

**City of Martinsburg
Planning Commission
Wednesday, July 1, 2026
6:00 PM
Martinsburg City Hall
232 N. Queen St
J. Oakley Seibert Council Chambers**

1. CALL TO ORDER

2. ROLL CALL (and microphone check)

3. APPROVAL OF MEETING MINUTES

3.a May 6th, 2026

4. UNFINISHED BUSINESS

4.a None

5. NEW BUSINESS/NON-PUBLIC HEARINGS

5.a

Project # 2026-55: Bond Release: The property is located at 1617 W King Street and is identified on Berkeley County Martinsburg District Tax Map 8 Parcel 53. Sheetz Store #155 is requesting full bond release of \$75,759.00.

5.b

Project # 2026-63: Bond Release: The property is located at 40 Compass Pointe and is identified on Berkeley County Martinsburg District Tax Map 37 Parcel 1. TR Compass Pointe LLC is requesting full bond release of \$380,063.13.

5.c

Project # 2026-68-W: Waivers: The property is located at 400 Enterprise Circle and is identified on Berkeley County Martinsburg District Tax Map 20, Parcel 10 and Tax Map 35, Parcel 9. The applicant is requesting 3 waivers to construct Mercantile Drive from curb to curb, including all required stormwater management facilities, while postponing the installation of sidewalks, street trees, and street lighting for future construction by adjacent property owners. Build the road with two 12-foot travel lanes in accordance with the City's Major Collector Road standards, instead of constructing two 22-foot travel lanes. Provide a financial guarantee (surety) for the curb-to-curb road and stormwater improvements, and have the City accept dedication of Mercantile Drive and release the surety once construction is complete and as-built plans are submitted. Weis Markets, Inc, Appellant.

6. DISCUSSION/ACTION ITEMS

6.a None

7. OTHER BUSINESS

7.a None

8. ADJOURNMENT