

**PLANNING COMMISSION
CITY OF MARTINSBURG
232 N. QUEEN STREET
Regular Meeting Minutes
August 01, 2012
City Council Chambers
6:00 pm**

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: Jim Rodgers, Reenic Raines, George Reichard, Mary Hayward, Jeff Molenda, Mark Palmer, Charlene Elins and Gregg Wachtel. Not present were Steve Workings and Yvonne Jenkins. Also in attendance were City Planner Tracy Smith, and Legal Counsel Kin Sayre.

ROLL CALL (and microphone check)

APPROVAL OF July 11, 2012 MEETING MINUTES

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

Commissioner Raines made the motion to recuse Commissioner Molenda from discussion, because his law firm has represented Opequon Motors. Commissioner Hayward seconded the motion, which was followed by a unanimous vote of "aye." Motion carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

1. CASE # SP 12-062. 838 East Moler Avenue. Parsons Opequon Motors. Site Plan application requesting review of three (3) additions to an existing structure totaling approximately 5,799 square-feet. Ellen M. Parsons, applicant.

Andy DiMagno, representing Ms. Parsons and Opequon Motors, presented the request to construct three (3) small additions to the current structure. Mr. DiMagno went on to describe the locations the additions would be constructed and how the space would be utilized.

Discussions included, but were not limited to, where the additions would be constructed, what the additions would be used for and why there is not a need for Storm Water Management.

City Planner Tracy Smith stated that the request meets all requirements, there is not a need for storm water management because everything they plan to build is already on asphalt.

Commissioner Raines 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 ITEMS

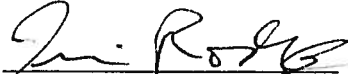
All Commissioners were made aware of the September meeting date and time.

ACTION ITEMS (approve/deny)

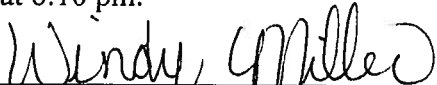
None

ADJOURNMENT

Commissioner Elins made the motion to adjourn, seconded by Commissioner Palmer and followed by a unanimous vote of "aye." Meeting adjourned at 6:10 pm.



Jim Rodgers, President



Windy Miller, Planning Secretary