELROY & SARA L.  
WILLIAMS  
T.M. 2A PARCEL 146  
D.B. 1281 PG. 553  
PLAT REFERENCE  
P.C. 23 PG. 89-91  
ZONE: RESIDENTIAL

NF  
JOHN C. & JULIE  
WALBERG  
T.M. 2A PARCEL 147  
D.B. 1270 PG. 262  
PLAT REFERENCE  
P.C. 23 PG. 89-91  
ZONE: RESIDENTIAL

NF  
PINE RUN FARM  
T.M. 2 PARCEL 3  
D.B. 1302 PG. 405  
PLAT REFERENCE  
P.B. 25 PG. 744-746A  
(LOT B-RESIDUE)  
ZONE: RURAL

RESIDUE OF  
PARENT PARCEL  
AFTER SUBDIVISION  
± 109.10 ACRES

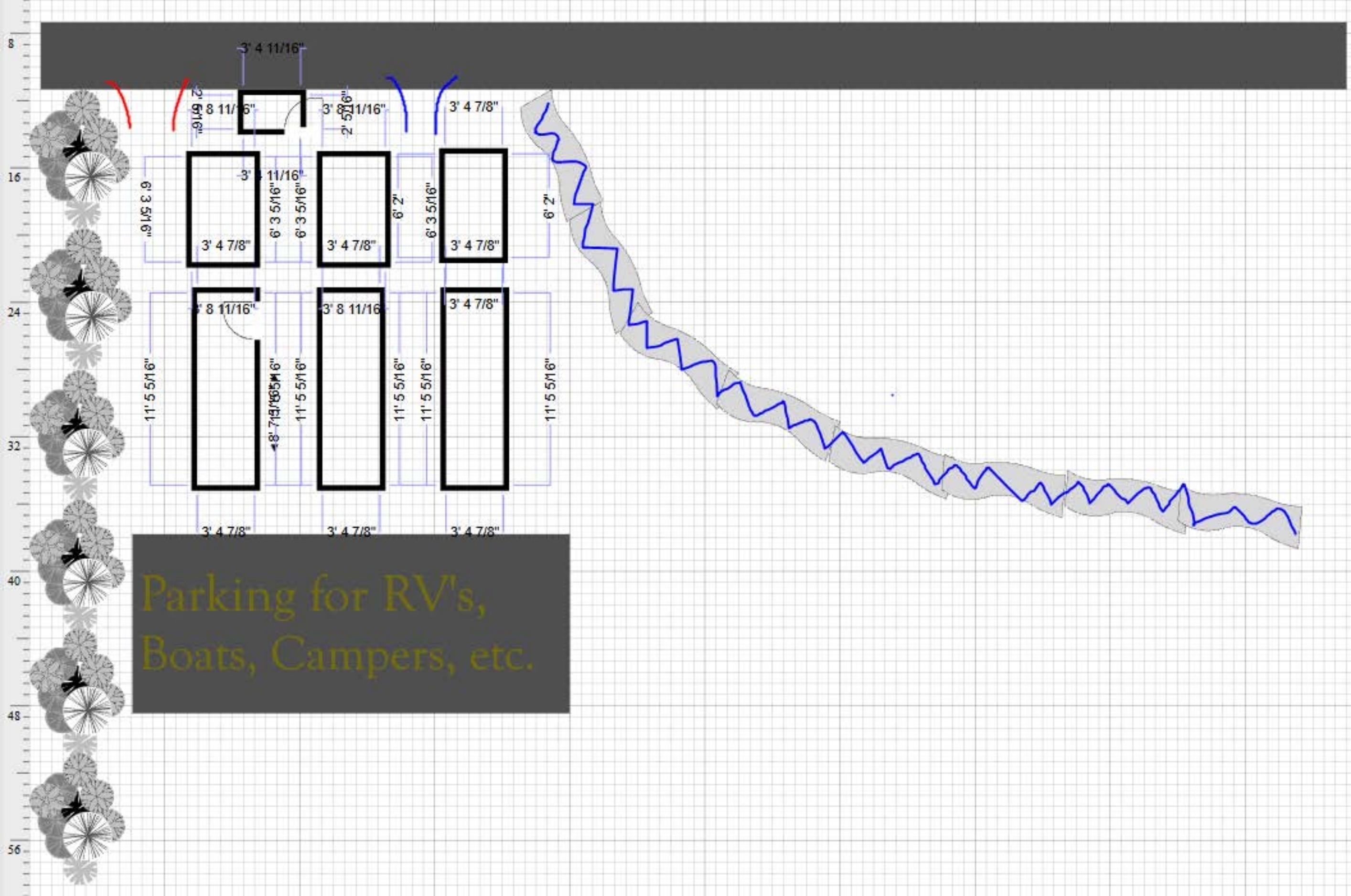
**PLAT OF MINOR SUBDIVISION  
FOR  
PINE RUN RANCH, L.L.C.**

MIDDLEWAY DISTRICT  
T.M. 2 PAR. 3 D.B. 1302 PG. 405  
JEFFERSON COUNTY, WEST VIRGINIA

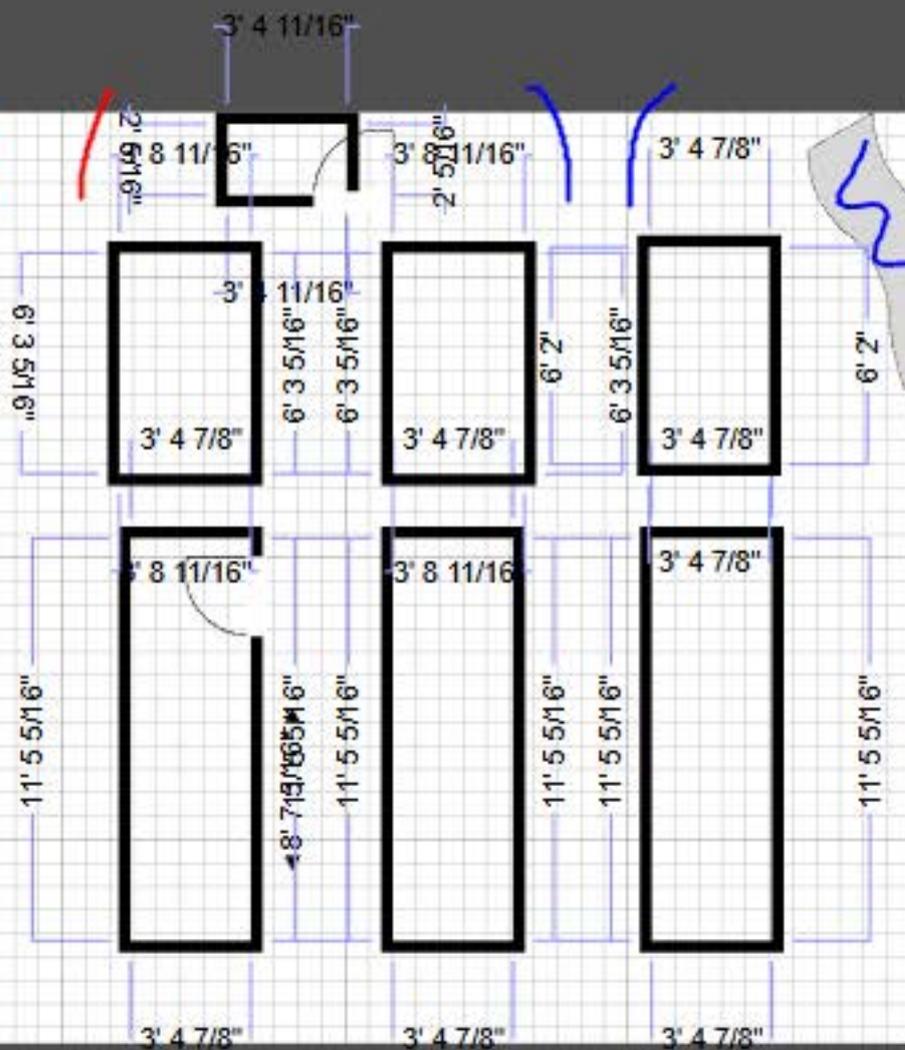
OWNER/DEVELOPER:  
PINE RUN RANCH, LLC.  
ADDRESS:  
273 EQUESTRIAN CIRCLE  
SHENANDOAH JUNCTION,  
WV 25442  
PHONE:  
ATTN:  
ELLIOT KLETTER

PROJ. NO.: 2408079.00  
DATE: 12/09/2024  
SHEET NO.:  
**2 OF 2**

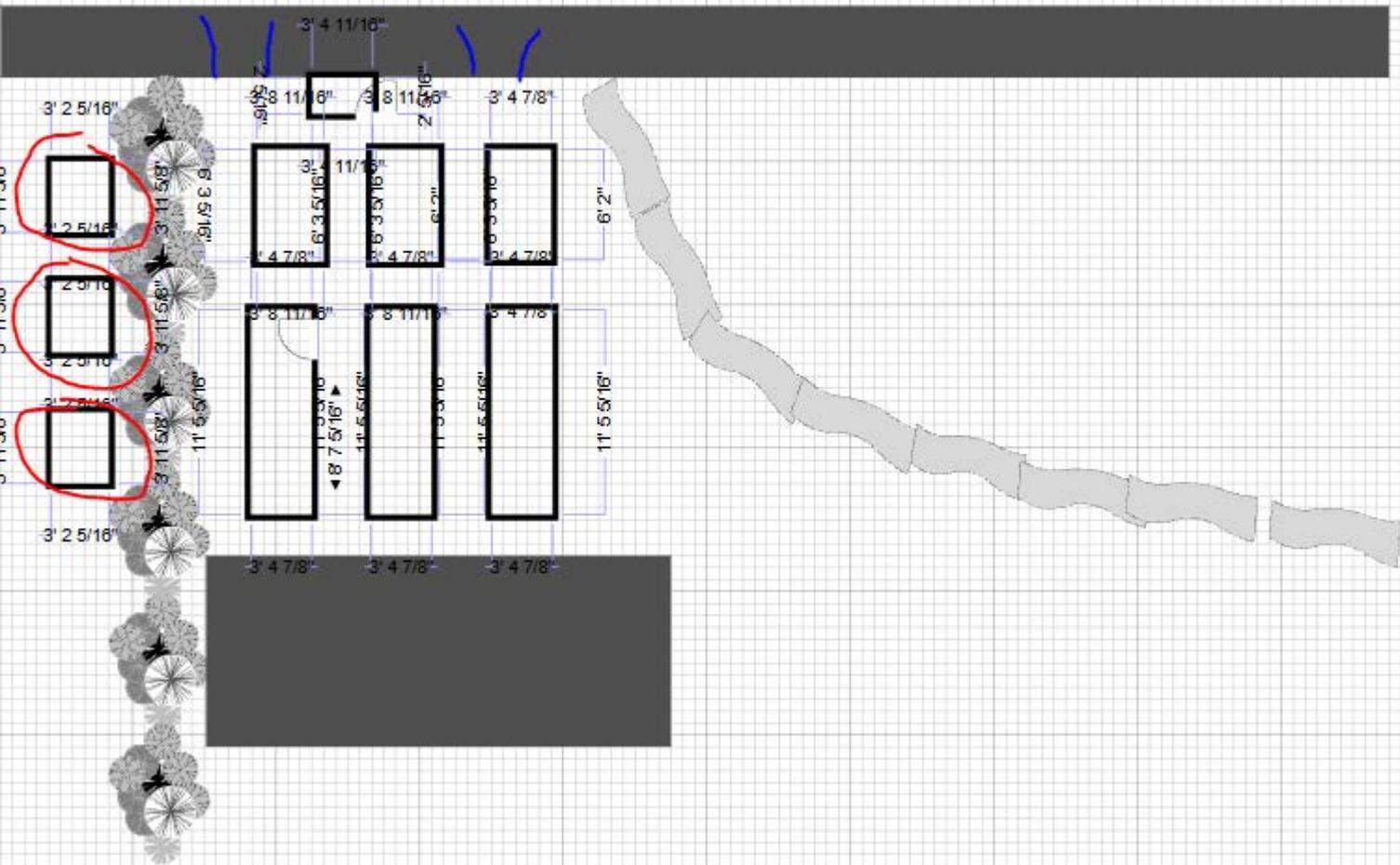
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Parking for RV's,  
Boats, Campers, etc.

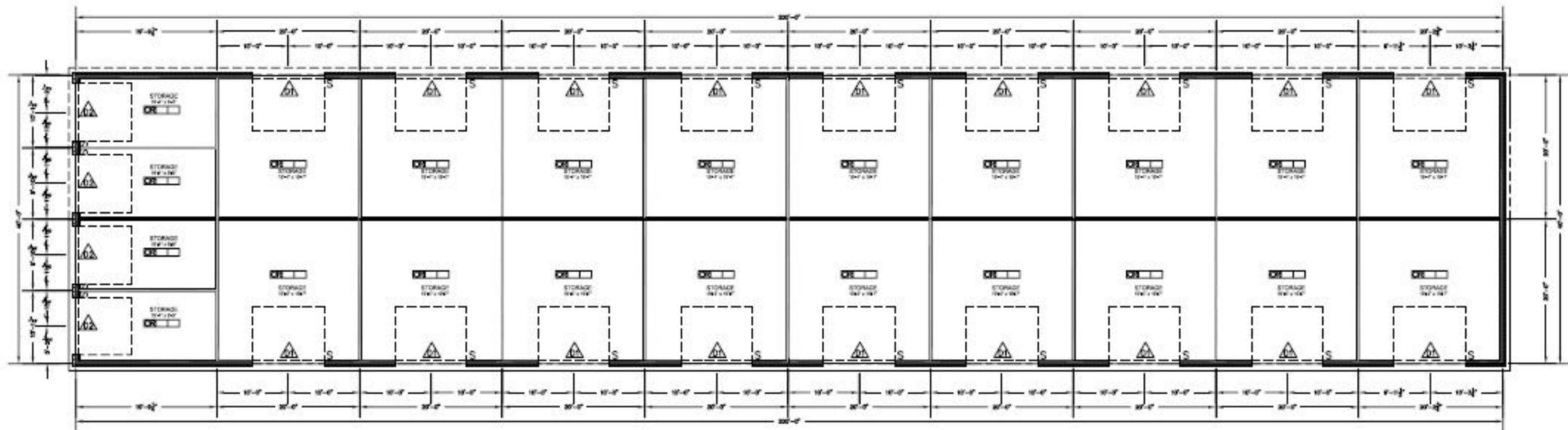














WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

## Division of Highways

Office of the District Engineer/Manager  
District Five

Post Office Box 99 • Burlington, West Virginia 267100-0099 • (681) 320-2000

Stephen T. Rumbaugh, P.E.  
Secretary of Transportation  
Commissioner of Highways

April 21, 2025

Pine Run Ranch L.L.C.  
273 Equestrian Circle  
Shenandoah Junction, West Virginia 25442

Dear Pine Run Ranch L.L.C.:

Permit Number: 05-2025-5056  
Route: County 9/57, Milepost: 0.763  
19 - Jefferson County

Enclosed and approved is your permit application for work at the above-referenced location.

Please contact Kevin McDonald, Permit Supervisor, at 681-320-2026, at least 2 days in advance of the date you plan to begin work so arrangements can be made to inspect the work authorized by the permit. Failure to comply will result in cancellation of your permit.

A copy of this permit is to be available on the job at all times while the work is in progress for inspection by West Virginia Division of Highways personnel.

**Before digging or otherwise disturbing the earth, call WV811 at 1-800-245-4848.**

Sincerely,

Travis Ray  
Deputy District Engineer

TLR:r  
Enclosures

**West Virginia Department of Transportation**  
**Division of Highways**  
**Right of Way Issued Entry Permit**

PERMIT NO. 05-2025-5056

DOH Reviewer: Electronically Signed by Kevin McDonald on 4/15/2025 DOH Reviewer Title: Acting Permit Supervisor  
 DOH Approver: Electronically Signed by Travis Ray on 4/21/2025 DOH Approver Title: Deputy District Engineer

PERMIT ISSUE DATE: 4/21/2025

Applicant: *Pine Run Ranch L.L.C.*

Address: 273 Equestrian Circle City: Shenandoah Junction State: West Virginia Zip: 25442

Phone Number: 304-582-9525 Email: pinerunranchllc@gmail.com

Route Type: County Route Number: 9/57 Milepost: 0.763 County: 19 - Jefferson

Latitude/ Longitude at/along Roadway (in decimal degrees): 39.393256 /-77.917221

Description of Work: ***This is for a subdivision plat in Jefferson County on Febrey Road. Should this parcel develop commercially, further subdivide, or be located within a subdivision with internal access, this permit will be invalid. Applicant shall apply for a new permit to fit altered conditions to allow review of traffic impacts and Stratus Drive connection.***

Length of Installation: \_\_\_\_\_ Estimated Construction Duration: 45 working days

DOH Project Number/Name (if applicable): \_\_\_\_\_

Customer Reference Number (if applicable): \_\_\_\_\_

Inspection Fees (must check one):

- |  |  |
|--|--|
| <input type="checkbox"/> Water Installations (\$0 per foot)    | <input type="checkbox"/> Small Cell Installations (flat fee - \$0)     |
| <input type="checkbox"/> Sewer Installations (\$0 per foot)    | <input checked="" type="checkbox"/> Standard Permit Expenses Fee (\$0) |
| <input type="checkbox"/> Aerial Installation (\$0 per day)     | <input type="checkbox"/> Misc Fee (\$0)                                |
| <input type="checkbox"/> Subsurface Installation (\$0 per day) |  |

DEPOSIT/BOND REQUIRED: **NO**

BOND / CHECK RECEIVED:

DATE:

BOND NUMBER:

DEPOSIT/BOND AMOUNT:

## TERMS AND CONDITIONS

1. This permit, between the WEST VIRGINIA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS, a statutory corporation, hereinafter called "DIVISION" and APPLICANT, a person, firm or corporation, listed on page one.
2. In consideration of the conditions hereinafter set forth and in accordance with all state and federal laws, including but not limited to, W. Va. Code §17-2E-1 et seq., §17-4-8, §17-16-6, §17-16-9, §31H-1-1 et seq., and any related rules, regulations, policies, manuals, or guidelines, APPLICANT does hereby apply to enter DIVISION's right(s) of way listed on page one, for the purpose listed in Description of Work on page one.
3. APPLICANT shall deposit with DIVISION an official, certified or cashier's check, or executed bond with surety satisfactory to DIVISION to cover any damage and inspection costs DIVISION may sustain by reason of the issuing of this permit, including any expense incurred in restoring said right(s) of way to original condition or the proper repair of any and all damages arising from, related to, or otherwise connected to said entry.
4. APPLICANT agrees to reimburse DIVISION for inspection costs as listed on page one.
5. **APPLICANT shall notify DIVISION at least 48 hours in advance of the date the work will begin. Failure to comply may result in cancellation of this permit.**
6. APPLICANT shall notify DIVISION upon completion of any work authorized under this permit. If APPLICANT's work is anticipated to extend beyond the estimated construction duration indicated on page one, APPLICANT shall notify the DIVISION as soon as possible. Failure to comply may result in additional charges.
7. APPLICANT agrees to protect all users of the road right(s) of way, as well as all employees and equipment of APPLICANT and DIVISION, at all times in accordance with the current Division of Highways manual, "[Manual on Temporary Traffic Control for Streets and Highways](https://transportation.wv.gov/highways/traffic/Pages/default.aspx)" (<https://transportation.wv.gov/highways/traffic/Pages/default.aspx>).
8. APPLICANT agrees to comply with all applicable state and federal laws related to the entry that is the subject of this permit, including but not limited to the requirement to provide DIVISION copies of any NEPA clearance documentation for utility installations along or across the Interstate Highway System and/or controlled-access right(s) of way.
9. The person, firm or corporation to whom a permit is issued agrees to defend, indemnify, and hold the State of West Virginia and DIVISION harmless on account of any damages to persons or property which may arise during the process of the work authorized by this permit or by reason thereof.
10. Applications for permission to perform work within highway right(s) of way shall be made on DIVISION's standard permit form and shall be signed by the authorized representative of the person, firm or corporation applying.
11. The APPLICANT shall give detailed information concerning the nature of the entry and any work to be performed, and the application must include plans sufficient to show the same.
12. Any work authorized under this permit shall be completed on or before one calendar year from the issue date listed on page one, unless otherwise specified or approved by DIVISION.
13. APPLICANT, its agents, successor, heirs or assigns, contractors or any other person, firm or corporation working under APPLICANT's real or apparent authority, shall perform the work in a manner satisfactory to DIVISION. Damage to the right(s) of way resulting at any time from work authorized under this permit shall be repaired by APPLICANT. Unsatisfactory repairs, at the sole discretion of DIVISION, may be corrected by DIVISION or its authorized agent and the cost thereof paid by APPLICANT.
14. DIVISION shall not be liable for any damage or costs incurred by APPLICANT arising from or related to DIVISION's construction or maintenance of DIVISION's facilities.
15. Utility installation(s) shall be in accordance with the current manual, "[Accommodation of Utilities on Highway Right of Way](https://transportation.wv.gov/highways/right-of-way/Pages/Utility-Publications.aspx)" (<https://transportation.wv.gov/highways/right-of-way/Pages/Utility-Publications.aspx>).
16. Driveway construction shall be in accordance with the current manual, "[Rules and Regulations for Constructing Driveways on State Highway Rights-of-Way](https://transportation.wv.gov/highways/traffic/Pages/default.aspx)" (<https://transportation.wv.gov/highways/traffic/Pages/default.aspx>).
17. DIVISION reserves the right to cancel this permit at any time.
18. This permit is issued only insofar as DIVISION has a right to do so. APPLICANT has sole responsibility to secure all necessary rights or permissions for any third-party property interests related to the entry, known or unknown. APPLICANT, by signing on page one, hereby warrants that, to the extent its entry onto DIVISION's right(s) of way involves or affects any other entity's property, real or personal, on or within DIVISION's right(s) of way, that APPLICANT has full legal authorization or the legal right to do so. To the fullest extent permitted by law, APPLICANT agrees to defend, indemnify, and hold harmless DIVISION for damage to any persons or property arising from APPLICANT's breach of this representation and warranty.
19. All attachments are incorporated into this permit. To the extent of any conflict, the terms of this permit shall control.
20. APPLICANT agrees to keep any surface facilities installed pursuant to this permit clear of vegetation for so long as APPLICANT's facilities are located on DIVISION's rights of way. APPLICANT agrees to remove promptly any vegetation in, on, or around such facilities that poses a risk or hazard to the safety of the travelling public.
21. Applicant agrees that this submission is an application, and any final permit issued may include changes required by DIVISION.

# West Virginia Department of Transportation Division of Highways Right of Way Entry Permit Application

PERMIT NO. 05-2025-5056

By signing below, APPLICANT agrees to all terms and conditions (see page 2) associated with this permit to enter upon, under, over, or across the state road right(s) of way of the State of West Virginia.

Applicant: Pine Run Ranch L.L.C.

Address: 273 Equestrian Circle City: Shenandoah Junction State: West Virginia Zip: 25442

Phone Number: 304-582-9525 Email: pinerunranchllc@gmail.com

Route Type: WV Route Number: RT. 9 Milepost: \_\_\_\_\_ County: 19 - Jefferson

Latitude/ Longitude at/along Roadway (in decimal degrees): 39.39337 /-77.91468

Description of Work: ***This is for a subdivision in Jefferson County. This 7-acre lot will be used for storage units. a WVDOH permit number is needed for the subdivision of the property and Jefferson County Planning and zoning approval of the subdivision.***

Length of Installation: \_\_\_\_\_ Estimated Construction Duration: 45 working days

DOH Project Number/Name (if applicable): \_\_\_\_\_

Customer Reference Number (if applicable): \_\_\_\_\_

Inspection Fees (must check one):

- Water Installations (\$0 per foot)
- Sewer Installations (\$0 per foot)
- Aerial Installation (\$0 per day)
- Subsurface Installation (\$0 per day)
- Small Cell Installations (flat fee - \$0)
- Standard Permit Expenses Fee (\$0)
- Misc Fee (\$0)

Applicant: Electronically Signed on \_\_\_\_\_ Applicant Title: ALPHA ASSOCIATES  
PRINCIPLE/PE  
1/7/2025

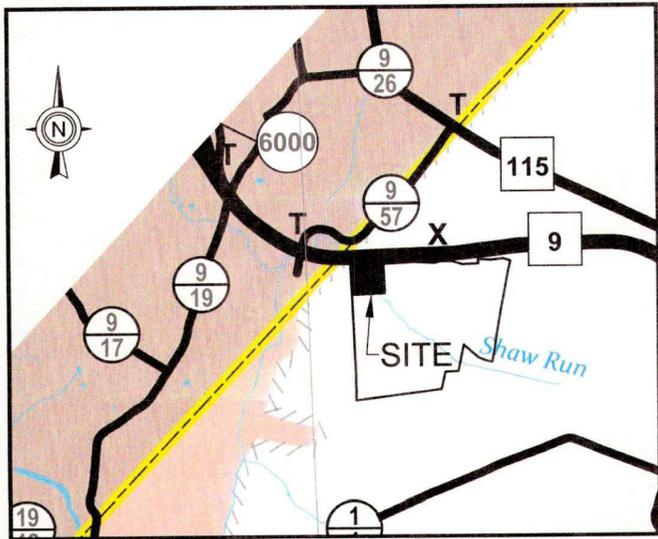
Applicant Printed Name: CHUCK BRANCH Date: 1/7/2025

DEPOSIT/BOND REQUIRED: **NO**  
BOND ON FILE: **NO**  
DATE:

BOND NUMBER:  
DEPOSIT/BOND AMOUNT:

## TERMS AND CONDITIONS

1. This permit, between the WEST VIRGINIA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS, a statutory corporation, hereinafter called "DIVISION" and APPLICANT, a person, firm or corporation, listed on page one.
2. In consideration of the conditions hereinafter set forth and in accordance with all state and federal laws, including but not limited to, W. Va. Code §17-2E-1 et seq., §17-4-8, §17-16-6, §17-16-9, §31H-1-1 et seq., and any related rules, regulations, policies, manuals, or guidelines, APPLICANT does hereby apply to enter DIVISION's right(s) of way listed on page one, for the purpose listed in Description of Work on page one.
3. APPLICANT shall deposit with DIVISION an official, certified or cashier's check, or executed bond with surety satisfactory to DIVISION to cover any damage and inspection costs DIVISION may sustain by reason of the issuing of this permit, including any expense incurred in restoring said right(s) of way to original condition or the proper repair of any and all damages arising from, related to, or otherwise connected to said entry.
4. APPLICANT agrees to reimburse DIVISION for inspection costs as listed on page one.
5. **APPLICANT shall notify DIVISION at least 48 hours in advance of the date the work will begin. Failure to comply may result in cancellation of this permit.**
6. APPLICANT shall notify DIVISION upon completion of any work authorized under this permit. If APPLICANT's work is anticipated to extend beyond the estimated construction duration indicated on page one, APPLICANT shall notify the DIVISION as soon as possible. Failure to comply may result in additional charges.
7. APPLICANT agrees to protect all users of the road right(s) of way, as well as all employees and equipment of APPLICANT and DIVISION, at all times in accordance with the current Division of Highways manual, "[Manual on Temporary Traffic Control for Streets and Highways](https://transportation.wv.gov/highways/traffic/Pages/default.aspx)" (<https://transportation.wv.gov/highways/traffic/Pages/default.aspx>).
8. APPLICANT agrees to comply with all applicable state and federal laws related to the entry that is the subject of this permit, including but not limited to the requirement to provide DIVISION copies of any NEPA clearance documentation for utility installations along or across the Interstate Highway System and/or controlled-access right(s) of way.
9. The person, firm or corporation to whom a permit is issued agrees to defend, indemnify, and hold the State of West Virginia and DIVISION harmless on account of any damages to persons or property which may arise during the process of the work authorized by this permit or by reason thereof.
10. Applications for permission to perform work within highway right(s) of way shall be made on DIVISION's standard permit form and shall be signed by the authorized representative of the person, firm or corporation applying.
11. The APPLICANT shall give detailed information concerning the nature of the entry and any work to be performed, and the application must include plans sufficient to show the same.
12. Any work authorized under this permit shall be completed on or before one calendar year from the issue date listed on page one, unless otherwise specified or approved by DIVISION.
13. APPLICANT, its agents, successor, heirs or assigns, contractors or any other person, firm or corporation working under APPLICANT's real or apparent authority, shall perform the work in a manner satisfactory to DIVISION. Damage to the right(s) of way resulting at any time from work authorized under this permit shall be repaired by APPLICANT. Unsatisfactory repairs, at the sole discretion of DIVISION, may be corrected by DIVISION or its authorized agent and the cost thereof paid by APPLICANT.
14. DIVISION shall not be liable for any damage or costs incurred by APPLICANT arising from or related to DIVISION's construction or maintenance of DIVISION's facilities.
15. Utility installation(s) shall be in accordance with the current manual, "[Accommodation of Utilities on Highway Right of Way](https://transportation.wv.gov/highways/right-of-way/Pages/Utility-Publications.aspx)" (<https://transportation.wv.gov/highways/right-of-way/Pages/Utility-Publications.aspx>).
16. Driveway construction shall be in accordance with the current manual, "[Rules and Regulations for Constructing Driveways on State Highway Rights-of-Way](https://transportation.wv.gov/highways/traffic/Pages/default.aspx)" (<https://transportation.wv.gov/highways/traffic/Pages/default.aspx>).
17. DIVISION reserves the right to cancel this permit at any time.
18. This permit is issued only insofar as DIVISION has a right to do so. APPLICANT has sole responsibility to secure all necessary rights or permissions for any third-party property interests related to the entry, known or unknown. APPLICANT, by signing on page one, hereby warrants that, to the extent its entry onto DIVISION's right(s) of way involves or affects any other entity's property, real or personal, on or within DIVISION's right(s) of way, that APPLICANT has full legal authorization or the legal right to do so. To the fullest extent permitted by law, APPLICANT agrees to defend, indemnify, and hold harmless DIVISION for damage to any persons or property arising from APPLICANT's breach of this representation and warranty.
19. All attachments are incorporated into this permit. To the extent of any conflict, the terms of this permit shall control.
20. APPLICANT agrees to keep any surface facilities installed pursuant to this permit clear of vegetation for so long as APPLICANT's facilities are located on DIVISION's rights of way. APPLICANT agrees to remove promptly any vegetation in, on, or around such facilities that poses a risk or hazard to the safety of the travelling public.
21. Applicant agrees that this submission is an application, and any final permit issued may include changes required by DIVISION.



VICINITY MAP SCALE: 1" = 2000'

NOTES:

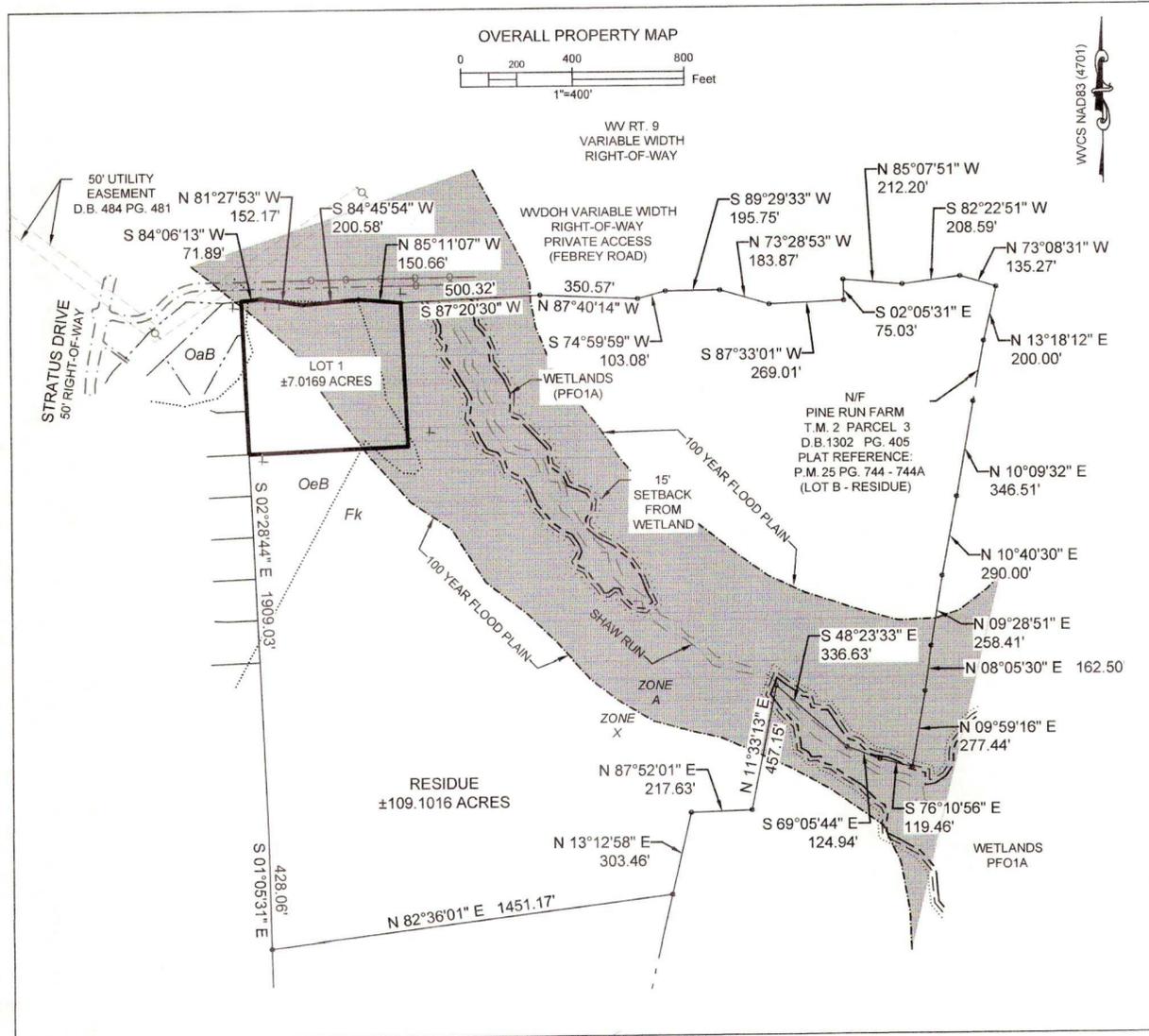
1. THE INTENT OF THIS SUBDIVISION IS TO CREATE A 7.0169 ACRE LOT FOR COMMERCIAL USE. THE ENTIRE RESIDUE ±109.1016 ACRES HAS NOT BEEN SURVEYED WITH THIS PLAT.
  2. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY BE SUBJECT TO RECORDED OR UNRECORDED RIGHT-OF-WAYS, EASEMENTS, RESTRICTIONS OR EXEMPTIONS NOT SHOWN HEREON.
  3. THIS PARCEL IS LOCATED ON FEMA MAP # 54037C0136E, EFFECTIVE DATE 12/18/2009. THE AREA DESIGNATED IN ZONE "X", IS AN AREA DETERMINED TO BE OUTSIDE THE 0.2% CHANCE FLOODPLAIN. ZONE "A", IS DETERMINED TO BE WITHIN THE 100- YEAR FLOOD ZONE.
  4. THIS PROPERTY IS LOCATED AT 500 FEBREY ROAD, KEARNEYSVILLE, WV. 25430
  5. WEST VIRGINIA DOH PERMIT NO. 0X-X0X0-0X0X.
  6. THE PARENT PROPERTY IS ZONED: RURAL
  7. THE SETBACKS ARE AS FOLLOWS:  
FRONT: 45' SIDE: 15' REAR: 50'
  8. MAX BUILDING HEIGHT = 45'
  9. THE MINIMUM LOT SIZE FOR A WELL & SEPTIC SYSTEM IS 20,000 SF.
  10. PUBLIC WATER ARE AVAILABLE FOR THESE PROPERTIES AND WILL BE PROVIDED BY BERKELEY COUNTY PUBLIC SERVICE WATER DISTRICT & BERKELEY COUNTRY PUBLIC SERVICE SEWER DISTRICT.
  11. THE SOILS SURVEY OF JEFFERSON COUNTY, WEST VIRGINIA INDICATES A SEASONAL HIGH WATER TABLE ON A PORTION OF THE PARCELS HEREON (SOILS: OaB, OeB, Fk) AND THEREFORE BASEMENT CONSTRUCTION IS NOT RECOMMENDED IN THOSE AREAS.
- SOILS:  
 OaB - OAKLET SILT LOAM, 3 TO 8 PERCENT SLOPES. DEPTH TO WATER TABLE MORE THAN 80".  
 OeB - OAKLET SILT LOAM, 3 TO 8 PERCENT SLOPES, VERY ROCKY. DEPTH TO WATER TABLE MORE THAN 80".  
 Fk - FUNKSTOWN SILT LOAM, 0 TO 3 PERCENT SLOPES, DEPTH TO WATER TABLE MORE THAN 80".
12. A BLANKET EASEMENT IS GRANTED TO THE APPROPRIATE PUBLIC UTILITIES IN ALL ROAD RIGHT-OF-WAY FOR CONSTRUCTION AND MAINTENANCE OF WATER AND SEWER LINES.
  13. ALL RESIDENTIAL AND NON-RESIDENTIAL BUILDING LOTS SHALL HAVE A STABILIZED CONSTRUCTION ENTRANCE INSTALLED PRIOR TO BEGINNING CONSTRUCTION ON THE LOT.
  14. NO STRUCTURES, FENCES, OR LANDSCAPING SHALL BE LOCATED IN THE EASEMENTS.
  15. FOR DRIVEWAYS THAT REQUIRE A CULVERT FOR DITCH DRAINAGE, THE MINIMUM CULVERT SIZE SHALL BE 15" IN DIAMETER.
  16. WETLANDS EXIST ON THE RESIDUE PARCEL AND ARE SHOWN HEREON PER THE NATIONAL WETLAND INVENTORY BY GRAPHIC PLOTTING ONLY. THERE IS A 30' BUFFER AROUND THESE WETLANDS. THERE SHALL BE NO DISTURBANCE OF WETLANDS OR BUFFER AREAS WITHOUT APPROVAL FROM USACOE AND WUDEP.
  17. FEBREY ROAD IS A PART OF THE W/DOH RT. 9 PROVIDES INGRESS/ EGRESS TO 500 FEBREY ROAD AND HAS A VARIABLE WIDTH RIGHT OF WAY.

AREA TABLE	
EXISTING PARCEL	± 116.1185 ACRES
LOT 1	± 7.0169 ACRES
RESIDUE	± 109.1016 ACRES

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

JEFFERSON COUNTY - COMPLETE LIST OF WAIVERS/VARIANCES (TABLE 1.2-2)

ORDINANCE	SECTION OF ORDINANCE	DESCRIPTION OF WAIVER OR VARIANCE	DATE GRANTED
NONE REQUESTED		NONE	



JEFFERSON COUNTY, WEST VIRGINIA

OFFICE OF PLANNING & ZONING

DATE: \_\_\_\_\_

ACCEPTANCE STATEMENT:

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

DATE: \_\_\_\_\_

ELLIOT KLETTER

I, RICHARD A COLEBANK, A WEST VIRGINIA LICENSED PROFESSIONAL SURVEYOR, DO HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE AND BELIEF, THAT THIS SEALED PLAT IS ACCURATE, COMPLETE AND REASONABLY MEETS OR EXCEEDS MINIMUM ACCEPTABLE SURVEYING STANDARDS AND THOSE STATE AND/OR COUNTY CODE PROVISIONS APPLICABLE ON THIS DATE. THE RELATIVE POSITIONAL ACCURACY OF THE SURVEY, BASED UPON GPS MEASUREMENTS, IS WITHIN ACCEPTED LIMITS. THIS SUBDIVISION COMPLIES WITH THE JEFFERSON COUNTY SUBDIVISION REGULATIONS, SECTION 1.4(7) FOR PERIMETER BOUNDARY CLOSURE OF 1:7500 OR BETTER.

*Richard A. Colebank* 12.31.24  
 RICHARD A COLEBANK, P.S. #1076 DATE: \_\_\_\_\_



PLAT OF MINOR SUBDIVISION

FOR  
 PINE RUN RANCH, L.L.C.

MIDDLEWAY DISTRICT  
 T.M. 2 PAR. 3 D.B. 1302 PG. 405  
 JEFFERSON COUNTY, WEST VIRGINIA

OWNER/DEVELOPER:  
 PINE RUN RANCH, LLC.

ADDRESS:  
 273 EQUESTRIAN CIRCLE  
 SHENANDOAH JUNCTION,  
 WV 25442

PHONE: \_\_\_\_\_

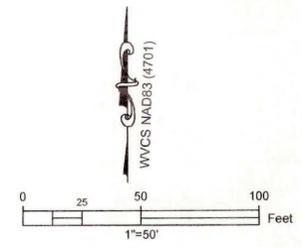
ATTN:  
 ELLIOT KLETTER

PROJ. NO.: 2408079.00  
 DATE: 12/09/2024

SHEET NO.:

1 OF 2

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 ALL RIGHTS RESERVED

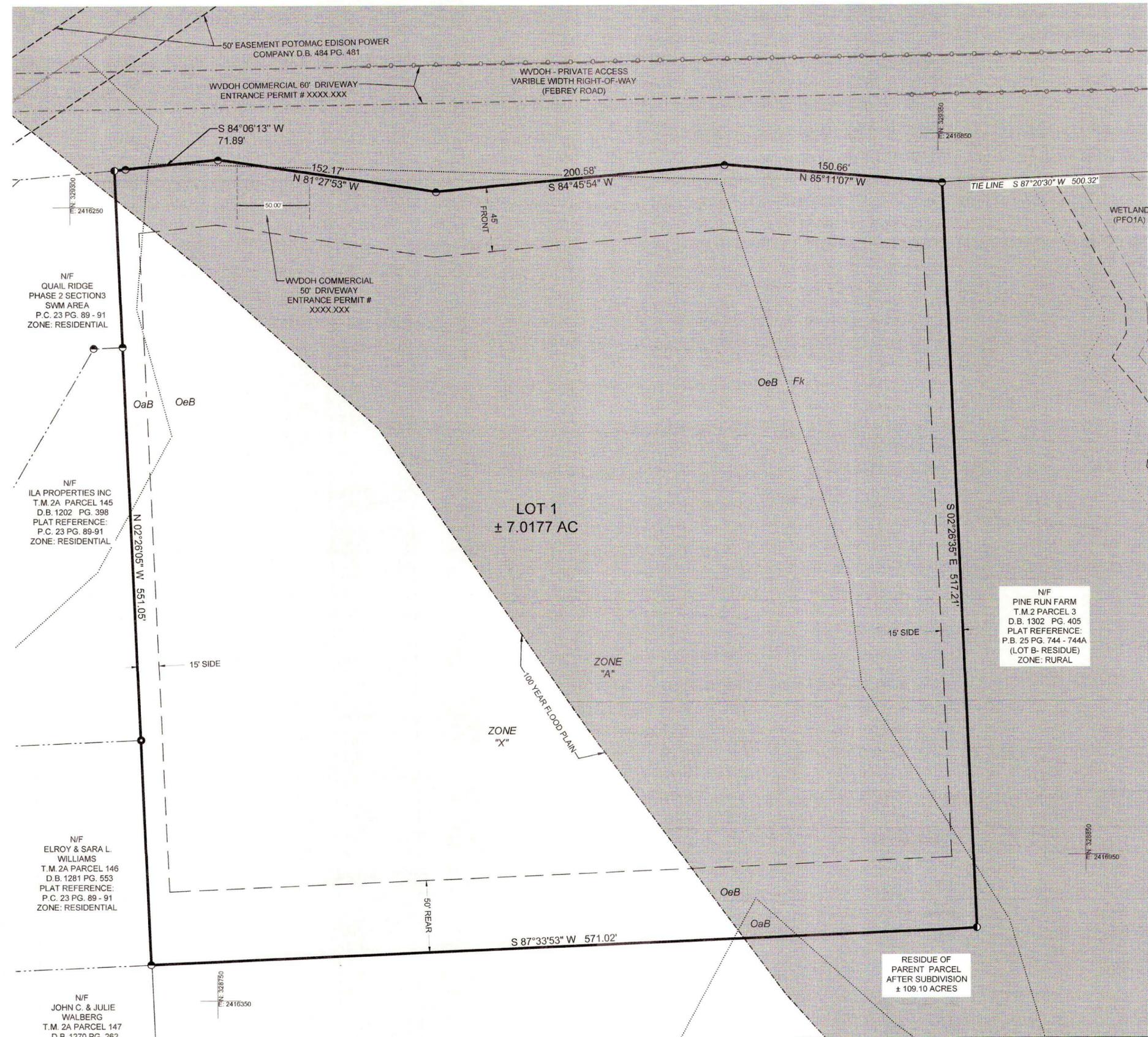


**LEGEND**

- T.M. TAX MAP NUMBER
- PAR. PARCEL NUMBER
- D.B. DEED BOOK
- PG. PAGE NUMBER
- N/F NOW OR FORMERLY
- 5/8" REBAR WITH CAP FOUND
- 5/8"X30" REBAR WITH ORANGE CAP SET
- MAG NAIL FOUND/SET
- ⊕ REBAR FOUND
- Ⓢ SANITARY MANHOLE
- - - BUILDING SETBACKS
- PROPERTY LINE
- - - ADJOINER LINE
- - - EDGE OF GRAVEL
- ○ — GUARD RAIL
- OHE — OVER HEAD ELECTRIC
- - - 100 YEAR FLOOD LINE
- ..... SOIL DELINEATION LINES
- STREAM LINE
- ..... WETLANDS SETBACKS
- - - POWER LINE EASEMENT



*Richard A. Colebank* 12-31-24  
RICHARD A. COLEBANK, P.S. 1076 DATE:



N/F  
QUAL RIDGE  
PHASE 2 SECTION 3  
SWM AREA  
P.C. 23 PG. 89 - 91  
ZONE: RESIDENTIAL

N/F  
ILA PROPERTIES INC  
T.M. 2A PARCEL 145  
D.B. 1202 PG. 398  
PLAT REFERENCE:  
P.C. 23 PG. 89-91  
ZONE: RESIDENTIAL

N/F  
ELROY & SARA L.  
WILLIAMS  
T.M. 2A PARCEL 146  
D.B. 1281 PG. 553  
PLAT REFERENCE:  
P.C. 23 PG. 89 - 91  
ZONE: RESIDENTIAL

N/F  
JOHN C. & JULIE  
WALBERG  
T.M. 2A PARCEL 147  
D.B. 1270 PG. 262  
PLAT REFERENCE:  
P.C. 23 PG. 89 - 91  
ZONE: RESIDENTIAL

N/F  
PINE RUN FARM  
T.M. 2 PARCEL 3  
D.B. 1302 PG. 405  
PLAT REFERENCE:  
P.B. 25 PG. 744 - 744A  
(LOT B - RESIDUE)  
ZONE: RURAL

RESIDUE OF  
PARENT PARCEL  
AFTER SUBDIVISION  
± 109.10 ACRES

**PLAT OF MINOR SUBDIVISION  
FOR  
PINE RUN RANCH, L.L.C.**

MIDDLEWAY DISTRICT  
T.M. 2 PAR. 3 D.B. 1302 PG. 405  
JEFFERSON COUNTY, WEST VIRGINIA

OWNER/DEVELOPER:  
PINE RUN RANCH, LLC.  
ADDRESS:  
273 EQUESTRIAN CIRCLE  
SHENANDOAH JUNCTION,  
WV 25442  
PHONE:  
ATTN:  
ELLIOT KLETTER

PROJ. NO.: 2408079.00  
DATE: 12/09/2024

SHEET NO.:

**2 OF 2**

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sv-base.dwg 12/29/2024





# Federal Emergency Management Agency

Washington, D.C. 20472

January 16, 2026

MR. ELLIOTT KLETTER  
273 EQUESTRIAN CIRCLE  
SHENANDOAH JUNCTION, WV 25442

CASE NO.: 26-03-0005A  
COMMUNITY: JEFFERSON COUNTY, WEST  
VIRGINIA  
(UNINCORPORATED AREAS)  
COMMUNITY NO.: 540065

DEAR MR. KLETTER:

This is in reference to a request that the Federal Emergency Management Agency (FEMA) determine if the property described in the enclosed document is located within an identified Special Flood Hazard Area, the area that would be inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood), on the effective National Flood Insurance Program (NFIP) map. Using the information submitted and the effective NFIP map, our determination is shown on the attached Letter of Map Amendment (LOMA) Determination Document. This determination document provides additional information regarding the effective NFIP map, the legal description of the property and our determination.

Additional documents are enclosed which provide information regarding the subject property and LOMAs. Please see the List of Enclosures below to determine which documents are enclosed. Other attachments specific to this request may be included as referenced in the Determination/Comment document. If you have any questions about this letter or any of the enclosures, please contact the FEMA Map Insurance eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, LOMC Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426.

Sincerely,

David N. Bascom, Acting Director  
Engineering and Modeling Division  
Risk Analysis, Planning and Information Directorate

## LIST OF ENCLOSURES:

LOMA DETERMINATION DOCUMENT (REMOVAL)

cc: State/Commonwealth NFIP Coordinator  
Community Map Repository  
Region



# Federal Emergency Management Agency

Washington, D.C. 20472

## LETTER OF MAP AMENDMENT DETERMINATION DOCUMENT (REMOVAL)

COMMUNITY AND MAP PANEL INFORMATION		LEGAL PROPERTY DESCRIPTION
COMMUNITY	JEFFERSON COUNTY, WEST VIRGINIA (Unincorporated Areas)	A portion of Lot B-Residue, as shown on the Plat recorded as Instrument No. 201900007842, in Book 25, Page 744, in the Office of the County Clerk, Jefferson County, West Virginia  The portion of property is more particularly described by the following metes and bounds:
	COMMUNITY NO.: 540065	
AFFECTED MAP PANEL	NUMBER: 54037C0020E	
	DATE: 12/18/2009	
FLOODING SOURCE: SHAW RUN		APPROXIMATE LATITUDE & LONGITUDE OF PROPERTY: 39.392581, -77.914445 SOURCE OF LAT & LONG: LOMA LOGIC DATUM: NAD 83

### DETERMINATION

LOT	BLOCK/SECTION	SUBDIVISION	STREET	OUTCOME WHAT IS REMOVED FROM THE SFHA	FLOOD ZONE	1% ANNUAL CHANCE FLOOD ELEVATION (NAVD 88)	LOWEST ADJACENT GRADE ELEVATION (NAVD 88)	LOWEST LOT ELEVATION (NAVD 88)
--	--	--	500 Febrey Road	Portion of Property	X (unshaded)	--	--	448.1 feet

**Special Flood Hazard Area (SFHA)** - The SFHA is an area that would be inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood).

**ADDITIONAL CONSIDERATIONS** (Please refer to the appropriate section on Attachment 1 for the additional considerations listed below.)

LEGAL PROPERTY DESCRIPTION	STATE LOCAL CONSIDERATIONS
PORTIONS REMAIN IN THE SFHA ZONE A	

This document provides the Federal Emergency Management Agency's determination regarding a request for a Letter of Map Amendment for the property described above. Using the information submitted and the effective National Flood Insurance Program (NFIP) map, we have determined that the described portion(s) of the property(ies) is/are not located in the SFHA, an area inundated by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood). This document amends the effective NFIP map to remove the subject property from the SFHA located on the effective NFIP map; therefore, the Federal mandatory flood insurance requirement does not apply. However, the lender has the option to continue the flood insurance requirement to protect its financial risk on the loan.

This determination is based on the flood data presently available. The enclosed documents provide additional information regarding this determination. If you have any questions about this document, please contact the FEMA Mapping and Insurance eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, LOMA Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426.

David N. Bascom, Acting Director  
Engineering and Modeling Division  
Risk Analysis, Planning and Information Directorate



# Federal Emergency Management Agency

Washington, D.C. 20472

## LETTER OF MAP AMENDMENT DETERMINATION DOCUMENT (REMOVAL)

ATTACHMENT 1 (ADDITIONAL CONSIDERATIONS)

### LEGAL PROPERTY DESCRIPTION (CONTINUED)

Beginning at a capped rebar found on the right of way of Febrey Road, a WVDON private access road, marking the northeast corner of proposed Lot 1, thence; leaving said right of way, S 02° 26' 35" E, 517.21' to a capped rebar to be set, thence; S 87° 33' 53" W, 571.02' to a rebar found and corner to Walburg (Lot 147) and Rexroat (Lot 146), thence; N 02° 26' 05" W, 551.05' (total) to a capped rebar to be set this survey and passing through a mag nail in a stump at 155.85' and a capped rebar found at 428.20', thence; with the right of way of Febrey Road, S° 84 06' 13" W, 71.89' (total) to a capped rebar found and passing through a capped rebar (WVDON) at 9.55', thence; continuing with said right of way, N 81° 27' 53" W, 152.17' to a capped rebar found, thence; S 84° 45 54 W, 200.58' to a capped rebar found, thence; N 85° 11' 07" W, 150.66' to the place of beginning

**PORTIONS OF THE PROPERTY REMAIN IN THE SFHA (This Additional Consideration applies to the preceding 1 Property.)**

Portions of this property, but not the subject of the Determination/Comment document, may remain in the Special Flood Hazard Area. Therefore, any future construction or substantial improvement on the property remains subject to Federal, State/Commonwealth, and local regulations for floodplain management.

### **ZONE A (This Additional Consideration applies to the preceding 1 Property.)**

The National Flood Insurance Program map affecting this property depicts a Special Flood Hazard Area that was determined using the best flood hazard data available to FEMA, but without performing a detailed engineering analysis. The flood elevation used to make this determination is based on approximate methods and has not been formalized through the standard process for establishing base flood elevations published in the Flood Insurance Study. This flood elevation is subject to change.

### **STATE AND LOCAL CONSIDERATIONS (This Additional Consideration applies to all properties in the LOMA DETERMINATION DOCUMENT (REMOVAL))**

Please note that this document does not override or supersede any State or local procedural or substantive provisions which may apply to floodplain management requirements associated with amendments to State or local floodplain zoning ordinances, maps, or State or local procedures adopted under the National Flood Insurance Program.

This attachment provides additional information regarding this request. If you have any questions about this attachment, please contact the FEMA Mapping and Insurance eXchange (FMIX) toll free at (877) 336-2627 (877-FEMA MAP) or by letter addressed to the Federal Emergency Management Agency, LOMA Clearinghouse, 3601 Eisenhower Avenue, Suite 500, Alexandria, VA 22304-6426.

David N. Bascom, Acting Director  
Engineering and Modeling Division  
Risk Analysis, Planning and Information Directorate



# Federal Emergency Management Agency

Washington, D.C. 20472

## ADDITIONAL INFORMATION REGARDING LETTERS OF MAP AMENDMENT

When making determinations on requests for Letters of Map Amendment (LOMAs), the Department of Homeland Security's Federal Emergency Management Agency (FEMA) bases its determination on the flood hazard information available at the time of the determination. Requesters should be aware that flood conditions may change or new information may be generated that would supersede FEMA's determination. In such cases, the community will be informed by letter.

Requesters also should be aware that removal of a property (parcel of land or structure) from the Special Flood Hazard Area (SFHA) means FEMA has determined the property is not subject to inundation by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood). This does not mean the property is not subject to other flood hazards. The property could be inundated by a flood with a magnitude greater than the base flood or by localized flooding not shown on the effective National Flood Insurance Program (NFIP) map.

The effect of a LOMA is it removes the Federal requirement for the lender to require flood insurance coverage for the property described. The LOMA *is not* a waiver of the condition that the property owner maintain flood insurance coverage for the property. *Only* the lender can waive the flood insurance purchase requirement because the lender imposed the requirement. *The property owner must request and receive a written waiver from the lender before canceling the policy.* The lender may determine, on its own as a business decision, that it wishes to continue the flood insurance requirement to protect its financial risk on the loan.

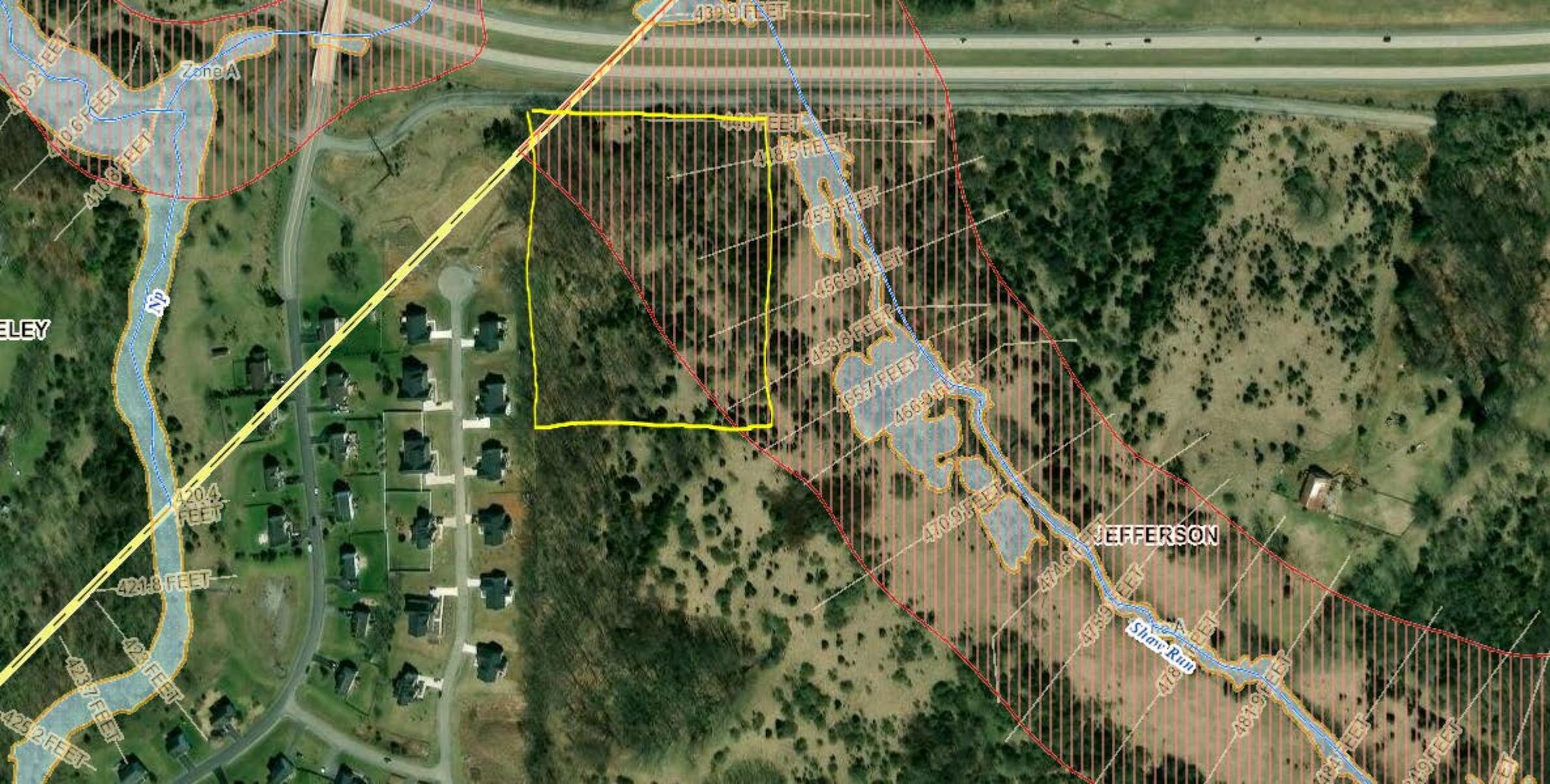
The LOMA provides FEMA's comment on the mandatory flood insurance requirements of the NFIP as they apply to a particular property. A LOMA is not a building permit, nor should it be construed as such. Any development, new construction, or substantial improvement of a property impacted by a LOMA must comply with all applicable State and local criteria and other Federal criteria.

Even though structures are not located in an SFHA, as mentioned above, they could be flooded by a *flooding event with a greater magnitude than the base flood.* In fact, more than 25 percent of all claims paid by the NFIP are for policies for structures located outside the SFHA in Zones B, C, X (shaded), or X (unshaded). More than one-fourth of all policies purchased under the NFIP protect structures located in these zones. The risk to structures located outside SFHAs is just not as great as the risk to structures located in SFHAs. Finally, approximately 90 percent of all federally declared disasters are caused by flooding, and homeowners insurance does not provide financial protection from this flooding. Therefore, FEMA encourages the widest possible coverage under the NFIP.

LOMAs are based on minimum criteria established by the NFIP. State, county, and community officials, based on knowledge of local conditions and in the interest of safety, may set higher standards for construction in the SFHA. If a State, county, or community has adopted more restrictive and comprehensive floodplain management criteria, these criteria take precedence over the minimum Federal criteria.

In accordance with regulations adopted by the community when it made application to join the NFIP, letters issued to amend an NFIP map must be attached to the community's official record copy of the map. That map is available for public inspection at the community's official map repository. Therefore, FEMA sends copies of all such letters to the affected community's official map repository.

When a restudy is undertaken, or when a sufficient number of revisions or amendments occur on particular map panels, FEMA initiates the printing and distribution process for the affected panels. FEMA notifies community officials in writing when affected map panels are being physically revised and distributed. In such cases, FEMA attempts to reflect the results of the LOMA on the new map panel. If the results of particular LOMAs cannot be reflected on the new map panel because of scale limitations, FEMA notifies the community in writing and revalidates the LOMAs in that letter. LOMAs revalidated in this way usually will become effective 1 day after the effective date of the revised map.



Zone A

ELEV

JEFFERSON

Shaw Run

NP

402 FEET  
406 FEET  
410.6 FEET  
420.4 FEET  
421.8 FEET  
422 FEET  
425.2 FEET

439.9 FEET  
440 FEET  
448.5 FEET  
456 FEET  
466.9 FEET  
468.9 FEET  
468.7 FEET  
466.9 FEET  
470.9 FEET  
473.9 FEET  
478 FEET  
481.9 FEET  
484 FEET