

**BOROUGH OF CARROLL VALLEY
PLANNING COMMISSION MEETING
MONDAY, FEBRUARY 2, 2015 – 7:00 P.M.
BOROUGH OFFICE**

MINUTES

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

PLANNING COMMISSION MEMBERS

Present

Robert Verderaime
Ed Kaplan, Chair
Mary Davidson
Ron Harris, Mayor
David Lillard
Lisa McLeod-Simmons
Dan Patton

Absent

John Schubring

BOROUGH OFFICIALS, ETC.

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

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 3, 2014 PLANNING COMMISSION MEETING

*** R. Verderaime moved, R. Harris seconded, that the Commission accept the minutes of the Planning Commission Meeting of August 4, 2014 as submitted. Motion passed with Mr. Patton and Mrs. McLeod-Simmons abstaining.

OPEN TO THE PUBLIC

The following individuals addressed the Commission during the course of the meeting:

- Mr. Kaplan invited members to Gettysburg Rocks, a series of concerts throughout the area this weekend to raise money for the Four Diamonds Fund.

OLD BUSINESS

Southwest Adams Joint Comprehensive Plan.

Mr. Kaplan explained that the group is planning to ask all municipalities involved to participate in the required Public Hearing jointly on Thursday, March 26, 2015 at the Fairfield Borough Building and asked that members plan to attend. There is also a requirement that the County Planning Office must be formally asked to review the document. After brief discussion:

***R. Harris moved; L. McLeod-Simmons seconded that the Commission recommend that Borough Council request a formal review of the Southwest Adams Joint Comprehensive Draft Plan by the County Planning Office. Motion passed unanimously.

NEW BUSINESS

Committee Member Application. Members reviewed applications from Mr. Robert Tyler Pyles and Mr. Mark Ounan. Following lengthy discussion:

***R. Harris moved; D. Patton seconded that the Commission recommend to Council the appointment of Mr. Robert Tyler Pyles to fill the remaining term of Mr. Abrams on the Planning Commission. Motion passed unanimously.

Comprehensive Ordinance Review. Mr. Kaplan introduced the goal for the next several meetings explaining that the Commission is charged with maintaining the Ordinances and that the process is sorely overdue. Mr. Hazlett agreed that there has not been a comprehensive review of the ordinances in over 10 years. It was agreed to by consensus that the Members would accept Mr. Hazlett's recommendation for areas of first review. Members were asked to consider the following for each area reviewed:

- Does the Code properly reflect the Borough or in the Member's opinion the Future of the Borough?
- Does the Code Sufficiently and Accurately Define all Key Elements to Ensure Ease of Understanding and Promote a General Adherence to the Code?
- Is the Code Enforceable? If so, Are there Procedures and/or Processes in place to Enforce the Code?

Mr. Hazlett explained that when Members have provided the necessary feedback in answer to the consideration listed above; he and other Borough Staff would provide the draft of revisions for Commission review.

The first Chapter to be reviewed is number 2 regarding Animals. In addition to the considerations above, Members were asked to provide:

- Ideas for Improvements if you feel they are needed
- List of Definitions if you feel there are ones missing
- Examples from other Municipalities that you feel would better serve Carroll Valley
- Master List of Definitions

Working Groups. Mr. Kaplan asked Members to remain diligent in their work on the any small group issue that has gotten side-tracked in the past several months. Issues of topic:

- Home Office/Home-Based Businesses and the Tele-Commuter:
 - Mr. Kaplan offered to assume the Chair of this committee while Mrs. McLeod Simmons is recuperating from her surgery. Members agreed by consensus.
 - Sub-topics for this issue:

▪ Signage	▪ Internet Service
▪ Cellular Service	▪ Fax Services
▪ Meeting Room/Space	▪ Economic Development
 - Special Interest Meeting followed by a Town Hall Meeting
- Walking/Hiking & Biking Trails – Members agreed by consensus to request Parks and Recreation Committee follow-up on this topic.
- Build-Out Analysis – Mr. Kaplan asked that Members identify areas for Commercial Growth and compare them to the proposed areas of growth in the Southwest Adams Regional Comprehensive Plan.

ADJOURNMENT

*** R. Harris moved; R. Verderaime seconded that the meeting adjourn at 8:40 PM. Motion passed unanimously.

Gayle R. Marthers, Borough Secretary