



# CITY OF WHEELING PLANNING COMMISSION

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## STAFF REPORT

PROPERTY LOCATION: 100 Clarks Lane

NATURE OF REQUEST: Site Plan Review

APPLICANT: McKinley Architecture & Eng., on behalf of Ohio County Schools

### BACKGROUND & ANALYSIS:

Ohio County Schools is seeking site plan approval for the construction of an addition onto Steenrod Elementary School. The project consists of interior renovations and a new cafeteria building addition. This development requires a site plan review by the Planning Commission because the proposed addition exceeds 4,000 square feet. Schools are classified as a Special Use Permit in the R-1A zone. The addition is permitted.

No variances are required for this project.

The existing building is located in Flood Zone A. The area of the proposed addition does not appear to be in the flood zone. The matter has been referred to the City's Flood Plain Manager for any additional compliance standards.

A complete site plan has been provided by the applicant and staff has provided a site plan review checklist.

### STAFF RECOMMENDATION:

The staff recommends approving the site plan.

### ATTACHMENTS:

Application for Zoning Compliance  
Site Plan Review Checklist  
Correspondence to the Commission  
Drawing Sheet Set

## COMMISSION MEMBERS

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STAFF: THOMAS CONNELLY, AICP



**APPLICATION FOR CERTIFICATE OF ZONING COMPLIANCE FOR THE USE, ERECTION, ALTERATION, OR REPAIR OF A BUILDING OR LAND**

The undersigned applies for a Certificate of Zoning Compliance for the following, said certificate is to be issued on the basis of the information contained within the application. *The applicant hereby certifies that all information and attachments are true and correct.*

- 1. Address of Property: Steenrod Elem. School, 100 Clarks Lane, Wheeling WV 26003
- 2. Name of Property Owner: OHIO County Board of Education
- 3. Name of Applicant: Steven A Sweeney AIA
- 4. Address of Applicant: McKinley Architects & Engineers Associates, 32 20th Street STE#100 Wheeling WV 26003
- 5. Applicant Phone: 412.445.0259C or 304.233.0140 Owner Phone: 304.243.0300 Main Office
- 6. Existing Use: Elementary School
- 7. Proposed Use:  Same  Other (describe): \_\_\_\_\_
- 8. Number of off-street parking spaces to be provided: 46 New & Exist.
- 9. Number of off-street loading berths to be provided: 1 Total

**COMPLETE THIS SECTION BELOW FOR THE ERECTION, ALTERATION, OR ADDITION OF A STRUCTURE**

**Type of Improvement:**

- New Building
- Addition
- Alteration / Repair

**Residential:**

Number of existing dwelling units: \_\_\_\_\_

Number of proposed dwelling units: \_\_\_\_\_

**Existing Lot Dimensions:** Width: 494 ft. x Depth: 820 ft. = lot area: 404,898 sq. ft.

**Existing Principal Building:**

Dimensions: Width: 202 ft. x Depth: 135 ft. = Total first floor area, including covered porches: 38,576 sq. ft.

Setbacks: Front: 404 ft. Rear: 247 ft. Side: 224 ft. Other Side: 45 ft. Height/Stories: 2

**Existing Accessory Building: (garage, carport, shed, pool, etc):**

Dimensions: Width: \_\_\_\_\_ ft. x Depth: \_\_\_\_\_ ft. = Total first floor area, including covered porches: \_\_\_\_\_ sq. ft.

Setbacks: Front: \_\_\_\_\_ ft. Rear: \_\_\_\_\_ ft. Side: \_\_\_\_\_ ft. Other Side: \_\_\_\_\_ ft. Height/Stories: \_\_\_\_\_

**Proposed Construction:**

Dimensions: Width: 39 ft. x Depth: 108 ft. = Total first floor area, including covered porches: 4,225 sq. ft.

Setbacks: Front: 404 ft. Rear: 247 ft. Side: 224 ft. Other Side: 6 ft. Height/Stories: 1

Applicant Signature: \_\_\_\_\_

Date: 4/28/2020

Owner Signature: \_\_\_\_\_

Date: 4/28/20

Reset Form

Print Form

Rev: 01/27/2015

## Site Plan Review Checklist

### 1. Legal Data:

- property owners within 100'
- existing zoning and special district boundaries
- boundaries of property, setback lines, existing streets and adjoining lots, reservations, easements, and areas dedicated to public use

### 2. General Project Site Description:

- map showing entire property, adjacent property and streets at convenient scale
- approximate location and dimension of all existing and proposed structures on adjacent properties and within 100' of site boundary
- name & address of applicant, planners, engineers, architects working on project

### 3. Preliminary & Final Plans:

- location map: show all roads within 200' of the site.

existing conditions:

- buildings
- water bodies & floodplains
- wooded area, existing vegetative cover and other significant features

development data:

- title, date, north point, scale
- owner information
- project engineer
- vehicular / pedestrian access and circulation
- elevations, building height, floor plans
- walkways & fire lanes
- location of waterlines, valves, hydrants, sewer lines
- location and direction of outdoor lighting within the site and at the boundary if adjacent to residential development.
- grading and drainage
- landscaping plan
- cut and fill of disturbed areas (before and after profiles), E&SC Plan, location of sediment sink / setting pond and interceptor swales
- storm water drainage system / computations
- location, size, color illumination of signage
- drains, culverts, walls, and fences
- outdoor storage location
- detailed breakdown of proposed floor space by use
- location and design of energy distribution facilities: electric, gas, solar
- lines and dimensions of property to be dedicated public
- construction schedule
- record of application of necessary permits from federal, state or county
- copies submitted on media 24" x 36", 11" x 17", and digital copy

### 4. Additional Submissions (special conditions may require additional information)

### 5. Amendments

Changes / modifications to the approved plans require review by Planning Administrator to determine if an amended site plan review by the Planning Commission is required.

April 27, 2020

VIA EMAIL

Thomas Connelly, AICP  
Assistant Director  
Economic & Community Development Department  
City of Wheeling  
1500 Chapline Street, Room 305  
Wheeling, West Virginia 26003

Reference: Planning Board Submittal  
OCS 2018 Bond Bid Package 4 – Steenrod Elementary School Addition and Renovations  
McKinley Project No. 18029.01

Mr. Connelly,

We are respectfully submitting for the Ohio County Schools the Steenrod Elementary School Addition and Renovations project for review. The project consists of interior renovations and an addition to the existing elementary school. The front of the building will be unaltered except for the addition of (7) new parking spaces, new loading dock driveway and restriping the existing parking lot area.

The new Cafeteria building addition is attached to the right side of the building facing Clarks Lane. The one-story design will replace the existing Loading Area and Kitchen/Cafeteria area. If you have any questions regarding the design please contact me.

Sincerely,

Steven A Sweeney AIA  
Senior Project Architect

cc: K. Miller, R. Jones, B. Harto - OCS;  
E. Dellatorre, P. Rymer, B. Smith – MKA