

**BOROUGH OF CARROLL VALLEY  
PLANNING COMMISSION AND BOROUGH COUNCIL JOINT MEETING  
Monday, August 5, 2019 – 7:00 P.M.  
BOROUGH OFFICE**

**MINUTES**

Member Michael Wight called the meeting to order at 7:00 P.M. Mr. Schubring, Vice Chair, arrived at 7:10pm and conducted the meeting thereafter. The attendance was as follows:

**PLANNING COMMISSION MEMBERS**

**Present**

David Lillard, via phone  
Bernard Garland  
Bruce Carr  
Ron Harris, Mayor  
Michael Wight  
John Schubring  
Steve Sites

**Absent**

**BOROUGH OFFICIALS, ETC.**

Gayle R. Marthers, Asst. Borough Manager  
David A. Hazlett, Borough Manager

**COUNCIL MEMBERS**

**Present**

David Lillard, via phone  
Richard Mathews  
Beth Cool  
Bruce Carr  
Robert Verderaine  
Sarah Skoczen, President

**Absent**

**CONSIDERATION OF THE MINUTES OF THE JUNE 3, 2019 MEETING of PLANNING COMMISSION with BOROUGH COUNCIL**

Following brief discussion:

\*\*\*B. Carr moved, B. Garland seconded, that the Commission accept the minutes of the Planning Commission Meeting with Borough Council of June 3, 2019 as submitted. Motion passed unanimously.

**OPEN TO THE PUBLIC**

No one addressed Members at this time.

**NEW BUSINESS**

Mr. Robert Gage of GBT Realty Corporation addressed the Members requesting a re-zone or variance from Recreation Commercial to Commercial for the purpose of developing parcel # 43-014-0002---000 located along Rt 116 next to Mountain View Realty. Mr. Gage represents a retail store corporation that is interested in building a new 10,000 sqft retail store. Concerns were raised regarding the size of the building and whether the construction would meet the requirements of the new Chapter 27 guidelines being finalized. After much discussion the following options were outlined:

- Move forward with a zoning hearing for a variance – this was met with considerable resistance
- Hold off until the Chapter 27 re-write is completed – this was considered more viable
- Deny the request and ask that the company re-design or move on to a different property

Mr. Gage requested a copy of the proposed new Chapter 27 to review and determine if the construction project could meet the conditions of the new regulations. Members thanked him for his presentation and willingness to work with the Borough and agreed to provide the document to him as soon as it was made a public document.

## **OLD BUSINESS**

### Comprehensive Ordinance Review: Chapter 27: Zoning.

The Draft Dated 07/17/2019 was reviewed with the following comments/corrections:

- Page 104: Section 1601: Remove all verbiage under “A” as it refers to a provision that was removed in a previous draft. Consensus of Members agreed that this should be removed.
- Page 135: Section 1915: Concern was raised that the section states an amount of money to be charged. Can this be changed to allow for Council to alter the fee more easily? Mr. Thaeler explained that the Municipal Planning Code sets this amount. Members then requested that a statement be added that includes the “enacting legislation” to add clarity.
- There is a need to add verbiage regarding the Air B&B or short-term rentals of private residences. Mr. Thaeler shared information from a recent PA Supreme Court ruling and the discussions of neighboring communities. Consensus of Members was to have the verbiage drafted that was consistent with the Supreme Court ruling and the regulations being adopted by neighboring communities.
- Page 59 refers to the table of native species of plants; this table needs to be added.
- Table of Uses needs to be added as an appendix or table that is referenced somewhere in the document.
- Mr. Thaeler will alphabetize the various lists and correct any pagination errors referenced in the Table of Contents after all corrections are made.

The timeline of future progress for the project was discussed at length. Questions or Concerns that were raised:

- What is the next step?
- When should Public Input be sought?
- Is a Public Hearing be required? At what point should it be scheduled?
- Is the Document ready to undergo Public Scrutiny?
- Is the Commission versed enough to adequately answer the Public regarding the Document?

Following much discussion:

\*\*\*R. Harris moved; M. Wight seconded the Motion to Move the Document to Public Review. Motion passed unanimously.

Discussion regarding the process for Public Review resulted in the following plan:

- Borough Staff will Advertise a Public Open House to Review the Proposed Chapter 27 rewrite.
- Recommended date is Wednesday, September 18, 2019
- Recommended time is from 6:30pm to 8:30pm
- Recommended location is Borough Meeting Room
- Information to be Provided to the Public:
  - Set-Backs: Current versus Proposed
  - Table of Uses: Current versus Proposed
  - Current Zoning Map: large format for discussion as well as small “take-home” copies
  - Proposed Zoning Map: large format for discussion as well as small “take-home” copies
- Rob Thaeler will provide a clean, corrected version of Chapter 27 by 08/12/2019 for reference

Mr. Carr requested a re-organization of the Commission at this time citing the upcoming vacancy and a need for new ideas and people in leadership roles of the group. Mayor Harris suggested waiting until the finalization of the Chapter 27 project to retain consistency:

\*\*\*B. Carr moved; B. Garland seconded a motion to appoint Mr. Wight the Chairman of the Commission. Motion passed with Mr. Carr, Mr. Garland, Mr. Wight and Mr. Schubring voting yes and Mr. Sites, Mr. Lillard and Mr. Harris voting no.

Members confirmed by consensus that the vice chair position is to remain with Mr. Schubring.

### **ADJOURNMENT**

\*\*\* R. Harris moved; Mr. Wight seconded that the meeting adjourn at 9:15 PM. Motion passed unanimously.

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Gayle R. Marthers, Borough Secretary