

**BOROUGH OF CARROLL VALLEY  
PLANNING COMMISSION MEETING  
MONDAY, FEBRUARY 1, 2016 – 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**

**BOROUGH OFFICIALS, ETC.**

**Present**

Ed Kaplan, Chair  
Ron Harris, Mayor  
Robert Verderaime  
Robert Tyler Pyles  
Mary Davidson  
John Schubring

Gayle R. Marthers, Borough Secretary  
David Baker, Zoning Officer

**Absent**

David Lillard  
Lisa McLeod-Simmons

**CONSIDERATION OF THE MINUTES OF THE DECEMBER 7, 2015 PLANNING COMMISSION MEETING**

\*\*\* R. Harris moved, R. Pyles seconded, that the Commission accept the minutes of the Planning Commission Meeting of December 7, 2015 as submitted. Motion passed unanimously.

**OPEN TO THE PUBLIC**

No one addressed Members at this time.

**OLD BUSINESS**

Comprehensive Ordinance Review.

Members reviewed Chapter 25: Trees. Mr. Baker confirmed that Part 1 of Chapter 25 violated current laws protecting a land owners rights to remove a product, i.e. the trees from their land. Following much discussion:

J. Schubring moved; R. Harris seconded that Members recommend to Council that an ordinance be drawn as soon as possible to repeal Part 1 of Chapter 25. Motion passed unanimously.

Subsequent discussion ensued regarding the recently revised Part 2 of Chapter 25. The following recommendations were noted:

- Make the definition of “ownership” match the agreed upon definition from previous discussions of this topic. Make the change in all text denoting ownership.
- In Section 201(B) the following changes were noted:
  - Strikeout the words “grass, weeds or other” in the middle of the first sentence; thereby reducing the verbiage to “... allow to be kept any vegetation included on the ....”
  - Include a link to the Noxious Weed List and Complaint Form referenced in the Ordinance.
  - Correct formatting of the letter “B” as it appears to be in smaller or different font.
- Mr. Verderaime and Mayor Harris lobbied concern regarding the policy and procedure of the handling of an amendment to an Ordinance; specifically, the method by which a citizen would know that an ordinance had been modified and where to find the new ordinance. Following much discussion:

\*\*\*R. Verderaime moved, R. Harris seconded that Borough staff be asked to draft a new fully integrated Chapter 25 ordinance that would repeal the Part 1 and amend Part 2 Section 201 and include subsequent Sections 202, 203 and 2014 for the sake of clarification. Motion passed unanimously.

### Working Group: Home Office/Home-Based Businesses.

Mr. Kaplan re-stated the mission of the group and reported that the 3-member team of, Mrs. McLeod-Simmons, Ms. Cathy McCabe and himself have been reaching out to current permit holders and asking what their needs may be and if the Borough can offer any help to them. The group plans to meet within the next 2-3 weeks.

### Hiking/Biking Trails.

Ms. Davidson shared the history of the plan and explained the progress up until today. A representative from GMS Funding Solutions, the firm consulting with the Borough on funding for the new municipal building has provided a consultant to aid in the application for a Department of Conservation and Natural Resources (DCNR) grant to aid the project. She along with the Borough Parks and Recreation chairman and Borough Manager will be meeting with GMS and the DCNR on Wednesday, February 17, 2016. Updates will follow. Additional recommendations for this project included:

- Invite WellSpan to become a stakeholder in the Program; as there may be donation opportunities
- Consulting with the Gettysburg Recreation Group or Bicycling Groups to secure multi-municipal agreements that may help with funding opportunities
- Invite adjoining municipalities to become stakeholders and to “hook-in” to the trails.
- Confirmed that a resident request that a sidewalk or safe walking path be established in K-section along Northern Pike Trail.
- Consult the South West Adams Regional Comprehensive Plan for additional support of the project.

### Build-Out Analysis.

Mr. Kaplan suggested that an update to this be made as the one of record is dated some 3 - 5 years ago. Mr. Baker stated that since the last report there have been 2 houses built in the K-section and 1 permit issued for a new house in the J-section; leaving approximately 75 lots open. The other sections will require more research.

## **NEW BUSINESS**

### Appointment of a Vice Chair.

Mr. Kaplan was offered congratulations on his appointment to the Adams County Planning Commission.

Mr. Kaplan reviewed the items to be discussed at the March meeting of the Commission:

- Definition of “owner” or “person”
  - Amended Chapter 25 of the Code of Ordinances
    - Repealing all of Part 1
    - Corrections noted above for Part 2 Section 201
    - Inclusion of Part 2 Sections 202 through 204 for clarity
- \*\*\*R. Harris moved, T. Pyles seconded that Borough Staff be asked to prepare the Amended Chapter 25 of the Code of Ordinances as described for review. Motion passed unanimously.

## **ADJOURNMENT**

\*\*\* R. Harris moved; T. Pyles seconded that the meeting adjourn at 8:15 PM. Motion passed unanimously.

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Gayle R. Marthers, Borough Secretary