

**Planning Commission of the Borough of Matamoras
Meeting Minutes of August 20, 2024**

Call to Order, Salute to the flag and Roll Call @ 7:00 pm.

Mr. Eddie Addison Chairman	A	Mr. Bob Howard	P	Mr. Nick McIntyre Solicitor	P
Mr. Dave Osczepinski Vice Chair	P	Mr. Mark Madsen	P	Mr. Shawn Bolles Zoning Officer	P
Mr. Rich Anderson	P	Mrs. Lisa Salvato	A		
Mr. Danny Fernandez	P	Mrs. Kelli Johnson Alternate	P		

5 members of the public were present

Approval of the Meeting minutes of July 16, 2024: **Tabled**

Public Comment:

Dimitry Roby 105 PA Ave: Comprehensive Plan thoughts: Referenced Pg 2-13 and Pg 13-18 from the 2011 Comprehensive Plan. Advised the Planning Commission to pay attention to the Schedule of Uses.

Correspondence:

- PennEastern Engineers 507-509 Pennsylvania Ave time extension request.

Old Business:

- a) Motion to accept 507-509 PA Ave Redevelopment Project time extension until December 9, 2024. **M: Madsen/Howard.** Discussed there was an 18-month time frame from the date the property was razed before losing non-conforming status on the structure (two feet off the property line); PennDOT denied access so all traffic must enter and exit on 6th Street; sewage issue may be the factor that is holding this project back. **All in favor.**
- b) Motion to table Borough Ordinance Review-Ongoing-general review of all ordinances not listed below. **M: Anderson/Fernandez. All in favor.**
- c) Motion to recommend approval of Chapter 86 Loitering to Council. **M: Fernandez/Howard.** Progressive penalties updated since the last discussion, “loitering” and “public place” were defined, and “without permit or permission” was removed from the document. **All in favor.**
- d) Motion to recommend to the Council that we move forward and join Westfall Township in creating a Joint Comprehensive Plan. **M: Fernandez/Howard.** Discussed the pros and cons of going alone vs continuing with Westfall Township as has been done in the past. Mr. Osczepinski stated that with all the different things we are involved with Westfall, we would be a bad neighbor for pulling out now. Mr. Bolles would like to see better communication between the Borough and Westfall with respect to major development projects as their growth and development has a direct impact on the Borough. They need to be reminded that we are as much of a benefit to them as they are to us. **All in favor.**
- e) Motion to update the Street Excavation Permit as discussed contingent upon an updated permit provided by Solicitor McIntyre. **M: Anderson/Fernandez.**
 - Applicant must call PA One prior to work
 - Copy of insurance/COI required naming the Borough as an Additional Insured
 - Contact the Borough 48 hours in advance of the dig

- Borough will call 911 center to notify emergency services of the start and completion of the project to ensure emergency services receive advanced notification.
- Any dig must have compaction testing done as in the pavement restoration standards and a copy of results provided to the Borough.

All in favor.

New Business:

- a) Motion to recommend approval for the McNally Lot Combination (083.10 Block 02- lot 18) to the Council contingent upon the following revisions to the map be made by Conrad, Close & Ewald: Add the zoning set-back lines; tax map correction to lots 77, 78, 79 and 80, shown as “.01” and should be “.10”; reference note 3 should be corrected to reflect lot 80, not lot 88; accurate proposed deed is submitted. **M: Madsen/Howard. All in favor.**

Discussion regarding the placement of the shed and the existing fence. The shed is on the property line and the existing fence is on Borough property. Typically, applicants are not required to move an existing misplaced fence if it does not interfere with the Borough. The applicants were made aware that if or when the fence needs to be replaced it will be required to be moved to the applicant’s property. The fence has been there for over 30 years. Mr. Bolles will discuss the shed issue with the applicant.

- b) Motion to table discussion on medical marijuana dispensaries and medical marijuana growers/processors. **M: Fernandez/Anderson. All in favor.**
- c) Motion to amend the Schedule of Uses changing Retail Sales to a Conditional Use. **M: Anderson/Madsen**
 Moving retail sales from permitted to conditional in the C2 zone. It already is conditional use in the C1 Zone. **All in favor.**

Discussion for next meeting: Consider adding an expiration date for Zoning permits issued for new construction/additions.

Discussed that a permit is required for anything other than vinyl or aluminum siding.

Motion to adjourn 8:40 pm: **M: Fernandez/Howard. All in favor.**

Respectfully submitted,



Marianne Brown
 Planning Secretary