

**BOROUGH OF CARROLL VALLEY  
PLANNING COMMISSION AND BOROUGH COUNCIL JOINT MEETING  
Tuesday, September 3, 2019 – 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**

David Lillard  
Bernard Garland  
Bruce Carr  
Ron Harris, Mayor  
Michael Wight  
John Schubring

**Absent**

**BOROUGH OFFICIALS, ETC.**

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

**COUNCIL MEMBERS**

**Present**

David Lillard  
Richard Mathews  
Beth Cool  
Bruce Carr  
Robert Verderaime  
Sarah Skoczen, President  
Steven Sites

**Absent**

**CONSIDERATION OF THE MINUTES OF THE AUGUST 5, 2019 MEETING of  
PLANNING COMMISSION with BOROUGH COUNCIL**

Following brief discussion:

\*\*\*R. Harris. moved, J. Schubring seconded, that the Commission accept the minutes of the Planning Commission Meeting with Borough Council of August 5, 2019 as submitted. Motion passed unanimously.

**OPEN TO THE PUBLIC**

No one addressed Members at this time.

**NEW BUSINESS**

There was none.

**OLD BUSINESS**

Comprehensive Ordinance Review: Chapter 27: Zoning.

- Legal Advertisement of Open House:  
Members reviewed the proposed advertisement for the Open House there was a consensus to change the word “citizens” to “any interested parties”:  
\*\*\*R. Harris moved; B. Garland seconded that Planning Commission recommend to Borough Council that the Notice of Open House be advertised. Motion passed unanimously.

Borough Council members present reviewed the document with the proposed verbiage change and following brief discussion:

\*\*\*R. Verderaime moved; B. Cool seconded that the Notice of Open House be advertised. Motion passed unanimously.

Mr. Mathews expressed the following concerns regarding the process:

- When will the entire document be available for public review? Consensus of the Members of Planning and Council was sometime after the Open House
- Mr. Mathews and other Members expressed concerns over the many problems found in the Document:
  - Typographical Errors
  - Grammatical Errors
  - Missing Words
  - Section References/Cross References Missing
  - Table of Uses is Incomplete
  - Formatting Errors/Issues
  - Pages 47-49: Questioned Preferred Standards
  - “Automobile Traffic”: should it specify motorcycles, trucks, bicycles?
- Summary Flyer
 

Members reviewed the Draft Summary Flyer for the Open House. The following comments were considered:

  - Mayor Harris provided a list of Possible Questions that a resident may present, and Members discussed the correct and preferred answers. It was suggested that members highlight the hard work that has been put into it.
  - Condense information to a One-Page document
  - Community Core (CC) should be defined:
    - Mixed-Use District
    - Building to be consistent with Liberty Mountain Resort and Taverna
    - Diversity of Building available (i.e. professional office, multi-family structures, townhomes, etc.)
    - 75% of the designated CC area is Liberty Mountain ski and golf resort
- Members asked Mr. Thaeler where Hamiltonban Township is in their zoning rewrite process:
  - Planning Commission has had the public meeting and approved a motion to move the document to their Board of Supervisors for consideration
- Rob Thaeler will provide a clean, corrected version of Chapter 27 by 10/01/2019 for review

## ADJOURNMENT

\*\*\* B. Carr moved; B. Garland seconded that the meeting adjourn at 8:15 PM. Motion passed unanimously.

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Gayle R. Marthers, Borough Secretary