

**Venango County Regional Planning Commission  
Minutes  
Meeting Oct. 21<sup>st</sup>, 2014**

Those present at the public meeting of the Venango County Regional Planning Commission held at Room 100, Courthouse Annex in Franklin at 6:33 PM.

**Present:**

Willis Thomas - City of Oil City Citizen  
Barb Crudo – Oil City Mayor  
Bob Cross – Oil City Controller  
Albert Abramovic – City of Franklin Citizen  
Mike Swatzler – Venango Conservation District  
John McClelland – Sugarcreek Borough Council  
Keith Klingler - Oil Creek Township Citizen  
Nick Melnick – Cornplanter Township Citizen  
Dave Owens – Polk Borough Mayor  
Rodney Gladd – Clintonville Borough Council

**Guests:**

Michael Nield – Nield Family Partnership  
Bonnie Summers – Commissioner  
Sheila Boughner – Press  
Mark Nield – Nield Family Partnership  
Linda Nield – Nield Family Partnership  
Debb Kapp – Citizen  
Garnet Wood – Franklin City Council

**Excused:**

Fred Krizinsky – Mineral Township Supervisor  
Brenda Carll – Citizen  
Ken Garland – Victory Township Citizen  
Beth Graham Stumpf – Franklin School Board

**Staff Present:**

Emily Donaldson  
Jason Ruggiero  
Judy Barrett  
Erik Johnson  
Phil Gryskewicz

**Absent:**

Brian Stoltenburg – City of Oil City Citizen

Monthly board meeting called to order by Bob Cross at 6:33 PM.

A majority was present for the meeting. The attendance of 10 board members (of the 15 current appointees) was accounted for by Emily Donaldson.

**Approval of Minutes**

Willis Thomas made a motion to accept the minutes as presented from September 16<sup>th</sup>, 2014 meeting; seconded by Dave Owens; so moved.

**PUBLIC COMMENT ON AGENDA ITEMS**

- None

## **SPECIAL PURPOSE MATTERS**

- None

## **SUBDIVISION AND LAND DEVELOPMENT**

- Jason Ruggiero presented Speedway gas station land development (agenda item V.A) located on the site of the old Phoenix Truck Stop. The Planning Commission does not have a service provider agreement with Barkeyville Borough; therefore the stormwater was reviewed by HRG, the Borough's engineering firm. The Borough engineer recommended approval of the stormwater plan and the borough granted approval of the project. The Borough has not requested a performance guarantee for the stormwater portion of the project. The site was fully impervious and because they will be reducing the amount of impervious material, this lessens the amount of stormwater controls necessary. A retention pond will be constructed at the request of PennDot because the project is located close to the I-80 interchange PennDot wants to ensure any potential runoff is adequately managed. The retention pond does not need to be bonded because the site would comply with act 167 even if the pond was not put in. The Plan Review Committee would like to make a recommendation to the Borough that it may be in their best interest to bond the stormwater improvements on the site. There are three conditions for the approval of the Speedway gas station, the first being the receipt of an O & M Agreement. The second condition for approval is the receipt of a cost estimate and a performance guarantee for the things the county can still bond through the SALDO such as paving surfaces, sidewalks, and water and sewer connections. The third condition of approval is the receipt of six fully executed plan sets along with the appropriate recording fees. Mike Swatzler recommended that the board move forward with the plan as it is presented. Mike Swatzler made a motion to make a recommendation to the Borough to bond the stormwater improvements on the site; seconded by Keith Klingler; so moved. Mike Swatzler made a motion to give conditional approval to the Speedway land development with the conditions previously stated; seconded by Keith Klingler; so moved.
- Jason Ruggiero presented the Lucky Hills Golf Course land development (agenda item V.B) in Sugarcreek Borough. The Planning Commission was not notified of the project until the clubhouse and other improvements were roughly 80-90 percent complete. They did not have any approval from the Planning Board or the Venango Conservation District, but they did receive zoning approval from Sugarcreek Borough. Once the requirement for Planning approval was brought to his attention, Dick Shingledecker approached the Planning Commission about getting plan sets approved and recorded. Jason Ruggiero and the County engineer met with Mr. Shingledecker and his engineer to talk about the final comments that needed to be addressed before approval of the project could be granted. The County engineer recommended that they install two bio-retention areas to address the remaining stormwater concerns. The County engineer has since reviewed the resubmitted plans and they address all the stormwater issues previously outlined. Mr. Shingledecker explained that the area of disturbance for the new earth disturbance will be less than the threshold for an E & S Plan, therefore the first condition for approval is no longer

- necessary. The cost of constructing the two bio retention areas recommended by the County engineer is minimal, because of this the recommendation of the Plan Review Committee is to waive the financial guarantee requirement with the understanding that Jason Ruggiero and the County engineer will inspect the site to confirm the bio retention ponds have been correctly installed. Willis Thomas made a motion to waive the financial guarantee requirement; seconded by Dave Owens; so moved. John McClelland made a motion to give conditional approval to the Lucky Hills Golf Course land development with the condition of receipt of six fully executed plan sets along with the appropriate recording fees; seconded by Barb Crudo; so moved. Judy Barrett pointed out that the Shingledeckers believed that once they obtained zoning approval they had received all the necessary approvals and since finding out they need Planning approval they have been cooperating with the Planning Commission on all matters.
- Jason Ruggiero presented the Nield Family Partnership request for a waiver from section 506.F (agenda item V.C). The Assessment office was notified of two houses residing on the same lot in Scrubgrass Township. The Assessment office notified the Planning Commission of this and Jason Ruggiero sent the Nield Family Partnership a non-compliance letter for violating section 506.F of the County SALDO that states “on single-family residential lots, only one principal structure is permitted except as may be provided for in the applicable municipal zoning ordinance.” The Nield Family Partnership is asking for a waiver from this requirement. A representative from the Nield Family Partnership explained they were unaware that they were not permitted to build two residents on one lot. He explained that they notified Scrubgrass Township and fulfilled the appropriate requirements with DEP before they began construction. They were also told of an in family sewage program that allows the construction of two residents on the same lot as long as the residents were within the same family, because of this they believed they were within their rights to construct two residents on one lot. The recommendation of the Plan Review Committee is to deny the waiver request and require the Nield Family Partnership to submit a minor subdivision plan for approval. Willis Thomas made a motion to deny the waiver request; seconded by Nick Melnick; so moved.
  - Jason Ruggiero presented the Burger Minor Subdivision Waiver (agenda item V.D) in Jackson Township. Brian and Susan Burger requested a waiver from the minimum lot size specified in the County SALDO. The Burger’s own two parcels in Jackson Township, 13-05-23F is a 0.85 acre preexisting lot that does not meet the minimum lot size in the SALDO but has 300 feet of road frontage. The larger parcel, 13-05-17F is 2.51 acres but has no road frontage and gets access from parcel 13-05-23F. The Burgers would like to add a small piece of parcel 13-05-23F to 13-05-17F so that driveway access for 13-05-17F is completely contained within that property. This could not be approved at a staff level because Parcel 13-05-23F is already a non-conforming lot and will be further reduced in size once a small portion of it is incorporated into 13-05-17F. The Plan Review Committee recommended that they would like the owners to explore a land swap, where the driveway is added to the larger parcel and removed from the smaller parcel but land from the larger parcel is given to the smaller parcel that does not meet the lot size requirement with the intent of creating a situation where both parcels meet the minimum lot size requirements.

Willis Thomas made a motion to table the waiver request and propose that the Burgers explore the feasibility of a land swap; seconded by Dave Owens; so moved.

#### **OFFICER'S AND COMMITTEE REPORTS**

- Executive Committee – Breda Carll has accepted the vacant position on the Board. In January there will be a vacancy for an elected official.
- Plan Review Committee – Nothing further to report
- COG – Garnet Wood reported that there will be a meeting in Cranberry on November 20<sup>th</sup> at 7:00 p.m.
- DEP Roundtable – No DEP Meeting.

#### **EXECUTIVE DIRECTOR'S REPORT**

- Judy informed that the upcoming Hazard Mitigation Plan meeting is Thursday the 23<sup>rd</sup> at 1:30 in room 100 of the Courthouse Annex. The ribbon cutting ceremony for the Sandycreek Industrial Park Project is October 31<sup>st</sup> at 10:00 a.m. at the FedEx Building. The DCNR grant training will be in Franklin on November 19<sup>th</sup>. Erik Johnson advised that there is an electronics collection on Saturday November 1<sup>st</sup> from 10:00 a.m. to 2:00 p.m. at the Cranberry Mall.

#### **PUBLIC COMMENT - GENERAL**

- Keith Klingler proposed that next year's board meetings start at 7:00 p.m. Bob Cross instructed that proposal will be added to the agenda for next month's annual meeting and the board will vote on it at that time.
- Bob Cross read a letter from the Venango County Association of Township Officials addressed to the County Commissioners. The letter stated that at the 102<sup>nd</sup> annual Convention of the Venango County Association of Township Officials a Township Supervisor made a motion to support the Venango County Planning Commissions vote to place in the County Comprehensive Plan a no net loss of private property policy, which the township officials supported unanimously and urged the Venango County Planning Commission to support the policy as well.
- Public Comment – None

Motion to adjourn 7:33 PM was made by Barb Crudo, seconded by Willis Thomas; so moved.

Respectfully Submitted,  
Emily Donaldson

