

**PLANNING COMMISSION  
CITY OF MARTINSBURG  
232 N. QUEEN STREET  
Regular Meeting Minutes  
February 8, 2017  
J. Oakley Seibert Council Chambers**

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

**ROLL CALL (and microphone check)**

**APPROVAL OF January 7, 2017 MEETING MINUTES**

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

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

- 1. CASE # SP 17-001. Destiny Pointe. 1201-1251 N. Raleigh Street.** Site Plan application requesting review of an approximate 2,300 square-foot classroom/community building (Phase 1), an approximate 11,500 square-foot church structure (Phase 2), associated rights-of-way, infrastructure, and parking areas. Destiny Baptist Church, applicant.

Dirk Stansbury, engineer, presented this request. Also in attendance were several trustees of Destiny Baptist Church. Mr. Stansbury stated that this is a two-phase project; the second phase will be the full church construction and phase one is the classroom construction. At this point only part of the parking lot will be needed. The first phase will include a well and the second phase includes a fire hydrant.

Commissioner Molenda asked where the closest fire hydrant is located. Mr. Stansbury answered that the closest hydrant is located at the Coast Guard building next door.

President Rodgers asked if the stormwater management has been completed. Planning Director/City Engineer Mike Covell responded that the stormwater management review is incomplete but there are no issues. An approval can be made contingent upon the final stormwater approval.

Commissioner Molenda asked for the location of the sewer line. Mr. Stansbury replied that the sewer line is all over the place at the location. There is a main line within sixty feet of the sanctuary that the classroom will extend to.

Commissioner Molenda made the motion to approve the Site Plan contingent upon stormwater management approval. Commissioner Reichard seconded the motion followed by a unanimous vote of "aye". Motion carried.

**DISCUSSION/ACTION ITEMS:** None

**OTHER BUSINESS:**

Presentation and Commission Workshop:

Mr. Covell gave an overview of what will be covered during this evening's presentation.

Darrin Coffey introduced himself and Drew Williams as the owners of The Berkley Group. Mr. Coffey presented a PowerPoint that covered the current results of the survey noting we have 622 responses so far and that the survey will run through the end of March. Mr. Coffey discussed the feedback from the first workshop on December 12, 2016 including strengths, weaknesses and responses from the community. The Berkley Group was very pleased with the level of participation. Commissioner Molenda stated that he feels we need a better range of demographics at our next workshop. They are proposing to do the next workshop on Wednesday, March 15, 2017 at the Berkeley Senior Center located at 217 N. High Street from 6:30pm to 8:00pm. Mr. Coffey is hoping that the convenience of the location will bring in all types of citizens from the city and increase participation. He gave an outline of the proposed agenda for the March workshop. Further discussion included the availability of public transportation to the meeting, group activities and advertising for the workshop. All of the Commissioners agreed to the proposed date and time for the March workshop. The last item discussed was the timeline for the overall project and that the project is running right on schedule.

**ADJOURNMENT**

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

The meeting was adjourned at 6:49 p.m.

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Jim Rodgers, President

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Holly Hartman, Planning Secretary