

## MEADVILLE PLANNING & ZONING COMMISSION MEETING

January 4, 2024

894 Diamond Park, Meadville

**Attendees:** Courtney Dodge, Julie Wilson, Sally Guzik, Jason Ramsey, Alan Shaddinger, Lee Scandinaro, Jack Harkless, Autumn Vogel, Peter Grella

**Call to order:** Meeting was called to order by Jason Ramsey at 3:59.

**Public comment:** There was no public comment.

**Introductions:** Commissioners and city staff introduced themselves.

**Approval of minutes:** Alan motioned to approve December minutes. Courtney seconded. Motion carried unanimously.

**Officer selection:**

- Jason Ramsey was nominated as Chair. Courtney motions. Alan seconds. Decision is unanimous.
- Sally Guzik was nominated to serve as Vice Chair. Julie motions. Jack seconds. Decision is unanimous.
- Julie Wilson agreed to serve as Secretary in future meetings.

**2024 expectations and new member orientation:** City staff and Councilwoman Vogel are planning an orientation for ABCs, especially for new members.

Peter presented new members with their packets and provided an overview of relevant ordinances and statutes, including the Sunshine Law and its implications for group communication and deliberation.

Peter provided an overview of items that the Commission will be addressing in the coming year. These included the passage of the new zoning ordinance, an updated subdivision and land development ordinance, downtown parking issues, the Walkworks grant for transportation planning, the Housing Action Plan, and redevelopment area plans.

City Council has prioritized the creation of a new comprehensive plan for the City of Meadville. The development of this plan will intersect with the County's comprehensive planning process and knit together the above items into a unified plan for the City.

**Establish meeting schedule:** Meeting times will be at 4:30pm on the 1st Thursdays of every month going forward.

**Planning commission 2023 annual report:** The report to City Council is due March 1. Jason will prepare and share a draft at our next meeting.

**Adjournment.** Jason motioned to adjourn. Lee seconded. Meeting adjourned at 5:10pm.