

**BOROUGH OF CARROLL VALLEY  
PLANNING COMMISSION MEETING  
MONDAY, FEBRUARY 7, 2005 – 7 PM**

**MINUTES**

Edward Kaplan called the meeting to order at 7 PM. Those in attendance were:

**COMMISSION MEMBERS:**

Edward Kaplan, Acting Chm  
Merril Sollenberger  
Ray Rabenold  
Anthony Golden  
Ron Harris  
Frank Buhrman

**BOROUGH OFFICIALS:**

Richard Hileman  
Interim Borough Manager  
Howard Rodriguez  
Code Enforcement  
Gayle Marthers  
Recording Secretary

**Absent:**

Laura Scudder, Chm.  
Neal Abrams

**ITEM #1.-APPROVAL OF MINUTES FROM JANUARY 3, 2005**

The Minutes were distributed for review.

**ACTION-** A Motion to approve the Minutes as presented was made by R. Harris, and seconded by M. Sollenberger. The Motion carried.

**ITEM #2.0-OPEN TO THE PUBLIC**

E. Kaplan reported that he attended a meeting in Oxford Township to share information on Residential Sprinklers and the Sprinkler Ordinance for Carroll Valley Borough. Mr. Kaplan stated he introduced a new slide presentation outlining the increases in fire incidents throughout the country and the state. There was less resistance and he stated that he experienced a more positive reception. Mr. Kaplan also stated that he attended a similar meeting in Emmitsburg, Maryland and learned that Frederick County Maryland is on-track for the adoption of a Residential Sprinkler Ordinance. Mr. Kaplan also announced that H&S Supply Company located in New Oxford will be carrying a line of Residential Sprinkler Systems and their replacement parts. H&S will also be providing training classes for inspectors.

M. Sollenberger expressed thanks to Mr. Kaplan for his hard work and diligence on the Sprinkler issue.

### **ITEM #3.1-RESIDENTIAL SPRINKLER CHALLENGE UPDATE**

Challenge was won by the Borough. The ordinance has gone into effect as of February 1, 2005 pending the appeal that has been filed. H. Rodriguez stated that all those who are currently in the building process will be notified that the ordinance has become effective.

Discussion ensued about the encouragement of “retro-fit” systems. No requirements, but encouraging the installation of Sprinklers in existing homes. It was suggested that a list of Sprinkler Installers be generated and available for hand out. E. Kaplan stated that he will provide a CD with information to be shared with prospective builders.

### **ITEM #3.2-CONSTRUCTION SITE REQUIREMENTS**

**3.2.1: Sample Regulation** – Attached example discussed. There are no state requirements for this issue; H. Rodriguez stated that there is mention of portable toilets in an OSHA document. There was a suggestion that a list of the ordinances that pertain to construction projects in the Borough be enumerated on a single sheet to be available for handout. Consensus was to include the “Site Requirements” section with the exception of #6 points 5 & 6; and addition of the distance requirement of 200 feet to point 7. Howard will have a draft at the March meeting.

**3.2.2. Location in Ordinance Book** – Spread it out or only in the Code Enforcement Section as a chapter on Site Regulations. F. Buhrman suggested it be where H. Rodriguez sees fit. R. Hileman clarified that the current code book is organized by chapter with penalties for infractions listed after the rules. R. Hileman stated that there is a plan for re-codification of the code book.

### **ITEM #3.3-ACT 537 FINANCIAL ANALYSIS UPDATE**

**3.3.1 PFM Financial Analysis of Options** – #1: New Plant; #2: Old Plant with Revisions; #3: Do Nothing. After the Planning Commission recommended Option #1; the Council looked at the financial data and have paused to do more evaluation of Options 1 & 2. There is concern that DEP may require us to follow through will our plan even if it is not financially feasible.

**3.3.2 Financing Strategy Point Paper** – Sewer and Water Authority has requested Planning Commission Representation on a special Sub-Committee to address the options and prepare for meeting with DEP to request funding help. M. Sollenberger volunteered to serve on this sub-committee.

What are the points being taken to DEP? Borough cannot afford project.  
When does the borough take the issue to the public? After DEP.

### **ITEM #3.4-OTHER**

**3.4.1 The Crest – Phase 1** – May be started as early as March 2005.

#### **ITEM #4.1-COMPREHENSIVE PLAN REVIEW**

L. Scudder continues to work on getting a regional comprehensive planning meeting scheduled. L. Scudder suggests holding off on CV review until the joint meeting has happened. Liberty Township, Highland Township and Fairfield Borough have expressed interest in participating. Hamiltonban will be invited also. R. Harris suggests that there be a timeline set for a Regional Plan. Also suggests that the commission continue to look at the current plan so that the borough's position can be clearly stated when the Regional Plan is discussed. R. Harris handed out a proposed draft of "How to Organize the Plan". After much discussion there was a general consensus that the current document be updated in content organization with inclusion of strategic goals. In closing, R. Hileman reminded the commission that the Comprehensive Plan is the equivalent of a living document that changes as time goes on.

#### **ITEM #4.2-UCC ADMINISTRATIVE CHANGES ORDINANCE**

H. Rodriguez has pulled this ordinance for revision and may re-submit after consultation with the Borough Solicitor.

#### **ITEM #4.2-LOT DONATION**

Lot P-115 located on the unfinished section of Finch Trail that extends west of Winter Trail and owned by the Baker's was offered as a donation to the Borough. The lot has failed perk test due to slope and is useful as Green Space and drainage. The lot would be appropriate for green space.

ACTION- A Motion to recommend acceptance of the donation of Lot P-115 to the Borough Council was made by F. Buhrman, and seconded by M. Sollenberger. The Motion carried.

Lot D-208 located on the abandoned Ultra Trail owned by the Stem's to be traded for Borough-owned Lot E-103 located on Possum Trail. It is the intent of the Stem's to recombine their Lot E-102 and Lot E-103 for development. The trade will increase the number of Borough-owned lots on the vacated Ultra Trail keeping those lots out of circulation. The development of recombined Lot E-102/103 will add to the tax base. Lot E-103 has failed perk and is assessed at \$460. Lot D-208 is assessed at \$1076. Discussion regarding the Borough's abandonment of a 50 foot portion of Possum Trail led to a recommendation that the Stem's allow for a cul-de-sac right-of-way at the end of Possum Trail.

ACTION- A Motion to recommend the trade of Lot D-208 for Lot E-103 with the inclusion of a cul-de-sac right-of-way to the Borough Council was made by M. Sollenberger and seconded by F. Buhrman. The Motion carried.

#### **ITEM #4.4-REGIONAL PLANNING ISSUES**

Consensus was that this issue was covered under Comprehensive Plan Update

**ITEM #4.5-OTHER**

Search for new Borough Manager continues. The position was re-advertised in January.

The need for a replacement for Planning Commission Member M. Stewart has been announced in the Valley Views and The Emmitsburg Dispatch with no response to date.

Announcement of a Department of Community & Economic Development sponsored one-day-training on Local Floodplain Management will in multiple locations during March, April and May. Information and registration form are included in the meeting packets.

**ITEM #5.0-ADJOURNMENT**

There being no further business a Motion to adjourn was made at 8:50 PM by F. Buhrman and seconded by R. Harris. Motion carried unanimously.

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Gayle R. Marthers, Recording Secretary