Jim Thorpe Planning Commission
February 18, 2025
Meeting Minutes

The Planning Commission Meeting was called to order at 6:30 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-absent	Nancy Porambo
Joanne Klitsch	James Dougher	Ted LaRizzio
John McGuire	Secretary Brooke Klotz	

Visitor's Present & Hearing of Visitors

Kim Wittig
Shari Sensinger
Dave Drury

Subdivision and Land Development (SALDO)

MOTION by Joanne Klitsch, second by Sean McFadden to **recommend Borough Council approves Dougherty Lot Consolidation dated February 12, 2025.** James Dougher explained the process of Lot Consolidations. The plans and draft deed go before Planning Commission and Borough Council for approval. Plans do not need to go to the Borough's Engineer for review. Kim Wittig and Shari Sensinger were present on behalf of their father's lot consolidation plans. Kim Wittig explained the three parcels are her father's properties. The 2 smaller parcels are 1/3 of an acre and 2/3 of an acre. Motion carries 6-0.

Inn at Jim Thorpe Conditional Use Application – Dave Drury was in attendance to explain he would like to potentially move forward with the parking lot to make it usable to the public. He explained he needs to investigate it more with a feasibility study. He has been in contact with his engineer to review the comments from the Borough Engineer's letter dated September 13, 2024 and update the plans. He plans to lease the spaces to anyone on Broadway and their workers. John McGuire explained the Borough Engineer's letter was very detailed and thorough. James Dougher explained from his experience, when he added a parking lot on his property, the hardest part will be obtaining a PennDOT highway occupancy permit. He said the area in which Dave Drury is planning his parking lot has better line of sight along West Broadway. Nancy Porambo asked how many spaces will be included in the parking lot. Dave Drury explained there will be 44 parking spaces and he would also like to put up some sort of structure or shed for eBikes. John McGuire explained the shed would be an accessory use and would be considered as an accessory to the parking lot and must meet the zoning definition for an accessory use or for an accessory structure. Borough Council approved at their February meeting, extending the application through May 31, 2025.

Minutes and Motions

MOTION by Ted LaRizzio, second by Joanne Klitsch to **approve the January 21, 2025 meeting minutes.** There were no comments. Motion carries 6-0.

Ordinances

Short-Term Rental Ordinance Amendment Recommendations – James Dougher explained the discussions on Short-Term Rentals originally started around 2017. He went through all of his notes on Short-Term Rentals since then and also looked into neighboring municipalities and their rules and regulations. Jim Thorpe is the only municipality that does not complete a safety inspection in the area. He listed off the various items the other municipalities inspect for and their annual fees. He emailed a packet with all of that information, along with a link to Lancaster Borough's Short-Term Rental Ordinance. He explained in their Ordinance, the definitions of a Short-Term Rental, accessory dwelling, room rentals, and inspection list are all included. Nancy Porambo would like to see included in a potential inspection process making it mandatory to have a fire escape from the second floor or higher of any Shor Term Rentals. James Dougher asked why reinvent the wheel when many municipalities already have the same

or similar inspections in place. Secretary Klotz explained she was in touch with Alexis from Bureau Veritas on what Tobyhanna Township does for their Short-Term Rentals. Tobyhanna Township is complaint driven and the property owner is billed for a minimum of one hour and then half hour increments afterwards. James Dougher explained $150.00 to complete an inspection seems to be the average annual fee for neighboring municipalities. John McGuire asked if having an inspection annually would be too often. James Dougher explained at last month's meeting, Louis Hall thought having an inspection completed every two to three years would be best. Nancy Porambo said Planning Commission should go through every list James Dougher emailed and pick out the most important items they would like to see included in an inspection. James Dougher asked Planning Commission to spend time reviewing the lists provided and to determine what they felt would be fair for fees and how often inspections should be done. This will be discussed at next month's meeting. John McGuire explained there are two potential properties going in front of the Zoning Hearing Board next week to become Short-Term Rentals.

Old Business

NONE

Suggestions or Recommendations

NONE

Adjournment

MOTION by Joanne Klitsch second by Ted LaRizzio to **adjourn the meeting.** There were no comments. Motion carries 6-0. The meeting ended at 7:22 p.m.

Respectfully submitted,

Brooke Klotz
Borough Secretary