

**Board of Zoning Appeals
City of Martinsburg
232 N. Queen Street
October 02, 2012
Regular Meeting Minutes
6:30 pm**

With a quorum present, Chairperson Coffey called the regular scheduled meeting of the City of Martinsburg Board of Zoning Appeals to order at 6:30 pm. The following Boardmembers were present: Brenda Casabona, Matthew Coffey, Bill Blackburn, April King and Frank Bradley. Also in attendance were City Planner Tracy Smith, Legal Counsel Kin Sayre and Planning Secretary Windy Miller.

APPROVAL OF September 04, 2012 MEETING MINUTES.
The minutes were approved as presented by unanimous consent.

OLD BUSINESS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

1. CASE #SE 12-071. 119/121 North Queen Street. Public Hearing. Application requesting a special exception according to the requirements of Sections 560 "Table of Zoning District Uses" and 652.3 "Medical or Philanthropic Institutions" to use structure as a non-profit adoption agency and pregnancy counseling service. Bethany Christian Services of West Virginia, appellant.

Legal Counsel Kin Sayre swore- in applicant Illona Roman.

Illona Roman, social worker for Bethany Christian Services presented the request to occupy the space located on North Queen Street. Ms. Roman went on to say that, Bethany Christian Services is a well established adoption agency working to strengthen families. Ms. Roman stated that hours of operation would be 8am-5pm Monday through Friday with some evening hours on Monday and Tuesday for information and training sessions for potential foster families and safe family programs that would be offered. Ms. Roman stated that at this time she is the only one on staff but plans on having a Administrative Assistant to start in January. Ms. Roman went on to explain to the board how daily operations will work; most work is done during home visits where paperwork is completed, there would be a possibility of one or two families that would come to the office weekly and there would be monthly informational meeting that would be held on the evening that the Good Samaritan Free Clinic is not occupying the space.

Chairman Coffey asked City Planner Tracy Smith for staff report.

City Planner Tracy Smith stated that there was a cross parking agreement to have four spaces in the rear of the building with the church for the Good Samaritan Clinic and wants to clarify the parking situation for the proposed use and would like to know when the Good Samaritan

Free Clinic would use the space. The fire Marshal and Building Inspector are satisfied that the building meets all life safety and fire codes and feels the building is suitable for the proposed use.

Discussions included, but were not limited to, hours of operation, number of people on staff, hours of operation for the Good Samaritan Free Clinic, parking and if the applicant is able to use the four spaces allowed by church in the rear, type of services offered, if they will offer any medical services, pregnancy counseling, what is the group size expected to attend the monthly meetings, and if the adoption program will be only domestic or will they offer international adoption as well.

The public hearing was opened at 6:38 pm. The following people came forward to speak in favor of the request.

- John Fratorrola, pastor at Cornerstone Bible Church on the corner of High Street and Pennsylvania Avenue, Martinsburg, spoke in favor of the request and stated that the church is one of the supporting churches for Bethany Christian Services coming to the area. Mr. Fratorrola went on to say that they could be a valuable asset to the families in the area.
- Carl Baker, pastor at Rosemont Grace Brethren Church on West King Street, Martinsburg, WV, spoke in favor of the agency coming to the new location in Martinsburg. Mr. Baker stated that Bethany Christian Services will work along with the Care Pregnancy Center already in Martinsburg and Young Lives, which is a ministry to teenage mothers. Mr. Baker feels the programs will compliment one another, there will be lives saved and will put children in healthy homes.
- Phillis Cooper, 242 Artillery Way, Martinsburg, WV, is a mother of three adoptive children and spoke favor of the request and is supportive of the programs that will be offered by Bethany Christian Services.

As no one came forward to speak against the request, the public hearing was closed at 6:44 pm.

Boardmember Blackburn made the motion in CASE #SE 12-071. 119/121 North Queen Street. Application requesting a special exception according to the requirements of Sections 560 "Table of Zoning District Uses" and 652.3 "Medical or Philanthropic Institutions" to use structure as a non-profit adoption agency and pregnancy counseling service, to approve the application as presented. Boardmember Casabona seconded the motion which was followed by a unanimous vote of "aye." Motion carried.

DISCUSSION

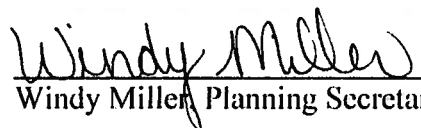
All Board members were notified of the November 13, 2012 meeting and stated they would be in attendance.

ADJOURNMENT

The meeting was adjourned at 7:11 pm by unanimous consent.



~~Matthew Coffey, Chairperson~~



Windy Miller, Planning Secretary

Brenda Casabona - Vice Chairperson