

**MARTINSBURG BOARD OF ZONING APPEALS**  
**232 N. Queen Street**  
**September 06, 2011**  
**Regular meeting 6:30 pm.**  
**J. Oakley Seibert Council Chambers**  
**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL (and microphone check)**

**III. APPROVAL OF August 02, 2011 MEETING MINUTES**

**IV. UNFINISHED BUSINESS**

None

**V. NEW BUSINESS**

**1. CASE # SE 11-034. 116 E. Martin Street. Public Hearing.** Application requesting a Special Exception in accordance with Section 621.3 "Two-Family Dwellings". Caponi Investments of WV, LLC., appellant.

**2. CASE # SE 11-035. 306 S.Kentucky Avenue. Public Hearing.** Application requesting a special exception according to the requirements of Section 410.6 "Special Exception to Enlarge a Non-conforming Use or Structure" to expand a legally non-conforming structure for the purposes of enlarging an existing deck. Mark B. McDonald, appellant.

**VI. OTHER BUSINESS**

None

**VII. DISCUSSION/ACTION**

None

**VIII. ADJOURNMENT**

**\*\*NOTE TO ALL APPLICANTS\*\***

**Applicant or a representative must be present at the meeting in order for your case to be heard. If for any reason you cannot be present please notify the Planning Department for the City of Martinsburg 48 hours in advance at (304) 264-2131.**