



MORGANTOWN PLANNING COMMISSION

July 10, 2014
6:30 PM
City Council Chambers

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Vice-President:

Carol Pyles, 7th Ward

Planning Commissioners:

Sam Loretta, 1st Ward

Tim Stranko, 2nd Ward

William Blosser, 3rd Ward

Bill Petros, 4th Ward

Mike Shuman, 5th Ward

Ken Martis, Admin.

Bill Kawecki, City Council

STAFF REPORT

CASE NO: MJS14-01/ Mon County Habitat for Humanity / Deckers Court
PRELIMINARY PLAT

REQUEST and LOCATION:

Request by Monongalia County Habitat for Humanity for preliminary plat approval of a major subdivision for property located along Jerome Street.

TAX MAP NUMBER (s) and ZONING DESCRIPTION:

Tax Map 24, Parcel 41; R-1A, Single-Family Residential District

SURROUNDING ZONING:

R-1A, Single-Family Residential District

BACKGROUND and ANALYSIS:

Mon County Habitat for Humanity seeks to continue its development of single-family dwellings by seeking preliminary plat approval for a major subdivision to create ten (10) building lots as defined in Article 1313.01 of the Planning and Zoning Code. Addendum A of this report illustrates the location of proposed "Deckers Court" subdivision.

Attached hereto is a Staff Report Supplement that provides a detailed Planning and Zoning Code Conformity Report. The following table restates elements that require modification in the preliminary plat and/or require variance relief by the Planning Commission:

Code Citation	Requirement
1321.02 (a)(1)	Every subdivision shall have access to a public right-of-way. The lot labeled "SWM AREA" does not have access to a public right-of-way
1321.02 (c)(6)	Each cul-de-sac shall be provided with a turnaround having a minimum right-of-way radius of fifty feet The proposed right-of-way width for the turnaround is forty (40) feet.
1321.06 (f)	No corner lot shall have a width at the building line of less than seventy-five feet. The widths of the building lines, relative to "Lot Front," of the Lots labeled 1 and 10 are 46.25 feet and 59.00 feet respectively.
1321.06 (g)	The corners of lots at street intersections, shall have a curve with a minimum radius of twenty feet joining the two sidelines of such rights of way. Lots labeled 1 and 10 do not provide the minimum radius at the intersection of the Jerome Street and the proposed cul-de-sac.

Development Services

Christopher Fletcher, AICP
Director

Planning Division

389 Spruce Street
Morgantown, WV 26505
304.284.7431



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Code Citation	Requirement		
1323.03 (d)	<u>Type of Street</u> Cul-de-sac	<u>Right-of-way</u> 40 feet	<u>Width of Pavement</u> 20 feet
The proposed right-of-way width of the cul-de-sac appears to be 20 feet and the proposed width of the pavement is 18 feet.			

The minimum lot size area within the R-1A District is 3,500 square feet [see Article 1335.03(A)]. Each of the proposed parcels exceed the minimum lot area standard.

The minimum lot frontage standard within the R-1A District is thirty (30) feet; however, this frontage requirement may be waived for a parcel not fronting on an existing road if the parcel is served by a proper right-of-way [see Article 1335.03(B)]. With the exception of Parcels 2, 4, 6, and 8, all proposed building lots exceed the minimum lot frontage standard. Parcels 2, 4, 6, and 8 are located in the arcs of the proposed cul-de-sac that serves as the respective lot frontage and each appear to be served by a proper right-of-way based on the proposed parcel boundary configuration.

Article 1315.07 “Variances and Modifications” provides the following:

Where the subdivider can show that a provision of these Subdivision Regulations would cause unnecessary hardship if strictly adhered to and where, in the opinion of the Planning Commission, because of topographical or other conditions peculiar to the site, a departure may be made without destroying the intent of such provision, the Commission may authorize a variance. In granting variances and modifications the Commission may require such conditions as will, in its judgment, secure substantially the objective of the standards or requirements so varied or modified. Any variance or modification thus authorized is required to be entered in writing in the minutes of the Commission and the reasoning on which the departure was justified shall be set forth.

STAFF RECOMMENDATION:

Staff recommends that the following conditional approval of the preliminary plat for Case No. MJS14-01 be granted:

1. That the following revisions be included in the final plat documents:
 - a. The final plat documents include property boundary adjustments OR a “Reserve Strip”, as defined in Article 1313.01(26) in the P&Z Code, via an access easement to ensure access to the Lot labeled “SWM AREA.” Said means of access from the proposed cul-de-sac right-of-way to the Lot labeled “SWM AREA” must have a minimum width of fifteen (15) feet.
 - b. That the corners of Lots labeled 1 and 10 on the preliminary plat, which are located at the proposed Jerome Street and cul-de-sac intersection, must be modified to include a curve with a minimum radius of twenty (20) feet joining the sidelines of such rights-of-way as required by Article 1321.06(g).

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2. That, because the minimum R-1A District lot area and minimum lot width standards are observed in the preliminary plat documents for the building lots, variance relief is granted herein from the Article 1321.06(f) minimum width standard of seventy-five feet at the building line of the corner lots labeled Lot 1 and Lot 2 on the preliminary plat.
3. That, because the City Engineering Department's modeling found that the proposed right-of-way and pavement widths and right-of-way turnaround radius are sufficiently designed to ensure access and maneuvering of the Morgantown Fire Department apparatus that will be responding to the single-family structures, variance relief is granted as follows:
 - a. Variance relief is granted herein from the minimum right-of-way radius for the proposed cul-de-sac turnaround standard of Article 1321.02(c)(6) so that said radius may be no less than forty (40) feet; provided concurrence is obtained from the City Fire Marshal.
 - b. Variance relief is granted herein from the minimum right-of-way width and minimum pavement width standards of Article 1323.03 (d) so that the right-of-way width may be no less than twenty (20) feet and the pavement width may be no less than eighteen (18) feet; provided concurrence is obtained from the City Fire Marshal. Additionally, the Planning Commission recommends that the City Engineer prohibit on-street parking along the proposed subdivision's cul-de-sac.
4. That, prior to final plat submission, the developer must obtain variance relief from the Board of Zoning Appeals from Article 1335.07(F) so that a four (4) to five (5) foot sidewalk can be constructed from the proposed cul-de-sac entrance thence along Jerome Street to the sidewalk that will be constructed at the intersection of Jerome Street and Jersey Avenue rather than constructing a sidewalk along the cul-de-sac frontages of the building lots. Should said variance relief be granted by the Board of Zoning Appeals, final plat documents must illustrate said sidewalk.
5. That a conservation easement or similar preservation instrument must be included in the final plat documents that prevents development of the Lot labeled "SWM AREA" on the preliminary plat from taking place now and in the future and protect the property's intended purposes of stormwater management and open-space value. Additionally, final plat documents must include means of dedication or reservation and ownership of said "SWM AREA."
6. That a conservation easement or similar preservation instrument be included in the final plat documents that prevents development of the "COMMON AREA" labeled on the preliminary plat located within the proposed cul-de-sac from taking place now and in the future and protect the property's intended purposes of open-space value. Additionally, final plat documents must include means of dedication or reservation and ownership of said "COMMON AREA."
7. That final plat submission includes all required elements set forth in Article 1319 "Final Plat" of the Planning and Zoning Code.

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8. That, prior to submission of the final plat for Planning Commission approval, all engineering designs must be approved by the City Engineer and/or Morgantown Utility Board for all water supply, sanitary sewage disposal, stormwater management, street, and sidewalk improvements and facilities.
9. That, prior to submission of the final plat for Planning Commission approval, a notice from the City Manager stating that there has been filed and approved by him/her, one of the following:
 - a. A certificate that all improvements and installations for the subdivision required for its approval have been made or installed in accordance with the specifications; or,
 - b. A bond with shall:
 - i. Run to City Council.
 - ii. Be in an amount determined by the Planning Commission to be sufficient to complete the improvements and installations in compliance with the City's Subdivision Regulations.
 - iii. Be with surety satisfactory to the Planning Commission.
 - iv. Specify the time for the completion of the improvements installations.
10. That the conditional approval of this preliminary plat shall not constitute approval of the final plat. Rather it shall be deemed as an expression of approval of the layout submitted on the preliminary plat as a guide to the preparation of the final plat, which must be submitted for approval by the Planning Commission and for recording upon fulfillment of the requirements of Chapter Three "Subdivision Regulations" of the City's Planning and Zoning Code and the conditions set forth above.
11. That said conditional approval shall be effective for a maximum period of twelve (12) months unless, upon application of the developer, the Planning Commission grants an extension. If the final plat has not been submitted to the Planning Commission by the end of this effective period, than the preliminary plat must again be submitted to the Planning Commission for approval.

Enclosure(s): Application and preliminary subdivision plat

Development Services

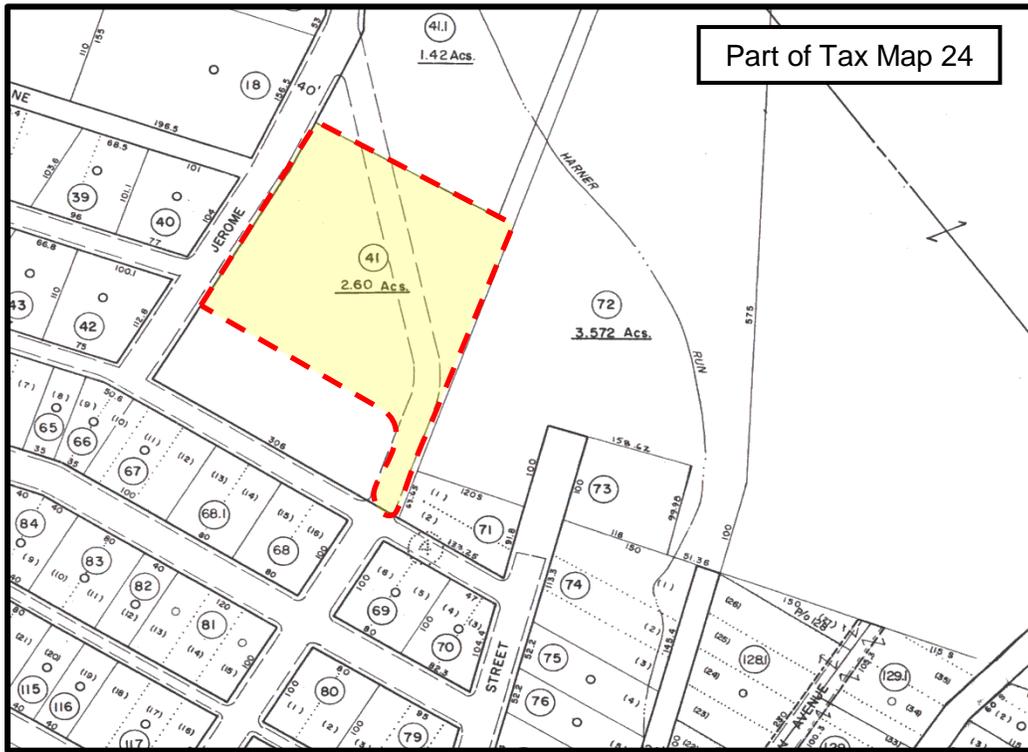
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STAFF REPORT ADDENDUM A

MJS14-01/ Monongalia County Habitat for Humanity / Jerome Park



STAFF REPORT ADDENDUM B

MJS14-01/ Mon County Habitat for Humanity / Deckers Court

Concurrence with the 2013 Comprehensive Plan Update

The following narrative identifies where, in the opinion of the Planning Division, the proposed zoning map amendment proposal or development of significant impact proposal is in concurrence and/or is inconsistent with the 2013 Comprehensive Plan Update.

INTENT	Development proposals will reflect the spirit and values expressed in the Plan's principals.
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Principles for Land Management

Principal 1	Infill development and redevelopment of underutilized and/or deteriorating sites takes priority over development in green field locations at the city's edge.	<input checked="" type="checkbox"/> Concurrence <input type="checkbox"/> Inconsistent <input type="checkbox"/> Other
<i>Infill development is the development of land in existing urban and suburban areas that is vacant but is near existing development and infrastructure. It is the opinion of the Planning Division that, because the Deckers Court site is surrounded by single-family, multi-family, and MonPower's Morgantown Service Center, the Deckers Court subdivision should be considered infill development within a predominantly single-family neighborhood and should not be considered development in a green field location. The Deckers Court subdivision appears to be strategic in that considers community needs like access to amenities, transportation service, and the quality and quantity of open space. Additionally, the subdivision appears to have been design with great care so as not to compromise the quality of life for existing residents as a result of inappropriate building placement or size, unreasonable traffic impact or other identifiable negative consequences.</i>		
Principal 2	Expansion of the urban area will occur in a contiguous pattern that favors areas already served by existing infrastructure.	<input checked="" type="checkbox"/> Concurrence <input type="checkbox"/> Inconsistent <input type="checkbox"/> Other
<i>The Deckers Court site is located within an existing single-family neighborhood and appears to be supported by existing transportation and utility infrastructure capacity. Therefore, the subdivision furthers the desire to progress growth in a concentric pattern as a site that is located close to the City's geographic center.</i>		
Principal 3	Downtown, adjacent neighborhoods and the riverfront will be the primary focus for revitalizations efforts.	<input type="checkbox"/> Concurrence <input type="checkbox"/> Inconsistent <input checked="" type="checkbox"/> Other
<i>The Deckers Creek site is not located within or near the central downtown business district. It is however within an existing single-family neighborhood.</i>		

Principal 4	Existing neighborhoods throughout the city will be maintained and/or enhanced.	<input checked="" type="checkbox"/> Concurrence <input type="checkbox"/> Inconsistent <input type="checkbox"/> Other
<p><i>The Deckers Court subdivision appears to have paid particular attention to respecting the integrity of the stable Jerome Park Neighborhood and protecting it from incompatible uses and studentification trends. The subdivision appears to care to avoid compromising the quality of life of existing residents. The subdivision will strengthen public amenities in terms of sidewalk development and the preservation of common area and open space.</i></p>		
Principal 5	Quality design is emphasized for all uses to create an attractive, distinctive public and private realm and promote positive perceptions of the region.	<input checked="" type="checkbox"/> Concurrence <input type="checkbox"/> Inconsistent <input type="checkbox"/> Other
<p><i>It appears that the Deckers Court subdivision's public areas (streets, common areas, etc.) and private areas (building areas, lawns, driveways, etc.) have been planned and designed to balance function, appearance, and affordability, while allowing for creative differences, innovations, and diversity of design while meeting minimum lot area and minimum lot width standards within the R-1A District.</i></p>		
Principal 6	Development that integrates mixed-uses (residential, commercial, institutional, civic, etc.) and connects with the existing urban fabric is encouraged.	<input type="checkbox"/> Concurrence <input type="checkbox"/> Inconsistent <input checked="" type="checkbox"/> Other
<p><i>The Planning and Zoning Code does not permit mixed-uses within the R-1A District. However, the location of the Deckers Court subdivision is within 500 feet of the B-1 District located at the intersection of Richwood Avenue and Putnam Street.</i></p>		
Principal 7	Places will be better connected to improve the function of the street network and create more opportunities to walk, bike and access public transportation throughout the region.	<input checked="" type="checkbox"/> Concurrence <input type="checkbox"/> Inconsistent <input type="checkbox"/> Other
<p><i>The Deckers Court subdivision will be required to provide sidewalks either internally or along the site's Jerome Street frontage. Additionally, the proposed subdivision is located within a 4 to 8 minute walk from Richwood Avenue, which is well served by Mountain Line Transit Authority's bus lines. The subdivision appears to be well-connected to the existing street pattern and is designed in a short block.</i></p>		
Principal 8	A broad range of housing types, price levels and occupancy types will provide desirable living options for a diverse population.	<input checked="" type="checkbox"/> Concurrence <input type="checkbox"/> Inconsistent <input type="checkbox"/> Other
<p><i>Although the developer seeks to deliver very similar house types and sale price values within the Deckers Court subdivision, Mon County Habitat for Humanity continues to serve the unmet need of affordable and workforce housing, particularly providing new homeownership opportunities. The subdivision appears to further desired housing diversity by integrating the site into the neighborhood fabric.</i></p>		

Principal 9 Residential development will support the formation of complete neighborhoods with diverse housing, pedestrian-scaled complete streets, integrated public spaces, connection to adjacent neighborhoods, and access to transportation alternative and basic retail needs. Concurrence
 Inconsistent
 Other

The Deckers Court subdivision will be walkable with a quality street that will accommodate both bicycles and automobiles and give priority to the pedestrian experience. The "COMMON AREA" labeled on the preliminary plat serves as a public space that will form the physical nucleus of the subdivision. Additionally, the proposed subdivision is located within a 4 to 8 minute walk to Richwood Avenue, which is well served by Mountain Line Transit Authority's bus lines and includes a B-1 Neighborhood Business District area that presently contains a gas station mini-mart use and beauty salon.

Principal 10 Parks, open space, and recreational areas are incorporated as part of future development. Concurrence
 Inconsistent
 Other

The Deckers Court subdivision includes common and reserved public spaces that will be protected by a conservation easement or similar instrument, which will create a "new area" set aside that will connect people to the natural environment and promote recreational and social interaction opportunities to support active and healthy lifestyles.

Principal 11 Environmentally sensitive and sustainable practices will be encouraged in future developments. Concurrence
 Inconsistent
 Other

The Deckers Court subdivision appears to minimize the over development of public right-of-way thereby reducing requisite stormwater management facilities. Additionally, the developer is working with the Morgantown Utility Board to implement best stormwater and water quality management practices to protect the watershed by reserving a 3,948 sq. ft. lot that will be protected from future development.

LOCATION

Development proposals will be consistent with the Land Management Map. If the proposal applies to an area intended for growth, infill, revitalization, or redevelopment, then it should be compatible with that intent and with any specific expectations within Areas of Opportunity. If the proposal applies to an area of conservation or preservation, it should be compatible with and work to enhance the existing character of the immediate surroundings.

The following graphic is clipped from the **Land Management Map** included in the 2013 Comprehensive Plan Update. The subject site is located within the “**Neighborhood Revitalization**” concept area within which support for infill development that offers a mix of residential types is desired.

-  **Neighborhood Revitalization:** Stabilization and reinvestment in existing neighborhoods that includes improvements to public and private buildings and infrastructure, and support for infill development, adaptive reuse and redevelopment that offers a mix of residential types and supporting uses.

-  **Neighborhood Conservation*:** Preservation of existing neighborhood character and continued maintenance of buildings and infrastructure.



PATTERN AND CHARACTER

Development proposals in growth areas will be consistent with preferred development types. Development in areas where growth is not intended should be compatible with the relevant Character Areas description and expectations for how those areas should evolve in the future.

The following graphics are clipped from Pages 41 through 43 of the 2013 Comprehensive Plan Update and identify the development types desired within the “Core Enhancement” concept area.

CONCEPT AREA	Appropriate Development Types										
	SF	TF	MF	C	NX	UC	CC	O	I	CD	OS
Neighborhood Revitalization	•	•	•	•	•						•

DEVELOPMENT TYPE DESCRIPTIONS

PATTERN AND CHARACTER EXAMPLES

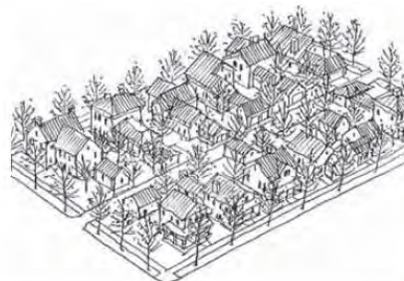
SF Single Family Residential

Detached 1-2.5 story residential structures each intended for one family. Densities range from six to twelve units per acre.



TF Two Family Residential

Detached structures that each contain two separate residential dwellings and townhouse dwelling types. May be built in a similar pattern as single-family structures and integrated in neighborhoods with other single-family structures and/or at the edge of single-family neighborhoods. Densities range from six to twenty units per acre.



MF Multi-family Residential

Includes various forms such as apartment buildings where three or more separate residential dwelling units are contained within a structure and townhouse dwelling types. They vary considerably in form and density depending on the context – from four-story or larger buildings set close to the street in and at the edge of the downtown core and along major corridors, to smaller two- to four-story buildings with greater street setbacks in areas between the downtown core and single-family neighborhoods.



C Civic and Institutional

These sites include both public uses (government buildings, libraries, community recreation centers, police and fire stations, and schools) and semi-public or private uses (universities, churches, hospital campuses). Public uses should be strategically located and integrated with surrounding development. Civic and Institutional sites may be distinctive from surrounding buildings in their architecture or relationship to the street.



NX Neighborhood Center Mixed-Use

A mix of housing, office, commercial, and civic uses adjacent to one another or contained within the same structure (such as offices or apartments above ground-floor retail). Such uses should be compatible with and primarily serve nearby neighborhoods (within 1/2 mile). Parking should be located behind or to the side of buildings and may be shared between multiple uses.



OS Greenspace

Includes formal parks, recreation areas, trails, and natural open space.



OBJECTIVES AND STRATEGIES **Land Management**

Objective 2. Promote strategic infill and redevelopment of underutilized or functionally obsolete areas.

LM 2.1 Identify and prioritize sites for infill and redevelopment.

LM 2.6 Prioritize capital improvements near infill or redevelopment sites to encourage private investment.

Objective 3. Facilitate the creation of residential areas with strong neighborhood qualities.

- LM 3.1 Update development standards to require high-quality pedestrian-scaled complete streets with sidewalks, street trees, adequate lighting, and tree lawns in newly developed residential areas.
- LM 3.2 Require major residential subdivisions to create a master plan that incorporates the principles of traditional neighborhood design.
- LM 3.3 Permit small-scale neighborhood commercial services and mixed-use nodes in central locations within new planned unit developments (PUDs).
- LM 3.4 Require street or multi-use path connections between new residential neighborhoods and existing developed areas wherever practical.

Objective 9. Expand the areas of protected open space.

- LM 9.2 Identify opportunities to acquire additional park space or establish green corridors to expand and connect open space network.
- LM 9.3 Allow vacant platted lots to be used for community gardens.

**OBJECTIVES
AND
STRATEGIES**

Neighborhoods and Housing

Objective 1. Preserve integrity of existing neighborhoods, particularly single-family areas while encouraging compatible infill development.

- NH 1.5 Continue to monitor and respond to housing market trends that may lead to studentification of stable, less transient single-family neighborhoods.

Objective 4. Promote the development of a broad range of housing types and prices.

- NH 4.2 Provide incentives to developers to make development more desirable to build moderately-priced housing.



PLANNING AND ZONING CODE CONFORMITY REPORT
STAFF REPORT SUPPLEMENT
PLANNING DIVISION

MJS14-01/ Mon County Habitat for Humanity / Deckers Court
PRELIMINARY PLAT

The following information identifies Planning and Zoning (P&Z) Code provisions related to the preliminary plat for the above referenced major subdivision. Plans reviewed herein are dated 02 MAY 2014 and prepared by Cheat Road Engineering, Inc. Also identified is whether or not the preliminary plat meets P&Z requirements and/or whether additional information is required.

PROPOSED DEVELOPMENT PROGRAM

- The proposed subdivision name is “Deckers Court.”
- The subject site is approximately 1.63 acres.
- The developer seeks to create ten (10) building lots as defined in Article 1313.01 of the Planning and Zoning Code.
- The developer intends to construct ten (10) single-family dwellings as a part of Mon County Habitat for Humanity’s affordable housing development program.
- The subject site adjoins the developer’s previously approved major subdivision where they are currently constructing six (6) single-family dwellings.
- The following table identifies the areas and frontages for each of the proposed parcels.

Parcel ID	Area	Frontage	Frontage Street	Lot Type	Purpose
1	5,013 sq. ft.	46.25'	cul-de-sac	corner	single-family
2	5,127 sq. ft.	20.30'	cul-de-sac	flag	single-family
3	5,015 sq. ft.	54.55'	cul-de-sac	interior	single-family
4	5,195 sq. ft.	22.82'	cul-de-sac	flag	single-family
5	7,998 sq. ft.	33.85'	Jersey Ave	flag	single-family
6	5,006 sq. ft.	26.47'	cul-de-sac	interior	single-family
7	5,018 sq. ft.	55.09'	cul-de-sac	interior	single-family
8	5,015 sq. ft.	27.00'	cul-de-sac	interior	single-family
9	5,015 sq. ft.	59.00'	cul-de-sac	interior	single-family
10	5,015 sq. ft.	59.00'	cul-de-sac	corner	single-family
Not Assigned	3,948 sq. ft.	landlocked	N/A	interior	stormwater management
Not Assigned	8,977 sq. ft.	*	cul-de-sac	ROW	common area

* “Common Area” may be a part of the right-of-way or become a separate parcel, which will be determined at final plat approval.



PLANNING AND ZONING CODE CONFORMITY REPORT
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SUMMARY OF CONFORMITY OBSERVATIONS

Planning and Zoning Code Reference	
Conformity	Planning and Zoning Code standard or provision.
(Y, N, TBD)	Staff observations, comments, recommended revisions, and/or recommended conditions.

1321.02 Streets.	
(a) Design and Arrangement.	
N	<p>(a)(1) The arrangement of streets in new subdivisions shall make provision for the continuation of the principal existing streets in adjoining areas (or their proper projection where adjoining land is not subdivided) insofar as they may be deemed necessary for public requirements. <i>Every subdivision shall have access to a public right-of-way.</i></p> <p>The lot labeled "SWM AREA" is not intended to be a building lot but is to serve as the subdivision's stormwater management purposes; the design of which will be reviewed and approved by the Morgantown Utility Board. However, access to the "SWM AREA" lot is required under this provision; the purpose of which is to ensure access via a public right-of-way without resulting in trespassing and/or damage to adjoining lots. The final plat should include property boundary adjustments OR a "Reserve Strip", as defined in Article 1313.01(26) in the P&Z Code, via an access easement to ensure access with a recommended minimum width of fifteen (15) feet.</p> <p>Additionally, Staff recommends that a conservation easement be included in the subject subdivision that will prevent development on Lot labeled "SWM AREA" from taking place now and in the future and protect the property's intended purposes of stormwater management and open-space value.</p>
Y	<p>(a)(2) The street and alley arrangement shall be such as not to cause hardship to owners of adjoining property when they plat their own land and seek to provide for convenient access to it. Residential streets shall be so designed as to discourage through traffic, but offset streets with an offset of less than 150 feet should be avoided.</p> <p>The entrance of the proposed cul-de-sac onto Jerome Street appears to closely align with the unopened portion of Chalfant Lane (24-foot ROW).</p>
Y	(a)(3) The angle of intersection between minor streets and major streets should not vary by more than ten degrees from a right angle. All other streets should intersect each other as near to a right angle as possible.
TBD	<p>(a)(4) The minimum curb radius shall be twenty feet to face of curb. Without curb the minimum pavement radius shall be thirty feet to edge of pavements. Curb and gutter shall be required for all areas of fifteen percent (15%) or greater slope.</p> <p>Final plat submission review task.</p>



PLANNING AND ZONING CODE CONFORMITY REPORT
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1321.02 Streets.	
Y	(a)(5) Residential streets shall be designed to discourage through traffic which may otherwise use secondary or major highways, and whose origin and destination are not within the subdivision. Residential streets extending for considerable distance, parallel to any secondary or major street, should be avoided.
Y	(a)(6) Street jogs with center line offsets of less than 150 feet shall be avoided.
(b) Alignment.	
TBD	(b)(1) Vertical.
	Final plat submission review task.
TBD	(b)(2) Minimum horizontal.
	Final plat submission review task.
TBD	Visibility requirements.
	Final plat submission review task.
(c) Street Type and Width.	
N/A	(c)(1) Minimum right-of-way width of <u>major thoroughfares</u> .
N/A	(c)(2) Minimum right-of-way width of <u>collector streets</u> .
N/A	(c)(3) Minimum right-of-way width of <u>local streets</u> .
N/A	(c)(4) <u>Location</u> in relation to State Highways.
N/A	(c)(5) <u>Half streets</u> .
N	(c)(6) <u>Cul-de-sacs</u> . Each cul-de-sac shall be provided with a turnaround having a minimum right-of-way radius of fifty feet. The outside of the road surface within the turnaround right-of-way shall have a minimum radius of thirty-eight feet. The maximum length for a cul-de-sac shall be 600 feet except where topographical conditions require a longer length which shall be subject to the approval of the Commission.
	<p>The proposed cul-de-sac is less than the maximum length standard of 600 feet and meets the minimum thirty-eight foot radius standard for the outside of the road surface. However, the proposed oblong-shaped cul-de-sac right-of-way radius is 40 feet, which is 10 feet less than the minimum related standard of 50 feet.</p> <p>It should be noted that the City's Engineering Department modeled the access and maneuvering of the Morgantown Fire Department apparatus that will be responding to the single-family structures using AutoTURN software. The results of the modeling found that the proposed right-of-way and pavement widths are sufficient for safe emergency vehicle access and circulation (see attached email and drawings).</p>



**PLANNING AND ZONING CODE CONFORMITY REPORT
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1321.02 Streets.	
N/A	(c)(7) <u>Dead-end streets.</u>
N/A	(c)(8) <u>Marginal access streets.</u>
TBD	(c)(9) <u>Street grades.</u>
	Final plat submission review task.
TBD	(c)(10) <u>Street and subdivision names.</u>
	Final plat submission review task.
1321.03 Alleys.	
N/A	Alleys.
1321.04 Building Lines and Easements.	
TBD	(a) <u>Building Lines.</u> Building lines shall be established according to the provisions of the Zoning Ordinance of the City.
	The "Building Line" or "Setback Line" within the Subdivision Regulations means a line indicating the minimum horizontal distance between the street easement or right-of-way line and building or any projection thereof other than steps or permanently open porches unless otherwise specifically defined. Article 1335.04(A) provides a minimum front setback of eight (8) feet and a maximum front setback of twenty (20) feet. Staff recommends that the R-1A District building envelopes for each of the building lots be illustrated in the final plat documents.
TBD	(b) <u>Easements.</u> Easements of at least five feet in width shall be provided on each side of all rear lot lines and along side lot lines, where necessary, for poles, wires, conduits and gas mains. Easements may also be required along or across lots where engineering design or special conditions may necessitate the installation of water and sewer lines outside public rights of way. A two-foot easement shall be required on one side of an alley to accommodate pole lines.
	Final plat submission review task.
1321.05 Blocks.	
N/A	Blocks.



PLANNING AND ZONING CODE CONFORMITY REPORT
STAFF REPORT SUPPLEMENT
PLANNING DIVISION

1321.06 Lots.	
TBD	(a) The lot arrangement and design shall be such that all sublots will provide satisfactory and desirable building sites, properly related to topography and the character of surrounding development.
	As noted above, the lot labeled "SWM AREA" requires additional planning considerations.
Y	(b) All side lines of lots shall be at right angles to street lines and radial to curved street lines except where a variation to this rule will provide a better street and lot layout. Lots with double frontage except when paralleling major highways will be avoided.
Y	(c) No lot shall have less area or width at the building line than is required by the zoning regulations applying to the area in which it is located.
	However, as noted above, the lot labeled "SWM AREA" requires additional planning considerations.
Y	(d) "Panhandle lots" or "flag lots" may be permitted where topographic conditions or property configurations indicate such lots to be necessary and desirable provided that the main portion of the lot conforms to the requirements of the Zoning Ordinance.
	Lots labeled 2 and 4 are considered "flag lots" and appear necessary given the configuration of the property and the developer's desired building lot yield.
N/A	(e) In case of unusual soil conditions or other physical factors which may impair the health and safety of the neighborhood in which a subdivision may be located, upon recommendation of the County Health Officer or Engineer, the Planning Commission may require larger lot widths and lot areas as deemed necessary.
N	(f) No corner lot shall have a width at the building line of less than seventy-five feet. Either of the two sides of a corner lot fronting on a street may be designated the front of a lot, provided the rear yard shall always be opposite the frontage so designated. Dwellings may be placed diagonally on a corner lot in which case the frontage shall be on both streets.
	Article 1329.02 provides that the "Lot Front" of a corner is the shortest side fronting upon a street. Therefore, the widths of the building lines, relative to "Lot Front," of the Lots labeled 1 and 10 are 46.25 feet and 59.00 feet respectively. See Article 1315.07 "Variances and Modifications" concerning the Planning Commission's ability to authorize variances.
N	(g) The corners of lots at street intersections, shall have a curve with a minimum radius of twenty feet joining the two sidelines of such rights-of-way.
	Lots labeled 1 and 10 do not provide the minimum radius at the intersection of the Jerome Street and the proposed cul-de-sac. Staff recommends that the requisite minimum radius be provided in the final plat documents.



PLANNING AND ZONING CODE CONFORMITY REPORT
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1321.07 Public Lands.	
TBD	<p>(a) Consideration shall be given to the allocation of areas suitably located and of adequate size for playgrounds, school sites, parks and other outdoor recreational facilities as indicated on the Comprehensive Plan and to be made available by one of the following methods:</p> <p>(1) Dedication to public uses.</p> <p>(2) Reservation of land for the use of property owners by deeds or covenants.</p> <p>(3) Reservation for acquisition by a public agency within a period of three years. Such reservation shall be made in such a manner as to provide for a release of the land to the subdivider in the event no public agency proceeds with the purchase.</p> <hr/> <p>Additional information is necessary to determine by what means the developer will dedicate and preserve the lot labeled "SWM AREA." As noted above, Staff recommends that a conservation easement be included in the final plat that will prevent development on the "SWM AREA" lot from taking place now and in the future and protect the property's intended purposes of stormwater management and open-space values. However, this issue of dedication or reservation and ownership must be determined.</p>
N/A	<p>(b) Due regard shall be shown for preserving outstanding cultural, historic or natural features such as scenic spots, watercourses or exceptionally fine groves of trees. Dedication to and acceptance by a public agency is the preferred means of assuring their preservation.</p> <hr/> <p>The developer has not identified outstanding cultural, historic or natural features within the subdivision area.</p>
N/A	<p>(c) Whenever any stream or important surface drainage course is located within the area being subdivided the subdivider shall provide a permanent easement dedicated to the proper authority for the purpose of widening, deepening, relocating, improving or protecting the stream for drainage or public use.</p>
N/A	<p>(d) As a safety measure for the protection of the health and welfare of the people of this City, the Planning Commission shall reserve the right to disapprove any subdivision which is subject to flooding, during normal annual peak stream flows, contains extremely poor drainage facilities or has other physical impairment. However, if the subdivider agrees to make such improvements as will make the area completely safe for residential occupancy, provided that in lieu of the improvements the subdivider shall furnish a surety bond or a certified check covering the cost of the required improvements, the subdivision may be approved, subject, however, to the approval of the County Health Officer and the Engineer.</p> <hr/> <p>The subject site is not located within a designated floodplain. The Morgantown Utility Board will review and approve plans for the utilization of the Lot labeled "SWM AREA" for drainage purposes.</p>



PLANNING AND ZONING CODE CONFORMITY REPORT
STAFF REPORT SUPPLEMENT
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1321.08 Trees.	
TBD	<p>Street trees when planted shall be located outside of the street right of way or any sewer or water easements that may be adjacent to the street right of way and planted in such manner as not to impair visibility at any corner or corners. All subdividers or developers should retain existing trees which are in satisfactory condition and plant trees in each lot. The Planning Commission will cooperate in giving advice on species of trees which are acceptable for planting (See Table 1367.11.01 "Approved Street Tree and Shrub List").</p> <hr style="border-top: 1px dashed black;"/> <p>Final plat submission review task.</p>
1323.02 Monuments.	
TBD	<p>Permanent markers shall be placed at all corners where permanent corners do not exist, if practical, otherwise as directed by the Engineer. These shall be permanent markers made of concrete at least two feet long and six inches square or six inches in diameter, with appropriate markings on top. The location and description of each of these markers shall be shown on the subdivision plat.</p> <hr style="border-top: 1px dashed black;"/> <p>Final plat submission review task with the advice and recommendation of the City Engineer.</p>
1323.03 Utility and Street Improvements.	
Y	<p>(a) <u>Water Supply.</u></p> <hr style="border-top: 1px dashed black;"/> <p>The developer will connect the building lots to the Morgantown Utility Board's public water supply system and construct said facilities in accordance with the Morgantown Utility Board's design and construction standards, specifications, and procedures.</p>
Y	<p>(b) <u>Sanitary Sewage Disposal.</u></p> <hr style="border-top: 1px dashed black;"/> <p>The developer will connect the building lots to the Morgantown Utility Board's public sanitary sewage system and construct said facilities in accordance with the Morgantown Utility Board's design and construction standards, specifications, and procedures.</p>
Y	<p>(c) <u>Drainage.</u></p> <hr style="border-top: 1px dashed black;"/> <p>The developer will be required to obtain all requisite permitting under the City's Stormwater Management and Surface Water Discharge Control Ordinance that is managed and enforced by the Morgantown Utility Board.</p>



**PLANNING AND ZONING CODE CONFORMITY REPORT
STAFF REPORT SUPPLEMENT
PLANNING DIVISION**

1323.03 Utility and Street Improvements.							
N	<p>(d) <u>Street Improvements.</u> All streets and thoroughfares shall be graded to their full width, including side slopes, and improved in accordance with the standards outlined in the following table:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;"><u>Type of Street</u></th> <th style="text-align: center;"><u>Right-of-way</u></th> <th style="text-align: center;"><u>Width of Pavement</u></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Cul-de-sac</td> <td style="text-align: center;">40 feet</td> <td style="text-align: center;">20 feet</td> </tr> </tbody> </table> <p>All construction and installations shall be in accordance with applicable City standards. The subdivider or developer shall present a plan and profile showing proposed street and road grades and drainage structures.</p> <p>The proposed right-of-way width of the cul-de-sac appears to be 20 feet and the proposed width of the pavement is 18 feet. See Article 1315.07 "Variances and Modifications" concerning the Planning Commission's ability to authorize variances.</p> <p>It should be noted that the City's Engineering Department modeled the access and maneuvering of the Morgantown Fire Department apparatus that will be responding to the single-family structures using AutoTURN software. The results of the modeling found that the proposed right-of-way and pavement widths are sufficient for safe emergency vehicle access and circulation provided on-street parking is prohibited (see attached email and drawings).</p> <p>It should also be noted that Article 1335.07(F) provides that sidewalks shall be constructed along the frontage of a lot upon which a use is to be constructed and that new sidewalks must be at least five (5) feet in width. The proposed right-of-way width will not permit the development of sidewalks within the right-of-way. The developer will be seeking variance relief from developing requisite sidewalks along the cul-de-sac and instead developing sidewalks along the subdivision's Jerome Street frontage from the cul-de-sac entrance to the Jerome Street and Jersey Avenue intersection. Staff recommends that the developer obtain said variance relief prior to final plat submission and review by the Planning Commission.</p>	<u>Type of Street</u>	<u>Right-of-way</u>	<u>Width of Pavement</u>	Cul-de-sac	40 feet	20 feet
<u>Type of Street</u>	<u>Right-of-way</u>	<u>Width of Pavement</u>					
Cul-de-sac	40 feet	20 feet					
TBD	<p>(e) <u>Utilities and Other Improvements.</u> Electrical service, gas mains and other utilities should be provided within each subdivision. Whenever such facilities are reasonably accessible and available they may be required to be installed within the area prior to the approval of the final plat.</p> <p>Final plat submission review task.</p>						
TBD	<p>(f) <u>Street Name Signs.</u> Street name signs, conforming to the standard in use throughout the City, shall be erected at all intersections.</p> <p>Final plat submission review task.</p>						



**PLANNING AND ZONING CODE CONFORMITY REPORT
STAFF REPORT SUPPLEMENT
PLANNING DIVISION**

1323.03 Utility and Street Improvements.	
TBD	<p>(g) <u>Provisions for Maintenance and Operation.</u> Where the subdivision contains sewers, sewage treatment plants, water supply systems, park areas, street trees or other physical facilities necessary or desirable for the welfare of the area and which are of common use or benefit and which are of such character that the City or other public agency does not desire to maintain them, provisions shall be made by trust agreements, which are a part of the deed restrictions and which are acceptable to the Commission for the proper and continuous maintenance and supervision of such facilities by the lot owners in the subdivisions.</p> <hr/> <p>Final plat submission review task.</p>

1325 Hillside Areas.	
N/A	Hillside Areas.

PRELIMINARY PLAT – VARIANCE AND MODIFICATIONS

Article 1315.07 “Variances and Modifications” provides:

Where the subdivider can show that a provision of these Subdivision Regulations would cause unnecessary hardship if strictly adhered to and where, in the opinion of the Planning Commission, because of topographical or other conditions peculiar to the site, a departure may be made without destroying the intent of such provision, the Commission may authorize a variance. In granting variances and modifications the Commission may require such conditions as will, in its judgment, secure substantially the objective of the standards or requirements so varied or modified. Any variance or modification thus authorized is required to be entered in writing in the minutes of the Commission and the reasoning on which the departure was justified shall be set forth.

The following table identifies elements that require modification in the preliminary plat and/or require variance relief by the Planning Commission:

Code Citation	Requirement
1321.02 (a)(1)	Every subdivision shall have access to a public right-of-way.
	The lot labeled “SWM AREA” does not have access to a public right-of-way
1321.02 (c)(6)	Each cul-de-sac shall be provided with a turnaround having a minimum right-of-way radius of fifty feet
	The proposed right-of-way width for the turnaround is forty (40) feet.
1321.06 (f)	No corner lot shall have a width at the building line of less than seventy-five feet.
	The widths of the building lines, relative to “Lot Front,” of the Lots labeled 1 and 10 are 46.25 feet and 59.00 feet respectively.



PLANNING AND ZONING CODE CONFORMITY REPORT
STAFF REPORT SUPPLEMENT
PLANNING DIVISION

Code Citation	Requirement										
1321.06 (g)	The corners of lots at street intersections, shall have a curve with a minimum radius of twenty feet joining the two sidelines of such rights of way. <hr style="border-top: 1px dashed black;"/> <td style="text-align: center;">1323.03 (d)</td> <td><table style="width: 100%; border-collapse: collapse;"><thead><tr><th style="text-align: center; border-bottom: 1px solid black;"><u>Type of Street</u></th><th style="text-align: center; border-bottom: 1px solid black;"><u>Right-of-way</u></th><th style="text-align: center; border-bottom: 1px solid black;"><u>Width of Pavement</u></th></tr></thead><tbody><tr><td style="text-align: center;">Cul-de-sac</td><td style="text-align: center;">40 feet</td><td style="text-align: center;">20 feet</td></tr></tbody></table><hr style="border-top: 1px dashed black;"/><td style="text-align: center;">1323.03 (d)</td><td>The proposed right-of-way width of the cul-de-sac appears to be 20 feet and the proposed width of the pavement is 18 feet.</td></td>	1323.03 (d)	<table style="width: 100%; border-collapse: collapse;"><thead><tr><th style="text-align: center; border-bottom: 1px solid black;"><u>Type of Street</u></th><th style="text-align: center; border-bottom: 1px solid black;"><u>Right-of-way</u></th><th style="text-align: center; border-bottom: 1px solid black;"><u>Width of Pavement</u></th></tr></thead><tbody><tr><td style="text-align: center;">Cul-de-sac</td><td style="text-align: center;">40 feet</td><td style="text-align: center;">20 feet</td></tr></tbody></table> <hr style="border-top: 1px dashed black;"/> <td style="text-align: center;">1323.03 (d)</td> <td>The proposed right-of-way width of the cul-de-sac appears to be 20 feet and the proposed width of the pavement is 18 feet.</td>	<u>Type of Street</u>	<u>Right-of-way</u>	<u>Width of Pavement</u>	Cul-de-sac	40 feet	20 feet	1323.03 (d)	The proposed right-of-way width of the cul-de-sac appears to be 20 feet and the proposed width of the pavement is 18 feet.
<u>Type of Street</u>	<u>Right-of-way</u>	<u>Width of Pavement</u>									
Cul-de-sac	40 feet	20 feet									

PRELIMINARY PLAT – STAFF RECOMMENDED REVISIONS

Staff recommends that the following revisions/modifications be included in the final plat documents.

- The final plat should include property boundary adjustments OR a “Reserve Strip”, as defined in Article 1313.01(26) in the P&Z Code, via an access easement to ensure access to the Lot labeled “SWM AREA.” The recommended minimum width of the means of access from the proposed cul-de-sac right-of-way to the Lot labeled “SWM AREA” is fifteen (15) feet.
- The corners of Lots labeled 1 and 10, which are located at the proposed Jerome Street and cul-de-sac intersection, be modified to include a curve with a minimum radius of twenty (20) feet joining the sidelines of such rights-of-way.

Additionally, Staff recommend that the Planning Commission grant variance relief from Articles Article 1321.02(c)(6) and Article 1323.03 (d); provided concurrence is obtained from the City Fire Marshal.

Prepared by: 
Christopher M. Fletcher, AICP
Director of Development Services
304-284-7431
cfletcher@cityofmorgantown.org

 Digitally signed by Christopher M. Fletcher, AICP
Date: 2014.07.02 11:53:25 -04'00'

Attachments: City Engineering Department’s AutoTURN modeling drawings for fire apparatus.

Zimbra

Re: Autoturn

From : Damien Davis <ddavis@cityofmorgantown.org> Wed, Apr 02, 2014 09:59 AM
Subject : Re: Autoturn  2 attachments
To : ezuverink@moncountyhabitat.org
Cc : Capt. Ken Tennant <ktennant@morgantownfd.org>, Trevor Lloyd <tllloyd@cityofmorgantown.org>, Terry Hough <though@cityofmorgantown.org>, Christopher Fletcher <cfletcher@cityofmorgantown.org>
Reply To : ddavis@cityofmorgantown.org

Evan,

I have run the AutoTurn simulation of Morgantown's Engine 3 fire truck on the site plan you provided me. The fire truck can maneuver through the site but cuts the corner while entering and exiting the site. This can be fixed by modifying the entrance design. If you have any questions please feel free to call.

J. Damien Davis, PE, CFM
Assistant City Engineer
City of Morgantown
Public Works Department - Engineering Division
389 Spruce Street
Morgantown, WV 26505
Office: 304.284.7398
Fax: 304.284.7409
www.MorgantownWV.gov

From: "Evan Zuverink" <ezuverink@www.moncountyhabitat.org>
To: ddavis@cityofmorgantown.org
Sent: Tuesday, April 1, 2014 9:30:29 AM
Subject: Re: Autoturn

Damien,

The PDF of the plat is attached.

Let me know if you have any questions.

Thanks,

Evan

On Tue, Apr 1, 2014 at 8:53 AM, Damien Davis <ddavis@cityofmorgantown.org> wrote:

Evan,

Can you send me a pdf of the road layout> Thanks.

J. Damien Davis, PE, CFM

Assistant City Engineer

City of Morgantown
Public Works Department - Engineering Division
389 Spruce Street
Morgantown, WV 26505
Office: [304.284.7398](tel:304.284.7398)
Fax: [304.284.7409](tel:304.284.7409)
www.MorgantownWV.gov

From: "Evan Zuverink" <ezuverink@www.moncountyhabitat.org>
To: ddavis@cityofmorgantown.org
Sent: Monday, March 31, 2014 5:04:14 PM
Subject: Autoturn

Damien,

Any idea on what the time frame is looking like on getting the feedback from the autoturn software on the road we've included in our design?

My board of directors is asking for a budget for the installation of the road and I need to verify dimensions so that I can move forward on budgeting/costing the job.

Just let me know!

Thanks,

Evan

--

Evan Zuverink
Director of Operations
Mon County Habitat for Humanity
251 Don Knotts Blvd, Morgantown, WV 26501
office phone: [304.292.0914](tel:304.292.0914) ext: 21 · Fax: 304.554.2111
ezuverink@moncountyhabitat.org

Building Homes, Community and Hope!
Take Action: [Donate](#) [Volunteer](#)
Stay Connected: [Facebook](#) [Website](#)

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Evan Zuverink
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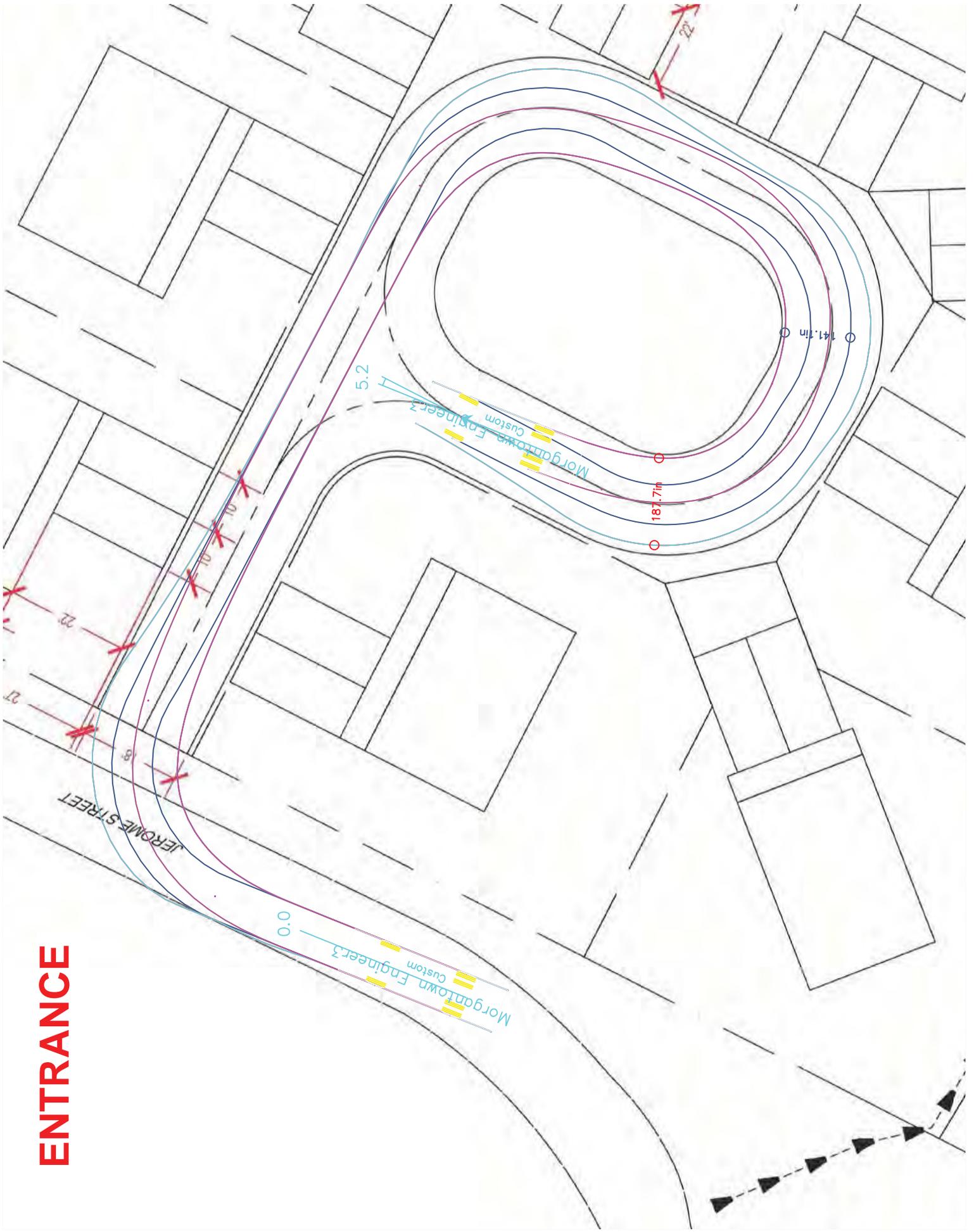
Building Homes, Community and Hope!
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Stay Connected: [Facebook](#) [Website](#)

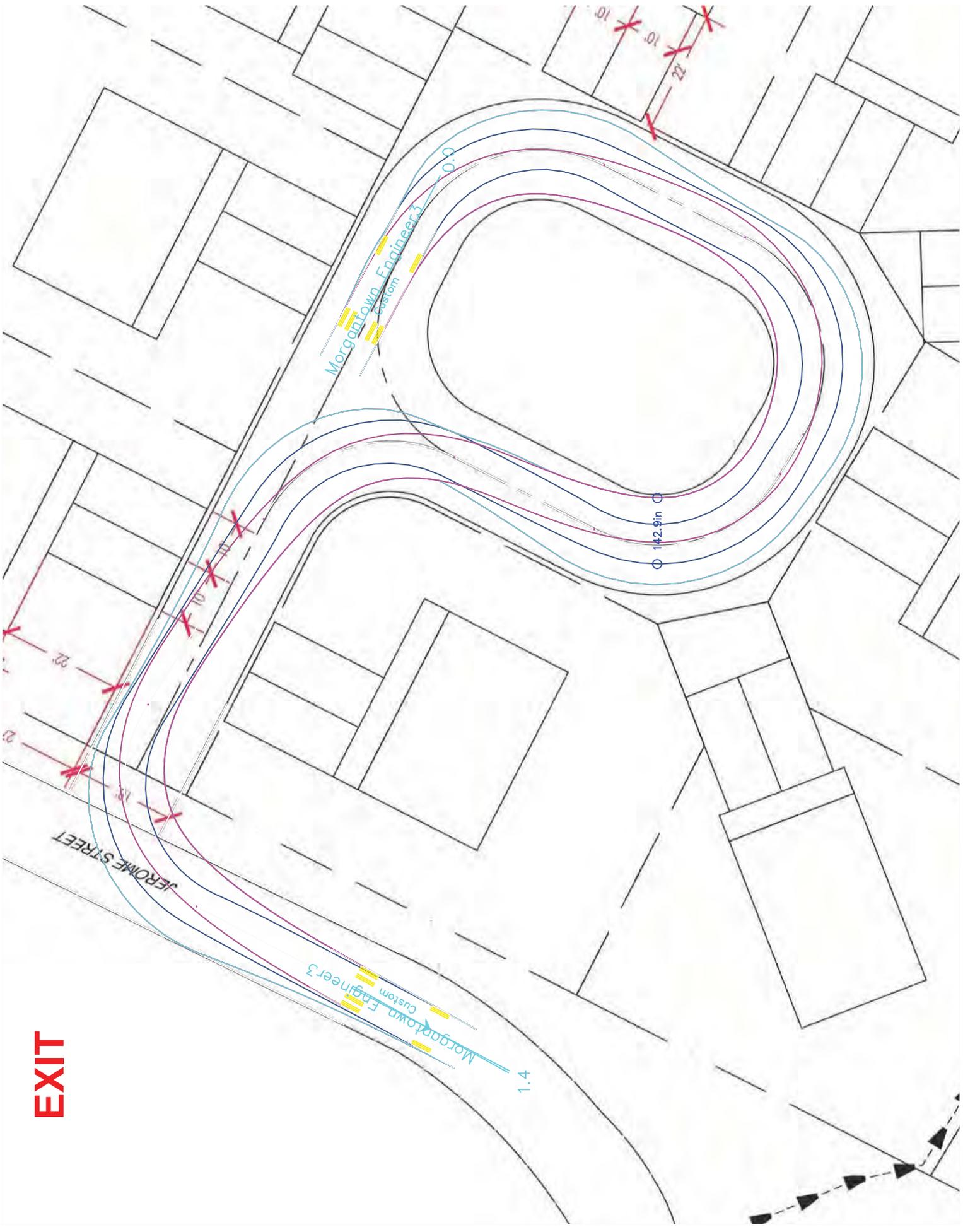
 HFH Entrance.pdf
197 KB

 HFH Exit.pdf

203 KB

ENTRANCE





EXIT



City of Morgantown, West Virginia

APPLICATION FOR
MAJOR SUBDIVISION

OFFICE USE	
CASE NO.	MTS14-01
RECEIVED:	
COMPLETE:	

A Major Subdivision of property includes the creation of five (5) or more parcels AND/OR the extension of off-site facilities (streets, etc.) AND/OR the dedication of a portion of the site for public use.

(PLEASE TYPE OR PRINT IN BLACK INK)

PRELIMINARY FINAL

I. APPLICANT					
Name:	Mon County Habitat for Humanity			Phone:	304-292-0914
Mailing Address:	251 Don Knotts Blvd			Mobile:	304-633-0036
	Street	Morgantown	WV 26505	Email:	ezuverink@moncountyhabitat.org
	City	State	Zip		
II. AGENT / CONTACT INFORMATION					
Name:	Evan Zuverink/Mon County Habitat for Humanity			Phone:	304-292-0914
Mailing Address:	251 Don Knotts Blvd			Mobile:	304-633-0036
	Street	Morgantown	WV 26505	Email:	ezuverink@moncountyhabitat.org
	City	State	Zip		
Mailings –	Send all correspondence to (check one): <input type="checkbox"/> Applicant OR <input checked="" type="checkbox"/> Agent/Contact				
III. PROPERTY					
Owner:	Mon County Habitat for Humanity			Phone:	304-292-0914
Mailing Address:	251 Don Knotts Blvd			Mobile:	304-633-0036
	Street	Morgantown	WV 26505	Email:	ezuverink@moncountyhabitat.org
	City	State	Zip		
IV. SITE					
Street Address (if assigned):	NA; at the intersection of Jerome St and Jersey Ave		Tax Map #(s):	24	
Zoning:	R1A		Parcel #(s):	152	
Subdivision Description:	10 9 Single Family Detached Homes <i>CONF.</i>				
Proposed Land Use	Net Acreage	Number of Lots or Tracts	Minimum Lot Size (sq. ft.)	Average Lot Size (sq. ft.)	Maximum Lot Size (sq. ft.)
Single-Family	1.2 approx	9 10	3500	3500	3500
Multi-Family					
Commercial					
Industrial					
Other (common area, parks, etc.)					



**APPLICATION FOR
MAJOR SUBDIVISION**

OFFICE USE	
CASE NO.	MJS14-01
RECEIVED:	_____
COMPLETE:	_____

V. SUBMISSION CHECKLIST

AS SET FORTH IN ARTICLES 1317 AND 1319 OF THE PLANNING AND ZONING CODE

Preliminary Plat Submission

- (a) **FEE – \$75 PLUS \$2.00 per lot**
- (b) Twelve (12) copies with a horizontal scale of 50 or 100 feet to the inch on standard sheet size of thirty-one by forty-one inches or sixteen by twenty-one inches.
- (c) A vicinity map at a scale of no more than 800 feet to the inch, either shown on or accompany the preliminary plat showing existing subdivisions, roads and tract lines with the names of the owners of land immediately adjoining the proposed subdivision.
- (d) A letter of service availability and approval from the Morgantown Utility Board concerning water, sanitary sewer, and stormwater services.
- (e) **CONTENTS OF PRELIMINARY PLAT:**
 - (1) The proposed name of the subdivision.
 - (2) North point, scale, and date.
 - (3) The names and addresses of the subdivider and of the site planning engineer or surveyor.
 - (4) The tract designation and other description according to the real estate records of the Monongalia County tax map office.
 - (5) The boundary line (accurate in scale) of the tract to be subdivided.
 - (6) Contours at intervals of five feet or less, referred to sea level datum, for subdivisions over ten acres, and for others when required by the City Engineer.
 - (7) The location, widths, and names of all existing or platted roads or other public ways within or adjacent to the tract, existing permanent buildings, railroad rights-of-way, and other important features, such as lot lines, political subdivisions, or corporation lines.
 - (8) The names of adjacent subdivisions or the names of record owners or adjoining parcels of unsubdivided land.
 - (9) Existing and proposed sewers, water mains, fire hydrants, culverts, or other underground structures within the tract and immediately adjacent thereto with pipe sizes, grades, and locations indicated.
 - (10) All parcels of land intended to be dedicated for public use or reserved in the deeds for the use of all property owners in the proposed subdivision, together with the purpose of conditions or limitations of such reservation, if any.
 - (11) The layout, names, and widths of proposed roads and easements.
 - (12) The building line proposed for each street or road.



**APPLICATION FOR
MAJOR SUBDIVISION**

OFFICE USE

CASE NO. MJ814-01
RECEIVED: _____
COMPLETE: _____

V. SUBMISSION CHECKLIST (cont.)

- (13) The profile of each road with tentative grade. Sea level datum shall be used.
 - (14) The cross section of proposed roads showing the width of roadways, ditches, locations, and width of sidewalks and the location and size of utility mains.
 - (15) A plan and profile of proposed storm water drainage, with grades and pipe sizes of sewers indicated, and drainage courses, culverts, and bridges.
 - (16) The layout, numbers, and approximate dimensions of proposed lots.
- (f) **SUPPLEMENTARY INFORMATION**
- (1) Statement of proposed use of lots, stating type of residential buildings with number of proposed dwelling units; type of business or industry; so as to reveal the effect of the development on traffic, fire hazards, or congestion of population.
 - (2) Proposed covenants and restrictions.

NOTE: CONDITIONAL APPROVAL OF A PRELIMINARY PLAT SHALL NOT CONSTITUTE APPROVAL OF THE FINAL PLAT.

Final Plat Submission

- (a) **FEE – \$100 PLUS \$1.00 per lot**
- (b) Twelve (12) copies with a horizontal scale of 50 or 100 feet to the inch on standard sheet size of thirty-one by forty-one inches or sixteen by twenty-one inches. The following information shall be shown:
 - (1) Name of the subdivision; location by appropriate legal description, date, north point, graphic, and numerical scale and total acreage.
 - (2) All plat boundaries with length of courses in feet and hundredths, bearing to not more than half minutes.
 - (3) Bearings and distances to the nearest established street lines or other recognized permanent monuments, which shall be accurately described on the plat.
 - (4) Lines of adjoining streets and alleys with their widths and names, plus building setback lines.
 - (5) The radii, arcs, chords and chord bearings, points of tangency and central angles for all curvilinear streets and radii for rounded corners.
 - (6) All easements and rights-of-way provided for public services or utilities, and any limitations of such rights-of-way or easement.
 - (7) All lot numbers and lines, with accurate dimensions in feet and hundredths, and with bearings. The basis of bearings shall be stated on plat. The acreage of each lot shall be indicated.
 - (8) Accurate location and description of all monuments.



City of Morgantown, West Virginia

APPLICATION FOR MAJOR SUBDIVISION

OFFICE USE
CASE NO. M2514-01
RECEIVED:
COMPLETE:

V. SUBMISSION CHECKLIST (cont.)

- (9) Names and addresses of the subdivider and the qualified surveyor licensed in the State of West Virginia who prepared the plan.
(10) Accurate outlines of any areas to be dedicated or temporarily reserved for public use with the purpose indicated thereon.
(11) Vicinity map of area within one-half mile radius.
(12) Restrictions of all types which will run with the land and become covenants in deeds for lots.
(13) Certifications for the City Engineer, the Planning Commission President, and deeds of dedication must be labeled and completed on the final plat.

(c) OTHER EXHIBITS REQUIRED

- (1) The final locations of all storm sewer and sanitary sewer lines, including service lines to each property line. All locations shall be referenced to the property line.
(2) Dimensions and location of all paving, curbs, and public sidewalks.
(3) Final grades and profiles of all streets and sewers, when required.
(4) Draft of protective covenants whereby the subdivider proposes to regulate land use in the subdivision and otherwise protect the proposed subdivision.
(5) Certificate of a registered professional civil engineer that all improvements have been constructed in accordance with the standard specifications of the City AND/OR a letter from the City Engineer stating that said improvements have been properly secured by performance bond or appropriate surety security ensuring that said improvements will be constructed in accordance with the standard specifications of the City.

VIII. ATTEST

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinance governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state, or local law regulating construction or the performance of construction.

Evan Zuverink

[Handwritten Signature]

5/2/14

Type/Print Name of Applicant/Agent

Signature of Applicant/Agent

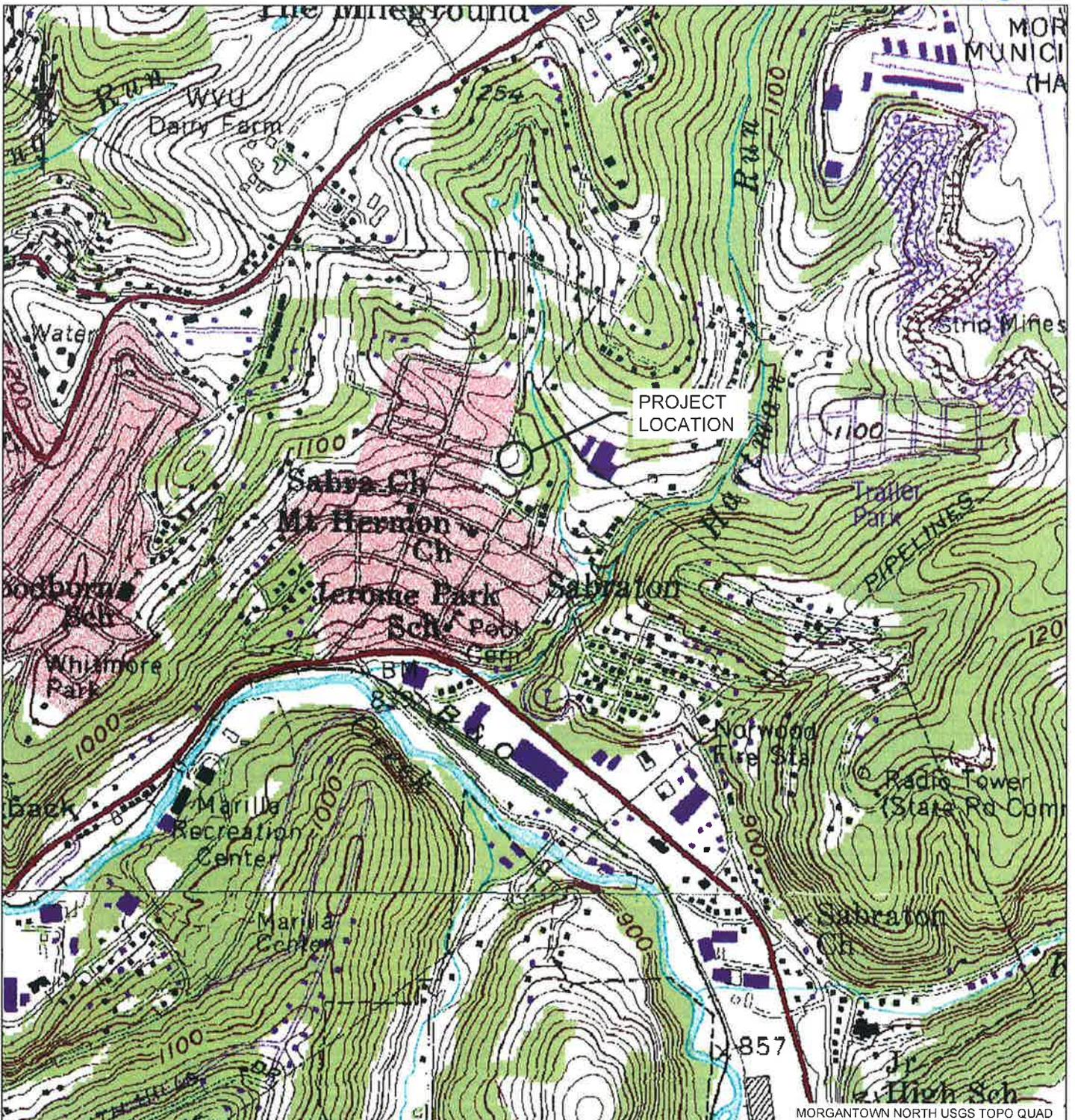
Date

Mon County Habitat for Humanity
Application for Major Subdivision
Preliminary Plat Submission Narrative
May 2nd, 2014

Submission Requirements

- A) Please find the attached check for the sum of \$93.00
- B) Twelve copies are included with this packet.
- C) See appendices 1.A and 1.B
- D) See appendices 2.A and 2.B
- E) Contents
 - 1. The proposed name is Deckers Court.
 - 2. This detail is reflected on the plat.
 - 3. This detail is reflected on the plat.
 - 4. These details on reflected on the plat.
 - 5. Boundary lines are reflected.
 - 6. Contours are noted.
 - 7. This detail is reflected on the plat.
 - 8. Whereas no major subdivisions are located within the vicinity, this detail is neither reflected nor required.
 - 9. This detail is reflected on the utility plat.
 - 10. All parcels are accounted for on the plat.
 - 11. The detail of the road placement has been included. The only detail withstanding that has been requested is the proposed name of the road. Mon County Habitat for Humanity is working with the Engineering department to begin the naming process.
 - 12. This detail is reflected on the plat.
 - 13. This detail is reflected on the road plan profile sheet of the plat.
 - 14. This detail is reflected on the plat.
 - 15. This detail is reflected storm water plan profile sheet of the plat.
 - 16. This detail is included on the plat.
- F) Supplementary *10 copy*
 - 1. These ~~9~~ lots will be used for the development of single family detached residential buildings. We are proposing 1 dwelling per lot, averaging approximately 1200 square feet per dwelling. These units are being constructed by Mon County Habitat for Humanity, a nonprofit housing ministry located at 251 Don Knotts Blvd in Morgantown, WV.
 - 2. As these are intended to be developed into scattered sites, no proposed covenants or restrictions, beyond those enforced by city, state, and federal regulations would be applicable.

MSS14-01



Cheat Road Engineering, Inc. 170 Old Cheat Road Morgantown, WV 26508		OWNER / CLIENT MON COUNTY HABITAT FOR HUMANITY		0 1000 2000 Feet		DRAWING TITLE SITE LOCATION		PROJECT NO. 13-036	DRAWING NO. 13-036_DESIGN SHT. 1 OF 1	DATE 11-08-13	PROJECT NAME DECKER'S COURT RESIDENTIAL DEVELOPMENT MORGANTOWN, WV
DRAWN BY	DATE	3									
DESIGN BY	DATE	2									
CHECKED BY	DATE	1									
APPROVED BY	DATE										
SCALE AS SHOWN	REV.	DATE	BY								



NOTE: ALL PROPERTY DIMENSIONS ARE FOR INFORMATIONAL PURPOSES ONLY. A MEASUREMENT OF THE PROPERTY THROUGH THIS DRAWING IS NOT INTENDED TO BE USED FOR ANY PURPOSE OTHER THAN THE PURPOSES INTENDED.

PROPERTY MAP SHEET NUMBER C-01	DRAWN BY	B. BOWER	MON COUNTY HABITAT FOR HUMANITY DECKER'S COURT RESIDENTIAL DEVELOPMENT MORGANTOWN, WV PROJECT NO: 13-036 DRAWING FILE: 13-036_DESIGN.DWG	CHEAT ROAD ENGINEERING, INC. 170 OLD CHEAT ROAD MORGANTOWN, WV 26506 P: 304.212.5480	REV #	DATE	DESCRIPTION	#
	CHECKED BY	S. COPELAND						
	DRAWING SCALE	1" = 30'						
	DRAWING DATE	May 2, 2014						

March 13, 2014

Evan Zuverink
251 Don Knotts Blvd.
Morgantown, WV 26501

**RE: Response for Request for Estimate
Water Extension
Jerome Park – Phase 2**

Dear Mr. Zuverink:

In response to your inquiry regarding water availability, we have determined that a ±290-foot extension will be necessary in order to provide new water service to the property in question at the above referenced location.

The estimated cost of this extension is \$20,000.00. This is only an estimate. Our work will be performed on an actual-cost basis. The actual cost of the work may include any combination of mobilization and demobilization, materials, equipment, labor, overheads, engineering/inspection, applicable permits and fees, borings, surveys, contracted services, special insurance, and any/all other miscellaneous or unforeseen costs related to the performance of the proposed work. You will be responsible for paying all actual costs of this project.

This estimate also assumes that any right-of-way necessary for the proposed extension will be available to Morgantown Utility Board at no charge. Any cost incurred in the acquisition of rights-of-way for the proposed extension will also be included in the actual project cost for which you will be responsible. Right-of-way costs may include any combination of purchase price, appraisals, appraiser's fees, surveys, engineering, condemnation judgments, court costs, legal fees, and any/all other costs of right-of-way acquisition.

An initial deposit will be required prior to construction. The amount of deposit will be \$20,000.00. In the likely event that the estimated cost and the completed actual cost differ, you will be issued an appropriate refund or an additional bill.

You will be allowed a credit of \$940.80 based on 4500 Gals./Month for each new single family residential dwelling (i.e. House) that is connected to the proposed line at the time that the completed actual project costs are reconciled, provided that the dwellings are individually metered. You will be allowed a credit of \$690.00 based on 3300 Gals./Month for each new multi-family residential dwelling (i.e. Trailers, Townhome, Apartment, Condominium) that is connected to the proposed line at the time that the completed actual project costs are reconciled, provided that the dwellings are individually metered. This credit will not be allowed until after the new customer has begun to take active water service. Refunds for new master metered groups of houses, townhomes, apartments, and/or condominiums, and refunds for all other new customers (i.e. Commercial, Businesses, Governmental, Industrial, etc.) shall be calculated by the Board and based upon actual water usage (as determined by measured water consumption) after all new units are occupied and at least 4 quarters of billing history are available. Also, the combined total of credits refunded may not exceed the amount deposited.

MJS14-01

Similar credits will be allowed on an annual basis for new customers who are connected to said line during the next 10 years. However, new customer connections to future main line extensions off the proposed line will not qualify you for such credits.

In addition to the above costs and in accordance with our PSC-approved rate schedule, tap fees will be charged for each domestic service connection requested. The tap fee for water service (all services 1 1/2" and smaller) is \$700.00 per meter setting. All water services larger than 1 1/2" are installed on an as-cost basis. The PSC requires that we install the utility service line to the property line of the premises being served for the cost of these tap fees and further requires that a single and separate customer service line be provided for each structure being served.

This process is governed by the regulations of the West Virginia Public Service Commission. Copies of the relevant portions of these Rules (specifically Section 5.5) were provided and explained to you when you made your written request for an estimate.

We estimate that we can be prepared and available to begin construction ± 24 weeks following your execution of an extension agreement and payment of your initial deposit. We estimate that it will take ± 5.5 days to construct the subject extension.

Please note that a Stormwater Permit Application is required for this project. Review, approval and installation of the facilities proposed under your Stormwater Management Plan are required:

1. Prior to any site development by you or your agent(s); and
2. Prior to construction of the subject water line facilities.

Please note that this estimate will remain valid for term of six (6) months from the date of this letter. We await your response to this proposal. Please do not hesitate to call me at the number listed above if you have any questions regarding this matter.

Sincerely,

MORGANTOWN UTILITY BOARD



Cory T. Jones
Staff Engineer

Enclosure

March 13, 2014

Evan Zuverink
251 Don Knotts Blvd.
Morgantown, WV 26501

**RE: Response for Request for Estimate
Sanitary Sewer Extension
Jerome Park – Phase 2**

Dear Mr. Zuverink:

In response to your inquiry regarding sewer availability, we have determined that a ±350-foot extension will be necessary in order to provide new sanitary sewer service to the property in question at the above referenced location.

The estimated cost of this extension is \$32,500.00. This is only an estimate. Our work will be performed on an actual-cost basis. The actual cost of the work may include any combination of mobilization and demobilization, materials, equipment, labor, overheads, engineering/inspection, applicable permits and fees, borings, surveys, contracted services, special insurance, and any/all other miscellaneous or unforeseen costs related to the performance of the proposed work. You will be responsible for paying all actual costs of this project.

This estimate also assumes that any right-of-way necessary for the proposed extension will be available to Morgantown Utility Board at no charge. Any cost incurred in the acquisition of rights-of-way for the proposed extension will also be included in the actual project cost for which you will be responsible. Right-of-way costs may include any combination of purchase price, appraisals, appraiser's fees, surveys, engineering, condemnation judgments, court costs, legal fees, and any/all other costs of right-of-way acquisition.

An initial deposit will be required prior to construction. The amount of deposit will be \$32,500.00. In the likely event that the estimated cost and the completed actual cost differ, you will be issued an appropriate refund or an additional bill.

You will be allowed a credit of \$1154.10 based on 4500 Gals./Month for each new single family residential dwelling (i.e. House) that is connected to the proposed line at the time that the completed actual project costs are reconciled, provided that the dwellings are individually metered. You will be allowed a credit of \$846.10 based on 3300 Gals./Month for each new multi-family residential dwelling (i.e. Trailers, Townhome, Apartment, Condominium) that is connected to the proposed line at the time that the completed actual project costs are reconciled, provided that the dwellings are individually metered. This credit will not be allowed until after the new customer has begun to take active water service. Refunds for new master metered groups of houses, townhomes, apartments, and/or condominiums, and refunds for all other new customers (i.e. Commercial, Businesses, Governmental, Industrial, etc.) shall be calculated by the Board and based upon actual water usage (as determined by measured water consumption) after all new units are occupied and at least 4 quarters of billing history are available. Also, the combined total of credits refunded may not exceed the amount deposited.

X:\Eng\engdept\DIRECTIVES\EST-2014\EST-2014-011 - Jerome_Jersey\Estimate Letter\Habitat for Humanity - Jerome Park Phase II - Sewer Extension.doc

MS14-01

Similar credits will be allowed on an annual basis for new customers who are connected to said line during the next 10 years. However, new customer connections to future main line extensions off the proposed line will not qualify you for such credits.

In addition to the above costs and in accordance with our PSC-approved rate schedule, tap fees will be charged for each domestic service connection requested. The tap fee for sewer service is \$700.00 per structure. The PSC requires that we install the utility service line to the property line of the premises being served for the cost of these tap fees and further requires that a single and separate customer service line be provided for each structure being served.

This process is governed by the regulations of the West Virginia Public Service Commission. Copies of the relevant portions of these Rules (specifically Section 5.5) were provided and explained to you when you made your written request for an estimate.

We estimate that we can be prepared and available to begin construction ± 24 weeks following your execution of an extension agreement and payment of your initial deposit. We estimate that it will take ± 9 days to construct the subject extension.

Please note that a Stormwater Permit Application is required for this project. Review, approval and installation of the facilities proposed under your Stormwater Management Plan are required:

1. Prior to any site development by you or your agent(s); and
2. Prior to construction of the subject sewer line facilities.

Please note that this estimate will remain valid for term of six (6) months from the date of this letter. We await your response to this proposal. Please do not hesitate to call me at the number listed above if you have any questions regarding this matter.

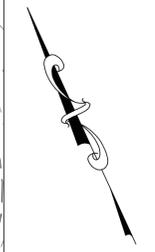
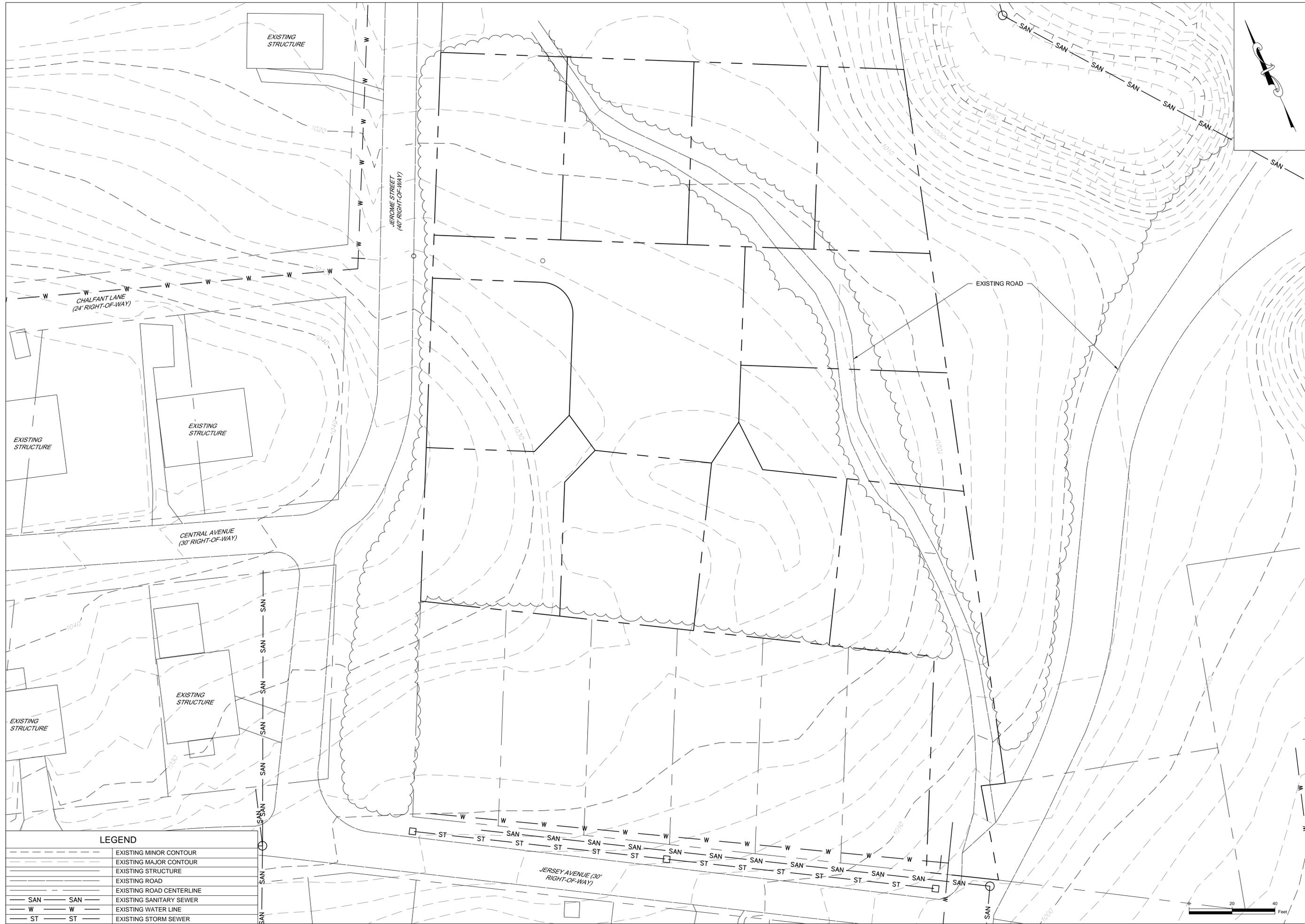
Sincerely,

MORGANTOWN UTILITY BOARD



Cory T. Jones
Staff Engineer

Enclosure



LEGEND

	EXISTING MINOR CONTOUR
	EXISTING MAJOR CONTOUR
	EXISTING STRUCTURE
	EXISTING ROAD
	EXISTING ROAD CENTERLINE
	EXISTING SANITARY SEWER
	EXISTING WATER LINE
	EXISTING STORM SEWER

REV. #	DATE	DESCRIPTION	BY

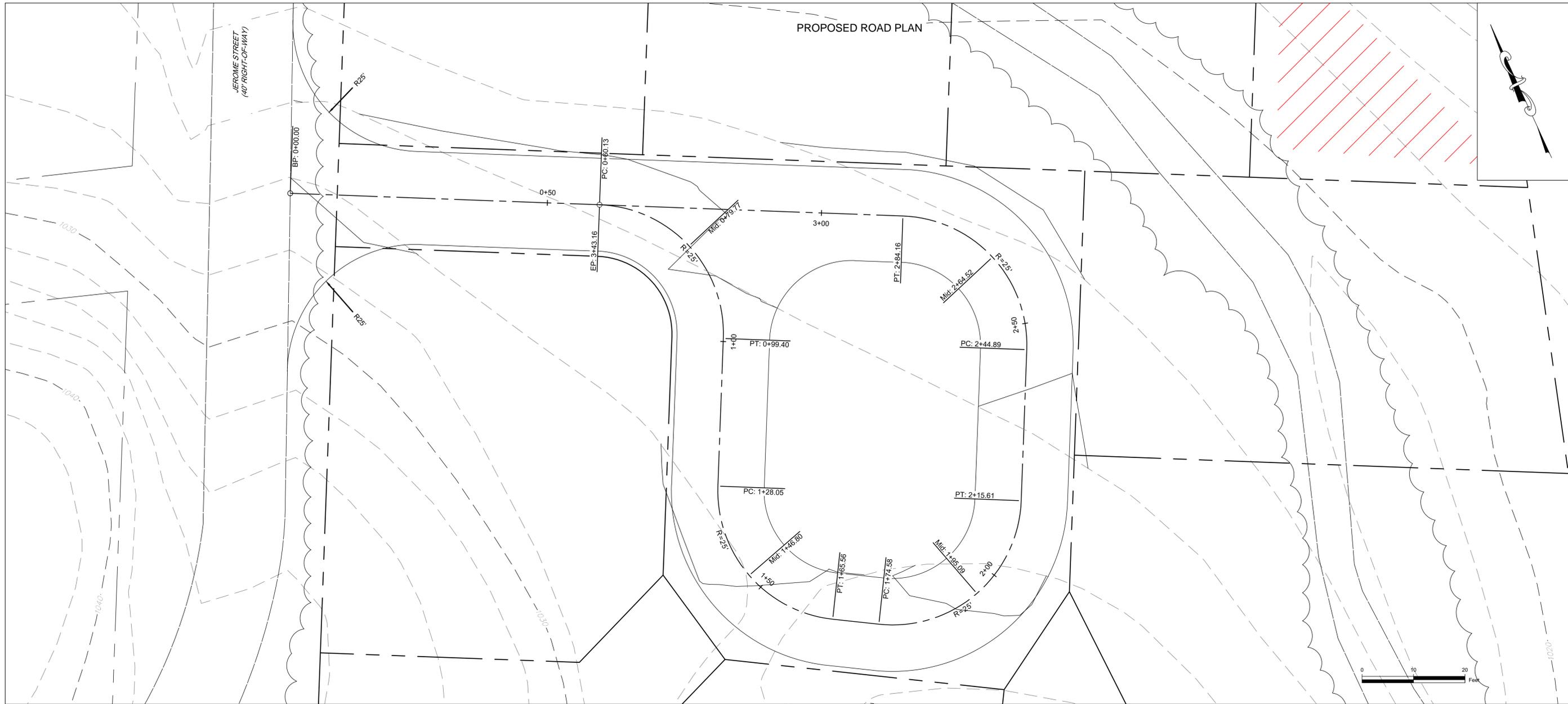
CHEAT ROAD ENGINEERING, INC.
 170 OLD CHEAT ROAD
 MORGANTOWN, WV 26508
 P: 304.212.5480

MON COUNTY HABITAT FOR HUMANITY
 DECKER'S COURT RESIDENTIAL DEVELOPMENT
 MORGANTOWN, WV
 PROJECT NO: 13-036
 DRAWING FILE: 13-036_DESIGN.DWG

DRAWN BY: B. BOWES
 CHECKED BY: S. COPEN
 DRAWING SCALE: 1" = 20'
 DRAWING DATE: May 2, 2014

EXISTING CONDITIONS
 SHEET NUMBER:
C-02



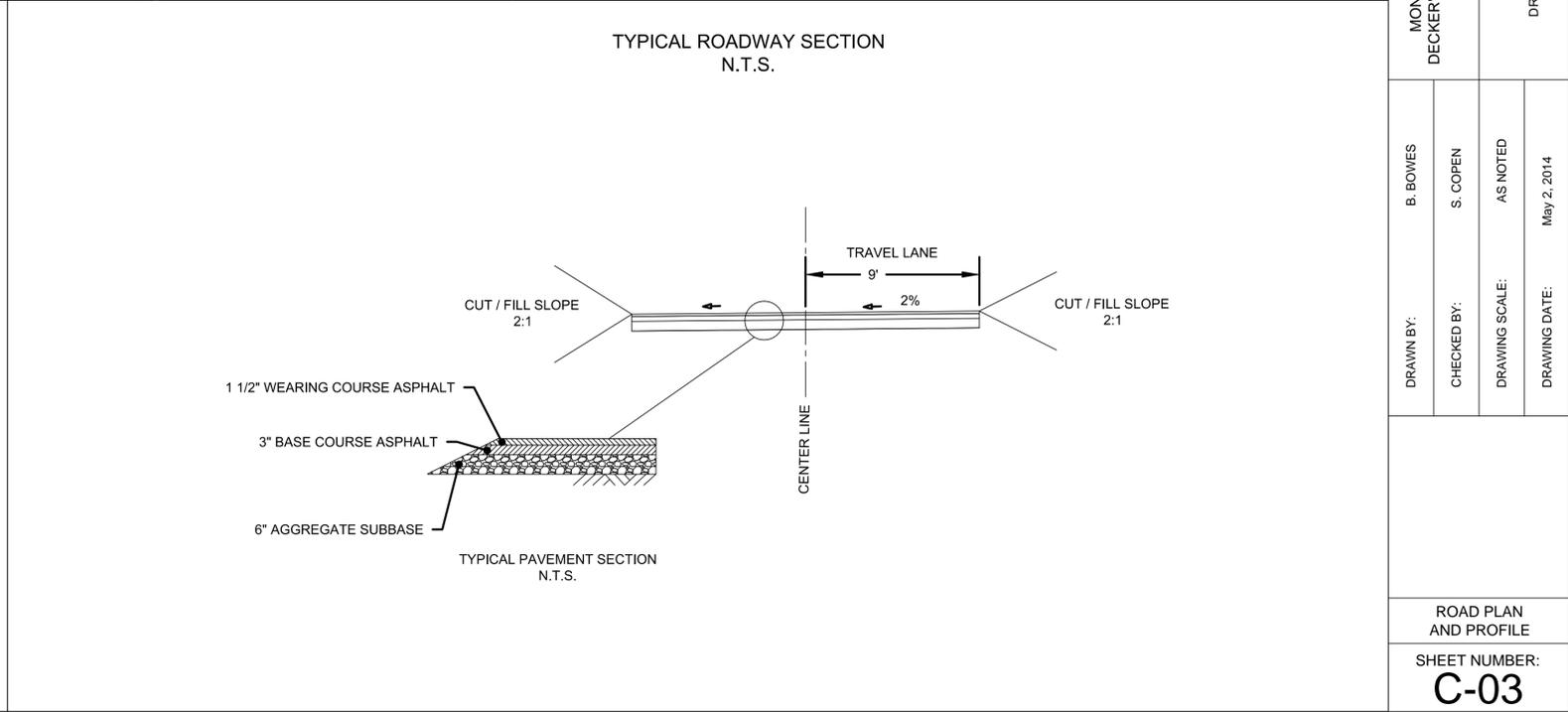
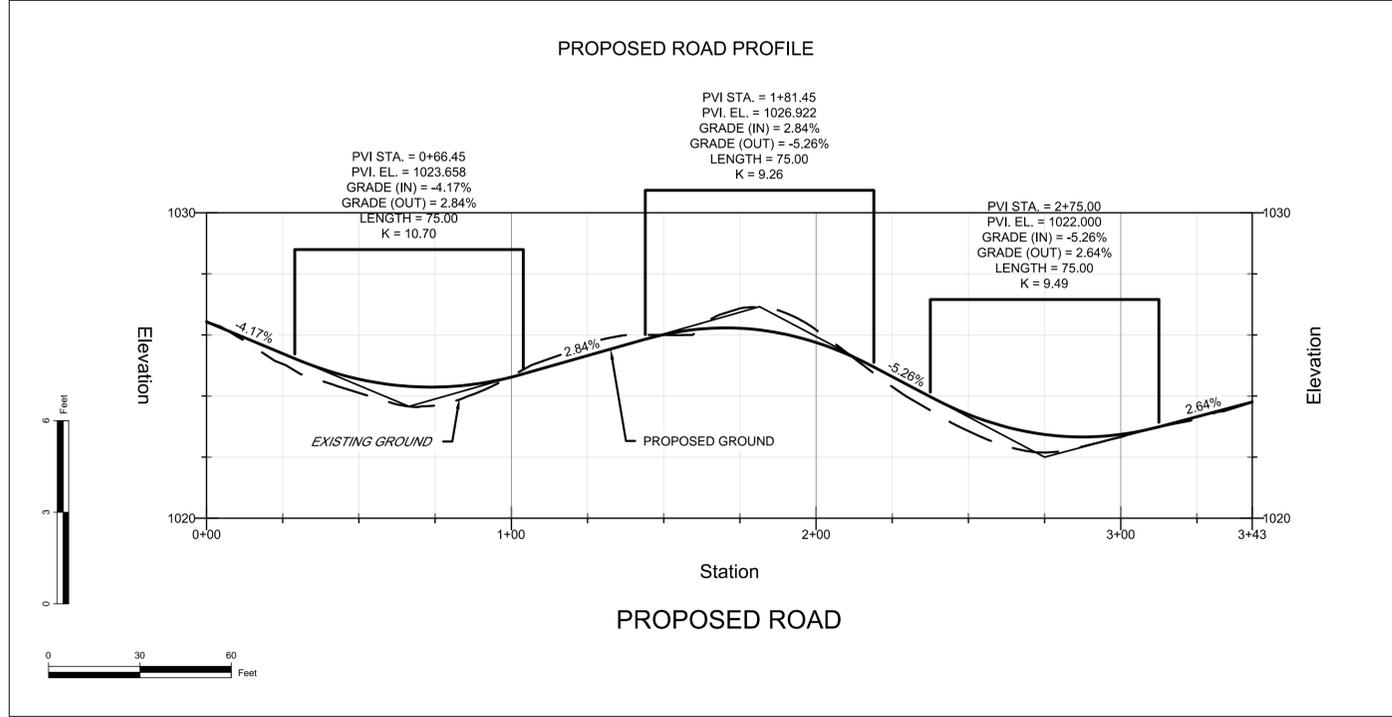


REV. #	DATE	DESCRIPTION	BY

CHEAT ROAD ENGINEERING, INC.
 170 OLD CHEAT ROAD
 MORGANTOWN, WV 26508
 P: 304.212.5480

MON COUNTY HABITAT FOR HUMANITY
 DECKER'S COURT RESIDENTIAL DEVELOPMENT
 MORGANTOWN, WV
 PROJECT NO: 13-036
 DRAWING FILE: 13-036_DESIGN.DWG

DRAWN BY: B. BOWES
 CHECKED BY: S. COPEN
 DRAWING SCALE: AS NOTED
 DRAWING DATE: May 2, 2014



ROAD PLAN AND PROFILE
 SHEET NUMBER:
C-03

NOTE:
THE LOCATION OF THE PROPOSED WATER AND
SANITARY SEWER UTILITIES ARE SHOWN AS
PROVIDED BY THE MORGANTOWN UTILITY BOARD.



LEGEND		
---	---	EXISTING PROPERTY LINE
— SAN —	— SAN —	EXISTING SANITARY SEWER (APPROXIMATE)
— W —	— W —	EXISTING WATER LINE (APPROXIMATE)
— ST —	— ST —	EXISTING STORM SEWER
- - - ST - - -	- - - ST - - -	PROPOSED STORM SEWER
- - - SAN - - -	- - - SAN - - -	PROPOSED SANITARY SEWER
- - - W - - -	- - - W - - -	PROPOSED WATER LINE
---	---	EXISTING ROAD



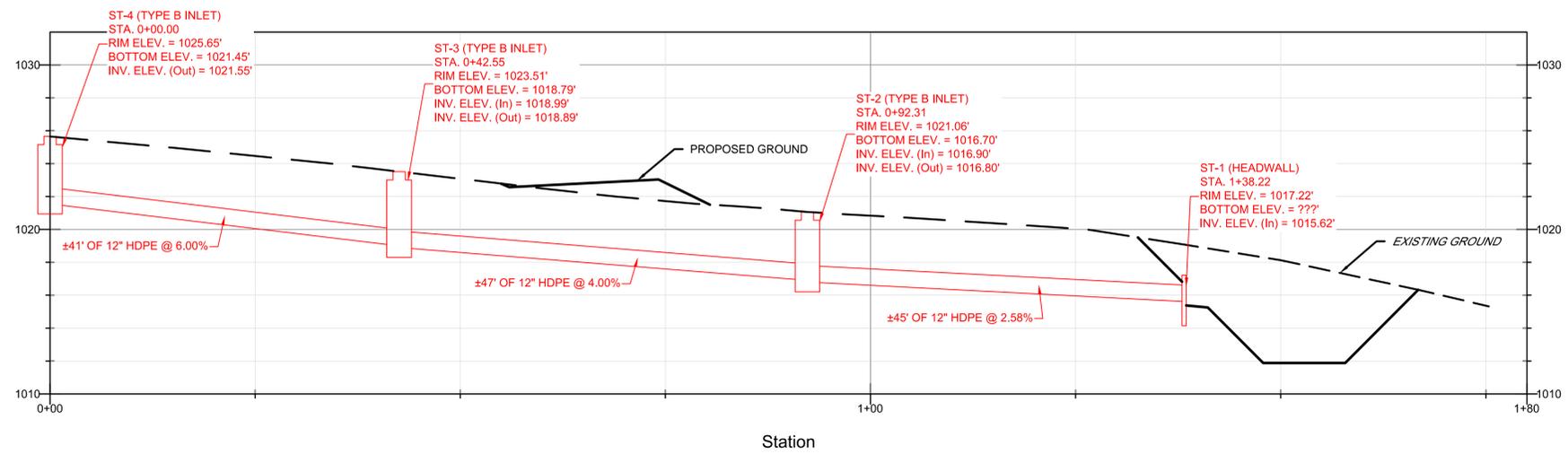
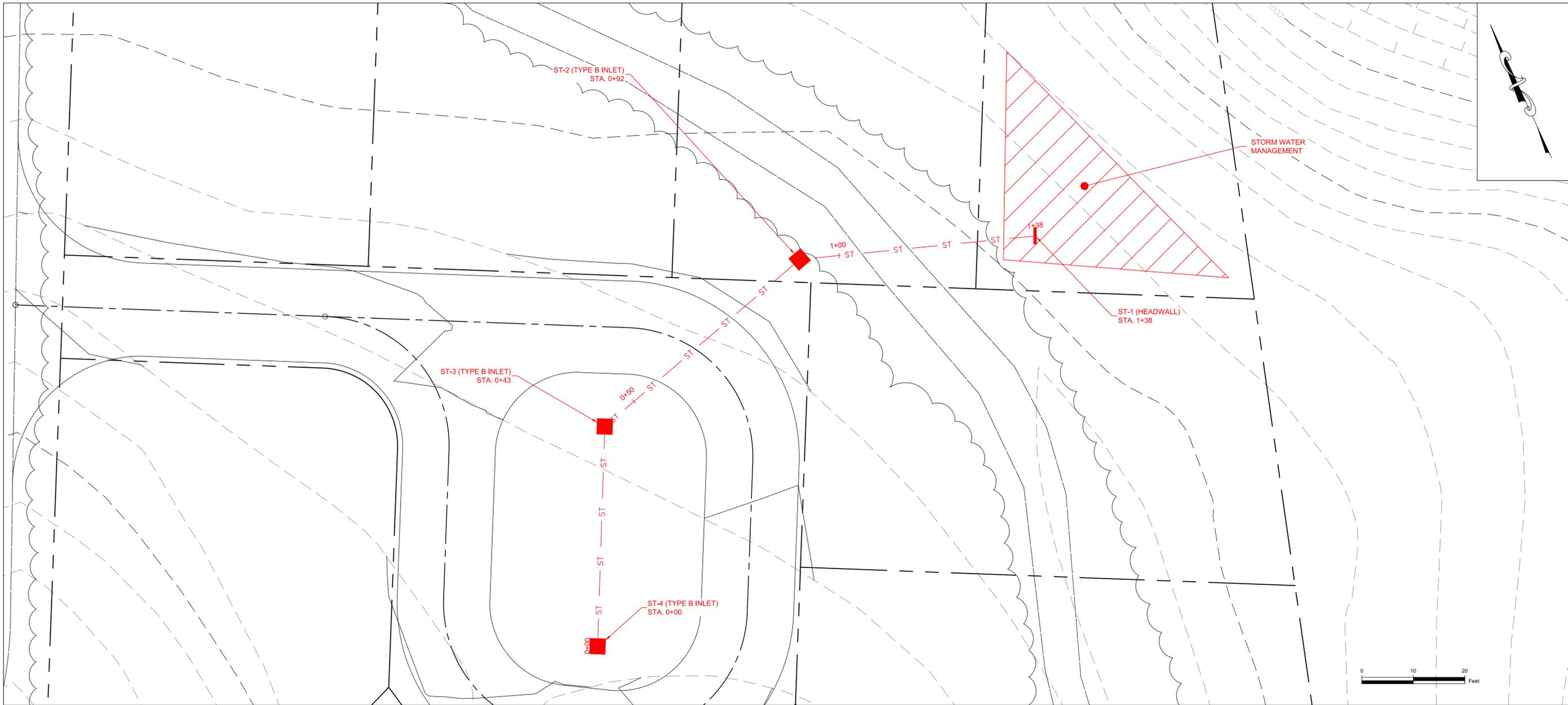
REV. #	DATE	DESCRIPTION	BY

CHEAT ROAD ENGINEERING, INC.
170 OLD CHEAT ROAD
MORGANTOWN, WV 26508
P: 304.212.5480

MON COUNTY HABITAT FOR HUMANITY
DECKER'S COURT RESIDENTIAL DEVELOPMENT
MORGANTOWN, WV
PROJECT NO: 13-036
DRAWING FILE: 13-036_DESIGN.DWG

DRAWN BY: B. BOWES
CHECKED BY: S. COPEN
DRAWING SCALE: 1" = 30'
DRAWING DATE: MAY 2, 2014

UTILITY PLAN
SHEET NUMBER:
C-04



REV. #	DATE	DESCRIPTION	BY

CHEAT ROAD ENGINEERING, INC.
 170 OLD CHEAT ROAD
 MORGANTOWN, WV 26508
 P: 304.212.5480

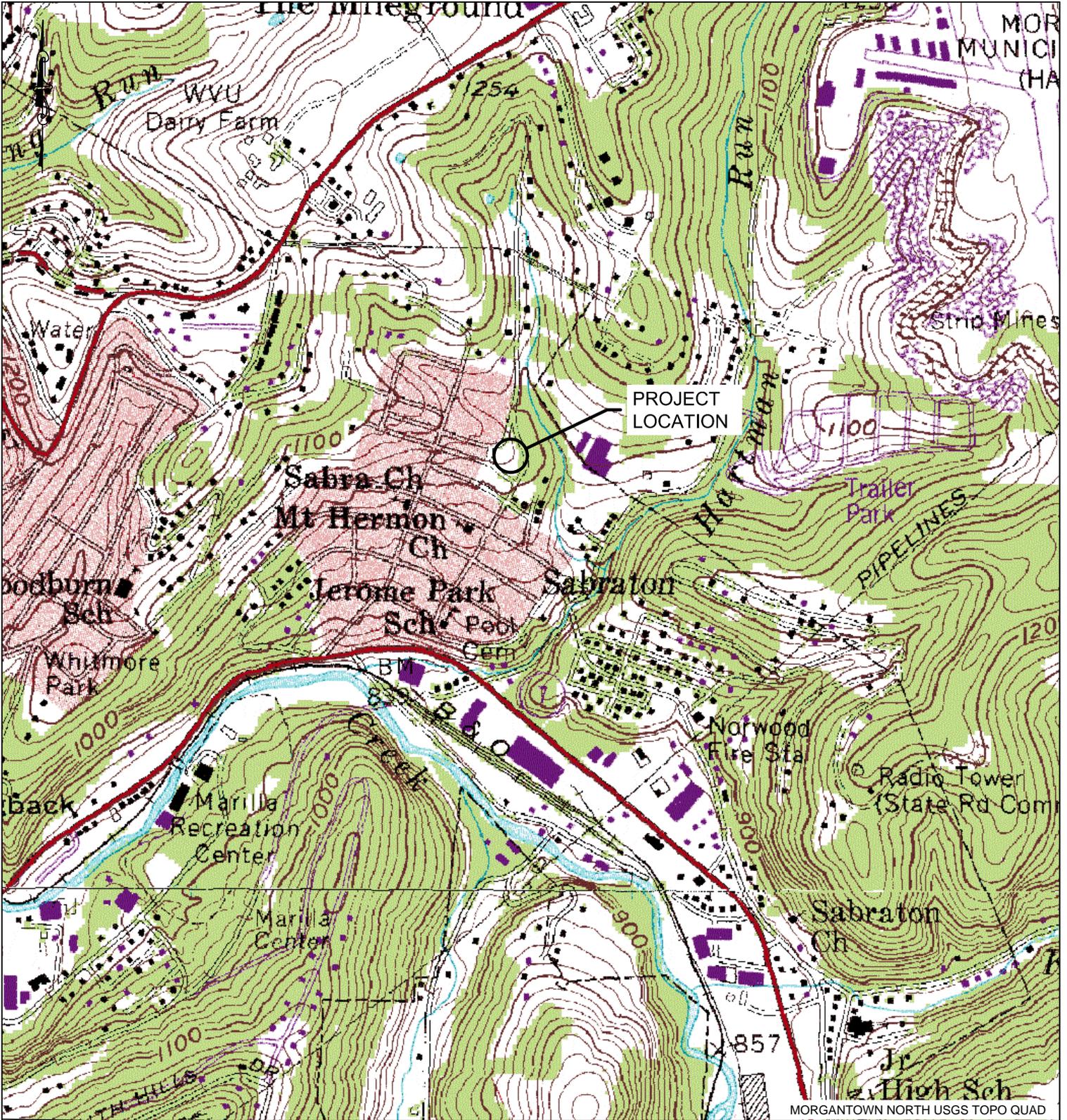
MON COUNTY HABITAT FOR HUMANITY
 DECKER'S COURT RESIDENTIAL DEVELOPMENT
 MORGANTOWN, WV

PROJECT NO: 13-036
 DRAWING FILE: 13-036_DESIGN.DWG

DRAWN BY:	B. BOWES
CHECKED BY:	S. COPEN
DRAWING SCALE:	AS NOTED
DRAWING DATE:	May 2, 2014

STORM PLAN
 AND PROFILE

SHEET NUMBER:
C-05



Cheat Road Engineering, Inc. 170 Old Cheat Road Morgantown, WV 26508		OWNER / CLIENT MON COUNTY HABITAT FOR HUMANITY		0 1000 2000 Feet				
DRAWN BY: DESIGNED BY: CHECKED BY: APPROVED BY: SCALE: AS SHOWN	DATE: DATE: DATE: DATE:	3 2 1	REV. DATE BY DESCRIPTION	DRAWING TITLE SITE LOCATION	PROJECT NO. 13-036	DRAWING NO. 13-036_DESIGN SHT. 1 OF 1	DATE 11-08-13	PROJECT NAME DECKER'S COURT RESIDENTIAL DEVELOPMENT MORGANTOWN, WV