

**Venango County Regional Planning Commission
Minutes
Meeting Oct. 19th, 2010**

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

Susan Hileman
Warren Thomas
Marc Rickard
Debbra Kapp
Garnet Wood
Keith Klingler
Sonja Hawkins
Harold Best
Bob Cross
Ken Garland
Matt Carlson

Guests:
Alvin Stoughton
Jim Hite

Excused:
Dave Owens
Rodney Gladd
Jim Berry
Fred Krizinsky

Staff Present:
Judy Downs
Chad Cochran
Alex Smith

Chairperson Debbra Kapp called the monthly board meeting to order at 6:30 PM.

A majority was present at the time of roll call. The attendance of 11 board members was accounted for by Chad Cochran.

A motion was made by Sonja Hawkins to approve the minutes from Sept. 21, 2010 as presented, seconded by Bob Cross; so moved.

PUBLIC COMMENT ON AGENDA ITEMS

- None.

SPECIAL PURPOSE MATTERS

- None

SUBDIVISION AND LAND DEVELOPMENT

- GOC Property Holdings development in Rouseville was discussed. The plan has met stormwater management requirements as of Oct. 18th with some minor corrections needed. These items were laid out in the JMT letter from Oct. 18th. JMT advised they are comfortable with moving forward and recommended a conditional approval be granted as long as these items are met. Plan Review Committee agreed that conditional approval is warranted. Marc Rickard stated that the Venango Conservation District sent a recommendation letter to DEP, however, they still need to process the permit. A motion was made by Garnet Wood to approve under the conditions that the items on the JMT letter are met, seconded by Harold Best; so moved.
- Waiver for Alvin Stoughton (Rockland Twp.) major subdivision review was discussed by the board. Mr. Stoughton submitted a waiver to have his 10+ lot be classified as a minor subdivision. Alvin Stoughton ultimately withdrew the waiver after a brief discussion on his subdivision. He plans to come into the VCRPC and work with staff to complete the major subdivision review process. No motion needed.
- Jim Hite (Scrubgrass Twp.) waiver to do a subdivision below the 1 acre threshold with a 50x50' building on the lot. Board discussed this matter and Hite advised he would get neighbor and township via letter of support to complete the subdivision. Keith Klingler made the motion to table this matter for next months meeting, seconded by Warren Thomas, opposed by Sonja Hawkins; so moved.

OFFICER'S AND COMMITTEE REPORTS

EXECUTIVE COMMITTEE REPORT

- Deb Kapp advised next months meeting would be the annual retreat/work plan session on November 20th at Two Mile Run Nature Lodge. The board will also be working towards appointing a 3 member Nominating Committee. She also reported that 3 new municipalities have expressed interest in joining the VCRPC: Oakland, President and Pinegrove.

PLAN REVIEW COMMITTEE

- Previously discussed regarding Subdivisions and Land Development.

AFFORDABLE HOUSING TRUST FUND

- The Committee did not meet this month.

COG REPRESENTATIVES

- Next Oil Region COG meeting is Oct. 21st in Rouseville, 7PM.

EXECUTIVE DIRECTOR REPORT

- Judy advised submission of the PCTI applications for Sugarcreek Boro. and Cranberry Twp. the Complete Streets initiative. Funding is pending per review and ranking by Penn DOT/Harrisburg at this point. ARC application of \$200K for Sandycreek Industrial Park is being considered within the next funding round. The Northwest Regional Planning Commission is attempting to add an additional \$50K to this application to add money for the waterline at the industrial Park. Also, Judy stated that Karen, Chad and herself attended the annual PPA conference.
- Alex Smith reported he has been working on base-maps and templates for going forward with mapping requests from the public. He also advised of an approval letter from the Federal Government for natural gas line transmission data.
- Chad Cochran advised the VCRPC has received the plans for the Tennessee Gas Co. compressor station in Cranberry Twp. The plans are in the review process.

PUBLIC COMMENT - GENERAL

- Deb Kapp reminded the board members to write up a biography for the annual report.

A motion to adjourn was made by Ken Garland at 7:33 PM, seconded by Matt Carlson; so moved.

Respectfully Submitted,

Erik Johnson, Planner I