



# MORGANTOWN PLANNING COMMISSION

June 13, 2013  
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:** MNS13-13 / Hartford Construction, LLC / 1349 College Avenue

**REQUEST and LOCATION:**

Request by Lisa Mardis of Project Management Services, on behalf of Hartford Construction, LLC, for minor subdivision approval of property located at 1349 College Avenue.

**PARCEL(s) and ZONING DESCRIPTION:**

Tax Map 21, Parcel 65; R-1A, Single-Family Residential

**SURROUNDING ZONING:**

R-1A, Single-Family Residential

**BACKGROUND and ANALYSIS:**

The petitioner seeks to subdivide the existing parcel into two parcels thereby creating a new buildable lot. Addendum A of this report illustrates the location of the subject site.

One of the proposed parcels will be approximately 4,229.45 square feet and the other will be approximately 4,356 square feet, both of which exceed the minimum lot size standard of 3,500 square feet in the R-1A District.

**STAFF RECOMMENDATION:**

Staff recommends approval with the following conditions:

1. That the subdivision of the subject parcel may not create as setback encroachment for the existing principal or accessory structures nor exceed the maximum lot coverage standard for the R-1A District.
2. That the subdivision of the subject parcel may not result in frontages of less than thirty (30) feet.
3. 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,
4. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.

**Development Services**

Christopher Fletcher, AICP  
Director

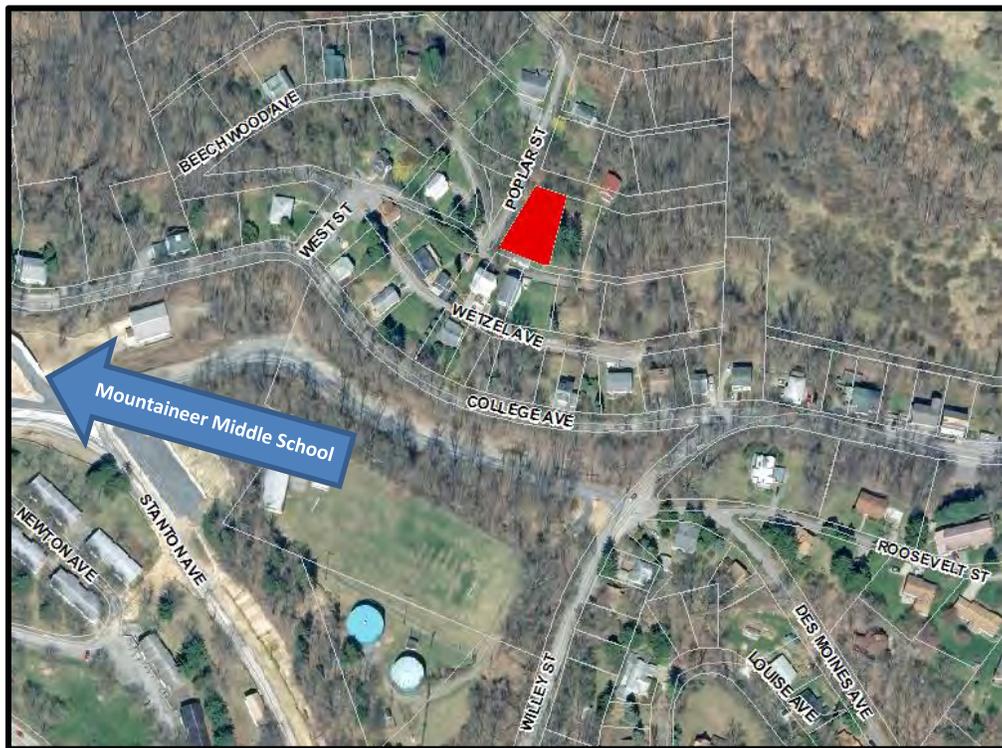
**Planning Division**

389 Spruce Street  
Morgantown, WV 26505  
304.284.7431

Enclosure: Application and accompanying exhibits

# STAFF REPORT ADDENDUM A

MNS13-13 / Hartford Construction, LLC / 1349 College Avenue







City of Morgantown, West Virginia

APPLICATION FOR  
MINOR SUBDIVISION

<b>OFFICE USE</b>	
CASE NO.	MNS 13-13
RECEIVED:	5/28/13
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:	Hartford Construction, LLC.	Phone:	304 290 9985
Mailing Address:	30 Waterside Drive	Mobile:	
	Street Morgantown WV 26508	Email:	rhawkins_4@hotmail.com
	City State Zip		
<b>II. AGENT / CONTACT INFORMATION</b>			
Name:	Project Management Services, LLC.	Phone:	304 212 5256
Mailing Address:	160 Fayette Street, Suite 101	Mobile:	304 692 7116
	Street Morgantown WV 26505	Email:	pms160@comcast.net
	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:	Hartford Construction, LLC.	Phone:	304 290 9985
Mailing Address:	30 Waterside Drive	Mobile:	
	Street Morgantown WV 26505	Email:	rhawkins_4@gmail.com
	City State Zip		
<b>IV. SITE</b>			
Street Address (if assigned):	1349 College Avenue	Tax Map #(s):	21
Zoning:	R-1, Single Family Residential <i>RI-A SA</i>	Parcel #(s):	65
Square Footage of Parcel(s):	4229.45 ft. <sup>2</sup>	4356 ft. <sup>2</sup>	
Subdivision Description:	Owner requests to subdivide existing parcel to create two new parcels.		
Are there any Variances from the Subdivision Regulations anticipated:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>PLAN</i> <small>5/28/2013 11:59:12</small>		
If yes, to what extent is a variance necessary?	<div style="text-align: right;"> <b>PAID</b>            35.00             Finance Office            Morgantown, WV 26505            (304) 284-7408         </div>		



City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE
CASE NO. MMS13-3
RECEIVED:
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.

Handwritten signatures and date: Lisa Mardis, Lisa March, 6/3/13

Minor Subdivision Application Fee - \$35