Planning Commission Meeting Summary
Wednesday, November 17, 2021 at 5:00 PM
In-Person Meeting
Prepared by: Jessica Mosko

1. Call to Order-Brian Lawrence

2. Roll Call

3. PRESENT:
   David Kahley, Chair
   Brian Lawrence, Vice-Chairman
   Rick Cutia
   John Munsch
   Jennifer Lundy, Secretary
   Desmond Grace
   Andrew Barnette
   Zachary Kansler, Solicitor
   Jeff Raykes, Planning Director

   ABSENT:
   Lisa Metrosky
   Ashley Kertes

4. Pledge of Allegiance

5. Comments/Business from the Floor -There were no comments via mail, email or telephone from the public.

6. Approval of November Planning Commission Meeting Minutes

7. Old Business-None

8. New Business
   a. Administrative Items    None
   b. Technical Items

1. 208 South Pennsylvania Ave., DV8 Expresso Bar & Gallery Signage
   Erin Hicks from Blue Sky Design expressed that DV8 would like to have a fresh face on their store front. In order to do this they would be removing the artistic art piece from the right half of
the signage and relocating it to the back patio area. Would like to get a direct replacement (size wise) for both signs. Board was requesting images and were the existing signs grandfathered in or do they meet the requirements. Zach spoke, stating signs are pre-existing non-conforming uses that are not being expanded. New projecting flat signs will be secure with a 1x1 inch metal post. Sign will be very secure and 8 ft. above the sidewalk. Board thinks new signs are great and gives business owners the ability to advertise. Motion to recommend Certificate of Appropriateness. Second motion, All voted unanimously to send recommendation forward.

2. 101 Ehalt St. Suite 7, Graham Insurance

Erin Hicks spoke from Blue Sky Designs, Graham Insurance is a new tenant at the train station and would like direct signage outdoors, similar to the Amtrack sign. The signage being proposed would be a carved sign, wood texture made from PVC, so it would be a sturdy sign. Currently there are only brass numbers to distinguish tenets. Design being proposed matches the building and style. Motion to recommend Certificate of Appropriateness. Second motion, All voted unanimously to send recommendation forward.

a. Planning Items

- CDBG FY2022 Update
  Jeff spoke regarding $300,000 per year spending plan/application, focus is Spring Ave Park, will present as soon as it’s complete, via email. Jeff will work with Zach to get an approval of a recommendation to council for December’s meeting. We are behind on application deadline due to just receiving probable cause estimates and final conceptual drawings. Jeff will circulate to commission and any questions can be directed to Jeff at December’s meeting.
• **Comprehensive Plan Update Project Update**
  *Jeff made planning commission aware that consultants are still working on finalizing geographies. When they are finalized there will be a meeting held sometime towards the end of January.*

  *Contingent upon the budget, Jeff would like to come up with a plan for an infrastructure to communicate with the public. Mailing lists, social media, etc. Possibly in next years budget, find a PR firm to help the city communicate with the public, possibly a local firm.*

  *Would also like to review hiring a Development Services Supervisor, budget needs to be approved for this.*

3. **Adjournment**