

**THE BOROUGH OF CLARKS SUMMIT
PLANNING COMMISSION
WEDNESDAY, MARCH 20, 2019**

AGENDA

The March Regular Meeting of the Planning Commission was conducted on Tuesday, March 20, 2019 at approximately 7:00 P.M. The Meeting was held in Borough Council Chambers, 2nd Floor, 304 South State Street, Borough of Clark's Summit, County of Lackawanna and Commonwealth of Pennsylvania. Chairman John Durdan called the meeting to order.

Members in attendance were Mr. John Durdan, Mr. John Recicar, Mr. Shannon Brown Mr. Ed Yasinkas, Solicitor Michael Cowley (arrived at 7:10pm), Code Officer Ms. Jenn Basalyga, and Recording Secretary Ms. Virginia Kehoe. Jim Burke was absent from the meeting.

REORGANIZATION:

- **Chair:** John Recicar made the first motion to nominate John Durdan as the Chair, seconded by Shannon Brown, vote was unanimous.
- **Vice Chair:** Shannon Brown made the first motion to nominate Ed Yasinkas as the Vice Chair, seconded by John Recicar, vote was unanimous.
- **Solicitor:** Ed Yasinkas made the first motion to nominate Mike Cowley as the Solicitor, seconded by John Recicar, vote was unanimous.
- **Secretary:** Ed Yasinkas made the first motion to nominate Virginia Kehoe as the Secretary, seconded by John Recicar, vote was unanimous.

APPROVAL OF THE AGENDA: Ed Yasinkas made the first motion to approve the agenda, seconded by John Recicar, vote was unanimous.

APPROVAL OF MINUTES:

- **October 17, 2018:** Shannon Brown made the first motion to accept the minutes with changes that were noted, seconded by John Recicar, vote was unanimous.
- **November 20, 2018:** Shannon Brown made the first motion to accept the minutes with changes that were noted, seconded by Ed Yasinkas, vote was unanimous.

COMMUNICATIONS:

- n/a

PUBLIC INPUT/COMMENT:

SITE PLANS AND RE-SUBDIVISIONS:

- n/a

OLD BUSINESS:

- **2018 activity report:** Shannon Brown made the first motion to accept the 2018 Activity Report with changes that were noted, seconded by Ed Yasinskas, vote was unanimous. Ms. Kehoe will re-write the report and email it to Mr. Durdan for his review.

- **SAPA update:** Shannon Brown stated that Borough Council has delegated to the Planning Commission, the SAPA process. The SAPA process is looking at the zoning regulations that we currently have, we will keep our own zoning regulations and our own enforcement of the zoning regulations. Mr. Brown stated that in the plan book; look at Section 4 because that has implementation strategies. They needed an inventory for all 9 municipalities of all of the zoning ordinances, amendments, and storm water regulations. This was a comprehensive assessment that each municipality has supplied the consultant with those materials. They compiled the information and found that in the 9 municipalities there are at least 71 separate zoning districts, there are at least 311 uses defined. The Environmental Planning and Design brought in a drone and they went through all 9 municipalities, and took extensive photographs and drone footage of each of these communities. They are trying to reduce the 71 separate zoning districts into 24 based on character based zoning districts. Virginia Kehoe mentioned transition zones. John Durdan asked if the consultants will have specific tasks for the Planning Commission, the answer was yes.

NEW BUSINESS:

- **The Borough of Clarks Summit Funding Request for Grant Consideration**
Virginia Kehoe stated that this is a water shed restoration grant, they are talking about taking the creek where it runs from Marion out to the end of Center Street and cleaning it out, restoring some woodlands. The Borough is being given the wooded area; it's more like a wetlands area that is in the center of the community. We are looking to stabilize the banks, planting trees; things that will help clear the water and prevent flooding. We are reapplying for the grant this year and we need something from the Planning Commission saying that this is consistent with the borough's plans. We don't require zoning permits or land development. Ms. Kehoe stated that we are stabilizing creek banks and planting trees. She drafted a letter and would like John Durdan to sign it. Ms. Kehoe stated that she is asking for easements because the borough has the right of way in the creek, there is no guarantee that a truck won't cross the line into some of these yards. John Durdan made the first motion to sign the letter, seconded by Ed Yasinskas. Shannon Brown stated that because this is a grant application, it might be a good idea to

cite to our comprehensive plan. Section 4 does address those types of issues, green space and planting and maybe adding a line that says the Planning Commission supports this request. Say that this project is consistent with the Borough of Clarks Summit's Municipal Plan. Mr. Brown stated that he thinks the DCED would look upon that very favorably. Mr. Durdan amended his motion to include the statements made by Shannon Brown, seconded by Ed Yasinkas, vote was unanimous.

We are working on the website; it has been down for a while.

John Durdan discussed cameras being placed in downtown Clarks Summit, possibly grant money? Ms. Kehoe would look into grant money for this.

John Durdan discussed the truck traffic in downtown Clarks Summit.

ADJOURNMENT:

Ed Yasinkas made the first motion to adjourn, seconded by John Recicar, vote was unanimous.