

PLANNING COMMISSION
CITY OF MARTINSBURG
232 N. QUEEN STREET
Regular Meeting Minutes
September 4, 2013
J. Oakley Seibert Council Chambers
6:00 p.m.

With a quorum present, President Jim Rodgers called the regular meeting of the Martinsburg Planning Commission to order at 6:00p.m. The following Commissioners were present: Jim Rodgers, Mark Palmer, Yvonne Jenkins, George Reichard, Mary Hayward, Charlene Elins, Reenie Raines and Jeff Molenda and ex-officio member Councilman Gregg Wachtel. Also in attendance were Legal Counsel Kin Sayre, City Engineer/Planning Director Mike Covell, and City Planner Tracy Smith.

ROLL CALL (and microphone check)

APPROVAL OF August 7, 2013, 2013 MEETING MINUTES

Commissioner Molenda made the motion to approve the minutes, seconded by Commissioner Hayward. Motion approved with a unanimous vote of "aye".

UNFINISHED BUSINESS

None

NEW BUSINESS

1. **CASE #SP 13-048. North side of Mall Drive, between Porter Avenue and Wall Street.**
Application requesting Site Plan review for additions to Ambrose Park. Martinsburg-Berkeley County Parks and Recreation Board, applicant.

Andy DiMagno with P.C. DiMagno Engineers – Surveyors, presented this request for improvements to the park property. Also present was Steve Catlett, Martinsburg-Berkeley County Parks and Recreation Board. Mr. DiMagno provided a brief overview of improvements already underway at the park including new pavilions, playground equipment, restrooms, and the electricity for the pavilions. He went on to explain the proposed site improvements of walkways and a new parking area located along Wall Street. Mr. Catlett summarized the intention behind the improvements that will provide residents with a new children's park as well as the first dog park in the county, and suggested that the City review the existing street lighting for possible upgrades as some areas are poorly lit at night. At Commissioner Palmer's request for reasons, Mr. DiMagno explained the purpose of the rain garden is to function as a liquid waste filter in the dog park, as a septic system would. Mr. DiMagno went on to say that the dog park would be available from dusk 'til dawn and therefore, no additional lighting has been planned for at this time.

When asked for a staff report, City Engineer/Planning Director Mike Covell indicated that the plan is a good one, noting that this will be the pilot dog park for the county and that he concurs the after dark public street lighting is dim. He stated that he can certainly visit the area to determine if there is

anything the City can do anything to help. Commissioner Palmer recommended that if minor changes should be needed to facilitate park improvements the City Engineer should have the ability to approve them at a Staff level; Commissioners present supported this action.

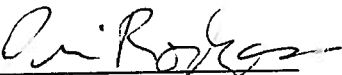
Commissioner Hayward made the motion to approve the request. Commissioner Raines seconded the motion and followed by a unanimous vote of "Aye". Motion carried.

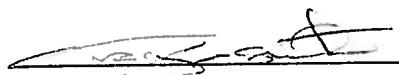
DISCUSSION ITEMS/OTHER BUSINESS:

1. Next regular meeting scheduled for October 2, 2013: no one indicated they would be absent.
2. Discussion on text amendment case for proposing updated storm water regulations. Mr. Covell provided an update on the status of the Text Amendment stating that we are on-track and will hold the public hearing for this as a Text Amendment case at the October Planning Commission meeting. He noted that there is still a chance of revision but the bulk of the proposed ordinance previously reviewed is likely to be the final document. Mr. Covell also mentioned that he could email the document to members if they wish for more time to review it.
3. Discussion on draft regulations for portable storage. President Rodgers referred to the rough draft provided by Mr. Covell who noted that it is open for negotiation and input. Discussions included, but were not limited to, public comment so far being mixed in favor and not, commercial locations not using parking spaces but also not handicapping seasonal storage, to "grandfather" or not to "grandfather," allowed duration of storage crate and the various reasons for the allowance, an extension process, possible roles of the Board of Zoning Appeals, conditional approvals, and sanitary facilities in contractor's storage units. Mr. Covell asked for written feedback on these concerns, plus thoughts on identifying specific sections pertaining to this use within the zoning ordinance that may need clarification.

ADJOURNMENT

Commissioner Molenda made the motion to adjourn the meeting at 6:41 pm. Commissioner Hayward seconded the motion followed by a unanimous vote of "aye." Motion carried.


Jim Rodgers, President


Tracy Smith, City Planner