

## PLANNING BOARD MINUTES

Tuesday December 29<sup>th</sup>, 2015 Porter Township Building 7:30 P.M

Attendance, Ralph Funk, Paul Courter, William Ake, Mark Saville, Zoning Officer Rich Brungard, Secretary Carol Colucci, and 10 members of the public. Mike Champion was absent.

The meeting was called to order by Chairman Ralph Funk at 7:30PM opening with the pledge of allegiance. The November 24th minutes were reviewed and on a 1<sup>st</sup> motion by Paul Courter and a 2<sup>nd</sup> by Bill Ake motion passed to accept the minutes as presented.

There was no old business to continue. New Business was a review and discussion of a sample Resolution for establishing a fee schedule for Zoning applications and Zoning Hearings within the township. Zoning Officer Rich Brungard presented the amendments and findings he would like to revise.

- The Townships Zoning permit fees are flat fee of \$40. Plus \$2.00 for every additional \$1,000. This would need corrected on all sections of the entire resolution, land use, signs, swimming pools, industrial or commercial buildings etc. where ever permit fee is listed.
- Section #1 -J Penalty: there was a discussion which stated permit fees to be doubled for failure to obtain the necessary permit prior to initiation of construction. Final decision was to keep.
- Remove letter F. fences and other incidental structures. There is No fence ordinance in Porter.
- Section IV. Fees for Zoning Hearing Board Hearing and a Supervisors Hearing application was questionable to keep the same flat fee of \$350. After discussion agreed to keep fee at \$350.
- Section IV. Remove additional fee to be charged when a hearing needs to be continued.
- Section IV. Consult with Solicitor O'Connor about the fee of a Stenographer and wording.
- Specifically state there will be no refunds for any reason in the correct terminology.

After reviewing and discussing the agreement was to recommend the Resolution to the Supervisors with the following amendments. On a 1<sup>st</sup> motion by Mark Saville and a 2<sup>nd</sup> by Paul Courter motion passed.

Secretary Carol reported there were three interested applicants for two Planning Board positions. One position will expire and the other to replace the re-signed position of Mike Champion to move to Supervisor. Applicants were Paul Courter to be re-appointed and two new appointees Dave Showan, James Watson and 2 others verbal interest.

Mark Saville recommended Paul Courter to be re-appointed to the board for another five year term. All agreed. A letter of interest from Dave Showan was read. James Watson was in attendance and gave a brief personal interest in the position. There were no objections to any of the applicants. Ralph Funk made a recommendation to appoint James Watson to the Supervisors for Planning Board membership.

Secretary Carol reported there was a letter of interest submitted from Stan Wallace for Sewer Enforcement Officer

Zoning Officer Rich explained Wallace incorporates an administration fee on his sewer permits to cover the time of the township processing checks and transactions exactly what was discussed previously. Rich is recommending to the Supervisors to appoint Stan Wallace for SEO. Jeff Kreger has been the SEO in Porter for many years. There has been discussions and issues in the past about Kreger's billing and not submitting complete paperwork. On a 1<sup>st</sup> motion by Bill Ake and a 2<sup>nd</sup> by Mark Saville motion passed to recommend Wallace to the Supervisors for the new SEO.

Permits for the month of December was \$1,290.00. Total permits for the year of 2015 was \$9,214.50. Finance report was attached and discussed.

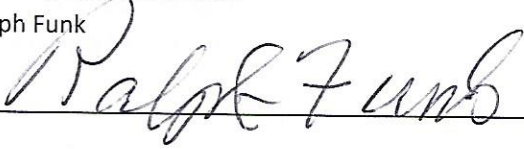
Public Comments were from May Ann Clark. Her questions was about setbacks for volatile substances. She was inquiring about a propane tank she thought was gas on Dotterer Road near the road. She expressed concern to what if someone were to hit it. Brungard replied it was not gas it was a water tank but he would check into it.

On a 1<sup>st</sup> motion by Courter and a 2<sup>nd</sup> by Ake motion passed to adjourn 8:23PM.

The next meeting Planning Board meeting is the Re-organization meeting and followed with the regular monthly meeting January 26<sup>th</sup>, 2015 7:30PM

Planning Board Chairman

Ralph Funk



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Township Secretary /Treasurer

Carol Colucci



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