



CITY OF WHEELING PLANNING COMMISSION

www.WheelingWV.gov

STAFF REPORT

PROPERTY LOCATION: 16th & Main Street (Parcel W58-103 & W50D-64)

NATURE OF REQUEST: Site Plan Review

APPLICANT: West Virginia Northern Community College

BACKGROUND & ANALYSIS:

West Virginia Northern Community College is requesting site plan approval to redevelop a parking lot at the north east corner of 16th & Main Street. The proposed 36-space parking lot is replacing the previous 33-space lot that was no longer able to be used due to surface conditions. This project requires site plan review because the parking lot exceeds 10 spaces (1373.03.a.3) and the project includes fencing in the D-2 Downtown Medium Density zoning district. (§1339.01.e)

The new parking area will only be accessible from 16th Street, as opposed to the previous parking lot which also had access from Main Street. The ninety-degree parking spaces will be accessed from an internal two-way aisle. The lot will contain 2 ADA spaces, which meets the minimum required for lots containing 26-50 parking spaces.

The proposed project meets or exceeds nearly all of the location, design, landscaping and screening requirements outlined in Article 1355 of city code entitled, "Off-Street Parking and Loading". However, the applicant is proposing a smaller diameter tree than required in code, citing smaller trees grow faster.

The proposed project meets the site plan criteria established in Article 1373 of city code entitled, "Site Plan Review".

The applicant has submitted the stormwater management plan for review by the Water Pollution Control Department.

The project includes 4' black powder coated ornamental fence along Main and 16th Streets and 4' black powder coated chain link fence along the northern property line and the alley. The northern property line is visible when traveling south on Main Street. The intent of the downtown fencing ordinance is to "protect the public and private investment and to help enhance the visual landscape in order to make it attractive to the community and for potential developers in the area." The use of chain link fence in highly visible areas should be discouraged.

The applicant has submitted the following information:

- Sheet C-101 - Existing Conditions
- Sheet C-104 – Demolition Plan
- Sheet C-107 – Site Layout

COMMISSION MEMBERS

MARTHA WRIGHT, CHAIR · JEREMY WEST, VICE CHAIR · THOMAS CONNER · RUSTY JEBBIA
JAMES J. MAUCK · HOWARD MONROE · DAVE PALMER · CHRISTINA SCHESSLER · WILLIAM SCHWARZ

STAFF: THOMAS CONNELLY, AICP

- Sheet 110 – Grading & Drainage Plan
- Sheet 113 – Landscaping Plan
- Sheet 116 – Erosion & Sediment Control Plan
- Several Detail sheets

STAFF RECOMMENDATION:

Staff recommends approval of the site plan pending any changes required by the Planning Commission to the fence material along the northern property line from chain link to decorative.

ATTACHMENTS:

Application for Zoning Compliance
Letter to the Commission
Site Plan Checklist
Photo Sheets
Sheets 107, 110, 113



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: ATC Parking Lot (northeast corner of Main St. and 16th St.)
2. Name of Property Owner: Ohio County Development Authority (WVNCC has easement for use of both parcels)
3. Name of Applicant: West Virginia Community & Technical College System
4. Address of Applicant: 1018 Kanawha Boulevard, East, Suite 700, Charleston, WV 25301
5. Applicant Phone: 681-313-2212 Owner Phone: 304-214-8809
6. Existing Use: Vacant Parking Lot
7. Proposed Use: Same Other (describe): Parking Lot
8. Number of off-street parking spaces to be provided: 36
9. Number of off-street loading berths to be provided: _____

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: _____ ft. x Depth: _____ ft. = lot area: _____ sq. ft.

Existing Principal Building:

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: _____

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: _____ 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: _____

Applicant Signature: _____ Date: _____

Owner Signature: _____ Date: _____

[Reset Form](#)

[Print Form](#)

November 2, 2020

Thomas Connelly, AICP
Director
Building & Planning Department
City of Wheeling
1500 Chapline Street
Wheeling, West Virginia 26003
(304) 234-3702

Subject: **West Virginia Northern Community College
Parking Lots & Green Space
1704 Market Street, Wheeling, WV 26003**

Dear Mr. Connelly:

West Virginia Community & Technical College System, Developer, and West Virginia Northern Community College (WVNCC), Owner, are looking to rehabilitate three (3) new parking lots within the WVNCC Campus in Wheeling, WV. These parking lots include the ATC Lot, ECS Lot, and B&O Lot.

The **ATC Parking Lot** located at the northeast corner of Main and 16th Streets includes the rehabilitation of an existing off-street parking area servicing the College. Associated improvements include 36 new parking spaces (including two accessible spaces), one (1) two-way access drive onto 16th Street, pedestrian sidewalks to the right-of-way, ADA accessibility, fencing along all sides, site lighting, landscaping, stormwater conveyance, and a monument sign.

The **ECS Parking Lot** located along the vacated 18th Street and the green space to the south of 18th Street includes the rehabilitation of an on-street and off-street parking area servicing the College. Associated improvements include 54 new parking spaces, closing the access to 18th street from Chapline, maintaining the existing two-way access drive onto Market Street, pedestrian sidewalks to the right-of-way, ADA accessibility, fencing along two (2) sides, site lighting, landscaping, stormwater conveyance, a monument sign, and green space atop the embankment to the Wheeling Creek.

The **B&O Parking Lot** located at the B&O Building includes the rehabilitation of an existing off-street parking area servicing the College. Associated improvements include 17 new parking spaces (including two accessible spaces), maintaining the existing two-way access drive onto Chapline Street, pedestrian sidewalks to the right-of-way, ADA accessibility, landscaping, two brick pillars to match the existing plaza, and a monument sign.



If you should have any questions or require additional information, please do not hesitate to contact me by phone, 724-981-0155 x166, or by e-mail at jalexander@wallacepancher.com.

Sincerely,
WallacePancher Group

A handwritten signature in black ink, appearing to read 'JJA.', is positioned above the typed name.

Justin J. Alexander, PLA
Engineering Manager

Site Plan Review Checklist

1. Legal Data:

- File 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
- na 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
- na 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
- na outdoor storage location
- na detailed breakdown of proposed floor space by use
- na location and design of energy distribution facilities: electric, gas, solar
- na lines and dimensions of property to be dedicated public
- 0 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

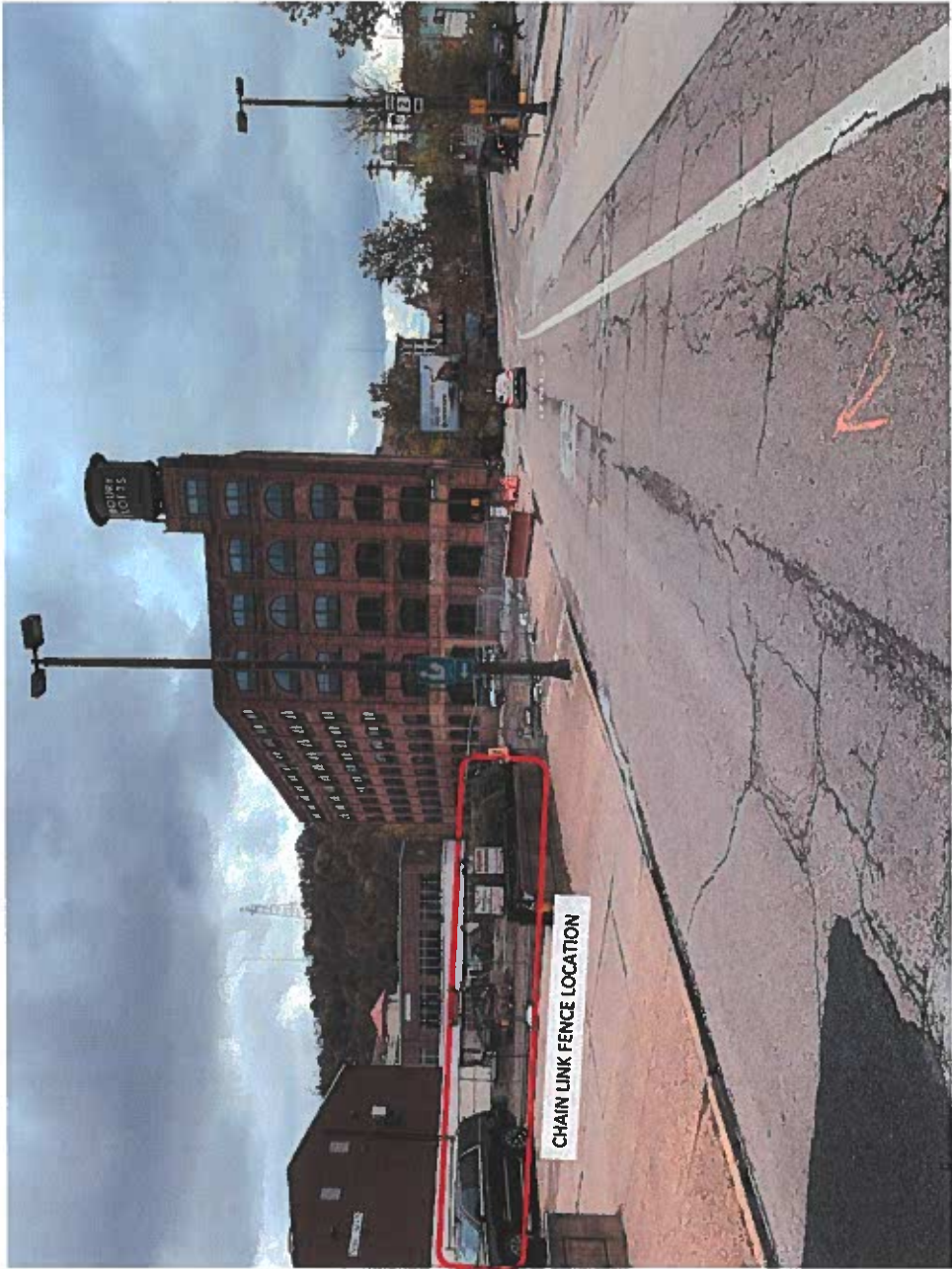
4. Additional Submissions (special conditions may require additional information)

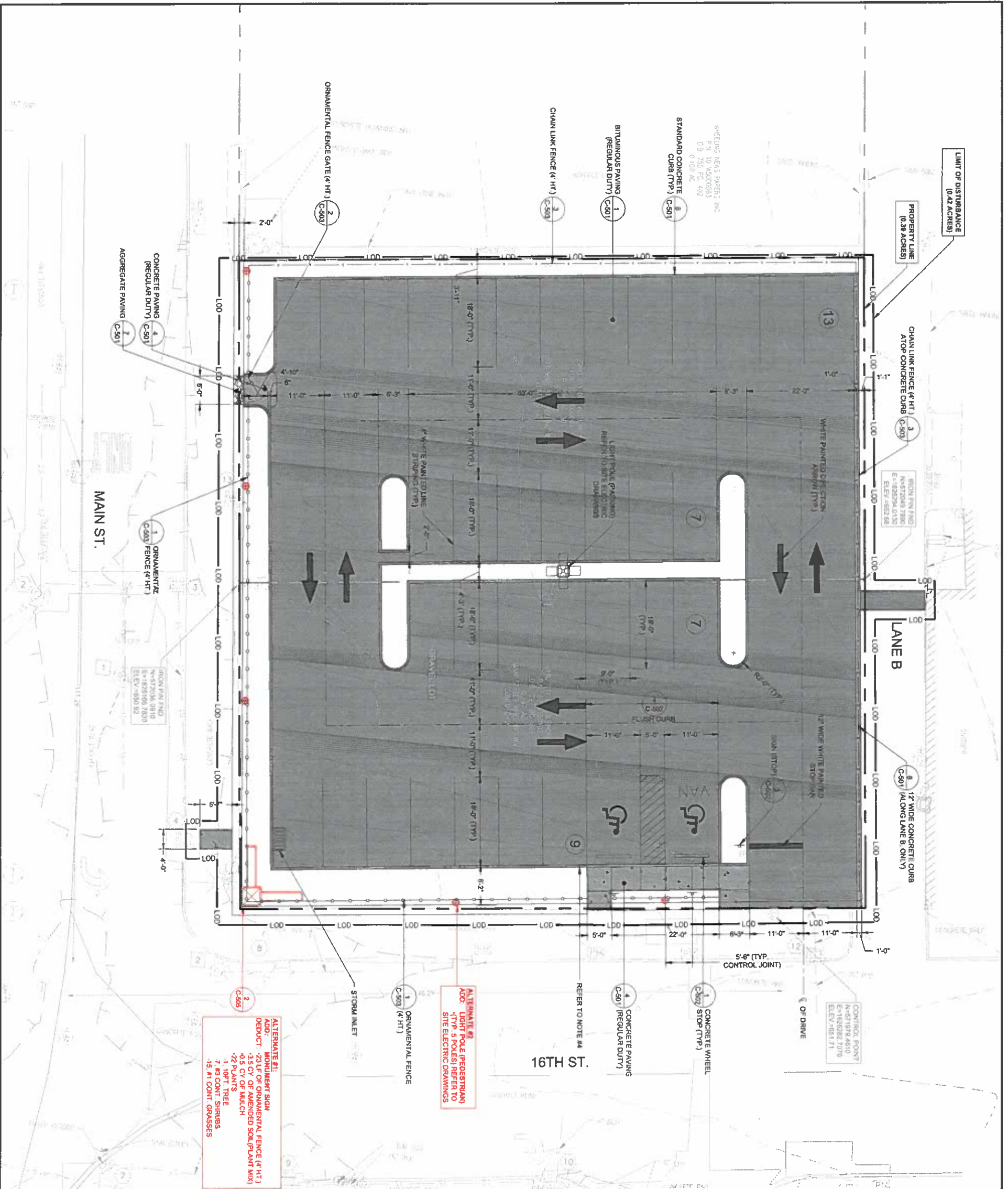
5. Amendments

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.





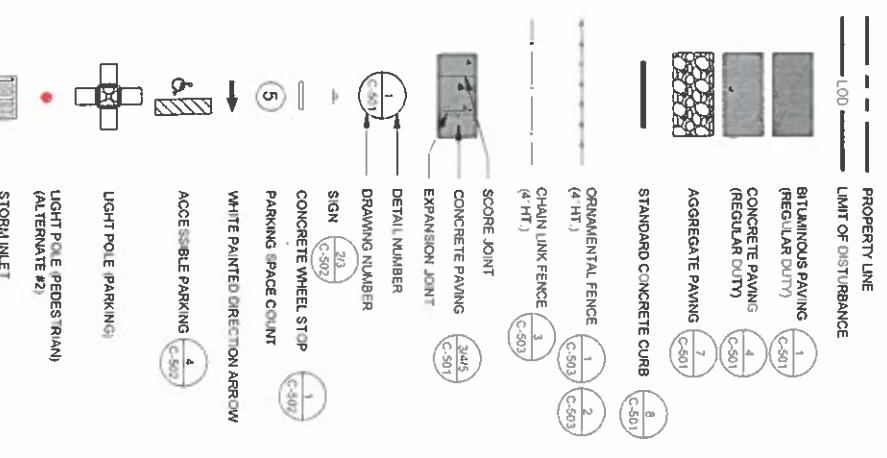




ALTERNATE #1:
 ADD: MONUMENT SIGN
 DEDUCT: .35 LF OF ORNAMENTAL FENCE (4' HT)
 .45 CV OF AMENDED SOIL/PLANT MIX
 .22 PLANTS
 1 10FT TREE
 7 #3 CONT SHRUBS
 15 #1 CONT GRASSES

ALTERNATE #2:
 ADD: LIGHT POLE (PEDESTRIAN)
 (TYP. 5 POLES) REFER TO
 SITE ELECTRIC DRAWINGS

LEGEND

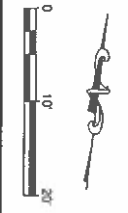


PARKING COUNT

PROPOSED ADA = 2 SPACES
 PROPOSED REGULAR = 34 SPACES
 TOTAL SPACES = 36 SPACES

SHEET NOTES (SITE)

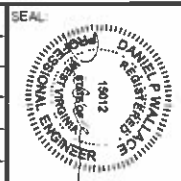
1. ALL DIMENSIONS TO CURB ARE TO CURBSFACE
2. CONTRACTOR MUST CONTACT WV 811 AND NOTIFY ALL UTILITY COMPANIES OF HIS INTENTION TO EXCAVATE NO LESS THAN TWO (2) WORKING DAYS PRIOR TO EXCAVATION. PHONE NUMBER IS 1-800-255-4888
3. PROVIDE CONTRILINDS EXPANSION JOINT AND SEALANT AT INTERFACE OF ALL CONCRETE PAVING AND WALLS, CURBS, AND BUILDING FACES (TYP.)
4. PROVIDE TRANSITION FROM 8' CURB HEIGHT TO FLUSH CONDITION IN 2'-0" HORIZONTAL
5. ALL CURB RADIUS UNLESS NOTED
6. ACCESSIBLE ROUTES HAVE BEEN PROVIDED IN ACCORDANCE WITH THE 2010 INTERNATIONAL BUILDING CODE (ICC/ANSI A117.1)
7. ALLOWANCE #2 ADJUST SAMPLE WELLS INTO PAVEMENT AS NEEDED.



WALLACEPANCHER GROUP
 144 Emeryville Drive, Suite 200
 Cranberry Township, PA 15066
 Phone: 724.991.0156 Engineering and Environmental Professionals www.wallacepancher.com

PROJECT
CONSTRUCTION DRAWINGS
 WVNCC - PARKING LOTS & GREEN SPACE
 1500 CHAPLINE ST
 CITY OF WHEELING, OHIO COUNTY, WV 26003

PREPARED FOR
 WEST VIRGINIA COUNCIL FOR
 COMMUNITY AND TECHNICAL
 COLLEGE EDUCATION
 1018 KANAWHA BOULEVARD,
 EAST, SUITE 700
 CHARLESTON, WV 25301-2827

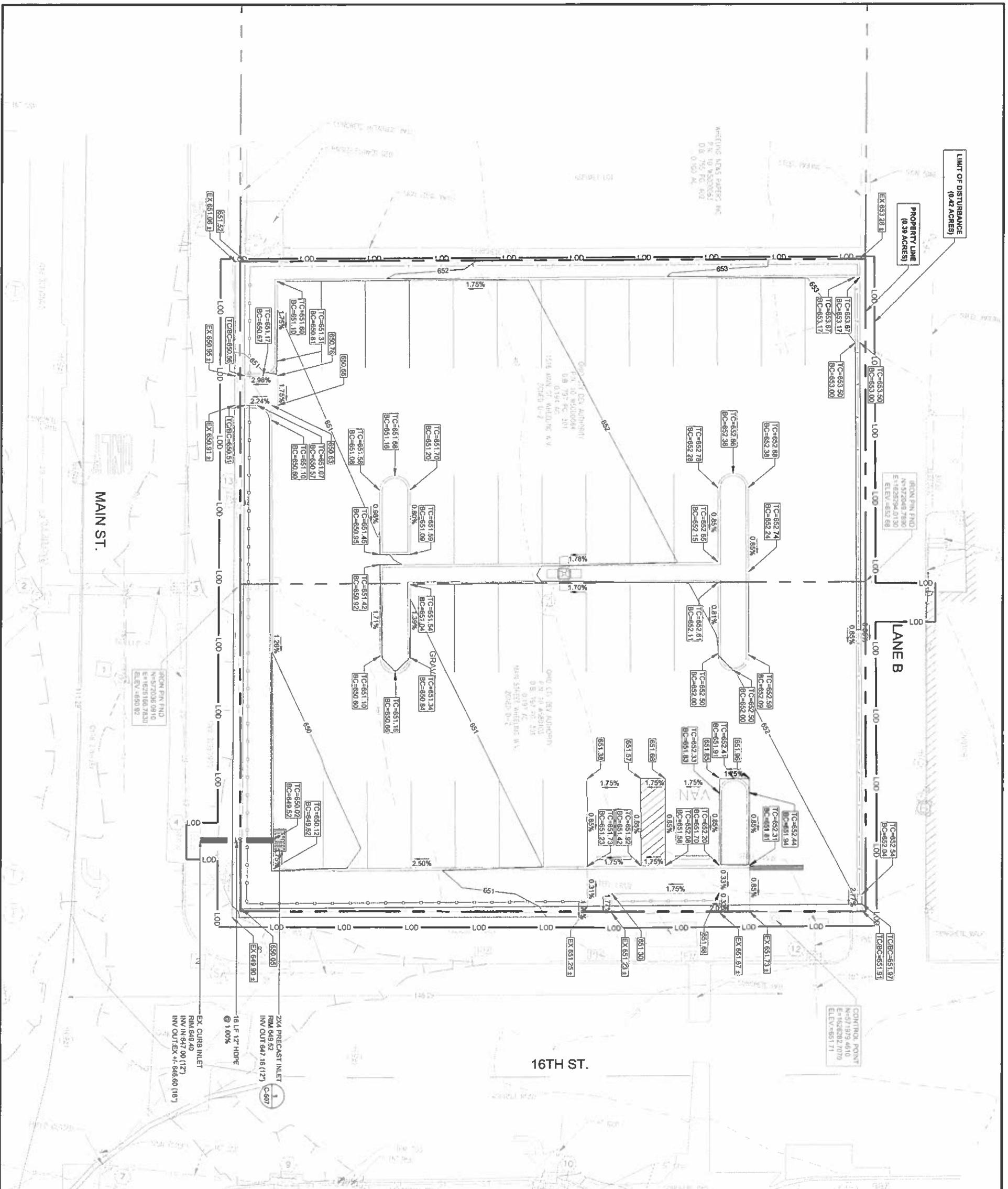


DATE	REVISION INFORMATION

SITE LAYOUT
PLAN - ATC LOT

DRAWN: [blank] CHECKED: [blank] DATE: [blank]

DATE: 07/31/20
 SHEET NO: C-107



LEGEND

- PROPERTY LINE
- - - LIMIT OF DISTURBANCE
- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- PROPOSED MAJOR CONTOUR
- PROPOSED MINOR CONTOUR
- EXISTING SPOT ELEVATION
- PROPOSED SPOT ELEVATION
- TOP/BOTTOM OF CURB ELEVATION
- PROPOSED SLOPE
- 2x4 PRECAST INLET
- STORIAL PIPE

SHEET NOTES (GRADING)

1. CONTRACTOR MUST CONTACT W/111 AND NOTIFY ALL UTILITY COMPANIES OF HIS INTENTION TO EXCAVATE NO LESS THAN TWO (2) WORKING DAYS PRIOR TO EXCAVATION. PHONE NUMBER IS 1-800-245-4344
2. THE EXACT LOCATION AND DEPTH OF ALL UTILITIES MUST BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION
3. COORDINATE PAVING LAYOUT WITH SITE LAYOUT AND UTILITY PLAN
4. MAXIMUM SLOPE IN ANY DIRECTION AT ACCESSIBLE PARKING IS 2.0%.
5. MAXIMUM CROSS SLOPE ON SIDEWALK IS 2.0%.
6. MAXIMUM LONGITUDINAL SLOPE ON SIDEWALK IS 5.0%.

SHEET NOTES (STORM)

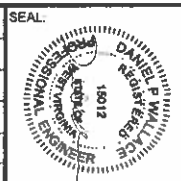
NO STORM CONVEYANCE, DETENTION/RETENTION OR BMP'S ARE ASSOCIATED WITH THIS PARKING AREA AS A RESULT, AND IN ORDER TO MEET MS4 PERMIT REQUIREMENTS, THE "I" CAPTURE WILL BE PERFORMED AS PART OF THE EGS LOT. THE MS4 PERMIT DOCUMENTS ARE PROVIDED UNDER A SEPARATE COVER.



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 144 Emeryville Drive, Suite 200
 Cranberry Township, PA 16066
 Engineering and Environmental Professionals

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 WVNCC - PARKING LOTS & GREEN SPACE
 1600 CHAPLINE ST
 CITY OF WHEELING, OHIO COUNTY, WV 26003

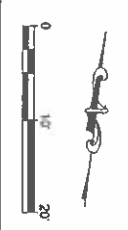
PREPARED FOR
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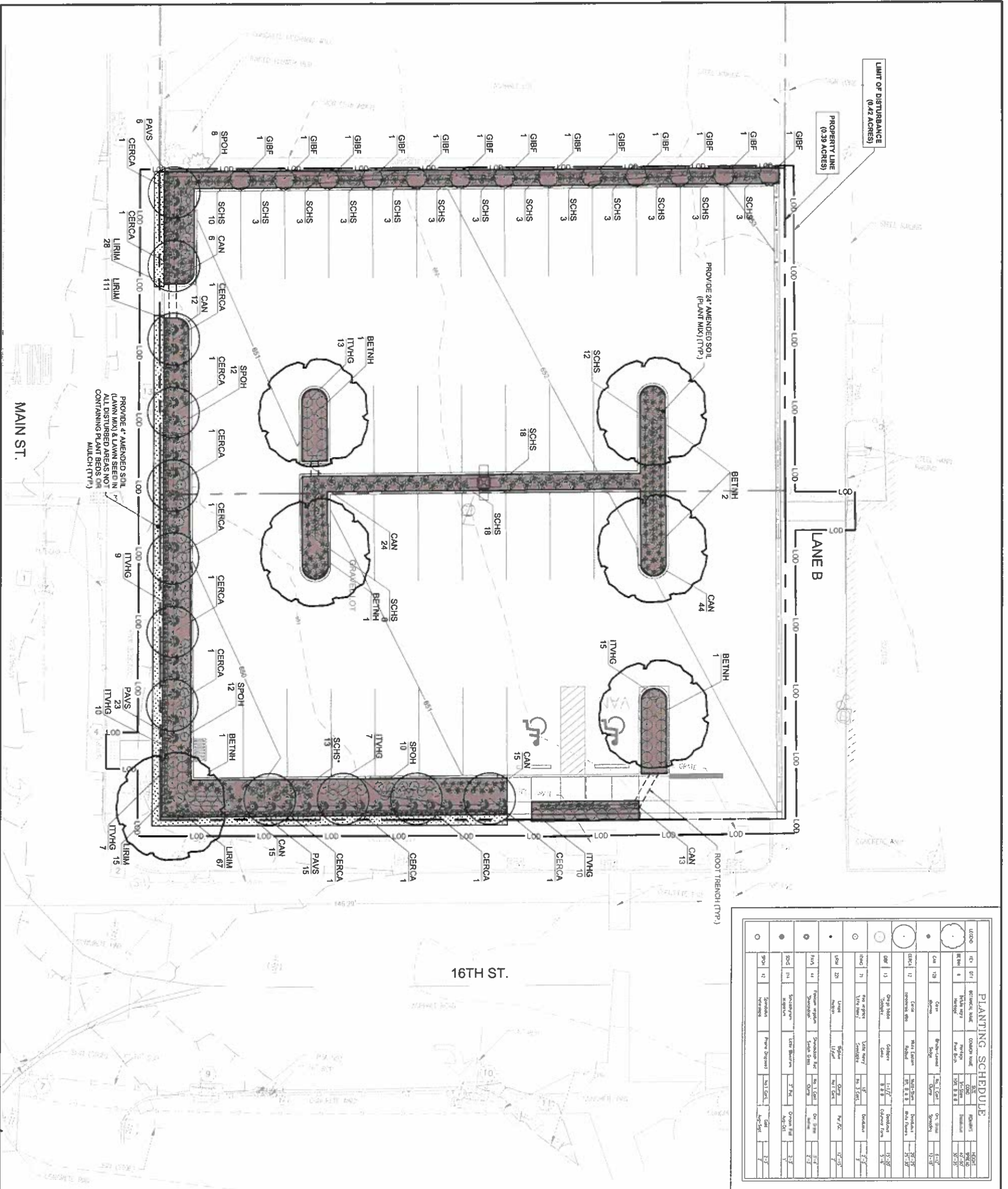


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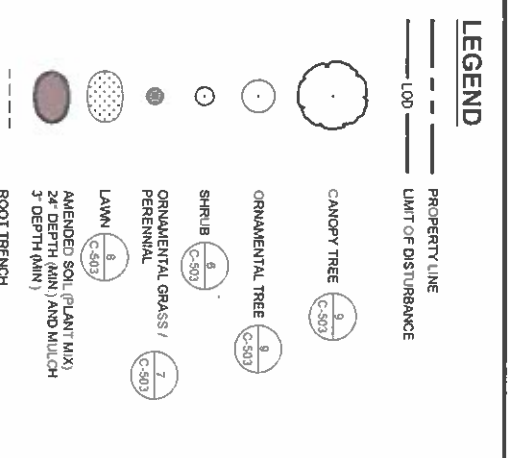
GRADING & DRAINAGE PLAN - ATC LOT

DATE: 07/31/20
 DRAWN BY: 21446
 SHEET NO: C-110





PLANTING SCHEDULE									
SYMBOL	PLANT SPECIES	PLANT SIZE	PLANTING METHOD	PLANTING DATE	PLANTING RATE	PLANTING COST	PLANTING TOTAL	PLANTING TOTAL COST	PLANTING TOTAL AREA
1	GIBBF	12\"/>							
2	SCHS	12\"/>							
3	BETNH	12\"/>							
4	CAN	12\"/>							
5	LTVHG	12\"/>							
6	CERCA	12\"/>							
7	SPOH	12\"/>							
8	LIRIM	12\"/>							
9	PAVS	12\"/>							
10	GIBBF	12\"/>							
11	SCHS	12\"/>							
12	BETNH	12\"/>							
13	CAN	12\"/>							
14	LTVHG	12\"/>							
15	CERCA	12\"/>							
16	SPOH	12\"/>							
17	LIRIM	12\"/>							
18	PAVS	12\"/>							
19	GIBBF	12\"/>							
20	SCHS	12\"/>							
21	BETNH	12\"/>							
22	CAN	12\"/>							
23	LTVHG	12\"/>							
24	CERCA	12\"/>							
25	SPOH	12\"/>							
26	LIRIM	12\"/>							
27	PAVS	12\"/>							
28	GIBBF	12\"/>							
29	SCHS	12\"/>							
30	BETNH	12\"/>							
31	CAN	12\"/>							
32	LTVHG	12\"/>							
33	CERCA	12\"/>							
34	SPOH	12\"/>							
35	LIRIM	12\"/>							
36	PAVS	12\"/>							
37	GIBBF	12\"/>							
38	SCHS	12\"/>							
39	BETNH	12\"/>							
40	CAN	12\"/>							
41	LTVHG	12\"/>							
42	CERCA	12\"/>							
43	SPOH	12\"/>							
44	LIRIM	12\"/>							
45	PAVS	12\"/>							
46	GIBBF	12\"/>							
47	SCHS	12\"/>							
48	BETNH	12\"/>							
49	CAN	12\"/>							
50	LTVHG	12\"/>							
51	CERCA	12\"/>							
52	SPOH	12\"/>							
53	LIRIM	12\"/>							
54	PAVS	12\"/>							
55	GIBBF	12\"/>							
56	SCHS	12\"/>							
57	BETNH	12\"/>							
58	CAN	12\"/>							
59	LTVHG	12\"/>							
60	CERCA	12\"/>							



SHEET NOTES

- ALL TREE LOCATIONS SHALL BE STAKED IN THE FIELD AND LOCATIONS APPROVED BY LANDSCAPE ARCHITECT PRIOR TO PLANTING.
- NOTIFY ALL UTILITY COMPANIES AND LOCATE ALL UTILITIES PRIOR TO EXCAVATING PLANT PITS. PLANT LOCATIONS MAY BE ADJUSTED IN THE FIELD TO AVOID INTERFERENCE WITH UNDERGROUND UTILITIES.
- ALL PLANT MATERIAL SHALL BE OF NURSERY STOCK QUALITY AS DEFINED BY THE AMERICAN NURSERY AND LANDSCAPE ASSOCIATION. ALL PLANT MATERIAL SHALL BE GUARANTEED TO LIVE AT LEAST 12 MONTHS FOLLOWING INSTALLATION. SEE SPECIFICATION APPROPRIATELY.
- ALL NON-BIODEGRADABLE ROOT WRAPPING TO BE REMOVED COMPLETELY BEFORE PLANTING.
- PROVIDE 3\"/>
- ALL PLANT MATERIAL SHALL BE APPROVED UPON ARRIVAL TO THE SITE UNLESS OTHERWISE NOTED.
- SEED ALL AREAS DISTURBED BY CONSTRUCTION NOT OTHERWISE CONTAINING PLANTING BEDS, SLOPE SEEDING, SIDEWALKS, BUILDINGS, ETC. WITH 3\"/>
- SPACE PLANTS EQUALLY WITHIN ALLOCATED SPACE SHOWN.
- ALL DEAD AND DYING LANDSCAPING WILL BE REPLACED NO LATER THAN THE SUBSEQUENT PLANTING SEASON.

0 10 20

LANDSCAPE PLAN - ATC LOT

DATE: 07/31/20

PROJECT: C-113

REVISION INFORMATION

NO.	DATE	DESCRIPTION

SEAL

PREPARED FOR

WEST VIRGINIA COUNCIL FOR COMMUNITY AND TECHNICAL COLLEGE EDUCATION
1018 KANAWHA BOULEVARD, EAST, SUITE 700
CHARLESTON, WV 25301-2827

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