

Valencia Borough Planning Commission

Meeting Minutes

3-7-19

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 5:30 p.m.

Amend/Approve Minutes:

No changes were made to the meeting minutes from 2-7-19.

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

Vote: 3.0.0

Public Comments

Brian asked about a fee schedule for the new zoning ordinance. Torey replied that Chris Rearick will be submitting a draft for review soon. Brian will also open the borough building early for the meetings on March 18th and April 8th so that everyone has enough time to set up.

New business:

Commissioners reviewed the current “To Do” list to make sure items have been completed on time.

Shanon will be adding the recommended addition from Mike Gallagher to the draft ordinance and repost it online. He will also print everything out for the March 18th meeting.

Valencia Borough received a response from Joel MacKay from the Butler County Planning Commission regarding the draft zoning ordinance. Joel had “no comments” regarding the ordinance.

A zoning hearing board will need to be appointed by Council. The Planning Commission will contact some residents to see if they are interested in serving on the Board. Council will also need to appoint a zoning officer.

For the March 18th special meeting, Mayor Schultz confirmed that our constable will be present. Torey will confirm that Mike Gallagher will also be present. All members of the Planning Commission will be present. John will set up signs.

Julie will lead the task of opening mail and scanning and emailing any correspondence that needs to be reviewed prior to each monthly meeting.

The Planning Commission decided to discuss the yearly report during April’s meeting. Commissioners will recap the year and discuss any issues that came up.

Next meeting:

The next meeting will be Thursday, April 4, 2019 at 5:30.

Agenda items for next meeting:

- Amend/approve minutes
- Review progress on zoning ordinance
- Review fee schedule
- Review zoning board resolution
- Put together yearly report

This month's assignments:

Torey – Write up meeting minutes; April agenda; write to do list for Council; email to Mike Gallagher

Julie – Council meeting; talk to residents regarding zoning board

John – Council meeting; signs for March 18th meeting

Adjournment:

The meeting was adjourned at 6:39 p.m.

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

Vote: 3.0.0