

**BOROUGH OF CARROLL VALLEY  
PLANNING COMMISSION MEETING  
MONDAY, JUNE 5, 2023 – 7:00 P.M.  
BOROUGH OFFICE**

**MINUTES**

Chairman Michael Wight called the meeting to order at 7:00 P.M. The attendance was as follows:

**PLANNING COMMISSION  
MEMBERS**

**Present**

John Schubring, Vice Chairman  
Owen Phelan  
Bret Robinson  
Michael Wight  
Sara Laird  
Jeff Pannebaker  
Douglas Browning

**BOROUGH OFFICIALS, ETC.**

David Hazlett Borough Manager  
Amanda Bell, Asst. Borough Secretary

**Absent**

Brion Fitzgerald  
David Lillard

**CONSIDERATION OF THE MINUTES OF THE MAY 1, 2023 PLANNING  
COMMISSION MEETING**

\*\*\*J. Schubring moved, S. Laird seconded, that the Commission accept the minutes of the Planning Commission Meeting of May 1, 2023 as submitted.

**OPEN TO THE PUBLIC**

No one addressed the Commission at this time.

**NEW BUSINESS**

**Front Setback for Accessory Structures**

The following citizen asked to be heard:

Mr. Michael Kulkusky of 46 Hilltop Trail, Carroll Valley, resident requesting revision for accessory structures.

The following items were addressed:

- Existing setbacks will still be enforced.
- No secondary structure shall be built in-front of primary structure.
- Accessory structure must be affixed to the ground.

Following much discussion, Members agreed by consensus to have Mr. Hazlett draft an ordinance amendment pertaining to accessory structures. The revision will be reviewed at next month's meeting.

**OLD BUSINESS**

**Ordinance #2-2022 Zoning Ordinance Amendment (RV Trailer Parking)**

The following items were addressed:

- Further define "Trailer drawn by motor vehicle" to "drawn by a licensed and registered motor vehicle"
- Remove specified setback of 5 feet to appropriate setbacks for the zoning district.

- No changes were recommended to the total number of trailers. Currently the ordinance allows the keeping of three trailers.

\*\*\*S. Laird moved, J. Schubring seconded, that the Commission have Mr. Hazlett make the appropriate administrative changes and recommend to Borough Council approval of the ordinance. Motion passed unanimously.

### **Review of Zoning Ordinance Chapter 27 regarding Vacation Rentals**

Mr. Hazlett stated he is still working on a draft ordinance with Mr. Wight and will have one prepared for next month's meeting.

### **ADJOURNMENT**

\*\*\* The meeting adjourned at 7:57 PM by consensus.

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Amanda Bell, Asst. Borough Secretary