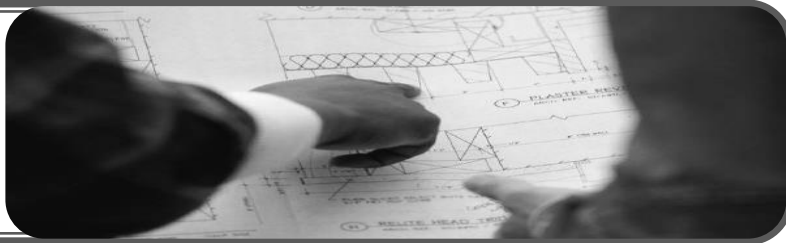


CITY OF WARREN  
PLANNING COMMISSION  
**REGULAR MEETING**  
**JUNE 15TH, 2022**



The regular meeting of the Planning Commission was held on June 15, 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, Kimberly Exley (by phone), Mike Suppa. Also present were Randy Rossey - Director of Codes & Planning, Mike Holtz - Department of Public Works Director, Scott Taylor - Zoning & Ordinance Enforcement Official, and Kassie Damcott - Recording Secretary. Members absent: Randall Gustafson

**APPROVAL OF MINUTES**

Upon motion by Mr. Suppa and a second by Ms. Abreu, the minutes from the April 20, 2022, regular meeting were unanimously approved by those present.

**VISITORS**

Josh Cotton – Warren Times Observer

Andy Close – Your Daily Local

Denny Puko – Planning Consultant, LLC (and on behalf of Mackin – Brandi Rosselli)

**PUBLIC COMMENT**

There was no public comment.

**CORRESPONDENCE**

There was no correspondence to present to the Commission.

**NEW BUSINESS**

**Comprehensive Plan Update** - Mr. Puko presented a summary of Mackin's findings thus far. There was a lot of community support and vocalization about what residents would like to see the City accomplish in the future with their comprehensive plan. Mr. Puko said this is the time to turn the reoccurring messages we are receiving into specific plans. He reports the most common topics were business development, the riverfront development, attracting and keeping young people in the City and focusing on the assets we currently have. Further development will continue through July and a draft comprehensive plan should be provided to the Commission in August or September. The zoning portion of Mackin's work will be provided in the early fall to the Commission, with the hope that it will be adopted the end of this year.

**Review Ammunition Manufacturing and Arsenal Ordinance** – Mr. Rossey presented a final draft of the ordinance for the Commission's review. A suggestion by Miss Dart to re-word references to a smoke or fire alarm to reflect the international building code requirements instead. Mr. Suppa voiced concerns about the 500-foot distance requirement in relation to schools, churches, playgrounds, and healthcare facilities. He also asked for clarification of what a healthcare facility is defined as. Mr. Rossey stated the 500-foot distance was chosen based on what was found in ordinances adopted by other cities and municipalities. Mr. Suppa suggested the distance be reduced to 250 feet. A motion made by Mr. Suppa to approve the ordinance as presented with the following changes: re-wording of fire/smoke alarm to reflect the International Building Code requirements, definition of healthcare facilities according to the International Building Code, and the reduction of the distance requirement to 250 feet; followed by a second from Miss Abreu. The motion passed unanimously.

**Recommendations for Wireless Communication Ordinance** – Mr. Rossey presented the wireless communication ordinance with no further changes or recommendations since the joint meeting with City Council to discuss the ordinance. Discussion was open among the

Commission members with Miss Dart suggesting priority should be given to Municipal property to ensure it is visually appealing, proper monitoring and to maximize our monetary opportunities. Mr. Suppa states he wants landowners to understand the terms of these installations and to protect those landowners that will be effected by the towers. Mr. Pring shared he would not like to capitalize on City property, but also would not want to take away from landowners who could benefit from the opportunity. Miss Abreu said she understands the need to protect the City and the residents, but does not necessarily notice the towers as it is now, as she used to live in a more urban area prior to Warren. A motion was made by Mr. Suppa to approve the ordinance as presented with the addition of City property being first consideration for any new tower construction. The motion was seconded by Miss Abreu and passed unanimously by those present.

**7 Hinkle Street Blight Declaration** – Mr. Taylor presented the information regarding 7 Hinkle Street including the current owner, recent trash and clutter remediation performed by DPW crews and the on-going mowing by DPW as well. Initial contact with the owner, Don Moats, was positive, but has recently diminished. A motion to approve the first blight declaration for 7 Hinkle Street and pass the property onto RDA was made by Mr. Pring, seconded by Mr. Suppa and passed unanimously by those present.

**Façade Program Discussion** – Mr. Rossey reports that the façade program that Miss Dart has recently found and informed the Commission of, is very similar to what the Commission is doing now, with the exception that there are additional opportunities for what the program covers. He also said this program would likely be a joint effort with the RDA and will add it to the RDA July meeting agenda. Miss Dart stated the program would be a great opportunity to help additional business owners and residents.

#### **ADJOURNMENT**

There being no further business to come before the Commission, the meeting was adjourned after a motion by Miss Abreu with a second motion from Mr. Pring. The next meeting is scheduled for July 20<sup>th</sup>, 2022.

Minutes prepared by Kassie Damcott.