

PLANNING COMMISSION
Regular Meeting Minutes
Tuesday, April 18, 2023

A Regular meeting of the Towanda Borough Planning Commission was held on Tuesday, April 18, 2023 in the Council Room of the Towanda Municipal Building, 724 Main Street, Towanda, PA.

The meeting was called to order by Planning Commission Chairman Kayla Saxon at 7:01 PM.

Members Present: Chairman Kayla Saxon, Vice-Chairman Kevin Doupe', William Kovalcin, Erin Groves, Roger Hatch & Shane Mize

Members Absent: Mark Christini, Jim Lacek & Diane Siegmund

Citizens to be Heard or Guests: None.

Minutes:

A motion was made by Mr. Kovalcin and seconded by Mrs. Groves to approve the previous regular meeting minutes that were held on February 21, 2023, with a minor change in spelling. Motion passed.

New Business:

Old Business:

A. Status of the Vacant Store Front Ordinance.

This new ordinance was adopted at the March 6, 2023, Borough Council Meeting.

B. Quality of Life Ticketing Ordinance

This new ordinance was adopted at the March 6, 2023, Borough Council Meeting.

Chairperson Saxon announced that she is resigning from the Planning Commission and sent her resignation to Borough Council. She stated there are medical issues within her family that she needs to attend to wholly. Plus, her job duties as a project engineer include big changes that are coming to her place of employment. She expressed appreciation for working with all the planning commission members.

FUTURE Business (at a Later Date):

- A.** Update Regional Comprehensive Plan – Regional Comprehensive Plan as adopted in 2008 – link below:

[Central Bradford Comprehensive Plan Executive Summary](#)

[Central Bradford Region Comprehensive Plan](#)

[Central Bradford Region Comprehensive Plan Appendix](#)

- B.** DCED Grant Approved – Point committee for bundled projects.

1. Tommy Fairchild Memorial Park (formerly Riverfront Park)
2. YMCA (SCI) Complex Master Plan (including the Memorial Park playground).
3. Third Ward Park.
4. The TRAIL project with the possibility of connecting all Towanda Borough Parks and municipal grounds with the trail.

Manager Hotaling came to the meeting after her Parks Master Plan meeting at the YMCA. She has a committee of 12 working on this project. Chris Foster, the landscape architect from Stifler-McGraw is working on the project. She also shared that Towanda Borough has partnered with the Community Foundation for the Twin Tiers to help raise funds for the downtown revitalization plan.

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MISC:

Manager Hotaling also stated that the Planning Commission may have a couple of public meetings soon of property owners that might apply for zoning permit(s).

Adjournment:

A motion to adjourn was made by Mrs. Groves and seconded by Mr. Mize at 7:33 PM.
The next meeting will be held on Tuesday, May 16, 2023, at 7 PM.



Recording Secretary
Planning Commission