

**MORGANTOWN PLANNING COMMISSION**

**MINUTES**

**6:30 p.m.**

**April 18, 2022**

**Council Chambers**

**COMMISSIONERS PRESENT:** Pete DeMasters, William Blosser, Danielle Trumble, Mike Shuman, and Bill Petros

**COMMISSIONERS ABSENT:** Tim Stranko, AJ Hammond

**STAFF PRESENT:** Rickie Yeager, AICP

**CALL TO ORDER/ROLL CALL:** The meeting to order at 6:30 p.m. Mr. DeMasters asked if it was ok to bypass reading of the pre meeting announcement. All in favor.

**I. PUBLIC COMMENT:** None one present.

**II. MATTERS OF BUSINESS:** Approval of meeting minutes of March 10, 2022. Motion and second to approve as presented. All in favor, minutes approved.

**III. UNFINISHED BUSINESS:** None

**IV. NEW BUSINESS:**

**MNS22-04 / James Wiley / 717 Powell Avenue:** Request by James Wiley for a minor subdivision of 717 Powell Avenue, City Tax District 13, Tax Map 30, Parcel 38, R-1A, Single Family Residential District.

Yeager presented the staff report and noted the petitioner was present.

Mr. Wiley noted that this property has been in his family for over 50 years. Mr. Wiley stated that he has retired and moved out of state, but wanted to keep a small piece of the property in his family. This is the reasoning for his request.

Public hearing was opened. Being none, the public hearing was closed.

**STAFF RECOMMENDATION:**

After review, staff recommends that minor subdivision application be approved by the Planning Commission with the following conditions:

1. Staff schedules a Technical Review Committee meeting with the appropriate City agencies to review the proposed minor subdivision. If an issue or deficiency is identified by

the Committee with the proposal or plat, it shall be resolved by the applicant and appropriate documentation submitted to staff for final review/approval.

2. The applicant provides staff with a letter of service availability for the parcel to be created, as well as the residual parcel from the Morgantown Utility Board.

3. The applicant seeks and is granted variance relief from the City's Board of Zoning Appeals regarding the maximum setback requirement in a R-1A District.

4. The Board of Zoning Appeals waives the thirty (30) foot lot frontage requirement in accordance with Section 1335.05 of the City's Planning and Zoning Code provided the applicant prepares and records an easement agreement for the 20' foot right-of-way to 717 Powell Avenue as platted, improved and/or approved by the City Engineer and Planning Director. Additionally, any legal instrument transferring ownership of the property at 717 Powell and the residual part of Parcel 38 shall reference said easement.

5. That the petitioner submits at least three (3) original final plat documents, including all access/utility easements, signed, and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature.

6. That the final plat is recorded at the Monongalia County Courthouse within thirty (30) days of receiving the executed plat.

DeMasters asked for comments or discussion. Shuman motioned to approve, seconded by Petros. The vote to approve was unanimous.

## **VI. OTHER BUSINESS:**

**A. Committee Reports-** None.

**B. Staff Comments-** Yeager noted the consultants ran into inclement weather on the way here, and had to turn around and go back to DC. This will be rescheduled in the near future. Yeager noted the consultants would like to meet with the Planning Commission and will work to get this scheduled within the next thirty days.

Yeager noted there will be a major subdivision on the agenda for the May meeting.

Trumble asked about the minutes being posted on the website, Yeager noted that all had been approved and will be posted on the website soon.

**VII. ADJOURNMENT:** Meeting adjourned at 6:50

MINUTES APPROVED: July 14, 2022

COMMISSION SECRETARY:



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Rickie Yeager, AICP