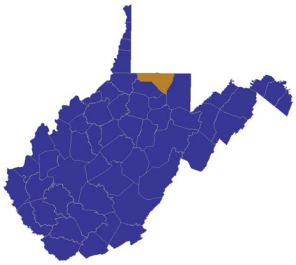
MCPC
MONONGALIA COUNTY
PLANNING COMMISSION

243 High Street, Rm 026
Morgantown, WV 26505
Phone 304.291.9572
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www.monongaliacounty.gov



Planning Commissioners:

Matthew Ridgway PE, President

Vince Putkowski, Vice President

Jeff Arnett, County Commissioner

Joe Panico

Joe Kaehler

Darin Glitz

Marc Bowers

Mary Ann Folz

Parker Grimes

PLANNING STAFF:
Director of Planning:
Andrew Gast-Bray, AICP

County Planner:
Patricia Booth, AICP

Regular Meeting
August 13, 2025
6:00 pm
In-Person/Via Tele-Conference

AGENDA

I. Call to Order and Roll Call

II. Approval of Minutes – MCPC President
A. Action on Absences (April 9, 2025)
B. Action on Minutes (April 9, 2025)

III. Public Hearings

Case DSI 002-2025: A proposal to consider a Development of Significant Impact review for the property legally described as Morgan Tax Map 4J parcels 138.78, 138.79, and 151 located off of West Run Road at the intersection of Mallard Run. The applicant is proposing to install 2 four-story apartment complexes, one with 36 two-bed units and one with 40 one-bed units

IV. Public Comments/Questions

V. Financial/Administrative Report - Planning Director

VI. Announcements/Communications

VII. Welcome of New Members

VIII. Sub-Committees Updates – MCPC President

Personnel Committee: Putkowski, Ridgway, Arnett
Comprehensive Plan Committee: Hawkins
Zoning Committee: Kaehler, Panico, Hawkins
Budget Committee: Putkowski, Kaehler

IX. New Business

X. Old Business

XI. Adjournment

MEMORANDUM

MONONGALIA COUNTY PLANNING COMMISSION

To: The Monongalia County Planning Commission

From: Andrew Gast-Bray, AICP, Director of Planning

Date: August 6, 2025

Subject: Request for site plan approval of a Development of Significant Impact by the Woda Group for property legally described as Parcels 138.78, 138.79, and 151, Tax Map 4J of the Morgan District.

Meeting: August 13, 2025

I. REQUEST:

The applicant is requesting approval of a development of significant impact (DSI) in order to develop the site with 2 four story apartment complexes, one with 36 two-bed units and one with 40 one-bed units. (See Exhibit A).

Location:

Address: 969 West Run Rd, Morgantown, WV 26505
Legal Description: Parcels 138.78, 138.79, and 151, Tax Map 4J of the Morgan District

II. RELEVANT PRIOR COUNTY ACTIONS: (correspondence and work sessions)

Throughout the years, multiple attempts to develop the site have taken shape, including town homes, and several commercial attempts.

On June 15th, 2023, Mr. Charles Garvick and Mr. Keith Pappas met with MCPC Staff to begin discussion on this DSI with an outline of what they might do on the property.

On December 6th, 2024 Mr. Charles Garvick and Ms. Kelsey Crowe met with MCPC Staff again, to further refine their application and request.

On April 21st, 2025 along with several follow-up meetings, a Traffic Study was launched to address the significant impact of this development and another large development of significant impact proposed in the same general vicinity.

On June 13th, 2025 the Woda Group submitted an application for the DSI along with a digital copy after the deadline for the July meeting. After review it was found certain items were missing. Additional materials which completed the application arrived on July 9th, 2025.

On July 29th, 2025, the Traffic Study was submitted and showed that there was no easy, clearcut and reasonable improvement possible for the directly impacted area of the development, which generated the need for a traffic study assessment meeting.

On August 6th, 2025, WVDOH, HRG, MMMPO and Staff met to discuss the implications of the Traffic Study and assess what could be done with the results of the Study.

III. BACKGROUND INFORMATION:

A. Size of Parcel: 2.563+/- acres (111,644.28+/- sq ft)
B. Zoning District: High Density Residential (R-4)
C. Existing Vegetation: Currently Vacant
D. Community Character of Immediate Vicinity: Mixture of high density residential, as well as some undeveloped land.

IV. REVIEW OF APPLICATION:

Pursuant to Section 2300.07 of the West Run Planning District Zoning Ordinance, no land within the zoned planning districts of Monongalia County shall be developed or altered for the purpose of constructing buildings or establishing uses without first having received site plan approval from either the Planning Office, the Planning Commission, or the Board of Zoning Appeals. It shall be the duty of the Planning Official, or his/her designee, in conjunction with other appropriate departments and agencies, to perform complete and thorough review of all plans submitted to the Planning Office.

Developments of Significant Impact (DSI) are those that have a broader impact. Residential projects of 12 to 99 dwelling units are defined as a DSI. The Planning Commission shall consider the following standards concerning applications that are defined as a DSI:

1. Purpose of the R-4 District (§1250.01): In Compliance.

   The West Run High Density Residential District (R-4) is created to provide for apartment, townhouse, condominium and other high density residential and other compatible uses where public water, sewer, and suitable roadway networks are available, near employment centers, and possessing other characteristics which make high densities appropriate and desirable.

   The applicant is proposing a series of multi-family structures.

2. Permitted Uses (§1250.02): In Compliance.

   The following uses and structures shall be permitted in the West Run High Density Residential District:

   A. Uses permitted in the West Run Medium Density Residential District (R-3) shall be permitted in the West Run High Density Residential District (R-4).
   B. Multi-family dwellings or apartment buildings
   C. Assisted living and other residential treatment facilities up to the maximum density permitted by the State of West Virginia and permitted by the provisions of this Ordinance.

   The construction of multifamily structures containing 76 units is a permitted use within the R-4 District. Construction of between 12 and 99 units requires review by the Planning Commission via a Development of Significant Impact (this application and staff report).

3. Permitted Accessory Uses (§1250.03): In Compliance.

The following accessory uses and structures shall be permitted in the West Run High Density Residential District (R-4) provided they are incidental and subordinate in height, area, bulk and extent to the principal use. Accessory structures shall not be erected prior to the erection of a principal building or use.

A. Detached garages and storage buildings for use of residents
B. Private swimming pools, health clubs, meeting facilities, and recreational facilities for the use of the residents.
C. Required off-street parking
D. Any other use, which the Board of Zoning Appeals determines is one customary, and incidental to the principal permitted use of the property.

No accessory structures except a small picnic area and a small shed.

4. Residential Density – Multi-Family Residential (§1250.05): In Compliance.

Multi-Family Residential
A. Maximum of 8 structures with a maximum of 80 bedrooms per acre. *See TA 001- 2016*

Based on the plans submitted, with 2.563 acres of land, the applicant is allowed a maximum of 20.504 (20 rounding down) structures with a max of 205.04 (205 rounding down) beds. The site plan shows two buildings, Mallard Greene and Mallard Terrace: Greene will have 1 building with 36 two-bed units. Terrace will have 1 building of 40 one-bed units. (see Exhibit A). This would put the project at a total of 112 bedrooms, well below the max (only 54.63% of the max).

5. Height (§1250.05): In Compliance.

B. Height.
1. The height of the principal structure shall not exceed 5 stories or 50 feet whichever is less.
2. Structures of 4 or 5 stories, or exceeding 40 feet, shall be constructed with independent fire detection and suppression systems.

Based on the plans submitted, the proposed buildings will be 4 stories of habitable floor. Greene's truss is 38 feet high with the parapet being 46 feet. Terrace's truss is 38 feet high with the parapet being 45 feet (see Exhibit B).

6. Lot Requirements (§1250.05): In Compliance.

1. Size. 25000 SF minimum.
2. Width. 200 feet minimum.

The area of development consists of 2.563 acres with ~422 feet of width for the majority of the parcel excluding the small tail off to one side (see Exhibit A).

7. Lot Disturbance Standards – Minimum Yard Setbacks (§1250.05): **Compliance to be determined. Condition Requested**

A. Front yard shall have a minimum depth of 20 feet.

B. Rear yard shall have a minimum depth of 40 feet.
C. Side yards shall have a minimum width of 10 feet.
D. Parking Lot/drive aisle setbacks shall have a minimum depth of 5 feet.

The site plan outlines the required front, rear, and side yard setbacks. The required 5-foot minimum drive aisle setback is also delineated as shown on the site plan (see Exhibit D).

Both buildings and a majority of the parking are in compliance either through setbacks or AI 003-2024 (see No. 8 below). However, there is a small portion of the parking which is proposed to go to the parcel line as part of a proposed parcel split. The applicant has applied for a Variance (VAR) from the setback requirements to be heard by the Board of Zoning Appeals on August 20, 2025 (See Exhibit D) (cf. consistent with variance request for Spire VAR 002-2024). This DSI will be conditionally approved provided the VAR is also approved at the BZA meeting.

Staff is recommending prior to the issuance of the Land Use Permit, the Applicant shall submit and be approved for a variance to the landscaping, setbacks, and parking.

8. Required Parking (§2500.04): **Compliance to be determined. Condition Requested**

Required Parking

Specific Use	Multiplier	Proposed	Required Spaces
Dwelling, Multi-family	1 bedroom unit/1 spaces per unit	40 1-bedroom units	40 Spaces
Dwelling, Multi-family	2 bedroom unit/1.6 spaces per unit	36 2-bedroom units	57.6 Spaces
		Total	**98 (97.6 Spaces)**

According to the site plan submitted, the Applicant is providing 78 parking spaces for the units. This is below the required amount as the applicant wishes to utilize the transit reduction allowance in the ordinance. This will include the installation of a bus stop pad adjacent to West Run Rd to be coordinated with Mountain Line. The parking stalls are also condensed by 1 foot from ten to nine feet. Additionally, a small portion of the drive aisle to the rear of the property is proposed to be 22 feet instead of the required 24 feet and one parking island is proposed to be removed. Therefore, the applicant has applied for a Variance (VAR) to be heard by the Board of Zoning Appeals on August 20, 2025. This DSI will be conditionally approved provided the VAR is also approved at the BZA meeting.

Per AI 003-2024 in the instance of parking across parcels lines shared by adjoining uses, the setback can be waived solely for parking facilities. The applicant(s) requesting this waiver shall be required to submit documentation of a shared parking agreement and have done so. Any proposed changes to the land uses involved in such a shared parking arrangement must be submitted to Planning Staff for review and may entail an additional

hearing. These requests are to address the West Run Stream located to the rear of the property and the floodplain area adjacent to it. The applicant have sought and been approved for a floodplain permit based on the plans they have submitted to the planning commission.

Staff is recommending two conditions:

Prior to the issuance of the Land Use Permit, the Applicant shall submit documentation indicating a cross-easement agreement regarding parking and access.

Prior to the issuance of the Land Use Permit, the Applicant shall submit and be approved for a variance to the landscaping, setbacks, and parking.

9. Required Landscaping (§2550.02): **Compliance to be determined. Condition Requested**

New nonresidential and/or multi-family development adjacent to single-family residential property (existing or zoned) shall provide a landscape buffer yard ten (10) feet wide planted with five medium to large trees and fifteen (15) shrubs per 100 linear feet of buffer yard between the nonresidential or multi-family uses and single-family residential uses (See Graphic 2550.06.01).

According to the landscaping plan submitted, the Applicant is providing a mixture of bushes and trees around the exterior of the project site. Additionally, all areas not delineated as structures, parking or travel ways are required to be grassed over unless otherwise delineated (see Exhibit A). However, they wish to plant larger canopy trees which means they will be planting trees every 75 feet rather than every 20 feet with bushes in between. The applicant also wishes to not install additional landscaping along the rear of the property adjacent to West Run Stream (see Exhibit D for flood zone line). The parking reduction stated above also allows the developer to retain existing vegetation adjacent to the stream at the rear of the property and not crowd the flood zone. Therefore, the applicant has applied for a Variance (VAR) to be heard by the Board of Zoning Appeals on August 20, 2025. This DSI will be conditionally approved provided the VAR is also approved at the BZA meeting.

Staff is recommending prior to the issuance of the Land Use Permit, the Applicant shall submit and be approved for a variance to the landscaping, setbacks, and parking.

10. Signs: In Compliance.

The Monongalia County West Run Planning District Zoning Ordinance does not provide any regulations for signage.

The sign proposed is a monument sign located adjacent to the road but far enough to the side to ensure a line of sight for ingress and egress.

11. Building plans and elevations illustrating construction, alteration, materials, textures and colors: In Compliance.

    The applicant did provide building plans and elevations for the apartment buildings included material types. Based on a flip book submitted with the application, it will be similar in style to previous developments done on other sites.

12. Lighting and Illumination: In Compliance.

    The applicant stated that any outdoor lighting would be used as part of this development would be focused downward as shown on the lighting plan, therefore staff does not anticipate glare to affect neighboring properties.

13. Drainage and Stormwater Management (§2650.01): In Compliance

    For project disturbing over 1 acre, a WVDEP permit must be applied for. All drainage and stormwater systems shall be designed and built in accordance with the WVDEP standards. In the case of this area, Stormwater Management is handled by WV DEP.

    The Applicant has submitted a proposed stormwater management plan as part of their application to WV DEP which has been approved as Permit WV0115924. They have also been approved for a storm sewer culvert outlet along West Run Stream from the WV DNR as a right of entry permit LS-2025-I-31-17905. They will also be grading the site in such a manner to ensure stormwater is not directed onto adjacent properties.

14. Water Facilities (§2650.01): In Compliance

    The Applicant will have access to City Water. MUB has sent a letter of availability for water facilities. Detailed review of the project and any necessary adjustments will be made prior to execution of the installation.

15. Sewerage Facilities (§2750.01): In Compliance

    The Applicant will have access to City Sewer. MUB has sent a letter of availability for sewer facilities. Detailed review of the project and any necessary adjustments will be made prior to execution of the installation.

16. Fire Protection: **Compliance to be determined. Condition Requested**

    Approval of fire protection is contingent on documentation provided by the applicant from the State Fire Marshal prior to issuance of a Certificate of Compliance.

    The Applicant has submitted a draft agreement between themselves MUB regarding installation of a 6-inch fire service. Detailed review of the project and any necessary adjustments will be made prior to execution of the installation.

Staff is recommending that prior to the issuance of the Certificate of Compliance, the Applicant shall submit documentation from the State Fire Marshal indicating approval of the site plan and floor plan in regard to fire protection.

17. Access: In Compliance

Access is currently being provided via an existing driveway from the prior structures on site. Per §2600.02 Roads and Right-of-Way this is equal or greater than same as a road classified as a Collector.

The Applicant is proposing to utilize an existing access point. The applicant has had WV DOH received a Right of Way Entry Permit 04-2025-6515. They have also submitted an agreement between WV DOH and Mallard Greene LP (the future development owner) for new drainage system upgrades.

18. Traffic Generation: **Compliance to be determined. Condition Requested**

For uses which, in the opinion of the Planning Official, may create excessive negative traffic impacts on existing public rights-of-way in the immediate vicinity that serve the use, the Planning Official may require a Traffic Impact Analysis on current and future traffic flows, at the applicant's expense. The Planning Commission may also table consideration of a development and require the applicant to prepare and submit a Traffic Impact Analysis. If the study indicates that the projected traffic impact of the use would result in a two (2) full letter grade decline in the existing Level of Service of any public right-of-way directly serving the use, such finding may be considered sufficient grounds for denial of the project, or a requirement that sufficient improvements be made to said streets, at the applicant's expense, or that the project be reduced in size and scope to the point where no such negative impact on the Level of Service results.

The applicant offered to address their development's side of West Run Road and offered to provide a bus stop. See Number 8, required parking, above for bus stop pad adjacent to West Run Rd.

Furthermore, the applicant has also responded favorably (details to be determined) to the reservation of a ROW along the rear of the property to address a future multi-use path being studied by the University, the Greenbelt project and the MMMPO – should that come to pass. However, any condition would have to be made contingent on the path becoming a reality – one cannot hold an applicant to something non-existent.

Traffic analysis would not normally be required for a project of this size. One was provided with the application, but it did not address all the needed parameters. In the opinion of the Director of Planning, because this development is on a substandard road that DOH wishes to be brought up to 'acceptability' AND that this development is adding to the load on this substandard road along with another proposed development less than 370 feet from the property, a traffic study was

strongly recommended to address these considerations. The applicant cooperated fully with this request.

The study, in particular, looked at a possible direct traffic improvement to address the impacts of BOTH of the developments. The results from the study can be found in the attached report. They examined numerous scenarios in their 500+ page report.

Specifically, two access alternatives were assessed for the two developments. Alternative 1 was improvement of St. Clair Hill Rd and improve the intersection alignment with West Run Road. Alternative 2 was a new connector road from West Run up to Bakers Ridge Rd.

The HRG Traffic Study also looked at future traffic volumes with the 2027 Opening Year and 2032 Horizon Year with operation at a LOS C or better with no LOS degradations.

Unfortunately, the results demonstrated that the proposed improvement did not provide a demonstrable benefit, AND that the numbers of additional trips were insufficient to meet WV DOH's warrant by themselves *[e.g. for a given scenario – an additional 58 peak hour trips (vph), and 67 for the other development opposite Riddle Rd. Note that for the current peak load Level of Service (C), LOS C typically handles between 1100 and 1550 vph PER lane. Thus, the increment, though significant does not meet a traditional DOH warrant]*.

However, Staff also knew from the MCPC's comments during related work sessions that doing nothing was not an option. This led to a reassessment of the results with a view to 'doing something reasonable', that could be undertaken by the applicant. The traffic study results were reassessed as a result and this led to exploration of establishing a 'cumulative impact' assessment of the development, consistent with procedures from other states though currently NOT done by WV DOH. We do know, however, the 'cumulative impact' of these developments and the inevitable developments to come will meet warrants in the future. Thus, Staff has been coordinating with DOH and the MPO to see what 'could' be done to have a fair, reasonable contribution to improve the transportation situation on the corridor. Unfortunately, this could not be completed by the date of this report but IS planned to be presented at the hearing.

Staff is recommending two conditions:

One condition to be determined: either/or a contribution to meet the cumulative impact of the development as determined by the study/WV DOH OR some equivalent proposed (pending results from engineering report to be presented at meeting).

Prior to the issuance of a Land Use Permit, the applicant shall demonstrate provision of the following transportation related items to the satisfaction of Staff: reservation of a ROW along the rear of the property to address a future multi-use path being studied by the University, the Greenbelt project and the MMMPO.

19. Floodplain Ordinance:

Per the Monongalia County Floodplain Ordinance, a permit must be sought prior to construction including a site plan with elevation data when land is partially is fully in the floodplain.

Per FIRM 2019 Maps for Monongalia County the project site is partially within Zone A for flooding. Areas that are in Zone A is with the FEMA 100-year floodplain.

Two permits were sought and approved by the Floodplain Administrator for Monongalia County for the project site. Floodplain Permit 31.902.25.148.04 was approved for Mallard Greene and Floodplain Permit 31.902.25.148.05 was approved for Mallard Terrace (See Exhibit A).

V. RECOMMENDATION:

Staff recommends APPROVAL to the Planning Commission in order to develop the site with 2 multifamily structures of 36 and 40 units (76 units total) on the subject property with the following conditions:

A. Prior to the issuance of the Land Use Permit, the Applicant shall submit and be approved for a variance to the landscaping, setbacks, and parking.

B. Prior to the issuance of the Land Use Permit, the Applicant shall submit documentation indicating a cross-easement agreement regarding parking and access.

C. Prior to the issuance of a Land Use Permit, the applicant shall demonstrate provision of the following transportation related items to the satisfaction of Staff: reservation of a ROW along the rear of the property to address a future multi-use path being studied by the University, the Greenbelt project and the MMMPO.

D. Prior to the issuance of the Certificate of Compliance, the Applicant shall submit documentation from the State Fire Marshal indicating approval of the site plan and floor plan in regards to fire protection.

E. A condition to be determined: either/or a contribution to meet the cumulative impact of the development as determined by the study/WV DOH OR some equivalent proposed (pending report).

VI. PLANS REVIEWED:

A. Proposed Site Plan by Chadan Engineering dated May 25, 2025
B. Existing Conditions by Chadan Engineering dated May 25, 2025
C. Grading Plan by Chadan Engineering dated May 25, 2025
D. Landscaping Plan by PCI Design Group dated May 23, 2025
E. Erosion and Sediment Control Plan by Chadan Engineering dated May 25, 2025
F. Floor Plans by PCI Design Group dated May 23, 2025
G. Building Elevations by PCI Design Group dated May 23, 2025
H. Traffic Impact Study by Herbert, Rowland and Grubic, Inc. dated July 28, 2025

VII. ATTACHMENTS:

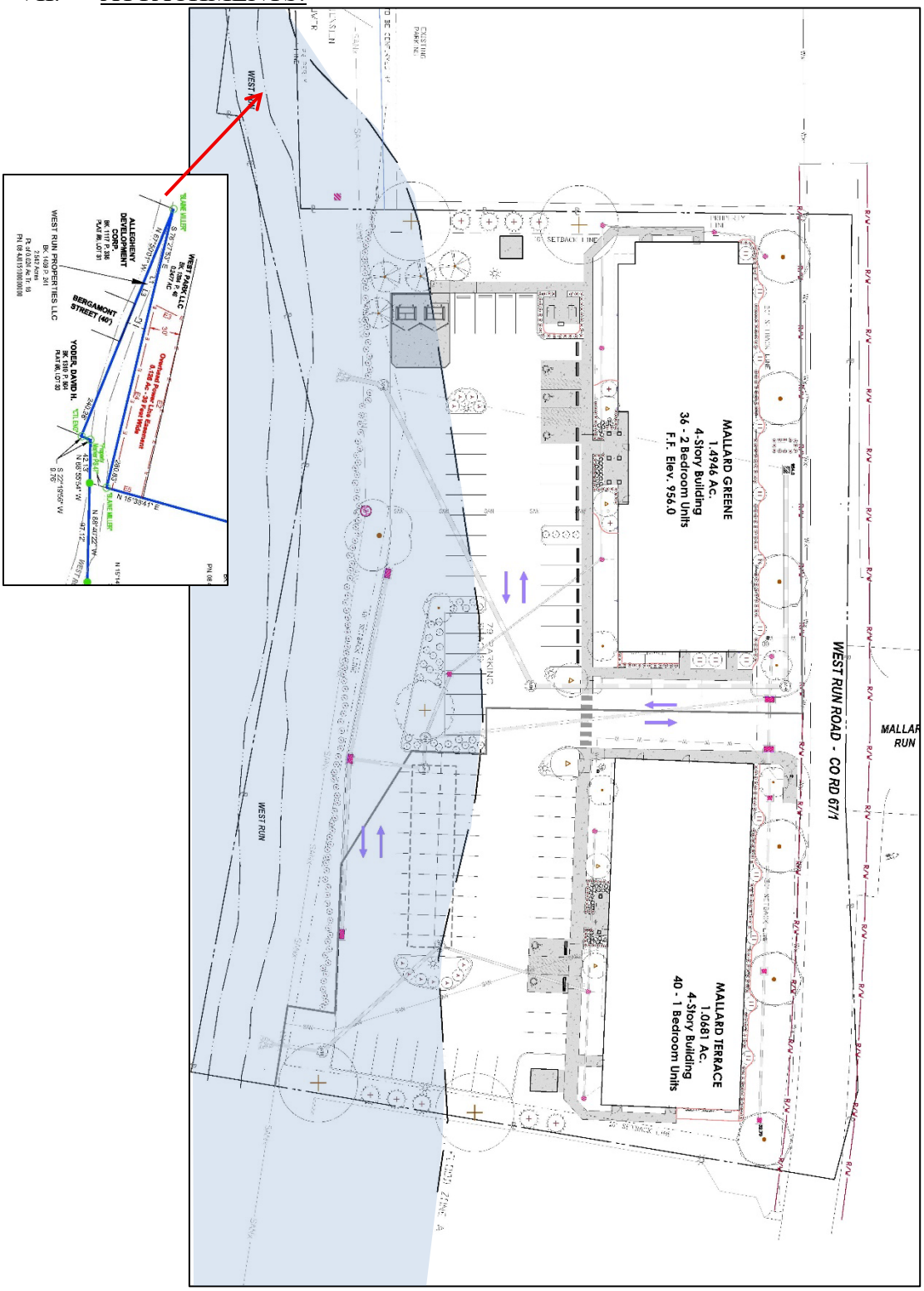
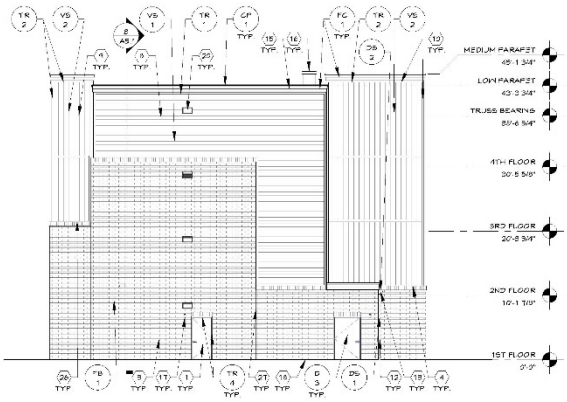


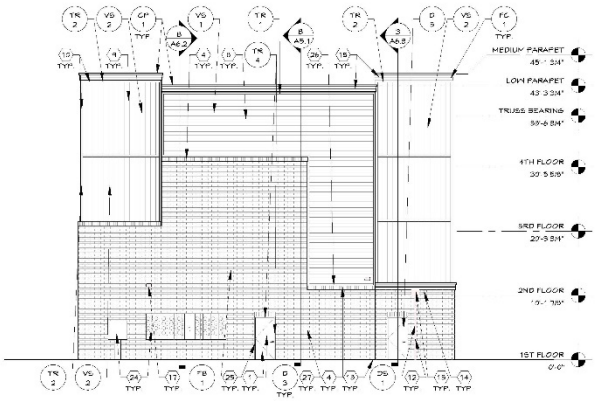
Exhibit A: Site plan showing also showing the proposed landscaping. Inset is little tail of property. Light blue is location of Flood Zone A.



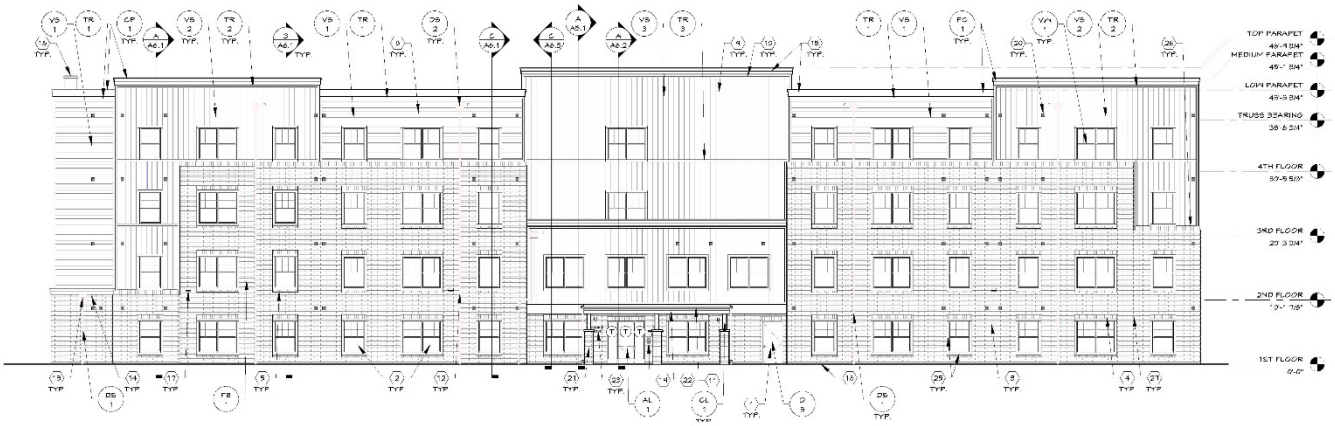
D NORTH ELEVATION



C WEST ELEVATION



B EAST ELEVATION



A SOUTH ELEVATION

Exhibit B: Elevations, Mallard Green

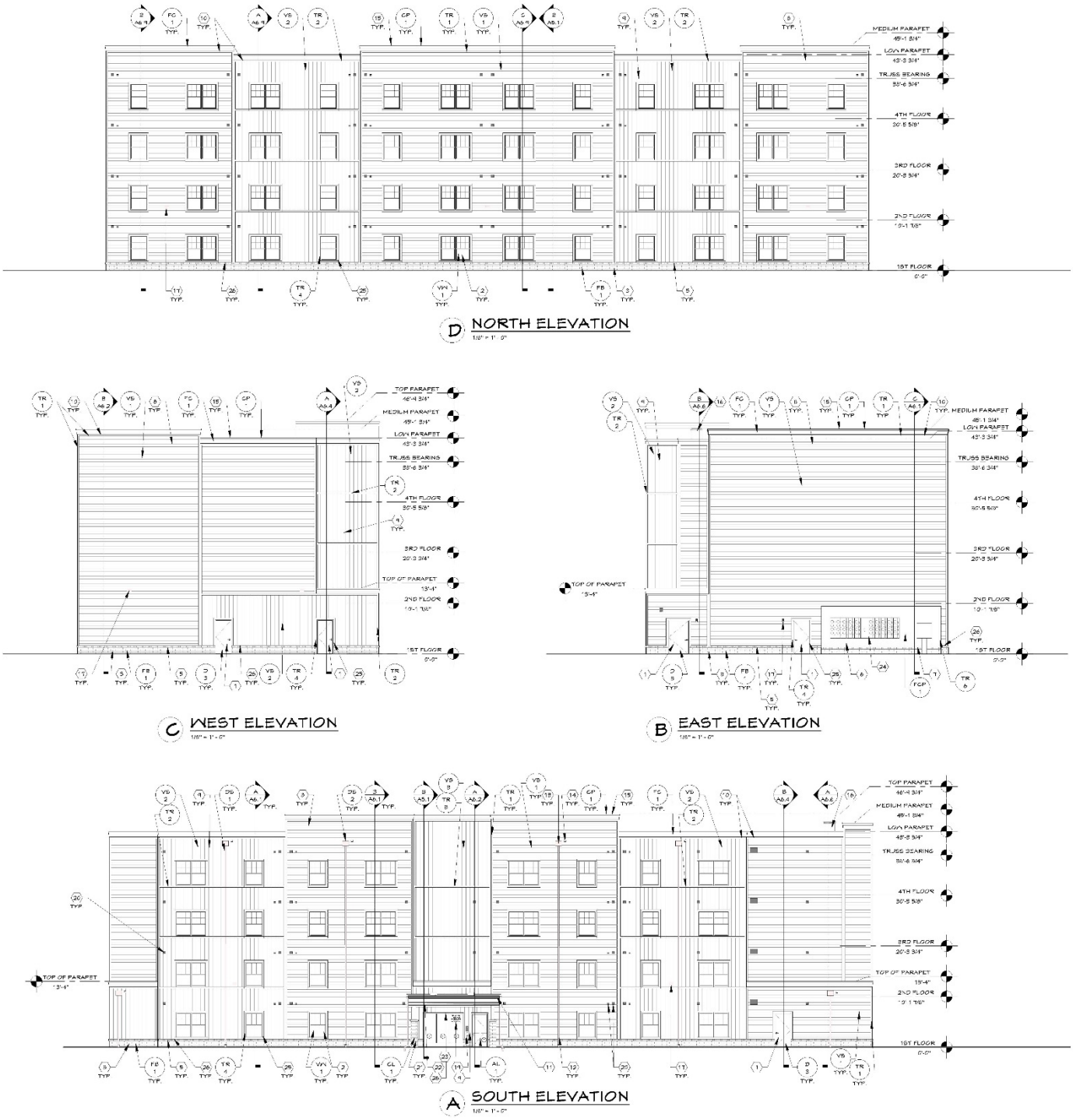
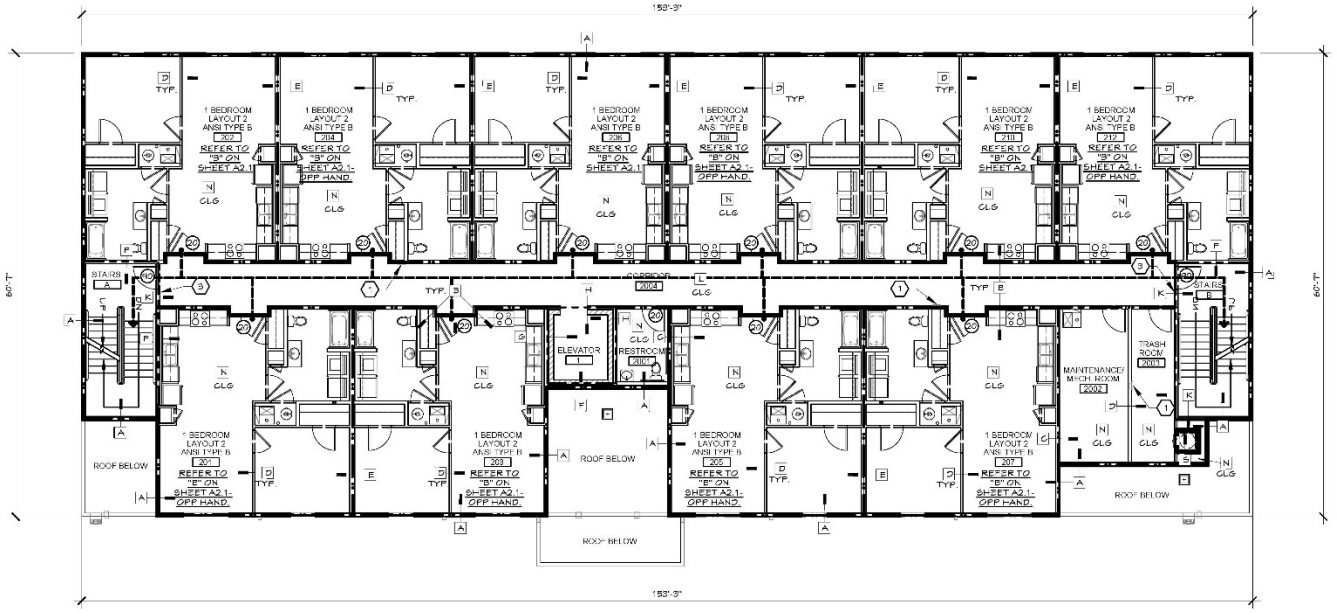
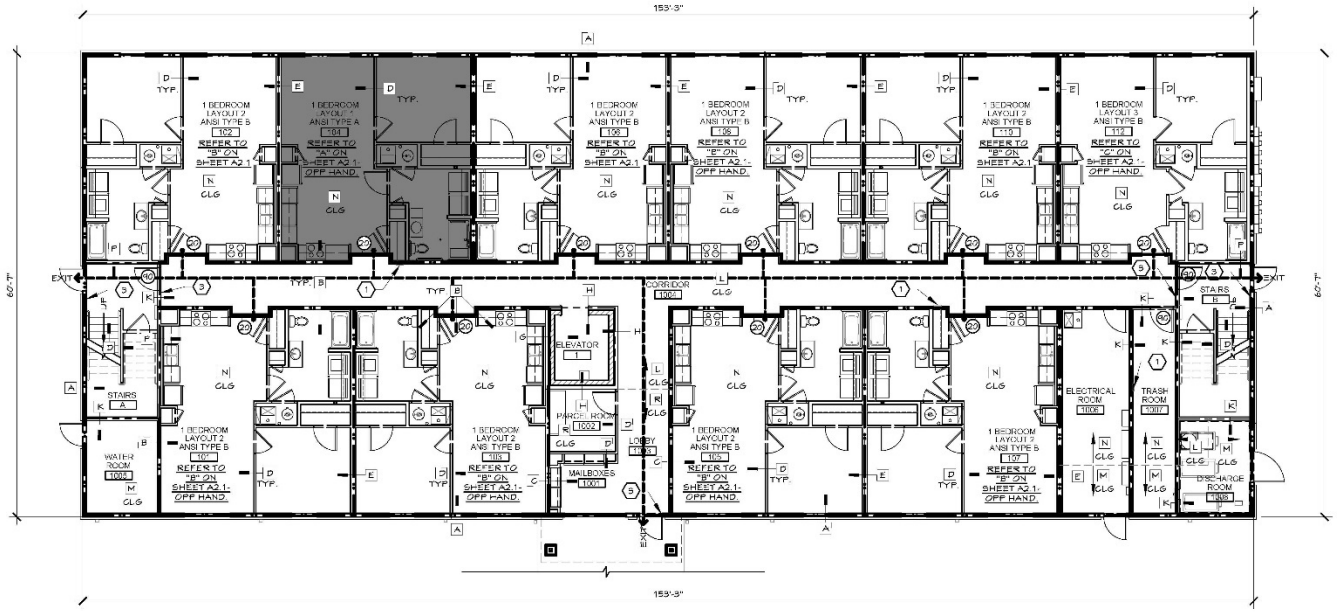


Exhibit B: Elevations, Terrace



B SECOND FLOOR PLAN

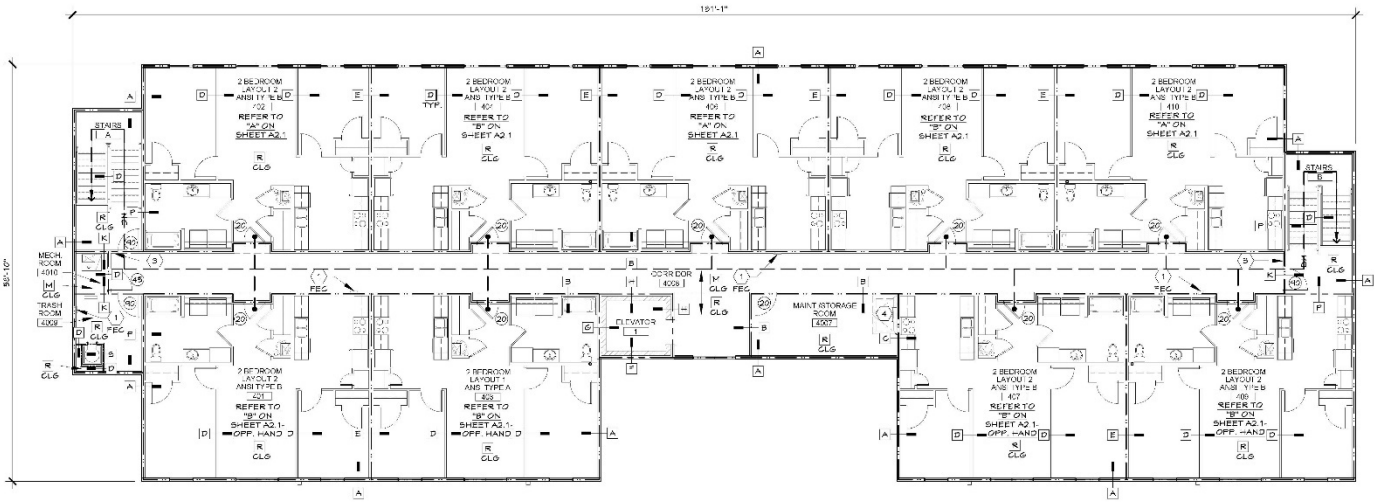
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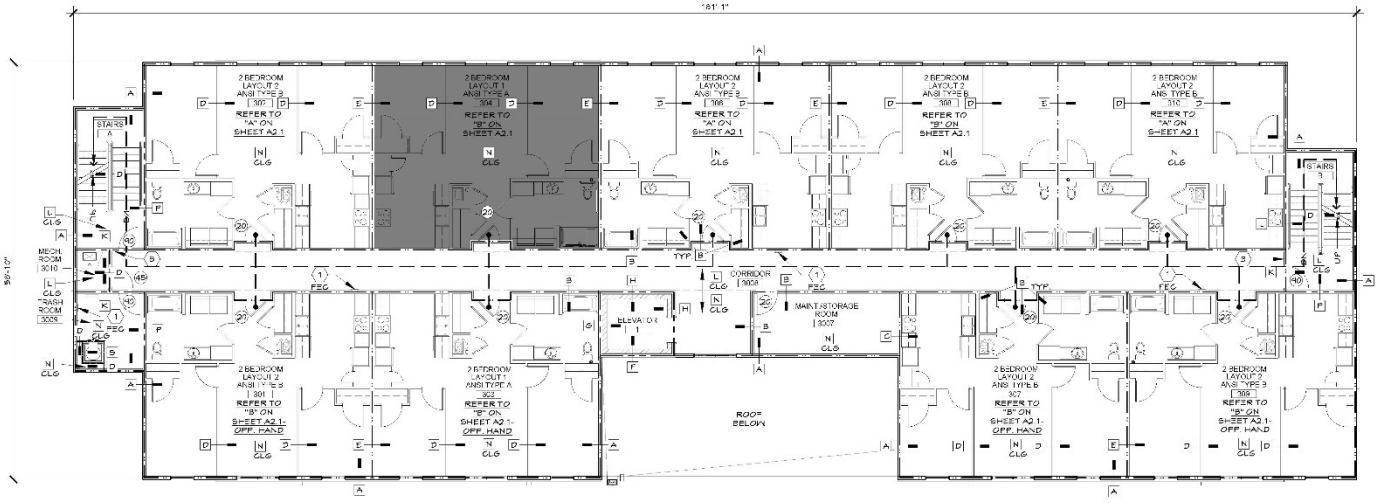
A FIRST FLOOR PLAN

GROSS SQUARE FOOTAGE: 9,284 SF
NET SQUARE FOOTAGE: 9,084 SF

Exhibit C: Floor Plans, Terrace

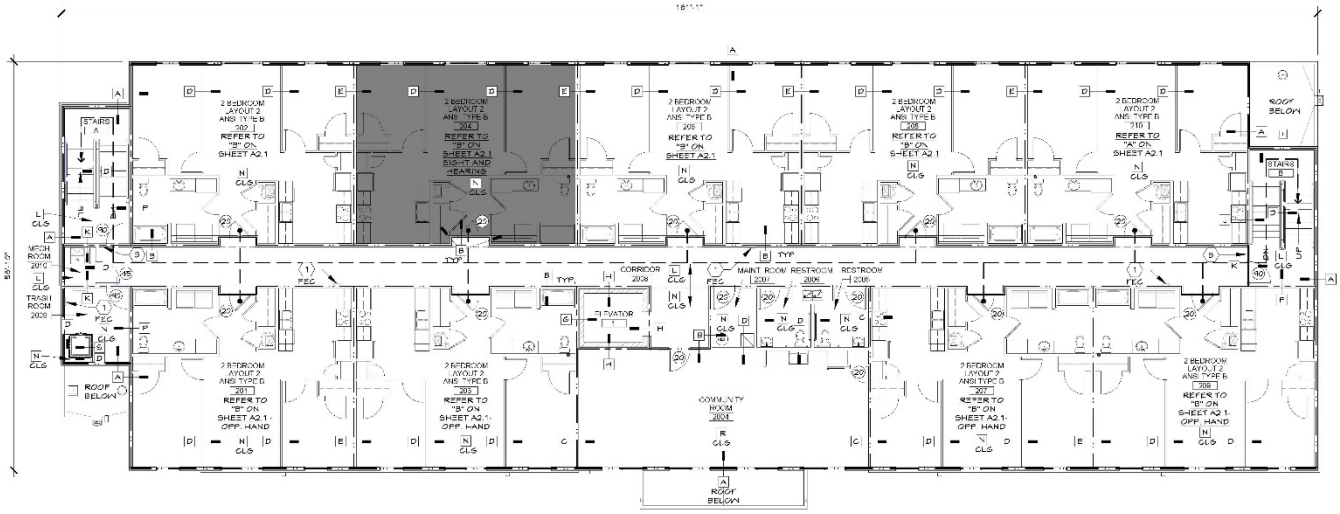


B FOURTH FLOOR PLAN
GROSS SQUARE FOOTAGE: 9,606 SF
NET SQUARE FOOTAGE: 8,870 SF



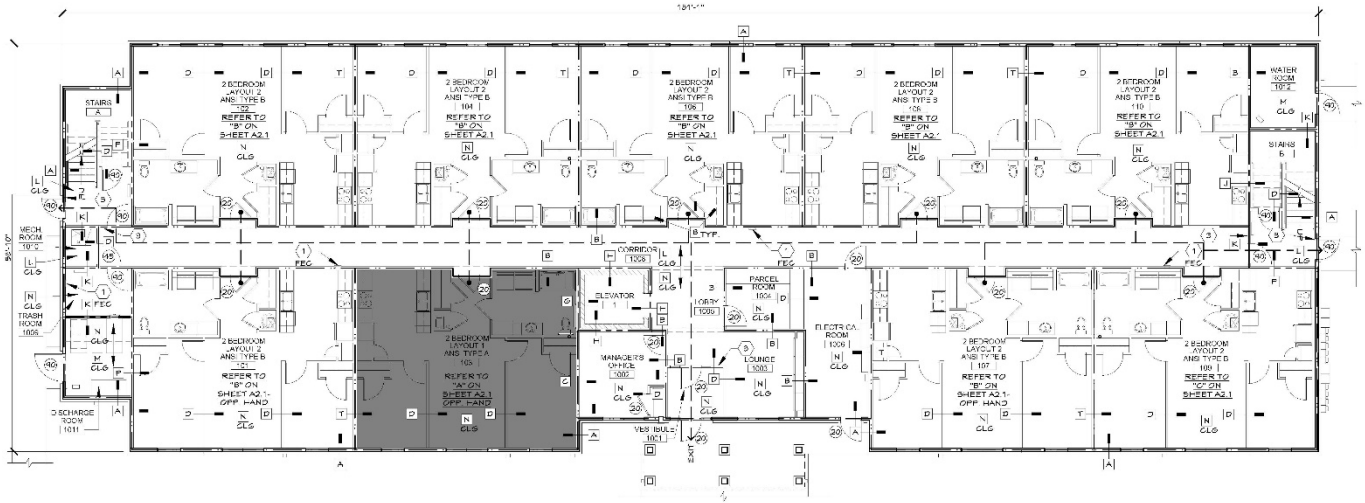
A THIRD FLOOR PLAN
GROSS SQUARE FOOTAGE: 9,606 SF
NET SQUARE FOOTAGE: 8,870 SF

Exhibit C: Floor Plans, Terrace continued



B SECOND FLOOR PLAN

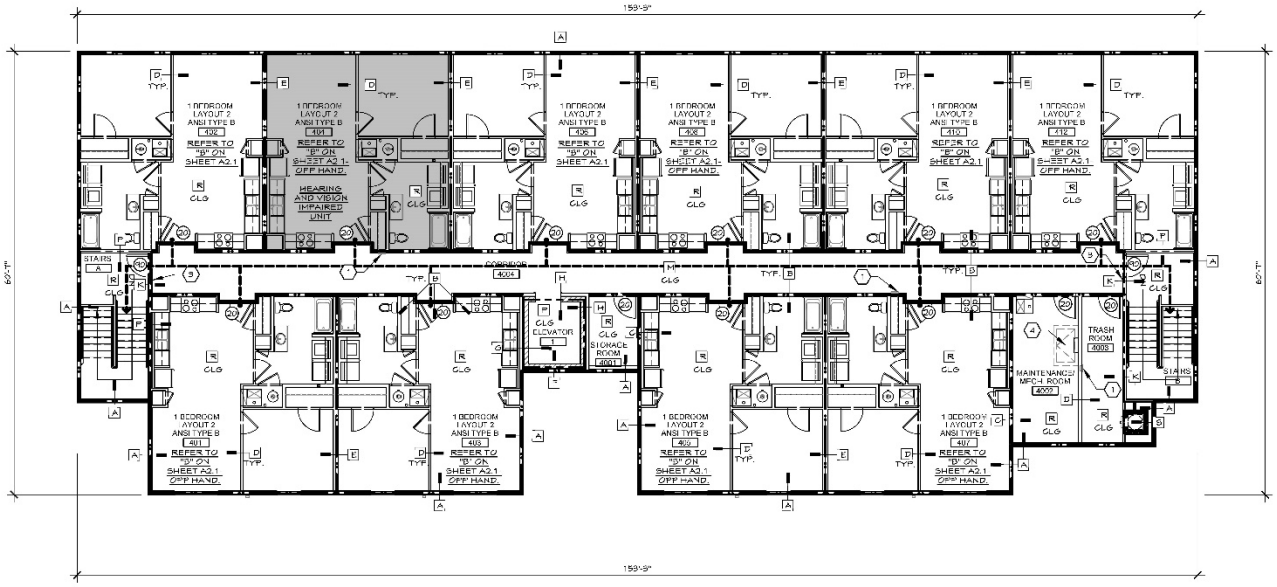
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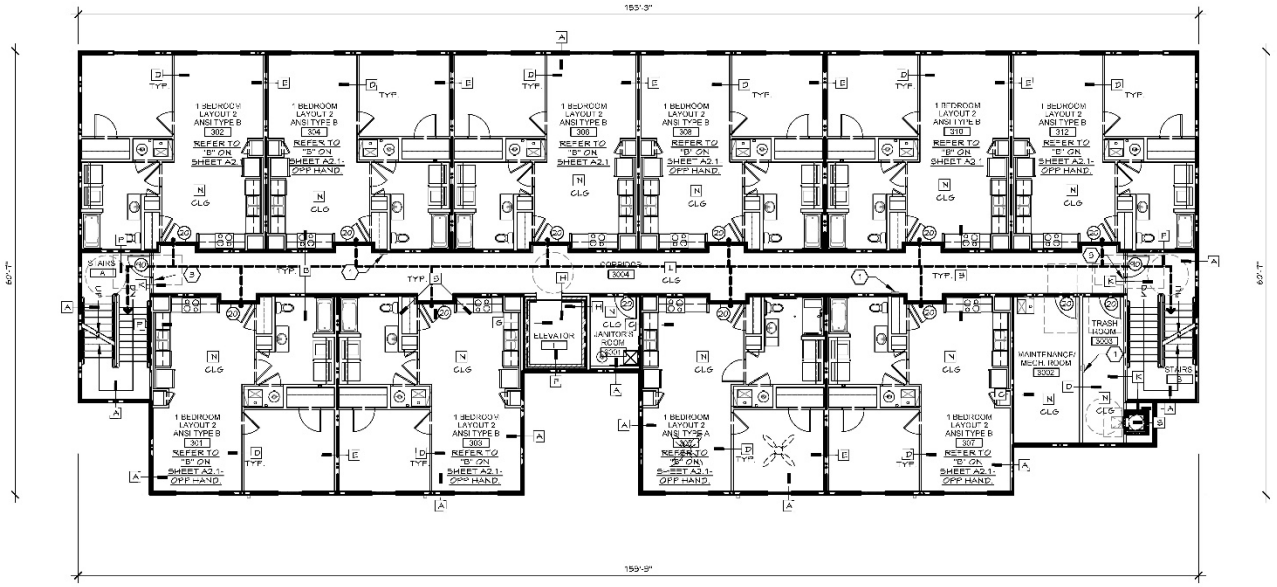
A FIRST FLOOR PLAN

GROSS SQUARE FOOTAGE: 10,331 SF
NET SQUARE FOOTAGE: 10,101 SF

Exhibit C: Floor Plans, Greene



B FOURTH FLOOR PLAN
GROSS SQUARE FOOTAGE: 5,643 SF
NET SQUARE FOOTAGE: 5,433 SF



A THIRD FLOOR PLAN
GROSS SQUARE FOOTAGE: 5,643 SF
NET SQUARE FOOTAGE: 5,433 SF

Exhibit C: Floor Plans, Greene continued

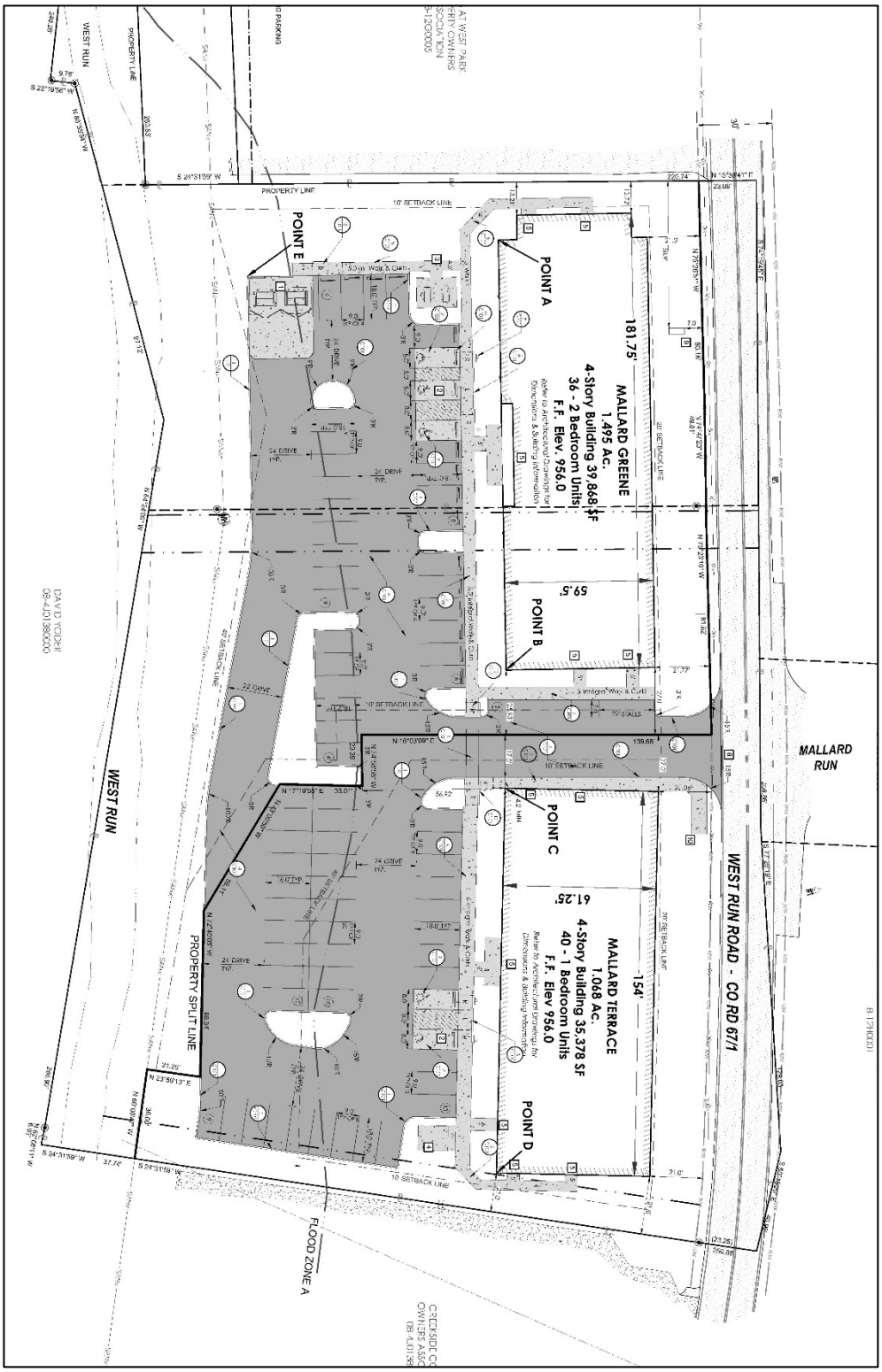


Exhibit D: Proposed Parcel Split