

Valencia Borough Planning Commission

Meeting Minutes

4-4-19

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

Guests: Brian Himmelstein

Call to order:

The meeting of the Valencia Borough Planning Commission was called to order at 5:32 p.m.

Amend/Approve Minutes:

No changes were made to the meeting minutes from 3-7-19.

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

Vote: 3.0.0

Public Comments

No public comments.

New business:

Commissioners reviewed the Zoning Hearing Board resolution, the PRD application, the proposed fee schedule for Valencia Borough, and Chris Rearick's proposed fees as zoning officer.

Fee schedule - Commissioners discussed if zoning fees were reasonable for residents, as well as if Chris Rearick's proposed fees were reasonable for Valencia Borough. Commissioners proposed recommending Chris Rearick as the zoning officer for Valencia Borough as Chris knows municipal code, is knowledgeable about our zoning ordinance, and is familiar with our community. Commissioners suggested minor word changes to the fee schedule for clarity purposes.

Zoning Hearing Board resolution – Commissioners decided to insert the phrase “each term will be in duration of three years” at the end of the fifth paragraph. Commissioners discussed finding members for the zoning board. Megan Cunningham is definitely interested. Torey and Julie will go around the community this weekend to try to find additional members. Julie presented a training opportunity that might be beneficial to the new zoning board members as well other Valencia Borough officials. She will coordinate with Council for reimbursement for any costs associated with the trainings.

PRD application – Overall, the application looked good. Torey will discuss with Chris some questions that commissioners had including verifying what parts the applicant fills out and what part the zoning officer fills out, page numbers and labels, and clarification on who the application is sent to. As well, Torey will clarify with Chris how he wants his information to be presented on the website.

Next meeting:

The next meeting will be Thursday, May 2, 2019 at 5:30.

Agenda items for next meeting:

- Amend/approve minutes
- Review yearly report
- Write information for newsletter

This month's assignments:

Torey – Write up meeting minutes; April agenda; Council meeting; recruit zoning board members; review year end report

Julie – Council meeting; recruit zoning board members; write year end report

John – Council meeting; review year end report

Adjournment:

The meeting was adjourned at 7:11 p.m.

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

Vote: 3.0.0