

**City of Lewisburg  
Planning Commission  
Meeting Minutes ~ February 6, 2020  
Paul R. Cooley Council Chambers  
942 Washington Street, West, Lewisburg, WV**

**PRESENT:** Commission Chair Mark Etten; Commission members Tia Bouman, Jacy Faulkner, Ghee Gossard, John Little, Dan Stevenson; Planning & Zoning Clerk Marsha Cunningham, Recording Officer Peggy Mackenzie

**ABSENT:** Commission members Helen Harless, Roger Vannoy, Jeff Vickers

**VISITORS:** Joshua Adamo, Mary Clendenen, Laura Feduikovich, Martha Hylton, Jai Liu, Kristen McClung, Jessica Reynolds, Michelle Saunders, Mayor Beverly White

**CALL TO ORDER:** The meeting was called to order at 7 p.m. by Commission Chair Mark Etten. No comments were presented by the public.

**APPROVAL OF MINUTES:** The minutes of *January 29, 2020* were approved as presented in a motion by Commission member Ghee Gossard and seconded by Commission member Dan Stevenson. With six (6) in favor and three (3) absent, the motion carried.

*Public Hearing: Joshua Adamo, 1505 Washington Street East ~ Request for a Minor Subdivision*

Planning & Zoning Clerk Marsha Cunningham stated the residential property at the corner of Washington Street and Dwyer Lane is zoned R1, has been surveyed by Chuck Smith and the City has received all receipts from the neighboring property owners. The request for subdivision meets all requirements including minimum set backs. The subdivided lot, at just under an acre, splits the property down the middle and faces Dwyer Lane. Owner Adamo said he has no plans to develop it. A Public Hearing was called at 7:05 p.m. and hearing no objections, was closed at 7:05 p.m. Access to the property would be from Dwyer Lane, a state road, and according to Kristen McClung, a driveway permit could be processed through the DOH. A motion to approve as presented was made by Commission member Gossard and seconded by Commission member Stevenson. With six (6) in favor and three (3) absent, the motion carried.

*Public Hearing: The Greenbrier Community School, 3413 Oak Street ~ Site Plan Review*

Terradon Engineering consultant Kristen McClung said phase I for the old Bolling School, now the Greenbrier Community School, is primarily about getting the building habitable. As an EI zoned property, McClung said the plan in this first phase was to retain a net-zero increase in storm water runoff. With the exception of two spaces reserved for handicapped parking paved with asphalt, the entire remaining parking areas are to be surfaced in gravel. Total parking spaces will include two per each of six classrooms, plus visitor parking. McClung said Phase II will address pervious surface requirements and storm water retention. Landscaping for the school is a requirement, Chair Etten said, but cannot be approved through the Planning Commission. It is instead approved through the Board of Zoning Appeals. McClung said a flower bed alongside the building will likely fulfill the seven percent parking lot landscaping requirement. Etten said he needed to do research to be sure of the impervious/pervious surface percentage requirements for EI zoning.

A Public Hearing was called at 7:46 p.m. Martha Hylton asked about the City's procedures in reviewing site plans. Etten stated that procedures have been modified somewhat with the recent absence of the Zoning Officer, who typically reviews plans at a working session prior to the Planning meetings. McClung said the City Engineer also sees the site plans "way ahead" of the Planning Commission meetings, apprising Hylton of the City's multi-level oversight process at work. The Public Hearing closed at 7:50 p.m.

A motion to approve the site plan review as presented was contingent upon McClung presenting a landscaping plan before Friday, Feb. 14, 2020. The motion was made by Commission member Bouman and seconded by Commission member Little. With six (6) in favor and three (3) absent, the motion carried.

**COMMENTS from the COMMISSION:** The next scheduled meeting of the Lewisburg Planning Commission will be held on Thursday, March 5, 2020 at 7 p.m. with a deadline of Friday, February 14, 2020. A working session to be held on Wednesday, March 25, 2020 at 5:30 p.m.

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

Respectfully submitted,  
Peggy Mackenzie  
Recording Officer