



The City of Morgantown

389 SPRUCE STREET
MORGANTOWN, WEST VIRGINIA 26505
(304) 284-7431 TDD (304) 284-7512
www.morgantownwv.gov

April 27, 2020

RE: V20-12 / WinCor Properties, LLC / 215 Beechurst Avenue

Dear Property Owner:

The City's Planning and Zoning Code requires notification of property owners within two hundred (200) feet of a site where certain land development and/or land use decisions are required by the Planning Commission or Board of Zoning Appeals.

Don Corwin on behalf of CorWin Properties, LLC has submitted a petition for variance from the Planning and Zoning Code for improvements located at 215 Beechurst Avenue. A map is enclosed with this letter illustrating the location of the subject site.

The **Board of Zoning Appeals** will consider this petition at a public hearing on **Wednesday, May 20, 2020 at 6:30 p.m.** To prevent the spread of the COVID-19 virus, this meeting will be conducted by electronic means. Please visit the following website approximately one week before this hearing for instructions on how to view and access this hearing: [http://www.morgantownwv.gov/](http://www.morgantownwv.gov)

Project Description:

The petitioner seeks variance from Section 1347 related to side setbacks for a rear porch/deck feature.

Should you have any questions concerning this petition or require special accommodations to attend the hearing noted above, please call the Planning Division at 304-284-7431 or email to bmcdonald@morgantownwv.gov. Written comments may be submitted to this email address or by mail to the Planning Division at 389 Spruce Street, Morgantown WV, 26505.

The agenda for this hearing and related staff reports will be posted on the City's website, www.morgantownwv.gov, approximately one week before this hearing.

Respectfully

John Whitmore
Senior Planner



Members of the public may participate in an existing case before the Planning Commission in several ways:

1. Provide a written submission (evidence such as reports, photographs, etc.) while the record is open. Evidence supporting the granting or denial of an application may be submitted to the Office of the Planning Division up to five (5) days prior to the public meeting. Written evidence submitted after the deadline cannot be considered by the PC unless the PC finds good cause exists to admit additional evidence at the time of the hearing.
2. Provide written comments for the public hearing. Written comments may be submitted to the Office of the Planning Division prior to the public meeting OR by presenting them to the PC Chair at the hearing. Written comments that are lengthy but not considered evidence can be submitted up to five (5) days prior to the public meeting to allow ample time to distribute them to members of the PC with sufficient time for review.
3. Offer testimony during the public hearing portion at the PC meeting. All speakers are limited to five (5) minutes. If there is a large number of speakers, including many who are part of groups or organizations, the PC Chairperson may, to avoid repetitive comments, elect to ask a representative to speak on behalf of the group or organization.