

**City of Lewisburg
Planning Commission
Meeting Minutes ~ August 6, 2020
942 Washington Street West, Lewisburg, WV
Via Zoom Teleconference**

PRESENT: Commission Chair Mark Etten; Commission members Tia Bouman, Ghee Gossard, John Little, Dan Stevenson; Planning & Zoning Officer Marsha Cunningham, Interim City Manager Misty Hill, WVU Law Consultant Christy deMuth, Recording Officer Peggy Mackenzie

ABSENT: Helen Harless, Roger Vannoy

CALL TO ORDER: The workshop teleconference was called to order at 5:30 p.m. by Commission Chair Mark Etten.

The Commission worked on outlining Planned Unit Development (PUD) parameters: to include both commercial and residential options, height limits, assessment of level of commercial operations (light to industrial), size of PUD in acreage, usages to consider, including retail, restaurants, office, light commercial, and other basic living needs for residents within the PUD, including churches and gas stations with complementary design aesthetics.

They moved on to discuss Scenic Overlays, agreeing to focus on the four main entry points into the city (Hwy 219, north and south, and Rte. 60, east and west) extending to city limits, but excluding the downtown historic district. Christy deMuth stated the overlay can be crafted as needed by the law clinic with clear, enforceable language such that no element in the overlay would be viewed as arbitrary or capricious.

The Commission then turned to Signage, by-passing temporary signage for the present, with deMuth guided the members through the various zonal regions, combining some with similarities, and completing the assignment of what sign categories to apply in each.

It was agreed to hold the next workshop meeting with deMuth in October. She gave the Commission members a homework assignment to go over the Feb. 25, 2019 Use Table Ordinance draft and make their considerations as to what to allow within the PUD, indicating (P) Permitted or (C) Conditional Use for each element listed.

Commission member John Little commented that with two Commission members absent, and five members required for a quorum to approve an application, there is a liability present that an occasion will occur when the Commission is not able to provide an applicant with a quorum decision. Chair Etten agreed, stating the Planning Commission normally has nine members. Interim City Manager Misty Hill will serve as the Commission's administrative member, he said, replacing former City Manager Jacy Faulkner. Hill said Mayor Beverly White will submit a

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name for the Commission at the next City Council meeting as well, and the agenda for the PLC's September meeting will also include a nomination for Commission Vice Chair.

The next regular Planning Commission meeting is scheduled for September 3, 2020 at 7 p.m.

ADJOURNMENT: The meeting was adjourned at 7:25 p.m. in a motion by Commission member Little and seconded by Commission member Dan Stevenson.

Respectfully submitted,
Peggy Mackenzie, Recording Officer