

MEETING MINUTES
January 25, 2022
7:00 PM

A Meeting of the New Britain Township Planning Commission was held on January 25, 2022, at the Township Administration Building, 207 Park Avenue, New Britain Township, PA beginning at 7:00 p.m. In attendance were Chair Stephanie Shortall, members Theresa Rizzo Grimes, Deborah Rendon, Marco Tustanowsky, Michelle Martin and Kenneth Onsa. Township Assistant Planning & Zoning Officer Ryan Gehman was also in attendance.

I. Reorganization

1. Appointment of Temporary Chair: Upon nomination by Mr. Tustanowsky, seconded by Ms. Rendon, and unanimously carried, Ms. Shortall was appointed as Temporary Chair.

2. Nomination of Chair: Upon nomination by Mr. Scanzillo, seconded by Ms. Shortall, Mr. Tustanowsky was nominated as Chair. No other nominations were presented.

3. Appointment of Chair:

MOTION: A motion was made by Mr. Scanzillo, seconded by Ms. Shortall, and unanimously carried, to close nominations and appoint Mr. Tustanowsky as Chair.

4. Nomination of Vice Chair: Upon nomination by Mr. Tustanowsky, seconded by Ms. Martin, Mr. Scanzillo was nominated as Vice Chair. No other nominations were presented.

5. Appointment of Vice Chair:

MOTION: A motion was made by Mr. Tustanowsky, seconded by Ms. Martin, and unanimously carried, to close the nominations and appoint Mr. Scanzillo as Vice Chair.

6. Nomination of Secretary: Upon nomination by Mr. Scanzillo, seconded by Mr. Tustanowsky, Ms. Rendon was nominated as Secretary. No other nominations were presented.

7. Appointment of Secretary:

MOTION: A motion was made by Mr. Scanzillo, seconded by Mr. Tustanowsky, and unanimously carried, to close the nominations and appoint Ms. Rendon as Secretary.

II. Approval of Minutes:

1. Minutes of August 24, 2021 Planning Commission Meeting:

MOTION: Upon motion of Mr. Tustanowsky, seconded by Ms. Shortall, the August 24, 2021 meeting minutes were unanimously approved.

III. Informal Discussion Among Planning Commission Regarding 409 W Butler Ave and Future Meetings

The 409 W Butler Avenue applicant could not appear at the 1/25 Planning Commission meeting because they did not complete their surrounding resident notification affidavit required by the Township's Subdivision and Land Development ordinance. Mr. Tustanowsky initiated a brief informal conversation about the project. He reminded the other members what the project entailed and asked if other members had reviewed the documents for the project. The members discussed the plans amongst themselves and the stipulated agreement for the project. The Planning Commission noted that the stipulated agreement included language that required the project to receive approval within 90 days. The conversation evolved into one about mixed-use developments around the Township and in surrounding townships, with members stating their views on various mixed-use projects nearby.

The schedule of the Planning Commission was discussed, specifically that in 2022 there will only be one (1) Planning Commission meeting per month. Because the applicant could not be at the meeting, the Planning Commission discussed adding a future meeting. Tuesday, February 8th, was suggested, and the members discussed the feasibility of notifying residents in that short time.

Mr. Onsa asked some general questions about the procedure of Planning Commission meetings. He wondered what developers typically present in a meeting and what feedback the Planning Commission gives the applicant. Ms. Rendon explained that the Commission is primarily an advisory body to the board. Mr. Tustanowsky explained the typical process of a meeting and offered to sit down with Mr. Onsa one on one and talk more in-depth about what typically occurs in meetings.

Mr. Tustanowsky asked if there were any public comments. Resident Holly Pulido asked about the project's location and use. Mr. Tustanowsky responded that County Builders is proposing two new buildings at 409 W Butler Ave, one for apartments and one that will likely be medical offices.


The Planning Commission took no action at this time.

IV. Adjournment

MOTION: A motion was made by Mr. Tustanowsky, seconded by Mr. Scanzillo, and unanimously carried to adjourn the January 25, 2022 Meeting at 7:25 p.m.

Respectfully Submitted,

Marco Tustanowsky, Chair



Ryan Gehman, Assistant Planning & Zoning Officer