

**PLANNING COMMISSION
CITY OF MARTINSBURG
232 N. QUEEN STREET
Regular Meeting Minutes
June 6, 2018
J. Oakley Seibert Council Chambers**

With a quorum present, Commissioner Steve Workings called the regular meeting of the Martinsburg Planning Commission to order at 6:00 p.m. The following Commissioners were present: Mark Palmer, George Reichard, Yvonne Jenkins, Scott Hamilton, Steve Workings and ex-officio member Councilman Greg Wachtel. The following Commissioners were not present: Jim Rodgers, Jeffrey Molenda, Reenie Raines and Chris Ross. Also in attendance were City Engineer/Planning Director Kim Petrucci and Planning Secretary Holly Hartman.

ROLL CALL (and microphone check)

APPROVAL OF May 2, 2018 MEETING MINUTES

Commissioner Reichard made the motion to approve the minutes as presented. Commissioner Hamilton seconded the motion followed by a unanimous vote of “aye”. Motion carried.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

DISCUSSION/ACTION ITEMS:

1. Comprehensive Plan Update. Status update by The Berkley Group.

Todd Gordon and Darren Coffey of The Berkley Group presented the status update to the Commissioners. Mr. Gordon explained that this is a draft copy and time for the Commissioners to give any input or concerns they have with this draft. Mr. Gordon gave some background information on our previous public input options stating that we have had two public workshops and a community survey where we received input from 899 people. Mr. Gordon explained the plan outline and the nine chapters which were:

1. Vision, goals and objectives
2. Plan process and background
3. Demographics
4. Land Use
5. Housing
6. Transportation
7. Economic Development
8. Community facilities and services
9. Implementation

A timeframe for comments was discussed and it was agreed upon that the deadline for the commissioner's comments would be June 15. That would allow about two weeks for staff to discuss with the consultant and make any necessary changes before July 1. Staff will have the legal advertisement in the newspaper to allow the comprehensive plan to be voted on at the August meeting. Staff, The Berkley Group and the commissioner's all agreed to this timeframe.

OTHER BUSINESS: None

ADJOURNMENT:

Commissioner Hamilton made the motion to adjourn. Commissioner Jenkins seconded the motion followed by a unanimous vote of "aye". Motion carried.

The meeting was adjourned at 7:12 p.m.

Jim Rodgers, President

Holly Hartman, Planning Secretary