



**Planning Commission
Meeting Minutes
February 27, 2024**

CALL TO ORDER

The Potter Township Planning Commission meeting was called to order by Chair Mike Troyan at 7:02 PM.

ATTENDANCE

Mike Troyan	X
Michele Foust	X
Melissa Hamsher	X
Dave Henning	X
Amy Lake	X
Linda Marshall	X
Ryan Newman	X

Public in Attendance: None

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MEETING MINUTES

Mr. Troyan asked for approval of the February 13, 2024, meeting notes. Mr. Newman moved to approve the meeting notes. Mr. Henning seconded the motion. The motion received unanimous approval. Ms. Foust and Ms. Hamsher abstained since they were not present at the meeting held on the 13th of February.

SUPERVISORS REPORT

Mr. Newman gave the Commission an overview of the items addressed at the Board of Supervisors meeting.

OLD BUSINESS

CORRESPONDENCE

Mr. Troyan reported that the Commission received correspondence regarding a time extension for the Transducer Works project.

The other correspondence received was the sewage planning module notification for the Penns Woods View proposed subdivision. Mr. Henning moved to authorize the Chair to sign the module on behalf of the Commission. Mr. Newman seconded the motion. The motion received unanimous approval.

REZONING REQUESTS-PCI

The Commission addressed the PCI district and updated the Commission members who were not present on the 13th of February.

NEW BUSINESS

REVIEW LAND USE MAP

A discussion occurred on the Future Land Use Map and the process for reviewing it.

SIDEWALK ORDINANCE-DISCUSSION

Ms. Hamsher distributed a chart with a breakdown of municipal sidewalk regulations. The Commission members were asked to review the chart and determine which provisions should be added in the form of an amendment to the Township's Streets and Sidewalks Ordinance.

CREATION of ORDINANCE for ZONING MAP AMENDMENT REQUESTS-DISCUSSION

Mr. Newman brought to the Commission's attention a notice provided by the Solicitor on the Commission's role when Zoning Map amendment requests are submitted to the Township. The notice prompted several questions, and in response, Mr. Newman stated that he will obtain clarification on the matter.

OTHER BUSINESS

No other business was addressed.

ADJOURNMENT

There being no further business before the Planning Commission, Ms. Foust moved to adjourn the meeting and seconded by Mr. Newman. The motion was approved unanimously. Chair Mike Troyan adjourned the meeting at 9:15 PM.

Respectfully Submitted:

Linda Marshall

Secretary