

**City of Lewisburg  
Planning Commission Working Session  
Meeting Minutes — February 1, 2024, 5:30 p.m.  
942 Washington Street West, Lewisburg, WV  
Paul L. Cooley Council Chambers**

**PRESENT:** Commissioners Valerie Pritt, Davis Lewis, (City Manager) Misty Hill (via phone), Margaret Gossard, Helen Harless, Dan Stevenson and Tia Bouman; Planning and Zoning Officer Marsha Cunningham; Recording Officer Tina Alvey.

**ABSENT:** Chairperson John Little.

**VISITORS:** City Attorney Tom White, Christy DeMuth (via ZOOM).

**CALL TO ORDER:** The session was called to order by Commissioner Valerie Pritt at 5:31 p.m.

***Discussion of the updated zoning draft***

Christy DeMuth of WVU Law School said there still appears to be confusion about the regulations governing operations of businesses designated B&B 1 and B&B 2 in the city's R1 districts. Both City Attorney Tom White and Commissioner Dan Stevenson had posed questions to DeMuth following the last working session. To clarify, DeMuth said Lewisburg's updated zoning law will prohibit short-term rentals (B&B 1) from the R1 district, while allowing the operation therein of "traditional" Bed and Breakfast establishments (B&B 2) that obtain conditional use permits. She explained that the definition of B&B 2 specifies that the owner of the property must live in the dwelling while rooms are rented out. Stevenson objected that there is no way for the city to enforce that regulation. The new regulations shift responsibility for granting a conditional use permit from the Planning Commission to the Board of Zoning Appeals.

Stevenson also found several misspellings in the draft ordinance, which will be corrected, DeMuth said.

Commissioners additionally resolved some issues that DeMuth said Chairperson John Little had raised since the last working session, including his questioning of the wisdom of allowing construction of "bus stations" in the city's Open Space Conservation districts. Pritt noted that the structures anticipated by those regulations would be rudimentary shelters for the comfort and safety of individuals awaiting arrival of MTA buses or school buses, and would not permit construction of commercial bus terminals.

DeMuth raised questions about differences between the city's official zoning maps and the Comprehensive Plan. It appears that rezoning has occurred without a matching amendment to that Plan, she said. Commissioners agreed that the maps and supporting documents need to be updated. DeMuth pointed out that Lewisburg adopted its current Comprehensive Plan in 2015, which means it is nearing the time to update that document, a process required to occur every 10 years.

DeMuth outlined the schedule going forward to achieve the adoption of the updated zoning laws, as follows:

- The Planning Commission needs to approve the study and report, including the draft ordinance. That may occur at the body's March regular meeting.
- The ordinance will then be forwarded to City Council for action. At its March meeting, Council will accept or reject the draft ordinance. If the ordinance is accepted, two public hearings will need to be scheduled, one for daytime and the other for evening, and duly advertised with a pair of legal ads published two weeks apart.
- After those two hearings are held, council will need to schedule two readings of the ordinance in order to adopt it.

**ADJOURNMENT:** The working session adjourned at 6:34 p.m., upon motion by Stevenson, seconded by Commissioner Helen Harless, on a 7-0 vote.

Respectfully submitted,  
Tina Alvey  
Recording Officer