

CITY OF JOHNSTOWN PLANNING COMMISSION
REGULAR MEETING MINUTES
Wednesday, November 5, 2025

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL:

The meeting was called to order at 5:01 p.m.

The Pledge of Allegiance was recited.

The following members of Planning Commission were present for roll call:

Chairman Carthew and Commissioners Huchel, Buday, White, Grandinetti, and Shirt.

In addition, Codes Enforcement Manager Dave Williams, Economic Development Director John Rutledge, City Manager Art Martynuska and Assistant City Manager Mike Capriotti were in attendance.

PUBLIC COMMENT (AGENDA ITEMS) - None

APPROVAL OF MINUTES:

Mr. Shirt motioned to approve the Minutes of the October 1, 2025 Planning Commission meeting. The motion was seconded by Chair Carthew. A roll call vote was taken:

Planning Commission:

Laura Huchel - YES

Ian Shirt - YES

Michael Grandinetti - YES

Donald Buday - YES

James White - ABSTAIN

James Carthew - Chairman - YES

The motion passed.

ACTION ITEMS:

SUBDIVISION - CITY OF JOHNSTOWN

Chairman Carthew presented the subdivision proposal as submitted by surveyor Randy Cortese. He noted the proposed subdivision was reviewed and approved by the Cambria County Planning Commission.

Mr. Grandinetti questioned the intended use of the subdivision. Mr. Martynuska stated the City was required by DCNR to maintain the playground in perpetuity. As such, the playground

lot needs to be separated from the lot which is planned on being merged for a proposed church. He added DCNR verified the separation was necessary.

The Commission reviewed the GIS map of the proposed subdivision and discussed the private drive on the property.

Ms. Huchel motioned to approve the subdivision. The motion was seconded by Mr. Grandinetti.
A roll call vote was taken:

Planning Commission:

Laura Huchel - YES
Ian Shirt - YES
Michael Grandinetti - YES
Donald Buday - YES
James White - YES
James Carthew - Chairman - YES
The motion passed.

LAND MERGER - PLEASANT HILL BAPTIST CHURCH

Mr. White motioned to approve the land merger. The motion was seconded by Mr. Shirt.
Discussion was opened regarding the land merger.

Mr. Grandinetti stated an R1 zoning district required conditional use for a church or institutional occupancy. Mr. Martynuska agreed; however, he stated the proposed land merger was only about merging the lots and not related to the intended use. He noted the church and surveyor had not submitted proposed use plans. Mr. Martynuska stated the land merger had to be considered on its merit without any preconceived notions of what may or may not be built on the land.

Planning Commission:

Laura Huchel - YES
Ian Shirt - YES
Michael Grandinetti - YES
Donald Buday - YES
James White - YES
James Carthew - Chairman - YES
The motion passed.

OLD BUSINESS - No old business

NEW BUSINESS:

CORRESPONDENCE

Chairman Carthew reported on receiving correspondence from Brad Clemenson from the Conemaugh Valley Conservancy regarding their work on the Inclined Plane Hillside project. The correspondence submitted for review municipal notification applications through DEP's Bureau of Clean Water. Mr. Clemenson asked for the Planning Commission to provide an acknowledgement of the application and renovation scope of the hillside. Chairman Carthew noted inviting the City staff to review the request and presenting it to the Planning Commission at the next meeting.

REPORTS:

DCED REPORT- JOHN RUTLEDGE, ECONOMIC DEVELOPMENT DIRECTOR

John Rutledge, Economic Development Director, reported on sending Hildebrand GIS code violations to input into the system.

Regarding the comprehensive plan, Mr. Rutledge shared the steering committee had only reviewed part of the information provided and would be continuing their review at a second meeting. He added the original plan to be finished by the end of year would be pushed into the new year, as there is a 45-day review needed by some municipalities, school districts and the county.

Ms. Huchel asked if the delay would cost additional money. It was confirmed the project was still on budget. Chairman Carthew noted the original RFP priority goals were being followed.

Mr. White inquired if there were any applications on the table that would require a copy or section of the comprehensive plan in order to apply for money. It was noted there were currently no applications meeting his description.

Mr. Grandinetti requested a brief overview of Hildebrand GIS and if violations were being sent in from the codes department. Mr. Martynuska explained the City has been working with Hildebrand GIS by providing template information for the new system. After the system is built, the City will be able to input their own data and metrics. He noted the codes information sent to Hildebrand was not official information. It was examples to be used in building the map.

The Commission discussed the various applications, which will be available through the GIS map including code violations, past due property taxes, rental layers, and zoning layers. Chairman Carthew noted the Commission wanted to review the GIS map at a workshop or meeting with regards to zoning districts.

Commission members questioned the timeline in building the GIS map. Mr. Capriotti explained the amount of information being gathered was voluminous, and the map was

being built from scratch. He noted the goal is still to prepare documents for the Commission's review before the end of the year. Mr. Capriotti added, once the system is turned over to the City, the staff will be able to enter information, manipulate the map, and collect data from it.

NEW BUSINESS (CONT.)

Art Martynuska, City Manager noted City elections had taken place on November 4th, 2025, and there would be new faces on the City Council in the new year. He stated, before the end of the year, he would like to have a day-long training session between old and new members. He asked for a representative of the Planning Commission to attend the session to deliver an overview of what the Planning Commission does to educate the new City Council members.

Ms. Huchel noted there were terms expiring for the Planning Commission. Mr. Martynuska explained there were multiple open positions for several City Boards. He stated the City had advertised for volunteers with minimal response. It was noted the Planning Commission would have at least two open positions to fill. Ms. Huchel noted the ordinance controlling the Planning Commission requires a member of City Council serve on the Commission.

The Commission discussed the need for applicants. The Commission also discussed the possibly changing the meeting times to possibly accommodate new or existing members. Mr. Martynuska noted the City started posting the meeting schedules a year in advance in December 2025. Discussion was held regarding the Zoning Hearing Board, which will also have open positions.

Mr. Martynuska confirmed the City would be advertising again for volunteers for the various Boards. He noted only two applications had been received, one each for the Housing Authority and JRA.

Chairman Carthew reiterated the importance of a Zoning Hearing Board with relation to the comprehensive plan. Mr. Martynuska noted he would investigate the practices of other municipalities with issues filling board positions. It was stated, in some cases, a person can serve on multiple boards.

PUBLIC COMMENT - NON-AGENDA ITEMS: - None

RECESS/ADJOURNMENT: The meeting was adjourned at 5:42 P.M.