



# MORGANTOWN PLANNING COMMISSION

November 8, 2012  
6:30 PM  
City Council Chambers

## STAFF REPORT

**President:**

Peter DeMasters, 6<sup>th</sup> Ward

**Vice-President:**

Carol Pyles, 7<sup>th</sup> Ward

**Planning Commissioners:**

Sam Loretta, 1<sup>st</sup> Ward

Tim Stranko, 2<sup>nd</sup> Ward

William Wyant, 3<sup>rd</sup> Ward

Bill Petros, 4<sup>th</sup> Ward

Mike Shuman, 5<sup>th</sup> Ward

Ken Martis, Admin.

Jennifer Selin, City Council

**CASE NO:** MNS12-15 / Tera, LLC / Protzman Street & Glenn Street

**REQUEST and LOCATION:**

Request by Lisa Mardis of Project Management Services, on behalf of Tera, LLC, for minor subdivision approval of property at the corner of Protzman Street and Glenn Street.

**TAX MAP NUMBER (s) and ZONING DESCRIPTION:**

Tax Map 20, Parcel 452, & 453, R-2, Single- and Two-Family Residential District

**SURROUNDING ZONING:**

North, East, and South: R-1A, Single-Family Residential District

West: R-2, Single- and Two-Family Residential District

**BACKGROUND and ANALYSIS:**

The petitioner seeks to combine Parcels 452 and 453 for the purpose of developing a multi-family structure. Addendum A of this report illustrates the location of the subject site.

The combined area of the three parcels will be approximately 12,260 square feet, which exceeds the minimum lot area standard of 5,000 square feet in the R-2 District.

**STAFF RECOMMENDATION:**

Staff recommends approval with the following conditions:

1. That the petitioner submit three (3) original final plat documents, including all access/utility easements if applicable, signed and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature; and,
2. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the condition set forth above.

Enclosure: Application and accompanying exhibits

**Development Services**

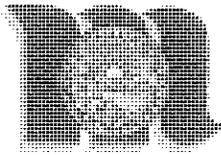
Christopher Fletcher, AICP  
Director

**Planning Division**

389 Spruce Street  
Morgantown, WV 26505  
304.284.7431

**STAFF REPORT ADDENDUM A**  
**MNS12-15 / Tera, LLC / Protzman & Glenn**





City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE	
CASE NO.	MNS12-15
RECEIVED:	9/10/12
COMPLETE:	

A Minor Subdivision of property includes the creation of up to three (3) parcels or the combination of existing parcels, but does not involve the extension of off-site facilities (streets, etc.) or the dedication of a portion of the site for public use.

(PLEASE TYPE OR PRINT IN BLACK INK)

<b>I. APPLICANT</b>			
Name:	Tera Properties	Phone:	304-692-9296
Mailing Address:	410 Stewart Street Office	Mobile:	
	Street		
	Morgantown	WV	26505
	City	State	Zip
<b>II. AGENT / CONTACT INFORMATION</b>			
Name:	Projecet Management Services	Phone:	304-212-5256
Mailing Address:	160 Fayette Street	Mobile:	304-692-7116
	Street		
	Morgantown	WV	26505
	City	State	Zip
Mailings –	Send all correspondence to (check one): <input type="checkbox"/> Applicant OR <input checked="" type="checkbox"/> Agent/Contact		
<b>III. PROPERTY</b>			
Owner:	Tera Properties	Phone:	304-692-9296
Mailing Address:	410 Stewart Street Office	Mobile:	
	Street		
	Morgantown	WV	26505
	City	State	Zip
<b>IV. SITE</b>			
Street Address (if assigned):	Protzman & Glenn	Tax Map #(s):	20
Zoning:	R-2	Parcel #(s):	452 & 453
Square Footage of Parcel(s):	4800	ft. <sup>2</sup>	8040
		ft. <sup>2</sup>	ft. <sup>2</sup>
Subdivision Description:	Combination of two (2) lots into one (1) lot for the construction of a multi-family development		
Are there any Variances from the Subdivision Regulations anticipated: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, to what extent is a variance necessary?			

A



City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE	
CASE NO.	MNS12-15
RECEIVED:	8/10/12
COMPLETE:	_____

V. PLAT

Preliminary Plat submission – A Minor Subdivision Application must also include one (1) preliminary plat illustrating:

- (a) Existing and proposed property boundaries, property boundary dimensions, and square footage.
- (b) A letter of service availability and approval from the Morgantown Utility Board.

Final Plat submission – Upon approval by the Planning Commission, three (3) sealed Final Plat surveys must be submitted to the Planning Office and meet the following standards:

- (a) Drawn to a scale of one inch (1") equals fifty feet (50') or larger;
- (b) Date of preparation, north arrow, and scale;
- (c) Legal description;
- (d) Applicant/owner name and address;
- (e) Existing zoning;
- (f) Legend;
- (g) Vicinity map;
- (h) Existing and proposed utility lines and easements;
- (i) Certification by a registered land surveyor, licensed in the State of West Virginia, that the dimension and bearings are accurately delineated with a seal and signature;
- (j) Location, shape, exterior dimensions of each existing building on the site(s);
- (k) Location and dimensions of paved surfaces including sidewalks and curb cuts, and of all abutting streets;
- (l) Location of springs, streams, other water bodies, and areas subject to flooding;
- (m) Floodplain designation making reference to pertinent FEMA Firm Community Panel Number;
- (n) Approval signature block allowing space for President of Morgantown Planning Commission;
- (o) Other items as deemed necessary by Planner Director or City Engineer.

Please note that all approved minor subdivision plats must be filed with the Monongalia County Tax Office within thirty (30) days of approval. Plats not filed within thirty (30) days will be considered invalid by the City of Morgantown and will require reapproval.

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.

Lisa Mardis

*Lisa Mardis*

8/8/12

Type/Print Name of Applicant/Agent

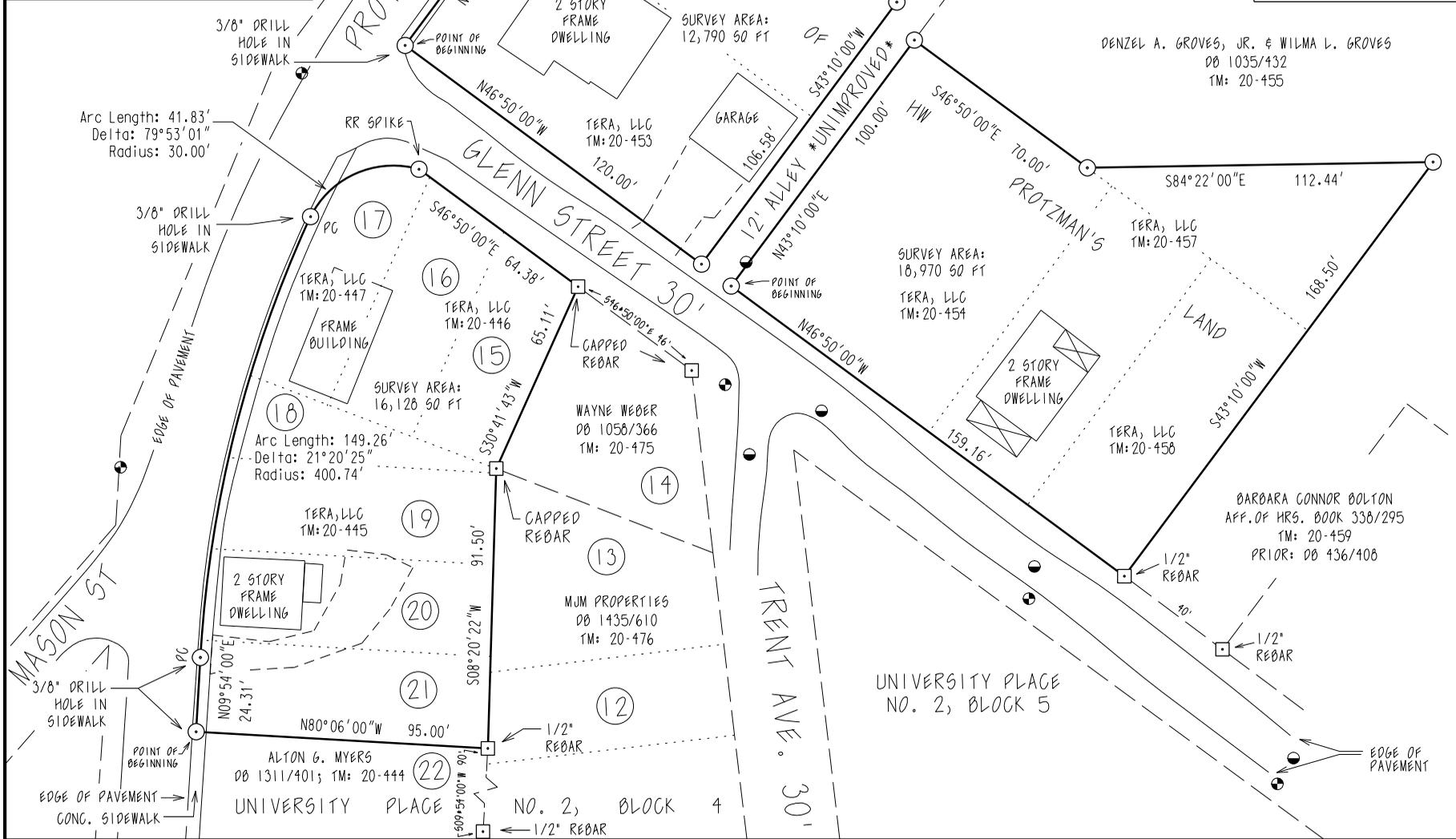
Signature of Applicant/Agent

Date

• Minor Subdivision Application Fee – \$35

SURVEYED AND DRAFTED BY LOUIS ROMANO, PS  
2046 OWL CREEK RD, MORGANTOWN, WV \*304\*291-6066

PLAT OF SURVEY FOR: **TERA, LLC**  
 LOTS 15, 16, 17, 18, 19, 20, & 21 IN BLOCK 4  
 OF UNIVERSITY PLACE NO. 2 ADDITION  
 AND  
 PART OF LANDS PLATTED FOR H.W. PROTZMAN IN 1913  
 ON GLENN STREET & PROTZMAN STREET IN FOURTH WARD  
 CITY OF MORGANTOWN, MONONGALIA COUNTY, WV  
 TITLE REFERENCE: TERA, LLC: DEED BOOK 1463/555  
 MORGANTOWN TAX MAP 20-445, 446, 447, 452, 453, 454, 457 & 458



**LEGEND**

- : MONUMENT SET THIS SURVEY 5/8" BY 30" CAPPED REBAR, UNLESS OTHERWISE NOTED
- : MONUMENT FOUND, SEE PLAT
- : SURVEYED BOUNDARY
- - - : ADJOINERS BOUNDARY
- ⋯ : ORIGINAL LOT LINE
- /○ : MANHOLE COVER / UTILITY POLE

DATE: AUGUST 17, 2012

TOTAL SURVEY AREA: 47,888 SQ FT OR 1.099 AC.

**NOTES**

- SEE RELEVANT DOCUMENTS:
  - A. UNIVERSITY PLACE NO. 2: DB 189/505
  - B. 1913 HW PROTZMAN MAP: CITY ENG. MAP ROOM
  - C. 1999 SURVEY FOR ROBERT PELL: DB 1211/402
  - D. 1995 SURVEY FOR MARK MYERS: DB 1130/201
  - E. 1950 RE-ALIGN PROTZMAN ST.: DB 448/467
- THE PARCEL SURVEYED IS NOT WITHIN THE 100-YEAR FLOOD ZONE AS SHOWN IN FEMA FLOOD MAP PANEL 54061 C 0114E, JANUARY 2010

SCALE: 1-INCH = 50 FEET