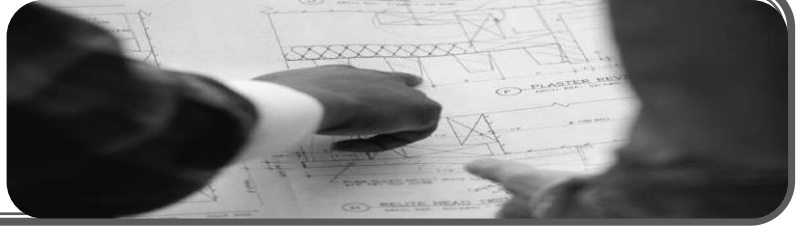


CITY OF WARREN  
PLANNING COMMISSION  
REGULAR MEETING  
APRIL 20, 2022



The regular meeting of the Planning Commission was held on April 20, 2022, at 7:30 AM in Council Chambers of the Municipal Building, 318 W. Third Avenue, Warren, PA.

### **ROLL CALL**

Angie Dart called the meeting to order. Members present were Chair - Angie Dart, Vice Chair - Angela Abreu, Mike Suppa and Randal Gustafson. Also present were Randy Rossey - Director of Codes & Planning, Mike Holtz - Department of Public Works Director, Scott Taylor - Zoning & Ordinance Enforcement Official. Members absent: Raymond Pring Jr., Kimberly Exley, Julia McTavish and Kelly Conti - Recording Secretary.

### **APPROVAL OF MINUTES**

Upon motion by Mr. Suppa and a second by Ms. Abreu, the minutes of the March 16, 2022, regular meeting were unanimously approved by those present.

### **VISITORS**

Josh Cotton – Warren Times Observer

### **PUBLIC COMMENT**

There was no public comment.

### **CORRESPONDENCE**

There was no correspondence to present to the Commission.

### **NEW BUSINESS**

**Comprehensive Plan-** Mr. Rossey presented the Commission members with a copy of the flyer that will soon be circulated to the community announcing the May 10<sup>th</sup> Public Input Session to be held at the Allegheny Community Center. He also presented them with a copy of the news release that will be advertised on the local radio, tv channel and a WCCBI email blast. Mr. Rossey read through the format/agenda for the upcoming meeting. This meeting will focus on the information obtained from the four work sessions held in March. Ms. Abreu asked if there would be a second survey coming out. Per Mr. Rossey he believes there will be, but he isn't certain if it will be geared towards the Comprehensive Plan or more to Zoning.

**Small Wireless Communications Facility Design Manual and Ordinance:** Per Mr. Rossey, City Council has asked that there be a joint meeting between the Planning Commission, attorneys and City Council. Mr. Suppa questioned what the proposed revisions to the ordinance were. Per Mr. Rossey, they are to account for the upcoming 5g upgrades. Ms. Dart expressed the need for a more modern ordinance that is tailored to us not a utility company. It needs to be written by a municipal lawyer who will keep in mind the historic district, etc., not by a lawyer for mass communications. Mr. Suppa agreed the current proposal doesn't advocate well for the city. Mr. Gustafson is concerned with the placement of antennas due to two antenna lightning strikes, one

very recent, that caused considerable amounts of damage. The Commission members agreed to the suggested May 25<sup>th</sup> date for an evening meeting with Council.

## **OLD BUSINESS**

***Ammunition manufacturing and arsenal:*** Mr. Rossey presented the Commission members with his recommendation for updates to the current ordinance:

Recommendation: The manufacturing and wholesale storage of ammunition be permitted in the City of Warren by special exception with the following conditions:

- Use should be limited to industrial areas.
- Use shall not be located within 500 feet of a residentially zoned area, school, daycare, park, place of worship, or commercial lodging.
- Owner shall install signs indicating flammable powders are stored on sight.
- Owner shall install a hardwired smoke/fire alarm system linked to a central monitoring station.
- Owner shall provide local fire department with a floor plan to allow firefighters access to the building as needed.
- Owner shall comply with all applicable state and federal requirements.

With regards to arsenals: the definition is too vague so I would recommend removing arsenals from the ordinance altogether

Mr. Gustafson made a motion to accept the proposed amendments to the ordinance regarding ammunition manufacturing and arsenal. Mr. Suppa seconded the motion. The motion carried unanimously.

***Mission statement:*** Mr. Suppa and Ms. Abreu provided the members with their recommendations for a mission statement. Mr. Gustafson suggested that Mr. Suppa's phrase of "provide a public forum" be added to Ms. Abreu's statement after "leadership" so it reads "Equitable Leadership in a public forum".

### **The new mission statement:**

*The mission of the Planning Commission of the City of Warren is (1) to develop a long-term comprehensive plan for the growth and development of the City of Warren, which can be easily understood by all to provide for suitable and efficient use of land and resources; (2) to knowledgeably exercise fair and equitable leadership in a public forum to assure that the rules to implement the plan are fairly and consistently applied for the benefit of the citizens of the City of Warren; (3) to ensure public safety, health and welfare for present and future generations who live and work in the City of Warren.*

Mr. Suppa made a motion to approve the amended mission statement, followed by a second from Mr. Gustafson. The motion carried unanimously.

## **ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned after a motion by Mr. Gustafson with a second motion from Mr. Suppa. The next meeting is scheduled for May 25, 2022.

Minutes prepared by Kelly Conti.