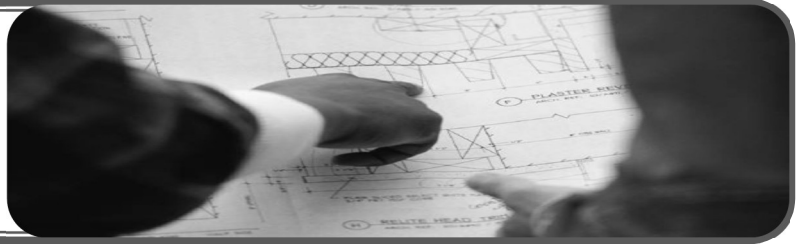


**CITY OF WARREN
PLANNING COMMISSION
REGULAR MEETING
September 18, 2024**



The regular meeting of the Planning Commission was held on September 18, 2024, at 7:30 AM in the First Floor Administrative Conference Room of the Municipal Building, 318 W. Third Avenue, Warren, PA.

ROLL CALL

Chair Elizabeth Raible called the meeting to order at 7:31 am. Members present included Michael Suppa, Randall Gustafson, Katie Spiegel, Ron Peterson, and Ryan Irwin. Secretary Ray Pring was excused. City Staff present were Michael Holtz-City and DPW Manager, Joseph Sproveri-Chief of Police, Kassie Damcott-Administrative Assistant DPW, Randy Rossey - Director of Codes & Planning, Scott Taylor - Zoning & Ordinance Enforcement Official and Jessica Trumbull – Codes and Recording Secretary.

APPROVAL OF AGENDA

Upon a motion by Mr. Gustafson and a second by Mr. Suppa, the agenda presented for the September 18th, 2024, regular meeting was unanimously approved by those present.

MOTION TO AMEND THE AGENDA AND STATEMENT OF PURPOSE FOR AMENDMENT

Motion to Amend the Agenda to include 2 new member introductions made by Mr. Suppa with a second by Mr. Gustafson. All members present were in favor. Mr. Rossey reported that on Monday September 16th the City Council approved 2 new members to the Planning Commission. Welcome Mr. Ron Peterson and Mr. Ryan Irwin.

APPROVAL OF MINUTES

Upon a motion to accept minutes as presented by Mr. Gustafson and a second by Ms. Spiegel, the minutes from the August 21st, 2024, regular meeting were unanimously approved by all those present.

VISITORS

Josh Cotton-Times Observer
Phil Gilbert-City Council person
Wendy McCain- Owner Twig and Vine
Natalie & Eric Hastings- Owner Bucket Brigade mobile food truck
Dylan Young- Owner Mother Cluckers mobile food trailer
Rodd Hoffman- Owner Chilly Willy's

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE-

None at this time.

NEW BUSINESS

Declaration of Blight 10 Nesmith Street- Mr. Rossey explained that this property has gone through the blighted process with the Blighted Property Review Committee due to the home being vacant, having no utilities and several property maintenance issues. He also stated that a representative for the homeowner has been in contact with the Codes Department and has been given several names of possible buyers. A motion to certify the Declaration of Blight and move it to the Redevelopment Authority was made by Mr. Suppa with a second by Ms. Spiegel. All members present were in favor.

Mobile Food Vendor Facilities- Mr. Rossey stated that the city currently has 6 licensed mobile food vendors, and it was brought to the city's attention that the food licensing mostly deals with brick-and-mortar businesses. A committee was formed to create an ordinance for Mobile Food Vendors. A conversation with the mobile vendors brought about some concerns about the proposed ordinance. Chief Sproveri stated that the committee will meet to go over the pending ordinance to possibly implement changes to the wording and go over the mobile vendors' concerns. A motion was made to table this issue until the October meeting by Mr. Irwin with a second by Mr. Suppa. Motion passed unanimously.

OLD BUSINESS

None at this time

ADJOURNMENT

With there being no further business to come before the Commission, upon a motion from Mr. Suppa and a second from Ms. Spiegel, the meeting was adjourned at 8:22 am. The next meeting is scheduled for October 15th, 2024.

Minutes prepared by Jessica Trumbull.