

PLANNING COMMISSION
CITY OF MARTINSBURG
232 N. QUEEN STREET
Regular Meeting Minutes
April 04, 2012
City Council Chambers
7:00 pm

With a quorum present, President Jim Rodgers called the regular meeting of the Martinsburg Planning Commission to order at 7:00 pm. The following Commissioners were present: Jim Rodgers, Reenie Raines, George Reichard, Yvonne Jenkins, Mark Palmer and Jeff Molenda. Not present were Steve Workings, Mary Hayward, Charlene Elins, Gregg Wachtel and City Planner Tracy Smith. Also in attendance were Legal Counsel Kin Sayre, City Engineer/Planner Mike Covell, and Planning Secretary Windy Miller.

ROLL CALL (and microphone check)

APPROVAL OF March 07, 2012 MEETING MINUTES

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

UNFINISHED BUSINESS

None

NEW BUSINESS

1. CASE # SP 12-019. 304 Rockcliff Drive. Site Plan application requesting review of 1,673 sq-ft expansion of existing parking area. Terrance L. Britt, applicant.

Andy Dimagno, representing Britt Reed Law Firm presented the request to increase the existing parking area to accommodate the building. Mr. Dimagno went on to say that storm water management is not required but we would be providing a water quality feature, and will be using a landscape architect.

Discussions included but were limited to parking, water drainage concerns, improvement to the water problem in the area, impact on neighboring property owners, and if a storm water easement is necessary.

Commissioner Molenda made the motion to approve the applications presented. Commissioner Reichard seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

OTHER BUSINESS

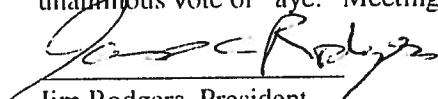
None

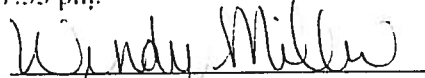
DISCUSSION/ACTION (approve/deny)

- Commissioners discussed the regular meeting time and have suggested that the time be changed to an earlier start time, it will be put on next months agenda as an action item so the time can be changed.
- Legal Counsel Kin Sayre gave a presentation on the Open Meetings Law; he provided each commissioner with a packet containing his PowerPoint presentation.

ADJOURNMENT

Commissioner Palmer made the motion to adjourn, seconded by Commissioner Jenkins and followed by a unanimous vote of "aye." Meeting adjourned at 7:35 pm.


Jim Rodgers, President


Windy Miller, Planning Secretary