

THE BERKELEY COUNTY PLANNING COMMISSION MINUTES

The Berkeley County Planning Commission met in a regular session on March 17, 2025 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, John Hardy, Dan Gantt, Eric Goff, Mike Bush, Vickana Norton, and Tim Lewis.
- b. MEMBERS ABSENT: Troy Barrett, Ron Truitt
- c. STAFF: Laura Hoffmaster, Senior Planner; Monique Boots, Planner; Sarah Sandri, Planner; 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 agenda. Call for question. The motion carried unanimously.

4. SUNSHINE LAW SPEAKER: None

5. APPROVAL OF MEETING MINUTES

ACTION TAKEN: The motion was made by Eric Goff and seconded by Dan Gantt to approve the March 3, 2025 minutes. Call for question. The motion carried. Vickana Norton abstained due to absence.

6. PUBLIC HEARINGS

REQUEST FOR WAIVER

a. Dry Run Residential Development, File# 2502-043

The site is located approximately 300' east of the intersection of Dry Run Road (WV Rt. 13) and Ridge Road South (WV Rt. 4), on the south side of Dry Run Road.

The developer is proposing 175 single-family lots on 56.5 acres, to be served by public water and sewer.

Monique Boots read the description and project notes.

Brooke Perry was present representing the project.

Public Comment: John Kidwell, resident on Ridge Road South, stated that he believes building needs to slow down. He stated he is not against growth or the project, but he is against the county growing too fast. He stated his mother in law had be lay in the hospital for 2.5 days because the hospital does not have enough rooms for the county. He asked for the growth to slow down. He stated he understands that growth happens, but the growth needs to slow down so the infrastructure can catch up. He stated someone at the water department told him the project probably would not happen because they do not have the water availability to support the project.

Mike Bush asked staff about the roadways and parking being laid out. He asked what is unique about the requirements related to the waiver request. He stated he is not opposed to the waiver request, but he wants to make sure the rest of the requirements apply as well.

Laura Hoffmaster answered that it was just to make sure that close section is put in the subdivision with the lot sizes being reduced. She stated that close section would already be a requirement for the project according to the Subdivision Regulations.

Brooke Perry stated it is their intention to do close section roadways with the final design.

Linda Barnhart asked if the public hearing sign was put back up after blowing over in the wind.

Brooke Perry answered yes she went out there 20 minutes after hearing it was down.

Linda Barnhart asked about public water.

Brooke Perry answered that they do have letters of availability from water and sewer and once they get further into design they will get the approvals.

Laura Hoffmaster stated the Ridge Road water tower is very close to approval and it will most likely be built prior to this project being developed.

Brooke Perry stated that the waiver to reduce lot width is to be able to create affordable homes that nurses, teachers, etc. need. She stated that the reduced lot width leads to lower infrastructure costs which will lead to a lower cost product.

ACTION TAKEN: The motion was made 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 Dan Gantt and seconded by Mike Bush to approve the waiver To Article 5, Section 505(5), Table 5-3 of the Subdivision and Land Use Ordinance (2025), to reduce the required single family detached lot width from 75' to 60' contingent on closed section roadways and parking areas be provided throughout the entire development, in accordance with Appendix A, Section 7, Paragraph F, of the 2025 Subdivision and Land Use Ordinance. Call For question. The motion carried unanimously.

b. Odina Ridge, File# 2502-044

The site is located on the south side of Winter Camp Trail, approximately 0.15 miles west of Mountain Lake Road, within The Woods subdivision.

The developer is proposing the demolition of the existing restaurant and construction of a new 2,220 sq. ft. Long John Silver's restaurant.

Dan Gantt recused himself due to conflict of interest and exited the room.

Monique Boots read the description and project notes.
Steve Cvijanovich was present representing the project.

There were no comments from the public.

Mike Bush asked about the topography of the property. He asked if the staff recommendations are aspirational.

Steve Cvijanovich stated the developer wants to pursue, slab on grade villas with walk out conditions. He stated that there would be quite a bit of grading to do. He stated that because there is an existing SWM feature, that he does not know the age or if there are computations available. He stated it will probably be the need to as-built the stormwater management facility, development a storage table and route the drainage area. He stated that the predevelopment run into the existing SWM area versus the post development run would be identical because it is a 9.84 acre area being developed within 1000/1100 acre drainage area.

Mike Bush asked what will happen if the data is not available for the existing SWM area.

Steve Cvijanovich stated they start with a blank piece of paper and go out and survey, do a detail as-built on the structure, analysis the performance of the structure.

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

ACTION TAKEN: The motion was made by Mike Bush and seconded by Vickana Norton to approve the waiver to the 2023 Stormwater Management Ordinance, Section C – Stormwater Quantity Control, with the following conditions:

1. The development shall provide SWM quality (MS4) BMP's and treatment for the first one-inch (1") of runoff in accordance with the WV Stormwater Management & Design Guidance Manual from WV DEP.

2. The applicant shall adequately demonstrate safe conveyance (in accordance with the 2023 Berkley County SWM Ordinance and the WVDOH Drainage Manual) of the runoff created by the 2/10/100-year post development storm events through the unnamed tributary, Whites Run, and to the regional stormwater management facility east of Mountain Lake Road .
3. Applicant shall adequately analyze the regional stormwater management facility that is adequate for the post-development discharges from the development in accordance with the SWM Ordinance. Call For question. The motion carried unanimously.

Dan Gantt returned to the meeting.

REQUEST FOR CONCEPT PLAN ADVANCEMENT

c. Project Carmel, File# 2501-005

The site is located north of Charles Town Road (WV Rt. 115), east of Schuman Boulevard and west of Hospice Lane.

The developer is proposing two data center buildings (1,143,188 square feet total) with supporting site infrastructure, on 115.73 acres to be served by public water and sewer.

Monique Boots read the description and project notes.
Austin Williams was present representing the project.

There were no comments from the public.

Dan Gantt asked what the data centers are for.

Austin Williams answered they are general data centers.

John Hardy asked if any of the rain water will be captured to use for the cooling of the facility.

Austin Williams stated that they have the cooling systems that a lot less water and they are not planning on rainwater harvesting.

Mike bush asked if there are any noise or safety concerns considering the proximity to residential areas.

Austin Williams stated that he is not aware of concerns, but the developer has done a noise study.

John Hardy asked if there would be any buildings in Jefferson County.

Austin Williams answered it will all be in Berkeley County at this time.

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 Dan Gantt and seconded by Mike Bush to approve the advancement of the Concept Plan to the Detailed Site Plan stage. Call For question. The motion carried unanimously.

7. STAFF/ COUNSEL DISCUSSION/ACTION/ MOTION

- a. Comprehensive Plan Update- Laura Hoffmaster gave an update on dates and work sessions with the Comprehensive Plan.

8. ADJOURNMENT

ACTION TAKEN: The motion was made by Dan Gantt and seconded by Eric Goff to adjourn the meeting at 6:25pm. Call for question. The motion carried unanimously.

Respectfully submitted,
Sarah Sandri
Planner I