

***BOROUGH OF CARLISLE
PLANNING COMMISSION***

Meeting Minutes – September 28, 2017

Members in Attendance: Timothy Tilton, Justin Smith, Renee Rhan, John Shugars, and Christian Muniz

Borough Officials in Attendance: Michael Skelly, Planning/Zoning/Codes Manager and Mark Malarich, Public Works Director

The meeting was called to order at 5:30 p.m.

Items Reviewed by the Planning Commission:

1. The Planning Commission unanimously recommended approval of the minutes of the August 24, 2017 meeting.
2. Michelle Brummer of Gannet Fleming presented the Planning Commission with an overview of the draft Comprehensive Plan update and the how the “main topics” of concern were determined. The Planning Commission decided to assign members of the commission to certain chapters of the CP. The member assigned to that chapter will review it more intensely, but also review the remaining chapters and provide any comments/suggestions/changes they feel are necessary to the Commission.
Chapter assignments are as follows:

Traffic & Parking – Renee Rhan
Downtown Carlisle – Justin Smith
MPC Crosswalk – Timothy Tilton
Bicycle & Pedestrian – Christian Muniz
Housing & Shelter – John Shugars
Public Safety – Nicole Purcell
Resiliency – Julie Vastine

Discussion on the first half of the CP review will occur at the October Planning Commission meeting and the second half at the November regularly scheduled meeting. Staff is hopeful to hold a public hearing in January. It was decided to provide the Cumberland County Planning Commission with a copy of the CP so that they can review it in conjunction with Carlisle’s Planning Commission.

3. Mike Skelly said that Dickinson College’s rezoning request would appear on the October agenda.

4. Skelly is hopeful to have a draft ordinance for the Planning Commission to review in December regarding the keeping of chickens. Renee Rhan suggested that a limit be placed on the number of chickens permitted.
5. Mike Skelly asked the Commission if the distribution of this month's agenda packet information, via email, was acceptable to the members. Everyone agreed that this was fine, however; if agenda items include large plans, the Commission would like hard copies. Skelly said that he likes to provide information on upcoming agenda items, via email, to members prior to the distribution of the official agenda packet. He asked if the Commission was agreeable with this practice. Everyone felt that the more information provided, earlier is very beneficial in that it gives them more time to review more complicated submittals.

There being no further items on the agenda, the Planning Commission adjourned at approximately 6:30 p.m.

Respectfully submitted,

Mike Skelly
Planning, Zoning & Codes Manager