

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, January 27, 2026, at 7:00 pm with the following in attendance (GTM is for GoToMeeting):

Curtis Wilkerson	President (Chair)	Present
Susan Aloï	Vice-President	Present - GTM
Randy Sanders	City Recorder	Present
Robert Zuliani	Member/Council Representative	Absent
Vincent Smith	Member/Building Code Enforcement	Present
J.J. Ford	Member	Present
Tom Lynch	Member	Present - GTM
Steve Nanners	Member	Absent
Roger Marsh	Member	Present
Media:	My Buckhannon	Present

Guests: Chris Garrett, Dr. Joe Reed, Upshur County Health Department; Amanda Hayes, Upshur County Tobacco Prevention Coalition.

The following was publicly posted: prior to the meeting: A scheduled meeting of the Buckhannon City Planning Commission will be held on January 27, 2026 at 7:00 P.M. The meeting will be held in the City Council Chambers at City Hall, 70 East Main Street, Buckhannon, WV 26201.

City of Buckhannon Planning Commission
Meeting Agenda
7:00 PM Monday, January 27, 2026
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: 07/21/2025, 10/20/25 Canceled
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests
7. Business Discussions
 - a. Referred by City Council to Research for the Consideration the Request by the Upshur County Tobacco Prevention Coalition to Implement a Vape/Smoke Shop Ordinance
 - b. Preliminary Discussions Possible Updates to the City’s Zoning Codes (Ord. No. 244)
8. Report of Events, Correspondence, and Information
 - a. Statewide Housing Study 2025
 - b. 2026 Meeting Schedule
9. Board Members’ Remarks and Announcements
10. Declaration of Adjournment

This agenda is certified by Mayor Robbie Skinner on January 23, 2026. 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 called the meeting to order.
- 2. Moment of Silent Reflection**– The attendees were invited to join in a Moment of Silence.
- 3. Pledge of Allegiance** – City Recorder Sanders led the Pledge of Allegiance.

4. Approval of Previous Meeting Minutes: 07/21/2025, 10/20/25 Meeting Canceled – Curtis Wilkerson noted that the minutes for the meeting of 07/21/2025 had been distributed for review. The Chair asked for any corrections or approval of the minutes as presented.

Ford / Aloï motioned to approve the minutes of 07/21/2025. The motion carried.

5. Public Comment – Motion to Open & Close Requested

Ford / Lynch moved to open Public Comments. The motion carried.

Without objection, the Chair recognized the guests, Chris Garrett and Dr. Joe Reed of the Upshur County Health Department and Amanda Hayes of the Upshur County Tobacco Prevention Coalition and move to the Business Discussion of the agenda, combining Items 6 and 7a.

6. Recognition of Guests

7. Business Discussions

a. Referred by City Council to Research for the Consideration the Request by the Upshur County Tobacco Prevention Coalition to Implement a Vape/Smoke Shop Ordinance - The Commission welcomed representatives from the Upshur County Tobacco Prevention Coalition and the Upshur–Buckhannon Health Department to discuss City Council’s referral requesting research into a potential vape/smoke shop ordinance. Amanda Hayes, Chris Garrett, and Dr. Joe Reed outlined concerns regarding the increasing number and proximity of vape shops to schools and youth-serving locations, emphasizing the need “to protect our kids” and noting examples of shops located within 150 feet of an elementary school playground. The presenters referenced ordinances adopted in other West Virginia jurisdictions, including Randolph County’s one-mile setback requirement from schools, parks, libraries, churches, and other sensitive sites. Commission members engaged in extensive discussion regarding the purpose, scope, and enforceability of such regulations, raising questions about how to define a vape or smoke shop, whether specialty retailers should be treated differently from large retailers that sell tobacco products, and whether signage restrictions might be more effective than location-based prohibitions. Several members expressed concern that existing ordinances from other municipalities were “ambiguous and broad” and might not achieve the intended public-health goals if adopted without modification. Dr. Reed provided additional public-health context, citing CDC findings that youth vaping is driven by advertising, flavors, and nicotine addiction. After discussion, the Commission agreed that additional study was necessary and supported forming a working group with the presenters and interested members to evaluate options and develop a Buckhannon-specific recommendation for future consideration.

Ford / Aloï moved to form a Working Group with the presenters and interested members to evaluate options and develop a Buckhannon-specific recommendation for future consideration. The motion carried.

b. Preliminary Discussions Possible Updates to the City’s Zoning Codes (Ord. No. 244) The Commission briefly noted Item 7(b), concerning preliminary discussions on potential updates to the City’s Zoning Code (Ordinance No. 244). No action was taken.

Aloï / Ford moved to close Public Comments. The motion carried.

8. Report of Events, Correspondence, and Information – Vice-President Aloï reviewed the following with the members.

a. Statewide Housing Study 2025 – Mr. Wilkerson briefed the Commission on the recently released Statewide Housing Study 2025, noting its relevance to ongoing local planning efforts. He highlighted that the study provides updated statewide data on housing availability, affordability, and demographic trends, and she encouraged members to review the findings as they relate to previously identified housing challenges within the City of Buckhannon. The Commission as a whole acknowledged the report as a useful reference for future zoning and land-use discussions.

<https://www.wvhdf.com/programs/statewide-housing-needs-assessment>



Statewide Housing Needs Assessment

Please click below to access the Housing Needs Assessment for the State of West Virginia 2025, completed on our behalf by West Virginia University Research Corporation. The purpose of the HNA is to define the housing needs within West Virginia. We will work with stakeholders across the State to address the needs and challenges identified in the HNA.

Housing Needs Assessment for the State of West Virginia 2025

[View/Download File](#)

Housing Needs Assessment for the State of West Virginia 2025-Appendix

[View/Download File](#)

b. 2026 Meeting Schedule – The schedule was reviewed and it was agreed that we change the October 19, 2026 to October 14, 2026. There were no objections.

9. Board Members' Remarks and Announcements – No additional comments or announcements were offered by members.

10. Declaration of Adjournment

At 7:58 p.m., Ford made a motion to adjourn the meeting.

Commission President Curtis Wilkerson _____

City Recorder Randall H. Sanders _____