

The Easton Planning Commission met on Wednesday, December 2, 2015, at 6:30 p.m. in City Council Chambers, City Hall Counsel Chambers, 123 S. 3<sup>rd</sup> Street, Easton, PA 18042. Planning Commissioners Ron Shipman, Bonnie Winfield, William Heilman, Charles Elliott and Bill Carr were in attendance. The following Planning Bureau staff members were present: Chief Planner Carl Manges. Solicitor Joel Scheer was also present.

Mr. Charles Elliott called the meeting to order at 6:31 p.m.

The agenda was approved as presented.

**Approval of Minutes of November 4, 2015** Charles Elliott asked to approve the minutes as presented. Ron Shipman motioned to approve. Bill Carr seconded. The motion passed as presented. Mr. Elliot abstained.

**Privilege of the Floor.** None

**Easton Planning Commission 2015 Meeting Schedule** Bill Heilman motioned to approve, Bonnie Winfield seconded. Resolution was passed as presented.

**Comprehensive Plan Update.** Mr. Manges said he sent the Commissioners a copy of the Comprehensive Plan and Existing Conditions Report through Drop Box. Not everyone got both links. Mr. Manges said he would mail both copies to all the Commissioners. Mr. Manges also mentioned that the deadline for outside agency comments was December 11, 2015.

**Environmental Advisory Council Update.** No update because they did not meet.

As there was no further business, the meeting was adjourned at 6:37 p.m.