

**Venango County Regional Planning Commission
Minutes
Meeting October 16th, 2012**

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

Present:

Barb Crudo
Amanda Slider
Willis Thomas
Ken Garland
Keith Klingler
Nick Melnick
Rodney Gladd
Dave Owens
Harold Best
Bob Cross

Guests:

Jeffrey Schaffer
Drew Orient

Excused:

Debra Kapp
Garnet Wood
Dave Owens

Staff Present:

Erik Johnson
Alex Smith
Karen Wenner
Judy Barrett
Jason Ruggiero

Absent:

Bill Flockerzi

Resigned:

Marc Rickard

Monthly board meeting called to order by Ken Garland at 6:31 PM.

A majority **was** present for the meeting. The attendance of 10 board members was accounted for by Erik Johnson.

A motion was made by Barb Crudo to approve the minutes from August 21st, 2012, seconded by Willis Thomas; so moved.

PUBLIC COMMENT ON AGENDA ITEMS

- None

SPECIAL PURPOSE MATTERS

- Judy Barrett recommended submitting the Sugarcreek/Franklin Complete Streets study to the County Commissioners so they could vote to make it an official amendment to the Comprehensive Plan. Bob Cross made a motion to recommend this to the Commissioners, seconded by Fred Krizinsky; so moved.

SUBDIVISION AND LAND DEVELOPMENT

- Giles Granny Flat – Canal Township. Jason Ruggerio submitted a waiver request to the Plan Review Committee to allow Mr. Giles permission to place a trailer on an existing residential lot to assist an elderly parent. Ken Garland explained the Plan Review Committee discussed this; however, there is no provision in the SALDO for Granny Flats. The Planning Commission has asked the applicant for letters of approval from neighbors, letter from physician justifying that care is needed, letter from the SEO stating on lot sewage is acceptable for another structure, and a plot plan – these items have not yet been submitted. Ken Garland expressed concerns on how to proceed if this waiver is granted – how does one enforce a timeframe on the existence of the trailer on the lot? He advised that the Plan Review Committee did not have enough information regarding the circumstances to support the waiver, and, also there is no provision in the SALDO to reference proper provisions. Keith Klingler made a motion to table the waiver until more information is provided and proper letters listed above are submitted to the VCRPC, seconded by Willis Thomas; so moved.
- Guru Trucking – Barkeyville Borough. Ken Garland explained that the Plan Review Committee found out that the stormwater for this plan was grandfathered in with the previous build out of the lot. This is not viewed as an issue to the Committee, and appears to be in compliance with the SALDO. Karen Wenner advised JMT had made comments on the piping requirements. The plans call for 12” pipe; however, the new SALDO calls for 15” pipe. She stated we cannot justify requiring the 15” pipe since the initial build out called for 12” pipe per older SALDO requirements. She would like approval from the board that the 12” pipe is sufficient. Ken Garland stated that the Plan Review Committee recommends approval of the current stormwater plan as proposed. Willis Thomas made a motion to approve the plan as submitted, seconded by Keith Klingler; so moved.
- Hepler Minor vs. Major Subdivision interpretation – Scrubgrass Township. Drew Orient attended the meeting and presented the subdivision to the VCRPC Board. Ken Garland explained that assessment had parceled out 3 lots due to the road as a natural subdivision. This being the case, it puts Hepler at the major subdivision classification for his current subdivision. The Plan Review Committee feels that since the other 3 subdivisions were not done by him, this submission should only be classified as a minor subdivision. Willis Thomas made a motion to classify the Hepler subdivision as a minor per recommendation above, Fred Krizinsky seconded; so moved.

- Anchor Construction – Sugarcreek Borough. Jeff Schaffer from Anchor Construction attended the meeting and presented the plans for a land development along Route 8 in Sugarcreek Boro. next to Long John Silvers. Mr. Schaffer was requesting final approval from the board to move forward with the project. Ken Garland advised there were issues to be addressed before final approval may be granted. He explained that the PCTI Study conducted on the corridor recommends a sidewalk be worked into the plans for in front of the development along Route 8. Jeff Schaffer stated that his company would be willing to work in an 8 foot sidewalk; but, he was unsure of the ability to work in a curb and gutter design which was not a concern of Penn Dot. Ken Garland stated he was confused on Penn Dot's non-concern with doing curb and gutter in the plan. Karen Wenner advised that stormwater still needed approval and that the Highway Occupancy Permit was still in process of being granted by Penn Dot. Judy Barrett stated she is pleased with Anchor Construction thus far and they may be willing to escrow the money for the sidewalk and possible curb/gutters. Ken Garland advised that due to the fact the stormwater still needs approved and the HOP has not been granted yet – the Plan Review Committee cannot grant any approval at this point. Judy Barrett explained that the VCRPC is willing to hold a special meeting if possible to help move this plan forward. Barb Crudo made a motion to table approval until all appropriate information is submitted on this plan, seconded by Harold Best; so moved.
- Family Dollar – Clintonville Borough. Karen Wenner advised she never got plans back from JMT Engineering until Monday for this. There are two pages of stormwater comments so she was unable to properly review it in such a short time span to comment at this meeting. She recommended to not move on this item until review by staff is complete.
- Woodlands Development. Ken Garland stated that Plan Review Committee met on this plan and believes it to exhibit best stormwater management practices – recommends approval for three lot extension of Woodlands Development. He did ask Harold Best for a letter summarizing other potential developments of this land as the plans show laterals for future development of the site. Fred Krizinsky made a motion to approve the plans as presented, seconded by Willis Thomas, Harold Best abstained; so moved.

OFFICER'S AND COMMITTEE REPORTS

- Ken Garland reported out on Executive Committee. He recommended nominees for nominating committee – Fred Krizinsky, Ken Garland and Willis Thomas were appointed. Officers will be voted upon at the January 2013 meeting. Regarding board vacancies, Ken asked for recommendations from the board on Marc Rickard's open position as well as addressing the re-appointments of Bob Cross and Nick Melnick. Judy Barrett advised that the Commissioners would like the office to possibly update its fee schedule by adding a rate for zoning ordinance administration. Also, for the November VCRPC Annual meeting, Ken asked the board for assistance in leading the annual planning session or

if the VCRPC could possibly get Susan Hileman to lead the meeting again.

- Plan Review Committee – Nothing further to report.
- Affordable Housing Trust Fund – Bob Cross advised the next meeting would be Oct. 22nd at 10AM in Room 103 at the Courthouse Annex.
- COG Representatives – Rodney Gladd advised nothing to report from Southern COG as it is still inactive. Fred Krizinsky stated the Oil Region COG will meet Oct. 18th.
- DEP Roundtable – Keith Klingler stated the committee toured the Franklin Brine Treatment Plant and that it was very informative. He advised the EPA is setting a regulation that the affluent water coming out of the plant to be cleaner than the water already in the river. He explained this may not be possible for the plant to do since it is cost prohibitive, the plant may close down in the near future.

STAFF REPORTS

- Judy Barrett advised that the 2013 Budget proposal was submitted for Commissioner's approval in September. Also, she stated that the Clapp Farm sewer project will be moving forward in the near future.
- Erik Johnson advised of the Electronics Collection event slated for Nov. 3rd at the Cranberry Mall.
- Alex Smith has been working on the benefit cost analysis for the LPDM grant for stormwater retention ponds. He is also working with Cornplanter Twp. to map out their fire hydrants via GPS technology. With regards to the FEMA flood plain maps, he states that the agency may move forward with the new maps by March of 2013.
- Jason stated that the quarterly newsletter for the VCRPC was almost complete. Also, he will be facilitating a meeting on Oct. 26th with local surveyors regarding requirements for minor subdivisions and SALDO – this will be in Courthouse Annex in Room 103.
- Karen Wenner advised that Erik Johnson and she had attended Lead Based Paint training in Clearfield, Pa. for the HOME grant program on October 10th – she will be discussing the subject matter of that training with the Affordable Housing Trust Board when they meet.

PUBLIC COMMENT - GENERAL

- None

Motion to adjourn at 7:50 PM was made by Fred Krizinsky, seconded by Willis Thomas; so moved.

Respectfully Submitted,

Erik Johnson, Planner I