

MINUTES
Cambria County Planning Commission

October 22, 2015

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, October 22, 2015, at 12 noon, at Kosta's Restaurant, Ebensburg, Pennsylvania.

The meeting was called to order by Chair, Mr. Belz.

PRESENT

David L. Belz
Toni Renee Anderson
Lonnie Batdorf
Tim Whited
Eric Wolf

ABSENT

Ronald M. Rovanseck
Russell Kiel
James White
William Trevorrow

STAFF

Ethan C. Imhoff
Christopher D. Allison
Shanna M. Murphy
Colleen A. Bukowski

PUBLIC COMMENTS

No public comments were presented at this meeting.

APPROVAL OF MINUTES

On a motion by Mr. Wolf, seconded by Mr. Batdorf, the minutes of the September 17, 2015 CCPC meeting were approved as submitted. The motion passed unanimously.

TREASURER'S REPORT

The October Financial Statement was read by Mr. Imhoff and reviewed by those present. Mr. Imhoff noted that there is currently an outstanding balance of \$37,000 from the County's 2015 allocation. He also indicated that insurance stipends for full-time employees (as approved at the September meeting) are scheduled for payment on the 13th of November. There being no other notations or questions on the report, Mr. Whited made a motion that the October Treasurer's Report and the bills listed for payment be approved. The motion was seconded by Ms. Anderson and passed unanimously.

At this time, Mr. Imhoff requested a review and discussion on the draft 2016 budget report. With regard to projected income sources, Mr. Imhoff highlighted anticipated revenues from the Unified Work Program, Cambria County, Liquid Fuels funds, and subdivision review fees. He then reviewed the 2016 anticipated expenditures, noting that the draft budget proposes a 2% salary increase; a 3.5% increase in health insurance costs; and a \$3,000 insurance stipend to full-time employees. Mr. Imhoff stated that in addition to standard operating costs, he had included expenditures for consulting services for several different projects in the budget. He

explained that these expenditures included the contract balance with Gannett Fleming for the Long Range Transportation Plan and monies for a possible Bicycle/Pedestrian Plan Update, GIS Air Photo contribution, and the Regional Comprehensive Plan. He noted that although the Bike/Ped Plan may be completed in-house, funds will be available to hire a consultant if necessary. During discussion of the proposed budget costs, it was suggested that Mr. Imhoff investigate the possibility of CCPC employees participating in the County's dental plan. Also discussed was the expenditure to Barnes, Saly & Company for auditing services. Mr. Imhoff stated that a Request for Quotations for performance of the Commission's 2014-2015, 2015-2016 and 2016-2017 fiscal year audits

had been advertised in July of this year and Barnes, Saly & Company was the only local company who submitted a proposal. Based on the fact that some members felt that the audit costs were rather high, Mr. Imhoff indicated that he would investigate the terms of the agreement with Barnes, Saly & Company to determine if the agreement is binding and whether or not additional proposals could be solicited for the 2015-16 and 2016-17 audits.

CORRESPONDENCE

Mr. Imhoff distributed a notification from the PA Department of Transportation regarding a public meeting for the proposed Route 56 Safety Study between Windber Borough and Pleasantville Borough. He explained that the meeting, to be held November 5th at Windber High School, will provide an opportunity for the general public to review and comment on the project. Mr. Allison explained that the Safety Study will focus on traffic assessment and safety and driving conditions along Route 56 between the specified boroughs and will determine what type of highway improvements are needed in the study area.

STATUS REPORTS

Executive Director

Mr. Imhoff reported that the update to the Long Range Transportation Plan is continuing. He indicated that he had reviewed Chapter 3 of the update and provided comments to the consultant.

The Executive Director provided a brief synopsis of several meetings he had attended during the past month. Mr. Imhoff stated that at an agency coordination meeting, several alternative routes for Route 219 between Meyersdale and Interstate 68 were presented and discussed. He noted that as a result of his attendance at the PA State Rail Plan public hearing, he provided comments regarding the lack of passenger rail service between Johnstown and Pittsburgh. Citing his attendance at a meeting to discuss a countywide land bank, Mr. Imhoff informed the members that the City of Johnstown intends to start a land bank and the County Commissioners have agreed to make a decision as to their participation in this initiative by the end of November. Mr. Imhoff also noted that, at the request of the County Commissioners, he provided several hours of staff support to the Cambria County booth at the County Fair.

Mr. Imhoff stated that he continues to review subdivision and land development plans on an on-going basis. He explained that his review includes consistency with the Municipalities Planning Code as well as with municipal subdivision and zoning ordinances. Review comments are also provided to serve as guidance to municipal officials in the local review of these submissions.

Transportation Planning

Mr. Allison reported that the balance of funds remaining in the 2014-2015 Unified Planning Work Program (approximately \$30,000) has been transferred to the current program. Further commenting on the current UPWP work tasks, he noted that staff has begun reviewing previous project priority lists and new candidate projects for the 2017 Twelve Year Program update. Mr. Allison stated that he had recently attended the 2015 Highway Performance Monitoring Program to learn of new and updated procedures for this initiative. He indicated that HPMS data collection and inventory preparation is expected to begin soon.

Providing an update on the County Bridge Program, Mr. Allison informed the members that the Carney's Run Bridge project is progressing on time and within budget and is scheduled for construction in 2016. He also mentioned that staff continues to coordinate interchange lighting activities on behalf of the County Commissioners.

Community Development Planning

Ms. Murphy briefed the members on the purchase of software to analyze the results of the Long Range Transportation Plan survey. She explained that the software will enable staff to complete a thorough and detailed analysis for this update.

Ms. Murphy reported that work on the development of a PDF form that can be utilized for sign inventory data collection has been on-going. She noted that the anticipated outcome for this initiative is to develop a user-friendly tool that will operate on both a computer and a mobile device.

Reporting on other activities undertaken during the past month, Ms. Murphy stated that a map depicting the top ten crash locations in the County during the past five years was developed. She explained that map was developed using data provided by PennDOT and will be distributed to pertinent municipalities for their information. Ms. Murphy apprised the members of two upcoming LTAP classes, Signs and Safety Features for Bridges and Culverts and Stormwater Facility Operation and Maintenance. She noted that staff continues to promote the LTAP classes to all municipalities in the County.

Various application and project reviews completed by the staff during the past month were reviewed by those present.

OLD BUSINESS

Mr. Belz stated that there was no "Old Business" to discuss at this meeting.

NEW BUSINESS

Mr. Imhoff stated that Northern Cambria Borough had submitted a Minor Subdivision Plan for review and comment. He explained that the proposed subdivision, located along Juniper Street, involves the subdivision of a portion of an abandoned rail bed owned by the Borough and would result in the creation of a 0.71 acre lot in the Commercial zoning district. A discussion was held regarding the proposed subdivision and its non-compliance with minimum lot area requirements of the Northern Cambria Borough Zoning

Ordinance and the options available to bring the proposed subdivision into compliance with the Borough's zoning ordinance. Mr. Wolf made a motion that the Borough be advised that the CCPC recommends that the proposed subdivision be in compliance with the Borough zoning ordinance prior to CCPC approval. The motion was seconded by Mr. Batdorf and passed unanimously. Mr. Imhoff noted that he will also outline alternatives which may be pursued to accomplish compliance with the ordinance, i.e., variance from the existing square footage requirement for commercially zoned properties or zoning amendment to reduce the minimum square footage in the Commercial zoning district.

There being no further business, the meeting was adjourned.