



**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](http://www.morgantownwv.gov)

December 8, 2022

**RE: V 22-22 / City Neon / 1 & 2 Waterfront Place**

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.

Crystal Miller on behalf of Waterfront Place Property Owner's Master Association has applied for variance relief from Article 1369 of the City's Planning and Zoning Code regarding signage. A map is enclosed with this letter illustrating the location of the subject site. The **Board of Zoning Appeals** will consider this petition at a special public hearing on **Wednesday, October 19 at 6:30 p.m.** The meeting will be held in the **Monongalia County Commission Chambers, 2nd Floor, 243 High Street, Morgantown, WV 26505.**

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## Project Description:

Petitioner seeks variance relief from the Article 1369 of the City's Planning and Zoning Code regarding maximum sign size, height, internal illumination, and/or material standards for three proposed replacement directory signs; City Tax District 09, Tax Map 37A, Parcels 1.1, 2, 3.1, and 5; B-4, General Business District.

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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 [bmcdonald@morgantownwv.gov](mailto:bmcdonald@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](http://www.morgantownwv.gov) approximately one week before the hearing.

Sincerely,

Rodney Bahner  
City Planner

## V 22-22 / City Neon / 1 & 2 Waterfront Place



Members of the public may participate in an existing case before the **Board of Zoning Appeals** in several ways:

- Provide a written submission (evidence such as reports, photographs, etc.) while the record is open. Evidence supporting the granting or denial of an application may be submitted to the Office of the Planning Division up to five (5) days prior to the public meeting. Written evidence submitted after the deadline cannot be considered by the BZA unless the BZA finds good cause exists to admit additional evidence at the time of the hearing.
- Provide written comments for the public hearing. Written comments may be submitted to the Office of the Planning Division prior to the public meeting OR by presenting them to the BZA Chair at the hearing. Written comments that are lengthy but not considered evidence can be submitted up to five (5) days prior to the public meeting to allow ample time to distribute them to members of the BZA with sufficient time for review.
- Offer testimony during the public hearing portion at the BZA meeting. All speakers are limited to five (5) minutes. If there is a large number of speakers, including many who are part of groups or organizations, the BZA Chairperson may, to avoid repetitive comments, elect to ask a representative to speak on behalf of the group or organization.