



MORGANTOWN PLANNING COMMISSION

August 11, 2016
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

William Kawecki, City Council

VACANT, City Administration

STAFF REPORT

CASE NO: MNS16-07 / South Baptist Convention – Home Mission Board of Trustees / 519 Burroughs Street

REQUEST and LOCATION:

Request by Joseph V. Schaeffer, Esq., on behalf of South Baptist Convention – Home Mission Board of Trustees, for minor subdivision approval of property located at 519 Burroughs Street.

TAX MAP NUMBER (s) and ZONING DESCRIPTION:

Tax Map 55, Parcel 33; R-1, Single-Family Residential District.

SURROUNDING ZONING:

East and South: R-1, Single-Family Residential District

North: R-1A, Single Family Residential District

West: B-2, Service Business District

BACKGROUND and ANALYSIS:

The petitioner seeks to subdivide Parcel 33 to create a new parcel on the westerly side, bordering Parcels 33.1, 33.2, & 34, with 80 feet of frontage along Burroughs Street and continuing to the rear of the property at the northerly rear boundary shared with Parcel 4 of Tax Map 55B. The area of the proposed smaller parcel is matter of consideration under zoning map amendment petition under Case No. RZ16-05. Addendum A of this report illustrates the location of the subject site.

The area of the proposed smaller parcel will be approximately 21,700 square feet leaving the parent parcel approximately 84,008 square feet. The area of the parent parcel, which the petition seeks to remain classified as the R-1 District, exceeds related minimum lot area and frontage standards.

The following table illustrates minimum lot design standards for the R-1, B-1, and B-2 Districts and that compliance (highlighted in green) is achieved regardless of the zoning classification.

Lot Standard	R-1		B-1		B-2	
	Standard	Proposed	Standard	Proposed	Standard	Proposed
Minimum Lot Area	7,200 sf	21,000 sf	3,000 sf	21,000 sf	6,000 sf	21,000 sf
Minimum Lot Frontage	70 ft	80 ft	30 ft	80 ft	60 ft	80 ft
Minimum Lot Depth	N/A	N/A	100 ft	253 ft	100 ft	253 ft

Development Services

Christopher Fletcher, AICP
Director

John Whitmore, AICP
Planner III

Planning Division

389 Spruce Street
Morgantown, WV 26505
304.284.7431



MORGANTOWN PLANNING COMMISSION

August 11, 2016
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

William Kawecki, City Council

VACANT, City Administration

RECOMMENDATION:

Staff recommends that the proposed subdivision be approved as requested under Case No. MNS16-07 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

John Whitmore, AICP
Planner III

Planning Division

389 Spruce Street
Morgantown, WV 26505
304.284.7431

STAFF REPORT ADDENDUM A

MNS16-07 / South Baptist Convention – Home Mission Board of Trustees /
517 Burroughs Street

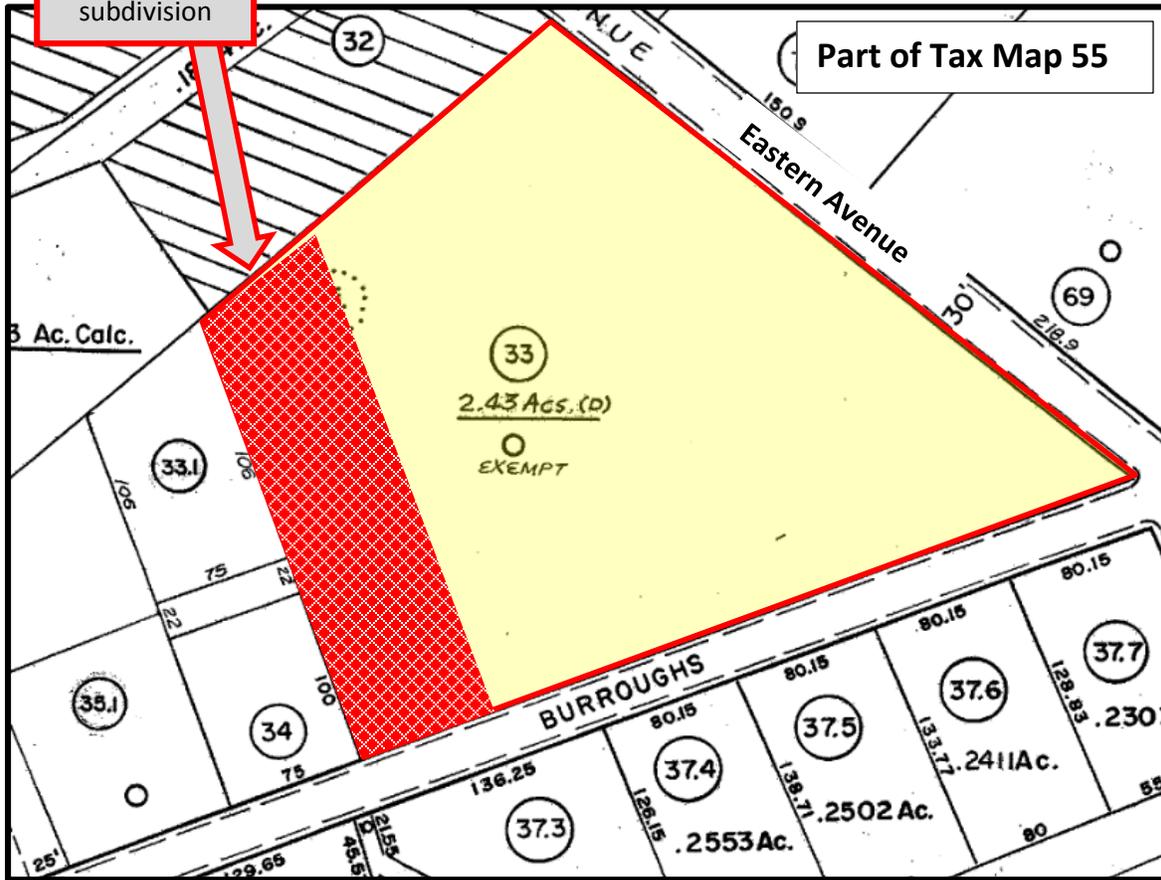


STAFF REPORT ADDENDUM A

MNS16-07 / South Baptist Convention – Home Mission Board of Trustees /
517 Burroughs Street



Approx. area
of minor
subdivision





City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

35.00
OK 9853

OFFICE USE	
CASE NO.	MNS16-07
RECEIVED:	
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:	South Baptist Convention-Home Mission Board of Trustees	Phone:	304-599-2505
Mailing Address:	519 Burroughs Street	Mobile:	
	Street Morgantown WV 26505	Email:	
	City State Zip		
II. AGENT / CONTACT INFORMATION			
Name:	Joseph V. Schaeffer	Phone:	304-291-7952
Mailing Address:	48 Donley St., Suite 800	Mobile:	
	Street Morgantown WV 26501	Email:	jschaeffer@spilmanlaw.com
	City State Zip		
Mailings -	Send all correspondence to (check one): <input type="checkbox"/> Applicant OR <input checked="" type="checkbox"/> Agent/Contact		
III. PROPERTY			
Owner:	South Baptist Convention-Home Mission Board of Trustees	Phone:	304-599-2505
Mailing Address:	519 Burroughs Street	Mobile:	
	Street Morgantown WV 26505	Email:	
	City State Zip		
IV. SITE			
Street Address (if assigned):	519 Burroughs Street	Tax Map #(s):	55
Zoning:	R-1	Parcel #(s):	33
Square Footage of Parcel(s):	87,959 approx. ft. ²	18,240 approx. ft. ²	
Subdivision Description:	Subdivide Parcel 33 to create a new parcel on the westerly side, bordering Parcels 33.1, 33.2, & 34, with 80 ft. of frontage onto Burroughs St. and continuing to 80 ft. of frontage on the northerly border with Parcel 32. Subdivision approval requested to be conditional on approval of re-zoning of subdivided parcel to B-1 B-2		
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?			



City of Morgantown, West Virginia

APPLICATION FOR MINOR SUBDIVISION

OFFICE USE	
CASE NO.	MNS16-07
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.

<u>Joseph V. Schaeffer</u>		<u>30 June 2015</u>
Type/Print Name of Applicant/Agent	Signature of Applicant/Agent	Date

Minor Subdivision Application Fee – \$35

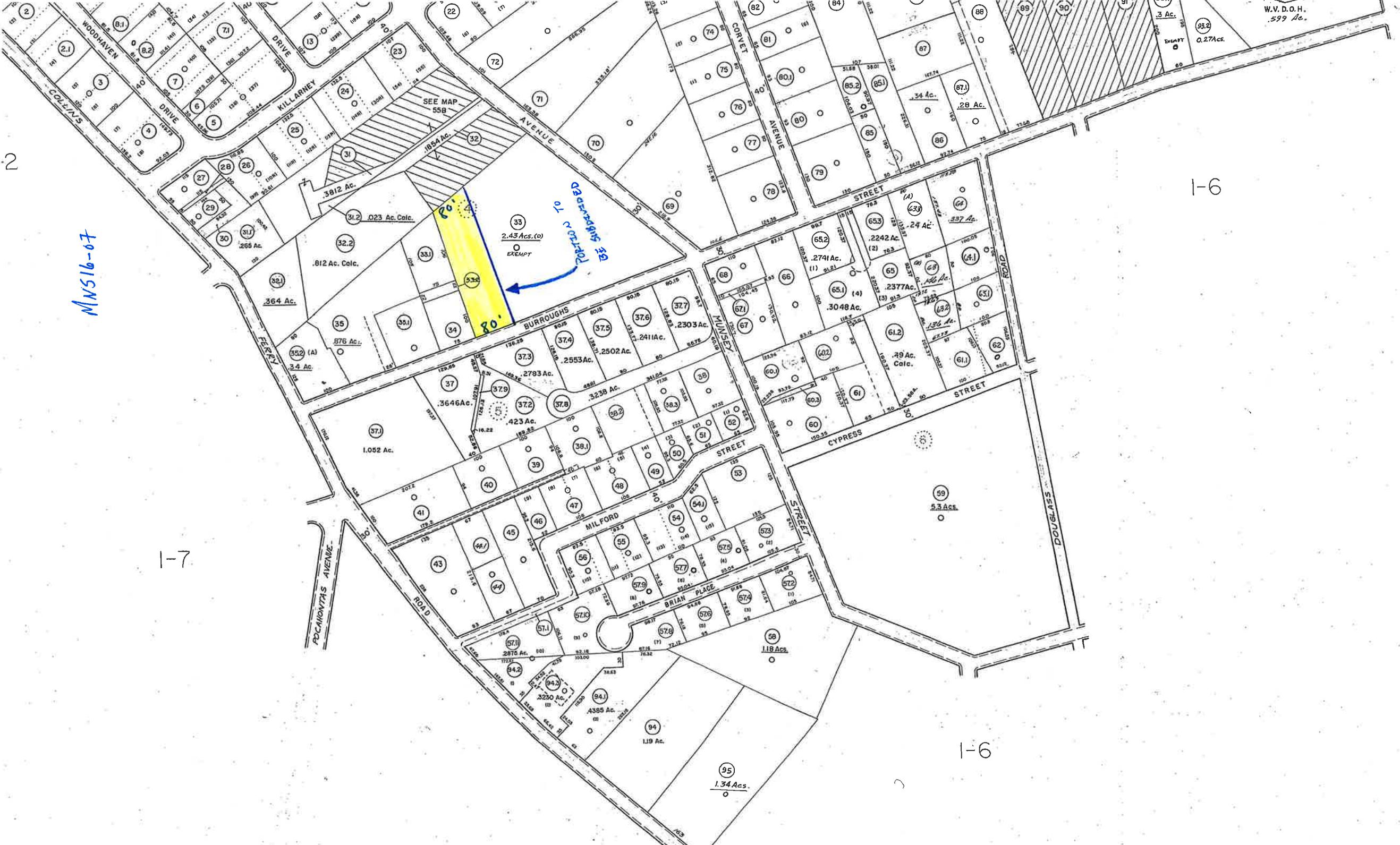
2

MNS16-07

1-7

1-6

1-6



W.V.D.O.H.
599 Ac.

July 19, 2016

Joseph Schaeffer
48 Donley Street ~ Suite 800
Morgantown, WV 26501
Via Email: jschaeffer@spilmanlaw.com

**Re: Water, Sanitary Sewer & Storm Service Availability
Proposed property between 511 & 519 Burroughs Street
Morgantown District; Map 55; P/O parcel 33**

Dear Mr.: Schaeffer,

This will confirm that water, sanitary sewer and storm services are available to the above referenced proposed property upon the following requirements. Water service is available to the proposed property as long as the proposed property has frontage to Burroughs Street or Eastern Avenue. Sanitary sewer service will require an estimate for a main line extension per applicable PSC Rules and Regulations. Storm sewer service is available at cost and will also require an estimate for a main line extension. *Note: Right-of-ways will be needed from neighboring properties to provide sanitary and storm sewer service to this property.*

Note that we are unable to certify whether the depth/elevation and/or size of the existing MUB facilities are adequate to serve the proposed structure. We will evaluate such adequacy upon receipt of additional details describing the design of the proposed structure along with a property plat showing the proposed structure to be served.

In addition to the above costs and in accordance with our PSC-approved rate schedule, tap fees will be charged for each domestic service connection requested. The tap fee for water service is \$700.00 (3/4-inch or less); \$1,000.00 (1-inch); \$1,500.00 (1 1/2-inch); \$2,000.00 (2-inch) per meter setting. All water services larger than 2-inch are installed on an as-cost basis. The tap fee for sewer service is \$700.00 per structure. The PSC requires that we install the utility service line to the property line of the premises being served for the cost of these tap fees and further requires that a single and separate customer service line be provided for each structure being served.

A Stormwater Permit Application will be required for your project along with a review and approval of your Storm Water Management Plan by MUB. **Note that this would be required prior to construction and/or development of the site.** Note also that a structural stormwater management control facility would be required as a part of any Stormwater Management Plan.

In order to help us serve you better, please bring this letter with you when applying for new service, along with any additional property information available.

If you have any questions regarding this matter, please call me at (304) 292-8443. Thank you in advance for your kind cooperation.

Sincerely,

MORGANTOWN UTILITY BOARD



Bryan Hindman
Engineering Technician