

Planning Commission of the Borough of Matamoras

Meeting Minutes of May 18, 2023

Chairman Mark Madsen	P	Mr. Rich Anderson Planning Commission Member	A	Mr. Dave Oszczepinski Planning Commission Member	P
Mr. Eddie Addison Planning Commission Member	P	Mrs. Lisa Salvato Planning Commission Member	P	Mr. Nick McIntyre Solicitor	P
Mr. Bob Howard Planning Commission Member	P	Mr. Danny Fernandez Planning Commission Member	A	Mr. Shawn Bolles Zoning Officer	P

Call to Order, Salute to the flag and Roll Call @ 7:00 pm. There were 4 members of the public present.

Motion to approve the meeting minutes of April 18, 2023.

M: Addison/Oszczepinski. All in favor.

Public Comment:

None

Correspondence: (on file)

- Two (2) PennDOT Transportation Impact Study (TIS) Determination & Scoping Meeting Application(s) RE: 507-509 PA Ave received on 05/12/2023 and 05/18/2023

Old Business:

- a. Motion to table 2nd Amendment Resolution. **M: Salvato/Oszczepinski. 5 in favor, none opposed. Passed.**
- b. Motion to send Chapter 105 Street and Sidewalks Article IV Ordinance to Borough Council for approval. **M: Addison/ Howard. 5 in favor, none opposed. Passed.**
- c. 507-509 PA Ave Lot Combination, Land Development. Mr. McIntyre invited Tom Barna to speak. Mr. Barna of PennEastern Engineers LLC was present to represent Tejrishi Corporation of PA. Mr. Barna explained the applicant's intent to combine lots 507 and 509 Pennsylvania Ave, demolish the house and the service station, build a new 1950 sq ft convenient mart with a drive-thru, remove existing storage tanks and replace with new storage tanks, modify the existing driveway to allow full ingress and egress. A conceptual plan showing traffic flow and delivery will be prepared. Since most of the area will be paved, it will be covered with permeable pavement so run off will seep through to the ground. He noted infiltration in the area is very good.

Mr. Bolles stated there were some housekeeping issues that needed to be addressed.

- Site plan: Mr. Bolles noted there are three lots, not two, that need to be combined. Lots 31, 33 and 35.
- Setbacks need to be displayed per the subdivision ordinance
- C101 note 15 indicates private water supply. It is public.
- C101 note 17 right of way for 6th Street is not on the plan and needs to be added.
- C101 note 18 references Westfall, should be Matamoras Borough.
- C201 there is an undefined line. Mr. Bolles noted it needs a 10-foot setback because it is a corner lot.
- C201 general note 1 has “combine 2 lots into 1 lot”.
- C301 2,400-gal (min) sewage holding tank. Need to talk with Sewage Officer.
- C602 sidewalk is a minimum of 60 inches
- Attachment: Form 3800-CD-BCW0359 Item 3 *Type of Development Proposed* description is “Convenience Store/Tobacco Store”. It has been previously discussed that a tobacco store will not be allowed.

Sewage tank capacity discussed; restrooms must be made available to the public.

Mark Madsen:

- Owner of record has different addresses; this needs clarification so we can reach him.
- Package submitted needs consistency when referencing the Borough of Matamoras

Mr. Barna stated he received a notice of approval from Pike County Conservation District. He will forward a copy to the Borough.

Mr. Addison asked for a detailed explanation of the construction of the parking area. Mr. Barna responded that the parking area will be covered by pervious pavement that will require routine maintenance (vacuum). A schedule of maintenance will be provided to the Borough. It was noted that the Borough does not have a lot coverage ordinance.

Mr. McIntyre commented “housekeeping” items need to be addressed; the erosion sedimentation plan has been received, correct number of copies of plans have been received, and the application is complete. The application as submitted is deemed complete.

Discussion ensued with respects to the property and its current status. Mr. Bolles stated there is an order to condemn the building. The order went out before covid and was again sent this year. The applicant has been stalling the Code Enforcement Officer since August 2022. The applicant flipped the business into a new name. Selling a business with an open violation is prohibited under property maintenance code §107.6. This is another violation. The applicant has been unresponsive to the Code Officers attempts to reach him. The building must be taken down immediately

or this will be taken to court. Mr. McIntyre requested that Mr. Barna relay this to the applicant. Discussion ensued. Mr. Barna inquired if both buildings could be demolished. Mr. Bolles stated he needs to apply for a permit, there is a septic system that would need to be abandoned, but recommends he speak to the Sewage Officer prior to abandoning it.

Motion to accept this as a completed application: **M: Addison/Howard. 5 in favor, none opposed. Passed.**

- d. Chapter 118 Vehicles and Traffic §118-25 Parking Prohibited at all times.
Motion to send §118-25 Parking Prohibited at all times to Matamoras Borough Council, with the proposed changes:
Avenue S amended from North to East
Add: Matamoras Street and Hill Street from Avenue B to Avenue C
Note: Within 20 Feet of Intersection of Avenue K and Seventh Street.
Seventh Street amended from East to South
M: Addison/Salvato. 5 in favor, none opposed. Passed.

Motion to adjourn 7:53 pm: **M: Oszczepinski**

Respectfully submitted,



Marianne Brown
Planning Secretary