



## MISSION STATEMENT

*The mission of the Venango County Regional Planning Commission (VCRPC) is to support and advise all municipalities, other partners and organizations to aid in growth, development and land use in accordance with the comprehensive plan.*

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The Venango County Planning Commission was created in 1961 and consisted of a nine-member board. In 2005, the Venango County Planning Commission became the Venango County Regional Planning Commission consisting of a fifteen-member board comprised of County residents, elected members, and three members of the area COGs. All members are appointed by the County Commissioners. The Commission employs a staff of five full time employees to carry out the administrative and technical responsibilities. The responsibilities include county-wide comprehensive and functional planning in the areas of community development, housing, stormwater management and recycling. The Commission also compiles and analyzes information about County characteristics and trends for use in evaluating proposed activities and projects and in preparing studies and plans.



Technical assistance is provided to county and local agencies on numerous matters including planning, zoning, subdivision and development. The Commission administers the County Subdivision and Land Development Ordinance, which requires that plans for subdividing land or engaging in major land development be reviewed and approved by the Commission. The Planning Commission maintains a library of publications and data used by the Commission in carrying out its responsibilities and it is made available for use by other agencies and individuals.

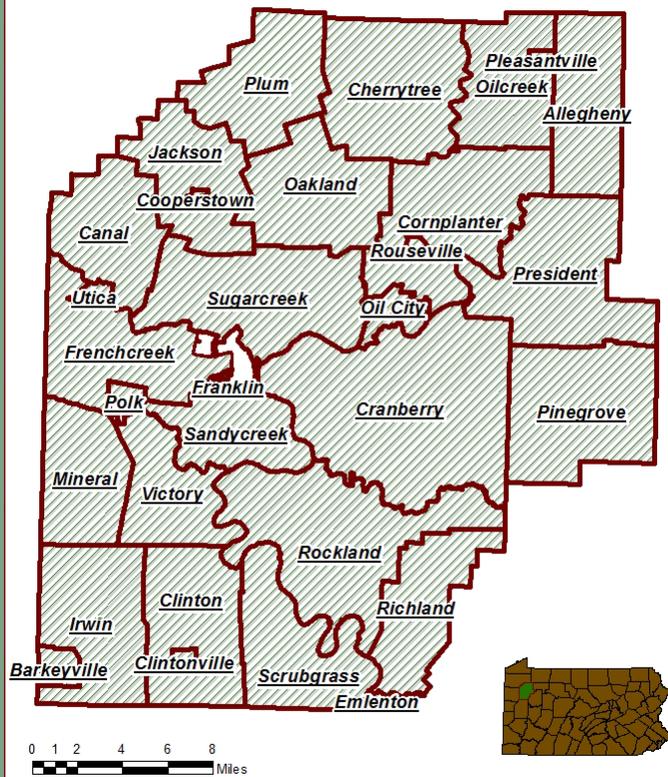
The Venango County Regional Planning Commission coordinates its efforts with local and regional planning organizations. The County Commissioners serve on the Northwest Pennsylvania Regional Planning and Development Commission, which includes representation from Clarion, Crawford, Erie, Forest, Lawrence, Mercer, Venango, and Warren Counties. The Commission is a member of both the Pennsylvania and American Planning Associations. The Planning Commission's functions and responsibilities are governed by State Law, primarily the Pennsylvania Municipalities Planning Code, which provides for the creation, funding and operation of planning commissions at the discretion of each municipal or county government.

# Venango County Regional Planning Commission

## 2013 Member Municipalities

Allegheny Township  
Barkeyville Borough  
Canal Township  
Cherrytree Township  
Clinton Township  
Clintonville Borough  
Cooperstown Borough  
Cornplanter Township  
Cranberry Township  
Emlenton Borough  
Frenchcreek Township  
Irwin Township  
Jackson Township  
Mineral Township  
Oakland Township  
City of Oil City  
Oil Creek Township  
Pinegrove Township  
Pleasantville Borough  
Plum Township  
Polk Borough  
President Township  
Richland Township  
Rockland Township  
Rouseville Borough  
Sandy creek Township  
Scrubgrass Township  
Sugar creek Borough  
Utica Borough  
Victory Township

### Venango County Regional Planning Commission Member Municipalities - 2012



2013  
Venango County  
Board of Commissioners

Timothy S. Brooks  
Vincent L. Witherup  
Bonnie S. Summers

# Subdivisions

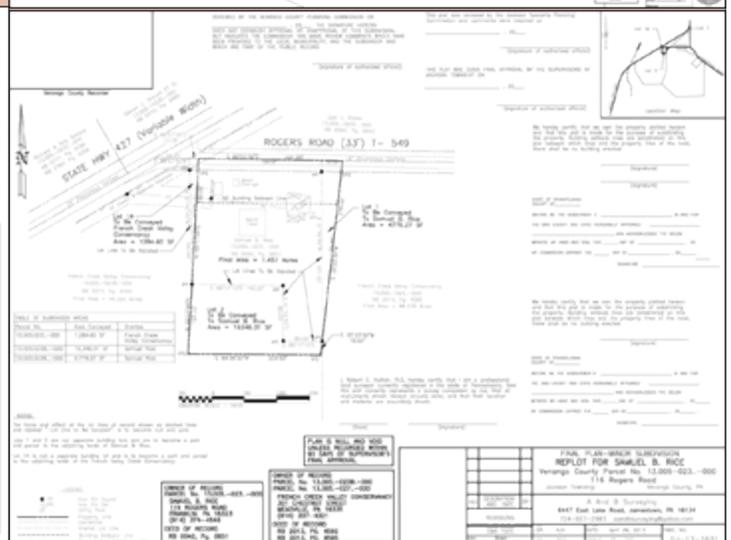
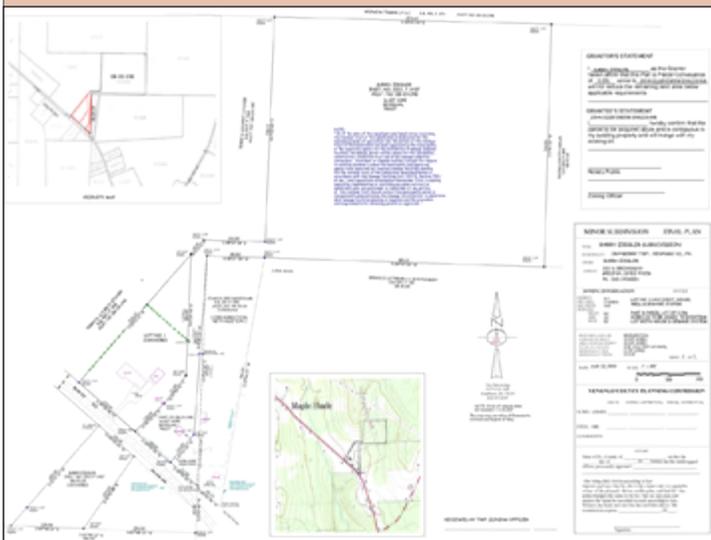
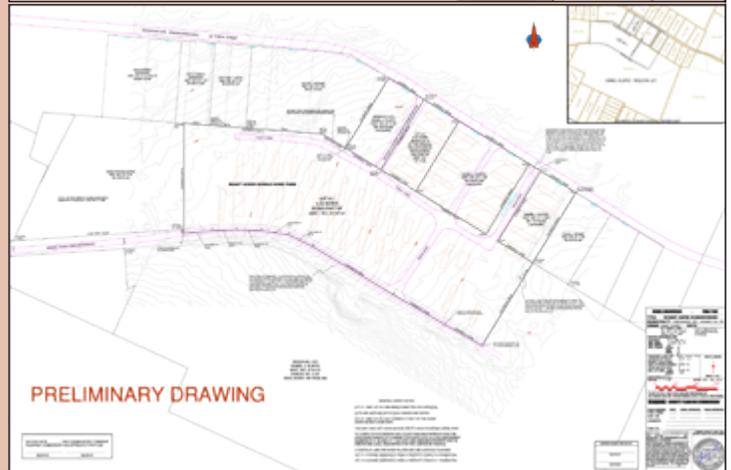
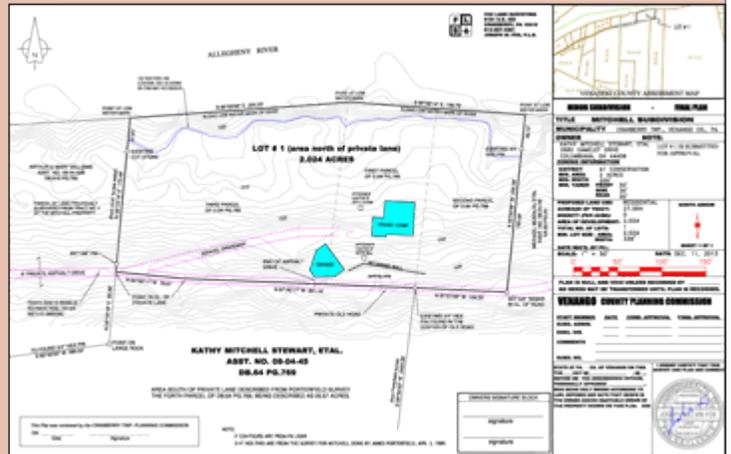
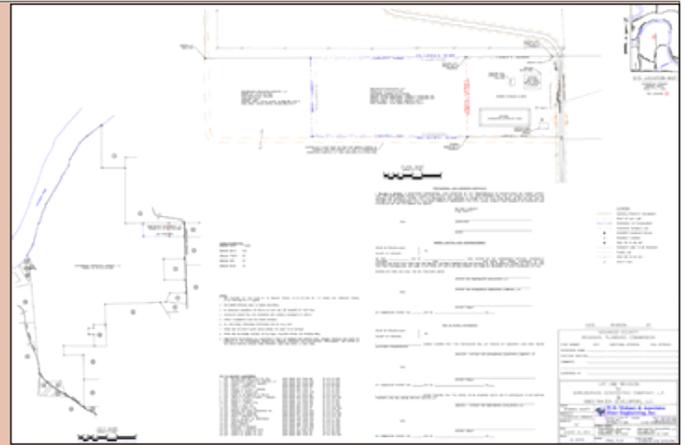
In 2013 there were a total of 56 subdivisions approved by the VCRPC.

For the third year running Cranberry Township has had the most activity, with nine subdivisions throughout the year. Sugarcreek Borough came in second place with seven subdivisions while Allegheny Township and Sandycreek Township tied for third with six subdivisions each.

From 2011 to 2013 Cranberry Township has had a total of 31 subdivisions, accounting for 17% of the County's total subdivisions for the past three years. During that same time span Sugarcreek Borough has had seven approved subdivisions each year.

Planning Commission staff had hoped to complete an update of our Subdivision and Land Development Ordinance in 2013 but that item is now slated for 2014.

The proposed changes include reintroducing a separate set of requirements for Part & Parcel subdivisions, removing some exemptions and strengthening the post-construction requirements for land developments.



# 2013 Land Developments



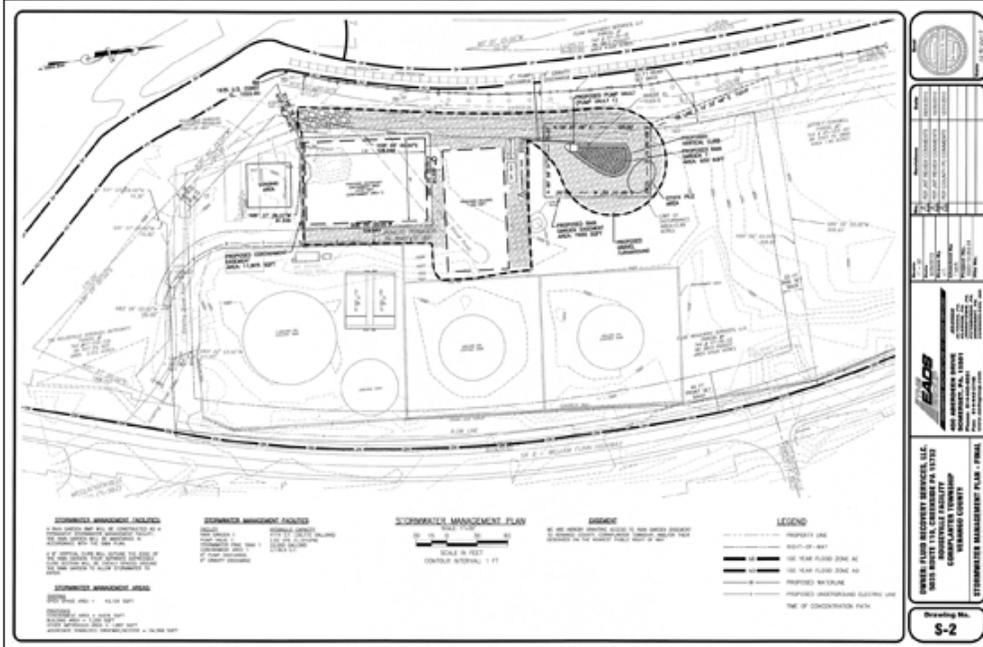
The Planning Commission received six land development applications in 2013. Five of those applications were given conditional approval in 2013, while the sixth applicant is working toward approval in early 2014. Three development applications from 2012 were approved in the last calendar year as well.

Notable land developments approved in 2013 include the Venango County Humane Society in Cranberry Township, the Dollar General in Oil Creek Township, the Family Dollar in Clintonville Borough, Oil City Automotive Center in Oil City, the Lowell Corners Verizon Wireless Tower in Allegheny Township, Fluid Recovery Services, LLC. in Cornplanter Township and Farmers Daughter Deli & Bakery in Cranberry Township.

Planning Commission staff have been working to streamline the land development process during the previous year as well. County Commissioners approved a new fee schedule that requires land development applicants to create an escrow account in order to cover engineering review fees. Staff has also made a concerted effort to

arrange pre-development meetings that allow the applicant to meet with personnel from PennDOT, the Venango Conservation District and the Planning Commission at the same time to streamline the permitting process.

In 2013 the county also chose a new engineering firm when they contracted with Lennon, Smith and Souleret Engineering, Inc. Kevin Brett will serve as the reviewing engineer.

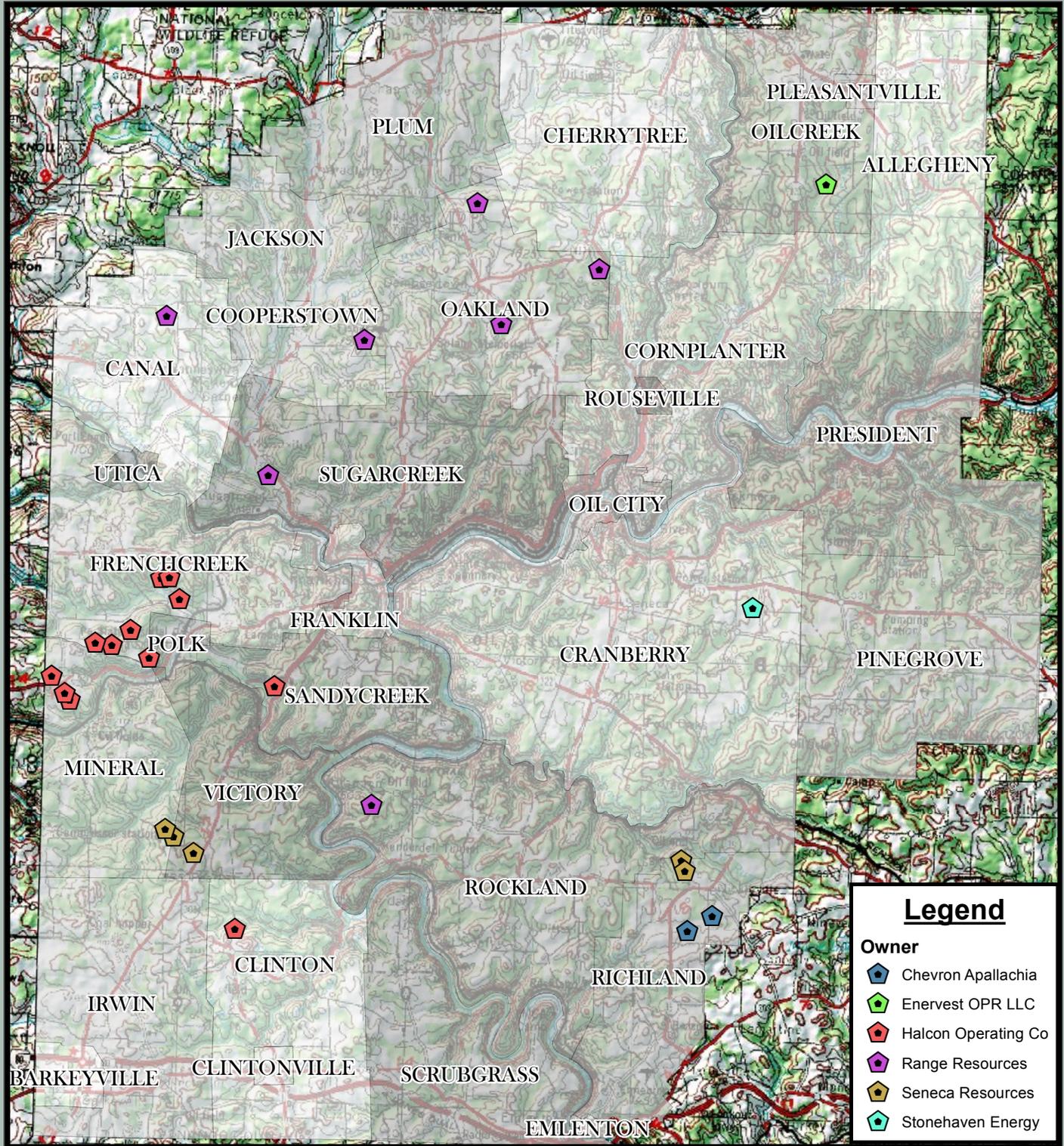


**VENANGO COUNTY**  
**PLANNING COMMISSION**  
**STANDARD MANAGEMENT PLAN - FINAL**  
**REVIEWING ENGINEER**  
**KEVIN BRETT, P.E.**  
**LENNON, SMITH & SOULERET ENGINEERING, INC.**  
**1000 W. 11TH AVE., SUITE 100**  
**CLINTONVILLE, PA 16834**  
**TEL: 814.326.1111**  
**FAX: 814.326.1112**  
**WWW.LSSENG.COM**

Project No. \_\_\_\_\_  
 Drawing No. **S-2**

# Gas & Oil Drilling Activity

There have been 22 conventional wells reviewed by the VCRPC in 2013. In addition to conventional wells two drill pads, Star and Uber were reviewed and have begun construction by Halcon Field Services. The map below depicts unconventional natural gas wells throughout the county.



This map shows the existing permits in Venango County for unconventional natural gas wells as of January of 2014.

# Permitting Education



In 2013 the Venango County Regional Planning Commission, the Venango Conservation District, the Department of Environmental Protection and PennDOT teamed up to create a series of workshops designed to educate municipal officials and developers. The workshops were created in order to address compliance issues with stormwater submissions from small project applicants, oil & gas drillers, and developers looking to expand or relocate their operations to Venango County.

To fund these workshops the VCRPC in cooperation with the Venango County Conservation District applied for and received a Greenways Block Grant in January of 2013 through the Northwest Commission.

The goal of the workshop partners was to create a hassle free, consistent and integrated ordinance implementation system. In addition to a review and enforcement process that can be replicated in other areas of the state. Local DEP officials believe that this type of workshop, where local officials and developers are brought together for a coordinated education effort, that is designed to smooth the process from conception to construction is the first of its kind throughout the entire state.

In 2013 the VCRPC, along with personnel from the Venango Conservation District, the

## VENANGO COUNTY



2013-2014

### MUNICIPAL BUILDING PERMIT WORKSHOP

A product of the Venango County Regional Planning Commission, the Venango Conservation District, the Pennsylvania Department of Environmental Protection, the Pennsylvania Department of Transportation, the Oil Region Alliance and Construction Code Inspectors, Inc.. Made possible with funding from the Northwest Commission Greenways Block Grant Program.



Department of Environmental Protection, local building code officials, PennDot, and Sewage Enforcement Officer Nick Melnick, put together two workshops. The first workshop was designed to educate municipal officials. It was held at the Seneca Volunteer Fire Hall on April 17th with 26 municipal representatives in attendance.

Each of the above-mentioned organizations provided a presentation and each attendee was given relevant handouts as well as a copy of the Venango County Municipal Building Permit Workshop handbook that was created with funding from the Greenways Block Grant.

The second workshop was geared toward local developers and contractors and was planned in conjunction with Tri County Builders Association. This workshop was held at the Franklin Commons on July 30th with 14 local contractors in attendance.

Plans are already underway for more workshops in 2014 and VCRPC staff are continuing to work with local agency partners to continue these efforts in the new year.

# 2013 CDBG Projects

The Community Development Block Grant (CDBG) activities for Venango County in 2013 include a total of six improvements, renovations and construction projects.

The Venango County Regional Planning Commission provided administrative assistance with regards to these projects, which took place in Sandycreek and Cornplanter Townships as well as Rouseville, Emlenton, Clintonville, and Utica Boroughs.

The Sandycreek Industrial project will aid in economic development through the construction of a 900-foot access road and cul-de-sac. The new access road will connect the existing infrastructure of the Industrial Park to a roughly 64 acre parcel which was purchased with the purpose of creating 5-7 new business sites. In conjunction with the Appalachian Regional Commission (ARC), Redevelopment Assistance Capital Program (RACP), the Oil Region Alliance, and Sandycreek Township, funds in the amount of

\$1,533,000 were secured to properly complete the project. This funding is being used to extend the access road, establish a storm water drainage system along the new road, lay new gas lines to the property and extend water and sewer lines to the new parcel. The road will be completed in spring of 2014.

The VCRPC attended the “Tools for Federal Project Compliance” training. This training was intended for contractors (construction) as well as program administrators to provide education and updates on Davis Bacon labor standards, Minority Business Enterprises/ Women’s Business Enterprises (MBE/WBE) and Section 3 compliance.



**\$16,141 was spent at the Venango County Courthouse for architectural barrier removal.**

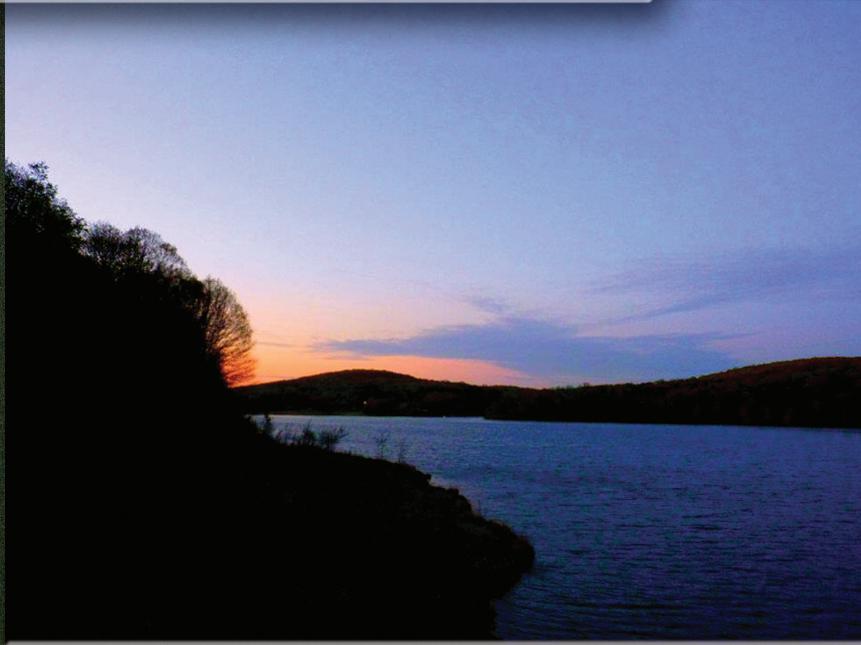
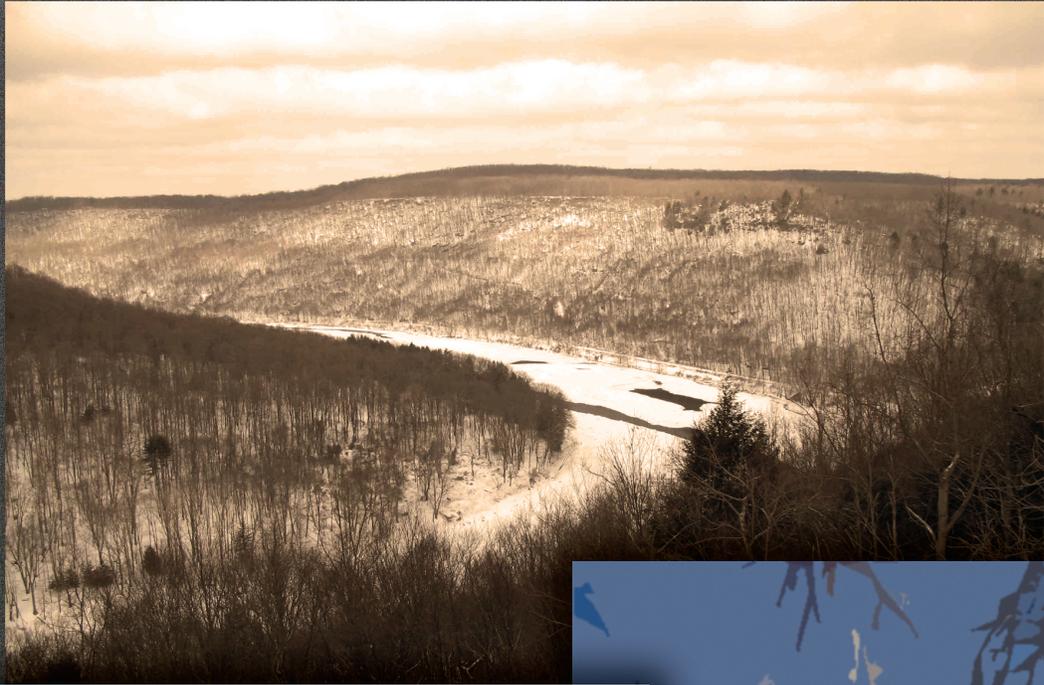


**\$380,000 was spent in Utica Borough for the construction of new sidewalks.**

## 2013 CDBG Projects

Location	Activity	Funded Amount
Clintonville Borough	Sewer Treatment Plant	\$30,000.00
Emlenton Borough	Repaired Sewer Line	\$152,099.00
Rousville Borough	Repaired Water Line	\$99,500.00
Sandycreek Township	Replaced Water Line	\$108,000.00
Utica Borough	New Sidewalks	\$380,000.00
Venango County Courthouse	Architectural Barrier Removal	\$16,141.00



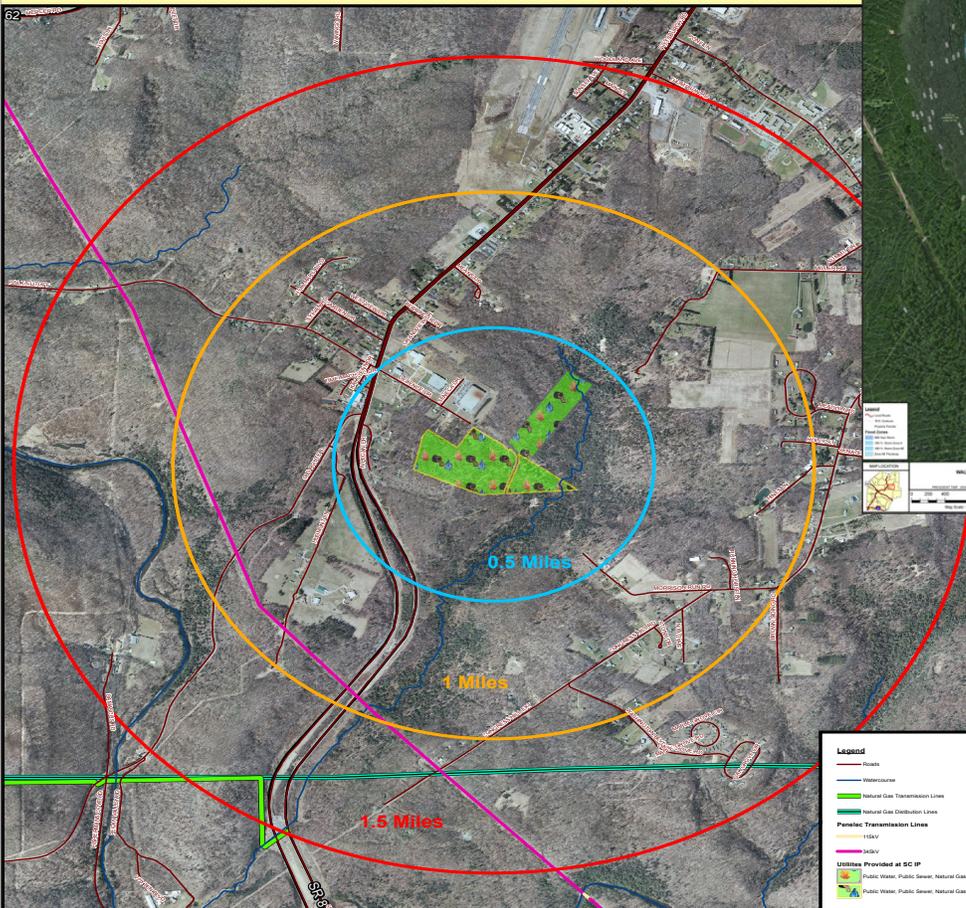
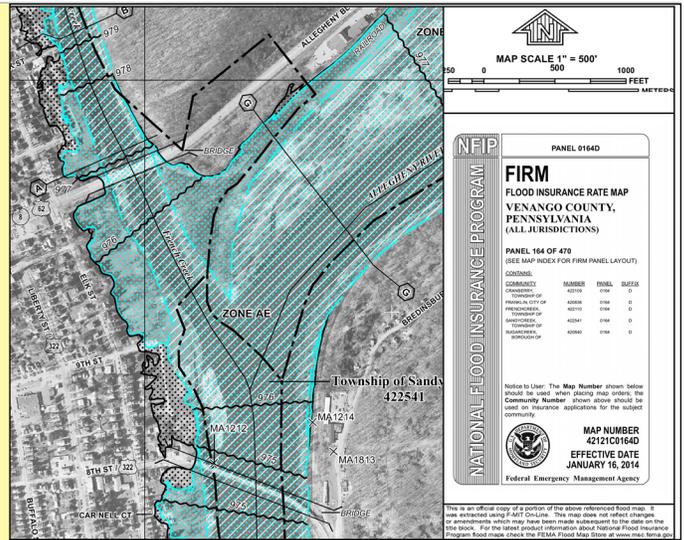


# GIS

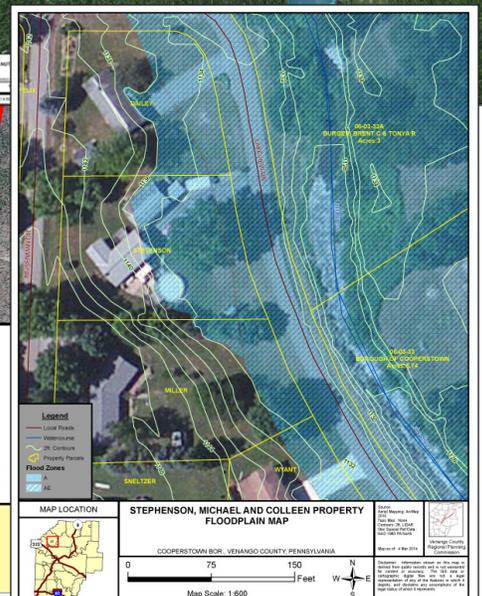
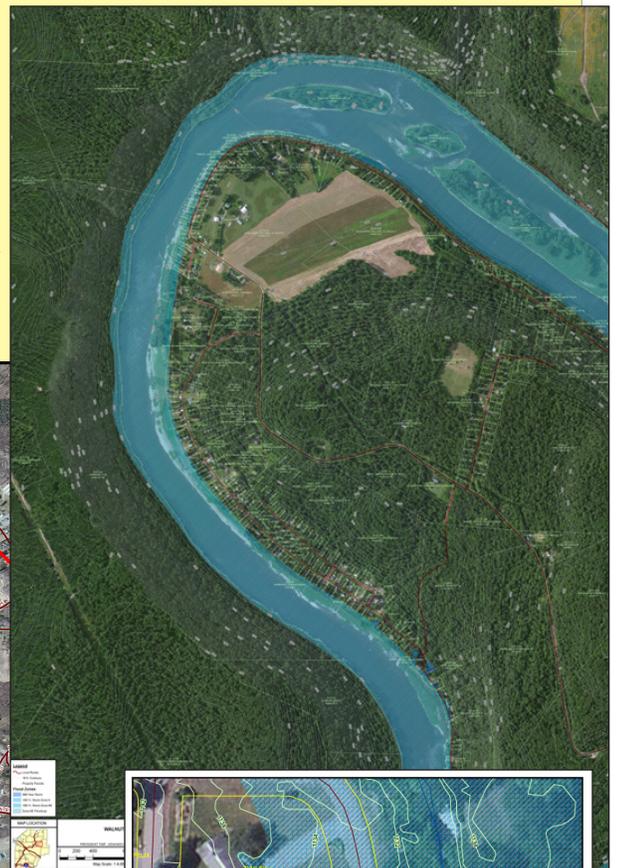
2013 proved to be another busy year for the Planning Commissions GIS department. The completion of multiple mapping projects in the past year helped spur economic development within the county and/or mitigate hazards which often require tax dollars for repair.

The GIS department teamed with the Emergency Management Agency to create several maps outlining affected areas after a bad storm left certain parts of the county damaged. These maps helped EMA focus on the areas in need of repair and provided PEMA with a visual representation of the damages.

In addition to this the Planning Commission hired a new GIS planner, Phil Gryskewicz. Phil has been busy keeping up with the demand for floodplain mapping and preparing for the new and much awaited FEMA floodplain maps which will take effect in January of 2014. Phil has also taken over administration of the Chubb and Morrison Run LPDM Grant.



The map above shows distribution lines leaving the DeBence drive property. The maps down the right side show FEMA floodplains.





# County-wide Recycling

## Solid Waste and Recycling Plan Update

Per Act 101, the Department of Environmental Protection mandates that counties must update their solid waste and recycling management plan every 10 years. To be in accordance with Act 101, the Solid Waste Advisory Committee or SWAC was re-formed in 2012 to aid in the development of a new county solid waste management plan.

SWAC has held three meetings in 2013, these meetings were on February 5th, April 20th, and August 8th. SWAC has a nine member board and consists of one member from each class of municipalities plus members from regional organizations and businesses.

The committee discussed many issues at the meetings, all of which revolved around solid waste and recycling in the county, particularly addressing issues regarding recycling drop-offs and illegal dumping ordinance and enforcement. The County is using a 901 grant through DEP to aid with the costs of creating the new management plan. The 901 grant will provide the county with an 80% reimbursement for the costs of the plan. The new solid waste and recycling management plan is expected to be finalized in mid-2014.

## Cleaning Up Venango County With Special Collections

On July 20th the County hosted its fourth Household Hazardous Waste collection at the Cranberry Mall. Due to a slight decrease in participation in 2011 there was no collection in 2012. However the 2013 collection proved to be a success with a 16% increase in participation from the 2011 collection. There were also 30 additional households that participated and a total of 17,822 pounds of material was collected and diverted from landfills.

On April 27th the County participated in its fourth Pharmaceutical Collection. The collection was hosted in conjunction with the DEA and local municipal/county sheriff law enforcement agencies. Drop-off sites were established throughout the county in locations such as the City of Franklin, City of Oil City, Sugar creek Borough, Pleasantville Borough, Emlenton Borough, and Cranberry Township in order to cater to residential needs throughout the region. The collection once again proved to be a success netting 799 pounds. This 76% increase from the spring collection of 2012 prevented an even larger amount of toxic pharmaceuticals from entering the normal solid waste stream/water supply.



**On November 2, 2013 the County hosted its fourth electronics collection since 2010. This event continues to grow yearly and in 2013 over 300 households participated in the event.**

# Staff Training and Conferences

- Managing Municipal Storm Water
- Municipal and GIS Watershed Workshop
- Northwest PA GIS Conference
- PA Floodplain Managers Meeting
- PennDot Electronic Highway Occupancy Permitting
- Pipeline Safety Training
- Planning for Disaster Resistant Communities, Hazard Mitigation Training
- Venango County Association of Township Officials
- CDBG Tools for Federal Project Compliance

## 2013 VCRPC Board Members

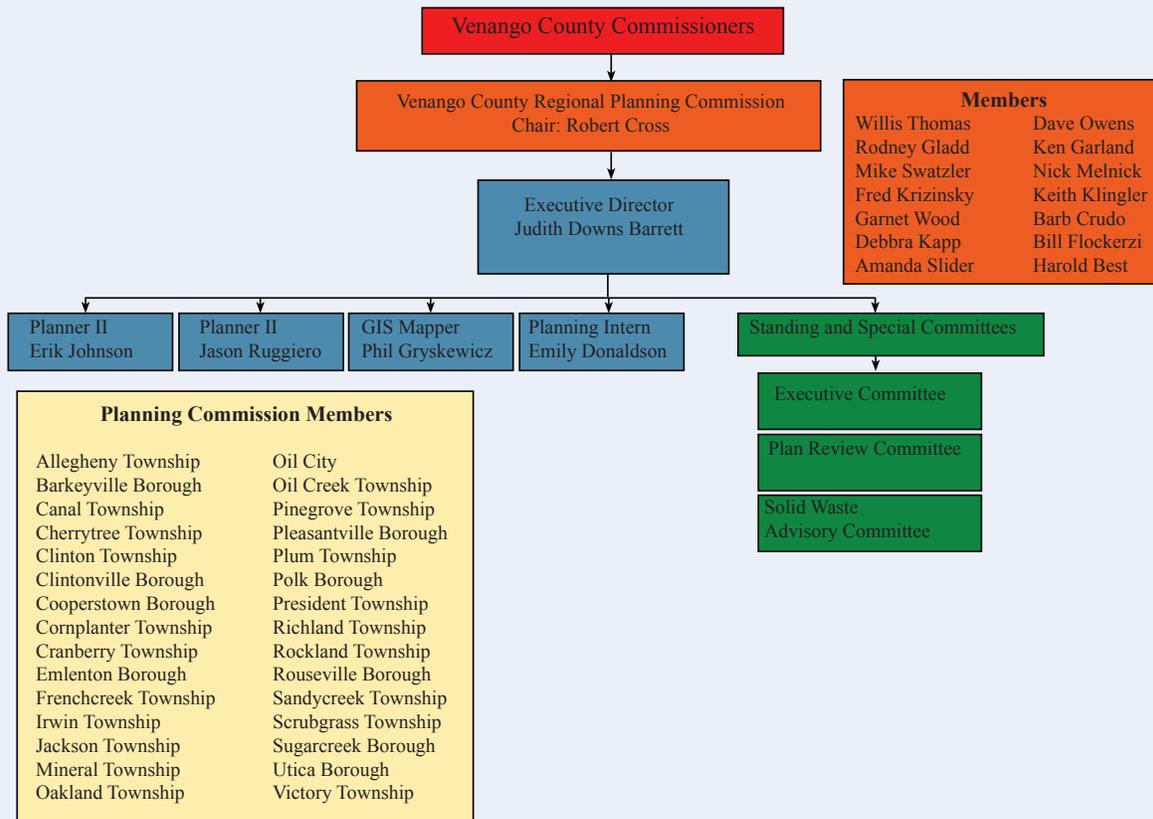
Robert Cross - Chair  
 Debra Kapp - Vice-Chair  
 Dave Owens - Secretary/Treasurer

Keith Klingler	Willis Thomas
Ken Garland	Mike Swatzler
Garnet Wood	Harold Best
Rodney Gladd	Bill Flockerzi
Barb Crudo	Amanda Slider
Fred Krizinsky	Nick Melnick

## 2013 VCRPC Staff

Judith Barrett - Executive Director  
 Erik Johnson - Recycling Coordinator  
 Jason Ruggiero - Subdivision Administrator  
 Phil Gryskewicz - GIS Planner  
 Emily Donaldson - Planning Intern  
 Karen Wenner - Shared Municipal Services

### ORGANIZATIONAL CHART



# 2013 VCRPC Annual Meeting

## *Two Mile Run County Park Nature Lodge*

November 23, 2013



The Venango County Regional Planning Commission's 2013 Annual Meeting was held on November 23rd at the Two Mile Run County Park Nature Lodge.

Before the monthly board meeting, a work session was held where VCRPC staff, along with board members and a host of special guests discussed the land development process. Guests that contributed to this discussion included Kevin Brett (Lennon, Smith & Souleret Engineering), Maria Dreese (Crawford County Conservation District), Lance Bowes (Venango Conservation District), Mike Grill (Construction Code Inspectors), Gary Johnson (Barkeyville Borough Zoning Officer) and Marilyn Black (Oil Region Alliance).

The work session provided board members and guests a chance to share their concerns and ideas about how to streamline the land development process within the county.

Other topics of discussion included the rollout of the new FEMA Floodplain maps in January 2014 and the continuing success of the county's special collections for electronics, household hazardous waste and prescription drugs.

## *2014 Initiatives*

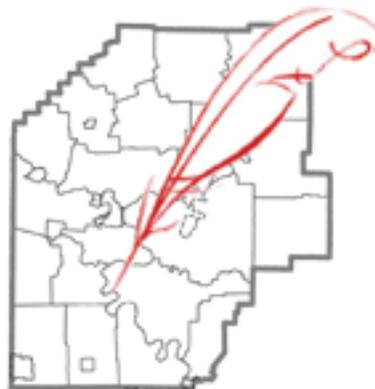
- Complete an update to the Venango County Solid Waste & Recycling Plan
- Complete an update to Venango County Comprehensive Plan
- Complete an update to the Venango County Subdivision and Land Development Ordinance
- Work toward a multi-agency cloud-based data system
- Complete an update to Venango County bridge data
- Continue to offer special collections through the recycling program
- Continue to provide floodplain management support

**VENANGO COUNTY REGIONAL PLANNING COMMISSION  
PROPOSED 2014 MEETING SCHEDULE**

**3<sup>rd</sup> Tuesday of each month (except May and November)**

**Start time for meetings will be 6:30 PM  
Room 100, Venango County Courthouse  
VCRPC Office  
1168 Liberty Street  
Franklin, PA 16323**

December 17, 2013	Room 100 Courthouse Annex at 6:30 p.m.
January 21, 2014	Room 100 Courthouse Annex at 6:30 p.m.
February 18, 2014	Room 100 Courthouse Annex at 6:30 p.m.
March 18, 2014	Room 100 Courthouse Annex at 6:30 p.m.
April 15, 2014	Room 100 Courthouse Annex at 6:30 p.m.
<b>Monday May 19, 2014</b>	<b>Meeting location pending</b>
June 17, 2014	Room 100 Courthouse Annex at 6:30 p.m.
July 15, 2014	Room 100 Courthouse Annex at 6:30 p.m.
August 19, 2014	Room 100 Courthouse Annex at 6:30 p.m.
September 16, 2014	Room 100 Courthouse Annex at 6:30 p.m.
October 21, 2014	Room 100 Courthouse Annex at 6:30 p.m.
<b>Saturday November 22, 2014</b>	<b>Two Mile Run County Park</b>
December 16, 2014	Room 100 Courthouse Annex at 6:30 p.m.



**Venango County  
Regional Planning Commission**

