

**City of Lewisburg
Planning Commission
Meeting Minutes ~ April 1, 2021
942 Washington Street West, Lewisburg, WV
Via Teleconference**

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

ABSENT: Commission member Misty Hill

VISITORS: George Chesebro, Christy deMuth, Bill Irons, Charles Long, Alisha Patterson, Mayor Beverly White

(Recording Officer's notetaking began at 5:48 p.m., with the discussion already underway. Record of the Call to Order and the approval of the March 4, 2021 meeting minutes could not be reported.)

Continued Review and Discussion of Sign Regulations

Christy deMuth presented a clarification regarding parking signs to the Planning Commission from Whitney, which reads as follows:

“I don't think parking signs are typically going to count because those signs aren't really visible or intended to be visible from a public right-of-way. Refer to the sign definition. It has a very nuanced recitation of visible from the right-of-way.”

“Sign” means any device (writing, letter work or numeral, pictorial presentation, illustration or decoration, emblem, device, symbol or trademark, flag, banner or pennant, or any other device, figure or character, or delineation) with the essential purpose to communicate, designed to communicate, or where context results in communication, and such communication is aimed at persons in a public right-of-way.

Examples:

- Town park with a bunch of signs. Only those signs seen from the public right-of-way are regulated
- Signs at Walmart on the loading dock in the back of the building or internal signs within the parking lot that are not visible from the right-of-way would not be regulated

She closed by stating, “Please keep this in mind when counting and measuring signs. Make a note of signs that are not visible from the public right-of-way.”

At that point, permanent signs for OpenSpace/Conservation continued underway for number and size allowances, with Commission member Ghee Gossard offering an allowance of two signs per entrance. deMuth suggested four signs might be better. The Commission agreed at that number. deMuth then went on to temporary signage for Open Space/Conservation districts. After a short discussion, the group settled on allowing eight temporary signs per location. Flags came next with the commission agreeing on three per site, measuring 11 by 6.5 feet (71.5 sf). Monument signs settled at four feet high by eight feet in length with a maximum height of eight to 10 feet. All the rest of the signs on buildings are limited to 36 sf, and up to 10 feet off the ground. Temporary signs will include both banner and wicket with a maximum sign area of 50 sf, five feet in height, a 30-day limit, and total number of three. Temporary

flags were limited to 24 sf (5 by 8 feet or six by 10 feet) Added height increases the square footage, deMuth said, yielding 60 sf in area at a height limit of 40 feet. The next three zoned districts are to be lumped together.

(lost connection)

ADJOURNMENT: Motion to adjourn the working session at 6:55 p.m. was made by Commission member Gossard and seconded by Commission member Dan Stevenson.

CALL TO ORDER: The Regular Planning Commission meeting was called to order at 7:01 p.m. by Commission Chair Etten, No comments were offered by the public.

Public Hearing: Northridge Properties, 3567 North Jefferson Street ~ Minor subdivision

Zoning Officer Marsha Cunningham reported that business partners Bill Irons, G. Thomas Garten and Charles Long bought the 29-acre former ABB property from Northridge Properties with plans to relocate their business from their current location in Renick. The application for a minor subdivision of 6.7 acres was corrected by Cunningham, who stated, according to the plat, the actual acreage numbered 7.65 acres to be subdivided. All requirements for the subdivision have been met, including certified letters returned with no objections from adjoining property owners. The Commission also received a letter of recommendation from Mayor Beverly White.

(lost connection)

Bill Irons said the partners plan to be open for business by late August or early September.

(lost connection again)

A Public Hearing was called at 7:08 p.m. by Commission Chair Etten, and hearing no response, closed the Public Hearing at 7:09 p.m. With no questions from the commissioners, a motion to recommend to city council to approve the subdivision as presented was made by Commission member John Little and seconded by Commission member Gossard. With eight (8) in favor and one (1) absent, the motion carried. Irons thanked Zoning Officer Cunningham for her help and assistance.

The next Lewisburg City Council meeting will be held on April 20, 2021 at 7:30 p.m. The next PLC meeting will be held on Thursday, May 1, 2021, at 7 p.m., preceded by a working session at 5:30 p.m.

ADJOURNMENT: The meeting was adjourned at 7:15 p.m. in a motion by Commission member Gossard, seconded by Commission member Stevenson.

Respectfully submitted,
Peggy Mackenzie
Recording Officer