

MONTOURSVILLE BOROUGH PLANNING COMMISSION  
JANUARY 7, 2026, MEETING MINUTES

Attending:

Planning Commission (PC) Members: Bob Weaver, Chairman, Tony Salvatori, Chris Reed, Bryan Pauling and Erik Martinez  
Tom MacDonald, Zoning Officer Central Keystone COG  
Donna Taggart, Borough Manager  
Eric Barr, Applicant  
Borough Residents Bob Brown, Deb Brown, Krishgen Payne, Garrett W., Dennis Holt, Daniel Pena, Matthew Martinez, Nicole Martinez, Marie Pena

Weaver called the meeting to order at 7:00pm. All guests were asked to sign the sign-in sheet.

Roll call - members of the Planning Commission were introduced to the audience.

Motion to approve agenda by Salvatori, second by Martinez, and unanimous approval.

Motion to approve the minutes of the November 5, 2025, PC Meeting by Reed, second by Salvatori and unanimous approval.

Reports: None

Old Business

- Lyter Land Development plan. A thirty-day extension granted January 5 by Council. Per the Borough solicitor final approval cannot occur until the NPDES permit has been issued.
- Erik Martinez was recommended to become a member of the PC by electronic vote in November. To make this a matter of record motion by Salvatori, second by Pauling and unanimous approval. Council approved of this appointment on January 5.
- Discussion on a possible zoning amendment for Medical Cannabis Grower/Processor/Dispensary facility occurred at our November meeting after MacDonald received an inquiry about a potential facility in the Borough. PC was asked to review this for discussion at this meeting. Currently this is not a permitted use in any zoning district. Any use not permitted becomes a conditional use. Consensus is a zoning amendment is not needed, and we will deal with this as a conditional use when and if such a formal request is made.

New business:

- Eric Barr Conditional Use Request to Convert Church at 31 North Loyalsock Avenue into Multi-family Dwelling in the Residential Town Zoning District.

- MacDonald shared his review of the project. Application submitted December 12. His understanding was four dwelling units in the church and two in the rectory. Project must comply with Article 17, Conditional Use Criteria, of the Zoning Ordinance.
- Mr. Barr was asked to review the project. He shared an aerial photograph of the site with six dwelling units in the church with the single-family house to remain for total of seven dwelling units. The sketch showed 15 parking spaces.
- Planning Commission members asked Mr. Barr questions. Concerns on the actual application shared. The original application signed by Mr. Barr did not address items 1-8 on the application. MacDonald emailed Mr. Barr and items 1-8 were completed and returned to him, but Mr. Barr indicated he had not completed them. PC flagged item number 6 that was marked not applicable, yet this requires compliance with Article 17, Conditional Use Criteria, of the Zoning Ordinance. This section must be completed and addressed for a complete application. Additional discussion on various other items occurred.
- Comments from the audience were heard. Dennis Holt is concerned about density, proper access and variances that may be needed. Marie Pena shared concerns with access via the one lane alley and concerns for her children.
- It became clear additional information was needed from Mr. Barr. In particular Article 17, Conditional Use Criteria, must be addressed. Mr. Barr was provided a copy of Article 17. He indicated he would withdraw the application and resubmit addressing the items noted.
- Discussion on plan submission procedure and timeline. To alleviate any possible confusion, we discussed any conditional use, variance, land development or subdivision request would be submitted to the Borough along with fee 10 days before the PC meeting. Borough would forward to the Zoning Officer to determine if the application is administratively complete. If it is the Borough will deposit the check to start the review timeline. If not applicant will be notified.
- It is noted the Lycoming County Planning Commission will no longer review plans and provide input to municipalities.

There being no other business meeting was adjourned at 8:10pm.

*POST MEETING NOTE: Mr. Barr informed MacDonald on the morning of January 8 he was permanently withdrawing his application.*

Minutes reported by Bob Weaver