

Venango County Regional Planning Commission
Minutes
1/15/2019

Those present at the public meeting of the Venango County Regional Planning Commission held at the FICDA building, at 6:30 p.m.

Present: Bill Moon

John McClelland

Rick Burchfield

Keith Klingler

Nick Melnick

Greg Miller

Nancy Marano

Mike Swatzler

Tracy Jamieson

Guests: Vince Witherup

Mike Swank

David Guris

Woman (unnamed)

Aly Delp

Staff: Jason Ruggiero

Erik Johnson

Hilary Buchanan

Ashley Smith

Joshua Sterling

Joyce Jiang

Absent: John Neidich

Frank Pankratz

Dave Owens

Rodney Gladd

Monthly board meeting called to order by Chair Nancy Marano, at 6:30 p.m.

Majority of board members was present for the meeting. The attendance of 8 board members (of the 13 current appointees) was accounted for by Joshua Sterling.

APPROVAL OF MINUTES

- Rick Burchfield made a motion to accept the Dec. 18, 2018, board meeting minutes, as submitted; and Bill Moon seconded.

PUBLIC COMMENTS ON AGENDA ITEMS

- None

SPECIAL PURPOSE MATTERS

- A. Nick Melnick made a motion to reinstate board members whose terms expired Dec. 31, 2018. Those four members are Frank Pankratz, Nancy Marano, Keith Klingler, and John McClelland. Rick Burchfield seconded the motion.
- B. After brief discussion, Greg Miller made a motion to reinstate the full slate of board officers – Nancy Marano, Chair; Dave Owens, Vice-Chair; and Mike Swatzler, Secretary/Treasurer. The motion was seconded by Keith Klingler.

SUBDIVISION AND LAND DEVELOPMENT – ASHLEY SMITH

- A. The developers of a proposed 7,500-square-foot Dollar General store, at the intersection of state Route 62 and Bell Avenue, in Polk Borough, sought approval of a setback waiver

request for the site's stormwater management facility. This proposal will allow for the stormwater management facility to sit closer to the property line. The proposed building will connect to the existing sanitary sewer main and has a proposed water well. Both DEP and the Borough have provided letters of approval of the request. There is also a planned access easement agreement along the west side of the property line for the adjacent owner's driveway.

- B. The Commission also considered approval of the lighting and landscaping plans. After discussion, a motion was made by Greg Miller, which was seconded by Keith Klingler.
- C. Mike Swatzler made a motion to accept the stormwater management setback waiver request. It was seconded by Greg Miller.
- D. John McClelland made a motion to accept conditional approval, and Greg Miller seconded. Those conditions include: receipt of a stormwater management plan approved by the engineering firm, LSSE; receipt of financial security; receipt of an approved Highway Occupancy Permit from PennDOT; receipt of a completed Operation and Maintenance Agreement; receipt of fully executed easement access agreement; and receipt of 6 fully-executed plan sets, along with the requisite recording fees.

OFFICERS AND COMMITTEE REPORTS

- A. Executive Committee – No report
- B. COG Representatives – No report

EXECUTIVE DIRECTOR AND STAFF REPORTS

- A. Erik Johnson provided an update on the grant received for the countywide recycling center, as well as an update on the upcoming HHW/electronics recycling event, including current registration numbers and some additional advertising for the event.
- B. Joyce Jiang told the board that she had been studying for her floodplain management certification. She added that she has also finished creating a map of FICDA property for the agency.
- C. Joshua Sterling informed the board that a CDBG-funded house demolition on behalf of Cranberry Township had gone out to bid. The building is owned by the Township. He also said he'd spent the majority of the past week working on CDBG annual reports.
- D. Hilary Buchanan reported that she is awaiting final signatures for the PEMA grants. Greg Miller asked if any of the old generators being replaced by the grant monies could be potentially repurposed for use at the Irwin Township fire hall. Buchanan replied that it was her understanding the generators being replaced were in pretty rough shape. Hilary added that she has reviewed the 2018 liquid fuels expenditures and receipts in preparation for MS-991 submission.
- E. Ashley Smith said she recorded plan sets for a project for a construction project at 4 Your Car Connection, which was completed Jan. 11. She said she also gave conditional approval to Scott Snow's self-storage facility, in Cranberry Township, which was approved at

December's board meeting. She also, over the past month, approved 3 stormwater applications and 5 subdivisions.

- F. Jason Ruggiero told the board that he is hopeful the FAA will release to the County 40 acres of Venango Regional Airport Property for potential cargo-transportation development.

PUBLIC COMMENT – GENERAL

- Keith Klingler raised an issue he is having regarding property he owns, at 21 Carroll Ave., in Oil City, near Hasson Park. Klingler said there does not appear to be any official record allowing for road access on a former trolley line grade.

ADJOURNMENT

- Nick Melnick made a motion to adjourn at 7:30 p.m.; Greg Miller seconded.

Respectfully submitted,
Joshua Sterling