

**Jim Thorpe Planning Commission**  
**November 22, 2022**  
**Meeting Minutes**

The Planning Commission Meeting was called to order at 6:37 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-absent	James Dougher	Nancy Porambo-absent
John McGuire		

**Visitor's Present**

James and Glorimarie Musser

**Hearing of Visitors**

James and Glorimarie of 605-609 Fawn Circle were present for explaining the lot consolidation they are applying for. It would combine their two 1.01 acre lots. Lot 350 has their house on it and lot 351 is a vacant lot. Combining their lots would increase stormwater square footage, allowing them to build an additional structure on the properties. This additional structure would be within 20 feet of the lot line. They had a draft deed drawn up combining the lots. It was determined that all the requirements are being met. **MOTION** by James Dougher, second by John McGuire to **recommend that Borough Council review and approve 605-609 Fawn Road's lot consolidation.** Motion carries 5-0.

Planning Commission asked to find out where all the Borough Ordinances are on the Borough's webpage. Having this information available makes it easier to discuss topics at meetings.

**Minutes and Motions**

**MOTION** by James Dougher, second by John McGuire to **approve the October 18, 2022 Planning Commission Meeting Minutes.** Louis Hall asked about the conditions that were to be recommended to Borough Council in reference to 165-167 West Broadway's Conditional Use Application and if they were in the minutes. They were included with the meeting minutes. Motion carries 5-0.

**Grant Applications**

The Borough is applying for two PA Small Water and Sewer grants for Front Street (stormwater) and South Street (sewer) and one PA H2O grant for Silk Street. Planning Commission agreed that the applications look straightforward and reviewed the project for consistency with local and regional planning and zoning. the project is consistent with local and regional planning and zoning and submitted a letter to DCNR supporting this.

## **Zoning Ordinance**

Draft Zoning Ordinance follow up – Planning Commission went through the recommended points and more. They submitted their comments and suggestions to be forwarded to Borough Council.

On-Lot Sewage Ordinance review – After reviewing the draft document, Louis Hall questioned how this would be enforced. James Dougher pointed out page 4, section 4, paragraph A makes no sense as the land would have to be perked in order to find out if an on-lot system can even be built. John McGuire stated he thought Planning Commission should wait to discuss this draft ordinance until the draft Special District amendment passes.

It was recommended to change the verbiage of the Sewage Management District paragraph of page 3 to include only the districts within the Borough that have on-lot systems. It was also recommended to exclude properties within the special district restricted by the ½ mile buffer within the current Ordinance. **MOTION** by Louis Hall, second by James Dougher to **recommend the verbiage be changed in the Sewage Management District on page 3 to R1, R2, and Special District excluding properties restricted by the ½ mile buffer where on-lot systems are not permitted.**

There were no further comments on this subject. Motion carries 5-0.

Page 10, section C of the draft ordinance was then discussed. It was asked how is a contractor going to know they are to apply for a contractor's license annually? A resident could get a contractor from out of the immediate area who won't know the Borough's Ordinances. James Dougher explained that at the last Borough Council Work Session meeting they were discussing the possibility of implementing Contractors register with the Borough to be eligible to do work within the Borough. Borough Council was not keen on doing that for liability purposes. There was no official motion, but Planning Commission agreed that this section should be eliminated from the draft. Lastly, page 11 section C was the last item that was discussed. Louis Hall asked if it was a DEP requirement. He would like to look into this more.

Proposed Zoning Ordinance Amendment – on-lot sewage requirements in the Special Zoning District – this item was tabled until feedback is heard from County Planning Commission

## **Document Submittal**

The current regulations require any documents and items wanting to be discussed or addressed needs to be submitted 10 days prior to a meeting. Because Planning Commission isn't a governing body and they only make recommendations, they don't have to follow those regulations. After discussing the best time frame, it was determined that submitting documents and information should be submitted the Wednesday prior to the meeting. Planning Commission would also like their meeting to be held on the fourth Tuesday of the month due to County Planning Commission having their meetings on the same day. This will give the Borough Planning Commission time to review any feedback from County Planning Commission and not have to wait until the following month to review and discuss.

### **Borough Council Report**

SALDO 390-8A & SALDO 390-8B – this item was tabled until reviewed further

### **Kanick**

The Kanick's engineer submitted an extension letter which will be reviewed at the next Borough Council meeting. Their current extension expires on December 31, 2022.

### **Adjournment**

**MOTION** by Louis Hall, second by James Dougher to **adjourn the meeting**. There were no comments. Motion carries 5-0. The meeting ended at 8:21 p.m.

Respectfully submitted,

Brooke Klotz  
Borough Secretary