Jim Thorpe Planning Commission
April 15, 2025
Meeting Minutes

The Planning Commission Meeting was called to order at 6:32 p.m. by James Dougher. The meeting was held in the Borough Office, 101 East 10th Street, Jim Thorpe, PA.

Roll Call of Members

Sean McFadden	Louis Hall	Nancy Porambo
Joanne Klitsch	James Dougher	Ted LaRizzio-absent
John McGuire	Secretary Brooke Klotz	

Visitor's Present & Hearing of Visitors

NONE

Subdivision and Land Development (SALDO)

NONE

Minutes and Motions

MOTION by James Dougher, second by Sean McFadden to **approve the February 18, 2025 meeting minutes conditioned upon corrections.** At the bottom of the first page, a "t" needs to be added; it's currently shor. Motion carries 5-0-1, with Louis Hall abstaining due to not attending that meeting.

Grants

MOTION by Joanne Klitsch, second by John McGuire to **approve sending the Planning Consistency letter for a PA Small Water & Sewer Grant to DCED.** Secretary Klotz explained the Borough was applying for the PA Small Water & Sewer grant for the Front Street Stormwater Project. The Borough had tried applying for the same grant funding for the same project in 2022, but was not awarded. Motion carries 6-0.

Ordinances

MOTION by Louis Hall, second by Nancy Porambo to **request Borough Council's advice into the Planning Commission putting together a safety inspection for Short-Term Rentals, as well as Long-Term Rentals.** James Dougher discussed the resident and short-term rental letters that were sent to Planning Commission and Borough Council sharing their displeasure of a possible safety inspection for short-term rentals. He asked the Planning Commission members what their thoughts were on the letters and safety inspections. Nancy Porambo explained short-term rentals should be looked at individually before looking into the other types of allowable rentals. John McGuire explained there is an Establishing a Rental Property Program online course that is in May and he would like to attend. James Dougher then asked if Planning Commission wants to strictly look at short-term rentals or look into ither rentals as well. Nancy Porambo suggested starting with short-term rentals and then broadening it once completed. James Dougher asked Planning Commission what do they think the safety inspection should consist of. He explained he emailed them a spreadsheet with other municipalities requirements. He asked if they would like further time to review and make suggestions. Nancy Porambo suggested setting a date after the three Rental Property Program classes in May. John McGuire suggested getting Borough Council's input before putting in the work of creating and recommending a safety inspection. Motion carries 6-0.

MOTION by James Dougher, second by Sean McFadden to **table the Short-Term Rental Ordinance Recommendations.** This is due to the previous motion. Motion carries 6-0.

Borough Council Items

Dougherty Lot Consolidation Approval – Secretary Klotz explained Borough Council approved the Dougherty Lot Consolidation at their March meeting.

Center Avenue Water Main Project-intent to award – Secretary Klotz explained Borough Council authorized their intent to award the project to Pact One at their April meeting. Louis Hall suggested any remaining money from the grant funds should be used for the residents sidewalks along Center Avenue. John McGuire explained sidewalk repairs and replacements are the responsibility of the property owner.

Old Business

NONE

Suggestions or Recommendations

MOTION by Louis Hall, second by Nancy Porambo to **recommend Borough Council investigate different options in rectifying the sidewalks on the West Side of the Borough.** Louis Hall explained he thought Borough Council should look into grant funding to repair the sidewalks or come up with a way to have the sidewalks fixed. Motion carries 4-2, with James Dougher and Joanne Klitsch voting no.

Adjournment

MOTION by Nancy Porambo, second by Louis Hall to **adjourn the meeting.** There were no comments. Motion carries 6-0. The meeting ended at 7:21 p.m.

Respectfully submitted,

Brooke Klotz
Borough Secretary