



**PLANNING AND ZONING CODE CONFORMITY REPORT  
FOR PLANS SUBMITTED FOR NOVEMBER PC AND BZA HEARINGS**

**Planning Division**

<b>1349.05 Building Height</b>			
	Provision	Requirement	Proposed
Y	(A) Minimum Height	2 stories	10 stories (as defined by "building height in stories")
Y	(B) Maximum Height	120'	Lowest Elevation: 102' – 9 3/8" (south elevation)  Highest Elevation: 134' – 4" (west elevation)  Average Height = 118' – 6 11/16"
Y	(C) Maximum Height (accessory structure) – 35 ft <i>The lift station is considered an accessory structure.</i>		

<b>1349.06 Floor Area Ratio (FAR)</b>	
Y <b>Note – 1</b>	Maximum FAR is 7.0. However, area designed, constructed, and utilized to provide parking structure facilities for less than the maximum parking standard is exempt from maximum FAR standard. Maximum FAR calculation: 7.0 x 84,942 sf = <b>594,594 sf</b> Proposed FAR: 667,338 sf (total) – 225,554 sf (parking) = <b>441,784 sf</b>

<b>1349.07 Maximum Residential Density</b>	
Y	Minimum lot area per dwelling unit is 300 sf. Maximum residential density calculation: 84,942 sf / 300 sf = max. of <b>283 units</b> . Proposed dwelling unit count is <b>276 units</b> .

<b>1349.08 Parking and Loading Standards</b>	
Y	(A)(1) Residential – 0.5 parking spaces per occupant (except first 22 occupants) 866 occupants – first 22 occupants = 844 occupants 844 occupants x 0.5 = minimum of <b>422 parking spaces</b> Proposed: <b>692 parking spaces</b>
N/A	(A)(2) Nonresidential <i>The trip generating nonresidential use component (8,486 sf) is less than 15,000 sf and therefore exempt from providing nonresidential required parking spaces.</i>
N/A	(A)(3) Movie Theaters
N/A	(A)(4) Reduction in Minimum Required Parking
N/A	(A)(5) Fee In-Lieu-Of Parking - RESERVED



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N/A	(A)(6) "Alternate Off-Site Parking Strategies".
Y	(B) On-site surface parking must be located to the rear of the building or otherwise screened. <i>No surface parking spaces proposed in plans reviewed herein.</i>
Y	(C) Bicycle Storage – One (1) indoor, secured, sheltered bicycle storage space is required per dwelling unit that meets minimum design standards. <i>Sheet No. 6.01 illustrates storage for 276 bikes</i>
Y	(D) Loading for residential uses containing thirty (30) or more dwelling units. <i>The proposed area of the residential use component is 334,092 sf. According to Table 1365.10.01, a total of <b>15 loading spaces</b> are required, one (1) of which must be designed for the retail sales uses. Because the dwelling units will be furnished, the dimensions of the residential loading spaces can be the standard 8.5 ft x 18 ft parking space. Sheet Nos. 6.01 and 6.04 illustrate the 14 residential use loading spaces.</i>

**1349.09 Performance Standards**

See comments below under Article 1351.

**1349.10 Landscaping**

See comments below under Article 1367.

**1351.01 Performance Standards for Buildings in the B-4 District**

Y	(A) <u>Height exemptions for certain facilities and appurtenances.</u>
TBD	(B) <u>Private pedestrian walks, street furniture, and open space on private property.</u> <i>Consultation with and review by the City Engineer will be conducted during building permit plans review to determine appropriate public space furnishings.</i>
Y	(C) <u>Private parking facilities.</u>



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**Planning Division**

	(D) <u>Curb Cuts.</u> The following provides the minimum curb cut performance standards along with proposed conditions.	Provision	Standard	Proposed	
				University Ave. curb cut	Walnut St. curb cut
				Y	Minimum distance of any part of driveway to the street right-of-way line of any intersecting street.
Y	Minimum distance of any part of driveway to the end of a curb radius at an intersecting street.	30 feet	158.86 ft	30.15 ft	
Y	Minimum distance of any part of a driveway to any other part of another driveway.	30 feet	169.26 ft	N/A	
N V15-68 V15-69	Maximum width of a driveway at the curb line.	26 feet	<b>55.77 ft</b>	<b>104.39 ft</b>	
N V15-68 V15-69	Maximum width of a driveway at the street right-of-way line.	22 feet	<b>27 ft</b>	<b>58.75 ft</b>	
Y	(E) <u>Corner Visibility.</u> <i>See review opinion from City Engineer.</i>				
	(F) <u>Landscaping.</u> <i>See comments below under Article 1351.</i>				
N/A	(G) <u>Vacant Lots.</u>				
Y	(H) <u>Main Street Morgantown Urban Design Guidelines.</u> <i>The project's design professionals met with the Downtown Design Review Committee on 25 AUG 2015 and 29 SEP 2015.</i>				
TBD V15-67	(I) <u>Minimize Canyon Effects for Buildings Taller than Three (3) Stories.</u> Site plan applications for buildings taller than three (3) stories must include an Air Flow Analysis and a Sunlight Distribution Analysis. <i>The Sunlight Distribution Analysis is provided on Sheet Nos. 6.17 and 6.18. The Air Flow Analysis is provided on Sheet No. 6.19.</i>				
Y	(J)(1) <u>Floor-to-Floor Heights Ground-floor Space.</u> <i>Sheet Nos. 6.02, 6.03, 6.04, 7.02, and 7.03 illustrate floor-to-floor heights of at least 11 ft for the stepped ground floor non-residential spaces.</i>				
Y	(J)(2) <u>Floor Area of Ground-floor Space.</u> <i>See Addendum B for explanation.</i>				



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<b>N V15-71</b>	(K) <u>Transparency.</u> <i>Sheet No. 7.04 illustrates transparency between 3'-0" and 8'-0" of 52% along University Avenue and 11% along Walnut Street, which requires <b>variance</b> relief.</i>
Y	(L) <u>Doors and Entrances.</u>
Y	(M) <u>Solid Waste.</u> <i>Garbage storage facility design, access modeling, and a letter provided from Republic Services has been submitted.</i>

**1365.04 Determination of the Number of Spaces**

<b>N V15-70</b>	(I) In all non-residential districts the maximum numbers of spaces provided shall not exceed 115 percent of the minimum parking requirement, except for research and development centers, where there shall be no maximum.  The minimum parking requirement [see Article 1349.08(A)(1) above] is 422 spaces. 422 spaces x 1.15 = maximum of 485 parking spaces. 485 parking spaces + 14 residential loading spaces = 499 parking spaces. <i>692 parking spaces are proposed, which requires <b>variance relief</b> for the 193 parking spaces that exceed the maximum standard.</i>
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**1365.07(A)(2) Off-Site Parking Facilities within the B-4 District**

N/A	The BZA may grant conditional use approval to provide required parking spaces on a site that is within 500 feet of the principal use (with certain restrictions). Off-site parking is not proposed.
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**1367 Landscaping and Screening**

TBD	<i>A Preliminary Landscape Plan is provided on Sheet Nos. 4.03, 4.04, and 4.05. Review of the final Landscape Plan will be conducted during building permit application submission.</i>
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**1369 Signs**

TBD	<i>Because commercial retail occupants have not been identified yet, signage plans will be reviewed and approved at the time of related building permit application.</i>
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**1371 Lighting**

TBD	<i>A Preliminary Landscape Plan is provided on Sheet Nos. 4.01 and 4.02. Review of the final Lighting Plan will be conducted during building permit application submission.</i>
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# PLANNING AND ZONING CODE CONFORMITY REPORT FOR PLANS SUBMITTED FOR NOVEMBER PC AND BZA HEARINGS

Planning Division

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## NOTES

Note – 1 .....As noted under Article 1365.04(l) above, 193 parking spaces are proposed in excess of the 115% maximum standard. Article 1349.06 does not permit parking in excess of the maximum parking standard to be exempted from the Maximum Floor Area Ratio (FAR) standard. As such, the following adjusted FAR calculation is required.

- The assumed area of a parking space is  $(8.5' \times 18') + (8.5' \times 12') = 255$  sf per space
- 193 parking spaces x 255 sf per space = 49,215 sf
- Proposed FAR:  $[667,338$  sf (total) – 225,554 sf (parking)] + 49,215 sf = 490,999 sf
- 490,999 sf is still less than the maximum FAR standard of 594,594 sf

## SUMMARY OF REQUIRED APPROVALS

### 1. Required City Council approval:

- a. Right-of-way annulment of Wall Street between University Avenue and the CSX right-of-way.

*An annulment application has been submitted and the City Engineer is awaiting requisite letters from public/private utilities.*

### 2. Required Planning Commission approvals:

- a. S15-09-III..... Type III Site Plan – Development of Significant Impact (DSI).
- b. Minor Subdivision to combine the ten (10) parcels and the Wall Street right-of-way that compose the development site.

*A minor subdivision application will be submitted for Planning Commission review following the annulment determination by City Council.*

### 3. Required BZA approvals:

- a. V15-65.....Article 1349.04(A)(2) – variance relief to exceed the maximum front setback standard for the principal building.
- b. V15-66.....Article 1349.04(A)(5) – variance relief to encroach into the minimum rear setback standard for the principal building.
- c. V15-67.....Article 1351.01(l) – The BZA must either, 1.) Determine that the proposed building sufficiently incorporates design elements that preserve adequate light and airflow to public spaces including streets and sidewalks; or, 2.) Approve or deny variance relief from incorporating design elements that preserve adequate light and airflow to public spaces including streets and sidewalks.



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**Planning Division**

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- d. V15-68.....Article 1351.01(D) – variance relief to exceed the maximum driveway curb cut width at the curb line and at the right-of-way line for the proposed driveway entrance on University Avenue.
- e. V15-69.....Article 1351.01(D) – variance relief to exceed the maximum driveway curb cut width at the curb line and at the right-of-way line for the proposed driveway entrance on Walnut Street.
- f. V15-70.....Article 1365.04 – variance relief to exceed the maximum number of parking spaces in the non-residential district.
- g. V15-71.....Article 1351.01(K) – variance relief from minimum transparency requirement.

**ADDITIONAL OBSERVATIONS**

- Discussion notes from the two (2) meetings with the Downtown Design Review Committee are attached. The Committee requested to meet again with the developer’s design professionals prior to building permit application submission to review final architectural design elements; particularly those few elements that had not been decided prior to the Committee’s 29 SEP 2015 meeting.

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**PLANNING AND ZONING CODE CONFORMITY REPORT  
FOR PLANS SUBMITTED FOR NOVEMBER PC AND BZA HEARINGS**

Planning Division

**ADDENDUM A**

Mixed-Use Dwelling Units

Article 1331.06(26) provides that, “the *commercial or office space* shall not be less than 20 percent and not more than 60 percent of the ground floor area.”

In the definition of FLOOR AREA provided in Article 1329.02, “...The floor area of enclosed required off-street parking areas shall not be included...”

Floor area of FLR01:	54,593 sf	total area
	<u>- 18,923 sf</u>	parking area
	35,670 sf	total area less parking

Proposed <i>commercial or office space</i> on ground floor:	6,244 sf	FLRP1
	<u>+ 2,242 sf</u>	FLR01
	8,486 sf	Retail

Proposed % <i>commercial or office space</i>	<u>8,486 sf</u>	Retail	=	<b>23.8%</b>
	35,670 sf	FLR01		

**ADDENDUM B**

Non-residential on Ground Floor

Article 1351.01(J)(2) provides that all *nonresidential* floor space provided on the ground floor of a mixed-use building must contain at least 20 percent of the lot area on lots with 50 feet of street frontage or more.

The lot area (area of the development site) is 84,942 sf.

The minimum nonresidential area on the ground floor is:	84,942 sf
	<u>X 20%</u>
	16,988.4 sf

The proposed nonresidential area on the ground floor is:	576 sf	FLRP1
	6,244 sf	FLRP1
	8,242 sf	FLR01
	<u>+ 2,242 sf</u>	FLR01
	<b>17,304 sf</b>	Nonresidential

# Downtown Design Review Committee

## Meeting Notes

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Development: The Standard – University and Walnut Street – Landmark Properties & BKV Group

Date: 8/25/2015 Time: 5:30 PM Place: Public Safety Building

### Items Discussed:

#### Development program details presented:

- 10 to 11 levels with a building height that will not exceed 960 feet above sea level (ASL). Fletcher noted that he has not received elevations with finished adjoining grades to determine the average building height in comparison with the maximum building height standard of 120 feet.
- 283 dwelling units ranging from efficiency units to six-bedroom units for a total of 857 beds geared towards college students. No bedrooms will be double-occupied.
- Property management will be located on-site.
- The roof will include an amenity deck with a swimming pool.
- Vehicular entrances are proposed from University Avenue (right-in-right-out only) and from Walnut Street.
- Truck loading space will be provided off Walnut Street. AutoTURN or similar simulation will be provided to City
- Sidewalk width along University Avenue will be increased beginning at the existing curb line to the building's proposed 7.5 foot front setback effectively creating an approximate twelve-foot wide public space.
- A new trailhead is planned that will significant enhance rail-trail access.
- Commercial space will be located at the University Avenue street level.
- When asked about potential commercial uses at the rear of the building facing the rail-trail, the developer noted such space was not viable along the riverfront.
- The building will include 24 balconies that will be dark grey with painted aluminum plank floors.
- The closest point between the proposed building and the PRT will be approximately ten (10) feet. Committee members encouraged the design team to work with WVU's PRT management.

- The design team intends to locate and screen HVAC mechanical condensing units on the roof; however, further design is needed before plans can be shared with the Committee.
- The parking decks will be wrapped by the building and will require mechanical ventilation that must be designed yet.
- All utility lines in front of the site will be buried to ensure fire truck access to the building.
- Bike storage is planned and kayak storage and/or rental is being considered as an amenity for residents.

#### **Contemplated cladding materials/style:**

- The first level will include split face masonry, aluminum storefront display window frames, and precast stone sign band above storefront windows.
- Upper floors will use a mix of brick or brick veneer, metal panel, cementitious panel, and stucco (EIFS)
- Color schemes have not been finalized yet but the design professionals intend to use earth tones similar to the predominant color schemes used on the University's downtown campus and several of the larger-scaled buildings in the downtown. Currently considered is a grey shade for the stucco, tan for the cementitious panels, and red brick.
- The arrangement of façade elements by use of contemplated materials, colors, wall offsets are intended to break up and provide variation in massing to give the appearance of several buildings along University Avenue.
- The retaining wall at the rear Walnut Street corner will be reconstructed; however, building materials have not been determined yet.
- Exterior lighting is still being planned.

#### **Committee Observations:**

- Cladding Materials
  - Committee expressed concerns with the use of split face masonry for the building's base. The primary concern was for the façade along University Avenue where high vehicular traffic will contribute to dirt and soot collecting, holding, and showing on porous split face masonry material along with the difficulty of removing graffiti. Secondary concern was split face masonry appeared to be a tawdry alternative to precast stone/concrete. Committee asked that larger panels of cast stone/concrete be used for the building's base rather than split face masonry.
  - Mills suggested using precast, larger panels, and aluminum wraps be used for the building's base, particularly along University Avenue and Walnut Street.
  - Committee asked to see more refined cladding materials and color palette details as the project's design continues to evolve. The Committee was generally accepting of the

- contemplated color palette of cladding materials but wants to see close up drawings/illustration to better understand their use, purpose, and transitions.
- Committee did not like stucco/EIFS; noted examples of poor wearing and dirty facades of nearby stucco/EIFS buildings; noted EIFS will most likely be prohibited in the near future.
  - Mills asked that fasteners for cementitious panels not be exposed.
  - Committee asked for more detail on materials and colors of the contemplated cornice, parapet cap, and architectural appurtenances at the top of the building.
  - The Committee suggested clear, non-tinted glass for the storefront display windows.
  - The Committee asked the design team to explore more defined storefront elements.
- Retaining Wall – The Committee asked to see the materials and color of the new retaining wall along Walnut Street.
  - Balconies
    - Committee members shared experiences with poor student conduct on balconies in the downtown area and cited concerns for potential problems.
    - Shuman strongly suggested reconsideration of the balconies as it increases the chance of objects being thrown at vehicles on University Avenue and at PRT cars.
    - Mills stated balconies are an attractive nuisance and invite trouble.
  - Mechanical Systems – Mills stressed the importance of screening the mechanical systems and requested to see where they will be located and how they will be screened along with the parking garage ventilation system.
  - Trail Access
    - Additional information/illustration is needed on how the contemplated trailhead will be designed, constructed, and accessed.
    - Concern was provided on how this space will be programmed and cautioned against furniture and spaces that attract gathering and loitering as experienced along the trail within the immediate area.
    - Concern was provided for the privacy of dwelling units located at grade at the rear of the building.
  - Truck Loading – The project must be designed to ensure delivery trucks and loading do not occur in front of the building on University Avenue.
  - Exterior Lighting – The Committee asked to see the final exterior lighting plan that included photometric renderings (e.g., Agi32, ElumTools, or similar simulation software).

- Sidewalk and Streetscape – The Committee asked for additional information/illustration of the proposed streetscape along University Avenue including street trees if planned.
- Mills expressed that the pedestrian bridge is a must with this project. Fletcher noted that the City has commissioned an Engineer to work with the developer’s design professionals to study the feasibility of pedestrian bridge that will be open to the public.
- Corner at University Avenue and Walnut Street – Mills suggested rethinking the University Avenue and Walnut Street building corner to enhance its presence and architectural contribution to the built environment.
- Site Security – Suggestions were made to install several cameras, especially towards the rear of the building.



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# DOWNTOWN DESIGN REVIEW COMMITTEE

August 25, 2015

5:30 PM

Public Safety Building – Conference Room

## Committee Members:

Bill Kawecki  
Planning Commissioner

Michael Shuman  
Planning Commissioner

Tom Anderson

Bob Carubia

Constance Merandi

Michael Mills

## ATTENDANCE SHEET

### NAME (PLEASE PRINT)

### ADDRESS

JASON DOENBOS	455 EPPS BRIDGE PKWY
JOHN TRIPPER	1054 31st NW WASHINGTON, DC.
MICHAEL MILLS	63 WHARF STREET MORGANTOWN
Michael Greenlee	2470 Daniels Bridge Rd Athens GA 30608
Michael Shuman	705 Willey St Morgantown
BILL KAWECKI	324 COBURN AVE
Tom Anderson	32 TIGER ROAD -
Joseph Miller	455 Epps Bridge Hwy Athens, GA
Andrew Costas	455 Epps Bridge PKWY <sup>Athens</sup> GA

## Development Services

Christopher Fletcher, AICP  
Director

## Planning Division

89 Spruce Street  
Morgantown, WV 26505  
304.284.7431

# Meeting Notes

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Purpose: The Standard – University and Walnut Street – Landmark Properties & BKV Group

Date: 9/29/2015

Time: 5:30 PM

Place: Planning Office (WebEx)

## Items Discussed:

- Color schemes have not been finalized yet but the design professionals intend to use earth tones similar to the predominant color schemes used on the University's downtown campus and several of the larger-scaled buildings in the downtown. Currently considered is a grey shade for the EIFS/stucco, tan for the cementitious panels, and red brick. EIFS/stucco will be restricted to the top four floors. Cementitious cladding and brick will be used for the lower five floors. Committee suggested bringing cementitious and brick material all the way up the corner and requested EIFS/stucco not be used along the University Avenue and Walnut Street facades. Committee suggested a darker color for the EIFS/stucco as lighter colors will show dirt from vehicles traveling in the corridor.
- The design professionals noted the arrangement of façade elements by using materials, colors, building line offsets are intended to break up and provide vertical articulation and variation in massing to give the appearance of several buildings along University Avenue.
- The retaining wall at the rear Walnut Street corner will be reconstructed; however, building materials have not been determined yet. The Committee asked if a CMU system is used, that larger-sized units be used and avoid sharp points at corners.
- Split-face masonry materials have been eliminated and replaced with pre-cast concrete in response to the Committee's expressed concerns.
- Concealed cementitious board fasteners will be used as requested by the Committee.
- Clear, non-tinted glass for the storefront display windows will be used as requested by the Committee
- More defined storefront elements have been incorporated as requested by the Committee.
- Most of the balconies have been eliminated as requested by the Committee. However, there are still Juliet balconies along University Avenue where the building face has been extended out from the primary face providing articulation in the façade. The Committee remains concerned with balconies and requested windows and doors be restricted to four to six inch opening to mitigating use of Juliet balconies for public safety concerns.

- The Committee suggested Caperton Trail wayfinding signage be added along Walnut Street. The developer agreed to work with the City as practicable.
- The developer noted that additional planning and design is ongoing concerning:
  - Exterior lighting.
  - Parapet design to screen roof-top mechanical units.
  - Public realm hardscape and street furnishings.
  - Caperton Trail access.
  - Final cladding material schedule and color palette.
- The Committee asked to meet with the developer’s design professionals following Planning Commission approval and prior to building permit application to discuss final architectural design elements that have not been decided yet.



# DOWNTOWN DESIGN REVIEW COMMITTEE

September 29, 2015  
5:30 PM  
Public Safety Building – Conference Room

## Committee Members:

Bill Kawecki  
Planning Commissioner

Michael Shuman  
Planning Commissioner

Tom Anderson

Constance Merandi

Michael Mills

## ATTENDANCE SHEET

NAME (PLEASE PRINT)

ADDRESS

NAME (PLEASE PRINT)	ADDRESS
Tom Anderson	37 TIGGS RD
MICHAEL MILLS	63 WYOMING STREET
Michael Shuman	705 WILLY ST
Greg Foreman	CTL Engineering 1091 Chaplin Hill Rd
Bill Kawecki	324 WYOMING AVE
Constance Merandi	281 DORMONT ST

**Development Services**  
Christopher Fletcher, AICP  
Director

**Planning Division**  
389 Spruce Street  
Morgantown, WV 26505  
304.284.7431

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City of Morgantown, West Virginia  
**APPLICATION FOR  
 TYPE III SITE PLAN REVIEW  
 DEVELOPMENTS OF SIGNIFICANT IMPACT**

OFFICE USE
CASE NO. <b>S15-09-III</b>
RECEIVED: <b>10/2/15</b>

A Development of Significant (DSI) Impact is any proposed development whose characteristics warrant a more in-depth review by the Morgantown Planning Commission in order to mitigate the negative impact these characteristics may have on surrounding land uses in particular and on the surrounding neighborhood in general. Developments of Significant Impact (DSI) are those that have a Citywide or regional impact. Such impact could involve the transportation network, environmental features such as parks or stream corridor, local schools, etc. Such developments could include large-scale residential, commercial, or mixed-use developments, employment centers, regional shopping centers, industrial and/or manufacturing, and extractive industry. Any proposed residential or non-residential development that meets or exceeds any of the following criteria shall be determined to be a Development of Significant Impact (DSI) and will require a complete development plan to be submitted and reviewed by Planning Division staff and the Planning Commission.

Land Use Category	Development of Significant Impact (DSI) Thresholds
<b>Development in the B-4 District</b>	
All Land Use Categories	New construction of a principal structure, regardless of land use category or net acreage of the site.
Residential	A development that is 12 or more dwelling units.
Non-Residential	A development that is either 10,000 square feet or more of gross floor area or a site of one-half (1/2) acre or more of net acreage.
Mixed-Use	A development that exceeds any of the following: 10,000 square feet or more of gross floor area of non-residential use(s); or, 12 or more dwelling units; or, one-half (1/2) acre or more of net acreage.
Industrial	All industrial development, regardless of gross floor area or net acreage of the site.
<b>Development in all other Zoning Districts</b>	
Residential	A development that is 12 or more dwelling units.
Non-Residential	A development that is either 15,000 square feet or more of gross floor area or a site of 2 acres or more of net acreage.
Mixed-Use	A development that exceeds any of the following: 15,000 square feet or more of gross floor area of non-residential use(s); or, 12 or more dwelling units; or, 2 acres or more of net acreage.
Industrial	All industrial development, regardless of gross floor area or net acreage of the site.



City of Morgantown, West Virginia  
**APPLICATION FOR  
 TYPE III SITE PLAN REVIEW  
 DEVELOPMENTS OF SIGNIFICANT IMPACT**

OFFICE USE	
CASE NO.	S15-09-III
RECEIVED:	10/2/15

**I. APPLICANT**

Applicant Name:	Standard at Morgantown, LLC	Phone:	706-543-1910
Mailing Address:	455 Epps Bridge Parkway, Suite 201	Mobile:	
	Street Athens GA 30606	Email:	wes@landmark-properties.com
	City State Zip		

Is the Applicant the Owner of the real estate that composes the development site?  Yes  No

If no, provide the following information for the Owner of the real estate that composes the development site.

Owner Name:	Standard at Morgantown, LLC (under contract)	Phone:	706-543-1910
Mailing Address:	455 Epps Bridge Parkway, Building 100, Suite 201	Mobile:	706-247-2565
	Street Athens GA 30606	Email:	jdoornbos@landmark-properties.com
	City State Zip		

**II. AGENT / CONTACT INFORMATION**

Name:	Williams and Associates, Mike Greenlee, Project Engineer	Phone:	706-310-0400
Mailing Address:	2470 Daniells Bridge Road, Suite 161	Mobile:	
	Street Athens GA 30606	Email:	mikeg@gaplanning.com
	City State Zip		

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

**III. DEVELOPMENT SITE**

Street Address (if assigned):	1303 University Avenue	Zoning:	B-4
Tax Map(s) #:	26-A	Parcel(s) #:	6,7,8,9,10,11,12,13,14,&15
Development Site Area:	84,942 square feet		1.95 acres
Existing Use of Structure and/or Land:	Four commercial buildings are currently on site including one gas station. The rest of the property is asphalt parking.		
Proposed Use of Structure of Land:	<input type="checkbox"/> Residential Only <input checked="" type="checkbox"/> Mixed-Use (residential and nonresidential) <input type="checkbox"/> Non-Residential Only <input type="checkbox"/> Industrial		
Total Value of Construction (exclusive of property acquisition costs):	\$45,000,000		

**SITE PLAN REVIEW FEE = \$75 for first \$200,000 in construction costs; \$10 for each additional \$100,000**



City of Morgantown, West Virginia  
**APPLICATION FOR  
 TYPE III SITE PLAN REVIEW  
 DEVELOPMENTS OF SIGNIFICANT IMPACT**

OFFICE USE	
CASE NO.	815-09-11
RECEIVED:	10/2/15

**IV. STRUCTURE**

**RESIDENTIAL USES**  
 Total No. of Structures: 1 Total No. of Dwelling Units: 276 Total No. of Occupants: 866

**NON-RESIDENTIAL USES**  
 Total No. of Structures: 1 Total No. of Tenant Spaces: 3  
 Total Gross Floor Area (GFA): 21,837 SF Total No. of Employees: 15

**INDUSTRIAL USES**  
 Total No. of Structures: \_\_\_\_\_ Total No. of Tenant Spaces: \_\_\_\_\_  
 Total Gross Floor Area (GFA): \_\_\_\_\_ Total No. of Employees: \_\_\_\_\_

Proposed Height of Structure(s): 119'-10" Feet No. of Stories: 10  
 Total No. of On-Site Parking Spaces: 692 Standard: 626 Compact: 50 Accessible: 16

**V. SITE PLAN REQUIREMENTS**

All applications for Type III Development of Significant Impact Site Plan Review must be accompanied by complete and accurate site plan drawings/exhibits that meet the requirements set forth in the Planning and Zoning Code. **Addendum A** of this application provides a checklist for these requirements. Failure to submit all required site plan drawings/exhibits will result in an incomplete application determination and likely delay in the scheduling of a hearing with the Planning Commission.

**VI. ATTEST**

I hereby certify that I am the owner of record of the named property, or that this application is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction and certify that the property owners, if applicable, will conform to all such laws and that I have the authority to bind the owner to this commitment. I certify that the information submitted herein and attached hereto is true and accurate and understand that if found otherwise may result in the denial of this request or subsequent revocation of any and all related approvals. The undersigned has the power to authorize and does hereby authorize City of Morgantown representatives on official business to enter the subject property as necessary to process the application and enforce related approvals and conditions.

J Wesley Rogers \_\_\_\_\_  \_\_\_\_\_ 10.1.15  
 Type/Print Name of Applicant/Agent Signature of Applicant/Agent Date

- Applicants will be advised of the Technical Review Team meeting date/time if not already held.



City of Morgantown, West Virginia  
**APPLICATION FOR  
 TYPE III SITE PLAN REVIEW  
 DEVELOPMENTS OF SIGNIFICANT IMPACT**

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**ADDENDUM A**

**SITE PLAN SUBMISSION REQUIREMENTS AND CHECKLIST**

All applications for a Development of Significant Impact (DSI) shall be accompanied by site and development plan drawings submitted under the seal and signature of a registered design professional licensed by the State of West Virginia and as authorized by West Virginia State law.

All sheets shall be 24" x 36" size drawn to scale at a minimum 1"=50' and a maximum 1"=10' with the exception of the maps on Sheet One, unless otherwise approved by the City Engineer.

Three (3) full-scale sets of the site plan drawings shall be submitted for review, along with one (1) exact digital file in the most current version of Adobe Acrobat Portable Document Format (PDF). All drawings and sheets shall observe the following format. Failure to follow the format and/or provide required information will result in an incomplete application determination and likely delay in scheduling a hearing with the Planning Commission.

**SHEET ONE – Title Sheet.**

- Full legal description with sufficient reference to section corners and boundary map of the subject project, including appropriate benchmark references.
- Name of the project.
- Name and address of the owner, developer, and person who prepared the plans.
- Total acreage within the project and the number of residential dwelling units and/or the gross square footage of non-residential buildings whichever is applicable.
- Existing zoning of the subject land and all adjacent lands.
- Boundary lines of adjacent tracts of land, showing owners of record.
- A key or vicinity map at a scale of one inch equals four hundred feet or less, showing the boundaries of the proposed project and covering the general area within which it is to be located.
- A statement of the proposed uses, stating the type and size of residential and non-residential buildings, and the type of business, commercial or industry, so as to reveal the effect of the project on traffic, fire hazards, or congestion of population.
- Any existing or proposed covenants and restrictions affecting property owners and/or homeowners associations.
- Statement of proposed starting and completion dates for the project, including any proposed phasing and sequencing.

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**SHEET(S) TWO – Existing Site Conditions.**

- Location, widths, and type of construction of all existing streets, street names, alleys, or other public ways and easements, street classifications as per the approved regional transportation plan, railroad and utility rights-of-way or easements, parks, wooded areas, cemeteries, watercourses, drainage ditches, designated wetlands, low areas subject to flooding, permanent buildings, bridges, and other data considered pertinent by the Planning Commission or the Planning Director for the subject land, and within three hundred (300) feet of the proposed project or six hundred twenty-five (625) feet for extractive industry development.
- Existing water mains, fire hydrants, storm sewers, sanitary sewers, culverts, bridges, and other utility structures or facilities within, adjacent to, or serving the subject land, including pipe sizes, grades, and exact locations, as can best be obtained from public or private records.
- Existing contours based in U.S.G.S. datum with intervals of not more than two (2) feet. Elevations shall be based on sea level datum.
- The water elevation at the date of the survey of rivers, lakes, streams, or designated wetlands within the project or affecting it, as well as the approximate high and low water elevation of such rivers, lakes, streams, or designated wetlands. The plan shall also show the boundary line of the regulatory 100-year flood. The plan shall also show the base flood elevation of the regulatory 100-year flood at any building location along with the elevation of the lowest finished floor. All elevations shall be based on sea level datum.

**SHEET(S) THREE – Proposed Site Conditions.**

- Location, widths, and type of construction of all existing and proposed streets, street names, alleys, or other public ways and easements, railroad and utility rights-of-way or easements, parks, wooded areas, cemeteries, watercourses, drainage ditches, designated wetlands, low areas subject to flooding, permanent buildings, bridges, and other data considered pertinent by the Planning Commission or the Planning Director for the subject land, and within three hundred (300) feet of the proposed project or six hundred twenty-five (625) feet for extractive industry development.
- Existing and proposed water mains, fire hydrants, storm sewers, sanitary sewers, culverts, bridges, and other utility structures or facilities within, adjacent to, or serving the subject land, including pipe sizes, grades, and exact locations, as can best be obtained from public or private records.
- Water Supply Plan. For development that involves the use of water at higher volumes than customarily associated with nonindustrial-type development, the City may require, in coordination with the Morgantown Utility Board, a water supply plan. A water supply plan must include at least the identification of the water source(s); the development and use of freshwater impoundments, if applicable; when and where water withdrawals will occur; necessary operational water volumes; potential competing water users; and, cumulative impact of the development's water consumption to the public water system, watersheds and/or groundwater.

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- Building setback lines, showing dimensions.
- Internal and perimeter sidewalk system/pedestrian circulation plan.
- Proposed contours with intervals of not more than two (2) feet. The plan shall also show the contour line for the floodway fringe boundary. Grading plans and drainage plans and calculations are not required for Planning Commission site plan review, but shall be required prior to issuance of any building permits. Such plans shall be prepared by a registered design professional licensed by the State of West Virginia, and as authorized by West Virginia State law; and shall also meet the City's stormwater management ordinance and all applicable local, state and federal regulations.
- Location and detail plans for all trash dumpsters.
- Location and detail plans for utility and mechanical equipment placed on the ground (e.g. pad-mounted transformers, HVAC units, etc.).
- The number of employees, families, housekeeping units, bedrooms, or rental units the structure(s) is designed to accommodate.
- N/A  If applicable, the clear zone for structures similar to silos, grain bins, windmills, chimneys, stacks, spires, flag pole, skylights, derricks, conveyors, cooling towers, observation towers, water tanks, telecommunication facilities, etc. in excess of fifty (50) feet in height.
- SHEET(S) FOUR – Preliminary Landscape Plan and Preliminary Site Lighting Plan.** A preliminary landscape plan prepared to the standards specified in the City's zoning ordinance. A preliminary site lighting plan that includes exterior light fixture details and photometric plans in footcandles.
- SHEET FIVE – Plat-like dedication sheet, if necessary.**
- N/A  Parcels of land proposed to be dedicated or reserved for public use, or reserved for common use of all property owners within the project, with the proposed conditions and maintenance requirements, if any, shall be designated as such and clearly labeled on the plans;
- N/A  Radii, internal angles, points of curvature; tangent bearings and lengths of all arcs, chord, and chord bearings; and
- N/A  Accurate location of all survey monuments erected, corners and other points established in the field in their proper places.
- SHEET(S) SIX – Floor Plans.** Floors plans must illustrate and identify internal and external dimensions, uses, gross floor areas, and include a summary table of residential unit types and/or nonresidential use gross floor areas and any additional information deemed necessary for proper review of the development plan by the Planning Director, City Engineer, or Planning Commission.

  
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- SHEET(S) SEVEN – Building Elevations.** Elevations of all facades illustrating height of building; top of adjoining finish grade elevation; exterior building components (roof, walls, foundation, etc.); exterior finishes and materials; roof slope or pitch; window types; exterior stairs, landings, guardrails, and handrails; and, any additional information deemed necessary for proper review of the development plan by the Planning Director, City Engineer, or Planning Commission.
  
- SHEET(S) EIGHT – Parking Layout Plan.** Parking layout plan must identify ingress and egress driveway entrance(s) and distances of same from neighboring property boundaries, existing driveway entrances, and intersections; layout of internal roadway; parking stall types, and dimension details for parking stalls and drive aisles; pedestrian circulation plan (if required); and, any additional information deemed necessary for proper review of the development plan by the Planning Director, City Engineer, or Planning Commission.
  
- ALL SHEETS** shall contain the following information:
  - All dimensions shown on plans relating to the size of the lot and the location of the structure(s) thereon be based on an actual survey by a registered land surveyor or registered design professional licensed by the State of West Virginia and as authorized by West Virginia State law, said survey to be provided by the applicant.
  - The proposed name by which the project shall be legally and commonly known.
  - Date of survey, scale, and north point.
  - All lots or outlots intended for sale or lease shall be designated with boundary lines and numbered or labeled for identification purposes.
  - Private parks, common areas, or excluded parcels shall be designated as such and clearly labeled on the plans.
  - All necessary reference points tying the subject property to the appropriate section corners.
  - Each sheet shall be sealed and signed by the professional preparing the drawings.
  - All sheets shall be tied to state plane coordinates for horizontal and vertical controls.
  
- TBD  Such other information as may be deemed necessary for proper review of the site plan by the Planning Director, City Engineer, or Planning Commission to determine conformance with and provide for the enforcement of these zoning regulations.

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**TRAFFIC AND ROADWAY IMPACT.** For development which, in the opinion of the City Engineer, may create excessive negative impacts on traffic and/or dedicated City roadways, rights-of-way, or improvements in the immediate vicinity that serve the use, the City may require an analysis of the proposed development's impact on current or future traffic flows and/or dedicated City roadways, rights-of-way, or improvements, at the developer's expense, prepared by a qualified professional engineer. The Planning Commission may also table consideration of a development and refer such development to the City Engineer to ask his or her opinion as to whether a traffic impact study, transportation route plan, and/or transportation route protection agreement may be warranted.

N/A  Traffic Impact Study. If the traffic impact study indicates that the projected traffic impact of the use would result in a two (2) full letter grade decline in the existing Level of Service (e.g., going from a Level of Service B to a Level of Service D) of any dedicated City street directly serving the use, such finding may be considered sufficient grounds for denial of the project, or a requirement that sufficient improvements be made to said streets, at the developer's expense, or that the project be reduced in size and scope to the point where no such negative impact on the Level of Service results. Level of Service refers to the traffic grading system described in the latest edition of the Highway Capacity Manual, published by the Transportation Research Board.

N/A  Approved WV Division of Highways Permit and/or Agreement, if applicable, is not required for Planning Commission site plan review, but shall be required prior to issuance of a building permit. In the event a traffic analysis or traffic impact study is required and the review of same involves WV Division of Highways, written/electronic correspondence from the WV Division of Highways documenting its approval of the traffic analysis or traffic impact study must be presented to the Planning Commission by the applicant prior to DSI site plan approval.

N/A  Transportation Route Plan. A transportation route plan shall include a map of routes and roads for equipment, supplies, chemicals or waste products used or produced by the development. The plan shall include a list of the length of all public roads that will be used for site ingress and egress to Morgantown corporate limits. The map shall also show the location of any areas within the City along the transportation route proposed for truck staging or storage related to the development's operations. The City may restrict the hours of operation of vehicles when the proposed transportation route passes through a designated school zone, heavily used roadways or intersections, or along local residential streets. In the event of construction detours, roadway closure or roadway deterioration along an approved transportation route, the City Engineer may amend the approved transportation route plan.

N/A  Transportation Route Protection Agreement. For development which, in the opinion of the City Engineer may damage or create excessive deterioration to dedicated City roadways, rights-of-way, or improvements, the City may require a transportation route protection agreement. The agreement shall stipulate that the City roadways, rights-of-way, and improvements shall be maintained equal to or better than the original condition; stipulate any required major improvements and restrictions; stipulate the manner in which dirt, dust, mud and debris is to be controlled from leaving the development site; and, required bond. Additional information will be provided to applicants concerning the required provisions and minimum terms should the City Engineer determine that a Transportation Route Protection Agreement will be required.

  
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**EMERGENCY RESPONSE AND HAZARDOUS MATERIALS PLANNING.**

N/A  Emergency Action Response Plan. For development that involves the use and/or storage of large volumes of highly flammable, toxic matter, or explosive materials, the City may require an Emergency Action Response Plan. Additional information will be provided to applicants concerning required plan elements should the City determine that an Emergency Action Response Plan is required.

N/A  Hazardous Materials Management Plan. For development that involves the use, storage, or generation of hazardous materials and wastes, the City may require a Hazardous Materials Management Plan. Additional information will be provided to applicants concerning required plan elements should the City determine that a Hazardous Materials Management Plan is required.

**OTHER REQUIRED SUBMITTALS.** The applicant shall submit written documentation of the following:

All applications for a DSI Site Plan shall be accompanied by a list of the property owners' names and addresses located within 200 feet of any property line of the development site, including the owner(s) of the subject development site, as of record in the office of the Monongalia County Assessor. The applicant must also submit the tax map and parcel numbers for the list of properties and a stamped and addressed envelope for each of the names and addresses of the property owners within 200 feet of the site. A return address shall not be affixed to the envelopes.

TBD  Utility encroachment approvals, when applicable and/or required.

TBD  Other local, state, and federal approvals, including other City boards, commissions, or departments, when applicable and/or required.

TBD  Inspection and testing agreements with the Engineering Department, when applicable and/or required.

TBD  Outside reviews as required by the City, when applicable and/or required.

N/A  Easements and rights-of-ways not on a plat-like document shall be submitted in the form prescribed by the Engineering Department and include both a full legal description and a drawing exhibit, when applicable and/or required.

To Be Completed in Construction Plan  Erosion and Sediment Control Plan. Prior to the issuance of any permit authorizing any work relating to grading, grubbing, stripping, etc. as defined and regulated by City Code Article 1741 "Grading Requirements" and/or City Code Article 929 "Stormwater Management and Surface Water Discharge Control," an Erosion and Sediment (E&S) Control Plan must be submitted, reviewed, and approved by the City Engineer and the Morgantown Utility Board (MUB). All control plan documents and design details and all measures for soil erosion and sediment control and sequencing of installation must meet or exceed current methods and standards adopted by the City of Morgantown, the Morgantown Utility Board (MUB), and the West Virginia Department of Natural Resources (WVDNR). The City Engineer and/or the Morgantown Utility Board (MUB) has the right to require additional erosion control measures in the field as conditions warrant.

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