

**Planning Commission of the Borough of Matamoras
Meeting Minutes of September 19, 2023**

| | | | | | |
|--|---|--|---|--|---|
| Chairman Mark Madsen | P | Mr. Rich Anderson Planning Commission Member | P | 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 | P | Mr. Shawn Bolles Zoning Officer | P |

Call to Order, Salute to the flag and Roll Call @ 7:02 pm. Mr. Lou Cozza, Borough Engineer, was also in attendance. There were 4 members of the public present.

Motion to approve the meeting minutes of July 18, 2023.
M: Salvato/Howard. 6 in favor, 1 abstention. Passed.

Public Comment:

Dimitry Roby 105 Pennsylvania Ave: Asked if Planning had a copy of the report submitted by Brian Snyder from County Planning regarding the project on 507-509 Pennsylvania Ave. He hasn't heard anyone discuss County Planning findings. He recommends Planning review this carefully. Mr. Roby also stated that when a land development plan is submitted there should be proper representation present at the meeting to answer questions.

Correspondence:

- PennState Extension notice advising of upcoming webinar "Introduction to Zoning".
- 507-509 PA Ave re-submission
- Kiley Associates, LLC 507-509 Pennsylvania Ave Lot Improvement & Land Development Plan – Review #2

Old Business:

- a. Motion to table 2nd Amendment Resolution. **M: Madsen/Anderson. All in favor, none opposed. Passed.**
- b. 507-509 PA Ave Lot Combination, Land Development. Mr. Madsen noted that the project representative, Tom Barna, would not be present due to testing positive for Covid. Mr. Barna granted the Borough a 90-day extension (12/12/2023) on the project. Discussion ensued regarding the property. Mr. Oszczepinski noted that he was approached by a concerned community member about the lack of fencing safeguarding the property. Zoning Officer Shawn Bolles stated that the Building Inspector is aware of the issue and BIU sent a notice of violation regarding this hazard. Lou Cozza, our Borough Engineer, invited the Planning Commission to address any comments or concerns they may have regarding the correspondence (review #2) he submitted. Mr. Howard stated there was a typo on the address that needed correction. Mr. Cozza noted the following:

- The revised plan shows the removal of the fuel island and the plan went from a 1900 sq ft bldg. to a 2100 sq ft bldg. The Borough of Matamoras has an Ordinance that limits a convenience store to less than 2000 sq ft. The plans went from a conforming convenience store to a non-conforming convenience store.
- There is concern regarding the sewage and Mr. Cozza has had numerous conversations with the Borough SEO. The daily flow was reduced from 800 to 400, indicating there would be one restroom in the new building. The tank would require frequent (weekly) pumping.
- Stormwater is also a concern. If the proposed pervious lot is not maintained, it will fail within a year. An annual maintenance log/agreement that must be submitted to the Borough is a recommended requirement.
- The proposed drive through is a very serious hazard. The response letter noted there would be additional signage, however this is not reflected in the new plans. Vehicles would be exiting on 6th Street; visibility will be limited by the building. Vehicle stacking and what the proposed use of the drive through would be for were some the various items the Committee discussed. Mr. Bolles noted that when Planning sends this to Council, recommendations of conditions can be outlined, i.e., no drive through. Solicitor McIntyre will have more information regarding what the Borough can do with regards to the drive through at the next meeting.
- Existing fuel tanks must be removed in accordance to DEP regulations, soil and tanks must be tested for contaminates.

Mr. Bolles explained that the application is for a lot combination and land development. The Planning Committee looking at this from a land development standpoint. The Committee is permitted to put conditions on the land development because a convenience store is a permitted use (as long as the building is less than 2000 sq ft).

New Business:

- a. Conditional use application for New Life Church, application submitted by Nick Balcerak, located at 806 Pennsylvania Ave.

Solicitor McIntyre summarized the meeting:

- Applicant is to amend the following items on the Zoning Permit Application:
 - D. Present use of Property needs to show “retail sales”
 - E. Proposed use of Structure: Church and other related activities
- Applicant was instructed to contact the landlord and communicate that it will be a requirement/condition that the dual use of the back area of the building must cease.
- Conditional Use Application also needs corrections to many of the questions.

A motion to recommended approval of the application conditioned upon subsection D being modified, subsection E being modified and confirmation for the property-owner

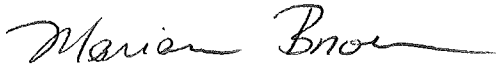
that all other uses on the property outside of New Life Church activity, namely being the signage and storage, will cease. **M: Addison/Madsen. All in favor.**

A Hearing has been scheduled for October 10, 2023 at 7:00 pm.

It was noted by the Zoning Officer that if the application is approved by Council and the existing operations (outside of New Life Church activities) fail to cease the Certificate of Occupancy would be revoked.

Motion to adjourn 7:50 pm: **M: Oszczepinski /Anderson. All in favor.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Marianne Brown". The signature is written in black ink and is positioned above the typed name.

Marianne Brown
Planning Secretary