

## Jeannette Planning Commission | Meeting Minutes

Meeting Date: December 7, 2017

### Attendance:

- Alec Italiano, Chairman: Present
- William Pacelli, Co-Chairman: Present
- Joseph Carle: **Absent**
- Donald Deguffroy: Present
- Jonathan Gibbon: **Absent**
- Laura Smith: Present
- Jude Soles: Present
- Chuck Highlands, Council Representative
- Brian Lawrence, Westmoreland County Planning
- Seth Koons, Westmoreland County Planning



### Call to Order:

- The meeting was called to order at 5:53 PM. Commission members Jonathan Gibbon and Joseph Carle were absent from the meeting.

### Previous Meeting's Minutes:

- The previous meetings minutes were passed unanimously.

### Staff Report:

- Brian Lawrence noted that the Planning Commission terms for William Pacelli and Jonathan Gibbon are set to expire at the end of 2017 and that he had noted that each is willing to serve another 4 year term that will be on the agenda for City Council at their next meeting on December 13th, 2017.
- Brian Lawrence also stated that the Planning Commission will need to prepare a report around February or March of the commission's work in 2017.

### Old Business:

- **Comp Plan Implementation**
  - o Brian Lawrence, in a reference to the previous meeting's discussion, stated that the Department of Community and Economic Development (DCED) is willing to provide funding for the Pennsylvania Downtown Center (PDC) to work with the Jeannette

Business Association (JBA) on a plan for downtown Jeannette. Laura Smith commented that she wanted to see the JBA attempt to take a new approach at addressing downtown Jeannette in an effort to avoid the status quo. Ms. Smith advocated in presenting ideas generated at JBA meetings to City Council, not necessarily thinking that assistance from DCED and PDC is necessary at this time.

- Brian Lawrence suggested that the JBA seek out the assistance of the PDC and DCED as part of the implementation of the comprehensive plan. He stressed, that while their intended scope of work is not clear at this time, assistance from the PDC would be vital. The commission decided to keep the partnership with the PDC on the agenda under old business for later meetings.

#### **Agenda Item #1: Jeannette City Manager**

- Donald Deguffroy asked that the Planning Commission put together a list of qualifications that they ask Council look for when hiring a new City Manager. Mr. Deguffroy stated that he wants to ensure that the effective line of communication between the Planning Commission and the City Manager be maintained.
- Brian Lawrence stated that it might be best that Mr. Deguffroy make that recommendation to Council as a private citizen at one of the council meetings. Mr. Lawrence stated that this issue, as he saw it, was out of the scope of the Planning Commission in regards to the standards set forth by the Municipalities Planning Code (MPC).
- Alec Italiano stated that the implementation of the Comprehensive Plan could suffer if the City Manger position is not maintained.
- William Pacelli suggested that they table the discussion until the next Planning Commission meeting.
- Alec Italiano stated that before their next Planning Commission meeting that he would draft a letter about maintaining the City Manager position, in which he would cite the applicable sections of the Comprehensive Plan.

#### **Agenda Item #2: Regional Commercial District – “Service Station” use**

- The commission talked about the inclusion of “service station” as a use in the regional commercial district, per the pending vote by City Council. The commission decided to submit a letter to the City Council stating that the Planning Commission wanted to make it clear that in the original drafting of the City’s Zoning Ordinance they had no intention of “service station” being a permitted use in the Regional Commercial District.

- Donald Deguffroy had concerns about getting the letter drafted in time for the vote by City Council. It was recommend by Brian Lawrence that they circulate a draft letter amongst themselves before submitting it to Council.
- A motion was made by Laura Smith (seconded by Alec Italiano) to draft a letter to City Council regarding the Commission's initial intention to not include "service station" as a permitted use in the Regional Commercial District and the additional public input that was received against "service stations" in the Regional Commercial District. The motion was approved unanimously.

#### Agenda Item #3: **Land Development Plan: Green Solar Systems Commercial Development**

- Seth Koons presented a land development that had been received by the Westmoreland County Planning Department for the "Green Solar Systems" commercial building. He explained the review process, which includes a 90-day review window, and that Daniel Carpenter would be handling the review of the application.
- Brian Lawrence removed himself from the discussion of the site layout on the basis of being friends with the developer.
- The commission had some questions about the stormwater management of the site and the location of a sanitary sewer line that was omitted from the plan.

#### Agenda Item #4: **Subdivision Application**

- Seth Koons also presented a subdivision application for a lot consolidation to the Planning Commission that had already been reviewed by Daniel Carpenter. The review letter was also provided to the Planning Commission that showed them which comments Daniel had returned to the applicant.
- The council comments on typos and misspellings throughout the plan were already addressed in the comment letter provided by Daniel Carpenter.

#### Other Business:

- **Planning Commission Meetings for 2018**
  - o The Planning Commission decided to establish the meeting dates for calendar year 2018.
  - o A motion was made by Alec Italiano (seconded by Laura Smith) to establish the dates for the first Wednesday of each month with the exception of July and December, which will be on the first Thursday. The motion was approved unanimously.

Public Comment:

There was no public comment.

Adjournment:

- Meeting adjourned at 6:47 PM.