Planning Commission Meeting Minutes
Wednesday, June 22, 2022 at 5:00 PM, Council Chambers, City Hall
In-Person Meeting

1. Call to Order - Dave Kahley
2. Roll Call - Jessica Mosko
   - Present:
     Dave Kahley
     Jack Munsch
     Ashley Kertes
     Lisa Marinelli-Metrosky
     Andrew Stern
   - Absent:
     Andrew Barnette
     Desmond Grace
     Rosalie Carpenter

3. Pledge of Allegiance
4. Comments/Business from the Floor - no comments via mail, email, phone or from public
5. Approval of April Planning Commission Meeting Minutes
   1st motion to approve Lisa Marinelli-Metrosky/2nd motion to approve Ashley Kertes
6. Old Business
   None
7. New Business
   None
   - Administrative- Rosalie Carpenter was elected Planning Commission Secretary by mayor & council June 13th.
   - Landscape Matrix we need to gather more information before it is presented-per Jeff Raykes

Technical Item1
   - Applicant: Blue Sky Co on behalf of Paul Nickoloff (Fotorecords)
   - Address: 130 N. Maple Ave
   - Request: COA
   - Base Zoning: C2
   - Application Brief: Applicant seeing approval for building signage
Jeff Raykes gave a brief description of where the building is located & approved of the signage from a planning standpoint.
Kate Dillion (a presentative from Blue Sky) was present on behalf of Fotorecord. Kate explained proposed signage the property owner would like to place on the building. The sign will be a letter-by-letter sign, size of the letters will be 2.5’ tall & 9.8’ wide, which falls under the ordinance. Letter will be made from ½ inch thick acrylic, white in color. Letters will be stud-mounted directly to the building.
Once approved the council will need to approve as well at the next council meeting, July 13th.

1st Motion to approve Ashley Kertes/2nd motion to approve Andrew Stern.

Planning Items

Derby Building-Zachary Kansler spoke about the status of the building. The property will be out to bid soon for redevelopment.

Scott Electric Municipal Complex-Jeff Raykes spoke regarding a suggestion made by the church that owns & maintains the property next to city hall. Just a thought if there were any funding available to make this happen. Open for future ideas.

Drone Parking Study-Jeff Raykes spoke about the parking study that is going to take place throughout downtown. Dr. John Benhart & the student planners from the Geography, Geology, Planning & Environment department at IUP will be conducting the study with drone footage. The study will take place during 1 day at two different time periods, 10am & 6pm. Study will be done at no charge to the city.

Comprehensive Plan Review-Jeff Raykes gave an update on the Comprehensive Plan, the first draft will be out in July for the Planning Commission to review. Dave Kahley would like the opportunity to review the plan as well as other planning members before introduced to the public. Zachary Kansler stated that it would need to be advertised if they planning members wanted to do that. Possibly an educational meeting could take place so there wouldn’t be the need to advertise an additional meeting. Jeff Raykes will work on this and let the Planning Committee know where it stands.

8. Adjournment – 1ST motion Lisa Marinelli-Metrosky/Meeting adjourned.