

Venango County Regional Planning Commission
Minutes
Meeting 12/15/2015

Those present at the public meeting of the Venango County Regional Planning Commission held at the FICDA building at 6:30 P.M.

Present: Albert Abramovic
Mike Swatzler
Keith Klingler
Nick Melnick
Frank Pankratz
John McClelland
Greg Miller
Barb Crudo
Bob Cross
John Neidich
Rodney Gladd

Absent: Ken Garland

Guests: Vince Witherup
Sheila Boughner
Mitchel Littler

Staff Present: Jason Ruggiero
Erik Johnson
Emily Donaldson
Sarah McGuinness

Excused: Garnet Wood
Dave Owens

Monthly board meeting called to order by Bob Cross at 6:30 P.M.

A majority was present for the meeting. The attendance of 11 board members (of the 14 current appointees) was accounted for by Sarah McGuinness.

APPROVAL OF MINUTES

- Frank Pankratz made a motion to accept the minutes as presented from the November 17, 2015 meeting; seconded by Barb Crudo. So moved.

PUBLIC COMMENTS

- Bob Cross welcomed and introduced a guest, Mitchel Littler, to the board as a suggested future board member and explained the composition of the board of elected vs. non-elected board positions.

SPECIAL PURPOSE MATTERS

- A. 2016 Meeting Dates: Bob Cross inquired about the general feeling of board members on the traditional yearly "Planning Retreat" held at Two Mile Run Park on a Saturday. This year this was eliminated in favor of the usual monthly Tuesday meeting at FICDA. There was a consensus initiated by Mike Swatzler and others that this is a more efficient use of time. Bob Cross also asked if board members wished to

consider moving the proposed December meeting to a date further from the holidays. The consensus was that this was not necessary at this time.

- A motion was made by Nick Melnick to accept the 2016 meeting schedule as presented; seconded by Keith Klingler. So moved. Notes: Jason Ruggiero mentioned the question of printing minutes to bring to each meeting even though they are delivered to board members prior to meetings. Keith Klingler suggested that we could print approximately five copies to have available in case someone wants to see them during a meeting in order to save paper in the agenda packets.

SUBDIVISIONS AND LAND DEVELOPMENTS

- A. Cranberry Retailer Plaza: Emily Donaldson provided an overview of the current status of this Land Development. A new engineer has been hired to complete this project and has submitted plans for this Board's comment. When reviewing plans for Landscaping, which have been increased per this board's previous suggestion, Frank Pankratz asked if the engineer is aware/has made plans concerning the location of the fiber optic line along Rt. 322. It was decided that planning staff should officially inform the engineer of this in case they are unaware, so that they can make sufficient adjustments if necessary. After examining the proposed lighting plans the board found them to be sufficient for the safety of consumers as well as in compliance with the County's Subdivision and Land Development Ordinance (SALDO). After performing a traffic study, COCCA Development proposed widening the second access drive to allow for exiting as well as entering traffic. This exit would provide only a right turn, placing exiting traffic back in a lane which would be entering Home Depot Drive. The board is of the opinion that this would conflict with the regular flow of traffic, creating an unnecessary safety hazard and violating the County's SALDO. In addition, the board felt that the proposed access between the retailer plaza and Home Depot, which would require vehicles to enter traffic, turn, and then turn again to circumvent concrete barriers, would conflict with the normal flow of traffic and create a safety hazard. Aligning this entrance with Home Depot's lanes would result in the loss of approximately three of Home Depot's most outlying parking spaces. While considering access drives, Frank Pankratz mentioned the benefits of connecting this plaza with other nearby retail facilities, including Staples and Walmart, both through roads and pedestrian walkways. The board consensus was that this would be ideal, however due to the various owners adjacent of adjacent lots the board acknowledges that this would likely be difficult to accomplish. In addition, the board addressed the currently proposed pedestrian walkway between the plaza and Home Depot. This walkway places pedestrians close to the Home Depot Drive. It was suggested that it be moved to follow the access drive between the parking lots instead. The board also reviewed proposed plans for pedestrian walkways throughout the proposed plaza's parking lot. The currently proposed layout would not promote the use of legal walkways to move between buildings. Therefore, the board suggested providing walkways connecting the doors of each building through the center of the lot. This would result in the loss of several parking spaces, however the current layout does provide seven spaces over the minimum requirement of the County's SALDO.

- A motion was made by Keith Klingler to accept the landscaping plans as submitted; seconded by Mike Swatzler. So moved. Notes:
- A motion was made by Barb Crudo to accept the lighting plans as submitted; seconded by Greg Miller. So moved. Notes:
- A motion was made by Frank Pankratz to recommend against widening the second access drive and Rt. 322 to allow for both entrance and exit; seconded by John Neidich. So moved. Notes:
- A motion was made by Nick Melnick to recommend aligning the proposed access between the retailer plaza and Home Depot with the current layout of Home Depot's lot; seconded by John Neidich. So moved. Notes:
- A motion was made by Frank Pankratz to recommend shifting the proposed pedestrian walkway between Home Depot and the plaza to follow the proposed shift in the access between the lots; seconded by Rodney Gladd. So moved. Notes:
- A motion was made by Nick Melnick to recommend adding pedestrian walkways in order to better connect the buildings within the plaza; seconded by John Neidich. So moved. Notes:
- A motion was made by Frank Pankratz to recommend adding access, by way of sidewalk and/or roadway, between the retail plaza and Staples; seconded by Rodney Gladd. So moved. Notes:

OFFICER'S AND COMMITTEE REPORTS

- *Executive Committee*-No meeting.
- *COG Representative* – Greg Miller informed the board that the next meeting will be held January 21 in Clintonville.
- *DEP Roundtable Update* – No meeting.
- *Comprehensive Plan Update* – Chip informed the board that there have been 526 survey responses and it will be taken down in January. Meetings have been set through July 19th. Jason explained that the next step in the update will be cataloging the major concerns to be addressed in the new plan and determining how these problems will be tackled. Bob Cross asked Sheila to mention the survey deadline in her article. It was also suggested that we also take into account the results of Cranberry Township's survey.

EXECUTIVE DIRECTOR AND STAFF REPORTS

-Jason: Jason recapped the work of the entire office, especially Erik, on the CDBG FFY 2015 Application. He also mentioned that the award for last year's allotment has been

awarded as of August, therefore work can now begin. In addition, Jason informed the board that this year's 902 grant application was pulled following the receipt of a project cost estimate for the recycling center. A new permitting workshop with Penn DOT and the Conservation District is also in the works.

-Erik: Erik explained that the delay in CDBG awards has partially been due to the ongoing monitoring of the program, and therefore will likely perpetuate into coming years. He also explained that since 902 grants can only be applied for every other round, therefore it was pulled to allow an application next year if further funding sources for the recycling center can be obtained in addition to this grant.

-Emily: The Oil City project draft has been completed and sent out. The reception from PennDOT and others has been positive so far. The Wilson Park rain Garden Grant will be completed in the spring, weather permitting.

-Sarah: Sarah has been helping on the grants, permitting, and other projects in addition to administering subdivisions.

PUBLIC COMMENT – GENERAL

- Bob Cross asked about the status of the Dollar General and the Verizon Tower Land Developments. Jason responded that he will check with the Fiscal office in reference to Dollar General and with the company for the Verizon Tower. In addition it was mentioned that Taco Bell has not yet requested bond release after the last inspection.
- Bob Cross also congratulated recently elected officials as well as Barb Crudo on her retirement.

A motion to adjourn at 7:36 p.m. was made by Albert Abramovic; seconded by Barb Crudo. So moved.

Respectfully Submitted,

Sarah Mcguinness