



MORGANTOWN PLANNING COMMISSION

January 9, 2014
6:30 PM
City Council Chambers

Planning Commissioners:

Sam Loretta, 1st Ward
Tim Stranko, 2nd Ward
William Blosser, 3rd Ward
Bill Petros, 4th Ward
Michael Shuman, 5th Ward
Peter DeMasters, 6th Ward
Carol Pyles, 7th Ward
Ken Martis, Admin.
Bill Kawecky, City Councilor

STAFF REPORT

CASE NO: MNS14-01 / HTM, LLC / Braddock Street

REQUEST and LOCATION:

Request by Lisa Mardis, on behalf of HTM, LLC, for minor subdivision approval of property located along Braddock Street.

TAX MAP NUMBER (s) and ZONING DESCRIPTION:

Tax Map 21, Parcel 13; R-1A, Single-Family Residential District

SURROUNDING ZONING:

R-1A, Single-Family Residential District

BACKGROUND and ANALYSIS:

The petitioner seeks to subdivide Parcel 13 of Tax Map 21 by creating three (3) new parcels to construct three (3) single-family dwelling units. Parcel 13 is currently undeveloped. Addendum A of this report illustrates the location of the subject site.

Parcel 13 is approximately 15,158 square feet in area and has frontage along Braddock Street. The following table provides the proposed subdivision details as illustrated on the petitioner's preliminary plat exhibit.

Proposed Lot	Area	Braddock St. Frontage
Portion of Lot 2 that will be added to Parcel 14	2,563.14 sq. ft.	25.20 ft.
No. 2	4,210.49 sq. ft.	41.44 ft.
No. 3	4,189.90 sq. ft.	41.44 ft.
No. 4	4,195.60 sq. ft.	41.93 ft.

Each of the proposed parcels exceed the minimum lot area standard of 3,500 square feet and minimum lot width of 30 feet in the R-1A 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; 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

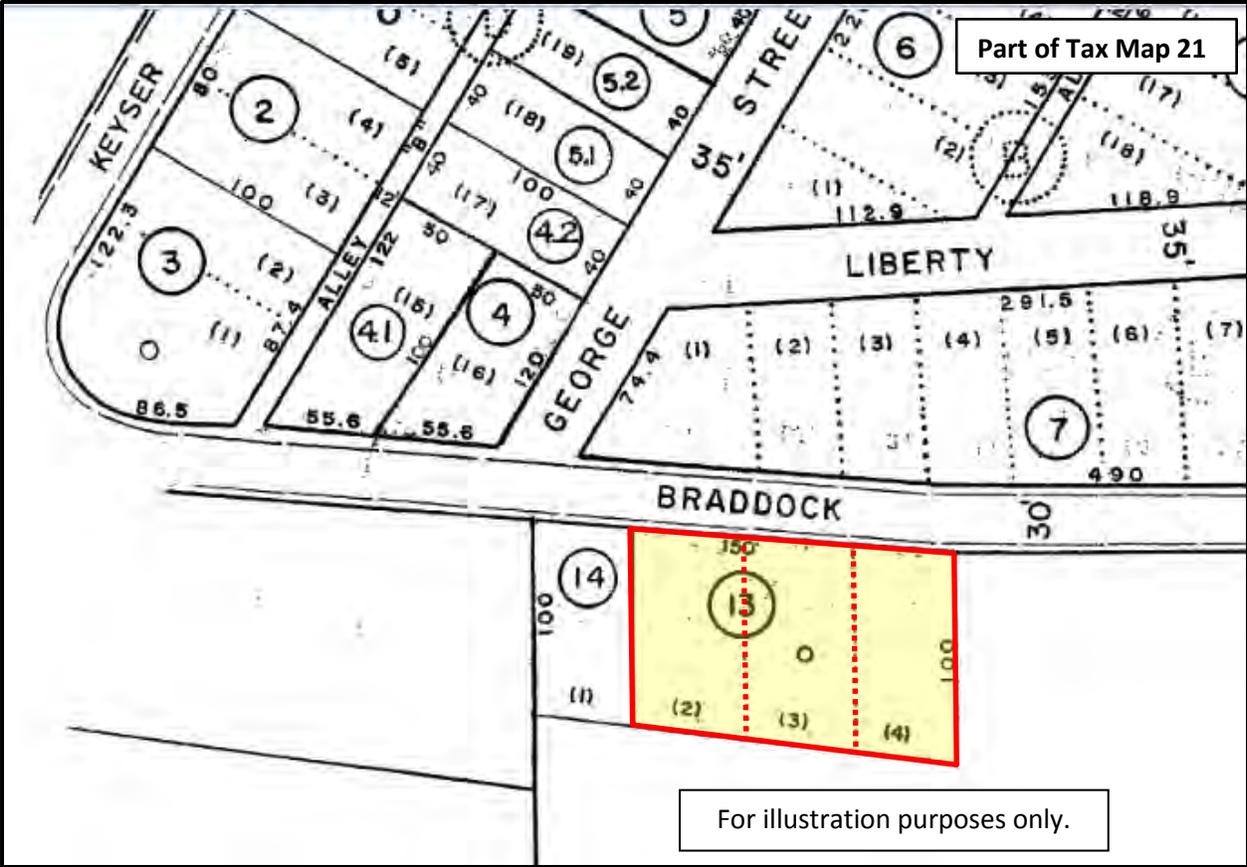
Christopher Fletcher, AICP
Director

Planning Division

389 Spruce Street
Morgantown, WV 26505
304.284.7431

STAFF REPORT ADDENDUM A
MNS14-01 / HTM, LLC / Braddock Street







City of Morgantown, West Virginia

**APPLICATION FOR
MINOR SUBDIVISION**

OFFICE:	MWS 14-01
CASE NO:	
RECEIVED:	12/4/13
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)

I. APPLICANT			
Name:	HTM, 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 / Lisa Mardis	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:	HTM Properties	Phone:	
Mailing Address:	PO Box 4147	Mobile:	304-685-3243
	Street Morgantown WV 26505	Email:	
	City State Zip		
IV. SITE			
Street Address (if assigned):	Braddock Street	Tax Map #(s):	21
Zoning:	R-1A	Parcel #(s):	13
Square Footage of Parcel(s):	ft. ²	ft. ²	ft. ²
Subdivision Description:	1 lot into 3; add property to Tax Map #21 Parcel #14		
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?	12/04/2013 201402981 CRYSTAL No 49 SITE PLAN PAID 35.00		



City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE
CASE NO. MNS14-01
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]

11/27/13

Type/Print Name of Applicant/Agent

Signature of Applicant/Agent

Date

- Minor Subdivision Application Fee - \$35

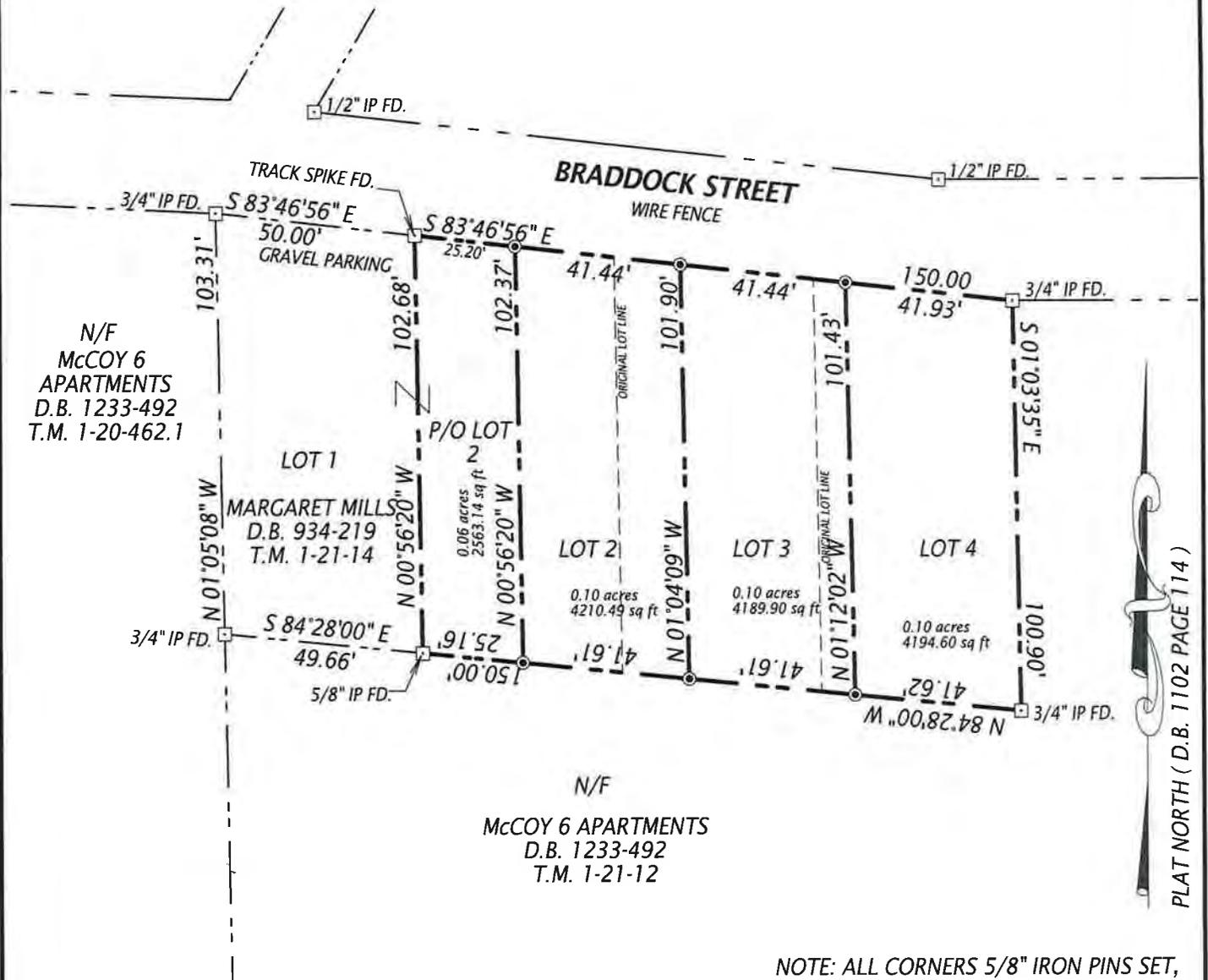
NOTE: THIS SURVEY NOT VALID WITHOUT ORIGINAL BLUE SIGNATURE.
 THIS SURVEY DECLARATION IS MADE ON THE DATE INDICATED, TO
 THE OWNER OR BUYER LISTED BELOW. IT IS NOT TRANSFERABLE TO
 ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS OR BUYERS.

NOTE: SURVEY WAS CONDUCTED WITHOUT THE BENEFIT OF
 LAWYER'S TITLE REPORT AND MAY NOT REFLECT ALL
 EXCEPTIONS, RIGHTS OF WAY, EASEMENTS OR
 RESTRICTIONS.

THIS SUBDIVISION HAS BEEN APPROVED BY THE
 MORGANTOWN PLANNING COMMISSION OR ASCERTAINED
 TO MEET THE MORGANTOWN SUBDIVISION REGULATIONS
 ON _____, 2012 AND IS
 READY FOR RECORDING BY THE MONONGALIA
 COUNTY CLERK OF THE COURT

AUTHORIZED AGENT _____

TITLE _____



PLAT NORTH (D.B. 1102 PAGE 114)

NOTE: ALL CORNERS 5/8" IRON PINS SET,
 EXCEPT WHERE NOTED.
 DEED REF. 1456-734
 PLAT REF. 589-259, 1102-114
 TAX MAP 1-21-13
 ZONED R 1A

PLAT OF PROPOSED RE-SUBDIVISION
 OF LOTS 2, 3, 4
 JOSEPH MORGAN RICE & ADJACENT
 PROPERTIES
 SURVEYED FOR
HTM PROPERTIES, LLC
 4TH WARD CITY OF MORGANTOWN
 MONONGALIA CO. WEST VIRGINIA
 SCALE 1"=40' OCTOBER 2013



Paul D. Harbert
 PS NO. 862
 PAUL D. HARBERT, PS
 McCOY LAND SURVEYING
 MONONGAH, WV (304) 534-5562