

**BOROUGH OF CARROLL VALLEY
PLANNING COMMISSION MEETING
MONDAY, DECEMBER 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

Present

Ed Kaplan, Chair
Ron Harris, Mayor
Robert Tyler Pyles
Robert Verderaine
Lisa McLeod-Simmons
David Lillard

Absent

Mary Davidson
John Schubring

BOROUGH OFFICIALS, ETC.

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

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 14, 2016 PLANNING COMMISSION MEETING

***R. Harris moved, R. Pyles seconded, that the Commission accept the minutes of the Planning Commission Meeting of November 5, 2016 as submitted. Motion passed unanimously with E. Kaplan abstaining.

OPEN TO THE PUBLIC

No one addressed the Commission at this time.

OLD BUSINESS

Comprehensive Ordinance Review.

Mr. Rob Thaeler and Mr. Harlan Lawson of Adams County Planning Office were in attendance. Mr. Thaeler led the discussion regarding a tentative schedule for the project with the following topics discussed:

1. Tentative Schedule was reviewed and accepted by consensus
2. Meetings with Borough Council and the Public
 - o Monthly updates via committee report
 - o Periodic joint meetings to be scheduled when the project is further along
 - o On or Around the 3rd month of the project (March 2017) a Public Meeting will be scheduled:
 - Community Visioning
 - Issues Identification Exercise
 - o On or Around the 8th month of the project (August/September 2017) a Public Meeting will be scheduled to update the public
 - Structured Presentation
 - Video presentation outlining each topic to invoke additional Public Comment
 - Open House structured so that each topic has its own information table; therefore visitors can get information on the topic of their choosing.
 - o Mr. Kaplan suggested a subcommittee to plan the Public Comment Session with the following members joining: Mr. Kaplan, Mr. Lillard and Mayor Harris

3. Questions regarding the possible changes in assessment valuations if zoning districts were to change and if the current assessment value is based on the current zoning were discussed.

Issues of Existing Land-Use Map and the Zoning Map were tabled until the January 2017 meeting.

NEW BUSINESS

2017 Meeting Calendar. The Meeting schedule was accepted by consensus.

Recommended Changes to Commission Responsibilities. Mr. Pyles outlined recommendation that the Borough Manager submitted to Council in 2014 at their request to better organize the Commission and eliminate cancelling meeting due to a lack of quorum. Following discussion; members agreed:

1. To have Mr. Kaplan and Mr. Lillard meet with Mr. Hazlett regarding current policy and make recommendation to Members in January for any changes if necessary
2. Following review of policy; Members will recommend any changes to Council

ADJOURNMENT

*** R. Harris moved; L. McLeod-Simmons seconded that the meeting adjourn at 8:30 PM. Motion passed unanimously.

Gayle R. Marthers, Borough Secretary