

STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:

A scheduled quarterly meeting of the Buckhannon Planning Commission was held in Council Chambers at City Hall, 70 East Main Street on July 17, 2017 at 7:00 pm with the following in attendance:

Member Mary Albaugh requested for a roll call and the results are as follows:

Ann Livesay	Member/President	Present
Dale Shannon	Member/Vice President	Present Via Telephony
Mary Albaugh	Member	Present
Vincent Smith	Member/ Building Code Enforcement	Present
Christine Bennett	Member	Present
Michael McCauley	Member	Present
Catherine Cuppari	Member	Present
Pam Martin	Member	Present
Susan Aloï	Recorder	Absent
Dean Everett	Member	Absent
Jack Reger	Member	Absent
Ian Crozier	Member	Absent
Robyn Simons	Member	Absent
Robert Osburn	Member	Absent
Kathleen Loughney	Member	Absent
Barbara Hinkle	Office Clerk	Present

Guest: No guest present

President Ann Livesay called the meeting to order at 7:05 pm and it was noted a quorum with 7 members being present and 1 member via telephony. Followed by the Pledge to the flag of the United States.

Notice & Meeting Agenda :

June 12, 2017

Record Delta Newspaper
P.O. Box 550
Buckhannon, WV 26201

Dear Sirs:

Please publish the attached notice as a Class II legal advertisement on the following dates:

Wednesday, June 21, 2017

Wednesday, June 28, 2017

Following the publication of the attached legal advertisement, please forward your Publisher's Certificate and Affidavit along with your Publisher's statement to my office at City Hall.

Should you have any questions regarding this notice, please contact my office at City Hall: (304-472-1651) or <amby.jenkins@buckhannonwv.org> Thank you for your assistance in this matter. This letter and attached legal advertisements have been sent to you by US Mail and by email.

Thank you,
Amberle Jenkins
Director of Finance & Administration

Enclosure:

A regular meeting of the Buckhannon City Planning Commission will be held on **July 17, 2017 at 7:00 p.m.** The meeting will be held in the City Council Chambers at City Hall, 70 East Main Street, Buckhannon WV. This is an open meeting (per WV code § 6-9A-3) and all interested parties are welcome to attend.

City of Buckhannon Planning Commission
Meeting Agenda for Monday, July 17, 2017 at 7:00 p.m.

A regular meeting of the Buckhannon City Planning Commission will be held on July 17, 2017 at 7:00 p.m. The meeting will be held in the City Council Chambers at City Hall, 70 East Main Street, Buckhannon WV. This is an open meeting (per WV code § 6-9A-3) and all interested parties are welcome to attend.

Agenda Items

- Discussion of the Buckhannon 2020 Comprehensive Plan.
- To elect President & Vice President of the Buckhannon Planning Commission for one year.
- Discussion regarding By-Laws

Posted 06-12-17

- **Discussion of the Buckhannon 2020 Comprehensive Plan** – Ann Livesay updated the Commission that Mary Albaugh had presented the information to City Council and the computer work Dale Shannon & Christine Bennett performed is being utilized by the City Departments. Christine stated that she is still working on the goal section and the Mayor has looked at it and he approved of the scope of work and told them to continue. Christine stated the first half is completed and they are in the process of completing the second half and there will need to be a public hearing before sending to City Council. Ann Livesay asked Christine if it would be possible to have it completed by the October 16th meeting.

- **To Elect President & Vice President of the Buckhannon Planning Commission for one year:**

Motion Martin/Cuppari to elect Ann Livesay as President and Dale Shannon as Vice President for one year. Motion Carried.

- **Discussion regarding By-Laws** - Ann Livesay stated that she would like to have a template of the by-Laws sent out to the Commission for them to review before the next meeting. The Commission held discussions of what the by-laws should consist of.

- The Commission also stated the importance of attendance at the Planning Commission meetings.
- The Commission scheduled a working session for September 25, 2017 at 7:00pm.
- The next regular quarterly meeting will be held on October 16, 2017 at 7:00pm.

The meeting was adjourned at 7:35 pm.

Chairman Ann Livesay

City Recorder Susan Aloï