



MORGANTOWN PLANNING COMMISSION

October 8, 2015
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 Blosser, 3rd Ward

Bill Petros, 4th Ward

Mike Shuman, 5th Ward

Ken Martis, Admin.

William Kawecki, City Council

STAFF REPORT

CASE NO: MNS15-18 / Craftbuilt Homes, LLC / Munsey Street

REQUEST and LOCATION:

Request by Kurtis Clinton, on behalf of Craftbuilt Homes, LLC, for minor subdivision approval of property located on Munsey Street.

TAX MAP NUMBER (s) and ZONING DESCRIPTION:

Tax Map 6, Parcel 28; R-1, Single-Family Residential District

SURROUNDING ZONING:

R-1, Single-Family Residential

BACKGROUND and ANALYSIS:

The petitioner seeks to adjust the boundary separating two (2) parcels created by a subdivision approved by the Planning Commission on 11 DEC 2014 under Case No. MNS14-09. Addendum A of this report illustrates the location of the subject site.

Staff understands the purposes of the proposed parcel boundary adjustment are:

1. For the property line to meet the Munsey Street right-of-way boundary at a right angle (90°) adding approximately 114.86 square feet from one parcel to the other; and,
2. For the shortest side fronting upon a street for each of the two (2) corner parcels to be along Munsey Street, which will establish Munsey Street as the front of both parcels for building envelope determination purposes.

Addendum B of this report compares the plat approved under Case No. MNS14-09 and the petitioner's proposed parcel boundary adjustment.

The proposed subdivision will result in the parcels having areas of 8,727 square feet (corner of Munsey and Windsor) and 8,497 square feet (corner of Munsey and Douglas), which exceed the minimum lot area standard of 7,200 square feet in the R-1 District. Additionally, the proposed lot frontages of 97.25 feet (corner of Munsey and Windsor) and 88.54 feet (corner of Munsey and Douglas) will exceed the minimum lot frontage standard of 70 feet in the R-1 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 is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.

Enclosure: Application and accompanying exhibits

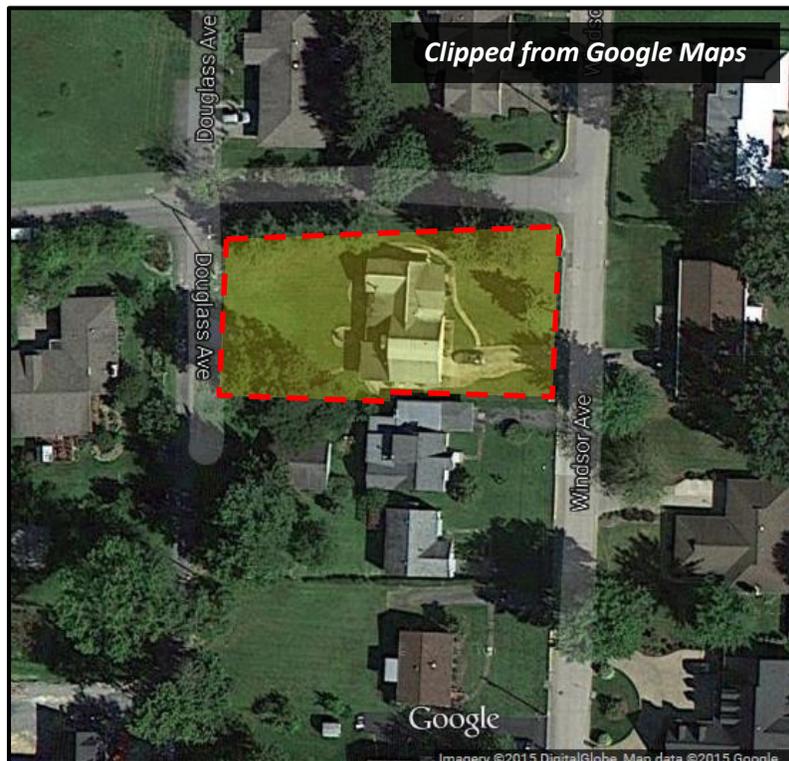
Development Services

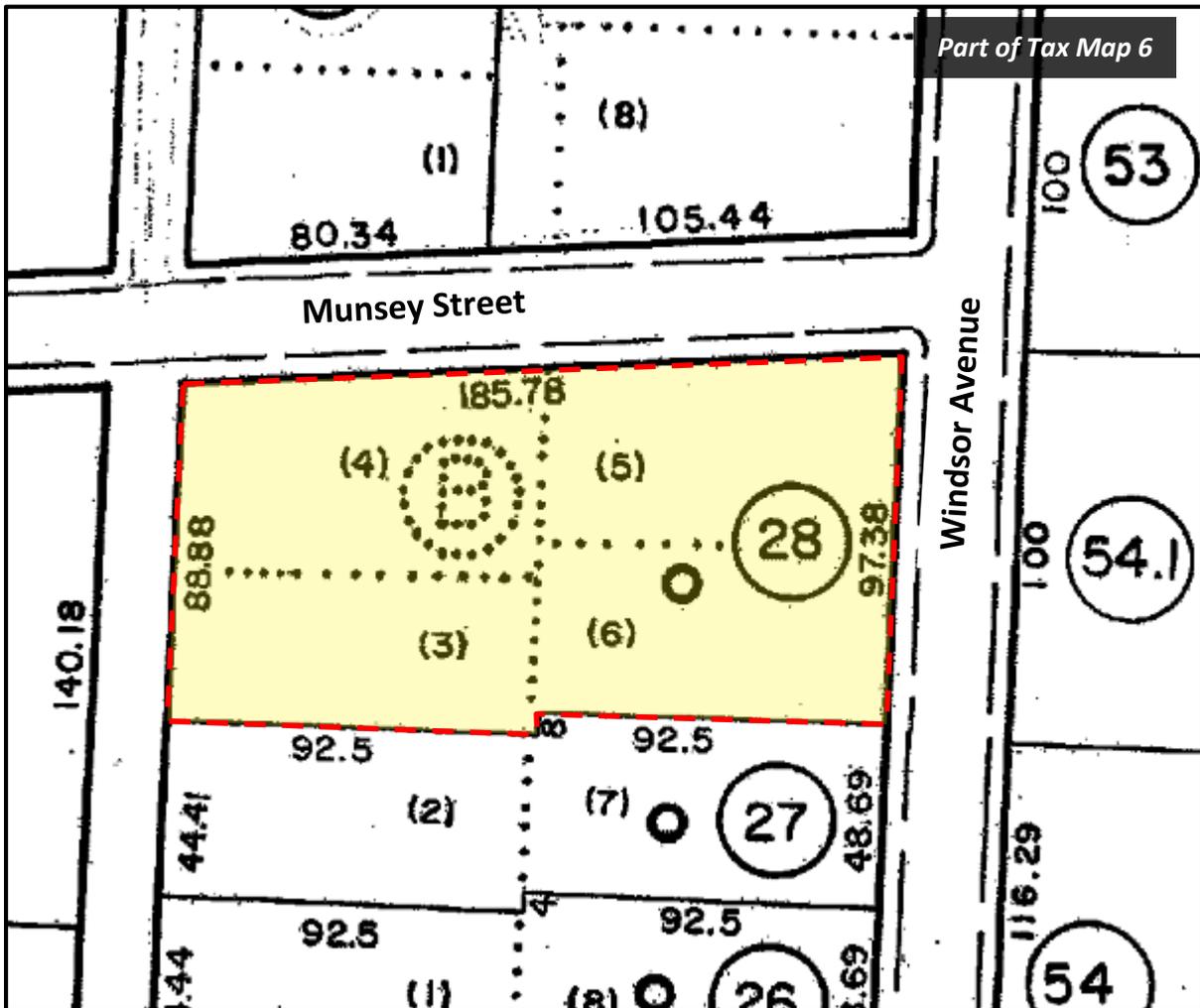
Christopher Fletcher, AICP
Director

Planning Division

389 Spruce Street
Morgantown, WV 26505
304.284.7431

STAFF REPORT ADDENDUM A
MNS15-18 / Craftbuilt Homes, LLC / Munsey Street

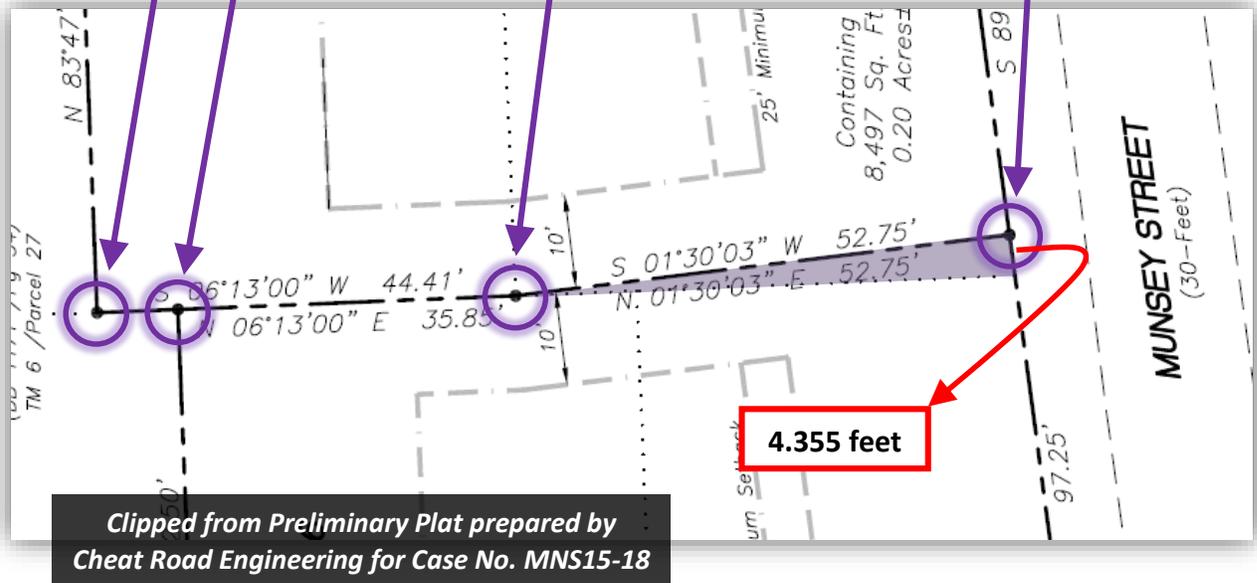
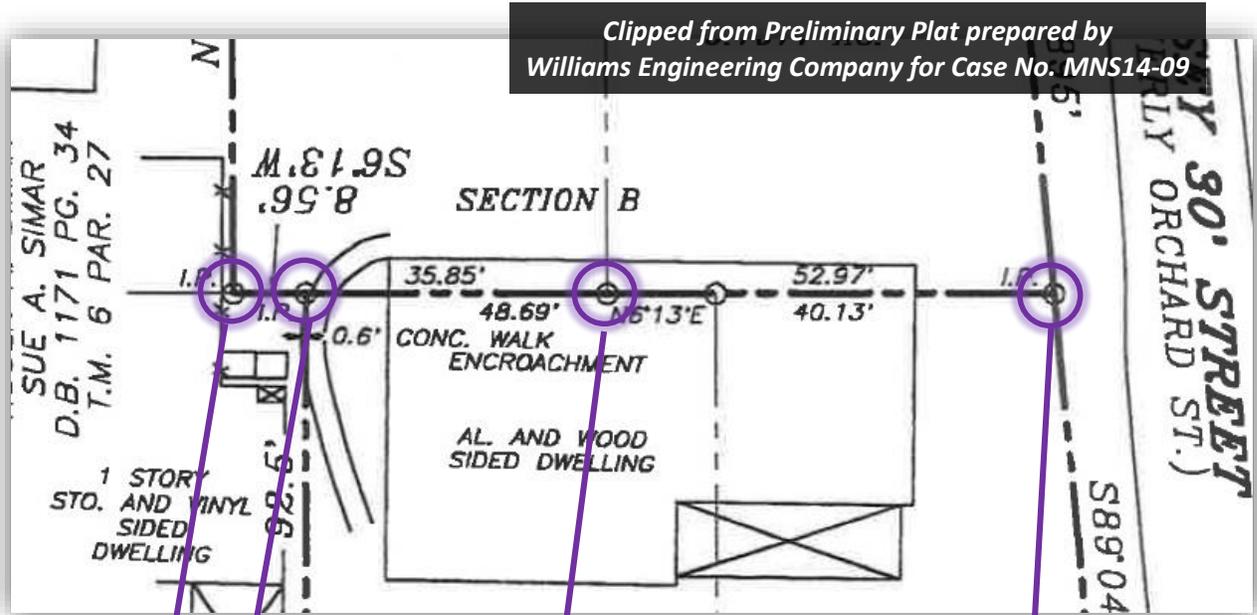




STAFF REPORT ADDENDUM B

MNS15-18 / Craftbuilt Homes, LLC / Munsey Street

The following images have been clipped from preliminary plats noted below solely for the purpose of illustrating the proposed property boundary adjustment.





City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE	
CASE NO.	MNS15-18
RECEIVED:	21 SEP 15
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:	KURTIS B. CLINTON	Phone:	
Mailing Address:	108 SOUTH HARWICH CIRCLE	Mobile:	681-443-0772
	MORGANTOWN WV 26508	Email:	kurtis@craftbuiltllc.com
	City State Zip		

II. AGENT / CONTACT INFORMATION

Name:		Phone:	
Mailing Address:	Street	Mobile:	
	City State Zip	Email:	

Mailings - Send all correspondence to (check one): Applicant OR Agent/Contact

III. PROPERTY

Owner:	CRAFTBUILT HOMES, LLL	Phone:	304-381-2413
Mailing Address:	PO BOX 18018	Mobile:	681-443-0772
	MORGANTOWN WV 26507	Email:	kurtis@craftbuiltllc.com
	City State Zip		

IV. SITE

Street Address (if assigned):		Tax Map #(s):	6
Zoning:		Parcel #(s):	28
Square Footage of Parcel(s):	8727 ft. ²	8497 ft. ²	
Subdivision Description:	Lots 3, 4, 5, & 6 Seventh Ward Minor Subdivision along Munsey St.		

Are there any Variances from the Subdivision Regulations anticipated: Yes No

If yes, to what extent is a variance necessary?	
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PAID
 PAID
 PAID
 CASH
 SEP 21 2015
 BY: *URS*



APPLICATION FOR MINOR SUBDIVISION

OFFICE USE	
CASE NO.	MMS15-18
RECEIVED:	21 SEP 15
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.

KURTIS B. CLINTON
Type/Print Name of Applicant/Agent

[Signature]
Signature of Applicant/Agent

09/21/15
Date

Minor Subdivision Application Fee – \$35

LEGEND

- Monument Found (see description)
- Monument Set, 5/8" by 30" Capped Iron Rod
- Point
- Boundary Line
- Edge of Roadway
- Setback Line
- N/F Now or Former
- Point of Beginning

Being the same lots or parcels of real estate in the conveyance between Anna Mae Pell, By Her Attorney-in-Fact, Robert Arthur Pell, Sr., as Grantor and Bernard V. Bossio, as Grantee, by deed dated the 24th day of March, 2004 and of record in the office of the Clerk of the County Commission of Monongalia County, West Virginia in Deed Book 1270, at Page 569.

Plat of Survey

For

CRAFTBUILT HOMES

Lots 3, 4, 5, and 6
 Section B, Stump Addition
 Seventh Ward, City of Morgantown
 Tax Map 6, Parcel 28
 Monongalia County, West Virginia
 Surveyed: August, 2015
 Scale: 1" = 25'

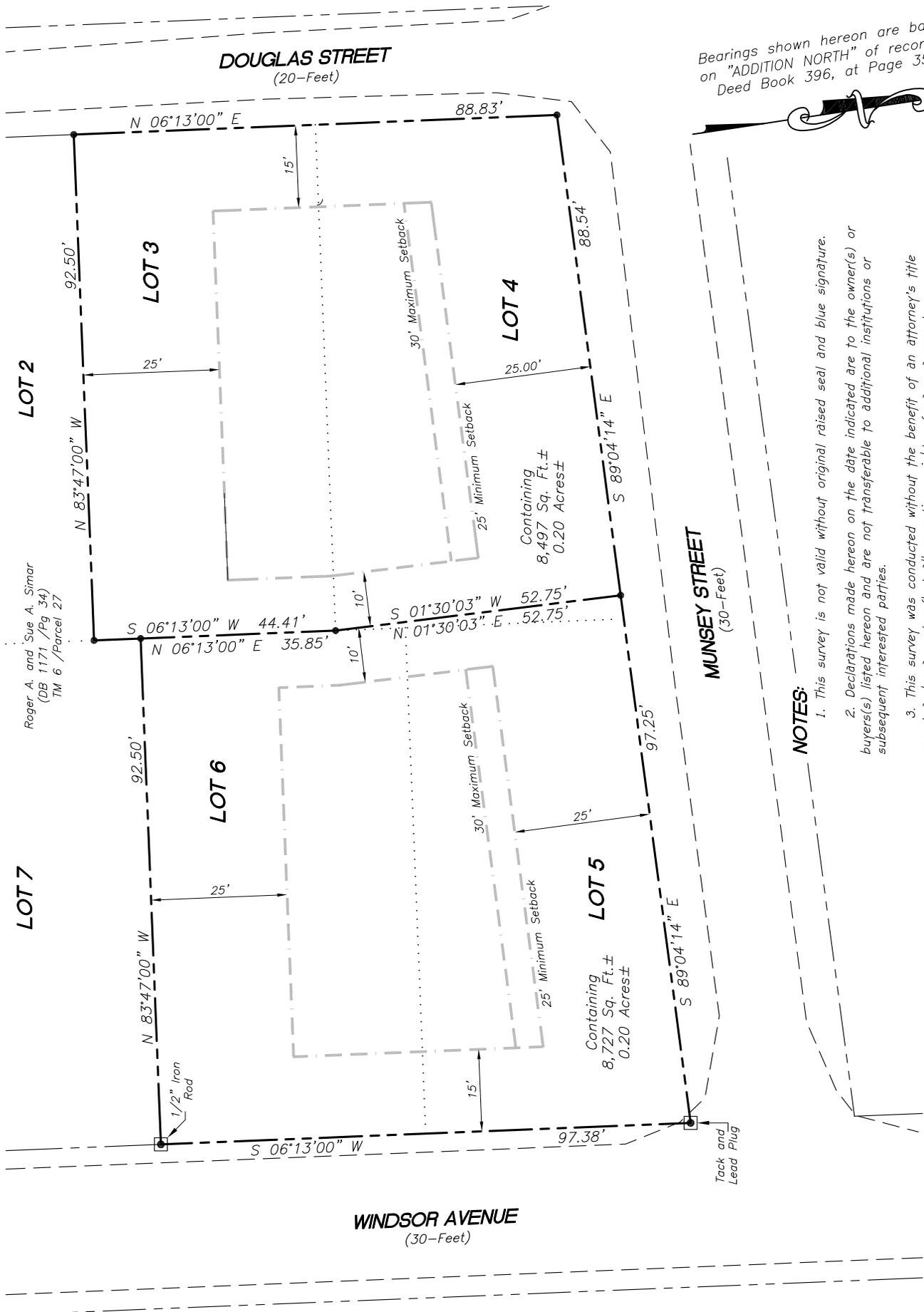
0 25 50 75



**Cheat Road
 Engineering, Inc.**

Morgantown, West Virginia
 (304) 212-5480
 Job No. 15-142

Bearings shown hereon are based on "ADDITION NORTH" of record in Deed Book 396, at Page 354.



NOTES:

1. This survey is not valid without original raised seal and blue signature.
2. Declarations made hereon on the date indicated are to the owner(s) or buyer(s) listed hereon and are not transferable to additional institutions or subsequent interested parties.
3. This survey was conducted without the benefit of an attorney's title report and may not reflect all exceptions, rights of way, easements or restrictions.
4. Plat Reference: Stump Addition - Deed Book 396, Page 354A
5. Property is Zoned R-1 / Single Family Residential District.

Ronald A. Talkington, PS No. 876

Date: 9-03-2015

Roger A. and Sue A. Simar
 (DB 1171 /Pg 34)
 TM 6 /Parcel 27