

## Jeannette Planning Commission | Meeting Minutes

Meeting Date: January 3, 2018

### Attendance:

- Alec Italiano, Chairman: Present
- William Pacelli, Co-Chairman: Present
- Joseph Carle: Present
- Donald Deguffroy: Present
- Jonathan Gibbon: Present
- Laura Smith: Present
- Jude Soles: Present
- Chuck Highlands, Council Representative
- Brian Lawrence, Westmoreland County Planning
- Daniel Carpenter, Westmoreland County Planning
- Seth Koons, Westmoreland County Planning
- Diana Reitz, City of Jeannette Community Development Department



Call to Order: Meeting called to order at 5:30 p.m.

### Previous Meeting's Minutes:

- Minutes for the December 7, 2017 Public Hearing – motion made by Alec Italiano, seconded by Jonathan Gibbon, approved unanimously.
  - o Donald Deguffroy made a comment that he was the one that seconded a motion on the minutes that had been inaudible on the recording.
- Minutes for the December 7, 2017 Planning Commission meeting – motion made by William Pacelli, seconded by Donald Deguffroy, approve unanimously.
  - o Laura Smith commented that she believed she stated that the Planning Commission should be leading the focus on addressing Downtown Jeannette, rather than the Jeannette Business Association, as stated in the minutes.

### Staff Report:

- Brian Lawrence reminded the Commission that during the “New Business” portion of the meeting that they would be establishing the meeting dates for 2018 and would be electing new officers for the commission.

## Old Business:

### Comprehensive Plan Implementation:

- Diana Reitz stated that she had a conversation around the time of the New Year with Bill Fontana of the Pennsylvania Downtown Center (PDC). Ms. Reitz stated that she was informed that the Pennsylvania Department of Economic Development (DCED) would be willing to providing funding for PDC to provide technical assistance to the City of Jeannette towards bettering the downtown. This assistance would include strategic planning, involving an overview of the needs of the downtown and the combination of existing assets to guide a plan for the downtown. Mr. Fontana informed Ms. Reitz that he wanted to develop a meeting with members of the Planning Commission, members of the Redevelopment Authority, and others to have a conversation and work towards their end goal. Ms. Reitz said that she believed that this was the best immediate path forward, and reiterated the need to have the PDC assist the City in understanding their needs and how they should address the Downtown. Ms. Reitz also said that she believed the City and the school district should investigate creating a marketing agent for the city to help bring in businesses. The Planning Commission discussed potential meeting dates with PDC.

### Jeannette City Manager:

- Chuck Highlands stated that City Council decided to eliminate the City Manager position and moved forward with just a City Clerk. The new City Clerk, Michelle Langdon, previously worked in the finance office for the City. Additionally, Scott Avolio is no longer the solicitor for the City; that position is now held by Tim Witt out of Connellsville, PA. Alec Italiano talked about how this topic fit into the discussion of addressing the downtown and thought it best to continue the discussion after meeting with Bill Fontana from the PDC.

## Agenda Item #1:

### Reorganization:

- Brian Lawrence read aloud the section of the bylaws regarding the selection of officers for the Planning Commission.

#### Election of Officers:

- Chairman – William Pacelli nominated Alec Italiano to continue his role as chairman of the Planning Commission, Laura Smith seconded. No other nominations. Mr. Italiano was elected unanimously.
- Vice-Chairman – Alec Italiano nominated William Pacelli to continue his role as vice-chairman of the Planning Commission, Laura Smith seconded. No other nominations. Mr. Pacelli was elected unanimously.
- Secretary – Laura Smith nominated Judy Soles, seconded by Alec Italiano. No other nominations. Ms. Soles was elected unanimously.

#### Agenda Item #2:

##### MMLD Consolidation Plan – Subdivision:

- Daniel Carpenter presented a consolidation plan to the Planning Commission that would combine two parcels under the same ownership into one parcel. There was a discussion amongst the Planning Commission about the role of the City Engineer in the review process. The commission also discussed the possibility of the owner potentially paving the parking lot of the site or changing the use of the building; Daniel Carpenter stated that either of those two processes are independent from the presented subdivision plan and would be subject to the City's zoning ordinance.

#### Other Business:

- Laura Smith stated that she attended the City Council meeting to present the letter the Planning Commission had written to the Council in regards the rezoning of the Monsour property. Ms. Smith said that the letter was presented to City Council and the public was aware of the Planning Commission's perspective on the potential rezoning. The commission continued to discuss the proposed development of the site, and the polarizing issue it has been throughout the community.

#### Public Comment:

- There was no public meeting.

#### Adjournment:

- The meeting was adjourned at 6:20 p.m.