

# Venango County Regional Planning Commission

## Minutes

### Meeting, October 21, 2008

Those present at the public meeting of the Venango County Regional Planning Commission held at the Venango County Fairgrounds:

Warren Thomas  
Susan Hileman  
Debbra Kapp  
Garnet Wood  
Ken Garland  
Fred Krizinsky

**Absent:**

Marc Richard  
Terry Ray  
Matt Carlson  
Sonja Hawkins  
Neil McElwee

**Guests:**

Fred Blausner, Cranberry Township

**Staff Present:**

Judith Downs  
Ben Breniman

Chairperson Ken Garland called the monthly board meeting to order at 7:00 p.m.

A roll call for attendees was read by Ben Breniman.

A motion was made by Susan Hileman to approve the minutes from August 18, 2008, seconded by Warren Thomas; so moved. There was no meeting in September.

There were no public comments on agenda items.

**OFFICER'S AND COMMITTEE REPORTS:**

**Executive Committee** – Ken Garland reported that Lynn Lawrence's position, Planner I, has been posted in the Courthouse.

Judy Downs stated that the Planning Commission's annual meeting will be held in November, with a dinner at 5:30 p.m. and the regular meeting to start at 7:00 p.m.

The Board vacancies totaling 4 were discussed. The Planning Commission submits recommended names to the County Commissioners for appointment. Potential candidates are chosen based on their background and geographic location.

The location for next years (2009) Planning Commission meetings was addressed. Some members desired to have a more centrally located and convenient location. Judy Downs will try to schedule room 100 or 103 of the Courthouse annex, even if the 3<sup>rd</sup> Tuesday is not available.

**Treasurer's Report** – Judy Downs summarized the 2009 budget as submitted in the agenda packet.

**Affordable Housing Board** – Garnet Wood reviewed the work activities to date by the consultant CZB. A power point slide show presented some Venango County housing statistics.

**Plan Review Committee** – A slide show of some land developments was presented by Ben Breniman. Shown was the Klapac development in Cherrytree Township; WEBCO site plan in Sugarcreek Borough; West End storm water pond; and Hawbaker office building in Barkeyville Borough. Judy Downs reviewed aerial photographs of Barkeyville Borough and discussed the possibility of conducting a traffic study of the Barkeyville interchange.

**Special Purpose Matters:**

Ken Garland discussed the need to appoint a nominating committee. Ken appointed Marc Rickard and Matt Carlson to the nominating committee for officers of the Planning Commission. Judy Downs will notify them of their appointment. Garnet Wood reminded the Board that we still have 4 vacancies on the Commission and that they need to be elected officials.

**Executive Director & Staff Reports:**

Judy Downs reported on the CDBG program; LUPTAP grant application submitted for the Utica/Polk/Frenchcreek Comprehensive Plan and discussed the Oil City/Cornplanter/ and Rouseville Comprehensive Plan that has just begun.

On November 20, 2008 there will be a training session on subdivision review in Meadville.

Utica Borough received additional grant moneys from the Federal Safe Routes to School Program to replace sidewalks throughout the Borough.

There will be a public meeting on the Natural Heritage Inventory next week at the Courthouse Annex.

**New Business:**

None

**Public Comment:**

There were no public comments at this time.

At 8:30 p.m. a motion to adjourn was made by Susan Hileman and seconded by Fred Krizinsky; so moved.

Respectfully Submitted,

Ben Breniman