

**Venango County Regional Planning Commission  
Minutes  
Meeting July 19<sup>th</sup>, 2011**

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

Harold Best  
Debra Kapp  
Rodney Gladd  
Garnet Wood  
Sonja Hawkins  
Susan Hileman  
Robert Cross  
Dave Owens  
Warren Thomas

**Guests:**  
Dave Strickland  
Jan Beichner

**Excused:**  
Marc Rickard  
Keith Klingler

**Staff Present:**  
Judy Downs  
Chris Berkey  
Karen Wenner  
Erik Johnson  
Alex Smith

**Absent:**  
Fred Krizinsky  
Bill Flockerzi  
Ken Garland  
Matt Carlson

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

A majority was present at the time of roll call. The attendance of 9 board members was accounted for by Erik Johnson

A motion was made by Warren Thomas to approve the minutes from June 21<sup>st</sup>, 2011, seconded by Dave Owens; so moved.

**PUBLIC COMMENT ON AGENDA ITEMS**

- None.

## **SPECIAL PURPOSE MATTERS**

- None

## **SUBDIVISION AND LAND DEVELOPMENT**

- Humane Society, Cranberry Township – Karen Wenner advised there are still outstanding issues that need addressed with the plan before the board can move forward with approval. She mentioned JMT Engineering has commented on the plans stating there are still stormwater management issues – mainly that the site basin will be into the water table and this will not allow for proper infiltration. In addition, the NPDS and Highway Occupancy Permit are still required. Karen stated that she would be meeting with JMT Engineering on July 27<sup>th</sup> on site to do a test hole for percolation test. Further, she advised that the developer could request a special meeting to expedite the process if requirements have been met. Dave Strickland added that they have entered the bid process, that filtration systems were engineered to account for worst case scenarios and that they were anticipating to proceed with initial construction in August.
- Adult Probation and Parole Waiver Request – Karen Wenner commented on this request. The plans were given conditional approval two months ago; however, the developer is requesting a waiver for the installation of a 15” stormwater pipe in lieu of the 18” pipe which was initially written into the plan. JMT Engineering and Sugarcreek Borough have both given approval for this change to the plans; however, Sugarcreek Borough will need to provide a seal for this officially. There was also a request for Veon’s engineer to put his seal that the 15” piping is sufficient. In accordance with the above mentioned terms, Harold Best made a motion to approve the waiver, seconded by Warren Thomas; so moved.
- SALDO Amendment – Karen Wenner advised the committee had met on July 18<sup>th</sup> and stated there were still a lot of issues needing to be worked out. They will meet again on Aug. 15<sup>th</sup> with Andrew from JMT Engineering to do some final adjustments; but, a final draft should not be anticipated for at least a couple more months. The final copy will be digital with hard copies available upon special request.
- Northwest Savings Bank, Oil City – Karen Wenner stated that the bank sent in updated plans with corrections to the slopes, however, the Highway Occupancy Permit is still required.

- Marcellus Shale Mapping – Alex Smith commented on some GIS mapping being done to map out Marcellus Shale activity with regards to Venango County natural habitats. He stated recently there are two well pads to be constructed: the first being the Tionesta Monitoring well in Richland Twp. which does not conflict with natural habitats and the other being a well along Henderson Road in Victory/Mineral Twp which does seem to have a conflict with a core habitat.

## **OFFICER’S AND COMMITTEE REPORTS**

### **EXECUTIVE COMMITTEE REPORT**

- Debb Kapp reported that the budget looks to be on track for the year with 59% remaining in funding.

### **AFFORDABLE HOUSING TRUST FUND**

- Karen Wenner advised the board did not meet – nothing to act on.

### **COG REPRESENTATIVES**

- Garnet Wood advised there will be a COG meeting Thursday July 21<sup>st</sup> at Sandycreek Twp.

### **DEP ROUNDTABLE**

- No Meeting

### **EXECUTIVE DIRECTOR REPORT**

- Judy Downs advised she would like to invite Tim Pallino to the next meeting to discuss his Asset Based Development report and how it relates to Venango County. A cd-rom of the report has been provided to the members of the board.
- Karen Wenner reported that she will be coordinating zoning training classes to be hosted at the County. She will need a minimum sign up of attendees to get the trainers to host.
- Erik Johnson reminded the board about the upcoming Household Hazardous Waste collection event to be held at the Cranberry Mall on July 30<sup>th</sup> from 9am-1pm.
- Alex Smith advised he was in the process of mapping water wells in the county.

### **COMPREHENSIVE PLAN REVIEW**

- Edits were performed by the Board for approx. 15 minutes. Also, there was a request to discuss Capital Improvements as training opportunity during November’s meeting.

**PUBLIC COMMENT - GENERAL**

- None.

A motion to adjourn was made by Harold Best at 7:45 PM, seconded by Warren Bob Cross; so moved.

Respectfully Submitted,

Erik Johnson, Planner I