

**City of Lewisburg**  
**Historic Landmark Commission**  
**Regular Session Meeting Minutes**  
**March 9, 2026, 5:00 p.m.**  
**942 Washington Street West, Lewisburg, WV**  
**Paul L. Cooley Council Chambers**

**PRESENT:** Chairperson Adrienne French, Secretary William Deegans; Commissioners Paula Janiga, and Clifford Gillilan; Planning and Zoning Officer Nick Sloan, Planning and Zoning Assistant Marsha Cunningham and City Clerk Crystal Ratliff.

**ABSENT:** W. Stephen McBride

**VISITORS:** Mayor Beverly White, City Manager Misty Hill, Sara Jenkins-Morgan, Byron Rausenberger, Cindy Bennett, Lance Syner, and Florian Schleiff

**CALL TO ORDER:** Chairperson French called the meeting to order at 5:00p.m.

*Chairperson French advised there were a couple of procedural things that need to be address before proceeding with applications. She asks all in attendance to please refrain from commenting on applications unless it is something you are specifically related too. The Commission will ask if there are any comments from the public either in favor of or opposed to the application after the application has been presented. Also, applicant will no longer be given a certificate of appropriateness (COA) during the meeting. They will need to come to City Hall at a later date to receive the certificate of appropriateness and get the proper building permits from Planning and Zoning.*

**APPLICATIONS**

*Cindy Bennett, 846 Court Street North, install sign on existing hanger*

Applicant Cindy Bennett is requesting to install a hanging sign and place a decal on the front window for her business at 846 Court Street North. The sign will be hung from the existing brackets on the property, and she will place a decal on the front window no more that 25% of the window space. Chairperson French asked if there was anyone from the public that would like to speak for or against this application. No comments in favor of or opposed to from the public.

Commissioner Deegans made a motion, seconded by Commissioner Janiga to approve the application for 846 Court Street North for the new sign and window decal as presented. No further discussion. With four (4) in favor and one (1) absent (McBride) motion carried.

*(Lewisburg HLC Guidelines reference page 35)*

*Kahsyne LLC, 775 Court Street, exterior renovations*

Lance Syner representative for Kahsyne LLC is requesting to remove exterior stair tower on the northside of 775 Court Street. Mr. Syner stated at this time he is only requesting a permit to remove the stair tower so that Lewisburg Foundation Parking Lot can move forward on their project. He stated he will submit an application for the rest of the work when he is ready to start the project. Chairperson French asked if there was anyone from the public that would like to speak for or against this application. No comments in favor of or opposed to from the public.

Chairperson French made a motion, seconded by Commissioner Deegans to approve the application for 775 Court Street removal of exterior stair tower as presented. No further discussion. With four (4) in favor and one (1) absent (McBride) motion carried. (*Lewisburg HLC Guidelines reference page 30, 38, 41, 42, and 59*)

*Byron Rausenberger, 1382 Washington Street West, construct a pool house*

Applicant Byron Rausenberger is requesting approval to build a pool house/shelter structure at 1382 Washington Street West. The structure will function as a shelter and will not be fully enclosed, with the exception of a small, enclosed bathroom area. The overall design and materials have been selected to remain compatible with the existing historic residence, same color shingles, natural wood elements, and white trim. Chairperson French asked if there was anyone from the public that would like to speak for or against this application. No comments in favor of or opposed to from the public.

Commissioner Janiga made a motion, seconded by Commissioner Deegans to approve the application for 1382 Washington Street West construction of a pool house/shelter structure with an enclosed bathroom area as presented. No further discussion. With four (4) in favor and one (1) absent (McBride) motion carried. (*Lewisburg HLC Guidelines reference page 36, 52, 53, and 57*)

*Greenbrier Valley Restoration Project, 470 Jefferson Street North, install new sign, construct a gazebo on existing pad*

Florian Schleiff representative for Greenbrier Valley Restoration Project is requesting to install a new sign and gazebo at 470 Jefferson Street North. Mr. Schleiff stated the sign will be permanent with an interchangeable open and closed panel on the sign. He stated the gazebo will be built on the existing concrete pad with the post made of hemlock wood and a shingle roof. Chairperson French asked if there was anyone from the public that would like to speak for or against this application. No comments in favor of or opposed to from the public.

Commissioner Janiga made a motion, seconded by Commissioner Deegans to approve the application for 470 Jefferson Street North to install a new sign with a printed interchange

hour/date section and construction of a gazebo on the existing concrete pad as presented. No further discussion. With four (4) in favor and one (1) absent (McBride) motion carried.  
*(Lewisburg HLC Guidelines reference page 35, 36a-e, 43, and 54)*

### **APPROVAL OF MINUTES**

Commissioner Janiga made a motion, seconded by Commissioner Gillilan to approve the minutes from the February 9, 2026, meeting as presented. No further discussion. With four (4) in favor and one (1) absent (McBride) motion carried.

### **COMMENTS FROM THE COMMISSION**

Chairperson French apologized for missing the last meeting in person due to illness and appreciated Commissioner Deegans chairing the meeting and wanted to remind everyone we have procedures in place for a reason and need to do our best to adhere to those procedures.

City Manager Hill stated she was happy to announce that Commissioner Janiga had recently been appointed to fill the vacancy on City Council and knows she will be a great asset to the City. She also stated with the recent announcement of the retirement of Planning and Zoning Assistant Marsha Cunningham that Sara Jenkins-Morgan will be stepping into the position pending City Council approval.

The Commissioners welcomed Mrs. Morgan to the position and thanked Planning and Zoning Assistant Cunningham for all her hard work and wished her a wonderful retirement noting she will be missed.

### **ADJOURNMENT**

Commissioner Gillilan made a motion, seconded by Commissioner Deegans to adjourn at 5:35 p.m. No further discussion. With four (4) in favor and one (1) absent (McBride) motion carried.

Respectfully submitted,  
Crystal Ratliff  
City Clerk