

# MORGANTOWN PLANNING COMMISSION

## MINUTES

6:30 p.m.

February 10, 2022

Council Chambers

**COMMISSIONERS PRESENT:** William Blosser, A.J. Hammond, Tim Stranko, Danielle Trumble and Bill Petros

**COMMISSIONERS ABSENT:** Pete DeMasters, Michael Shuman and Sam Loretta

**STAFF PRESENT:** Rickie Yeager, AICP

**CALL TO ORDER/ROLL CALL:** The meeting to order at 6:30 p.m. With Mr. DeMasters absent, a motion for a member to run the meeting was requested. Stranko nominated Trumble, seconded by Petros. Trumble asked if it was ok to bypass reading of the pre meeting announcement. All in favor.

I. **PUBLIC COMMENT:** None one present.

II. **MATTERS OF BUSINESS:** Approval of meeting minutes January 13, 2022. Yeager added a #4 on page 8 referring to Case #MNS21-11. Stranko motioned to approve, seconded by Petros. Vote was unanimous. Minutes approved with changes.

III. **UNFINISHED BUSINESS:**

A. **MJS21-01 / Frasher – Berryman / 400 Inglewood Boulevard** Request by Chad Frasher and Bob Berryman on behalf of Inglewood Properties, LLC for a major subdivision of 400 Inglewood Boulevard, City Tax District 15, Tax Map 11, Parcels 113 and 12; R-3, Multi-Family Residential District.

Yeager presented the staff report and noted that the petitioner was present. Frasher noted they had no additional comments.

The public hearing was opened. Seeing none, the public hearing was closed.

### **STAFF RECOMMENDATION:**

After review, staff recommends that the Planning Commission approve the applicant's request for a major subdivision of the above referenced property and approve the Final Plat (attached hereto) in accordance with the Article 1319 of the City's Planning and Zoning Code.

Stranko moved for approval as recommended by Staff, seconded by Petros. Vote was unanimous.

**IV. NEW BUSINESS:**

**A. MNS22-01 / Terry L. Brooks Estate / 305 and 321 Dewey Street and 511 Elmina Street**

Request by Scott Belck on behalf of Terry L. Brooks Estate for a minor subdivision of 305 and 321 Dewey Street and 511 Elmina Street, City Tax District 10, Tax Map 29, Parcel 468; R-1A, Single-Family Residential District

Yeager presented the staff report and noted the petitioner was present.

Public hearing was opened, seeing none the public hearing was closed.

**STAFF RECOMMENDATION:**

After review, staff recommends that the Planning Commission approve the minor subdivision application with the following conditions:

1. Staff schedules a Technical Review Committee meeting with the appropriate City agencies to review the proposed minor subdivision. If an issue or deficiency is identified by the Committee with the proposal or plat, it shall be resolved by the applicant and appropriate documentation submitted to staff for final review/approval.
2. The applicant provides a Letter of Service availability or correspondence from the Morgantown Utility Board stating as much.
3. The Board of Zoning Appeals grants the applicant variance relief for the compliance issues listed above and any other noncompliance issues found through discovery during the Technical Review Committee meeting.
4. That the petitioner submits at least three (3) original final plat documents, including all access/utility easements, signed, and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature.
5. Issue with double lot frontage be addressed per section 13.21.06b and the survey plot be updated accordingly.

That the final plat is recorded at the Monongalia County Courthouse within thirty (30) days of receiving the executed plat.

Trumble asked if there was off street parking for these lots. Yeager mentioned this gravel lot in between the lots would be addressed in the Technical Review meeting. Stranko moved to approve with corrections, seconded by Blosser. Vote was unanimous.

**B. MNS22-02 / Chambers Associates, LLC / 278-280 and 282-284 Randolph Road**

Request by Cynthia Chambers on behalf of Chambers Associates, LLC for a minor subdivision of 278-280 and 282-284 Randolph Road; City Tax District 12, Tax Map 12, Parcel 19.1; R-1A, Single-Family Residential District.

Yeager presented the staff report and noted the petitioner was present.

Cindy Chambers noted the tax maps are strange and really want to have each building on their own lot. Nothing complicated.

Public hearing was opened, being none, it was closed.

#### **STAFF RECOMMENDATION:**

After review, staff recommends that the Planning Commission approve the minor subdivision application with the following conditions:

1. Staff schedules a Technical Review Committee meeting with the appropriate City agencies to review the proposed minor subdivision. If an issue or deficiency is identified by the Committee with the proposal or plat, it shall be resolved by the applicant and appropriate documentation submitted to staff for final review/approval.

2. That the petitioner submits at least three (3) original final plat documents, including all access/utility easements, signed, and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature.

That the final plat is recorded at the Monongalia County Courthouse within thirty (30) days of receiving the executed plat.

Stranko moved to approve subject to staff conditions, seconded by Petros.

Stranko noted the staff report was very well explained. Trumble asked about the parking issues, and Yeager noted it will be addressed in Technical Review.

Vote was unanimous.

#### **VI. OTHER BUSINESS:**

**A. Committee Reports-** None. Yeager asked for explanation of this. Stranko mentioned that the Planning Commission doesn't have their own committees but will participate in others.

**B. Staff Comments-** Yeager noted that the Comprehensive Plan first meeting will be March 3 at the Marriott, and the second on March 5 virtually. He encouraged everyone to participate if they desire. Yeager noted there will be a pretty large meeting in March.

Stranko asked if the Planning Commission will be passing a recommendation to City Council on this. Yeager noted that meetings will be scheduled with the Planning Commission in the future for discussion.

Yeager noted a proclamation for Carol Pyles is being worked on and would be presented to Council. A card is circulating for Sam Loretta on the passing of his wife.

**VII. ADJOURNMENT:** Motion to adjourn by Stranko, seconded by Hammond. Meeting was adjourned at 7:05

MINUTES APPROVED: May 12, 2022

COMMISSION SECRETARY:



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Rickie Yeager, AICP