

MINUTES

MERCER COUNTY REGIONAL PLANNING COMMISSION

Tuesday – January 26, 2016 - 7:30 p.m. – MCRPC Offices

MUNICIPALITY	PRESENT	ABSENT
FARRELL CITY	Stephen Bennefield	Kimberly Doss
HERMITAGE CITY	Jeremy Coxe	Glenn E. Davis
SHARON CITY	Stephen Theiss	Frank Connelly Gary Mertz
CLARK BOROUGH		James Carucci, Sr.
FREDONIA BOROUGH	Patricia McAdams	Bob Reagle
GREENVILLE BOROUGH	Lisa Holm	Pamela Auchter
GROVE CITY BOROUGH	Shawn P. Myers	
JACKSON CENTER BOROUGH		Robert Egger
JAMESTOWN BOROUGH	William LeBarron	
MERCER BOROUGH	Jerry Johnson	
NEW LEBANON BOROUGH		
SANDY LAKE BOROUGH		Helena Bence
SHARPSVILLE BOROUGH	Guy Moderelli	Alex Kovach
STONEBORO BOROUGH	John Sweet	
WEST MIDDLESEX BOROUGH	Maleia James Robert Lark	
WHEATLAND BOROUGH		George Ashby Dave Jones
COOLSPRING TOWNSHIP	Robert L. McGhee	David Moon
DELAWARE TOWNSHIP	William E. Anthony	Melissa L. Osborne
E. LACKAWANNOCK TOWNSHIP		Nancy Givens
FAIRVIEW TOWNSHIP		Jane Clark Mont Clark
FINDLEY TOWNSHIP	John B. Courtney	Steve Paxton
HEMPFIELD TOWNSHIP		Todd Hittle
JACKSON TOWNSHIP		Richard Marks Robert W. Pizor
JEFFERSON TOWNSHIP	Garth Falkner	
LACKAWANNOCK TOWNSHIP		Richard Schuller Jody Scopack
LAKE TOWNSHIP		
LIBERTY TOWNSHIP	Dave Beatty Ron Faull	
NEW VERNON TOWNSHIP		Daniel L. Patterson
OTTER CREEK TOWNSHIP	Carl Swartz Paulette Young	

<u>MUNICIPALITY</u>	<u>PRESENT</u>	<u>ABSENT</u>
<u>PERRY TOWNSHIP</u>		
<u>PINE TOWNSHIP</u>	Fred Brenner George Hagstrom	
<u>PYMATUNING TOWNSHIP</u>	Gary R. Lowers	
<u>SANDY LAKE TOWNSHIP</u>	Helen Winger	Raymond Scofield
<u>SHENANGO TOWNSHIP</u>	Dennis DeSilvey	Matthew Stefanak
<u>S. PYMATUNING TOWNSHIP</u>	Don Morrow	Rose Lyons
<u>SPRINGFIELD TOWNSHIP</u>		Rick Dillaman
<u>WILMINGTON TOWNSHIP</u>	Diana Caiazza	Chad Taylor
<u>WOLF CREEK TOWNSHIP</u>	Jim Morton	Bob Crothers
<u>MERCER COUNTY</u>	Jeff Hoy James Hughes Sheryl Kelly Larry McAdams	Jeff Fiedler James L. Hogan Patty McCluskey
<u>BOROUGH ASSOCIATION</u>		
<u>SUPERVISORS ASSOCIATION</u>		
<u>COUNTY COMMISSIONER</u>	Matt McConnell	

STAFF

Carmen Reichard, Assistant Director
 Brian Barnhizer, Senior Planner
 Matt Stewart, Senior Planner
 Lisa Holm, Senior Planner
 Chris Conti, Senior Planner

OTHERS PRESENT

James Nevant II, Solicitor
 Bill Dunn, Jefferson Township
 Bill Klumph, South Pymatuning Township

CALL TO ORDER

Ms. Diana Caiazza, Chairwoman, called the meeting to order at 7:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Garth Falkner, Vice-Chairman, led the Commission in the prayer and Pledge of Allegiance. There was a moment of silence to remember Dan Gracenin's brother-in-law, Mark Taylor, who passed away unexpectedly.

ATTENDANCE SIGN IN

An attendance sign-in sheet was passed around and representatives present were asked to mark their attendance. **A quorum was present.**

PUBLIC COMMENTS ON ANY AGENDA ITEM

There were no public comments.

PRESENTATION OF GAVEL TO 2015 CHAIRMAN BILL ANTHONY

On behalf of the MCRPC, Ms. Diana Caiazza, 2016 Chairwoman, presented the gavel to Bill Anthony, 2015 Chairman and thanked him for his service and extended her appreciation for a job well done. Mr. Anthony thanked everyone for all of their support.

MINUTES OF THE DECEMBER 15, 2015 MEETING

A motion was made by Mr. Falkner and seconded by Mr. Anthony to approve the Minutes of the December 15, 2015 meeting with no additions, corrections or deletions. The motion passed.

FINANCIAL STATEMENT

Mr. Dennis DeSilvey, Treasurer, presented the December 2015 Financial Statement. A motion was made by Mr. Falkner and seconded by Mr. Sweet to approve the December 2015 Financial Statement as presented. The motion passed.

STAFF REPORTS

Mr. Chris Conti, Senior Planner, mentioned that in December we submitted the Mercer County CDBG application which, for the first time this year, included Greenville, Grove City and Sharpsville Boroughs and Pine Township. He noted that we also submitted for the City of Farrell their CDBG application. He stated that in January MCRPC submitted the annual reports to DCED for all of the grants.

Mr. Brian Barnhizer, Senior Planner, noted that he assisted in working with Carmen and Chris on the annual reports which were submitted to DCED.

Ms. Lisa Holm, Senior Planner, noted that in the next couple of months, she will be working on updating the Mercer County Subdivision and Land Development Ordinance with the Zoning & Subdivision Review Committee. She stated that the draft ordinance will also be reviewed by the full Commission, which then will be presented to the Mercer County Commissioners for their adoption.

Mr. Matt Stewart, Senior Planner, mentioned that MCRPC is working with the Mercer County Regional COG in updating their Coordinated Human Services Transportation Plan. The 2nd workshop will be held on February 3rd at the Mercer County Regional COG office. Also, he noted that there are a couple of transportation studies that MCRPC will be working directly or indirectly on. The first is the Access Management Study for the Route 208 corridor through Springfield Township, which MCRPC is working with the Township in selecting a consultant to undertake that study, which will be chosen on Thursday. He stated that MCRPC has begun discussions with PennDOT and FHWA regarding updating the Long Range Transportation Plan in 2016.

ZONING & SUBDIVISION REVIEW COMMITTEE REPORT

Mr. Larry McAdams, Committee Chairman, noted that the Committee met last week, a quorum was present, and reviewed the following items:

1. Pine Township Comprehensive Zoning Ordinance Update – Mr. McAdams explained that Pine Township is working with a consultant in proposing a comprehensive update to their zoning ordinance in order to meet

Municipal Planning Code standards, increasing lot sizes to accommodate DEP sewage requirements, an additional zoning district for agricultural properties, changes to residential setback, and added an industrial zone at the northeast corner, near similar zoning in Venango County. A motion was made by Mr. McAdams that we recommend approval of the updated Pine Township Zoning Ordinance. Mr. Hughes seconded. The motion passed.

2. Springfield Township Comprehensive Zoning Ordinance Update – Mr. McAdams explained that the Springfield Township Planning Commission, with assistance from a consultant, is proposing significant amendments to the Township Zoning Ordinance. The updates include adjustments to the processing of projects, meeting Municipal Planning Code standards, adding an industrial district to separate those uses from commercial uses as previously permitted in the same district and includes mapping changes. A motion was made by Mr. McAdams that we recommend approval of the updated Springfield Township Zoning Ordinance. Mr. Hughes seconded. The motion passed.

3. Mercer Borough Zoning Ordinance Map Amendment – Mr. McAdams explained that the Borough proposed to change the zoning on 4 properties from residential to commercial due to the current use being commercial and the properties are adjacent to the commercial district. A motion was made by Mr. McAdams that we recommend approval of this amendment as proposed. Mr. Hughes seconded. The motion passed.

4. Modification Request – George Elder Estate – Mill Creek Township – Mr. McAdams explained that the Estate of George Elder has requested a modification of the 4:1 lot depth to width ratio [Section 403.3:5]. The proposed Lots 4 and 5 will exceed the 4:1 ratio, however they are proposed as non-building, agricultural use. A motion was made by Mr. McAdams that we recommend approval of this modification request. Mr. Hughes seconded. The motion passed.

ANNUAL WORK PROGRAM FOR 2016

Ms. Carmen Reichard mentioned that MCRPC is required by their Bylaws, to approve projects and work activities to be undertaken in 2016. (A copy is attached to and made a part of the permanent record of Minutes.) Ms. Reichard briefly summarized the work program noting that we changed the format this year to make it much simpler. There being no questions, a motion was made by Mr. Anthony; seconded by Mr. Falkner to approve the Annual Work Program for 2016. The motion passed.

AUTHORIZATION FOR TRANSPORTATION PLANNING GRANT CONTRACT

Mr. Matt Stewart, Senior Planner, explained that an annual resolution is needed authorizing the chairman (or vice-chairman or secretary respectively if chairman is not available) to sign the annual grant agreement with PennDOT for transportation planning. A motion was made by Mr. Johnson and seconded by Mr. Sweet to sign the annual grant with PennDOT for transportation planning. The motion passed.

APPOINTMENT OF EXECUTIVE DIRECTOR

A motion was made by Mr. Hoy and seconded by Mr. Beatty to reappoint Daniel Gracenin as Executive Director of the Commission for 2016. This action is required annually by the Commission's Bylaws. The motion passed.

APPOINTMENT OF SOLICITOR

A motion was made by Mr. Anthony and seconded by Mr. Johnson to reappoint James Nevant as Solicitor of

the Commission for 2016. This action is required annually by the Commission's Bylaws. The motion passed.

APPOINTMENT OF COMMITTEES

Ms. Caiazza mentioned that the Committee list was mailed to all Commission members in their meeting packet. She asked that if any representative wanted to be added to a committee, to please let her know as soon as possible. Mr. Bill Anthony and Mr. Garth Falkner asked to be added to the Zoning and Subdivision Review Committee. A motion was made by Mr. Beatty and seconded by Mr. Falkner to approve the Committee list for 2016. The motion passed.

AUTHORIZATION FOR STAFF APPROVAL OF MINOR SUBDIVISIONS

Ms. Holm, Senior Planner, explained that this action is to be taken annually, which authorizes the approval by MCRPC staff on behalf of the full Commission to approve minor subdivisions under the Mercer County Subdivision and Land Development Ordinance. A motion was made by Mr. Hughes and seconded by Mr. Hoy to approve the authorization for staff to approve minor subdivisions. The motion passed.

OTHER BUSINESS

Ms. Caiazza stated that we need authorization for the prior year's secretary, Garth Falkner, to sign last year's financial statements on behalf of the treasurer. A motion was made by Mr. Johnson to approve the prior year's secretary to sign last year's financial statements on behalf of the treasurer. Ms. McAdams seconded. The motion passed.

Ms. Caiazza mentioned that we have two awards to be presented this evening. Ms. Caiazza presented Ms. Sheryl Kelly with a perfect attendance certificate for 2015. She noted that this was an oversight. Ms. Kelly thanked everyone. Next, Ms. Caiazza presented a 20 year service award to Mr. Ron Faull and thanked him for all of his years of service serving on the Commission.

Mercer County Commissioner Matt McConnell mentioned that the new board is in place and is working well. He also noted that the County is updating the GIS.

ADJOURNMENT

With no further business or discussion, a motion was made by Mr. Hoy to adjourn at 7:56 p.m.

Submitted and Certified By:

Jeremy Coxe, Secretary – MCRPC

Date: _____