

**City of Lewisburg  
Planning Commission  
Meeting Minutes ~ June 6, 2019  
Paul R. Cooley Council Chambers  
942 Washington Street, West, Lewisburg, WV**

**PRESENT:** Commission Chair Mark Etten; Commission members Tia Bouman, Sarah Elkins, Jason Johans, Ed Johns, Roger Vannoy, Jeff Vickers; Zoning Officer Gary Ford, Acting City Manager Jacy Faulkner, Recording Officer Peggy Mackenzie

**ABSENT:** Commission members Cindy Lavender-Bowe, John Manchester, Planning & Zoning Clerk Marsha Cunningham

**VISITORS:** Martha Hylton

**CALL TO ORDER:** Commission Chair Mark Etten called the meeting to order at 7:05 p.m. There were no comments from the public.

**APPROVAL OF MINUTES:** The minutes of *May 22, 2019* were approved with corrections in a motion by Commission member Ed Johns and seconded by Commission member Jeff Vickers. With seven (7) in favor and two (2) absent, the motion carried.

**Public Hearing: Site Plan Review ~ Bodies in Motion, 102 Lafayette Street**

Commission member Tia Bouman recused herself from this portion of the meeting. Commission member Jeff Vickers stated he has a relationship with the property owner [Dr. Karrs], but has no conflicts nor receives any benefits from the project. The PLC members had no opposition to Vickers remaining at the table for the review.

Zoning Officer Gary Ford offered details of the site plan for storm water planning, indicating the structure will occupy the bulk of the 0.09 acre lot and that storm water will discharge into a drop inlet for slow retention to a swale as a storage system before entering the city's storm water system. Terradon Corp. established a pre- and post-storm water ratio, using figures from when the Julian's Restaurant structure was still on site, to determine the post-development run off will be less than pre-development. Ford also stated there are no major additions since the sketch plan was presented for the project by architect Tia Bouman. He noted that exterior colors and signage are still pending the approval of the Historic Landmarks Commission, but that the overall design was approved and has been signed off by Stafford Engineering, the firm representing the city. There are no parking regulations to consider or landscaping requirements in the city center area. All exterior lighting will be down-casting. Bouman said the exterior siding will be stucco with a standing seam metal roof. Colors to be determined.

A Public Hearing was called at 7:29 p.m. and hearing no comments, Chair Etten closed the Public Hearing period at 7:30 p.m. With no other contingencies to consider, a motion to approve as presented was made by Commission member Roger Vannoy and seconded by Commission member Vickers. With seven (7) in favor and two (2) absent, the motion carried.

*Working Clinic continues: Signs*

Chair Etten stated that at the end of the previous Clinic with WVU law consultant Christi deMuth, an updated sign code template was presented for the commission to review, including examples and pictures of all different sign types. The remaining areas still open for discussion were Open Space & Conservation; Office residential, Educational & Institutional, Community Center & Neighborhood Commercial; and General Commercial, Limited Industrial and Industrial Commercial – for both temporary and permanent signs (as shown in charts attached). After those considerations were made, Etten said the commissioners would confer with deMuth with question on a few sign types (as noted with question marks on the charts) at the next meeting.

[Commission member Vickers departed the meeting at 7:50 p.m.]

**COMMENTS from the COMMISSION:** Commission member Vannoy presented a first draft in writing of an incentive program or rebate for citizens to use eco-friendly products to mitigate storm water issues, including green roof and permanent pavement installations. A discussion of the topic will be included on the July 11, 2019 meeting agenda.

**COMMENTS from the ZONING OFFICER:** Ford asked what was the next step for the clinic on sign zoning. Chair Etten said there are still questions to answer, including size restrictions. A comment was offered by visitor Martha Hylton suggesting the final draft might be distributed to small business owners for comments and insights.

The next meeting will be held on July 11, 2019, with a deadline of June 21, 2019.

**ADJOURNMENT:** The meeting was adjourned at 8:45 p.m. in a motion by Commission member Sarah Elkins and seconded by Commission member Bouman.

Respectfully submitted,  
Peggy Mackenzie  
Recording Officer



**Temporary Signs**

<b>Temporary Sign Type</b>	<b>Accessory to Dwellings in all Districts</b>	<b>Residential</b>	<b>Open Space and Conservation</b>	<b>Office Residential, Educational and Institutional, Community Center, and Neighborhood Commercial</b>	<b>General Commercial, Limited Industrial, and Industrial Commercial</b>
A-Frame	X	X	X	X	X
Banner		X	X	X	X
Beacon					
Chalkboard	X	X	X	X	X
Changeable Copy				X	X
Feather		X	X	X	X
Inflatable/Tethered	X	X	X	X	X
Minor	X	X	X	X	X
Off-premises					
Pennant			X	X (Excluding CC)	X
Person-assisted				X (Excl. CC & EI)	X
Wall			X	X	X
Wicket			X	X	X
Window	X	X		X	X



**Permanent Signs**

Permanent Sign Type	Accessory to Dwellings in all Districts	R1	R2	Open Space and Conservation	Office Residential, Educational and Institutional, Community Center, and Neighborhood Commercial	General Commercial, Limited Industrial, and Industrial Commercial
A-frame	X	X	X		X	X
Awning/Canopy				X	X	X
Banner						
Beacon						
Chalkboard	X	X	X	X	X	X
Changeable Copy					?	X ?
EMD, static					?	?
EMD, static w/ transition					?	?
EMD, partially animated					?	?
EMD, fully animated					?	?
Feather						
Freestanding					?	?
Geological Signs	X	X	X	X	X	X
Inflatable/Tethered	X	X	X			
Marquee				?	X ?	X ?
Minor	X	X	X	X	X	X
Monument		X	X	X	X	X
Neon					X	X
Off-premises						
Pennant						
Projecting	X	X	X			
Topiary	X	X	X	X	X	X
Wall	X	X	X	X	X	X
Wicket						
Window	X	X	X	X	X	X