

## **THE BERKELEY COUNTY PLANNING COMMISSION MINUTES**

The Berkeley County Planning Commission met in a regular session on February 22, 2022 in the Council Chambers at 400 W. Stephen Street, Martinsburg, West Virginia.

### **1. CALL TO ORDER**

The meeting was called to order at 6:00 p.m. by Linda Barnhart, presiding.

### **2. ROLL CALL**

- a. **PLANNING COMMISSION MEMBERS PRESENT:** Linda Barnhart, Eddie Gochenour, Tim Lewis, Vickana Norton, Dan Gantt and Eric Goff.
- b. **MEMBERS ABSENT:** Nic Diehl, Derick Smith and Tim Lewis
- c. **STAFF:** Monique Boots, Planner II; Sarah Sandri, Administrative Assistant; Doug Smith, County Engineer; Anthony Delligatti, Legal Director

### **3. APPROVAL OF THE AGENDA**

**ACTION TAKEN:** The motion was made by Eric Goff and seconded by Dan Gantt to approve the amended agenda. Call for question. The motion carried unanimously.

### **4. SUNSHINE LAW SPEAKER: None**

### **5. APPROVAL OF MEETING MINUTES**

- a. **ACTION TAKEN:** The motion was made by Eric Goff and seconded by Eddie Gochenour to approve the February 7, 2022 meeting minutes. Call for question. The motion carried unanimously.

### **6. PUBLIC HEARINGS**

#### **REQUEST FOR MAJOR PLAN CHANGE APPROVAL**

- a. **Butler's Crossing Commercial, File #2201-006 tied to 2112-446 & 2109-346**

The site is located on Winchester Avenue (US Rt. 11) and Gerrardstown Road (WV Rt. 51).

The developer is proposing to change proposed supermarket and retail from lease to property area.

Monique Boots read the description and project notes.

John Wright was present representing the project.

There were no comments from the public.

Linda Barnhart asked what a lease to property area means.

Doug Smith answered that some stores want to have their own lot because they are usually leased.

**ACTION TAKEN:** The motion was made by Eric Goff and seconded by Dan Gantt to close the Public Hearing. Call for question. The motion carried unanimously.

**ACTION TAKEN:** The motion was made by Eddie Gochenour and seconded by Eric Goff to approve of the Major Plan Change and advancement to the Final Plat stage. Call For question. The motion carried unanimously.

### **7. REQUEST FOR FINAL PLAT DETERMINATION**

- a. **Berkeley Ridge, Section 2, Phase 2, Lots 318-399, File #2202-041**

The site is located on the east side of the existing Berkeley Ridge subdivision, north of Spring Mills Middle School.

The Final Plat phase proposes 82 townhome lots on approximately 8.2 acres, to be served by public water and sewer.

Dan Gantt recused himself due to conflict of interest but stayed in the room to keep quorum.

Monique Boots read the description and project notes.

Mike Shifler was present representing the project.

Eddie Gochenour asked if this would finish out the project.

Mike Shifler answered yes.

**ACTION TAKEN:** The motion was made by Eddie Gochenour and seconded by Eric Goff to accept staff recommendation for the Final Plat Determination and advertising of a public hearing for consideration of Final Plat Approval at the March 21, 2022 Planning Commission Meeting. Call for question. The motion carried unanimously.

Dan Gantt returned to the meeting.

**b. High View Estates, Phase 3, Lots 1-5 & 23-24, File #2202-041**

The property is located at the intersection of Thatcher Road (WV Sec. Rt. 16) and Tuscarora Pike (WV Sec. Rt. 15).

The Final Plat phase 7 single family lots on approximately 16 acres, to be served by private well and septic.

Monique Boots read the description and project notes.

Mike Roberts was present representing the project.

**ACTION TAKEN:** The motion was made by Dan Gantt seconded by Eric Goff to accept staff recommendation for the Final Plat Determination and advertising of a public hearing for consideration of Final Plat Approval at the March 21, 2022 Planning Commission Meeting. Call for question. The motion carried unanimously.

**8. REQUEST FOR REPLAT APPROVAL**

**a. Evans Run, Lots 25-29, File #2202-048**

The project is located on the east side of Arden Nollville Rd. (WV RT 30); approximately 2000' north of intersection with Tinsman Ln. (WV RT 30/2).

The replat proposes 6 single family lots, on approximately 11.4 acres, to be served by private well and septic.

Monique Boots read the description and project notes.

Mike Roberts was present representing the project.

Linda Barnhart asked why the replat is needed.

Mike Roberts answered that the road was shortened by 75 feet.

Doug Smith stated that there was hard rock found during construction and the plan change was needed help adjust the grades.

**ACTION TAKEN:** The motion was made by Dan Gantt and seconded by Eddie Gochenour to approve the replat. Call for question. The motion carried unanimously.

**9. STAFF/ COUNSEL DISCUSSION/ACTION/ MOTION**

**a. 2022 Developer's Roundtable Meeting Dates**

**ACTION TAKEN:** The motion was made by Eric Goff and seconded by Dan Gantt to approve the meeting dates. Call for question. The motion carried unanimously.

**10. ADJOURNMENT**

**ACTION TAKEN:** The motion was made by Eric Goff and seconded by Dan Gantt to adjourn the meeting at 6:15 PM. Call for question. The motion carried unanimously.

Respectfully submitted,  
Sarah Sandri  
Administrative Assistant

**Berkeley County Planning Commission Meeting Minutes, February 22, 2022.**