

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

A regular meeting of the Buckhannon City Planning Commission was held in Council Chambers at City Hall, 70 East Main, on Monday, April 21, 2025, at 7:00 pm with the following in attendance (GTM is for GoToMeeting):

Curtis Wilkerson	President (Chair)	Present
Susan Aloï	Vice-President	Present
Randy Sanders	City Recorder	Present
Robert Zuliani	Member/Council Representative	Present
Vincent Smith	Member/Building Code Enforcement	Present
J.J. Ford	Member	Present
Jena Fealy	Member	Absent
Steve Nanners	Member	Absent
Crystal Shaw	Member	Present
Tom Lynch	Member	Present
Monica Zalaznik	My Buckhannon	Absent
Noah Jeffries	Record Delta	Present

Guests: Jody Light, Mayor Robbie Skinner

Notice of Meeting
City of Buckhannon Planning Commission

The Buckhannon City Planning Commission meeting will be held on **April 21, 2025 at 7:00 P.M.** The meeting will be held in the City Council Chambers at City Hall, 70 East Main Street, Buckhannon WV. The purpose of the meeting is to discuss the request for the consideration for the zoning change of Parcels 3-10-89, 3-10-90, 3-12-186, 3-12-184, 3-12-182, 3-12-182.1 and 3-12-180 situated along South Kanawha Street from R-1 Single Family Residential District to C-2 Highway Commercial District and possible recommendation to the City Council or to schedule the date of a Planning Commission public hearing, furthermore; such other matters will appear on the posted agenda.

This is an open meeting (per WV code § 6-9A-3) and all interested parties are welcome to attend.

Publish dates RD 03/26/25, 04/02/25

City of Buckhannon Planning Commission Meeting Agenda
7:00 PM Monday, April 21, 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: 10/21/2024
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests
7. New Business Discussions
 - a. Request for the Consideration for Zoning Change of Parcels 3-10-89, 3-10-90, 3-12-186, 3-12-184, 3-12-182, 3-12-182.1 and 3-12-180 situated along South Kanawha Street from R-1 Single Family Residential District to C-2 Highway Commercial District and Possible Recommendation to City Council or Scheduling the date of a Public Hearing
8. Board Members’ Remarks and Announcements

9. Declaration of Adjournment

This agenda is certified by Mayor Robbie Skinner on April 15, 2025. To participate in this meeting virtually, use this link: <https://global.gotomeeting.com/join/865959661>, or by phone, call: +1 (646) 749-3122, access code: 865-959-661.

1. Call to Order - Curtis Wilkerson, the President (Chair) of the Planning Commission, called the meeting to order.

2. Moment of Silent Reflection– The attendees joined together for the Pledge to the Flag of the United States of America.

3. Pledge of Allegiance – Commission member Rob Zuliani led the attendees in the Pledge of Allegiance.

4. Approval of Previous Meeting Minutes: 10/21/2024 – President Wilkerson noted that the minutes for the meeting of 10/21/2024 had been distributed for review and asked for any corrections or approval of the minutes as presented.

Ford/Zuliani motioned to approve the minutes of 10/21/2024. The motion carried.

5. Public Comment – Motion to Open & Close Requested

Shaw/Zuliani motioned to open Public Comments. The motion carried.

The Chair noted that no public members were in attendance who wished to speak.

Shaw/Ford motioned to close Public Comments. The motion carried.

6. Recognition of Guests – The Chair recognized and welcomed attendees.


7. New Business Discussions – The Chair presented the following agenda item.

a. Request for the Consideration for Zoning Change of Parcels 3-10-89, 3-10-90, 3-12-186, 3-12-184, 3-12-182, 3-12-182.1, and 3-12-180 situated along South Kanawha Street from R-1 Single Family Residential District to C-2 Highway Commercial District and Possible Recommendation to City Council or Scheduling the date of a Public Hearing. - The Chair recognized Vincent Smith, the city's Building Code Enforcement Officer, who provided an overview of how this idea developed and the purpose of this request. He then reviewed the specifics of the property involved in the proposed change from R-1 Residential to Commercial. Jody Light was recognized and spoke in favor of the change. Mr. Wilkerson asked if this Commission were to refer it to the City Council for consideration, would all property owners affected by this potential change be notified. Mr. Smith assured him that all the property owners affected would be notified by certified letter regarding this proposed change and allowed to ask questions and express any concerns or support. The members of the Commission further discussed the agenda item before the Chair entertained a motion.

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

Zoning Boundary/Provision Change

(304) 472-1651

Identification	Owner/Lessee	John + Nancy Sandy	Phone	304 472 9154	Boundary Change Receipt	1094743	Date	3/21/25
	Street Address	Parcel 3-10-90 Putnam Street			Current Zoning District	R1	Flood Zone	NO
	City State Zip	Buckhannon WV 26201			District/Map/Parcel	3-10-90		
	Signature of Applicant				Relationship to Owner/Lessee	self, owner		

Directions: Any person, corporation or firm desiring a change, amendment or a supplement to the boundaries of districts established on the Zoning Districts Map, or the regulations, standards or other provisions as set forth in the Zoning Ordinance, shall submit such proposal in writing to the City Recorder who shall present such requests to the Council at the next regularly scheduled meeting of the Council. The City Council shall then promptly forward the proposal to the Planning Commission. Any party proposing or recommending any change or supplement or amendment, other than the Planning Commission or the Council, shall pay a nonrefundable fee of \$75 which shall be applied toward the costs of the amendment procedure. (Ordinance 244, Article X, Section 1000 paragraph 4.)
[See Article X for additional details regarding the procedure of such proposed changes.]

Details of the Boundary/Provision Change Request: [Provide district/map/parcel number(s) of property for any proposed boundary changes plus supporting rational. Attach additional pages/maps as necessary.]

See attached letter - request rezone to C2 -
Highway Commercial District

Validation	Action by City Council	03/20/25 Recommend to Planning Comm.	Date	03/20/2025
	Action by Planning Commission	4/21/25 Recommend to City Council	Date	05/01/2025

To: Whom it may concern 3-13-25

City of Buckhannon
70 East Main St
Buckhannon, WV 26201

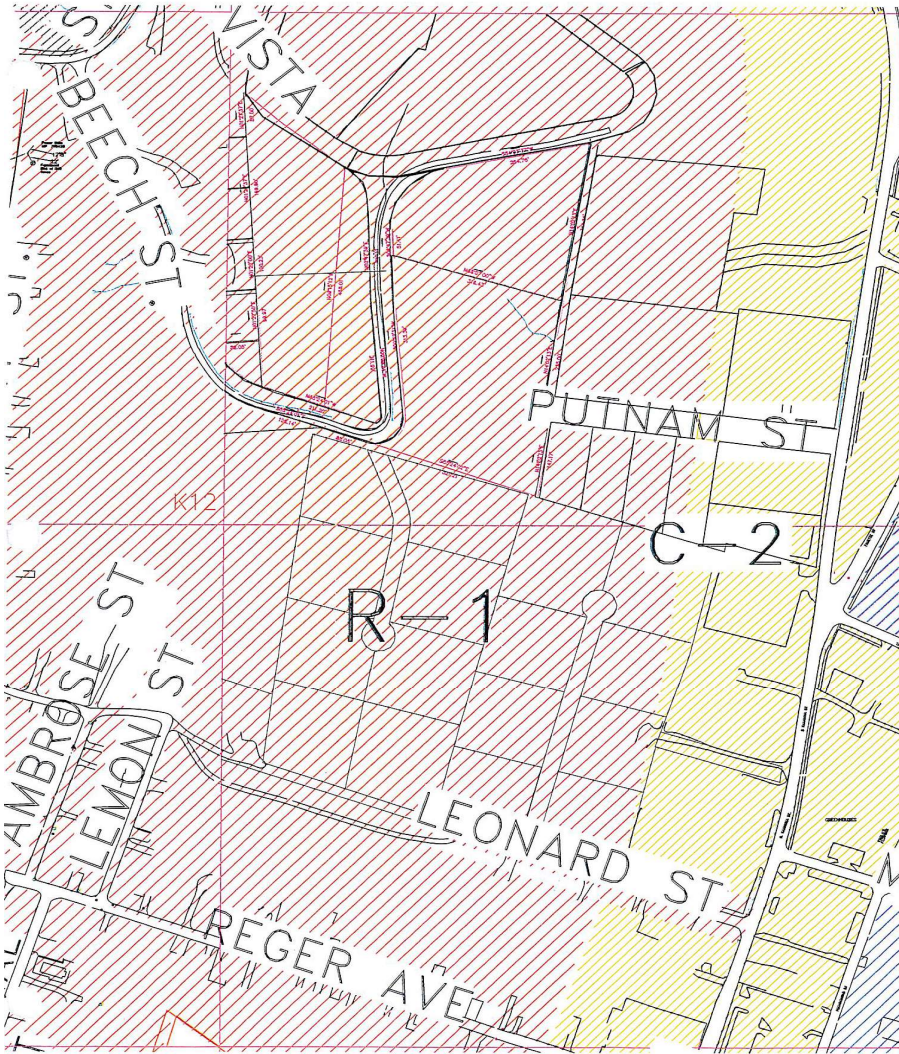
RE: Zoning Variance

We are requesting our property on Putnam St.
be rezoned to C2. This would be
an extension of 215 feet which would
line up with the end of Church of
Latter Day Saints parking lot. This would
also leave a buffer between C2 and
residential property behind our property.
If questions please contact us.
at 304 472-9154.

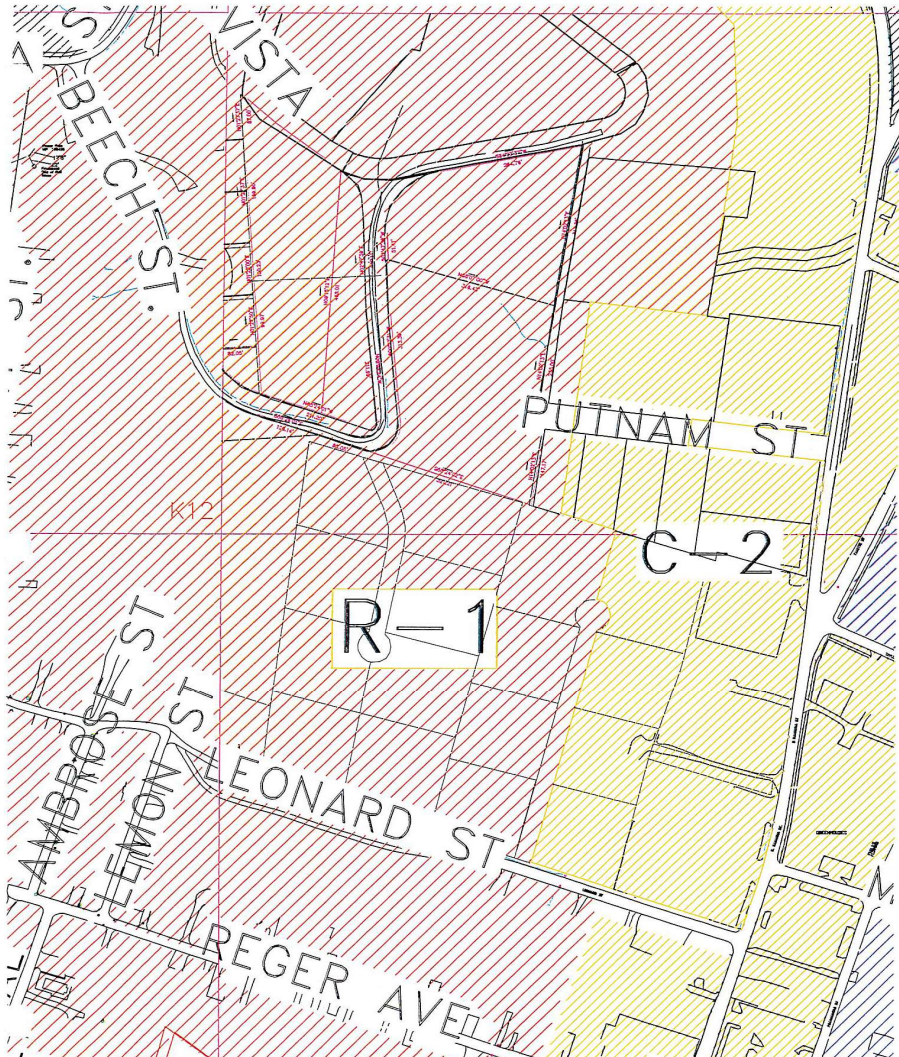
Respectfully

Nancy Sandy
John & Nancy Sandy

EXISTING



PROPOSED



NOTICE OF PROPOSED ADOPTION OF AMENDMENT TO MUNICIPAL
ZONING ORDINANCE BY THE COUNCIL OF THE CITY OF BUCKHANNON

To all residents of the City of Buckhannon:

Notice is hereby given to all residents of the City of Buckhannon that the Council of the City of Buckhannon proposes the third (3rd) reading and adoption of Ordinance No. 473 of the City of Buckhannon, the subject matter and general title, and abstract thereof which more particularly appears in said Ordinance as “ORDINANCE NO. 473 OF THE CITY OF BUCKHANNON, AN ORDINANCE AMENDING ZONING ORDINANCE NO. 244 OF THE CITY OF BUCKHANNON, BY REZONING CERTAIN PROPERTIES FROM “R1 – SINGLE FAMILY RESIDENTIAL DISTRICT ” to “C-2 - HIGHWAY COMMERCIAL DISTRICT”.

The proposed ordinance would rezone the following properties situate in Corporation District, or such portions thereof that are currently zoned R1 – Single Family Residential:

<u>Map and Parcel Number:</u>	<u>Street Address (all in Buckhannon, WV):</u>
Map 10, Parcel 89	179 South Kanawha Street (rear)
Map 10, Parcel 90	Putnam Street
Map 12, Parcel 180	Morning Drive
Map 12, Parcel 182	Morning Drive
Map 12, Parcel 182.1	Morning Drive
Map 12, Parcel 184	Morning Drive
Map 12, Parcel 186	Morning Drive

The Council of the City of Buckhannon proposes the third (3rd) reading, passage and adoption of Ordinance No. 473 at the regularly scheduled City Council meeting to be held on Thursday, July 3, 2025, at 7:00 p.m. o’clock, at Buckhannon’s City Hall located at 70 East Main Street in Buckhannon, Upshur County, West Virginia. A reasonable number of copies of the proposed Ordinance No. 473 are on file at City Hall. Ordinance No. 473 may be inspected by any member of the public during the regular business hours of City Hall.

All interested persons may appear at the July 3, 2025 meeting and be heard with respect to the City Council’s proposed adoption of Ordinance No. 473.

Ford/Shaw motioned to recommend to the City Council to consider a zoning change of Parcels 3-10-89, 3-10-90, 3-12-186, 3-12-184, 3-12-182, 3-12-182.1, and 3-12-180 situated along South Kanawha Street from R-1 Single Family Residential District to C-2 Highway Commercial District. The motion carried.

8. Board Members' Remarks and Announcements - No remarks or announcements were offered.

9. Declaration of Adjournment

At 7:19 PM, Lynch/Zuliani motioned to adjourn.

Commission President Curtis Wilkerson

City Recorder Randall H. Sanders