MORGANTOWN PLANNING COMMISSION

October 11, 2012
6:30 PM
City Council Chambers

President:
Peter DeMasters, 6th Ward

Vice-President:
Carol Pyles, 7th Ward

Planning Commissioners:
Sam Loretta, 1st Ward
Tim Stranko, 2nd Ward
William Wyant, 3rd Ward
Bill Petros, 4th Ward
Mike Shuman, 5th Ward
Ken Martis, Admin.
Jennifer Selin, City Council

STAFF REPORT

CASE NO: MNS12-19 / Double G Properties / 12 Highland Avenue

REQUEST and LOCATION:

Request by Lisa Mardis of Project Management Services, on behalf of Double G Properties, LLC, for minor subdivision approval of property located at 12 Highland Avenue.

TAX MAP NUMBER (s) and ZONING DESCRIPTION:

Tax Map 14, Parcel 445 and 445.1; R-1A, Single Family Residential District

SURROUNDING ZONING:

R-1A, Single Family Residential District

BACKGROUND and ANALYSIS:

The petitioner seeks to subdivide land from Parcel 445 and add that division to the nonconforming and irregularly shaped Parcel 445.1 so that a single-family dwelling can be constructed.

STAFF RECOMMENDATION:

Staff recommends approval with the following conditions:

1. That the area for each of the reconfigured parcels may be no less than 3,500 square feet;
2. That the width of each of the reconfigured parcels may be no less than 30 feet at the Highland Avenue and Cresent Street frontages;
3. That the interior side boundary separating the reconfigured parcels may be no closer than five (5) feet from the existing structure on Parcel 445 addressed as 12 Highland Avenue.
4. That, to the satisfaction of the Planning Division, the interior side boundary separating the reconfigured parcels shall be as close to parallel to the outside boundaries and as close to right angles with the Highland Avenue and Cresent Street frontages as practicable.
5. 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,
6. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.

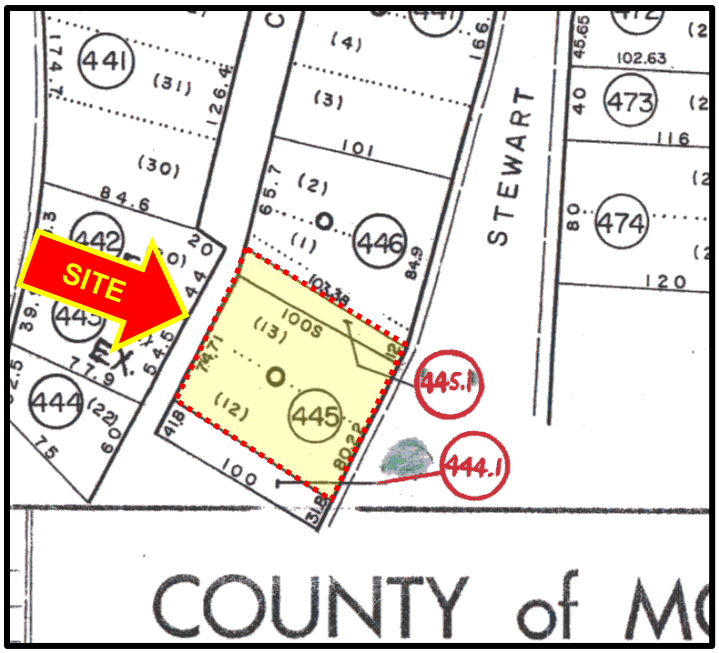
Enclosure: Application and accompanying exhibits

Development Services
Christopher Fletcher, AICP
Director

Planning Division
389 Spruce Street
Morgantown, WV 26505
304.284.7431

STAFF REPORT ADDENDUM A

MNS12-19 / Double G Properties / 12 Highland Ave



City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE	
CASE NO.	MNS12-19
RECEIVED:	9/17/12
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:	Double G Properties			Phone:	
Mailing Address:	PO Box 4147 (Street)			Mobile:	304-685-3243
	Morgantown (City)	WV (State)	26505 (Zip)	Email:	

II. AGENT / CONTACT INFORMATION

Name:	Project Management Services			Phone:	304-212-5256
Mailing Address:	160 Fayette Street (Street)			Mobile:	304-692-5256
	Morgantown (City)	WV (State)	26505 (Zip)	Email:	pms160@comcast.net
Mailings –	Send all correspondence to (check one): ☐ Applicant OR ☑ Agent/Contact				

III. PROPERTY

Owner:	Double G Properties			Phone:	
Mailing Address:	12 Highland Avenue (Street)			Mobile:	304-685-3243
	Morgantown (City)	WV (State)	26505 (Zip)	Email:	

IV. SITE

Street Address (if assigned):	Highland Avenue	Tax Map #(s):	14
Zoning:	R-1A	Parcel #(s):	445 & 445.1
Square Footage of Parcel(s):	8022 ft.^{2}	1224.28 ft.^{2}	ft.^{2}
Subdivision Description:	The subdivision would give land from parcel 445 to the irregularly shaped parcel 445.1 so that a structure can be built upon both parcels that better fit with the built environment		
Are there any Variances from the Subdivision Regulations anticipated:	☐ Yes	☑ No	
If yes, to what extent is a variance necessary?			

R52 CRYSTAL
9/17/2012 12:57:18
201303629 SITE PLAN
PAID
35.00
Finance Office
Morgantown, WV 26505
(304) 284-7408

City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE	
CASE NO.	MNS12-19
RECEIVED:	9/17/12
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.

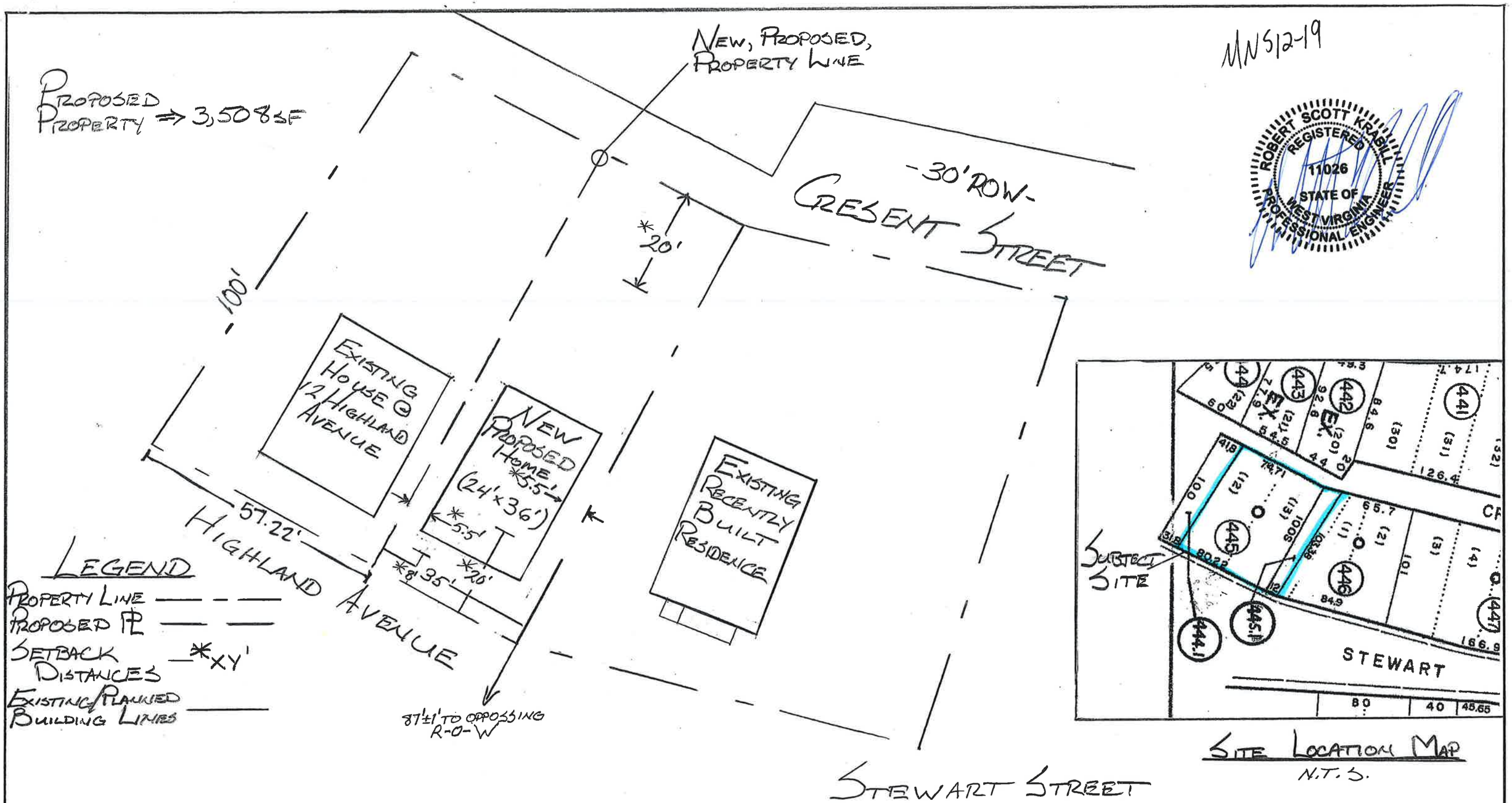
VIII. ATTEST

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**

MNS12-19



SITE LOCATION MAP
N.T.S.

SITE LOCATION PLAN
SCALE: 1" = 20'

PROPOSED SITE PLAN
12 HIGHLAND AVENUE
HTM PROPERTIES
7-26-12 REVISED 8/1/12