

**City of Lewisburg  
Historic Landmark Commission  
Regular Session Meeting Minutes  
September 14, 2026, 5:00 p.m.  
942 Washington Street West, Lewisburg, WV  
Paul L. Cooley Council Chambers**

**PRESENT:** Chairperson Adrienne French, Secretary William Deegans; Commissioners Paula Janiga, Clifford Gillilan, and W. Stephen McBride; City Consultant Michael Mills (Zoom); Planning, Zoning, and Code Enforcement Director Nick Sloan, and City Clerk Crystal Ratliff.

**VISITORS:** Mayor Beverly White, City Manager Misty Hill, Neal Roth, John Wilson, Jason Dolan, Amber Planker, Robert Sams, Debra Sams, David Gabbert, Rev. Zachary Drennen, Jerry Janiga, and Sarah Moloney.

**CALL TO ORDER:** Chairperson French called the meeting to order at 5:00p.m.

*Chairperson French advised there were a couple of procedural things that need to be address before proceeding with applications. She asks all in attendance to please refrain from commenting on applications unless it is something you are specifically related too. The Commission will ask if there are any comments from the public either in favor of or opposed to the application after the application has been presented. Also, applicant will no longer be given a certificate of appropriateness (COA) during the meeting. They will need to come to City Hall at a later date to receive the certificate of appropriateness and get the proper building permits from Planning and Zoning. All applicants required to consult with Michael Mills on a project will have 45 days to contact Mr. Mills or the COA will be denied.*

**APPLICATIONS FOR CONSIDERATION**

*Jim Shuler – 132 McClung Street - Replace Porch Deck Boards*

David Gabbert with Gabbert Brothers Construction representative for the applicant stated they are requesting to replace porch deck boards at 132 McClung Street. Mr. Gabbert stated that homeowner is would like to remove and replace existing flooring on the front and back porch of the home. It is currently cypress, painted grey and has several boards that need replaced. Mr.

Gabbert stated they are requesting to use Timber Tech porch collection by Aztek for the construction.

Commissioner Deegans stated that per the Historical Landmark guidelines a man-made non-wood material product can not be used to replace a current wood product. Commissioner Janiga stated the replacement product must also be to scale of the current product and the sample presented is much larger than what is currently at the resident. Chairperson French stated the Commission had previously approved a heat treated lumber on a project that is comparable to the man-made product.

Mr. Gabbert stated he could not speak for the homeowner but feels he would not have an issue with changing to an approved wood material as requested.

Chairperson French asked if there was anyone from the public that would like to speak for or against the application. No comments in favor or opposed to the application from the public.

Commissioner Janiga made a motion, seconded by Commissioner McBride to approve the application to remove and replace the porch deck boards at 132 McClung Street pending a sample of similar scale and color lumber be submitted to Planning, Zoning, and Code Enforcement Director Nick Sloan within 25 days for review before installation. No further discussion. With all in favor motion carried. (*Lewisburg HLC Guidelines reference page 25*)

#### Atelier Salon – 318 Randolph Street – Install Sign

Applicant Amber Plank is requesting approval for installation of a 20” x 20” aluminum bracket with an 18” x 18” 2-sided business sign and vinyl white 18” lettering on front right exterior door at 318 Randolph Street.

Chairperson French states the sign needs to be placed and hung in a place that is ADA compliant and the lettering on the door not to be more than 25% of the window as per the guidelines.

Chairperson French asked if there was anyone from the public that would like to speak for or against the application. No comments in favor or opposed to the application from the public.

Commissioner Janiga made a motion, seconded by Commissioner McBride to approve the installation of a 20” x 20” aluminum bracket with an 18” x 18” 2-sided business sign and vinyl white 18” lettering on the right front exterior door, not to exceed 25% of the window, at 318 Randolph Street as presented. No further discussion. With all in favor motion carried. (*Lewisburg HLC Guidelines reference page 35*)

Debra Sams – 174 Homeland Drive – Replace Window Inserts

Applicants Robert and Debra Sams are requesting approval to replace 3<sup>rd</sup> floor window inserts at 174 Homeland Drive. Mr. Sams stated the window are the original windows and some of them do not closed, and others are so fragile they are afraid they will break if they try to even open them.

Commissioner Janiga asked if the replacement windows will be double hung like the current window because the submitted rendition does not specify that it is double hung and is not similar to the exciting windows.

Chairperson French asked if there was anyone from the public that would like to speak for or against the application. No comments in favor or opposed to the application from the public.

Chairperson French made a motion, seconded by Commissioner Gillilan to approve the application to replace window inserts for 174 Homeland Drive on the contingency a submission of a similar detail specific double hung window to match current windows be presented to Planning, Zoning, and Code Enforcement Director Nick Sloan for review within 25 days, before installation. No further discussion. With all in favor motion carried. (*Lewisburg HLC Guidelines reference page 47-51*)

Lewisburg United Methodist Church – 213 Randolph Street – Extend Deck & Railing

Neal Roth and Sarah Maloney representative for the applicant stated they are requesting approval to extend the deck and add a temporary access ramp to the Huddle House. Mr. Roth stated the material being used for the deck extension and railing will match the existing deck and railing and the ramp will be a metal ramp that will not be fixed to the property and can be removed if no longer needed.

Chairperson French asked if there was anyone from the public that would like to speak for or against the application. No comments in favor or opposed to the application from the public.

Commissioner Deegans made a motion, seconded by Commissioner McBride to approve the application to extend the deck and railing and add a temporary metal ramp at 213 Randolph Street as presented. No further discussion. With all in favor motion carried. (*Lewisburg HLC Guidelines reference page 25, 52-54*)

Raymond Stephens -331 Lafayette Street – Resurface Driveway

Jason Dolan with McMillion Home Services a representative for the applicant stated they are requesting approval to remove the heavily damaged asphalt surfaced driveway and replace it with a grass surface with two concrete tracks leading to the existing carport at 331 Lafayette Street.

Chairperson French asked if there was anyone from the public that would like to speak for or against the application. No comments in favor or opposed to the application from the public.

Commissioner Janiga made a motion, seconded by Commissioner Gillilan to approve the application to remove and resurface the driveway at 331 Lafayette Street as presented. No further discussion. With all in favor motion carried. (*Lewisburg HLC Guidelines reference page 28*)

Americana Thrift Store – 401 Court Street – Replace Steps/Install Handrails

John Wilson representative for the applicant stated the are requesting approval to replace the steps and the handrails at 401 Court Street. Dr. Wilson stated the steps and landing will be granite block and the railing will be black rote iron.

Chairperson French asked if there was anyone from the public that would like to speak for or against the application. No comments in favor or opposed to the application from the public.

Commissioner Deegans made a motion, seconded by Commissioner Janiga to approve the application to replace the steps, add a landing and install handrails at 401 Court Street as presented. No further discussion. With all in favor motion carried. (*Lewisburg HLC Guidelines reference page 23, 25, 26, & 31*)

Washington Street Quarters – 1146 Washington Street – Replace Brick Walkway; Repair Siding; Replace Damaged Porch Boards; Replace Steps and Railing; Replace Shrubs; Repair Storage Shed; Paint Porch Floor, Steps, and Railing

Commissioner Janiga made a motion, seconded by Commissioner Deegans to deny the application for 1146 Washington Street as presented due to the lack representation from the application for the project. No further discussion. With all in favor motion carried.

*St James Episcopal Church- 468 Church Street - Install Playground*

Rev. Zachary Drennen representative for the applicant stated they are requesting approval to install a playground in the area of the meditation garden at 468 Church Street. The playground will be constructed of wood, and wood chip will be used as the base.

Chairperson French asked if there was anyone from the public that would like to speak for or against the application. No comments in favor or opposed to the application from the public.

Commissioner Janiga made a motion, seconded by Commissioner Gillilan to approve the application to install a playground at 468 Church Street as presented. No further discussion. With all in favor motion carried. *(Lewisburg HLC Guidelines reference page 31 & 36)*

*City of Lewisburg – Center Green Space – Green Space Upgrades*

City Manager Hill stated that the City is moving forward with the updates to the city Green Space. She stated first and foremost there will be no trees removed and they will be doing everything possible to protect the tree from any damage. Manager Hill stated that with the update the fountain will need to be updated and the pumps for the fountain be moved from below ground to an accessible pump house above ground. She stated the pump house building will be placed behind the hedge in the Green Space parking lot. The building will be a 10” x 10” building made out of board and batten, the same as the public bathrooms on the side of City Hall. Manager Hill stated the walls would be the same color white as the current walls in the parking lot. She stated it will be hid as much as possible but has to be accessible as well.

Chairperson French asked if there was anyone from the public that would like to speak for or against the application. No comments in favor or opposed to the application from the public.

Chairperson French made a motion, seconded by Commissioner Janiga to approve the applications for the Center Green Space Upgrades on the contingency they work will Michael Mills on the placement, color and materials for the pump house as presented. No further discussion. With all in favor motion carried. *(Lewisburg HLC Guidelines reference page 35)*

## **APPROVAL OF MINUTES**

Commissioner Janiga made a motion, seconded by Commissioner Deegans to approve the minutes from the August 10, 2026, HLC meeting with corrections as presented. No further discussion. With all in favor motion carried.

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### **COMMENTS FROM THE COMMISSION**

Chairperson French stated she would like to schedule a working session on Monday October 19, 2026, from 3:00p.m. to 5:00p.m to review the updated HLC guidelines.

### **ADJOURNMENT**

Chairperson French made a motion, seconded by Commissioner Janiga to adjourn at 6:39p.m. No further discussion. With all in favor motion carried.

Respectfully submitted,

Crystal Ratliff  
City Clerk