



## Planning Commission Meeting Minutes

Wednesday, February 28, 2024, at 5:00 PM, Council Chambers, City Hall  
*In-Person Meeting*

### 1. Call to Order – Brian Lawrence

### 2. Roll Call - Jessica Mosko

#### Present:

Brian Lawrence  
Lisa Marinelli-Metrosky  
Jack Munsch  
Andrew Barnette  
Alec Italiano  
Andrew Stern  
Rosalie Carpenter

#### Absent:

Dave Kahley  
Desmond Grace

### 3. Pledge of Allegiance

### 4. Comments/Business from the Floor - no comments via mail, email, phone or from public

### 5. Approval of January's Planning Commission Meeting Minutes

1<sup>st</sup> motion to approve Andrew Barnette/2<sup>nd</sup> motion to approve Andrew Stern

### 6. Old Business                      None

### 7. Administrative      None

**Technical Item 1**    *Applicant:* HF Lenz-Luke Gindlesperger  
                              *Address:* 532 W Pittsburgh St  
                              *Request:* Land Development  
                              *Base Zoning:* S  
*Overlay District/s:* Healthcare  
*Application Brief:* Demolish hospital parking garage & convert to standard parking lot.

Luke Gindlesperger presented the planning commission the parking lot plans following the demolition of the Hutchinson parking garage. The parking lot will be accessible from both South



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St & Shearer St. A stormwater basin approx. 2ft total will be incorporated and fenced off from public access. HF Lenz is working closely with the EPD on the landscape plan, shrubbery, trees, etc. along the side of the embankment.

Lighting was questioned by a planning member. There will be lighting installed to meet the city requirements.

The planning commission will make a conditional approval dependent upon landscaping plan, lighting plan, and stormwater management plan, and execution of stormwater operations and management and land development agreements.

1<sup>st</sup> motion to approve Rosalie Carpenter/2<sup>nd</sup> motion to approve Andrew Barnette

**Technical Item 2**    *Applicant:* Blue Sky Sign on behalf of Suzanne Ward  
                          *Address:* 127 S Pennsylvania Ave  
                          *Request:* COA  
                          *Base Zoning:* C2  
*Overlay District/s:* Downtown  
*Application Brief:* Applicant would like to install signage to identify the business.

Allie from Blue Sky spoke on behalf of the business owner. RSVP is a business that is currently in Hempfield Township but will be moving to the city in April. The sign will be made of quarter inch aluminum composite. The wall sign is slightly under 24 sq ft which follows sign ordinance as well as a letter-by-letter sign which are 12 inches in height. Originally RSVP wanted to repurpose their old sign but unfortunately a variance would need applied for, so they decided to have a new sign made.

1<sup>st</sup> motion to approve Alec Italiano/2<sup>nd</sup> motion to approve Lisa Marinelli-Metrosky

**Technical Item 3**    *Applicant:* Summit Legal Aid  
                          *Address:* 16 E Otterman St  
                          *Request:* COA  
                          *Base Zoning:* C2  
*Overlay District/s:* Downtown  
*Application Brief:* Seeking a COA to replace existing signage with new wall sign.

Brian Gorman spoke on behalf of Summit Legal. They are replacing existing signage with a new wall sign. A merger happened between two legal aids, Laurel Legal Services & Pennsylvania Legal Aid forming Summit Legal Aid. So, a new sign was required to represent the change.

1<sup>st</sup> motion to approve Andrew Stern/2<sup>nd</sup> motion to approve Rosalie Carpenter



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### Planning Items

#### 1. SALDO-Zach Kansler

Several changes were made upon suggestions of the planning commission. One change would only require one mylar to be signed to cut down on the paper copies. Another is for land development approvals to get a sign off from GGDA or other municipal facility on sanitary or storm water connections.

The commission was wondering if they could have the planning director sign the plans instead of the planning commission secretary. It seems like it would be a better option instead of chasing down a member of the committee and possibly holding up the development.

Zach is going to investigate this further.

The committee felt good about the updated SALDO so a motion to advance to council was recommended.

1<sup>st</sup> motion to approve Jack Munsch/2<sup>nd</sup> motion to approve Lisa Marinelli-Metrosky

#### 8. Open Discussion

#### 9. Adjournment

Motion to adjourn Alec Italiano