

**HALFMOON TOWNSHIP**  
**Planning Commission Meeting**  
**June 21, 2016**

Present: Jason Little, Chairman; Melissa Gartner; Lorin Nauman; Jeff Martin

Others Present: Erica Ehly, CRPA; Tammy Terosky, Recording Secretary

Not Present: Bob Strause; Kathy Kelley; Mike Brown

Citizens Present:  
None

**1. Call to Order:**

Mr. Little called the meeting to order at 7:00 P.M.

**2. Pledge of Allegiance:**

**3. Declarations of Disqualification:**

None

**4. Public Comment:**

None

**5. Approval of Minutes:**

Mr. Nauman motioned to approve the May 17, 2016 minutes. Mr. Martin seconded. Vote in favor 4:0.

**6. Public Hearings:**

None

**7. Discussion Items:**

1. Consideration by the Commission to adopt bylaws in accordance with parliamentary procedure.

Ms. Ehly will distribute *Robert's Rules for Order*. The PC will then read the book and select what to include in the bylaws, while keeping it simplified. A rough draft will be composed for review.

**8. Informational Items:**

1. The Commission directed that the Fire Regulations be brought back for review in August. Included in the request for information was a legal review of the codification process which omitted the four lot exemption.

The Planning Commission would have to decide if the exemption should be incorporated again.

The four lot exemption was for land-development.

Mr. Little suggests making the revision to include that exemption again.

Ms. Ehly will provide the original language of the ordinance or the original ordinance. Then, the PC can proceed in adding it back in the code.

**9. Action Items:**

1. Houtz Development Plan

This item will be pushed for another meeting, due to issues Mr. Houtz is having, particularly storm water management.

Time Limit: PC July 19, 2016 Meeting/BOS July 28, 2016 Meeting.

**10. Reports:**

1. Planner/Centre Region Planning Agency

a) The proposed amendments to the Halfmoon Township Official Map received a recommendation of approval by CRPC and the BOS will be scheduling the item for a public hearing at the July 14, 2016 meeting.

Ms. Ehly stated the BOS wants to have another work shop regarding the rezoning.

Changes to the RPD will be addressed.

Examples of small area plans will be presented.

Other items also will be considered.

Open Space:

None

Commissioners:

None

**11. Adjournment:**

Committee agreed unanimously that if there are no main agenda items by June 28, 2016, the July 5, 2016 meeting will be cancelled.

Ms. Gartner moved to adjourn; Mr. Nauman seconded. Vote in favor was 4:0.

This meeting was adjourned at 7:55 P.M. Next meeting is on July 5, 7:00.

Respectfully submitted,

Tammy Terosky

Recording Secretary