



Venango County Regional Planning Commission

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Board Meeting Minutes for the March 2022 Meeting

Monthly board meeting was called to order by Frank Pankratz, at 6:30 PM.

Those present at the public meeting of the Venango County Regional Planning Commission on March 15th, 2022, at 6:30 pm, held in person at 1174 Elk Street, Room 100 in Franklin, PA:

Members Present:

- Frank Pankratz (Chair)
- Greg Miller (Vice-Chair)
- Sue Smith (Secretary/Treasurer) - Excused
- Anita Fuchs
- Tracy Jamieson - Excused
- Keith Klingler
- Fred Krizinsky
- Megan Weber - Excused
- Nancy Marano
- Nick Melnick - Excused
- Bill Moon - Excused
- John Neidich - Absent
- Ben Porter
- Julie Powell
- Glenn Speer

**VCRPC BOARD
APPROVED**
April 19, 2022

Staff Present:

- Hilary Buchanan (Executive Director)
- Ashley Smith (Deputy Director)
- Erik Johnson (Senior Planner)
- Joshua Sterling (Comm. Dev. Planner)
- Alexandria Shreffler (Geo. Analyst)
- Jenna Dillion (Land Use Planner)

Guests Present (List):

Mary Lovett

Quorum Present: Yes No

The attendance of 9 board members (of the 15 current appointees) was accounted for by Alexandria Shreffler.

APPROVAL OF MINUTES

- One correction was made to the minutes for the February 2022 board meeting. The location of the COG spring dinner was changed from the Sandycreek Municipal Building (error) to the Sandycreek Volunteer Fire Department. Nancy Marano made a motion to approve the minutes pending one revision. Greg Miller seconded. All approved.

PUBLIC COMMENTS ON AGENDA ITEMS

- None.

EXECUTIVE DIRECTOR AND STAFF REPORTS

Executive Director

- Hilary Buchanan – reported that there will be an infrastructure bank meeting March 31st at 10:00 AM. In other news, the State Street Bridge was supposed to be added to the TIP at 5% match. However, she received announcement that the Bipartisan Infrastructure Law (BIL) has offered to pay 100% of the cost, which will save the county approximately \$158,000. She has been working with Emlenton Borough to develop a USDA grant application to fix the borough building. The Colonel Drake Alliance received a Redevelopment Assistance Capital Program (RACP) grant award, which the Planning Commission will be

helping to administer. She has been working with Luke Kauffman (Park) and Lennon, Smith, Souleret Engineering (LSSE) Inc. for the Two Mile Run County Park bathroom project. The Comprehensive Plan will be able to begin ahead of schedule, before Municipal Assistance Program (MAP) reimbursement announcement is received. As such, the department is working with EADES Group about moving up the schedule to start as soon as possible. The meeting with the Department of Environmental Protection (DEP) regarding the Venango County Park site revealed that clean-up will be necessary, and DEP will be providing a cost estimate before the Planning Commission can take next-steps to solicit grant monies to cover the cost. There have been fifteen (15) responses on the Housing Coalition survey, great feedback received; there will be a meeting April 7th at 1:30 pm at 737 Elk Street to discuss the results. Although there is no information published on our website, any questions are welcome regarding this new endeavor. Finally, she announced that the commission has hired a new Land Use Planner, Jenna Dillion.

- **Land Use Planner**

- Jenna Dillion – introduced herself to the board as the new Land Use Planner. She had started work Monday, expressed excitement and shared her background in archeology, surveys, and historic preservation.

- **Deputy Director**

- Ashley Smith – provided a summary of new business. She reported that the Franklin Oil Region Credit Union (FORCU) is looking at building a new credit union in Reno. They are currently researching brownfield cleanup with the Department of Environmental Protection (DEP). The Veterans Affairs (VA) clinic subdivision was approved, she had met with Eric Heil, Cranberry Township manager, to discuss plans for a land development submission that should be received soon. There were three (3) small stormwater management approvals, preliminary review of four (4) subdivisions, and approval of seven (7) subdivisions. Other administration included working to hire the new Land Use Planner, Environmental Review Training, and grant application development for the Two Mile Lake Dredging and trail maintenance equipment projects through the Local Share Account (LSA) funding that was recently announced.

- **Geospatial Analyst**

- Alex Shreffler – reported that work has continued on the Venango Chamber of Commerce brochure map, which is in the final drafting stages. There has been additional interest in developing a comprehensive infrastructure map that represents the whole county, we will be sharing data and resources with Franklin Industrial & Commercial Development Authority (FICDA) as well, and the combined efforts should help move the project forward. She met with other county Geographic Information System (GIS) professionals to discuss Return On Investment (ROI) workflows, which was a productive conversation. Both this meeting and meetings with Esri have helped to inform organizational strategies to develop a data management plan and potentially work to update the ParcelViewer application. She submitted for reimbursement on staff time for Floodplain Management spent in the last year, which amounted to \$5,330 in eligible costs. She also reported work done on modifications for Environmental Review projects, planning commission website maintenance, and other new board meeting responsibilities.

- **Senior Planner & Recycling Coordinator**

- Erik Johnson – was absent from the meeting, Hilary Buchanan gave an update on his behalf. There is a tire collection scheduled for June 4th, where the cost per tire will be \$2. The bid opening tomorrow for HHW and e-waste collections Request For Proposal (RFP) is scheduled for 10:00 AM. One (1) proposal was received to date.

- **Community Development Planner**

- Joshua Sterling – was absent from the meeting.

SPECIAL PURPOSE MATTERS

- Emlenton Borough addressing problems mentioned by Julie Powell. It appears that there are issues with 911 call routing where some addresses are reported to “not exist.” The commission to bring this to the attention of other county departments to help resolve.
- By-Laws Amendment was presented with red-line changes (6a). Keith Klingler made a motion to approve, Nancy provided a second and there was unanimous approval by the board.
- As mentioned earlier in the meeting, the Comprehensive Plan will be started earlier than anticipated (6b) pending coordination with EADES Group to expedite the schedule. Hilary Buchanan reminded the board that there is still need for steering committee recommendations.
- After investigating the possibility of adopting a Zero Net Loss amendment of the previous (2004) Comprehensive Plan, it was recognized that a significant amount of publication and notice would need to occur in order to amend the previous plan (6c). General discussion included the potential loss of time and doubling efforts while plans to develop a new comprehensive plan are moving forward more quickly than originally anticipated. Keith Klingler brought the draft resolution to the board and shared some considerations for discussion, including the Community Conservation Partnerships Program (C2P2) grant money administered by the Pennsylvania Department of Conservation and Natural Resources (DCNR) that has been advertised and available for land acquisition. He also pointed out a few parts of the resolution which may need to be clarified, including the fact that the Pennsylvania Game Commission (PGC) is not specifically mentioned in the draft resolution, there may need to be stipulation that this would not apply for local government, and additional verbiage to highlight the purpose and importance of the resolution.

OFFICERS AND COMMITTEE REPORTS

- Executive Committee – No report
- COG Meeting – Report was given by Greg Miller. The upcoming COG meeting will be hosted March 17th 2022 at 7:00 PM in Oil City City Hall.

SUBDIVISIONS AND LAND DEVELOPMENTS

- Ashley Smith gave the report while the new Land Use Planner prepares for the position. Mary Lovett presented her case for a waiver request discussed last month and originally proposed in the December 2020 meeting. In addition to the waiver from SALDO section 506.A.1.a which requests a minimum length of 200 feet of frontage, the requested configuration dividing the 10-acre lot would also trigger the 1:4 length-to-width ratio for parcels less than 10 acres. Therefore, another waiver was also submitted for SALDO 506.A.4. She shared concerns that the adjacent junk yard could wrap-around the rear property, it would potentially disturb wildlife, and require the removal of mature trees. The cost to install a right-of-way to the rear property would also be significant. After discussion among the board members, the board concluded that the waiver would result in two lots with decreased development potential. A general consensus was in favor of the new lot configuration which would conform to both the 200 feet minimum and the 1:4 ratio, resulting in two lots with improved development potential. Fred Krzinksy make a motion to deny the waiver request in favor of the new lot configuration with 1:4 ratio, Keith Klingler seconded, and a unanimous decision was reached.

PUBLIC COMMENT – GENERAL

- Nancy Marano announced that she left the borough to accept another position, and will fulfill her term to expiration.

ADJOURNMENT

- At 7:51 PM, Keith Klingler made a motion to adjourn, which was seconded by Anita Fuches.

Respectfully submitted,
Alexandria Shreffler.