

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

A scheduled meeting of the Buckhannon Historic Landmarks Commission was held in Council Chambers at City Hall, 70 East Main on March 10, 2025, at 6:30 pm with the following in attendance:

Vincent Smith	Building Code/Zoning Officer, Chairman	Present
Randy Sanders	City Recorder	Present
Amberle Jenkins	Assistant Recorder	Absent
Pamela Bucklew	Member - City Council Designee	Present
Erika Klie Kolenich	Member	Present
Daniel Green	Member	Absent
Diane Corley	Member	Present
Noel Tenney	Upshur Historical Society	Present

Guests: Mayor None

City of Buckhannon Historic Landmarks Commission Meeting Agenda
6:30 PM Monday, March 10, 2025
Council Chambers | 70 East Main Street

- 1. Call to Order
- 2. Moment of Silent Reflection
- 3. Pledge of Allegiance
- 4. Approval of Previous Meeting Minutes: 09/09/2024
- 5. Public Comment – Motion to Open & Close Requested
- 6. Recognition of Guests
- 7. Financial Report
- 8. Old Business Discussions
 - a. HLC Certified Local Government (CLG) Annual Report FY 2023/2024
 - b. Update Installation of the Historic Street Signage
- 9. New Business Discussions
 - a. City to Review, Evaluate & Inventory All Information Signage & Benches for Historical Accuracy
- 10. Report of Events, Correspondence, and Information
 - a. Historic District Permit Report
 - b. Next Meeting September 8, 2025
- 11. Board Members’ Remarks and Announcements
- 12. Declaration of Adjournment

This agenda was certified by Mayor Robbie Skinner on Wednesday, March 5, 2025. To participate in this meeting virtually, participants used this link: <https://global.gotomeeting.com/join/570880461> or joined by phone by calling call: (312) 757-3121, using access code: 570-880-461.

- 1. **Call to Order:** The meeting was called to order by the Chair, Vincent Smith.
 - 2. **Moment of Silent Reflection:** Mr. Smith asked all to join in a Moment of Silent Reflection.
 - 3. **Pledge of Allegiance:** Mr. Smith led those in attendance in the Pledge of Allegiance.
 - 4. **Approval of Previous Meeting Minutes: 09/09/2024:** The Chair noted the minutes of 09/09/2024 had been made available for review and asked if there were any correction, addition, or a motion to approve as presented.
- Kolenich/Corley motioned to approve the Meeting Minutes for 09/09/2024 as presented. The motion carried.

5. Public Comment: Motion to Open & Close Requested – There were no members of the public in attendance. No action was necessary.

6. Recognition of Guests: There were no guests in attendance. No action was necessary.

7. Financial Report: The Chair provided a review of the Financial Report. Saving Account balance \$3037.81.

8. Old Business Discussions:

a. HLC Certified Local Government (CLG) Annual Report FY 2023/2024 – Mayor Skinner has been working on this. No other update was available, however, Mr. Smith will ask Teresa Summers to email a copy of he completed report to all Commission members.

b. Update Installation of the Historic Street Signage – Mr. Smith reported that new signs had been ordered, and a different type of adhesive will be used for installation, which will be done by the City Street Department.

9. New Business Discussions

a. City to Review, Evaluate & Inventory All Information Signage & Benches for Historical Accuracy – A conversation, including contributions from Noel Tenney, highlighted discrepancies in some signage and information shared on the city's social media. These issues are either inaccurate or contested. It is recommended to coordinate with the Street Department for further clarification and resolution.

10. Report of Events, Correspondence, and Information

a. Historic District Permit Report: The Department of Highways has been negotiating with the State Historic Preservation Office (SHPO) regarding the lane expansion on Locust Street.



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

Alanna J. Keller, P.E.
Deputy Secretary of Transportation
Deputy Commissioner of Highways

1900 Kanawha Boulevard East • Building Five • Room 110
Charleston, West Virginia 25305-0430 • (304) 558-3505

Jimmy Wriston, P. E.
Secretary of Transportation
Commissioner of Highways

August 15, 2024

Buckhannon Historic Landmarks Commission
Mayor Robbie Skinner, Chairperson
Buckhannon City Hall
70 E Main Street
Buckhannon, West Virginia 26201

State Project: U349-020-25.39 00
Federal Project: N/A
Buckhannon Turn Lane
Upshur County

Dear Mayor Skinner:

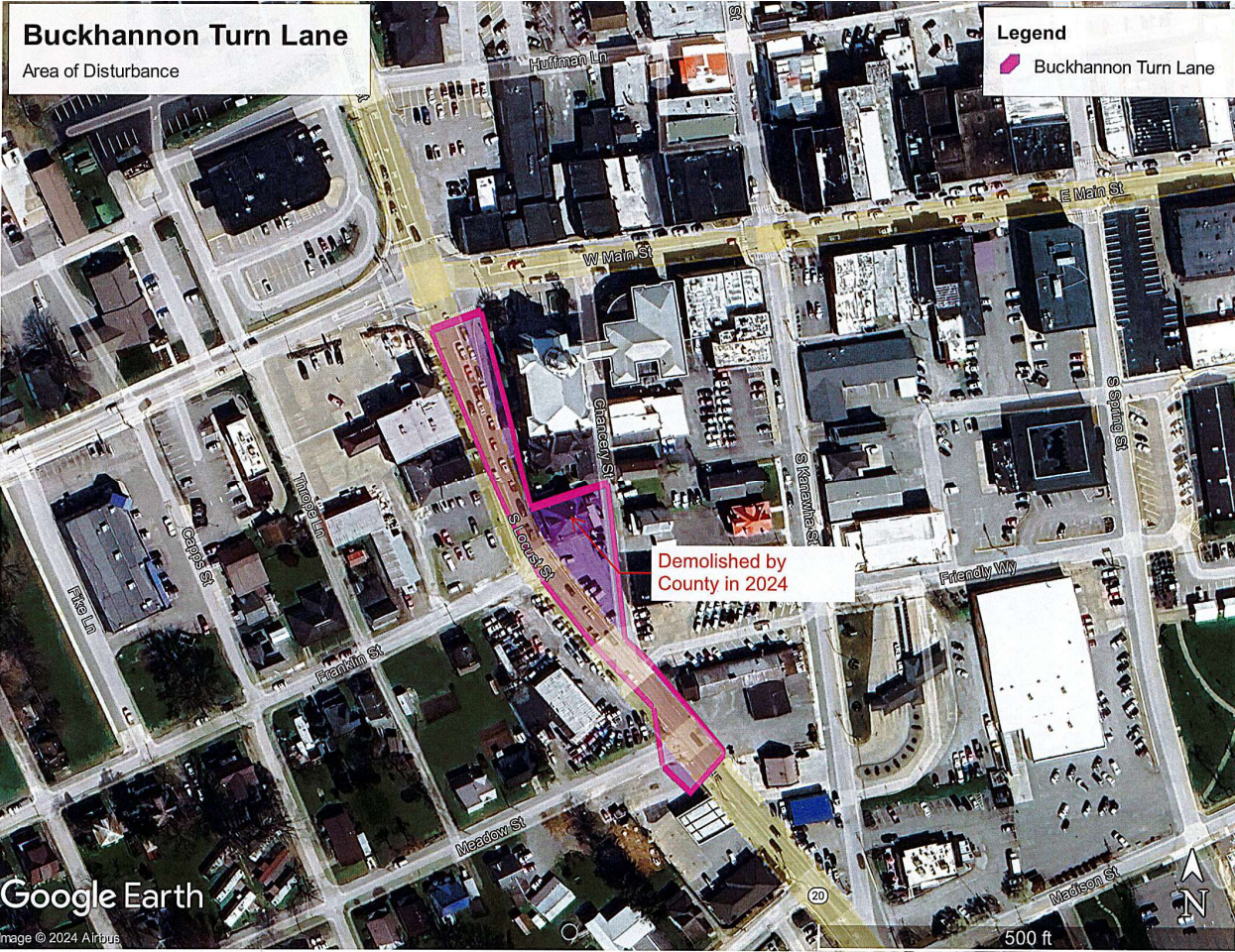
The West Virginia Division of Highways (WVDOH) is developing the subject project at the location shown on the attached maps. The project consists of installing a turning lane at the intersection of County Route 12 (West Main Street) and State Route 20 (South Locust Street) in Buckhannon, Upshur County.

The turn lane project is located partially within the Downtown Buckhannon Historic District. The staff of the WVDOH will visit the project site and review files at the West Virginia Division of Culture and History to assess potential impacts to historic resources. Should your organization have any questions or comments regarding the project and its impact on surrounding properties, please respond within 30 days. You may contact Ahleah Boise of our NEPA Compliance and Permitting Section at (304) 630-0248 or Ahleah.M.Boise@wv.gov.

Very truly yours,

Travis E. Long, Director
Technical Support Division

TEL:b
Attachments
bcc: DSN(AB)



HLC Permit Report

09/10/2024 - 03/05/2025

Historic District	Applicant Name	Applicant Address	Description	Permit #	Permit Date	Permit Type
Yes	SMITH REGER LLC	56 SMITHFIELD ST	INSIDE REMODEL & SIDING	76438	3/4/2025	Building
Yes	RACHEL HAMNER	55 SMITHFIELD ST	ROOF OVER EXISTING BACK PORCH 16'X19'	76436	2/28/2025	Building
Yes	D. McCauley	10 Meade Street	Re-Roof Shingles & Build one Interior Wall	76432	2/27/2025	Building
Yes	TIMOTHY MILLS	129 E MAIN ST	REROOF-REPLACE SHINGLES WITH SHINGLES	76431	2/26/2025	Building
Yes	Duana Hawkins	18 Island Ave	Replacement Vinyl Fence 40' Hgt, same location	76429	2/24/2025	Building
Yes	RACHEL HAMNER	55 SMITHFIELD ST	SHINGLE OVER SHINGLE-ROOF OVERLAY	76428	2/24/2025	Building
Yes	MICHAEL ALOI	25 COLLEGE AVE	SEAMLESS GUTTER INSTALLATION	76427	2/24/2025	Building
Yes	UPSHUR CO SENIOR CITIZENS CTR	26 N KANAWHA ST	GENERATOR INSTALL ON EXISTING CONCRETE PAD	76423	2/18/2025	Building
Yes	STEVEN M STALNAKER	47 SMITHFIELD ST	BLACKTOP PARKING SPACE	76422	2/14/2025	Building
Yes	Suelinn Ross	21 College Ave	Replacement of Gutter &	76414	2/4/2025	Building

			Downspouts			
Yes	BB RANGE PROPERTIES-ERASMO RIZO	96 E MAIN ST	EXTERNAL SERVICE UPGRADE- 200 AMP (2- 100 SERVICE DISCONNECTS)	76409	1/29/2025	Electrical
Yes	WRENCH KING AUTO REPAIR-JENNIFER LEE	110 ISLAND AVE	4'X6' (24 SQ FT) SIGN ON EXISTING 8FT HIGH POLE	76408	1/27/2025	Building
Yes	SAM BAXA	22 N KANAWHA ST	OVERLAY OF VINYL FLOORING	76407	1/23/2025	Building
Yes	BRETT MILLER	98 ELM ST	FOUNDATION STABILIZATION	76399	1/8/2025	Building
Yes	Reger Companies	56 Smithfield St	Re-Roof Shingles	76397	12/17/2024	Building
Yes	Vickie Drane	36 Arnold Ave	Re-Roof Shingles	76395	12/17/2024	Building
Yes	WVWC Haymond Hall	118 Cebe Ross Dr	Class Room Remodel	76394	12/13/2024	Building
Yes	Blue Ridge Risk Partners	117 S Kanawha St	Replacement of Signage Panels with no change to existing cabinet or size	76392	12/9/2024	Building
Yes	MARY AUSTIN	30 E VICTORIA	REROOF-REPLACE SHINGLES WITH SHINGLES	76389	11/27/2024	Building
Yes	CENTRAL WV AGING SERVICES	8 N SPRING ST	INSTALL .060 EPDM MEMBRANE OVER ISO BOARD	76386	11/26/2024	Building
Yes	COMMUNITY CARE OF WV	38 N KANWHA ST	INTERIOR REMODEL- REMOVING COUNTER TOP AND PUTTING UP A PARTITION	76380	11/18/2024	Building
Yes	LORENA ARELLANO	14 ISLAND AVE	UPGRADE 200 AMP INSPECTION WO#771913038	76377	11/13/2024	Electrical
Yes	COB SYCC	79 E Main St	Installation of Indoor Gym Floor Surface at the Existing Gym	76375	11/6/2024	Building
Yes	Upshur County Commission Courthouse	38 W Main St	Slate Replacement on the steps due to trip hazard on two floors & install new handrails, painting walls in the stairwell	76372	11/4/2024	Building
Yes	CINDY KING	104 SMITHFIELD ST	COVERING A SECTION OF EXPOSED WOOD WITH VINYL SIDING ON SIDE OF THE HOUSE *NOT REMOVING MATERIALS	76364	10/30/2024	Building
Yes	City of Buckhannon	70 E Main St	Paving Services: E Main Street, Cleveland Avenue & Franklin Street	76355	10/17/2024	Building
Yes	Community Care WV	38 N Kanawha St	Metal Roof Overlay	76350	10/9/2024	Building
Yes	LYNN LINDER	4 MEADE ST	6 VINYL REPLACEMENT WINDOWS, NOT CHANGING ANY OPENINGS	76348	10/8/2024	Building

Yes	SAM BAXA	22 KANAWHA ST	GOING OVER A RUBBER ROOF WITH RUBBER *NOT REMOVING ANYTHING	76347	10/8/2024	Building
Yes	Paul Painter	35 S Florida St	Roof Repair-Flashing & Tar	76340	9/30/2024	Building
Yes	Community Care of WV	22 North Locust St	Building 1: Dining Facility & Concrete ADA Ramp. Building 2: Two ADA Restrooms	76338	9/20/2024	Building
Yes	Raymond Petro, Renter	12 Island Ave Lot 10	12'x12' Pre-Fab Metal Storage Building	76330	9/16/2024	
Yes	CHARLES LEE	80 COLLEGE AVE	SHINGLES OVER SHINGLES	76329	9/13/2024	Building
Yes	JUSTIN GAITHER	67 S FLORIDA ST	RAZING GARAGE AND STICK BLDING 7' X 12' STORAGE BLDING. REBUILD/NEW CONSTRUCTION 20' X 30' GARAGE. REPLACING EXISTING WOOD PANEL 6' FENCE	76327	9/11/2024	Building
Yes	Randy Squires	108 E Main St	Partial Re-Roof Shingles Upper Section	76324	9/10/2024	Building
Yes	Alissa Lively	34 College Ave	Repairs Gutterwork	76323	9/10/2024	Building

b. Next Meeting September 8, 2025: The Chair announced this.

11. Board Members' Comments and Announcements - Nothing further.

12. Declaration of Adjournment

At 7:14 p.m., Chairman Vincent Smith declared the meeting adjourned.

Commission Chairman Vincent Smith _____

City Recorder Randall H. Sanders _____