

**City of Martinsburg
Planning Commission
Wednesday, January 7, 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 December 3rd, 2025

4. UNFINISHED BUSINESS

4.a None

5. NEW BUSINESS/PUBLIC HEARINGS

5.a

Project # 2025-70-FP: FINAL PLAT APPROVAL: The property is located off Klee Drive and is identified on Berkeley County Martinsburg District Tax Map 35, Parcel 2. The applicant is requesting Final Plat Approval of The Gallery Section 2 Phase 7 part 2 for construction of 45 townhomes and associated infrastructure. Morris & Ritchie Associates, Inc., Kris Malsch Appellant.

6. NEW BUISNESS/NON-PUBLIC HEARINGS

6.a **Project # 2025-112: BOND RELEASE:** The property is located at 830 Foxcroft Avenue and identified on Berkeley County Tax Map 16 as Parcel 1.6. One Life Fitness is asking to release the full bond amount of \$114,408.60

6.b **Project # 2025-103: BOND RELEASE:** The property is located at 2500 Hospital Drive and identified on Berkeley County Tax Map 4E as Parcel 1. Bond Release of Full Original Bond Amount of \$47,309.25 for the WVUH Radiology Expansion.

7. DISCUSSION/ACTION ITEMS

7.a Election of Officers for 2026

8. OTHER BUSINESS

8.a None

9. ADJOURNMENT