



MORGANTOWN PLANNING COMMISSION

September 12, 2013
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.

Bill Kaweckı, City Council

STAFF REPORT

CASE NO: MNS13-18 / GCF Properties, LLC / 246 and 248 Fife Street

REQUEST and LOCATION:

Request by Lisa Mardis of Project Management Services, on behalf of GCF Properties, LLC, for minor subdivision approval of property located on Fife Street.

PARCEL(s) and ZONING DESCRIPTION:

Tax Map 26, Parcels 156 and 157; R-3, Multi-Family Residential District

SURROUNDING ZONING:

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

East and South: O-I, Office and Institutional District

West: R-3, Multi-Family Residential District

BACKGROUND and ANALYSIS:

The petitioner seeks to combine Parcels 156 and 157 of Tax Map 26 into one (1) parcel to construct an eleven-unit multi-family structure. Addendum A of this report illustrates the location of the subject site.

Parcel 156 is approximately 5,269 square feet and Parcel 157 is approximately 2,942 square feet. The proposed subdivision will result in one (1) parcel having an approximate area of 8,211 square feet, which will exceed the minimum lot area standard of 5,000 square feet in the R-3 District. The combined frontage of the parcels along Fife Avenue will be approximately 145 feet, which will exceed the minimum lot frontage standard of 40 feet in the R-3 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;
2. That the final plat may not be recorded until all existing structures are razed and removed; and,
3. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.

Development Services

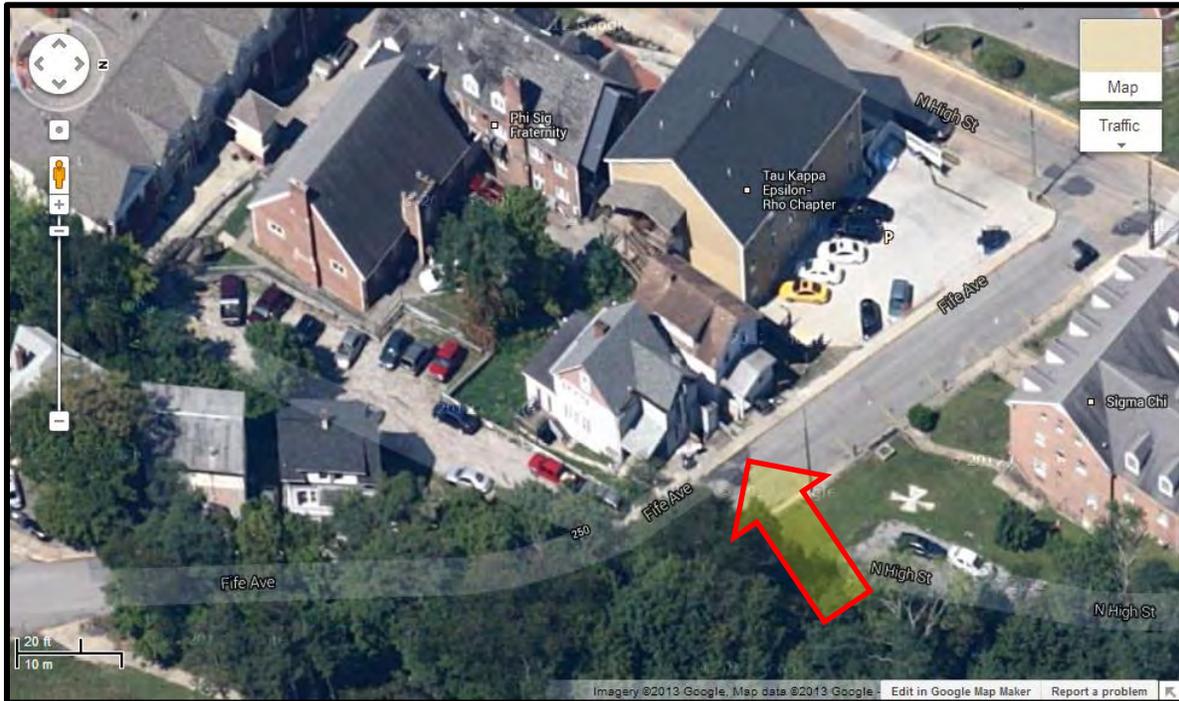
Christopher Fletcher, AICP
Director

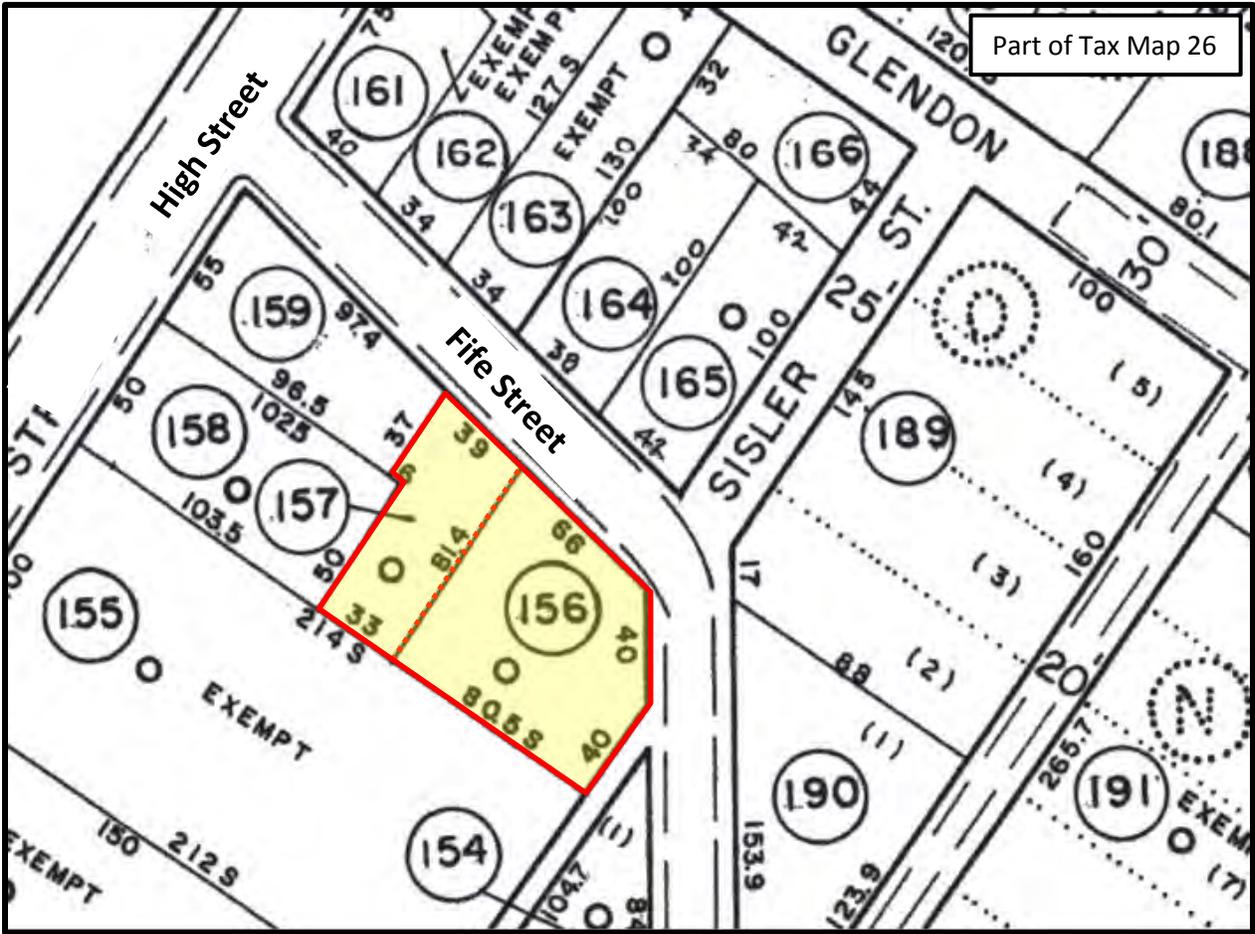
Planning Division

389 Spruce Street
Morgantown, WV 26505
304.284.7431

Enclosure: Application and accompanying exhibits

STAFF REPORT ADDENDUM A
MNS13-18 / GCF Properties, LLC / 246 and 248 Fife Street







City of Morgantown, West Virginia

APPLICATION FOR
MINOR SUBDIVISION

OFFICE USE	
CASE NO.	MNS13-18
RECEIVED:	7/5/18
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:	GCF Properties, LLC	Phone:	
Mailing Address:	PO Box 4147	Mobile:	304-685-3243
	Street Morgantown WV 26505	Email:	
	City State Zip		
II. AGENT / CONTACT INFORMATION			
Name:	Project Management Services	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		
III. PROPERTY			
Owner:	GCF Properties, LLC	Phone:	
Mailing Address:	PO Box 4147	Mobile:	304-685-3243
	Street Morgantown WV 26505	Email:	
	City State Zip		
IV. SITE			
Street Address (if assigned):	246 & 248 Fife Street	Tax Map #(s):	26
Zoning:	R-3, Multi-family Residential	Parcel #(s):	156 & 157
Square Footage of Parcel(s):	ft. ²	ft. ²	ft. ²
Subdivision Description:	Combine two parcels - 9,160.75 square feet		
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?	REG 7/05/2013 201314959 KRISTEN 14:03:23 SITE PLAN PAID 35.00		



City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE
CASE NO. MWS13-18
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.

Lisa Mardis

Handwritten signature of Lisa Mardis

Handwritten date 7/5/13

Type/Print Name of Applicant/Agent

Signature of Applicant/Agent

Date

Minor Subdivision Application Fee - \$35