

## THE BERKELEY COUNTY PLANNING COMMISSION MINUTES

The Berkeley County Planning Commission met in a regular session on August 15, 2022 in the Council Chambers at 400 W. Stephen Street, Martinsburg, West Virginia.

### 1. CALL TO ORDER

The meeting was called to order at 6:02 p.m. by Linda Barnhart, presiding.

### 2. ROLL CALL

- a. PLANNING COMMISSION MEMBERS PRESENT: Linda Barnhart, Vickana Norton, Eddie Gochenour, and Eric Goff
- b. MEMBERS ABSENT: Nic Diehl, Tim Lewis and Dan Gantt
- c. STAFF: Laura Hoffmaster, Senior Planner; Sarah Sandri, Administrative Assistant; Doug Smith, County Engineer; Jeff Mauzy, Assistant Legal Director.

### 3. APPROVAL OF THE AGENDA

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

### 4. SUNSHINE LAW SPEAKER:

### 5. APPROVAL OF MEETING MINUTES

Eddie Gochenour stated that he had a correction on the minutes and his vote for the APM sketch was a no.

- a. **ACTION TAKEN:** The motion was made by Eric Goff and seconded by Vickana Norton to approve the August 1, 2022 meeting minutes as amended. Call for question. The motion carried unanimously.

### 6. PUBLIC HEARINGS

#### REQUEST FOR FINAL PLAT APPROVAL

#### a. Meadows at Riverside, File# 2203-097

The property is located on the south west side of Broad Lane and north side of Shale Pit Drive, in the Falling Waters Tax District.

The final plat proposes 260 single family lots; on 73 acres, to be served by public water and sewer.

Laura Hoffmaster read the description and project notes.

Trevor Frederick was present representing the project.

There were no comments from the public.

**ACTION TAKEN:** The motion was made by Eddie Gochenour and seconded by Eric Goff 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 the Final Plat contingent upon receipt of surety in the amount of \$5,599,866.00. Plat to be released upon receipt of surety. Call for question. The motion carried unanimously.

#### b. Butler's Bridge, Phase 4, Lots 53-65, 84-85, 96-102, 127-133, File# 2204-103

The property is located on the west side of Ridge Road South (WV Sec. Rt. 4) and 500' north of its intersection with Dry Run Road (WV Sec. Rt. 13).

The final plat proposes 29 single-family lots, on approximately 19 acres, to be served by public water and sewer.

Laura Hoffmaster read the description and project notes.  
Clark Botner was present representing the project.

There were no comments from the public.

**ACTION TAKEN:** The motion was made by Eric Goff and seconded by Vickana Norton 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 the Final Plat contingent upon receipt of surety in the amount of \$764,084.40. Plat to be released upon receipt of surety. Call for question. The motion carried unanimously.

**c. Dillon Farm Estates, Section 1, Phase 3, Lots 1-22 & 192-219, File# 2201-016 tied to 2110-380**

The property is located on the south side of Hedgesville Road (WV Route 9), 0.4 miles northwest of Ridge Road (WV Route 4).

The final plat proposes 50 single-family lots on 10.3 acres, to be served by public water and sewer.

Laura Hoffmaster read the description and project notes.  
Mike Roberts was present representing the project.

There were no comments from the public.

**ACTION TAKEN:** The motion was made by Eric Goff and seconded by Eddie Gochenour 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 the Final Plat contingent upon receipt of surety in the amount of \$1,461,414.00. Plat to be released upon receipt of surety. Call for question. The motion carried unanimously.

**d. Timberwood East, Phase 2, Lots 17-30, File# 2203-069**

The property is located on Three Run Road (WV Sec. Rt. 51/9), 1 mile southeast of its intersection with Middleway Pike (WV Rt. 51).

The final plat proposes 14 single-family lots on approximately 7 acres, to be served by public water and sewer.

Laura Hoffmaster read the description and project notes.  
Mike Roberts was present representing the project.

There were no comments from the public.

**ACTION TAKEN:** The motion was made by Eric Goff and seconded by Eddie Gochenour 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 the Final Plat contingent upon receipt of surety in the amount of \$414,235.20. Plat to be released upon receipt of surety and completed Developer's Agreement. Call for question. The motion carried unanimously.

**7. REQUEST FOR FINAL PLAT DETERMINATION**

**a. Estates at Edgemoor, Phase 1, Lots 1-19, 50-55 & 71-89, File #2204-115**

The project is located off of Specks Run Road (WV Rt. 28), approximately 3 miles from Winchester Avenue (U.S. Route 11) and approximately 3.9 miles from Interstate-81.

The Final Plat proposes 44 single family lots, on approximately 70 acres, to be served private well and public sewer.

Laura Hoffmaster read the description and project notes.

Mike Roberts was present representing the project.

**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 September 19, 2022 Planning Commission Meeting. Call for question. The motion carried unanimously.

**8. PRELIMINARY/FINAL PLAT APPROVAL**

**a. Century Two LLC, File# 2106-216**

The project is located on Downey Orchard Road (WV Sec. Rt. 11/1), 0.4 miles west of Williamsport Pike (US Rt. 11).

The project proposes the creation of (1) 2.07 acre parcel (Lot 1), (1) 4.38 acre parcel (Lot 2), and (1) 2 acre parcel (Lot 3). Lots 1 & 2 will be served by private well and septic and Lot 3 will be served by public water and private septic.

Laura Hoffmaster read the description and project notes.

Greg Yebernetsky was present representing the project.

**ACTION TAKEN:** The motion was made by Eddie Gochenour and seconded by Eric Goff to approve the Preliminary/Final Plat. Call for question. The motion carried unanimously.

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

**10. ADJOURNMENT**

**ACTION TAKEN:** The motion was made by Eric Goff and seconded by Vickana Norton to adjourn the meeting at 6:24 PM. Call for question. The motion carried unanimously.

Respectfully submitted,  
Sarah Sandri  
Administrative Assistant

**Berkeley County Planning Commission Meeting Minutes, August 15, 2022.**