

**BOROUGH OF CARROLL VALLEY  
PLANNING COMMISSION MEETING  
MONDAY, APRIL 4, 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

David Lillard

Lisa McLeod-Simmons

Gayle R. Marthers, Borough Secretary

David Baker, Zoning Officer

**Absent**

**CONSIDERATION OF THE MINUTES OF THE FEBRUARY 1, 2016 PLANNING COMMISSION MEETING**

\*\*\* R. Pyles moved, D. Lillard seconded, that the Commission accept the minutes of the Planning Commission Meeting of February 1, 2016 as submitted. Motion passed unanimously.

**OPEN TO THE PUBLIC**

No one addressed Members at this time.

**OLD BUSINESS**

T-N-R Program Update.

Mrs. Skoczen provided an update of the program which has resulted in 87 Cats being trapped with the following breakdown:

- 23 from K-Section
- 21 from Cheryl Trail Area
- 19 from Barbara Trail Area
- 8 from Dora Trail Area
- 16 from Eagles Trail Area
- 49 Females
- 38 Males
- Involved approximately 15 – 20 community volunteers over the 6 months operation

E. Kaplan suggested getting Adams County Commissioners involved with the project and moving to a more global, county wide assessment of the problem. May Harris suggested instead to notify the Adams County Council of Governments (COG) where municipal leaders meet monthly and Commissioners are often in attendance. Commission Members thanked Mrs. Skoczen for her leadership of the program.

Comprehensive Ordinance Review.

Members reviewed Chapter 26: Water. Members discussed the information at length and the following additions, corrections and suggestions were offered:

- Part 1 Section 26-103 need a definition of “Inspecting Officer” or Recommended change to “appropriate Borough Officer”.

- Part 1 Section 26-104 #2(B-4 and B-6) the following changes were recommended:
  - Strikeout the words “8 to” in the middle of the first sentence; thereby reducing the verbiage to “... shall extend a minimum of 12 inches ....”
  - Strikeout the words “8 to” in the middle of the first sentence; thereby reducing the verbiage to “... shall be raised above grade to 12 inches ....”
- Mr. Verderaime and Mayor Harris questioned the inclusion of the abbreviation: [A.O.] following Part 1 Section 26-104 #4 (E-11B) and also noted as the end of Part 1 Section 26-104. Recommendation of a list of abbreviation be added to the overall document that included this one; identify it in a list of definitions in this chapter or remove the abbreviation and replace it with the full word series.
- Part 1 Section 26-110 #1; insert the previously agreed upon definition of “Person” into the text making it consistent with the whole document.
- Part 2 Section 26-207; insert the previously agreed upon definition of “Person” into the text making it consistent with the whole document.
- Members questioned the inclusion of maps at the end of Part 2 entitled:
  - Street Map
  - Transportation Map Showing Existing & Proposed Routes & Locations Needing Improvement
  - Flood Plain Map
 Recommendation was to remove the maps or provide appropriate references within the verbiage of the chapter.

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

Mr. Kaplan reported that the group met and are working on their detailed plan. The expectation is to have a written plan for Commission review at the May meeting.

#### Hiking/Biking Trails.

Ms. Davidson reported progress stating that during the meeting with DCNR Representatives it was learned that there is a June deadline for a DCNR grant specific to Greenways and Trailways that appears to be the best fit for the project. 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 the appropriate grant. Updates will follow. Councilman Carr, in attendance requested that the Council be updated on this project prior to the point where funding is requested. He stated that the Council would like to be kept informed of all possible projects so that when/if there is a vote necessary; Members of Council can make an informed decision. It discussed at length and decided that Ms. Davidson would prepare a PowerPoint presentation outlining the project, its phased implementation and information concerning the grant opportunities. Once completed; the presentation would be reviewed by members of the Commission and the Parks Committee and presented at the May 2016 Council meeting.

#### Build-Out Analysis.

Mr. Kaplan reported that this agenda item requires more research and will be on hold until such research can be completed.

### **NEW BUSINESS**

#### Adams County Planning Group.

As a newly appointed member, Mr. Kaplan shared information from this county planning group. The current project is ensure that all veteran’s graves are adorned with an American flag from Memorial Day through the 4<sup>th</sup> of July.

NFTA Training on Public Policy for Risk Assessment.

Mr. Kaplan shared information from this training where he used Carroll Valley as the basis of his studies.

**ADJOURNMENT**

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

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Gayle R. Marthers, Borough Secretary