

**THE BOROUGH OF CLARKS SUMMIT  
PLANNING COMMISSION  
WEDNESDAY, MAY 16, 2018**

The May Regular Meeting of the Planning Commission was conducted on Wednesday, May 16, 2018 at approximately 7:00 P.M. The Meeting was held in Borough Council Chambers, 2<sup>nd</sup> 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, Solicitor Michael Cowley, Code Officer Ms. Jenn Basalyga, Recording Secretary Ms. Virginia Kehoe, Mr. Ed Yasinskas, Mr. Shannon Brown and Mr. Jim Burke. Mr. John Recicar was absent.

**APPROVAL OF THE AGENDA:**

Ed Yasinskas made the first motion to approve the agenda, seconded by Jim Burke, vote was 4-0.

Recess the meeting at 7:05pm to the call of the chair.

**REORGANIZATION:** Ed Yasinskas made the first motion to nominate John Durdan for Chairman of the Planning Commission, seconded by Shannon Brown, vote was 4-0.

John Durdan made the first motion to nominate Ed Yasinskas for Vice Chairman of the Planning Commission, seconded by Jim Burke, vote was 4-0.

Ed Yasinskas made the first motion to nominate Virginia Kehoe as the Recording Secretary for the Planning Commission, vote was 4-0.

Ed Yasinskas made the first motion to nominate Mike Cowley as the Planning Commission's Solicitor, seconded by John Durdan, vote was 4-0.

Ed Yasinskas made the first motion to reconvened the Planning Commission meeting, seconded by Shannon Brown, vote was 4-0.

Ed Yasinskas asked about the easement at the old Pizza Hut location. Ms. Kehoe stated that we are waiting for a written easement agreement. They will not receive permits without it. Also, all of the conditions have been met.

**APPROVAL OF MINUTES:**

- March 27, 2017: Shannon Brown made the first motion to approve the minutes with the changes, seconded by Ed Yasinskas, vote was 3-1 with Jim Burke abstaining.

**COMMUNICATIONS:**

- n/a

**PUBLIC INPUT/COMMENT:**

**SITE PLANS AND RE-SUBDIVISIONS:**

- n/a

**OLD BUSINESS:**

- n/a

**NEW BUSINESS:**

- **Strategic Planning Thoughts:** Discussed the changes, updates and amendments to the Ordinance Book since 2002. Shannon Brown stated that SAPA will help with the mechanics of that process, but this needs to be looked into. We would need to get Carson Helfrich on this. He has been involved with giving input into the amendments that have been passed. Ms. Kehoe thinks that it is an excellent idea to update the Ordinance Book. Ms. Kehoe stated that she would contact Carson Helfrich for the next meeting. The MS4 EPA stormwater regulations are becoming more stringent. John Durdan stated that he did participate in a webinar. Who should come first the Zoning Hearing Board or the Planning Commission? If there is a zoning violation they would need a zoning variance first. Ms. Kehoe stated that she will send webinar info to the Planning Commission if it is relevant. John Durdan inquired about a web cam on State Street. Ms. Kehoe stated that it has been brought to her attention to have cameras in the Borough parks.

**ADJOURNMENT:**

Ed Yasinkas made the first motion to adjourn, seconded by Jim Burke, vote was 4-0.