



**DEVELOPMENT SERVICES
PLANNING DIVISION**

The City of Morgantown

389 SPRUCE STREET
MORGANTOWN, WEST VIRGINIA 26505
(304) 284-7431 TDD (304) 284-7512
www.morgantownwv.gov

November 26, 2013

**RE: V13-66 / Jack Hammersmith / 309 Simpson Avenue
Tax Map 37, Parcel 258**

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.

Jack Hammersmith has submitted a variance application for property located at 309 Simpson Avenue. A map is enclosed with this letter illustrating the location of the subject site.

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

**Wednesday, December 18, 2013 at 6:30 PM
City Council Chambers, City Hall, 389 Spruce Street**

Project Description:

The petitioner seeks to enclose an existing porch, which, as proposed, requires two (2) variance relief approvals from the Board of Zoning Appeals to encroach into related minimum setback requirements and to exceed maximum lot coverage.

Should you have any questions concerning these petitions or require special accommodations to attend the hearing noted above, please call the Planning Division at 304-284-7431 or email to shollar@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.morgantownwv.gov, approximately one week before the hearing.

Respectfully,

Stacy Hollar
Executive Secretary

Enclosure: Site map

**CASE NUMBER:
V13-66 / Jack Hammersmith /
309 Simpson Street**

R-1A

