

Valencia Borough Planning Commission

Meeting Minutes

8-2-18

Commissioners Present: Torey Verts, Chair; Julie Himmelstein, Vice-Chair; John Mullins

Guests: Megan Cunningham, Rob Vigue

Call to order:

The meeting of the Valencia Borough Planning Commission was called to order at 5:30 p.m.

Amend/Approve Minutes:

There were no changes to the meeting minutes from 7-5-18.

Decision: Julie made the motion to accept the minutes. John seconded.

Vote: 3.0.0

Public Comments

Commissioners welcomed guests Megan Cunningham and Rob Vigue. Rob stated that he was here to observe and see how things were progressing. Megan stated she was here to observe and volunteer her assistance if needed. Both guests offered to help with community canvassing.

New business:

Survey – Commissioners discussed the draft version of the 2018 Community Survey. Commissioners decided to request names on surveys to prevent individuals giving multiple responses. All individual responses will be kept anonymous. Guests and commissioners asked about how some questions could be interpreted. Commissioners decided that they would go into more depth for those questions and clarify the responses during the community listening sessions. Other changes to the survey included combining some questions, putting choices in alphabetical order to prevent bias, and adjusting current question #3 to a scaled response with a follow up open ended question.

Residents will be encouraged to put written surveys into the metal collection box that the borough owns. Julie will coordinate with Brian to have the box hung on the outside of the borough building.

Surveys will also be available online via Survey Monkey. Torey will ask Shanon to put a link on the borough website so that residents can access the survey online if preferred.

September 28th was decided as the deadline for survey responses in order to have preliminary data before the October meeting. Commissioners decided that September 8th might be a good date to distribute the surveys to the community. After commissioners have reviewed the data, they will create a summary for the residents which will be available on the Valencia Borough website.

Flier – Julie will update the information in the flier to correspond to the survey. Julie will also talk to Anne regarding costs for printing everything.

Old business:

John started researching zoning examples. He will email examples and links out for next month's meeting.

Next meeting:

The next meeting will be Thursday, September 6, 2018 at 5:30.

Agenda items for next meeting:

- Amend/approve minutes
- Review final draft of survey
- Discuss and make a plan for distribution of surveys
- Discuss and schedule community listening sessions
- Discuss other community's zoning examples

This month's assignments:

Torey – Revise community input survey; research Survey Monkey; write up meeting minutes; September agenda; research yearly report

Julie – Revise flier; contact Anne regarding printing costs; coordinate installation of metal collection box

John – Email zoning examples and links to source pages

Adjournment:

The meeting was adjourned at 7:00 p.m.

Decision: John made the motion to adjourn the meeting. Julie seconded.

Vote: 3.0.0