

**BOROUGH OF MEDIA  
MINUTES  
PLANNING COMMISSION MEETING  
OCTOBER 7, 2003**

The Media Borough Planning Commission met on the above date with the following individuals present: Chairperson Steve Moss, Tina Mason, Robert Yosua, Peter Williamson, and Chris Pavlou. Also present was Code Enforcement Officer Jeffery, Engineer Walton, Vice-President Robinson, Borough Manager Smith, and Secretary Higgins. William Payne and Gordon Grimditch were absent from the meeting.

Chairperson Moss called the meeting to order at 7:33 p.m.

**Approval of Minutes**

Peter Williamson made a motion to approve the minutes of the Commission meeting of August 5, 2003. Chris Pavlou seconded the motion. Motion carried unanimously.

Peter Williamson made a motion to approve the minutes of the Commission meeting of September 2, 2003. Robert Yosua seconded the motion. Motion carried unanimously.

**Sign Permits**

**Barry Green's Strip Stores – 23, 25, 27, & 29 W State Street**

Chairperson Moss addressed the audience and asked if the commission could review all 4 signs together. There were no objections. Chairperson Moss requested that everyone involved with these properties to come forward and give their names. Lynne Toy, Posh, 29 W State Street, William Lynch, Golden Impulse, 23 W State Street, Bill Lynch, Hometown Wellness, 27 W State Street, and Heather & Andrew Orata, 25 W State Street were all present to present their signs. Chris Pavlou inquired to the proposed lighting. Code Enforcement Officer Jeffery replied that the lighting is to be gooseneck fixtures and that all the signs are harmonious, black letters affixed to the beige façade. Peter Williamson approved application with the condition that no sign exceeds 16 sq ft; seconded by Robert Yosua. Motion carried unanimously.

**Minor Land Development**

**Subway – 208 W State Street**

Vasu Patel, Subway and Steve Botella, Property Owner present a plan to change the existing use of a hair salon to a food establishment use. Peter Williamson requested information regarding the planter box. Mr. Botella replied he would have the planter box repaired. Peter Williamson inquired to Engineer Walton if he had any comments. Engineer Walton listed a few comments 1) Trash enclosure with a concrete pad must be shown on plans. 2) Delivery area must be marked on plans. 3) Drainage 4) Establish employee parking area. 5) Exhaust system 6) Sanitary Sewer 7) DEP Waiver for sewer

module and 8) Install grease trap. Mr. Patel agreed to all Engineer Walton's comments. Peter Williamson motioned to approve change with the condition that all Engineer Walton's comments are addressed; seconded by Tina Mason. Motion carried unanimously.

#### Marco Polo's – 111 W State Street

Robert H. Linn, Architect presented a plan to change the existing business use to an Assembly use for an Italian Restaurant. The commission discussed briefly about O'Malley's Ice Cream, Joclyn's, and Marco Polo's all sharing the existing dumpster enclosure as a suggestion. Mr. Linn agreed to consider such. Engineer Walton expressed that Mr. Linn has all his concerns and is addressing them. Peter Williamson motioned to approve application as submitted with the condition that all Engineer Walton's concerns are met; seconded by Chris Pavlou. Motion carried unanimously.

#### Closing Discussion

Chairperson Moss explained that the remaining items on the agenda are the Sign Ordinance amendments, Planning Commission in house seminar dates, and Parking Ratios in the R-2 and R-3 districts. Chairperson Moss asked the Commission if anyone objected to discussing these issues at their workshop meeting on October 16<sup>th</sup>. No one objected. Chairperson Moss addressed the Commission further by saying that he does want to discuss how the Borough can assist the Commission in a more effect way. Everyone agreed that having the Executive Summary and the previous months minutes on the Friday before the meeting would be helpful. Additionally it would be helpful to have a list of the land development and subdivision projects e-mailed to the members two Fridays before the meeting. Code Enforcement Officer Jeffery agreed to have Secretary Higgins establish this.

#### Adjournment

Tina Mason made a motion to adjourn the meeting; seconded by Robert Yosua. Motion carried unanimously. Meeting adjourned at 10:45 p.m.

Respectfully submitted,

Tara Lynn Higgins,  
Administrative Secretary