

**PLANNING COMMISSION  
CITY OF MARTINSBURG  
232 N. QUEEN STREET  
Regular Meeting Minutes  
September 05, 2012  
City Council Chambers  
6:00 pm**

11F

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With a quorum present, President Jim Rodgers called the regular meeting of the Martinsburg Planning Commission to order at 6:00 pm. The following Commissioners were present: George Reichard, Mary Hayward, Jeff Molenda, Mark Palmer and Yvonne Jenkins. Not present were Steve Workings, Jim Rodgers, Reenie Raines, Charlene Elins and Gregg Wachtel. Also in attendance were City Planner Tracy Smith, and Legal Counsel Kin Sayre.

**ROLL CALL (and microphone check)**

Commissioner Hayward made the motion to appoint Commissioner Palmer to chair the meeting. Commissioner Reichard seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

**APPROVAL OF August 01, 2012 MEETING MINUTES**

Commissioner Molenda made the motion to approve the minutes as presented. Commissioner Hayward seconded the motion, which was followed by a unanimous consent of "aye." Motion carried.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

1. **CASE # SP 12-062. 1617 W. King Street. Sheetz Convenience Store.** Site Plan application requesting review of two (2) additions to an existing structure totaling approximately 968 square-feet. CoreStates Inc., applicant.

Mr. Bodenshatz with CoreStates Inc., presented the request to conduct a major remodel and expand the existing Sheetz store on West King Street with two (2) additions that would increase the building by 968 square-feet; it would not be changing the use or adding anything new. The majority of the renovation project is to provide ADA compliance restrooms. Mr. Bodenshatz went on to say that, there would be some modifications to the existing parking lot. The site currently has eighteen (18) parking spaces and because of the building location, size of the site and orientation of the building the proposed parking spaces would remain at eighteen (18). Mr. Bodenshatz stated that on September 04, 2012 at the Board of Zoning Appeals meeting, the Variance request for parking relief was approved.

Discussions included, but were not limited to, where the property lines are located, proposed parking design, current parking layout, concerns with the angled parking on the new site plan design, why storm water management is not necessary, traffic flow, traffic control with the possibility of signage painted on the drive aisles, the dimensions of the existing parking spaces and what the city requires for each parking space.

Mr. Bodenshatz stated that in an effort to ensure the cars parked in the front of the structure will not back into the cars parked in the slanted spaces, they would restripe the existing spaces to pull the

parking down toward King Street. Mr. Bodenshatz went on to say that, it would be narrowing the spaces slightly, but it would still meet the requirements for the site.

Commissioner Molenda made the motion to approve the application with the modifications as presented by CoreStates. Commissioner Reichard seconded the motion, which was followed by a unanimous vote "aye." Motion carried.

**DISCUSSION ITEMS**

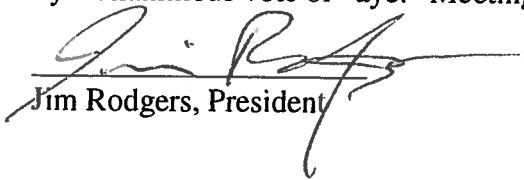
All Commissioners were made aware of the October 03, 2012 meeting date and time.

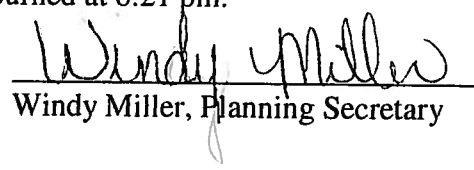
**ACTION ITEMS (approve/deny)**

None

**ADJOURNMENT**

Commissioner Molenda made the motion to adjourn, seconded by Commissioner Hayward and followed by a unanimous vote of "aye." Meeting adjourned at 6:21 pm.

  
Jim Rodgers, President

  
Windy Miller, Planning Secretary