

**PLANNING COMMISSION
CITY OF MARTINSBURG
232 N. QUEEN STREET
Regular Meeting Minutes
May 02, 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, Mary Hayward and Jeff Molenda. Not present were Steve Workings, Yvonne Jenkins, Mark Palmer, Charlene Elins, and Gregg Wachtel. Also in attendance were City Planner Tracy Smith and Legal Counsel Kin Sayre.

ROLL CALL (and microphone check)

APPROVAL OF April 04, 2012 MEETING MINUTES

Commissioner Molenda 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 # SD 12-026. 891 Foxcroft Avenue. Public Hearing. Subdivision application requesting to subdivide an unimproved parcel consisting of approximately 1.4703 acres to create 2 building lots and associated right-of-ways. Mountain State University Building Company, applicant.

Brent Thompson and Don Epply with Mountain State University presented the request to subdivide the parcel of land for the construction of the Olive Garden restaurant.

Discussions included but were not limited to why the land is being subdivided, who the owner of the property is, and confirming that the lot that is being divided has the same footprint that was submitted in the site plan application.

City Planner Tracy Smith states that staff has no concerns with this request.

The public hearing was opened at 7:03 pm. As no one came forward to speak for or against the request, the public hearing was closed at 7:04 pm.

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

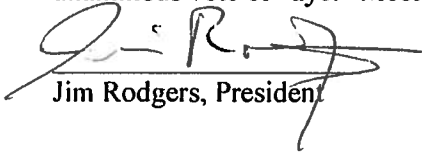
DISCUSSION

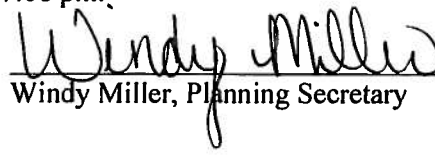
ACTION (approve/deny)

Commissioner Molenda made the motion to change the regular meeting starting time from 7:00pm to 6:00 pm, to start in July 2012. Commissioner Raines seconded the motion which was followed by a unanimous vote of "aye." Motion carried. Starting July 11, 2012 the Planning Commission regular meeting time will be at 6:00 pm.

ADJOURNMENT

Commissioner Reichard made the motion to adjourn, seconded by Commissioner Hayward and followed by a unanimous vote of "aye." Meeting adjourned at 7:08 pm.


Jim Rodgers, President


Windy Miller, Planning Secretary