

**Venango County Regional Planning Commission
Minutes
Meeting August 17, 2010**

Those present at the public meeting of the Venango County Regional Planning Commission held at the Courthouse Annex, Room 100

Warren Thomas
Dave Owens
Matt Carlson
Debbra Kapp
Garnet Wood
Ken Garland
Sonja Hawkins
Bob Cross
Harold Best
Jim Berry

Guests:
Holly Osborn

Excused:
Susan Hileman
Marc Rickard
Rodney Gladd

Staff Present:
Judy Downs
Karen Wenner
Chad Cochran
Alex Smith
Erik Johnson

Unexcused:
Fred Krizinsky

Chairperson Debbra Kapp called the monthly board meeting to order at 6:32 PM.

A majority was present as established by roll call. The attendance of 10 board members was accounted for by Erik Johnson.

A motion was made by Matt Carlson to amend the minutes from July, 2010 meeting. The amended section is the last sentence of the last paragraph under "Plan Review Committee" and will read: "The board concurred with the plan review committee and staff recommendation – no further action was deemed necessary." This motion was seconded by Ken Garland; so moved.

A motion was made by Ken Garland to approve the amended minutes from July 20th, 2010, seconded by Garnet Wood, so moved.

PUBLIC COMMENT ON AGENDA ITEMS

- None.

SPECIAL PURPOSE MATTERS

- None.

SUBDIVISION REVIEW

- A set-back waiver request was submitted by Holly Osborn who was in attendance. The waiver was for front set-back only – from 80’ to 50’. All other set-backs are fulfilled and other neighboring properties illustrate the same format due to property geography. A motion was made by Matt Carlson to issue the waiver, seconded by Ken Garland, so moved.

OFFICER’S AND COMMITTEE REPORTS

EXECUTIVE COMMITTEE REPORT

- Nothing

PLAN REVIEW COMMITTEE

- Holly Osborn waiver. Nothing further.

AFFORDABLE HOUSING TRUST FUND

- Karen Wenner advised on Aug. 6th, 2010 there was a Housing Forum meeting at the Human Services complex. In attendance were Franklin, Oil City and the Affordable Housing Trust Board. Irene McLaughlin from the Housing Alliance of Pa. spoke. Much of the discussion focused around Land Banking, and House Bills 712 and 900. There are also plans for the Oil City Redevelopment Authority to acquire approximately half the properties in the tax repository for redevelopment purposes. The next meeting is scheduled for Sept. 13th, 2010.

COG REPRESENTATIVES

- Nothing new to report. Chad Cochran will be attending the COG meeting in Emlenton on Thursday Aug. 19th, 2010.

EXECUTIVE DIRECTOR REPORT

- Judy Downs reported the County budget process is starting and the Planning Commission's hearing will be on Sept. 21st, 2010. The department is going to request the GIS intern position become full time.
- Erik Johnson went over the current budget with the planning commission. He also reported on the success of the Household Hazardous Waste event that was held on July 31st. There was a 17% increase in participation at this year's event with approximately 20 people volunteering for the collection.
- Chad Cochran advised he and Karen met with Dave Strickland regarding the upcoming plans for the Humane Society's new facility. He stated they previewed the sketch plan for the development and that zoning should not be an issue.
- Alex Smith presented on FEMA/Flood Plain maps that are available to municipalities in the county. These maps show an approximate flood plain area for lands/parcels along the region's watersheds. He advised the Planning Commission is providing a list of residential properties in the flood plain to the municipalities so that they may contact the land owner to advise that their property may be at risk for potential flooding.
- Karen added that the next SALDO review meeting is slated for Sept. 20th, 2010.

PUBLIC COMMENT - GENERAL

- Sonja Hawkins requested that the commission have people from the region contact Sen. White and Rep. Hutchinson and ask them to push for the passing of House Bills 900 and 712.
- Warren Thomas urged that the municipalities in the region need to be unified with regards to membership in the Planning Commission and cooperate to address, not only current, but also future needs of the community/region.

A motion to adjourn was made by Ken Garland at 7:43 PM, seconded by Garnet Wood; so moved.

Respectfully Submitted,

Erik Johnson, Planner I