

MINUTES
Cambria County Planning Commission
January 18, 2024

The regular monthly meeting of the Cambria County Planning Commission was held on Thursday, January 18, 2023, at 12 noon, at Kosta's Restaurant, Ebensburg, Pennsylvania.

Chairwoman, Melissa Komar, called the meeting to order.

PRESENT

Melissa Komar
Diane Waksmunski
Danea Koss
Debra Orner
Charlie Koren
Scott Eberhart
Paul Kundrod
Shawn Veneskey

ABSENT

Ron Rovanseck

STAFF

Christopher Allison
Colleen Bukowski
Shanna Sosko
Jacob Zerby

GUESTS

Commissioner Thomas Chernisky

PUBLIC COMMENT

No public comment was presented.

INTRODUCTION OF NEW MEMBERS

Ms. Komar welcomed Scott Eberhart, Paul Kundrod, and Shawn Veneskey to the Board of Directors and expressed appreciation for their willingness to serve in this capacity.

Mr. Allison noted that the new appointees have been invited to the CCPC office for a brief orientation as to the responsibilities of the Commission staff and members, goals of the CCPC, funding sources, meeting schedules and agendas, etc.

ACTION ITEMS

Reorganization/Election of Officers

Ms. Komar stated that, as requested, Ron Rovanseck prepared the following proposed slate of officers for 2024:

Chair - Melissa Komar
Vice-Chair - Charlie Koren
Treasurer - Danea Koss
Secretary - Diane Waksmunski

There being no other nominations presented, Ms. Komar called for a motion to approve the nominations as presented. Ms. Orner made a motion to

approve the nominations and to elect the 2024 CCPC officers as presented. The motion was seconded by Mr. Kundrod and passed unanimously.

Approval of Minutes

Dr. Koren made a motion that the minutes of the December 21, 2023 meeting be approved. The motion was seconded by Ms. Koss and passed unanimously.

Treasurer's Report

The Executive Director briefly noted several upcoming expenses to be paid by the end of the month as presented on the Treasurer's Report. There being no comments on the January Financial Statement, Ms. Waksmunaki made a motion that the January Treasurer's Report, including expenses listed for payment, be approved. The motion was seconded by Dr. Koren and passed unanimously.

Minor Language Revision to Subdivision and Land Development Review Schedule

Mr. Allison stated CCPC staff is proposing minor verbiage changes to the CCPC Review Fee Schedule. Both he and Ms. Sosko explained that the changes are being proposed to better define and clarify how the Commission determines the fees for subdivision and merger reviews performed by CCPC staff. Staff recommended that "lots and new units" verbiage be replaced with "subdivisions and mergers" and fees for residential construction be based on the number of new units alone rather than the number of new units or lots. Ms. Koss made a motion that the proposed language change to the CCPC Review Fee Schedule be approved. The motion was seconded by Dr. Koren and passed unanimously. In response to a question by Dr. Koren regarding the Commission's responsibility to review/comment on stormwater management with regard to land development plans, Ms. Sosko stated that Commission staff generally does not comment on stormwater management issues and relies on the expertise of the project engineer to follow sound stormwater management practices when preparing a land development plan.

DISCUSSION ITEMS

Municipal Outreach

Ms. Sosko stated that in an effort to enhance the Commission's outreach to the County's 63 municipalities, she and the Transportation Planner developed a tri-fold, single page leaflet explaining the CCPC's purpose and planning projects/activities undertaken and spearheaded by Commission staff. She explained that the preliminary draft handout provides a brief synopsis of the Commission's involvement with County and municipal planning, zoning, and transportation initiatives. Ms. Sosko also noted that the Local Technical Assistance Program (LTAP), a PennDOT technical assistance initiative coordinated by Commission staff, is also highlighted. Distributing the leaflet to Commission members for their perusal, Ms. Sosko requested the members to provide comments and suggestions to her within the next few weeks, prior to finalization of this municipal outreach document.

CCPC Projects and Goals

The Executive Director reviewed the projects completed during the fourth quarter of 2023 and the status of ongoing projects. He stated that first quarter 2024 projects will focus on preparation of the draft 2024-2026 Unified Planning Work Program; municipal outreach; onboarding of HR consultant; continued personnel management and development of staff responsibilities/expectations job descriptions; and CCPC and Metropolitan Planning Organization (MPO) reorganization activities.

STATUS REPORTS

Executive Director

Noting that many of the topics presented during the projects and goals discussion were pertinent to his monthly status report, Mr. Allison provided a brief report. Informing the members that he is serving on the steering committee for development of the Johnstown Transit Center, he explained that a planning charette was held to discuss various building scenarios and provide local input to the architectural firm that will design the structure.

Mr. Allison stated that the possibility of an electric vehicle charging infrastructure study for the six-county Southern Alleghenies region was discussed at the December Southern Alleghenies Planning Advisory Committee meeting. He indicated that he will keep Commission staff and members apprised of this initiative.

Transportation

Mr. Zerby provided a brief update on the Long Range Transportation Plan (LRTP), particularly the public input survey. He stated that since the December CCPC meeting, several school districts and the Hiram G. Andrews Center have agreed to post survey details. Noting that CCPC business cards were prepared specifically to advertise the LRTP survey QR Code, the Transportation Planner stated that the cards were hand-delivered to many municipal libraries to bring attention to the survey and to garner additional public input. Mr. Zerby enthusiastically reported that, to date, 400 surveys responses have been received. Commissioner Chernisky suggested that the survey also be sent to members of the various County authorities and commissions to garner additional input.

Community Development

Ms. Sosko reported that she continues to provide technical assistance to Southmont Borough and recently attended a meeting with Borough Council members to encourage multi-municipal cooperation in the development of a comprehensive plan. She noted that Southmont representatives attending the meeting were receptive to discussing cooperative options with neighboring municipal officials. Commissioner Chernisky urged staff to continue to foster municipal cooperation and cite the *Alleghenies Ahead* Comprehensive Plan as a positive example of regional cooperation and implementation strategies. Ms. Komar commented on the importance of planning documents and municipal cooperation with regard to state and federal funding opportunities.

There being no further business to discuss, the meeting was adjourned on a motion by Dr. Koren, seconded by Ms. Waksmunski. Motion passed unanimously.