



# MORGANTOWN PLANNING COMMISSION

September 13, 2012  
6:30 PM  
City Council Chambers

**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

## **STAFF REPORT**

**CASE NO:** MNS12-17 / Tera, LLC/ 480 Protzman Street

**REQUEST and LOCATION:**

Request by Lisa Mardis of Project Management Services, on behalf of Tera, LLC, for minor subdivision approval of property at 480 Protzman Street.

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

Tax Map 20, Parcels 445, 446, and 447; R-2, Single- and Two-Family Residential District

**SURROUNDING ZONING:**

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

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

**BACKGROUND and ANALYSIS:**

The petitioner seeks to combine three (3) existing parcels for the development of a multi-family structure. Addendum A of this report illustrates the location of the subject property.

The combined area of the three (3) existing parcels will be approximately 16,200 square feet, which exceeds the R-2 District minimum lot area standard of 5,000 square feet. The combined property will have approximately 90 feet of frontage on Glenn Street, which exceeds the R-2 District minimum lot frontage standard of 40 feet. [see Article 1337.03(A)]

**STAFF RECOMMENDATION:**

Staff recommends approval with the following conditions:

1. That the petitioner submit three (3) original final plat documents 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

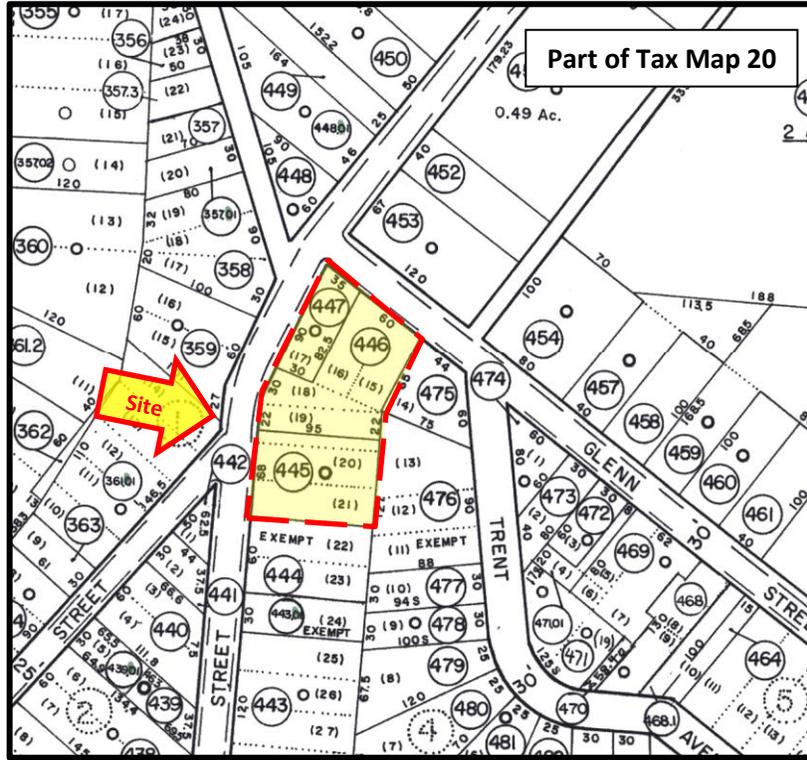
**Development Services**

Christopher Fletcher, AICP  
Director

**Planning Division**

389 Spruce Street  
Morgantown, WV 26505  
304.284.7431

**STAFF REPORT ADDENDUM A**  
**MNS12-17 / Tera LLC / 480 Protzman Street**





City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE
CASE NO. MNS12-17
RECEIVED: 8/10/12
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)

I. APPLICANT
Name: Tera Properties
Phone: 304-692-9296
Mailing Address: 410 Stewart Street Office
Morgantown WV 26505
II. AGENT / CONTACT INFORMATION
Name: Projcet Management Services
Phone: 304-212-5256
Mailing Address: 160 Fayette Street
Morgantown WV 26505
Mailings - Send all correspondence to (check one): [ ] Applicant OR [x] Agent/Contact
III. PROPERTY
Owner: Tera Properties
Phone: 304-692-9296
Mailing Address: 410 Stewart Street Office
Morgantown WV 26505
IV. SITE
Street Address (if assigned): Protzman & Glenn
Tax Map #(s): 20
Zoning: R-2
Parcel #(s): 445-447
Square Footage of Parcel(s): 2700 ft. 2 7747.51 ft. 2 6460 ft. 2
Subdivision Description: Combination of three (3) lots into one (1) lot for the construction of a multi-family development
Are there any Variances from the Subdivision Regulations anticipated: [x] Yes [ ] No
If yes, to what extent is a variance necessary? 35.00
PAID
Finance Office
Morgantown, WV 26505
(304) 284-7400

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APPLICATION FOR MINOR SUBDIVISION

OFFICE USE
CASE NO. MNS12-17
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

[Handwritten Signature]

8/8/12

Type/Print Name of Applicant/Agent

Signature of Applicant/Agent

Date

- Minor Subdivision Application Fee - \$35