

MINUTES
WARREN COUNTY PLANNING COMMISSION
Warren County Courthouse
Commissioners' Conference Room, 1st Floor
May 3, 2022
5:30 P.M.

The regular meeting of the Warren County Planning Commission was called to order by Chair Paul Pascuzzi at 5:30 p.m.

ROLL CALL:

Members Present: Brian Jennings, Gary Olson, Jacob Pangborn, Paul Pascuzzi, Sheryl Vanco, Gary Wareham, Jeffrey Zariczny

Members Absent: Andy Brooks, Todd Hendricks

Staff Present: Daniel Glotz, Laurie Burdick, Michael Lyon

Guests Present: Josh Cotton (Times Observer)

APPROVAL OF MINUTES:

The Minutes of April 5, 2022 were approved unanimously with a motion by Jacob Pangborn and a second by Gary Olson. Motion carried.

NEW BUSINESS:

1. Introduction of new Planning Commission members

New members, William "Brian" Jennings and Sheryl Vanco, were introduced to the Commission.

2. Commission Training Session 1: PA Municipalities Planning Code (Act 247)

Dan Glotz presented and overviewed the PA Municipalities Planning Code (Act 247) with the Commission. He referred to the Code as the "bible" for Planning & Zoning, and stated that it lays out tasks the Commission is obligated to, being a guide as to what they can or can't do or are required or not required to do. Mr. Glotz highlighted the following sections:

Starting at Pg. 1 – Article 1 – General Provisions – He referred to the Act of January 1, 1969 and the definitions.

Pg. 11 – Article II – Planning Agencies - the reasons for the creation of the planning commission, the appointments, terms, and various duties listed on Page 13 of the Code. He pointed out that the two main things the Commission is responsible for is the Comp Plan and to maintain all records.

Pg. 15 – Article III - The Comprehensive Plan – should be reviewed every ten (10) years. They have to rely on grant funding for updates. The Comp Plan

covers everything from housing, agriculture, industrial land use, residential, public services, etc.

Pg. 20 – Article IV - Official Map. Mr. Glotz stated that we have no official map but the County could adopt one in the future. The County doesn't own any parks, roads, or bridges, so there isn't a need for a map at this point. He said there are very few counties in the state that have official maps.

Pg. 23 – Article V - Subdivision and Land Development – the plats are submitted for approval to the governing body, which is the Planning Commission. When the Commission takes final action on a subdivision survey map, it is the final action. If a municipality has their own Subdivision Ordinance, they must present their plat to the County Planning Commission prior to them taking action at the local level. Bonding can also be required of the developer to be sure a project gets done. Within 90 days, the maps must be recorded with the deed and, if they are not, as long as the surveyor still has a license in place, it can be re-approved; otherwise, the map becomes void. We collect the fee from the developer on the larger mylar maps and record them.

Pg. 36 – Article V (A) – Municipal Capital Improvement – the Code grants powers to municipalities other than counties. We can't do it at the County level, but they can at the local municipal level. They may come to us for comments.

Pg. 48 – Zoning – Michael Lyon will review this with the Commission in a few months.

Pg. 60 – Planned Residential Development – We don't have those here; they are for more urbanized areas.

Pg. 69 – Traditional Neighborhood Development – We don't have these.

Pg. 74 - Joint Municipal Zoning – in Warren County, municipalities are either on their own, with the County, or have none at all.

Pg. 78 – Zoning Hearing Board – Michael Lyon will cover this at a future date. Mr. Glotz did explain that if there is an appeal, they don't go to the County Commissioners, they would appeal to the Court of Common Pleas within thirty (30) days.

Pg. 93 – Intergovernmental Cooperative Planning and Implementation Agreements. The only thing we have like this is the PA Wilds Planning Team, which are 12 counties that have come together.

Pg. 98 – Wastewater Processing Cooperative Planning - we are not doing this right now and it is left in the hands of the local municipalities.

UNFINISHED BUSINESS:

1. Commercial Solar Farms

Michael Lyon stated that he had some email exchange with the Planning Director at Montour County (that our draft Ordinance was modeled after). The

Director stated he was happy with their Ordinance the way it is and that they had recently received their first application for a solar farm. Also, the approved Montour County Ordinance and our proposed Ordinance was given to the County Solicitor for review, and his response was that everything looked fine the way it is. Mr. Lyon did pull one paragraph from the draft that included requirements for a costly glare study for small arrays a homeowner might install. Dan Glotz stated that they were more concerned about the commercial solar farms rather than residential farms. The definitions are now a part of the Solar Farms Ordinance. We have not heard an answer to the questions that were asked last month about 1) what benefit there is to add solar farms to our county? and 2) where is the energy going? Following a discussion, Jeffrey Zariczny made a motion, with a second by Gary Olson, to forward the Solar Farms Ordinance draft onto the Commissioners for review and adoption. A vote was taken and all were in favor; motion carried.

2. Follow-up of Planning Commission Training Session

Dan Glotz stated that we will be having training sessions for the next few months. This item is part of "New Business" above entitled "Commission Training Session".

3. Continued discussion regarding setback requirements

Dan Glotz stated that the Zoning Officer can't be all places at one time so we need to rely on local officials to alert us if they see something that might need a site visit. He said we will make every effort to check out a situation if it is reported to us.

SUBDIVISIONS RECENTLY APPROVED:

No questions on the recent subdivisions.

Ellwood National Forge	Brokenstraw	3/29/2022	Minor Land Development
Andrus, David M. & Daniels, Kimberly A.	Spring Creek	4/5/2022	CY-6-7477/7478/7479
Wilcox, Kent D.	Pine Grove	4/26/2022	WN-1-3370
Lobdell, Thomas & Dorothy	Mead	4/26/2022	WN-888-6780/8446/8270

PLANNING DIRECTOR'S REPORT:

1. Greenway Plan - They have just started at the Eight-County Northwest Region level doing a Regional Greenway Plan update. The current plan is from 2009. HRG is going to do the update.
2. Comprehensive Plan - The survey has been out for public comment for a month and paper copies were delivered to all the libraries in the County as well as the Senior centers. Approximately 100 surveys have been completed.
3. A household hazardous waste event has been scheduled for Thursday, July 14th at Youngsville High School parking lot from 3:00 p.m. to 7:00 p.m. There is a charge for it. Appointments will need to be made in advance.
4. Mr. Glotz announced that Michael Lyon's new title is "Deputy Director" but that he is still handling the zoning for now.

ZONING OFFICER'S REPORT:

Michael Lyon stated that he has been hearing some complaints on Airbnb's. There was a court case in 2019 with the Supreme Court of PA indicating that Airbnb's are not compatible in R1 Districts. He doesn't believe it has become law in PA. He will do further research and have some recommendations for the future. He will also check into whether or not the local Airbnb's are paying the bed tax.

COMMUNICATIONS:

None.

OTHER BUSINESS:

None.


ADJOURNMENT:

Meeting unanimously adjourned at 6:45 p.m.

NEXT MEETING:

Tuesday, June 7, 2022 @ 5:30 p.m. in the Commissioners' Conference Room, 1st Floor, Warren County Courthouse. The July meeting will be cancelled.

Respectfully submitted,



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