

**Jim Thorpe Planning Commission  
September 19, 2023  
Meeting Minutes**

The Planning Commission Meeting was called to order at 6:32 p.m. by Louis Hall. The meeting was held in Memorial Hall, 115 East 10th Street, Jim Thorpe, PA.

**Roll Call of Members**

Sean McFadden	Louis Hall	Bob Schaninger-absent
Joanne Klitsch	James Dougher	Nancy Porambo
John McGuire	Secretary Klotz	

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

NONE

Louis Hall welcomed new member Sean McFadden.

**Minutes and Motions**

**MOTION** by Joanne Klitsch, second by Nancy Porambo to **approve the July 18, 2023 meeting minutes conditioned upon correcting the motion count in the SALDO section and Adjournment sections.** James Dougher noticed the correction needing to be made in the adjournment section and Louis Hall noticed the correction needing to be made in the SALDO section. Motion carries 6-0.

**Subdivision and Land Development (SALDO)**

Banning Minor Subdivision Plans dated August 25, 2022 (revised June 28, 2023 – expires August 21, 2023) Sewage Planning Module – The Banning Final Plans were conditionally approved at the August Borough Council meeting. Part of those conditions included sewage planning module approval by all required entities. The Borough's SEO approved the sewage planning module. The next steps are to have the Planning Commission chair and Zoning Officer review and approve.

**Memorial Park Phase III**

**MOTION** by Joanne Klitsch, second by Nancy Porambo to **approve the Memorial Park Phase III project consistency letter.** The Borough applied for the extra round of LSA Statewide grants last year for this project and was not awarded this grant. At the beginning of this year, Borough Council applied for two other grants for this project. Phase III includes new ADA compliant basketball courts, lighting, and sidewalks. Motion carries 6-0.

**Correspondence**

**MOTION** by Nancy Porambo, second by Joanne Klitsch to **recommend having the Borough's Solicitor review the letter from Woodland Design Associates (Harwood-East Palmerton 230kV Rebuild) requesting the items discussed and anything the Solicitor deems necessary.** The letter from Woodland Design discusses their project electrical line rebuild from their Harwood substation to Aquashicola. They have applied for the proper permits and believe this project is exempt from zoning. Louis Hall expressed he doesn't see anything in the Woodland Design Associate letter that supports what they are claiming. He would like more time than the 30 days mentioned in the letter to review to properly submit comments, as the Borough is past the 30-day deadline. He believes 90 days will be a sufficient amount of time to review. Motion carries 6-0.

### **Ordinances**

Draft SALDO Ordinance (dated July 2023) – Planning Commission has been asked to review the draft and submit their comments and recommendations as soon as possible. The draft Zoning Ordinance they were asked to review a few months ago is being planned for the November Borough Council meeting for adoption. Soon after that is approved, the draft SALDO Ordinance will be advertised for adoption.

### **Borough Council Items**

The following items were reviewed:

Banning Minor Subdivision Final Plans dated August 25, 2022 (revised June 28, 2023) – granted conditional approval

Ogden/Bennick Minor Subdivision Plans dated November 1, 2019 – denied based on deficiencies

### **Old Business**

Parliamentary procedures- Secretary Klotz reiterated the importance of making formal motions during the meetings.

Louis Hall requested Secretary Klotz follow up with Borough Manager Sterner about the 10-year comprehensive plan. He said if there is an interest from other municipalities to work on this, he would like to start getting meetings set up for next year.

Louis Hall asked if there had been any updates on the sidewalks throughout the Borough and if the sidewalks don't get fixed, is the Borough liable.

John McGuire discussed the stormwater drainage issue since both North Street and Center Street have been repaved. Sean McFadden discussed the stormwater drainage issue along West Broadway.

### **Adjournment**

**MOTION** by John McGuire, second by Nancy Porambo to **adjourn the meeting**. There were no comments. Motion carries 6-0. The meeting ended at 7:07 p.m.

Respectfully submitted,

Brooke Klotz  
Borough Secretary