

**PLANNING COMMISSION
CITY OF MARTINSBURG
232 N. QUEEN STREET
Regular Meeting Minutes
September 5, 2018
J. Oakley Seibert Council Chambers**

With a quorum present, President Rodgers called the regular meeting of the Martinsburg Planning Commission to order at 6:01 p.m. Mayor Karos called the City Council to order at 6:01 p.m. The following Commissioners were present: Jim Rodgers, Jeffrey Molenda, Reenie Raines, Mark Palmer, George Reichard, Scott Hamilton, Steve Workings and ex-officio member Councilman Greg Wachtel. The following Commissioners were not present: Yvonne Jenkins and Chris Ross. Also in attendance were Legal Counsel Kin Sayre, City Engineer/Planning Director Kim Petrucci, City Planner Tracy Sherman and Planning Secretary Holly Hartman.

ROLL CALL (and microphone check)

APPROVAL OF August 1, 2018 MEETING MINUTES

Approval of the August meeting minutes were tabled until next month as they were not included in the Commissioners packets for review.

UNFINISHED BUSINESS: None

NEW BUSINESS:

- 1. 2018 Comprehensive Plan. Public Hearing.** Final presentation on the proposed City of Martinsburg 2018 Comprehensive Plan intended to be adopted as a replacement of the 2006 City of Martinsburg Comprehensive Plan.

Drew Williams, owner of The Berkley Group, gave an introduction of the company itself and mentioned how much he enjoyed working with and within our city. Mr. Williams introduced Todd Gordon to go over the Comprehensive Plan.

Mr. Gordon gave an overview of the work leading up to the Comprehensive Plan and each section within. The history leading up to the plan itself included several public workshops, surveys and work within each city department. All of this information and feedback was included within the plan.

1. Visions, goals and objectives
2. Plan process and background
 - a. Public input
 - b. State Code, Chap. 8A
3. Demographics
 - a. Population, age, income etc.
4. Land Use
 - a. Existing and future
 - b. Brownfield potential

5. Housing
 - a. Inventory, vacancies, property values, rentals, homelessness and public housing
6. Transportation
 - a. Traffic, parking and public transportation
7. Economic Development
 - a. Employment and Industry targets
 - b. Garner Report 2013
8. Community Facilities and Services
 - a. Police, fire and EMS
 - b. Water and sewer
9. Implementation
 - a. Most important part of plan
 - b. Ongoing projects
 - c. Sources of funding

Mr. Gordon added that the relationship between the Comprehensive Plan and the city/zoning ordinances will be very important.

President Rodgers opened the floor for public hearing at 6:32 p.m. As no one came forward to speak for or against this request, the public hearing was closed at 6:33 p.m.

Mayor Karos adjourned the City Council portion of the meeting at 6:33 p.m.

Commissioner Workings and President Rodgers both thanked the Berkley Group for all of their hard work for the City of Martinsburg.

Commissioner Workings made the motion to recommend approval of the draft plan to City Council. Further, he asked that the plan be adopted and treated as an urgent call to action that requires decisive implementation. Commissioner Molenda seconded the motion followed by a unanimous vote of “aye”. Motion carried.

DISCUSSION/ACTION ITEMS: None

OTHER BUSINESS: None

ADJOURNMENT:

Commissioner Molenda made the motion to adjourn. Commissioner Raines seconded the motion followed by a unanimous vote of “aye”. Motion carried.

The meeting was adjourned at 6:37 p.m.

Jim Rodgers, President

Holly Hartman, Planning Secretary