Jim Thorpe Planning Commission
January 20, 2026
Meeting Minutes

The Planning Commission Meeting was called to order at 6:30 p.m. by James Dougher. The meeting was held in Memorial Hall, 115 East 10th Street, Jim Thorpe, PA.

Roll Call of Members

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

Visitor's Present & Hearing of Visitors

Kerry Good
Matt Evans
Jonathan Rogers
Connor Rodgers

Reorganization

MOTION by Sean McFadden, second by Joanne Klitsch to **appoint James Dougher as Planning Commission Chair.** There were no comments. Motion carries 5-0.

MOTION by Joanne Klitsch, second by Louis Hall to **appoint Sean McFadden as Planning Commission Vice Chair.** There were no comments. Motion carries 5-0.

Minutes and Motions

MOTION by Joanne Klitsch, second by Sean McFadden to **approve the November 18, 2025 meeting minutes.** There were no comments. Motion carries 5-0.

Subdivision and Land Development (SALDO)

MOTION by James Dougher, second by Joanne Klitsch to **recommend approving the Kanick Minor Subdivision dated April 2, 2025 (revised November 14, 2025) waiver request conditioned upon Matt Boggs sewage module review approval.** Matt Evans, who is the Kanick's engineer, explained Borough Council granted their conditional use for building a structure on the steep slope. He reviewed Kerry Good's letter dated January 5, 2026 with Planning Commission. In the letter, SALDO items #4 and #14 pertaining to the sewage planning module were submitted and are awaiting a response from Matt Boggs. SALDO item #19, a letter has been submitted requesting a waiver for monument or marker placement due to the rocky terrain. Louis Hall asked what the waiver was for. Matt Evans explained it's for boundary markers. Louis Hall suggested the developer installs the markers when necessary. Matt Evans agreed and explained rather than disturbing the land now, install the markers once the house is built. An agreement can be drafted by the Solicitor, signed by the Kanicks, and recorded with the Recorder of Deeds. Kerry Good went on to discuss his review letter, under SALDO #21, it states "if deemed necessary by the Borough, a dedicated recreation area lesser of one acre or 5% of the subdivision area shall be provided. The Borough may accept a cash contribution in lieu of dedication." Louis Hall explained not all of the property can be used, the top portion of the property is unusable. Matt Evans explained this normally applies for a larger subdivision. The Kanick's would make a cash contribution. Kerry Good agreed with Matt Evans. Kerry discussed General #2 of his letter. It states "the plans do not indicate the extension of the public sanitary sewer system to serve the subdivision lots. Plan and profile of the sanitary line should be provided." Revised plans with the sanitary laterals have been submitted, but need to be reviewed by the Sewer Department. John McGuire explained he owns his lateral, as do all residents who are connected to the Borough's sewer system. If the Kanick's lateral breaks, a PennDOT highway occupancy permit would be required in order to fix it. Matt Evans explained they are looking at installing an encasement around the lateral. If needed, an emergency highway occupancy permit can be applied for and while the lateral is down, the sewage could be pumped out. Kerry Good explained the Kanick's will need 3 highway occupancy permits – 2 for driveways and 1 for

sewer lateral. Secretary Klotz explained the properties cannot share a sewer lateral. Motion carries 4-1, with John McGuire voting no. **MOTION** by Louis Hall, second by Joanne Klitsch to **recommend conditional approval of the Kanick Minor Subdivision Plans dated April 2, 2025 (revised November 14, 2025) pending addressing comments from Jim Thorpe Planning Commission, Carbon County Planning Commission, and Borough Engineer.** Any agreements and easements would need to be included as well. Motion carries 4-1, with John McGuire voting no.

MOTION by Sean McFadden, second by Louis Hall to **recommend approving the Mauch Chunk Parking II Land Development Plans dated January 8, 2026 waiver request.** Jonathan Rogers, who is Mauch Chunk Parking II's engineer, explained Borough Council approved the Conditional Use for a parking lot to be built on the property. There were 4 conditional items that need to be met before the parking lot can be built – ADA accessibility, lighting, land development plan approval, and stormwater plan approval. There is a waiver request that has been submitted for SALDO Section 390-19 A(1) – Requirement for Preliminary Plan approval prior to Final Plan approval. A combined preliminary/final land development plan is considered appropriate given the relatively small scope of the project. Sean McFadden explained that since the previous land owner cleared the land, the stormwater runoff does not seem as bad. Joanne Klitsch explained she thought there was an issue with stormwater runoff going on to the neighbor's property. Jonathan Rogers explained a swale will be added and the remaining stormwater will be piped into a stormwater drain at the neighboring property. He then went over Kerry Good's review letter dated January 19, 2026. In the Conditional Use section, a hand rail will be provided for ADA compliance and use of existing PP&L poles, as well as an additionally installed pole will be utilized for lighting. The hours of the lighting will be from dusk to dawn due to PP&L administering the light from their pole. Kerry Good explained he is not against the Zoning proposals, but they must get Zoning Hearing Board approval first. He asked James Dougher the intended use of the parking lot. James Doughe explained the spaces will be rented out monthly and follow the same model of his other allowed parking lot. Jonathan Rogers explained he will go to PP&L to request some relief on the zoning items. Louis Hall had concerns with #3 of the Zoning section in Kerry Good's review letter. It states "the backup space for the final parking space at the southwesterly end of the parking space does not seem adequate to allow proper turning movements. Jonathan Rogers explained the space will be eliminated due to the 5-foot buffer. He went on to discuss the remaining Zoning items in Kerry Good's letter that need to be addressed – a note will be added to the plans with the conditional use approval date and conditions; the driveway width will be extended to 24 feet from 20 feet as long as PennDOT is agreeable to this change, otherwise a waiver will be submitted; curbing will be provided due to the change in stormwater drainage; grass will be the landscaped buffer between the parking spaces and street; the space on the southwesterly edge of the parking lot will be eliminated to ensure proper turn around distance; an additional snow storage area will be added; bollards will be added to protect the lighting fixtures; handrails will be provided for ADA compliance; a traffic impact study is not required; a survey will need to be conducted to ensure the 75-foot buffer along the Mauch Chunk Creek. Jonathan Rogers then discussed the SALDO items in Kerry Good's review letter – a waiver was submitted to allow for a preliminary/final plan combination; a soil erosion and sedimentation plan will be submitted to the Carbon County Conservation District; all right-of-way and easement agreements will be discussed with the Borough; ownership and maintenance of the utilities and drainage system will be determined; depending on the determination of the Borough's Stormwater Engineer, a waiver may be submitted on required pipe sizing. He then discussed the General section of the review letter – UGI will be contacted to discuss the UGI easement as their utilities were built outside of their original plans submitted and signage will be added to inform the public the parking lot is pay to park. Louis Hall recommended the signage state private pay to park lot. Motion carries 5-0.

Ordinance Amendments

Zoning Map – Connor Rodgers explained Borough Council has requested Planning Commission review the current Zoning Map and suggest areas where the boundaries should be changed to reflect the requirements of the updated Zoning Ordinance. The Zoning Ordinance states "district boundary lines are intended to follow or be parallel to the center line of streets, streams and railroads, and lot or property lines." There are some areas in the Borough that the boundaries do not follow that. Connor Rodgers explained there are 4 areas in particular on the Zoning map that do not follow this – the Special District that joins with R2 near the Kanick property/Lentz Trail; in the area of Hill Road, move the R4/C3 line to

the Switchback Trail to expand the C3 district; in the Coalport area, the C2, R1, and R2 lines should follow existing property lines and should not have a property spilt in 2 separate districts; in the area of Germantown/High School/Gun Club, the R3 and R2 lines should follow existing property lines. He explained Borough Council would like Planning Commission to make recommended changes. James Dougher asked Planning Commission how did they want to handle reviewing this. They agreed to form a committee to review and provide feedback for the next meeting.

MOTION by Louis Hall, second by John McGuire to **table the Data Center Draft Ordinance review.** Due to the time, Planning Commission would not get to thoroughly review and discuss the draft ordinance. Motion carries 5-0

Borough Council Items

Kanick Minor Subdivision dated April 2, 2025 (revised November 14, 2025) time extension approval through April 19, 2026.

Old Business

NONE

Suggestions or Recommendations

Adjournment

MOTION by Sean McFadden, second by James Dougher to **adjourn the meeting.** There were no comments. Motion carries 5-0. The meeting ended at 9:03 p.m.

Respectfully submitted,

Brooke Klotz
Assistant Borough Manager/Secretary