

**Planning Commission of the Borough of Matamoras**  
**Meeting Minutes of August 19, 2025**

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

Mr. Eddie Addison Chairman	P	Mr. Bob Howard	P	Mr. Nick McIntyre Solicitor	P
Mr. Dave Oszczepinski Vice Chair	P	Mrs. Kelli Johnson	P	Mr. Shawn Bolles Zoning Officer	P
Mr. Rich Anderson	E	Mr. Troy Sayles	P	Ms. Pam Conklin (Alternate)	E
Mr. Danny Fernandez	P				

3 members of the public were present.

A motion to approve the meeting minutes of July 15, 2025, was made by Ms. Kelli Johnson and seconded by Mr. Dave Oszczepinski. Motion carried.

There were no comments from the public.

Correspondence: Brian Snyder, Pike County Planning & Mapping, shared that grants have not been awarded yet. He noted that the project cannot start until funding is in place, or the municipalities will not get reimbursed.

**Old Business:**

- a) Borough Ordinance Review- Ongoing – General review of all ordinances not listed below.
- b) Joint Comprehensive Plan was tabled.
- c) A motion to send a recommendation of denial to the Borough Council on the matter of permitting chickens and other small fowl within borough limits was made by Ms. Kelli Johnson and seconded by Mr. Dan Fernandez. Lengthy discussion and consideration were given to this agenda item. Pros and cons were discussed based on the research the commission did. Mr. Dave Oszczepinski thanked Mr. Troy Sayles for his thorough presentation on the matter. Mr. McIntyre noted that the matter of permitting chickens and small fowl is not an infringement of constitutional right of borough residents. The committee was polled; all present agreed that the current ordinance will remain. Other than the original petition that was submitted, there has been no interest from the community in this matter. The motion carried with all in favor of making a recommendation of denial.
- d) Sign Regulation Review §124-17 was discussed. The business owner who brought this item to the attention of council was not present. Mr. Bolles explained some requests he has encountered with businesses and the limits the ordinance places on the size and quantity of permitted signs. It was recommended that the member(s) of Borough Council who initiated this review request come to a meeting and shed some light on the needed changes. This item was tabled for next month.
- e) A motion was made by Mr. Bob Howard and seconded by Mr. Dan Fernandez to re-submit for consideration the proposed Shade Tree Ordinance to the Borough Council contingent upon the removal of §25-10.A and §25.10.B Costs payable by owners and related sections. All in favor, motion carried.

**New Business:**

- a) A motion was made by Mr. Mr. Troy Sayles, seconded by Ms. Kelli Johnson, to recommend for approval the Conditional Use Application for a Vehicle Repair shop submitted by Damion Case, DBA Route 6 Tire & Auto, for approval with the following conditions:
  - Apply for a sign permit
  - Tires/equipment must be stored inside
  - No overnight parking
  - All work to be performed inside unless it is an emergency repair
  - All disposal material shall remain indoors until properly disposed
  - No major mechanical repairs such as transmission or engine
  - Correct the application to reflect 500 Pennsylvania Ave
  - Obtain necessary building permits

- Provide proof of insurance

Discussion on services provided include safety inspections, tires, brakes, steering repairs. Hours of operation will be M-F 8 am to 6 pm, Saturday 9 am to 2 pm. They do not perform vehicle inspections for the state. **All in favor, motion carried.**

- b) The Change of Use Application, *Use not provided for*, submitted by Brianna Sexton, Whimsy & Co. was determined to be incomplete. This application will be carried to the September agenda. Ms. Sexton explained that she would like to open a small event venue at 605 Pennsylvania Ave. The proposed use is for community type events, bridal, baby showers and parties. Space will be limited to 30 people, not including staff. She will have a mini fridge to keep beverages and milk cold. She is unaware of the septic capacity. She has 7 parking spaces; the lot has 10 in total if needed and there is on-street parking available as well. The following conditions were discussed:

- Applicant will need to submit a formal floor plan
- Obtain a building permit
- A letter or lease agreement from the landlord
- Maximum capacity of 30 people, non-inclusive of staff
- No amplified music that can be heard off site.

A motion was made by Mr. Troy Sayles and seconded by Mr. Bob Howard to table for September meeting. All in favor, motion carried.

Other than the applicants, there were no members of the public present for comments.

A motion to adjourn was made by Mr. Dave Oszczepinski, seconded by Mr. Troy Sayles at 8:35 PM. The motion was approved.

Respectfully submitted,



Marianne Brown  
Planning Secretary