



# MORGANTOWN PLANNING COMMISSION

March 11, 2010  
6:30 PM  
City Council Chambers

**President:**

Peter DeMasters, 6<sup>th</sup> Ward

**Vice-President:**

Sam Loretta, 1<sup>st</sup> Ward

**Planning Commissioners:**

Tim Stranko, 2<sup>nd</sup> Ward

Barbara Ferrell, 3<sup>rd</sup> Ward

Bill Petros, 4<sup>th</sup> Ward

Mike Shuman, 5<sup>th</sup> Ward

Carol Pyles, 7<sup>th</sup> Ward

Ken Martis, Admin.

Jennifer Selin, City Councilor

## **STAFF REPORT**

**CASE NO:** MNS10-03 / HTM Properties / 510 Center Street

**REQUEST and LOCATION:**

Request by Doug Shephard, on behalf of HTM Properties, LLC, for minor subdivision approval for property located at 510 Center Street.

**TAX MAP NUMBER (s) and ZONING DESCRIPTION:**

Tax Map #14 Parcel # 273; R-1A, Single-Family Residential District

**SURROUNDING ZONING:**

R-1A, Single-Family Residential District

**BACKGROUND and ANALYSIS:**

The petitioner seeks minor subdivision approval for a minor boundary adjustment of five (5) feet to allow for the development of a driveway for a proposed single-family structure. This will result in an additional 375 sq. ft., making Parcel A approximately 3,924.17 sq ft. and have forty-five (45) feet of street frontage on Center Street. Parcel B will contain approximately 8,075.83 sq. ft. and have fifty-five (55) feet of street frontage on the same. Both Parcels exceed the 3,500 sq. ft. minimum lot size and the thirty (30) feet minimum street frontage standard for the R-1A District.

Addendum A of this report illustrates the location of the subject site and the proposed subdivision.

**STAFF RECOMMENDATION:**

Staff recommends approval with the following conditions:

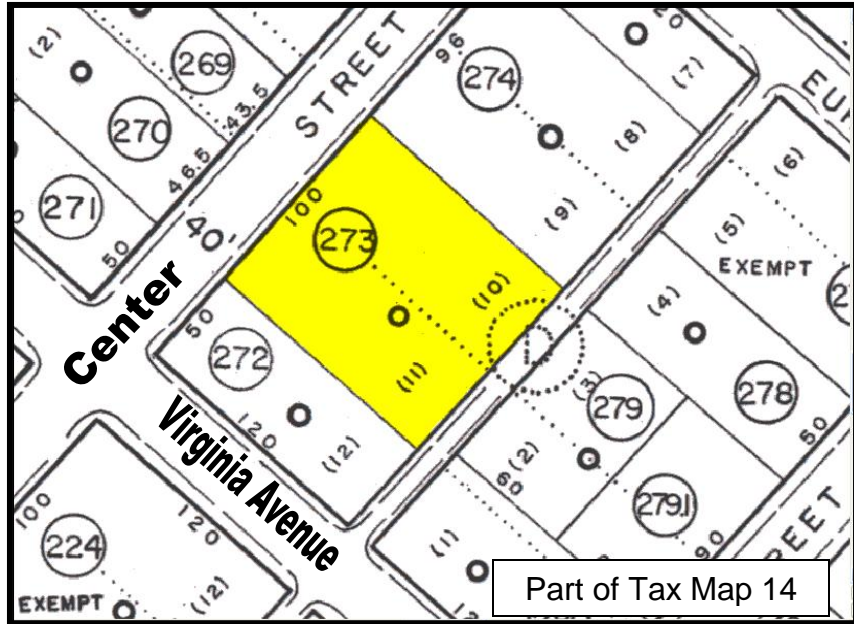
1. That the applicant submit three (3) paper copies, signed and sealed by a surveyor licensed in the State of West Virginia, of the final plat for the Planning Commission President's signature; and,
2. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the condition set forth above.

Enclosure(s): Application

**Planning Department**

Christopher Fletcher, AICP  
Planning Director  
389 Spruce Street  
Morgantown, WV 26505  
304.284.7431

**STAFF REPORT ADDENDUM A**  
**MNS10-03 / HTM Properties / 510 Center Street**





APPLICATION FOR  
MINOR SUBDIVISION

OFFICE USE	
CASE NO.:	MS10-03
RECEIVED:	_____
COMPLETE:	_____

A Minor Subdivision of property includes the creation of up to three (3) parcels or the combination of existing parcels, but does not involve the extension of off-site facilities (streets, etc.) or the dedication of a portion of the site for public use.

(PLEASE TYPE OR PRINT IN BLACK INK)

I. APPLICANT			
Name:	HTM Properties LLC	Phone:	304 685 3243
Mailing Address:	PO 4147	Mobile:	
	Street Morgantown, WV 26505	Email:	htmproperties@hotmail.com
	City State Zip		
II. AGENT / CONTACT INFORMATION			
Name:	Doug Shephard	Phone:	
Mailing Address:	Same as above	Mobile:	
	Street	Email:	
	City State Zip		
Mailings –	Send all correspondence to (check one): <input checked="" type="checkbox"/> Applicant OR <input type="checkbox"/> Agent/Contact		
III. PROPERTY			
Owner:	HTM Properties LLC	Phone:	
Mailing Address:	Same as above	Mobile:	
	Street	Email:	
	City State Zip		
IV. SITE			
Street Address (if assigned):	510 Center St.	Tax Map #(s):	01-14-273
Zoning:	R1A	Parcel #(s):	A & B
Square Footage of Parcel(s):	A 3549.17 ft. <sup>2</sup>	B 8450.83 ft. <sup>2</sup>	
Subdivision Description:	I am requesting to change parcel B's dimensions to 45Wx75L than 38.87W x 10 (Original lot dimensions on the back end of the lot to maintain setbacks for rear unit.) Parcel A's Dimensions shall reflect the impact of the changes to parcel B.		
Are there any Variances from the Subdivision Regulations anticipated: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, to what extent is a variance necessary?	271872019 13131130 201007731 SITE PLAN PAID 1430 35.00		



APPLICATION FOR MINOR SUBDIVISION

OFFICE USE	
CASE NO.	_____
RECEIVED:	_____
COMPLETE:	_____

V. PLAT

Preliminary Plat submission – A Minor Subdivision Application must also include one (1) preliminary plat illustrating:

- (a) Existing and proposed property boundaries, property boundary dimensions, and square footage.
- (b) A letter of service availability and approval from the Morgantown Utility Board.

Final Plat submission – Upon approval by the Planning Commission, three (3) sealed Final Plat surveys must be submitted to the Planning Office and meet the following standards:

- (a) Drawn to a scale of one inch (1") equals fifty feet (50') or larger;
- (b) Date of preparation, north arrow, and scale;
- (c) Legal description;
- (d) Applicant/owner name and address;
- (e) Existing zoning;
- (f) Legend;
- (g) Vicinity map;
- (h) Existing and proposed utility lines and easements;
- (i) Certification by a registered land surveyor, licensed in the State of West Virginia, that the dimension and bearings are accurately delineated with a seal and signature;
- (j) Location, shape, exterior dimensions of each existing building on the site(s);
- (k) Location and dimensions of paved surfaces including sidewalks and curb cuts, and of all abutting streets;
- (l) Location of springs, streams, other water bodies, and areas subject to flooding;
- (m) Floodplain designation making reference to pertinent FEMA Firm Community Panel Number;
- (n) Approval signature block allowing space for President of Morgantown Planning Commission;
- (o) Other items as deemed necessary by Planner Director or City Engineer.

Please note that all approved minor subdivision plats must be filed with the Monongalia County Tax Office within thirty (30) days of approval. Plats not filed within thirty (30) days will be considered invalid by the City of Morgantown and will require reapproval.

VIII. ATTEST

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinance governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other federal, state, or local law regulating construction or the performance of construction.

Doug Shepherd HTM  
Type/Print Name of Applicant/Agent

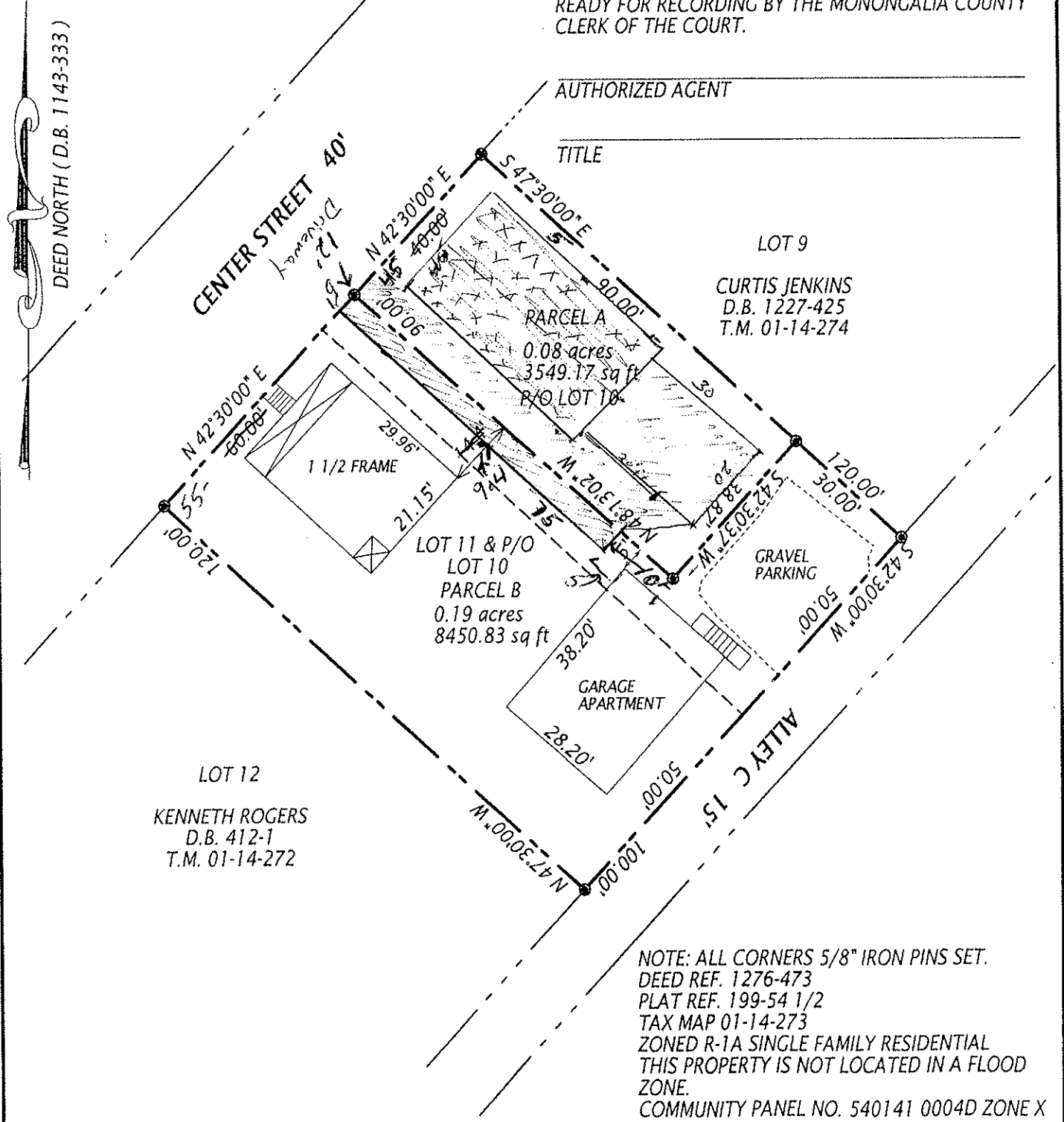
[Signature]  
Signature of Applicant/Agent

2-16-10  
Date

• Minor Subdivision Application Fee – \$35

NOTE: SURVEY WAS CONDUCTED WITHOUT THE BENEFIT OF LAWYER'S TITLE REPORT AND MAY NOT REFLECT ALL EXCEPTIONS, RIGHTS OF WAY, EASEMENTS OR RESTRICTIONS.

THIS SUBDIVISION HAS BEEN APPROVED BY THE MORGANTOWN PLANNING COMMISSION OR ASCERTAINED TO MEET THE MORGANTOWN SUBDIVISION REGULATIONS ON \_\_\_\_\_, 2006 AND IS READY FOR RECORDING BY THE MONONGALIA COUNTY CLERK OF THE COURT.



LOT 12  
KENNETH ROGERS  
D.B. 412-1  
T.M. 01-14-272

LOT 9  
CURTIS JENKINS  
D.B. 1227-425  
T.M. 01-14-274

LOT 11 & P/O  
LOT 10  
PARCEL B  
0.19 acres  
8450.83 sq ft

GARAGE  
APARTMENT

GRAVEL  
PARKING

NOTE: ALL CORNERS 5/8" IRON PINS SET.  
DEED REF. 1276-473  
PLAT REF. 199-54 1/2  
TAX MAP 01-14-273  
ZONED R-1A SINGLE FAMILY RESIDENTIAL  
THIS PROPERTY IS NOT LOCATED IN A FLOOD  
ZONE.  
COMMUNITY PANEL NO. 540141 0004D ZONE X

PLAT OF LOTS 10 & 11, BLOCK D  
NORTH MORGANTOWN ADDITION  
LOCATED AT 510 CENTER STREET  
SUBDIVIDED FOR  
**HTM PROPERTIES LLC**

T. D. HARBER  
LICENSED PROFESSIONAL SURVEYOR