MINUTES
WARREN COUNTY PLANNING COMMISSION
Warren County Courthouse
Commissioners' Conference Room, 1st Floor
September 5, 2023
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, Jacob Pangborn, Paul Pascuzzi, Sheryl Vanco, Gary Wareham, Jeffrey Zariczny
Members Absent:	Andy Brooks, Gary Olson
Staff Present:	Daniel Glotz, Laurie Burdick, Michael Lyon
Guests Present:	Jake Perryman (Times Observer), Randy Rossey (City of Warren)

APPROVAL OF MINUTES:

The Minutes of July 11, 2023 were approved unanimously with a motion by Jeffrey Zariczny and a second by Jacob Pangborn. Motion carried.

NEW BUSINESS:

1. City of Warren – Street Vacation – Applicant – Jack A. Wills – 1513 & 1515-1/2 Pennsylvania Avenue W., Warren, PA 16365 – Parcel #WN-499-5395

   Dan Glotz explained this item to the Commission. Randy Rossey from the City of Warren was in attendance and concurred with Mr. Glotz's explanation. Paul Pascuzzi stated that a public hearing will be held, so the public will have an opportunity to review this, as well. Following a discussion, Jeffrey Zariczny made a motion, with a second by Brian Jennings, that the Planning Commission had no recommendation. A vote was taken and all were in favor. Motion carried.

2. City of Warren – Application for Subdivision of Land by Ken Hinton – 318 Union St., Warren, PA 16365

   Dan Glotz explained this item to the Commission. He stated that the proposal is to annex two side-by-side lots together, and Randy Rossey said the City has no issues with this subdivision. Jake Pangborn made a motion, with a second by Brian Jennings, that the Planning Commission had no recommendation. A vote was taken and all were in favor; motion carried.

3. Lot width waiver – 5-foot road frontage waiver for Lots 1 & 2 – Brokenstraw Township – Joe Baker

Dan Glotz explained this item to the Commission. He said this is a waiver for road frontage width. The property is currently 150 feet wide, and the owner wants to create two lots, each 75 feet wide. The ordinance requires 80' wide frontage for each newly created lot containing public sewer and on-lot water. Each lot would lack 5 feet of road frontage. Mr. Glotz doesn't see any type of an issue with this proposal. The original lots had been only 50' wide, and 75 feet doesn't seem to be out of character for that area. Lots with public sewer and on-lot water are required to be 10,000 square feet, and these proposed lots would each be 15,000 square feet. Gary Wareham made a recommendation to approve this waiver with a second by Brian Jennings. A vote was taken and all were in favor; motion carried.

UNFINISHED BUSINESS:

None.

SUBDIVISIONS RECENTLY APPROVED:

No questions on the recent subdivisions.

Simmons, Douglas & Shane D.	Sheffield	7/11/2023	SH-006-2334
Scandia Land Company, LLC	Elk Twp.	7/11/2023	WN-6-3256/3264
Kemery, Richard L.	Pittsfield	7/11/2023	YV-005-7665
Miller, Mosie	Freehold	7/14/2023	YV-002-1283
Graham, Dianne; Beattie, Julie, & Graham, Richard C.	Freehold	7/14/2023	YV-004-1522
Clark, Judy M. (Irrevocable Trust for benefit of)	Conewango	7/14/2023	WN-004-187
The Caledonia Land Company	Pleasant	7/14/2023	WN-007-353
Larson, Brian K.	Farmington	7/27/2023	WN-1-4547
Hansen, Curtis L. & Joni S.	Sugar Grove Twp.	7/27/2023	YV-2-2396
Anderson, II, Kenneth L.	Pittsfield	8/14/2023	YV-5-2763
Sorenson, Douglas K. & Janice J.	Elk	8/14/2023	WN-006-2468
Landin, V. Elwood & Margaret B.	Sugar Grove Boro.	8/17/2023	YV-239-1820/1850
Haehn, Michael J. & Mooney, Melissa L.	Eldred	8/25/2023	TV-3-28624/2881
Hill Family Resources LLC	Conewango	8/25/2023	WN-5-17814/1741

PLANNING DIRECTOR'S REPORT:

Dan Glotz stated that they are working on two major projects. There will be an ad in the local newspaper on the 11th and 18th of September regarding the Comp Plan. The Commissioners' public hearing will be held the last Wednesday of the month, to consider final adoption of the Comp Plan by Resolution. Also, by Resolution, they will include all of the other planning documents that they currently have in place, such as the Stormwater Plan, Hazard Mitigation Plan, Long-Range Transportation Plan, Recreation Plan, Solid Waste Plan, and PA Wilds Design Guide. Mr. Glotz will then focus on a Housing Study for Warren County. They will secure grant funding and hire a consultant to assist them. It would take approximately a year. The other item he is working on is the 25-year Long-Range Transportation Plan, which should be finished by the end of the year.

DEPUTY PLANNING DIRECTOR/ZONING OFFICER'S REPORT:

Michael Lyon stated that he will be presenting a waiver request at next month's meeting for property on Dunn's Eddy Road.

COMMUNICATIONS:

Nothing to report.

OTHER BUSINESS:

Nothing to report.

ADJOURNMENT:

Meeting unanimously adjourned at 5:51 p.m. by motion of Jeffrey Zariczny and second by Brian Jennings. Motion carried.

NEXT MEETING:

Tuesday, October 3, 2023 @ 5:30 p.m. in the Commissioners' Conference Room, 1st Floor, Warren County Courthouse.

Respectfully submitted,

Laurie A. Burdick

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