

***Zoning Hearing Board
Erie, Pennsylvania
March 13, 2018
-Minutes-***

A special meeting of the Zoning Hearing Board and officials of the Erie Zoning Office was held on Tuesday March 13, 2018 at 1:00 P.M. in the Erie City Council Chambers, 626 State Street, Erie, PA.

-- MINUTES / REPORT--

1. *Meeting call to order*
2. *Pledge of Allegiance*
3. *Roll Call*

| Member Name | Present | Absent |
|--------------------|-----------------------|---------------|
| Selena King, Chair | X-via conference call | |
| Ed Dawson | X | |
| Mike Hornyak | X | |
| Jeffery Johnson | X | |
| Jacqueline Spry | X | |

Five members present; quorum achieved

4. *Voting and announcement of outstanding decisions- NONE*
5. *Continued Hearings-NONE*
6. *Appeals to be heard-NONE*
7. *Unfinished Business-NONE*
8. *New Business:*

THE FOLLOWING ISSUES WERE DISCUSSED BY THE BOARD:

REVIEW OF DISCUSSION INVOLVING ZONING HEARING BOARD PROCEDURES:

1. Method of official notification of upcoming Board business.
 - a) Board member Edward Dawson indicated that any formal, official Board business (in addition to the usual cases to be heard), such as the notice of upcoming votes for election of officers, should be listed on the monthly Agenda. Mr. Dawson also expressed his preference that any such official business be sent to the Board members using traditional, regular mail, and not via email messages.

- b) Board member Jackie Spry expressed a different view, indicating that she would prefer that all future correspondences, including official notifications, be made via electronic messages.
- c) Board chairperson Selena King indicated that she has been corresponding with fellow Board members and other City officials via email messages. Ms. King added that she was following a policy of corresponding via email that was established by the former Zoning Office official in 2016. She added that she was unaware that some Board members were not receiving her email messages.

Decision:

Chief Zoning Office official Jake Welsh indicated that the Zoning Office can send notices of upcoming business (e.g. monthly Agenda of Board hearings) to Board members by either email correspondences or traditional (paper) mail, whichever the individual Board member prefers.

[See vote on Notification below.]

THE FOLLOWING RESOLUTIONS WERE VOTED ON BY THE BOARD:

1. Notification of official Board business:

-The Board unanimously approved a resolution that notification about any official business (e.g. election of officers, etc....) must be contained in the monthly Agenda, and that the Agenda must be sent via letter.

NOTE: The Zoning Office may also send the Agenda to Board members via email or other electronic method, if the member so requests.

2. Term Limits:

-By a three to two vote, the Board rejected a proposed resolution that would impose term limits on the length of years a member may serve as Board Chairperson or Co-Chairperson

-Members Mike Hornyak and Jaqueline Spry voted to approve the resolution; members Selena King, Edward Dawson and Jeffrey Johnson voted against the term limit resolution.

THE FOLLOWING RESOLUTION RECOMMENDATIONS REGARDING CHANGES TO THE BY-LAWS OF THE ZONING HEARING BOARD WERE PRESENTED TO THE BOARD:

Many of the Erie City Zoning Hearing Board’s functions, and official “Rules and Procedure and By-Laws” have been adopted from the Pennsylvania Municipalities Planning Code (MPC).

-The Zoning Office proposed changes to the language of the following sections of the Board’s By-Laws, to which the Board has considered and will vote on at the next Regular meeting.

1. Article 3. Sub-Sections 1, 4(1)
2. Article 6, Sub-Section 13(C)
3. Article 7, Sub-Section 1

-The Zoning Office proposed removing the following sections of the By-Laws, which have been repealed from the MPC; all of the changes have been considered and will be voted on at the next regular meeting.

1. Article 5. Sub-Section 1
Sub-Section 2;
Sub-Section 2 (A)
Sub-Section 2 (B)
Sub-Section 2 (B) (1 and 2);
 2. Article 7, Sub-Section 1
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ADJOURNMENT

Note: The regular meetings of the Zoning Hearing Board are located in Council Chambers, City of Erie Municipal Building, 626 State Street, Erie PA. Persons with a disability who wish to attend and require an auxiliary aid service or other accommodation to testify at the hearing should contact the City of Erie ADA Coordinator at (814) 870-1469 at least 48 hours in advance so that arrangements can be made.