



# MORGANTOWN PLANNING COMMISSION

November 14, 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.

Bill Kaweckí, City Council

## **STAFF REPORT**

**CASE NO:** MNS13-22 / Lewis / 3431 Collins Ferry Road

**REQUEST and LOCATION:**

Request by Terry Lewis for minor subdivision approval of property located at 3431 Collins Ferry Road.

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

Tax Map 53, Parcels 127 and 171; R-1, Single-Family Residential District

**SURROUNDING ZONING:**

R-1, Single-Family Residential District

**BACKGROUND and ANALYSIS:**

The petitioner seeks to raze and remove the existing single-family and detached garage structures and subdivide Parcel 127 of Tax Map 53 into two (2) new parcels so that two (2) new single-family structures may be constructed. Addendum A of this report illustrates the location of the subject site.

Parcel 127 is approximately 15,940 square feet in area and has approximately 64 feet of frontage along Collins Ferry Road. The proposed subdivision will result in two (2) parcels, each having an approximate area of 7,970 square feet, which will exceed the minimum lot area standard of 7,200 square feet in the R-1 District. It should be noted that the existing parent parcel is considered nonconforming because its width is less than the minimum 70 feet required in the R-1 District.

**STAFF RECOMMENDATION:**

Staff recommends approval with the following conditions:

1. That each of the parcels must have an area of at least 7,200 square feet;
2. That the final plat illustrate minimum R-1 setback building envelopes for each of the parcels;
3. That the final plat illustrate and describe an access and utility easement no less than 20 feet in width that connects the rear parcel across the front parcel to Collins Ferry Road.
4. 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;
5. That the final plat may not be recorded until after the existing structures are razed and removed.
6. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.

Enclosures: 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**  
**MNS13-22 / Lewis / 3431 Collins Ferry Road**





City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE	
CASE NO.	MNS13-22
RECEIVED:	10/25/13
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:	Terry Lewis	Phone:	304-288-1030
Mailing Address:	Street	Mobile:	
	2211 Maple St.		Email: ellenroadrunner@aol.com
	City	State	
Morgantown		WV	26505
<b>II. AGENT / CONTACT INFORMATION</b>			
Name:		Phone:	
Mailing Address:	Street	Mobile:	
	City	State	Zip
	Mailings – Send all correspondence to (check one): <input type="checkbox"/> Applicant OR <input type="checkbox"/> Agent/Contact		
<b>III. PROPERTY</b>			
Owner:	Terry Lewis	Phone:	
Mailing Address:	Street	Mobile:	
	3431 Collins Ferry Rd		Email:
	City	State	
<b>IV. SITE</b>			
Street Address (if assigned):	3431 Collins Ferry Rd	Tax Map #(s):	
Zoning:		Parcel #(s):	
Square Footage of Parcel(s):	ft. <sup>2</sup>	ft. <sup>2</sup>	ft. <sup>2</sup>
Subdivision Description:	Divide One lot into Two		
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?	PAID 35.00 R51 10/25/2013 9:51:43 201401667 SITE PLAN Finance Office Morgantown, WV 26505 (304) 284-7408		



APPLICATION FOR MINOR SUBDIVISION

OFFICE USE
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RECEIVED: 10/25/13
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.

Terry Lewis
Type/Print Name of Applicant/Agent

Terry Lewis
Signature of Applicant/Agent

10-25-13
Date

- Minor Subdivision Application Fee - \$35