



# MORGANTOWN PLANNING COMMISSION

May 12, 2016  
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 Blosser, 3<sup>rd</sup> Ward

Bill Petros, 4<sup>th</sup> Ward

Mike Shuman, 5<sup>th</sup> Ward

Charles McEwuen, Admin.

Bill Kawecky, City Council

## **STAFF REPORT**

**CASE NO:** MNS16-05 / Bigelow / 1352 Eastern Avenue

**REQUEST and LOCATION:**

Request by Elliott A. and Susan W. Bigelow, for minor subdivision approval of property located at 1352 Eastern Avenue.

**TAX MAP NUMBER (s) and ZONING DESCRIPTION:**

Tax Map 54, Parcels 24.4 and Part of Parcel 24.1; R-1, Single-Family Residential District

**SURROUNDING ZONING:**

R-1, Single-Family Residential District

**BACKGROUND and ANALYSIS:**

The petitioner seeks to combine a portion of Parcel 24.1 to Parcel 24.4 of Tax Map 54 to provide a larger back yard for the house at 1352 Eastern Avenue (Parcel 24.4). Addendum A of this report illustrates the location of the subject site.

The area of the combined parcels (Parcel 24.4 and Part of Parcel 24.1) will be approximately 20,400 square feet, and the area of the remaining Parcel 24.1 will be approximately 9,113 square feet, both of which will exceed the minimum lot area standard of 7,200 square feet in the R-1 District. The frontage of the combined parcels along Eastern Avenue will remain approximately 100 feet, which exceeds the minimum lot frontage standard of 70 feet in the R-1 District. The frontage of the remaining Parcel 24.1 will not change, but is approximately 37.12 feet. Parcel 24.1 is permitted per Section 1373.03 *Nonconforming Parcels* as an existing nonconforming parcel, and its subdivision does not constitute development, per the definition of "Development" in Section 1329.02 of the Planning and Zoning Code.

**STAFF RECOMMENDATION:**

Staff recommends that the proposed subdivision be approved as requested 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

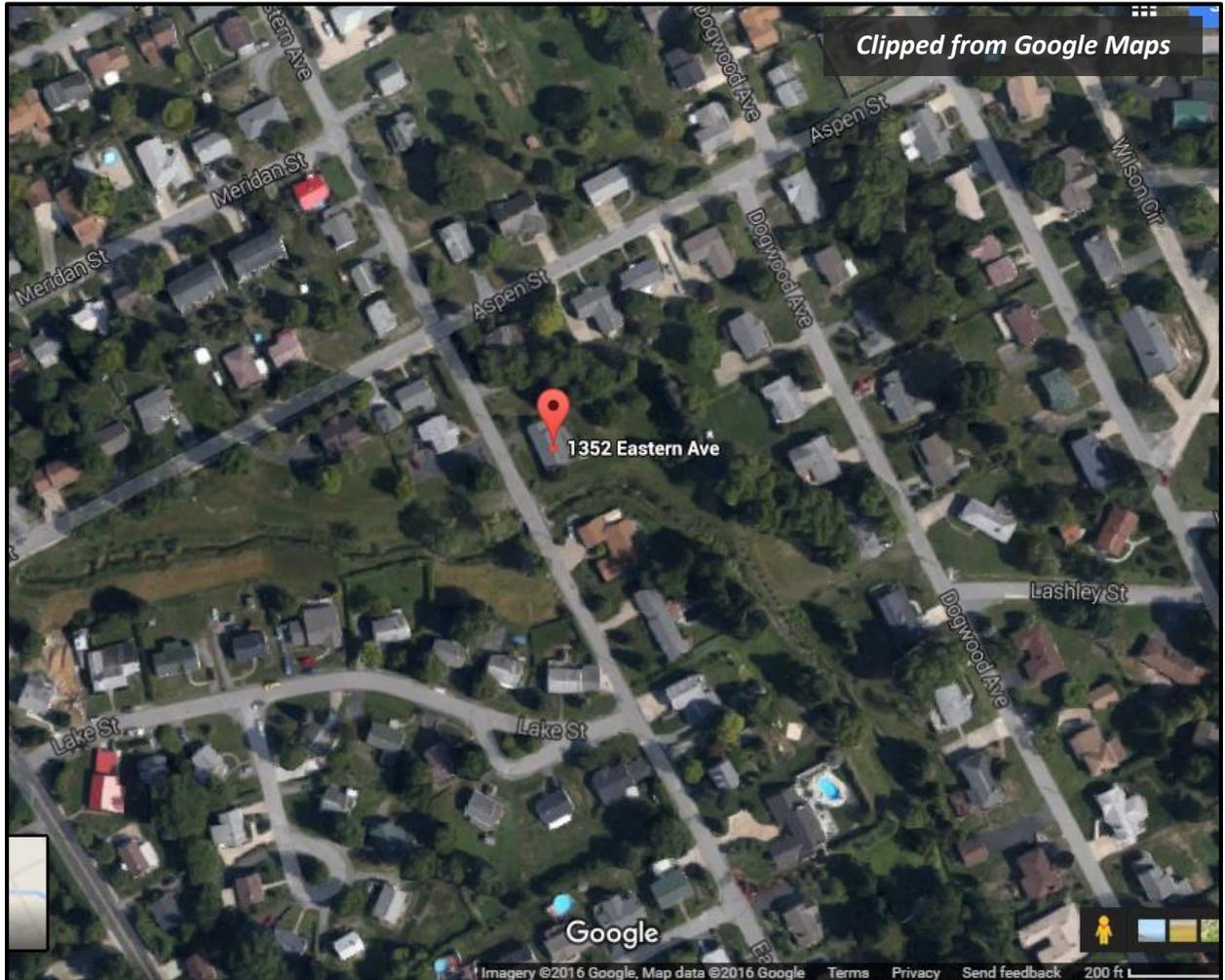
**Development Services**

Christopher Fletcher, AICP  
Director

**Planning Division**

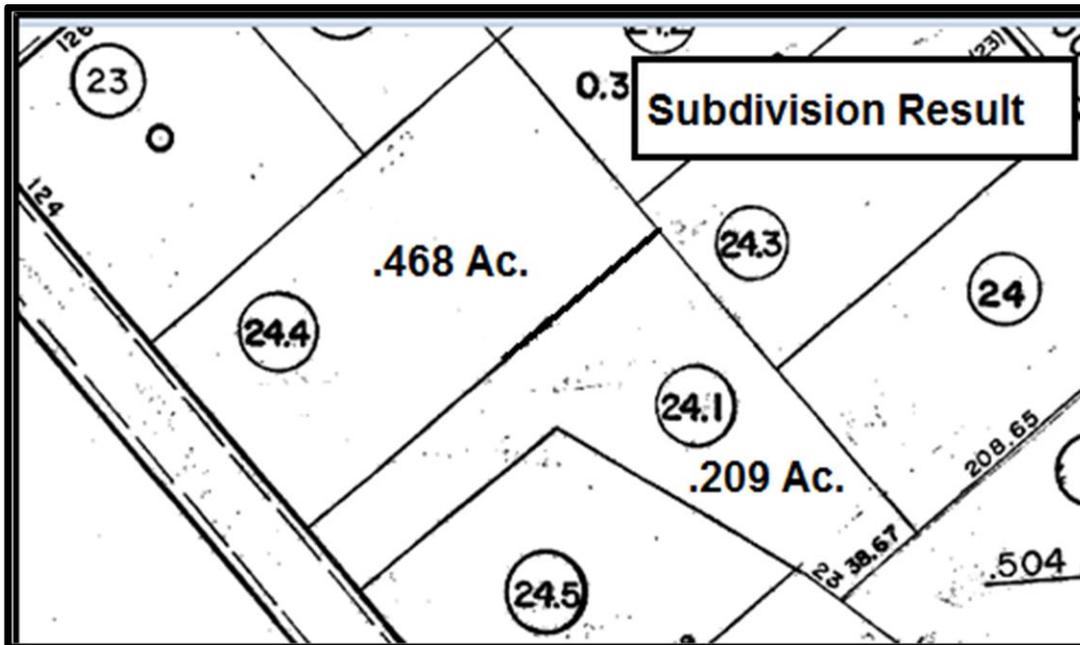
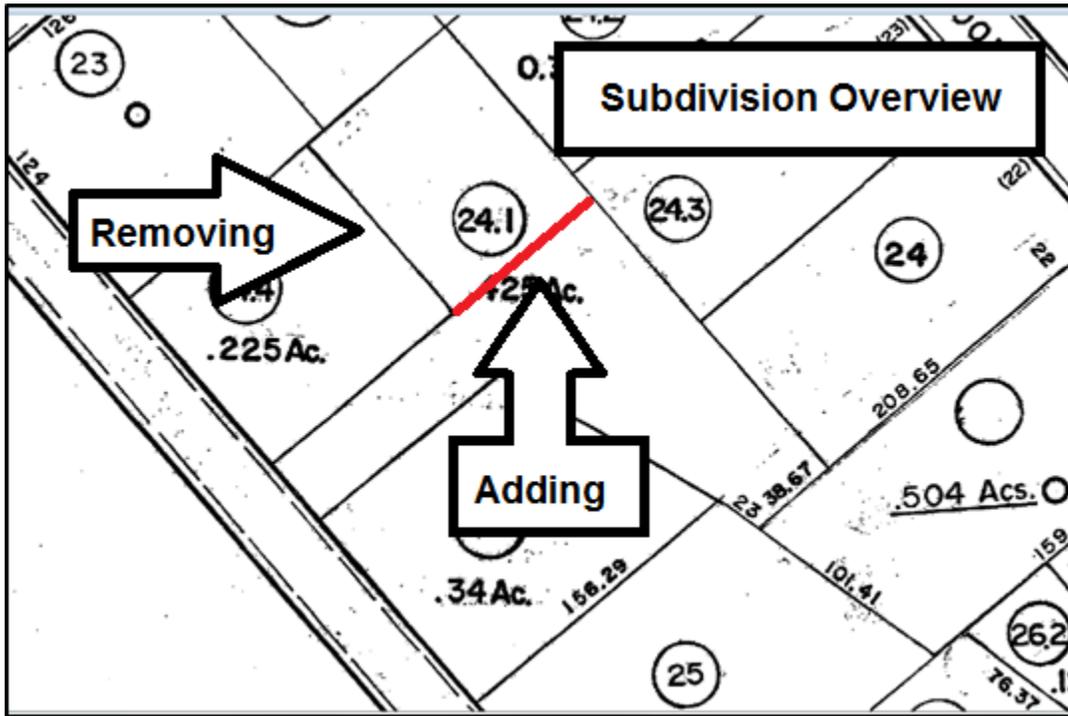
389 Spruce Street  
Morgantown, WV 26505  
304.284.7431

**STAFF REPORT ADDENDUM A**  
**MNS16-05 / Bigelow / 1352 Eastern Avenue**





STAFF REPORT ADDENDUM A  
MNS16-05 / Bigelow / 1352 Eastern Avenue





City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE	
CASE NO.	MNS16-05
RECEIVED:	20 APR 16
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:	ELLIOTT A. & SUSAN W. BIGELOW		Phone: 304.599.3113
Mailing Address:	Street	Mobile: 304.680.1112	
	City	State	Zip
1320 EASTERN AVE		Email: 55 Bigelow@yastoo.com	
MORGANTOWN WV		26505	
<b>II. AGENT / CONTACT INFORMATION</b>			
Name:			Phone:
Mailing Address:	Street	Mobile:	
	City	State	Zip
		Email:	
Mailings - Send all correspondence to (check one): <input type="checkbox"/> Applicant OR <input type="checkbox"/> Agent/Contact			
<b>III. PROPERTY</b>			
Owner:	SAME AS ABOVE		Phone:
Mailing Address:	Street	Mobile:	
	City	State	Zip
1352 EASTERN AVE		Email:	
MORG. WV		26505	
<b>IV. SITE</b>			
Street Address (if assigned):		Tax Map #(s):	54
Zoning:	R 1	Parcel #(s):	24.4 & 24.1
Square Footage of Parcel(s):		ft. <sup>2</sup>	ft. <sup>2</sup>
Subdivision Description:			
Are there any Variances from the Subdivision Regulations anticipated: <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, to what extent is a variance necessary?			

PAID APR 20 2016 BY: [Signature]



City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

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RECEIVED:	20 APR 16
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.

Elliott A. Bigelow      [Signature]      4.20.16  
Type/Print Name of Applicant/Agent      Signature of Applicant/Agent      Date

• Minor Subdivision Application Fee - \$35 VISA



RED = FLOODPLAIN

@WVGI/STC. WV Sheriffs Association Imagery

MNS16-05 / BIGELOW

