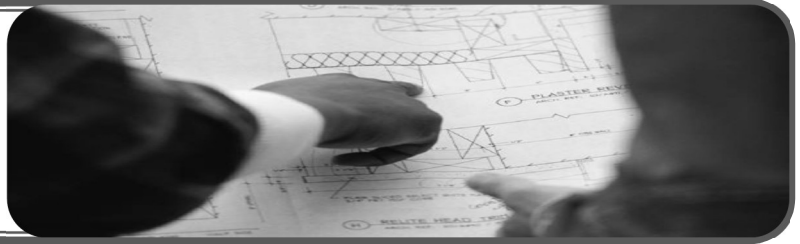


**CITY OF WARREN
PLANNING COMMISSION
REGULAR MEETING
October 18, 2023**



The regular meeting of the Planning Commission was held on October 18, 2023, at 7:30 AM in the First Floor Administrative Conference Room of the Municipal Building, 318 W. Third Avenue, Warren, PA.

ROLL CALL

Vice Chair Angela Abreu called the meeting to order. The members present were Secretary Ray Pring, Elizabeth Raible and Randall Gustafson. Also present were Randy Rossey - Director of Codes & Planning, Scott Taylor - Zoning & Ordinance Enforcement Official, Mike Holtz - City Manager, and Kassie - Administrative Assistant. Absent members included – Chair Angie Dart, Michael Suppa and Michael Lyon.

APPROVAL OF AGENDA

Upon motion by Mr. Pring and a second by Mrs. Raible, the agenda presented for the October 18, 2023, regular meeting was unanimously approved by those present.

MOTION TO AMEND THE AGENDA AND STATEMENT OF PURPOSE FOR AMENDMENT

The agenda stands as presented.

APPROVAL OF MINUTES

Upon a motion by Mr. Pring and a second by Mrs. Raible, the minutes from the September 20, 2023, regular meeting were unanimously approved by all those present. One error was noted, in the spelling of Mrs. Abreu's last name in September minutes, to be corrected.

VISITORS

Josh Cotton - Warren Times Observer
Bill & Debby Haskins – owner Monroe Street
John Nicklas – Whirley Drinkworks representative

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

No correspondence to come before the Commission this month.

NEW BUSINESS

Monroe Street Subdivision

Mr. Rossey and Mr. Taylor report that Mr. and Mrs. Haskins are looking to join two properties they currently own on Monroe Street for the purpose of building a new home. The current lot size of one property is not sufficient to support the new home construction, therefore the subdivision is necessary for the next steps of the construction process. Mr. Pring made a motion to approve the subdivision as presented. Mrs. Raible seconded the motion and all those present were in favor, passing the subdivision unanimously.

414 Laurel Street Zoning Amendment

Mr. Rossey states that Whirley Drinkworks is in the process of purchasing 414 Laurel Street from the City's Redevelopment Authority and is asking for a zoning amendment for the property. The plan, according to Whirley Drinkworks representative Mr. Nicklas, is to turn this property into a small parking lot for Whirley employees, to alleviate the need for them to travel on Fourth Avenue, given the increasingly unsafe traffic conditions. Whirley owns several lots surrounding the factory and those are currently zoned for industrial use, therefore they request this lot be as well. Part of the plan is to blacktop the apron to the lot, while constructing the lot of crushed limestone and installing a fence or hedge along the property line, as part of the requirements. Neighboring residents will have the opportunity for public comment and to express any concerns they may have at a public hearing in the future. A motion to approve the zoning amendment as presented was made by Mrs. Raible and seconded by Mr. Pring. All those present were in favor and the motion passed unanimously.

OLD BUSINESS

Zoning Steering Committee-- Mr. Rossey reported that he spoke with Brandi Roselli, of Mackin Engineering last week. She stated she will have a draft of the zoning ordinance ready for review by October 20th. Once the review period is complete, pending any changes or revisions, the Planning Commission will have the zoning ordinance at their November meeting. The plan is to have the final approval before Council at their February or March council meeting.

ADJOURNMENT

There being no further business to come before the Commission, upon a motion from Mrs. Raible and a second from Mr. Pring, the meeting was adjourned at 7:50 am. The next meeting is scheduled for November 15th, 2023.

Minutes prepared by Kassie Damcott.