

**BOROUGH OF MEDIA  
MINUTES  
PLANNING COMMISSION MEETING  
FEBRUARY 3, 2004**

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

Chairperson Moss called the meeting to order at 7:32 p.m.

**Open Discussion**

Chairperson Moss thanked everyone who came to the seminar and provided well-founded information. Chairperson Moss stated that he hopes these type of seminars can continue in the future.

**Approval of Minutes**

Tina Mason made a motion to approve the minutes of the Commission meeting of January 6, 2004 with changes to wording of the motion for 300 Block E State Street and that adjournment was seconded by Peter Williamson not Bill Payne; Peter Williamson seconded the motion. Motion carried unanimously.

**Sign Permits**

**McConnell Orthodontics – 32 E Front Street**

Dr. Roger H. McConnell is proposing to replace his freestanding sign with a new 6 sq ft freestanding sign that will recognize his orthodontics practice. Peter Williamson recused himself since his daughter is a patient of Dr. McConnell. Tina Mason made a motion to approve the application as submitted, seconded by Robert Yosua. Motion carried 3-0 with Peter Williamson not casting a vote.

**Land Development & Subdivision**

**New Tiny Hoagie Shop – 122 Manchester Ave.**

Don Bak presented the final plans for a minor land development addition to 122 Manchester Ave. Borough Engineer Walton informed Mr. Bak that with the additional square footage they are required to obtain a bigger dumpster or increase their weekly pick-ups. Mr. Bak agreed to provide for this on the plans prior to the Borough Council caucus meeting on the 17<sup>th</sup> of February. Peter Williamson made a motion to approve the application with the condition that the changes for the trash pick-up are noted on the plans; seconded by Robert Yosua. Motion carried unanimously.

J & P Contractors, Inc. – 31 E Front Street

Sandra Baggot presented the final plans for the change of use group at 31 E Front Street. Peter Williamson questioned what species of shade tree they are proposing to plant. Mrs. Baggot requested suggestions from Peter Williamson and Peter recommended a sycamore tree to which Mrs. Baggot agreed. Robert Yosua made a motion to approve the application as submitted; seconded by Tina Mason. Motion carried unanimously.

**Closing Discussion**

Vice-President Robinson mentioned that the Commission may want to start thinking about changing the use – by – right on the south side of Front Street to provide for more than just office use. The Commission agreed to keep this in mind with future applications.

**Adjournment**

Peter Williamson made a motion to adjourn; seconded by Tina Mason. Motion carried unanimously. Meeting adjourned at 8:00pm

Respectfully submitted,

Tara Lynn Higgins,  
Administrative Secretary