

**Jim Thorpe Planning Commission**  
**April 18, 2023**  
**Meeting Minutes**

The Planning Commission Meeting was called to order at 6:31 p.m. by Louis Hall. The meeting was held in Memorial Hall, 115 East 10th Street, Jim Thorpe, PA.

**Roll Call of Members**

Joe Micko	Louis Hall	Bob Schaninger
Joanne Klitsch	James Dougher	Nancy Porambo-absent
John McGuire	Borough Engineer Good-absent	Secretary Klotz

**Visitor's Present & Hearing of Visitors**

None

**Minutes and Motions**

**MOTION** by John McGuire, second by Bob Schaninger to **approve the March 21, 2023 meeting minutes**. There are two typos that need to be corrected. Motion carries 6-0.

**Subdivision and Land Development (SALDO)**

*Banning Minor Subdivision Plans dated August 25, 2022 (expires May 23, 2023)*

**MOTION** by James Dougher, second by John McGuire to **recommend Borough Council accept the time extension waiver to July 12, 2023**. Joe Micko questioned why until that date when the Planning Commission doesn't meet that month until after that date. Secretary Klotz explained that the 90-day extension is from the day the letter was submitted and if the Banning's don't have anything new for their plans by the June Planning Commission meeting, they will have to submit another time extension waiver for that meeting. Motion carries 6-0.

**Borough Council Items**

*Kanick Preliminary Major Subdivision Plans dated November 1, 2019 (expires May 31, 2023) – acceptance of withdrawing plans*

At the April 13<sup>th</sup> Borough Council meeting, they voted to accept withdrawing of the Kanick Subdivision Plans as per a letter dated March 29, 2023 from the Kanick's Engineer.

**Administrative**

*Parliamentary Procedures*

Secretary Klotz explained to Planning Commission the importance of making motions during meetings. There have been certain items in past meetings that should have had motions with the discussions that did not. She also explained to Planning Commission that once a recommendation is made for an item, they shouldn't be going back to the same item for further discussion unless tabled. She used the example of the Draft On-Lot Sewage Maintenance Ordinance. The Draft Ordinance was discussed in February with only one recommendation for changes and then discussed again in March with

additional recommendations for changes, when it was on the agenda for a formal motion to recommend Borough Council take the next steps of the Draft Ordinance.

**MOTION** by John McGuire, second by Bob Schaninger to **recommend Borough Council have the Solicitor clarify information and make additional changes to the Draft On-Lot Sewage Maintenance Ordinance.** There were no additional comments. Motion carries 6-0.

**Adjournment**

**MOTION** by John McGuire, second by James Dougher to **adjourn the meeting.** There were no comments. Motion carries 6-0. The meeting ended at 6:47 p.m.

Respectfully submitted,

Brooke Klotz  
Borough Secretary