



**DEVELOPMENT SERVICES  
PLANNING DIVISION**

# The City of Morgantown

389 SPRUCE STREET  
MORGANTOWN, WEST VIRGINIA 26505  
(304) 284-7431 TDD (304) 284-7512  
FAX (304) 284-7534 [www.morgantown.com](http://www.morgantown.com)

July 27, 2012

**RE: V12-27 / C&E Development / 701-705 McLane Avenue  
Tax Map 15 , Parcels 165, 166, 167**

Dear Property Owner:

The City's Planning and Zoning Code requires notification of property owners within two-hundred (200) feet of a site where certain land development and/or land use decisions are required by the Planning Commission or Board of Zoning Appeals.

**C&E Development** has submitted a **variance** petition for property located at **701-705 McLane Avenue**. A map is enclosed with this letter illustrating the location of the subject site.

The **Board of Zoning Appeals** will consider this request at a public hearing on:

**Wednesday, August 15, 2012 at 6:30 PM  
City Council Chambers, City Hall, 389 Spruce Street**

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**Project Description:**

The petitioner seeks to construct porch roofs that will encroach into the minimum front setback requirement, which requires variance approval by the Board of Zoning Appeals.

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Should you have any questions concerning this petition or require special accommodations to attend the hearing noted above, please call the Planning Division at 304-284-7431 or email to [cfletcher@cityofmorgantown.org](mailto:cfletcher@cityofmorgantown.org). Written comments may be submitted to this email address or by mail to the Planning Division address noted above.

The agenda for this hearing and related staff reports will be posted on the City's website, [www.morgantown.com](http://www.morgantown.com), approximately one week before the hearing.

Respectfully,

Christopher M. Fletcher, AICP  
Director of Development Services

Enclosure: Site map

**CASE NUMBER:  
V12-27 / C&E Developmentt / 701-715 McLane Avenue**

