

**City of Lewisburg  
Planning Commission ~ Working Session  
Meeting Minutes ~ October 22, 2020  
942 Washington Street West, Lewisburg, WV  
Via Teleconference**

**PRESENT:** Commission Chair Mark Etten; Commission members Tia Bouman, Ghee Gossard, Misty Hill, Davis Lewis, John Little, Valerie Pritt, Dan Stevenson; Planning & Zoning Officer Marsha Cunningham, Recording Officer Peggy Mackenzie

**ABSENT:** Commission member Helen Harless

**VISITORS:** Christy deMuth

**CALL TO ORDER:** The meeting was called to order at 5:35 p.m. by Commission Chair Mark Etten. No public comments were offered.

*Continuing to review and discuss Planned Unit Development regulations*

Etten invited WVU Law Consultant Christy deMuth to summarize the PUD regulations as discussed thus far. deMuth emphasized the need for moving quickly with making the format useful to existing zoning ordinances because a developer needs access to the PUD language in order to go forward with his project. She said the response by Commission members in handing in the current zoning ordinance use tables with their preferences which provides the law consultants with the needed “tweaks” to the zoning ordinance language.

A discussion ensued with reviewing the use tables sections in terms of how they apply to the current project’s needs, while also not overly detailing or complicating the language in the PUD ordinance. Modular homes, hotels and motels were not included, nor were big box stores, hospitals, or manufacturing, processing of goods and equipment, or any educational, religious, social or fraternal uses. The Commission also deleted motor vehicle related operations and sales, or storage parking lots, agricultural operations, airports or any structures over 50 feet high.

deMuth then detailed the application process for a development, which begins with a detailed written statement by the developer clarifying the intent of the project. She said the procedure is complicated by being a dual process; once the application is submitted, it is first given a legal review and when cleared, the Planning Commission can then recommend the project to the city council for approval.

Commission member Dan Stevenson brought up a specific concern for the current project under consideration because it abuts another existing development consisting of a large number of apartment complexes. He asked if there should be a restriction to certain types of residential dwellings in the zoning language to minimize the potential for a cluster of apartment complexes in the area. deMuth said the only way to prohibit is to not allow apartments.

Etten said the language for the PUD ordinance needs to be mixed, not only between residential and commercial, but mixed within the residential requirements, citing townhouses, single residential, attached residential and multi-family. "I'd like to insure there's a mix of housing types," he said. PUDs are one way to zone the use of the land. There are random related ordinances which also need to be changed.

deMuth said she anticipated that by the next meeting, the PUD language should be ready to apply to the minor subdivision project under consideration.

**COMMENTS from the ZONING OFFICER:** Etten, deMuth and P & Z Officer Marsha Cunningham conferred and agreed to hold the next working session meeting on Monday, November 2, 2020 at 5:30 p.m. and the regular Planning Commission meeting on Thursday, November 5, 2020 at 7 p.m.

**APPROVAL OF MINUTES:** The minutes of October 1, 2020 were approved with a minor correction in a motion by Commission member Ghee Gossard and seconded by Commission member Valerie Pritt. With eight (8) in favor and one (1) absent, the motion carried.

**ADJOURNMENT:** The meeting was adjourned at 6:50 p.m. in a motion by Commission member Tia Bouman and seconded by Commission member Stevenson.

Respectfully submitted,  
Peggy Mackenzie  
Recording Officer