

**Borough of Malvern
Planning Commission Regular Meeting Minutes
August 16, 2007**

A regular meeting of the Planning Commission was held on August 16, 2007 at the Malvern Municipal Building. Members present included: Chris Mongeau, Chairperson, William Coffey, Vice-Chairperson, David Knies, Diantha Stevens and James Vike

Members absent: James Samuels, Vicki Sharpless

Also present: Woody VanSciver, Vice president of Borough Council

CALL TO ORDER:

Chairman Mongeau called the meeting to order at 7:30 p.m.

APPROVAL OF MINUTES

Motion made by Mr. Knies, seconded by Ms. Stevens and carried unanimously to approve the August 2, 2007 meeting minutes, as amended.

CARRYOVER MATTERS:

Historical Commission: Lynne Hockenberry recapped her presentation starting with the January 18, 2007 meeting. She presented the form her commission has developed to determine the status of a building in the borough regarding its' historical status. Ms. Hockenberry stated that it takes 2 to 4 weeks, per building, to complete the form and report back to the Planning Commission. Ms. Hockenberry would like pictures to be taken of identified properties prior to a demolition permit. Mr. Knies suggested that one member of the Planning Commission along with one member of the Historical Commission should meet to draft an ordinance and a list of properties. Jim Vike offered an "if" "then" sequence for the draft. Mr. Van Sciver noted it will be difficult for the Borough to enforce what a property owner can or can not do with their own property regardless of its' status.

Action: Mr. Mongeau and Ms. Hockenberry will meet to draft recommendations for procedural standards relating to demolition permits for list of historically significant properties in the borough.

NEW MATTER:

Planning Commission discussed procedural matters involving minutes and communication flow. Mr. Knies is working on updating the website which will also include Borough Council's agendas and minutes. These minutes will be published on the Borough's website by the end of this calendar year. Mr. Knies suggested that we use a tape recorder so that the scribe would have accurate information for the minutes.

Action: Mr. Mongeau asked the scribe to present meeting minutes in a revised format.

PUBLIC COMMENT

None

The meeting adjourned at 9:15 p.m.

Minutes taken by: Joan Fogarty
Minutes approved: