



**DEVELOPMENT SERVICES
PLANNING DIVISION**

The City of Morgantown

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

December 24, 2012

RE: CASE No. CU13-01 / Scott Properties, LLC / Jones Place

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.

Gregg Metheny, on behalf of **Scott Properties, LLC**, has submitted a **Conditional Use** petition for the **Jones Place** development located along Jones Avenue and Old Golden Blue Lane. A map is enclosed with this letter illustrating the location of the subject site.

The **Board of Zoning Appeals** will consider this request at a public hearing on:

**Wednesday, January 16, 2013 at 6:30 PM
City Council Chambers, City Hall, 389 Spruce Street**

Project Description:

During construction of the townhouses closest to Jones Avenue, the petitioner developed basement areas as a result of steep topography, hillside stabilization needs, and deep bedrock. The petitioner now seeks to utilize these basement areas as apartments, which would change the residential dwelling type from a "townhouse dwelling" use to a "multi-family dwelling" use. "Multi-family dwelling" uses in the R-2 District require conditional use approval by Board of Zoning Appeals.

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 shollar@cityofmorgantown.org. Written comments may be submitted to this email address or by mail to the Planning Division address noted above.

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

Respectfully,

Stacy Hollar
Executive Secretary

Enclosure: Site map

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