

**SUMMIT TOWNSHIP
PLANNING COMMISSION MEETING MINUTES
JANUARY 11, 2022**

Summit Township Planning Commission meeting was held on January 11, 2022 at the Summit Township Municipal Building, 502 Bonniebrook Road, Butler, PA.

CALL TO ORDER

Cynthia Kramer called the meeting to order at 7:02 p.m.

ROLL CALL

Members present were Cynthia Kramer, and Gary Miller, Dennis Randolph attended the meeting via telephone. Members absent were Tom Brugere and Kriss Simmons. Also in attendance, Recording Secretary, Roxann Stickney, Ruth McMillan, Debbie King, and Shanda C. Wyatt. Doug Clark attended the meeting via telephone.

OPEN TO FLOOR – QUESTIONS/COMMENTS ON THE AGENDA

There were no questions or comments.

APPROVAL OF THE DECEMBER 14, 2021 MEETING MINUTES

Cynthia Kramer abstained from voting due to being absent from the December 14, 2021 meeting. Approval of the minutes was tabled until the next meeting due to lack of quorum.

WILLOW DRIVE SUBDIVISION

Ruth McMillan and David McMillan attended the meeting requesting information regarding the subdivision of 114 Willow Drive, Butler, PA. The parcel has a home. The subdivision would include one additional lot.

The property's access is via an easement/right-of-way agreement through the neighboring property. The Subdivision Land Development Ordinance requires a subdivision to have a 50-foot right-of-way. The McMillans requested for the access to the new lot be via the easement/right-of-way agreement through the neighboring property instead of opening a 50-foot right-of-way.

The Planning Commission Board determined that the easement/right-of-way agreement through a neighboring property would require the Board of Supervisors approval before the subdivision process may begin.

OPEN TO THE FLOOR

There were no questions or comments from the floor.

ADDITIONAL BUSINESS

There was no additional business.

ADJOURN

With there being no further business to come before the Planning Commission, Cynthia Kramer motioned to adjourn the meeting. Gary Miller seconded the motion. Motion Carried Unanimously. Meeting adjourned at 8:10 p.m.

Respectfully Submitted, Roxann Stickney, Recording Secretary

**PLANNING COMMISSION ORGANIZATIONAL MEETING WILL BE HELD ON FEBRUARY 8, 2022 AT 7:00 P.M.
THE REGULAR MEETING WILL IMMEDIATELY FOLLOW**