

**Planning Commission of the Borough of Matamoras
Meeting Minutes of October 21, 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	P	Mr. Troy Sayles	P	Ms. Pam Conklin (Alternate)	P
Mr. Danny Fernandez	P				

2 members of the public were present.

A motion to approve the meeting minutes of September 16, 2025 was made by Ms. Johnson, seconded by Mr. Fernandez. All in favor.

A motion to approve the special meeting minutes of October 7, 2025 was made by Mr. Howard, seconded by Ms. Johnson. All in favor

There were no comments from the public.

Correspondence:

- a) Copies of §108-14 & §108-19 and a duplicate copy of the application for submission for Warner Tschopp from Mr. Gus DeBree.
- b) Copies of correspondence between Marianne Brown, Secretary, and Mr. Gus DeBree regarding items discussed at the last meeting and a formal request for a 60-day extension from Mr. DeBree.
- c) Letter from Pike County Planning & Mapping regarding the proposed Tschopp Lot Improvement Plan.
- d) Letter from Council regarding On-Lot System.

Old Business:

- a) Borough Ordinance Review- Ongoing – General review of all ordinances not listed below.
- b) Joint Comprehensive Plan- Tabled, nothing new to report.
- c) The applicant representative Mr. Gus DeBree (Gus) presented letters from PCLP and the Municipal Authority stating they provide service to the 900 block of K. He also provided new maps showing the setbacks. Mr. Addison recapped that Gus was instructed to provide letters from PCLP & the Municipal Authority acknowledging service can be provided, a new map showing setbacks, and the shed, garage and blacktop driveway to be removed.

Gus presented the chairman with a copy of his file which includes a copy of our ordinance and stated that that information is not required per the ordinance. The chairman was not pleased with being handed documents during a meeting, all documents should have been presented prior. The meeting was filled with heated discussion from the applicant. Vern Lazaroff, the attorney representing Gus stepped forward to attempt to cool it down. Mr. Lazaroff explained the new map now includes the setbacks. The letters from PCLP and the Municipal Authority were accepted. Setbacks were shown on the map; the blacktop “remains to be removed”; garage is noted “to be removed”. The is no notation regarding the removal of the shed. Mr. McIntyre asked that the plans be updated to show the removal of the shed. Gus was adamant the shed and the blacktop would not be removed...”it is like having a lot with a rock in it and being told to move the rock”. The zoning officer explained that it is against the ordinance to have an accessory structure on a property without a principal structure. Gus was headstrong and outspoken throughout the meeting. After heated discussions the following motion was made.

A motion to recommend approval of the lot improvement subdivision prepared for Mr. Warner Tschopp, tax map 083.14-block 01-lots 57 and 58, was made by Mr. Dan Fernandez and seconded by Mr. Troy Sales with the conditions that the following two items be addressed within 90 days:

- Shed is to be removed
- Driveway be cut at the edge of the property

All in favor, motion carried.

New Business:

- a) Members of the Planning Commission discussed §124-17 Signs. They will closely review I (1) & (2), L (should be with temporary), consider offsite advertising, brick & motor flexibility use of sandwich boards, and the amount of permissible signage per building. This is a complex undertaking and will take much thoughtful consideration. All temporary signs must have the same restrictions, including political signs. Temporary signs can be regulated in size & height, location, duration and illumination.
- b) Act 537, Central Sewage, has been approved. One of the requirements is the development of an On-Lot System Ordinance. This will be a comprehensive team effort. Members were asked to do some homework on this.
- c) A decision is expected to be made by the Supreme Court by November 20th as to whether skilled games are gambling or not. This item was tabled until the December meeting.

There was no public comment.

A motion to adjourn was made by Mr. Anderson at 8:00 pm.

Respectfully submitted,

Marianne Brown
Planning Secretary