

**Planning Commission of the Borough of Matamoras
Meeting Minutes of November 21, 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	P	Mr. Shawn Bolles Zoning Officer	P

Call to Order, Salute to the flag and Roll Call @ 7:00 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 October 17, 2023.

M: Salvato/Howard. All in favor.

Public Comment:

Dimitry Roby 105 PA Ave: Pleased to hear at the last Council meeting that the industrial zone is being reviewed as an option for certain types of businesses. Talked about parking in the C2 zone and regulations.

Correspondence:

- Tom Barna response letter to the 9/15/23 comment letter from Kiley Associates, LLC as well as updated Land Development plans
- Lou Cozza: Plan Review #3
- PennDOT E-Permitting: Application Cycle 3 Under Review
- Tom Barna 507-509 PA Ave Redevelopment Project - Submission for 11/21/23 PC Meeting
- Lou Cozza: Plan Review #4
- Tom Barna Probable Construction cost estimate
- Lou Cozza cost estimate review

Old Business:

- a. Motion to recommend the 2nd Amendment Resolution for denial to Council. **M: Oszczepinski /Howard. All in favor, none opposed. Passed.**
- b. 507-509 PA Ave Lot Combination, Land Development. Mr. Patel and Travis Haber from All County Septic were present at the meeting to discuss the plans and to answer questions from the Committee regarding the project. There was discussion regarding the sewer and the possibility of holding tanks. Mr. Madsen noted that precedence has been set, holding tanks have not been approved in the past and would require an ordinance adopted. This would be unlikely. Septic concerns must be addressed. It was noted that the plan submitted for central sewage was rejected. Mr. Cozza noted that the SEO conducted suitability testing

on the site and there were two suitable sites found. One behind the house and one in the middle lot. Travis was concerned that DEP would not approve a septic being put in newly disturbed ground. The applicant was encouraged to exhaust all possible options regarding the sewage issue. Mr. Patel requested a 6-month extension (June 11, 2024) for his application. The Planning Commission requested that this request be submitted in writing by the project manager.

The Committee questioned Mr. Patel about the purpose of the drive-thru. Mr. Patel stated that the hours of operation would be 8 am to 8 pm and would be for selling coffee and sandwiches, no beer sales. He was asked if he would have gaming machines. He was not sure if he would, he does have them in other locations. There were concerns raised regarding the quality of life for nearby homes that would be impacted by headlights exiting the drive-thru. Mr. Patel noted that his business is located in a zone situated for both private homes and businesses. Box trucks, not tractor trailers, will be used for deliveries. It was noted that the garbage shed shown on the plans would have to move, it cannot be located within the setback. The building was moved on the new plans and now shows a patio area. There will not be tables, only a concrete slab. Mr. Bolles noted that plan page 101 needs to be corrected to show 50' right-away.

- c. Ordinance Review: Mr. McInyre noted a sub-committee consisting of Mark Madsen, Dave Oszczepinski and Shawn Bolles met recently. They discussed and compiled changes in existing ordinances for the Planning Commission to consider and recommend to the Council for adoption. A copy of the letter to the Council along with the recommended changes was provided to the Planning Committee and was read by Mr. McIntyre. Motion to adopt the sub-committee's recommendations and recommend the same to the Borough of Matamoras Council. **M: Howard/Fernandez. All in favor.**

Motion to adjourn 8:17 pm: **M: Oszczepinski. All in favor.**

Respectfully submitted,



Marianne Brown
Planning Secretary