

**MORGANTOWN PLANNING COMMISSION**

**MINUTES**

**6:30 p.m.**

**March 10, 2022**

**Council Chambers**

**COMMISSIONERS PRESENT:** Pete DeMasters, William Blosser, A.J. Hammond, Danielle Trumble, Mike Shuman, and Bill Petros

**COMMISSIONERS ABSENT:** Sam Loretta, Tim Stranko

**STAFF PRESENT:** Rickie Yeager, AICP

**CALL TO ORDER/ROLL CALL:** The meeting to order at 6:30 p.m. Mr. DeMasters 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 of February 10, 2022. Motion and second to approve as presented. Being not enough people were present to approve, motion and second to table until next meeting was made. All in favor.

**III. UNFINISHED BUSINESS:**

**IV. NEW BUSINESS:**

**A. S22-01-III / Richard Shultz / 245 Don Knotts Boulevard:** Request by Richard Shultz on behalf of Mountain Heights Church and Glenmark Holding LLC for at Type III Development of Significant Impact Site Plan approval at 245 Don Knotts Boulevard, City Tax District 9, Tax Map 49, Parcel 1 and 25.1, B-2, Service Business District.

Yeager presented the staff report and noted the petitioner was present. Jamie Noble is representing the petitioner. She noted that the request for the variance is because they believe that the parking available now is adequate. Noble noted there were 130 people each week attending services including children.

Public hearing was opened. Being none the public hearing was closed.

**STAFF RECOMMENDATION:**

After review, staff recommends that the Planning Commission approve Mr. Shultz's Application for Type III DSI Site Plan Review with the following conditions:

1. The City's Board of Zoning Appeals grants the applicant variance relief from Table 1365.04.01: Minimum Off-Street Parking Requirements of the Planning and Zoning Code, to require at least 86 parking spaces in accordance with the site plan provided.

2. The following modifications are made to all three site plan sheets submitted:

a. Add a scale and north point arrow.

3. The following modifications are made to site plan sheet 1:

a. Address of the property owner and developer

b. Add existing zoning designation (B-2)

c. Add name of adjacent property owners

d. Add a vicinity map

Demaster's asked for clarification on the parking requirements. Yeager noted the petitioner is requesting less parking then required by code. Will be presented to BZA next week.

Motion and second to approve. Vote was unanimous.

**B. MNS22-03 / CMB Properties / 825-835 West Virginia Avenue:** Request by Seth Wilson on behalf of CMB Properties for minor subdivision (boundary adjustment) of 825, 827, 829, 831, 833 and 835 West Virginia Avenue, City Tax District 9, Tax Map 48, Parcels 13 and 15, R-1A, Single-Family Residential District.

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

DeMasters asked about having two separate units on one lot. Yeager stated that according to the City Attorney's office and since it is non-conforming the line can be moved.

CMD Properties were present, no comments but would answer questions from the public.

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. 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.

Motion and second to approve subject to staff recommendation. Vote was unanimous.

**VI. OTHER BUSINESS:**

**A. Committee Reports-** None.

**B. Staff Comments-** Major subdivision application should be on the agenda for the April meeting.

**VII. ADJOURNMENT:** Meeting adjourned at 6:50.

MINUTES APPROVED: April 18, 2022

COMMISSION SECRETARY:



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Rickie Yeager, AICP