

**BOROUGH OF CARROLL VALLEY
PLANNING COMMISSION MEETING
MONDAY, JULY 5, 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 Tyler Pyles
Lisa McLeod-Simmons
Robert Verderaime

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

Absent

Mary Davidson
John Schubring
David Lillard

CONSIDERATION OF THE MINUTES OF THE MAY 2, 2016 PLANNING COMMISSION MEETING

***R. Harris moved, R. Pyles seconded, that the Commission accept the minutes of the Planning Commission Meeting of May 2, 2016 as submitted. Motion passed unanimously with L. McLeod-Simmons abstaining.

OPEN TO THE PUBLIC

No one addressed Members at this time.

OLD BUSINESS

Comprehensive Ordinance Review.

Mr. Kaplan opened the discussion by introducing Mr. Rob Thaeler of the Adams County Planning Office who was invited to the meeting in order to help with the re-write of Chapter 27: Zoning. Mr. Thaeler explained the services that are offered by the County and the cost thereof. The following points were discussed:

- Mr. Thaeler would be our County Contact and Consultant
 - County consultation is available only for issues outlined in the PA Municipal Planning Code
 - Meeting attendance is free
 - Ordinance Re-Write as discussed is a flat fee of \$2000 payable at the end of the process and is open-ended therefore can take as little or much time as deemed necessary
 - Attendance at Monthly Meeting of PC
 - Attendance at all Workshops of PC
 - Attendance at any Workshops of PC and Council
 - Attendance at Council if necessary
 - Provide written updates as requested
- ***R. Verderaime moved; L. McLeod-Simmons seconded that Planning Commission recommend to Borough Council that Adams County Planning Office be retained to act as consultant for the re-write of Chapter 27: Zoning of the Borough Code of Ordinances at a cost of \$2000. Motion passed unanimously.
- Shared Planning and the South West Regional Planning Document

- Zoning maps
- Recodification of the existing Code of Ordinances
- Request that Mr. Thaeler attend the next Borough Council Meeting in the event that questions regarding the specific services that he could provide are asked; he would be there to answer.

Working Group: Home Office/Home-Based Businesses.

Mr. Kaplan provided an overview of the written report from the group and offered brief background for Mr. Thaeler regarding the subject. Minor typographical errors were identified and a question was raised regarding the details of the “mandate” referred to on page 2; section III A3. Following discussion:

***R. Verderaine moved to have Mr. Kaplan give a report to Council regarding the project. The motion died for lack of a second.

More discussion followed which yielded a consensus that the work would continue by the working group until such time as the issue is ready for inclusion into the Chapter 27: Zoning re-write. Mr. Thaeler will be provided a copy of the document for reference.

Hiking/Biking Trails.

Mr. Kaplan provided an update of the grant process and plan.

TNR Program.

Mr. Kaplan provided an update on the TNR Program.

NEW BUSINESS

Nothing.

ADJOURNMENT

*** L. McLeod-Simmons moved; R. Pyles seconded that the meeting adjourn at 8:50 PM. Motion passed unanimously.

Gayle R. Marthers, Borough Secretary