



**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

July 28, 2015

**RE: V15-46 thru V15-48 / Craft Built Homes, LLC / Munsey Street
Tax Map 6, Parcel 28**

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.

Kurtis Clinton, on behalf of Craft Built Homes, LLC, has submitted three (3) variance petitions for property located on Munsey Street. 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, August 19, 2015 at 6:30 PM
City Council Chambers, City Hall, 389 Spruce Street**

Project Description:

The petitioner seeks to construct two (2) single-family homes facing Munsey Street between Windsor Avenue and Douglas Avenue. The proposed development requires variance relief from Article 1333.04 as it relates to side and rear setbacks and variance relief from Article 1333.07 as it relates to front lot line orientation. Variances petitions require approval by the Board of Zoning Appeals.

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 shollar@morgantownwv.gov. 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:
V15-46 thru V15-48 / Craft Built Homes, LLC /
Munsey Street**




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Legend 

-  Project Site
-  200ft Notification Buffer
-  Zoning Districts
-  Parcels