You are hereby notified that the Planning and Zoning Commission of the City of Clarksburg will meet as follows:

**DATE:** Wednesday, September 8, 2021  
**TIME:** 4:00 p.m.  
**LOCATION:** Clarksburg Municipal Building  
Council Chambers  
222 West Main Street  
Clarksburg, West Virginia

**AGENDA**

1) Roll Call

2) Approval of minutes of meeting of:  
   February 10, 2021

3) Unfinished Business

4) New Business:
   
   A. Consideration of a Petition filed by Shawn Maditz and Michael Angiulli Jr. requesting a lot combination and minor boundary adjustment of lots or parcels of land situate on North 15th Street
   
   B. Comprehensive Plan RFP Discussion

5) Adjournment

**Please contact the City Clerk’s office at 304-624-1673 should you be unable to attend the meeting.**
PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission of the City of Clarksburg met in Regular Session on **Wednesday, February 10, 2021** at 4:00 p.m. in Council Chambers, Clarksburg Municipal Building, 222 West Main Street, Clarksburg.

**Members Present:** J. Patrick Shaffer, Chairman  
C. David McMunn  
F. Lee West  
Chris Meighen (via telephone)  
Ryan DeBarr  
Michael Brown  
Timothy “Mike” Fazzini  
City Manager Harry Faulk

**Member(s) Absent:** Pamela Gerlach  
Dortha Parsons  
Marshall Goff, Council Representative

**Also Present:** Ashley Carr, Code Department  
James Cann, City Attorney’s Office  
Annette Wright, City Clerk

Chairman Shaffer called the meeting to order with roll taken upon arrival by the City Clerk.

**MOTION** by Mr. McMunn, **SECONDED** by Mr. West for approval of the minutes of the session held on January 13, 2021. **MOTION APPROVED UNANIMOUSLY.**

**UNFINISHED BUSINESS:** NONE.

**NEW BUSINESS:**

A. **CONSIDERATION OF A PETITION FILED BY HCR MANORCARE WEST VIRGINIA PROPERTIES, LLC REQUESTING THE SUBDIVISION OF LOTS OR PARCELS OF LAND SITUATE AT 100 PARKWAY DRIVE**

Mr. Fazzini, reporting on behalf of the Investigating Committee, stated that the petitioner wanted to subdivide a portion of the parcel from the other in order that such would be out of the flood plain with Code Officer Ashley Carr confirming the same.

Concluding discussion, **MOTION** by Mr. West, **SECONDED** by Mr. McMunn for approval of the above-captioned subdivision petition. **MOTION APPROVED UNANIMOUSLY.**
B. ELECTION OF OFFICERS (CHAIR, VICE CHAIR AND SECRETARY)

With the Committee recommending the following, as well as Mr. West making a MOTION for the same and Mr. Brown making a SECOND thereto:

J. Patrick Shaffer – Chair  
C. David McMunn – Vice Chair  
Ryan DeBarr - Secretary

MOTION APPROVED UNANIMOUSLY.

There being no further business to come before the Commission, MOTION by Mr. West, SECONDED by Mr. DeBarr for adjournment. MOTION APPROVED UNANIMOUSLY.

_____________________________  ________________
Chairman or Vice Chairman      Date

_____________________________
Annette Wright, City Clerk
SPECIAL INVESTIGATING COMMITTEE:

COMMITTEE #1

Mr. C. David McMunn
Ms. Dortha Parsons
Mr. Christopher Meighen

SUBJECT: LOT COMBINATION /MINOR BOUNDARY ADJUSTMENT

PETITION: A petition has been filed by Shawn Maditz and Michael Angiulli Jr. requesting a lot combination and minor boundary adjustment of lots or parcels of land situate on North 15th Street.

Should you have any questions concerning the above, please contact the Code Department at 304-624-1633 or the petitioners Shawn Maditz (304-476-1347) and Michael Angiulli Jr. (304-838-2086).

Attached hereto is the paperwork and information relative to the above request.

Attachments
DIVISION OR COMBINING OF LOTS

NAME OF SUBDIVISION: [Handwritten: Taylor Addition Number 1 (DB 170 pg 38k)]

APPLICANT: [Handwritten: Michael Augustil]

DATE OF COMPLETED SUBMISSION: [Handwritten: 8/16/21 8-16-21]

The following checklist summarizes the information, which must be shown on the Simplified Plat in order to be received for review by the Clarksburg Planning and Zoning Commission.

1. Simplified Plat, six (6) prints and application

2. Sheet size of 8 1/2" x 14 or 8 1/2" x 11"

3. Scale of 1" = 50' or 1" = 100'

4. Vicinity Plan at scale of not less than 1" = 1,000'

5. Name of Subdivision

6. Location of subdivision, address, city and state

7. Tax map number

8. Zoning District

9. Election District

10. Area of each lot or parcel shown

11. Name & address of land owner and developer, if different

12. North point and date

13. Lot and parcel bearing and distances

14. Boundary lines, right of way lines and easements

15. Owners of adjoining land

16. All existing buildings & improvements within subdivision

17. Required certifications and related documentation

[Checked items and notes:]

- [Checked] 1. Simplified Plat, six (6) prints and application
- [Checked] 2. Sheet size of 8 1/2" x 14 or 8 1/2" x 11"
- [Checked] 3. Scale of 1" = 50' or 1" = 100'
- [Checked] 4. Vicinity Plan at scale of not less than 1" = 1,000'
- [Checked] 5. Name of Subdivision: Taylor Addition Number 1 (DB 170 pg 38k)
- [Checked] 6. Location of subdivision, address, city and state: 906 - 904 N 15th Street
- [Checked] 7. Tax map number: TM 14
- [Checked] 8. Zoning District: P-3 district
- [Checked] 9. Election District: District 8
- [Checked] 10. Area of each lot or parcel shown: 14,604 Ft² / 12,892 Ft²
- [Checked] 11. Name & address of land owner and developer, if different: by owner
- [Checked] 12. North point and date: WV North NAD83 (1-11-2021)
- [Checked] 13. Lot and parcel bearing and distances
- [Checked] 14. Boundary lines, right of way lines and easements
- [Checked] 15. Owners of adjoining land
- [Checked] 16. All existing buildings & improvements within subdivision
- [Checked] 17. Required certifications and related documentation: [Handwritten: Signature]
STATE OF WEST VIRGINIA

COUNTY OF HARRISON, TO WIT:

[Signature: Michael Angoff] (petitioner/petitioners)

Named on said petition, after being first duly sworn, upon his oath, deposes and says that Facts and allegation set forth in this said petition are true to the best of his/her knowledge and belief, except where stated, to be upon information and belief, and where so stated believes them to be true.

[Signature: Shalee MAIOITZ]  304-479-1347
Signature of Petitioner

3/16/21
Date

[Signature: Michael Angoff]  304-838-2060
Signature of Petitioner

Taken, subscribed and sworn to before me this the ___ day of ___ , 20__.

[Signature: Paula Hardman]  11/6/21
NOTARY PUBLIC, in and for Harrison County, West Virginia

March 1, 2022
My Commission Expires
DIVISION OR COMBINING OF LOTS

APPLICATION

FEE: $250.00
DATE: 9-10-21

1. NAME OF SUBDIVISION: Taylor Addition Number 1 (DB 170/386)

2. ZONING CLASSIFICATION OF SUBJECT LAND: ________________

3. NAME OF APPLICANT(S): ________________________________
   ADDRESS: 908/904 N 15TH ST
   TELEPHONE: 304-476-1347 / 304-838-2086

4. LOCATION OF SUBDIVISION: A copy of the description of land as set forth in the deed shall be attached.
   Parcel No. _____ Where is deed recorded: _____ N. A.

5. NAME OF OWNERS(S) OF RECORD OF LAND: Mary Preston/John Angelo/Mike
   ADDRESS: 904/908 NORTH 15TH ST
   TELEPHONE: 304-638-2086

6. NAME OF AGENT OR ATTORNEY (IF ANY): ____________
   ADDRESS: ________________________________
   TELEPHONE: ________________________________

7. NAME OF REGISTERED ENGINEER OR SURVEYOR: Mountain State Land Surveying
   ADDRESS: P.O. Box 351 507 Main St. West Milford, WV 26451
   TELEPHONE: 304-476-8168

8. TOTAL AREA OF SUBDIVISION OR DEVELOPMENT: N/A

9. TOTAL NUMBER OF LOTS: ____________
   TOTAL NUMBER OR UNITS: N/A

10. GROSS DENSITY OF SUBDIVISION: N/A UNITS PER ACRS

11. AVERAGE LOT SIZE: N/A +/-
12. BUILDING COVERAGE: \underline{1/2} +/- ACRES (SQ.FT.) % OF TOTAL AREA

13. AREA RESERVED FOR OPEN SPACE: \underline{1/2} +/- ACS (SQ.FT.)

14. ESTIMATED COST OR REQUIRED IMPROVEMENTS TO BE PROVIDED BY THE APPLICANT $ 0

15. STATEMENT OF INTENTION:

A. I HAVE THOROUGHLY READ AND UNDERSTAND ALL THE REQUIREMENTS AND PROVISIONS
   SET FORTH BY THE CLARKSBURG SUBDIVISION ORDINANCE.

B. I HAVE CONSULTED WITH THE PLANNING COMMISSION AND/OR CODE ENFORCEMENT
   ABOUT ANY PROVISION IN THE ORDINANCE WHICH REQUIRED FURTHER CLARIFICATION.

C. I UNDERSTAND THAT APPROVAL OF THE FINAL PLAT BY THE CLARKSBURG PLANNING
   COMMISSION DOES NOT CONSTITUTE PERMISSION TO CONSTRUCT. APPROPRIATE PERMITS
   MUST BE OBTAINED FROM THE CODE ENFORCEMENT DEPARTMENT BEFORE
   CONSTRUCTION MAY COMMENCE.

SIGNATURES FOR FEE PAID:

[Cities of signatures]

CITY OF CLARKSBURG  APPLICANT
DIVISION OR COMBINING OF LOTS

FINAL PLAT CERTIFICATIONS

The following Certifications and related information shall appear on the Final Plat:

1. CERTIFICATE OF OWNERSHIP AND DEDICATION

I/We __________________________ do hereby certify the I/We are the
(Name/Names of Corporation)
True owner(s) of the property shown and described here on and that I/We adopt the plan of
subdivision and establish and minimum building restriction lines.

I/We do hereby dedicate all utility easements and drainage areas unto the City Council of
Clarksburg, West Virginia and reserve the fee simple title to all rights-of-way, streets, alleys,
open spaces and other public sites.

I/We do hereby offer to dedicate the above reserved areas and all public utility systems therein
to the City Council of Clarksburg, West Virginia for the use of the public in general. Said offer
shall not be deemed to be accepted by the City until said offer is formally accepted in the
manner prescribed by law.

This deed and agreement of dedication shall be binding upon my/our grantees, assigns,
successors, heirs and personal representatives and all parties and interests thereto have
hereunto affixed their signatures indicating their assent to this Plan of Subdivision.

WITNESS on this __________ day of ______________, 20 __.

WITNESS:

OWNER/OWNERS
2. CERTIFICATE OF ACCURACY

I hereby certify that the plan shown hereon is a true and correct survey to the accuracy required by the State Board of Examiners of Land Surveyors and that the monuments have been placed as shown hereon to the specifications of the Clarksburg Subdivision Ordinance.

__________________________ 20 _________
Date

REGISTERED ENGINEER OR SURVEYOR

3. CERTIFICATION OF APPROVAL OF WATER AND SEWERAGE SYSTEM

I hereby certify that the water supply and sewage disposal utility systems installed or proposed for installation, in the subdivision plat entitled ______________________ fully meet the requirements of the West Virginia Health Department and are hereby approved as shown.

__________________________ 20 _________
Date

COUNTY HEALTH OFFICER OR
AUTHORIZED REPRESENTATIVE

4. CERTIFICATION OF APPROVAL OF REQUIRED IMPROVEMENTS

I hereby certify that streets and other required improvements have been installed in acceptable manner and according to the specification of the Clarksburg Subdivision Ordinance in the subdivision entitled ______________________.

__________________________ 20 _________
Date

CODE ENFORCEMENT OFFICIAL
CITY OF CLARKSBURG

OFFICE OF DIRECTOR OF FINANCE

CASH RECEIPT

RECEIPT NO. 101651

CUSTOMER NAME: [Redacted]
ADDRESS: [Redacted]
ACCOUNT NUMBER: [Redacted]

PAYMENT MADE FOR:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>SERVICE FEE - WASTE COLLECTION</td>
<td>$</td>
</tr>
<tr>
<td>SERVICE FEE - FIRE SERVICE</td>
<td>$</td>
</tr>
<tr>
<td>PAYMENT AGREEMENT</td>
<td>$</td>
</tr>
<tr>
<td>CIVIL SUIT - (For)</td>
<td>$</td>
</tr>
<tr>
<td>PARKING - (circle one - tickets or monthly parking)</td>
<td>$</td>
</tr>
<tr>
<td>CERTIFICATE OF OCCUPANCY</td>
<td>$</td>
</tr>
<tr>
<td>B &amp; O TAXES</td>
<td>$</td>
</tr>
<tr>
<td>LICENSE (specify - $20 Fee)</td>
<td>$</td>
</tr>
<tr>
<td>(specify - $200 Fee)</td>
<td>$</td>
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<tr>
<td>(specify - $200 Fee)</td>
<td>$</td>
</tr>
<tr>
<td>OTHER</td>
<td>$</td>
</tr>
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<td>HOHAUF 97</td>
<td>$</td>
</tr>
<tr>
<td>TOTAL AMOUNT RECEIVED</td>
<td>$250</td>
</tr>
</tbody>
</table>

Payment Made In Full

BALANCE DUE:

Customer Payment Accepted By

Cash Received By

DATE 8-1-00

WHITE - CUSTOMER • YELLOW - PAYEE • PINK - FINANCE DEPT. • GOLDENROD - FINANCE DIRECTOR
Description of Minor Boundary Adjustment
For
Michael Angiulli, Jr.

Tax Map 14
Being or Portions of Parcel(s) 40, 46, 59, 279, and 282

A tract(s) or parcel(s) of land lying and being situate in the City of Clarksburg, on the waters of the West Fork, in Clark (Clarksburg) District, Harrison County, West Virginia, more particularly described as follows:

Beginning at a Strickling, P.S. #715 cap and rebar, found, a corner to Maditz (TM 14 Parcel 40) and a point on the northern Right-of-Way line of North 15th Street (Taylor Street), from which a Strickling, P.S. #715 cap and rebar, found, corner to said Maditz (TM 14 Parcel 40), corner to Angiulli (TM 14 Parcel 33), bears N 46-00-35 E 38.75 feet, thence with said northern Right-of-Way line of North 15th Street (Taylor Street) for one (1) line;

S 45-47-55 W 117.50 feet to a ¾-inch rebar, found, corner to Comer (TM 14 Parcel 65), thence with said Comer (TM 14 Parcel 65) for one (1) line;

N 40-53-15 W 138.56 feet to a 7/8-inch rebar in concrete, found, a point on the southern Right-of-Way line of North 16th Street (Railroad Street), thence with said southern Right-of-Way line of North 16th Street (Railroad Street) for one (1) line;

N 19-05-35 E 3.36 feet to a ¾-inch rebar in concrete, found, corner to Angiulli (TM 14 Parcel 282), thence with said Angiulli (TM 14 Parcel 282) for one (1) line;

N 40-54-20 W 17.31 feet to a 5/8-inch rebar with cap, set, corner to Angiulli (TM 14 Parcel 279), thence with said Angiulli (TM 14 Parcel 279) for one (1) line;

N 76-35-10 W 15.08 feet to a 5/8-inch rebar with cap, set, a point on the northern Right-of-Way line of North 16th Street (Railroad Street) and a point on the southern Right-of-Way line of the B&O Railroad, thence with said southern Right-of-Way line of the B&O Railroad for one (1) line;

N 19-05-20 E 50.90 feet to a 5/8-inch rebar with cap, set, point on line to Angiulli (TM 14 Parcel 46), thence through the lands of said Angiulli (TM 14 Parcel 46) for one (1) new line;

S 63-39-35 E 24.42 feet to a 5/8-inch rebar with cap, set, corner to said Angiulli (TM 14 Parcel 279), thence through the lands of said Angiulli (TM 14 Parcel 279) for one (1) new line;

S 63-39-35 E 179.98 feet to the Point of Beginning, containing 14,604 Sq. Feet, more or less, as determined by a survey in December 2020 and January 2021, and as shown on a plat attached hereto and made part of this description.

Surveyed by Michael W. Ash, P.S. #2204

[Signature]

[Stamp]
Description of Minor Boundary Adjustment
For
Shawn Maditz and Renee Maditz

Tax Map 14
Being or Portions of Parcel(s) 40, 279, and 280

A tract(s) or parcel(s) of land lying and being situate in the City of Clarksburg, on the waters of the West Fork, in Clark (Clarksburg) District, Harrison County, West Virginia, more particularly described as follows:

Beginning at a Strickling, P.S. #715 cap and rebar, found, a corner to Angiulli (TM 14 Parcel 59) and a point on the northern Right-of-Way line of North 15th Street (Taylor Street), from which a ½-inch rebar, found, corner to said Angiulli (TM 14 Parcel 59), corner to Corner (TM 14 Parcel 65) and a point on said northern Right-of-Way line of North 15th Street (Taylor Street), bears S 45-47-55 W 117.50 feet, thence with said Angiulli (TM 14 Parcel 59) for one (1) line;

N 63-39-35 W 179.98 feet to a 5/8-inch rebar with cap, set, corner to Angiulli (TM 14 Parcel 46) and corner to Angiulli (TM 14 Parcel 279), from which a 5/8-inch rebar with cap, set, a point on line to said Angiulli (TM 14 Parcel 46) and a point on the southern Right-of-Way line of the B&O Railroad, bears N 63-39-35 W 24.42 feet, thence with said Angiulli (TM 14 Parcel 46) for one (1) line;

N 45-57-45 E 121.18 feet to a 5/8-inch rebar with cap, set, corner to Angiulli (TM 14 Parcel 39), corner to Angiulli (TM 14 Parcel 32), and a point on line to Angiulli (TM 14 Parcel 280), thence through the lands of said Angiulli (TM 14 Parcel 280) for one (1) new line;

S 40-54-20 E 30.04 feet to a 5/8-inch rebar with cap, set, a point on line to Angiulli (TM 14 Parcel 33) and a point on line to said Angiulli (TM 14 Parcel 279), thence with said Angiulli (TM 14 Parcel 33) for one (1) line;

S 45-25-05 W 13.00 feet to a point, corner to said Angiulli (TM 14 Parcel 33) and a point on line to said Angiulli (TM 14 Parcel 279), thence with said Angiulli (TM 14 Parcel 33) for one (1) line;

S 41-01-30 E 139.63 feet to the Point of Beginning, containing 12,842 Sq. Feet, more or less, as determined by a survey in December 2020 and January 2021, and as shown on a plat attached hereto and made part of this description.

Surveyed by Michael W. Ash, P.S. #2204

[Signature]

01/04/2021