

**DELAWARE VALLEY REGIONAL PLANNING COMMISSION**

**BOARD COMMITTEE**

Minutes of Meeting of September 27, 2012

Location: Delaware Valley Regional Planning Commission  
190 N. Independence Mall West  
Philadelphia, PA 19106

Membership Present

New Jersey Department of Community Affairs  
New Jersey Department of Transportation  
Pennsylvania Department of Transportation  
  
New Jersey Governor's Appointee  
Pennsylvania Governor's Appointee  
Pennsylvania Governor's Policy & Planning Office  
Bucks County  
  
Chester County  
  
Delaware County  
Montgomery County  
  
Burlington County  
Camden County  
Gloucester County  
Mercer County  
City of Chester  
City of Philadelphia  
City of Camden  
City of Trenton

Representative

Joyce Paul  
David Kuhn  
James Ritzman  
James Mosca  
Brett Tanzman  
Ronald Henry  
Bryan Kendro  
Diane Ellis-Marseglia  
Lynn Bush  
Terence Farrell  
Ronald Bailey  
John Pickett  
Leslie Richards  
Turea Hutson  
Carol Ann Thomas  
Andrew Levecchia  
Richard Westergaard  
Donna Lewis  
Whitney White  
Rina Cutler  
Edward Williams  
Jeffrey Wilkerson

Non-Voting Members

Federal Highway Administration  
New Jersey Division  
Pennsylvania Division

Sandra Brillhart  
(not represented)

U.S. Department of Housing and Urban Development, Region III	(not represented)
U.S. Environmental Protection Agency, Region II	(not represented)
U.S. Environmental Protection Agency, Region III	(not represented)
Federal Transit Administration, Region III	Tony Cho
Southeastern Pennsylvania Transportation Authority	Byron Comati
New Jersey Transit Corporation	Lou Milian
New Jersey Department of Environmental Protection	(not represented)
Pennsylvania Department of Environmental Protection	(not represented)
Delaware River Port Authority	Barbara Holcomb
Port Authority Transit Corporation	John Rink
Pennsylvania Department of Community and Economic Development	Lisa Worden
New Jersey Office for Planning Advocacy	(not represented)

**DVRPC Co-Counsel**

Pennsylvania Co-Counsel	John Pierce
New Jersey Co-Counsel	Thomas Coleman

**DVRPC Staff:** Barry J. Seymour, Richard Bickel, John Ward, Patty Elkis, Tom McGovern, Elizabeth Schoonmaker, Chris Puchalsky, Mary Bell, Jane Meconi, John Griffies and Jean McKinney.

**Guests**

Pennsylvania Department of Transportation	Linda Guarini (Dist. 6)
New Jersey Department of Transportation	Andrew Clark
Cross County Connection TMA	William Ragozine
Delaware River Joint Toll Bridge Commission	Glenn Reibman
STV	Tim Mason
	Bob Rosciano
Residents for Regional Traffic Solutions, Inc.	Sue Herman

**Call to Order - Chair's Comments**

Chair Terence Farrell called the meeting to order at 10:04 a.m.

**Public Comments on Agenda and Non-Agenda Items**

No public comments were stated.

1. **Minutes of Meeting of July 26, 2012**

On a Motion by Mr. Kuhn, seconded by Ms. Thomas, the minutes of July 26, 2012 were approved as distributed.

2. **Adoption of a New Memorandum of Understanding (MOU) on Procedures to Amend or Modify the Transportation Improvement Program (TIP) for New Jersey Transportation Improvement Program (TIP) Action**

Elizabeth Schoonmaker, DVRPC Manager, Office of Capital Programs, explained to the Board that a Memorandum of Understanding (MOU) exists between DVRPC, NJDOT, and NJ TRANSIT to establish agreed upon procedures for modifying or amending the TIP for New Jersey, as required by federal regulations. From time to time this MOU requires changes or revisions to improve, clarify, or streamline the process as DVRPC strives to advance all TIP programmed projects as quickly as possible. The MOU is structured in a tiered manner to deal with cost increases, allowing some changes below a certain threshold to occur without further action by DVRPC, other changes within a specified range to occur by an administrative action of the Executive Director, while all other changes require a formal committee action by the DVRPC Board.

A new MOU for the New Jersey TIP/STIP is being proposed that would consistently address TIP actions throughout the state. In the past, North Jersey Transportation Planning Authority (NJTPA), South Jersey Transportation Planning Organization, (SJTPO) and DVRPC have had separate MOU's with the NJDOT. There has been a statewide effort over the last year to develop one set of procedures that are acceptable to all agencies in order to streamline the process and provide for consistency. Changes to the existing MOU have been proposed that address several issues, including the following:

- (1) definitions of relevant terms and acronyms;
- (2) changes to cost thresholds for TIP Actions that require no action by DVRPC, actions that can be handled administratively in order to more appropriately address current project costs and increases, and actions that require DVRPC Board approval; and
- (3) language that specifically outlines circumstances that impact NJ TRANSIT.

One aspect of the MOU is that some actions require DVRPC Board approval (or "Committee Action" as noted in the new proposed MOU), others may be approved by "Administrative Action" (handled by the MPO Executive Director with consultation by the affected sub-region), and certain actions are informational in nature that do not require MPO approval. Note that DVRPC currently provides information on all levels of TIP project actions via monthly TIP Action packages and

will continue to do so. Almost every month certain TIP Actions that meet a particular condition or rise above a certain threshold are reviewed through the formal RTC and Board committee structure (on the agenda) and detailed in a TIP Action “package.” Attached at the back of those packages are fiscal constraint charts and other information on all amendments, and modifications whether they are on the agenda for formal review or are “Administrative” and “Informational” TIP Actions that do not appear on the formal committee agenda. That practice will continue so that information on all TIP Actions that are processed is available to the public.

A table was distributed to the Board which highlights the similarities and differences between the current MOU and the proposed MOU. Many of the required conditions for different levels of review have not changed between the current MOU and the proposed document.

Favorable recommendation was received from the Planning Coordinating Committee/Regional Transportation Committee (PCC/RTC).

There were no public comments on this action item.

The Board unanimously adopted the following **motion**:

**MOTION** by Mr. Levecchia, seconded by Ms. Thomas, that the Board adopt the proposed revised Memorandum of Understanding for Procedures to Amend or Modify the TIP for New Jersey.

### **3. Adoption of 2040 Employment Forecasts**

Patty Elkis, DVRPC Deputy Planning Director, explained to the Board that population and employment forecasts (distributed to the Board) are an essential component of long-range transportation and land use planning. DVRPC last adopted employment forecasts (through the year 2035) in July 2007, and adopted 2040 population forecasts on January 26, 2012. Updated employment forecasts are needed for the Commission’s long-range plan update, scheduled for adoption in 2013.

Working closely with the county planning staffs, DVRPC staff has prepared regional, county, and municipal-level employment forecasts in five-year increments through 2040, using 2010 National Establishments Time Series (NETS) data as the base. The forecast method is the same as the method used in 2007 to develop the Commission’s adopted 2035 employment forecasts. Various studies have shown

that there is a direct relationship between the number of jobs and residents in a region, and that the ratio of employment to population remains relatively constant over time. Employment forecasts were initially developed by applying the 2010 jobs-to-population ratios to DVRPC's adopted 2040 population forecasts, and then adjusted based on input from the region's county planning staffs.

Commissioner Farrell, Chester County, commented that he noticed employment decreases in some areas.

Ms. Elkis responded that these losses are very minor (less than 100 employees). Some of the older and first generation suburbs are losing population and the formula follows the population which cause the numbers go down slightly.

Byron Comati, SEPTA, inquired as to what type of adjustments the counties made.

Ms. Elkis responded that the NETS database numbers were higher than ever before. The counties examined the database and identified some employer duplications.

Barry Seymour, DVRPC Executive Director, commented that the employment numbers are not as easy to identify as are the population counts which are determined through the Census. However, the key focus is the rate and direction of change.

Lynn Bush, Bucks County commented that a better process should continue to be examined for the forecasting to be more accurate.

Donna Lewis, Mercer County, suggested that the forecasting information placed on the website contain some level of explanation.

It was also noted that the corrected data for our region as developed should be returned to NETS for their further use.

Favorable recommendation was received from the PCC/RTC.

No Public comments were received.

The Board unanimously adopted the following **motion**:

**MOTION** by Mr. Pickett, seconded by Commissioner Richards, that the DVRPC Board adopt the 2040 county and municipal-level employment forecasts in five-year increments as presented for the nine counties in the DVRPC region.

4. **Approval of Pennsylvania Infrastructure Investment Authority (PENNVEST) Funding Requests for Tree Planting Projects in Chester, Delaware, and Bucks Counties**

Ms. Elkis explained to the Board that PENNVEST is an independent agency of the Commonwealth of Pennsylvania managed by a 13-member Board of Directors and chaired by the Governor, which provides funding for drinking water, wastewater treatment, stormwater management and brownfield assessments and remediation projects. The Program provides long-term loans through a revolving loan fund to municipalities, authorities and some private entities at below-market interest rates, as well as some grants. DVRPC and the Pennsylvania Horticultural Society (PHS) have jointly submitted five applications to PENNVEST for tree plantings that provide stormwater management. DVRPC staff brought this project before the RTC and Board in June for an official Resolution to Apply to PENNVEST. After receiving approval to apply, DVRPC has worked with PHS under guidance from PENNVEST to submit the applications. At PENNVEST's request, DVRPC no longer bundled the communities into one application, but compiled each municipality as a separate application. Altogether, the applications request \$1,718,734 for planting a total of 2,571 trees in five communities. As DVRPC does with all PENNVEST applications within our region, these applications are reviewed for consistency with county plans and with *Connections - The Regional Plan for a Sustainable Future*.

The applications are as follows:

**Chester County**

*PHS/DVRPC Water Quality Enhancing Tree Planting Project – South Coatesville (174 trees)*

**Delaware County**

*PHS/DVRPC Water Quality Enhancing Tree Planting Project – Collingdale (303 trees)*

*PHS/DVRPC Water Quality Enhancing Tree Planting Project – Chester City (574 trees)*

## **Bucks County**

*PHS/DVRPC Water Quality Enhancing Tree Planting Project – Sellersville (500 trees)*

*PHS/DVRPC Water Quality Enhancing Tree Planting Project – Bristol Township (1020 trees)*

Tree plantings are a relatively low-cost green infrastructure tool to manage stormwater runoff while providing social, economic and other environmental benefits. Green infrastructure elements like trees act as natural stormwater management and reduce the need to replace or repair gray infrastructure to achieve water quality goals. According to a widely used industry standard “tree-benefits calculator”, a single two-inch caliper tree can collect approximately fifty-nine (59) gallons of water the first year it is planted. This amount of stormwater managed increases to approximately twenty three hundred and thirty-three (2,333) gallons per year after twenty years because the tree and its canopy, leaves, and root system grow in size increasing their capacity to absorb stormwater. Tree planting sites in all five communities were selected based on a number of factors, including their location within watersheds impaired by urban runoff, low tree canopy, and municipal ownership of the planting area.

These five communities are within areas of existing development in the region that will benefit from infill tree plantings. All tree planting locations are on land owned and maintained by the municipalities. The sites include parks, playgrounds, street corridors, and riparian buffers.

All five applications are consistent with the *Connections* goals to:

- Manage Stormwater and Improve Water Quality
- Promote Community Green Infrastructure

And specifically with the *Connections* policy to:

- Promote the planting and stewardship of shade trees in suburban and urban areas to enhance property values, provide energy savings, store and sequester carbon, clean the air, and absorb stormwater.

These applications are, therefore, consistent with *Connections – the Regional Plan for a Sustainable Future*.

Each of the county planning commissions and agricultural development boards has also determined these projects consistent with county plans and policies.

Favorable recommendation was received from the PCC/RTC.

No public comments were received.

The Board unanimously adopted the following **motion**:

**MOTION** by Commissioner Ellis-Marseglia, seconded by Mr. White, that the Board authorize the Executive Director to send a letter notifying PENNVEST that the funding requests for tree planting projects in Chester, Delaware, and Bucks Counties are consistent with county and regional plans.

5. **Pennsylvania Infrastructure Investment Authority (PENNVEST) Funding Requests in Chester County**

Ms. Elkis presented a funding request from PENNVEST in Chester County. The Chester County Conservation District (CCCD) has submitted three applications to PENNVEST to fund stormwater management infrastructure on farms. Two of the applications are for mushroom farms, and the third is for a dairy farm. All three funding requests are for between \$100,000 and \$200,000 each, and all three projects are designed to reduce nutrient and sediment runoff from entering the nearby streams. The projects involve the diversion of clean stormwater away from agricultural operations, and the control and reuse of nutrient- and sediment-laden runoff.

As DVRPC does with all PENNVEST applications within our region, these applications are reviewed for consistency with county plans and with *Connections - The Regional Plan for a Sustainable Future*.

The applications are as follows:

- Chester County Conservation District - Hillendale Properties, New Garden Township
- Chester County Conservation District - Aaron Esh, East Nottingham Township
- Chester County Conservation District - DiFrancesco Mushrooms, New Garden Township

Currently, stormwater runoff from these three farms carries high levels of sediment and nutrients into the nearby waterways from the agricultural operations, impairing water quality. The agricultural best management practices proposed in these applications by the Conservation District will reduce the amount of polluted



runoff entering the waterways and will bring the agricultural operations into compliance with state regulations.

All three applications are consistent with the *Connections* goals to:

- Manage Stormwater and Improve Water Quality
- Support and Promote the Growth of Key Economic Sectors (agricultural industry)

These applications are, therefore, consistent with *Connections – the Regional Plan for a Sustainable Future*.

Favorable recommendation was received from the PCC/RTC.

No public comments were received.

The Board unanimously adopted the following **motion**:

**MOTION** by Mr. Henry, seconded by Commissioner Farrell, that the Board Authorize the Executive Director to send a letter notifying PENNVEST that the funding requests in Chester County is consistent with county and regional plans.

#### **6. Board Committee Appointments for FY 2013**

A memorandum was distributed to the Board listing the appointments for the following Board Committees: Fiscal Year 2013 Work Program Committee; Policy Analysis Committee; and Ethics Committee.

#### **7. FY 2014 DVRPC Work Program Development**

Mr. Seymour commented that the FY 2014 DVRPC Work Program Development is underway. The process and a schedule has been distributed to the Board. Individual county meetings have taken place with the DVRPC staff to discuss priority projects. The next Work Program meeting is scheduled to be held at DVRPC on October 12, 2012.

#### **8. Regional Comprehensive Economic Development Strategy (CEDS) 2012 Annual Review and Update**

Mary Bell, DVRPC Manager, Demographic and Economic Analysis, presented to the Board an update of the CEDS Program. In a partnership with Select Greater Philadelphia and Ben Franklin Technology Partners, DVRPC created an economic

development framework for the CEDS Program in 2009. This document is reviewed and updated annually with a major review required every five years.

The purpose of a regional CEDS is: (1) a prerequisite for applying for funds; (2) identify regional challenges and opportunities; (3) integrate economic development with land use and transportation planning; (4) integrate human and physical capital planning; (5) establish regional goals and objectives; and leverage EDA funding to advance regional goals.

The annual CEDS review examines the goals and objectives; gauges progress, and reviews the list of key regional economic development projects.

Ms. Bell then presented charts and maps showing the goals and performance measures being tracked. Qualifications of key projects and types of projects were also presented.

In conclusion, Ms. Bell commented that the next steps are to deliver a 2012 Greater Philadelphia Economic Development Framework; a 2012 Annual Review and Update to EDA by September 30, 2013; a 2013 annual review and update due September 30, 2013, and a major CEDS review and revision due September 30, 2014.

## **9. One Minute Reports**

John Rink, Port Authority Transit Corporation (PATCO), reported that the overhaul of the PATCO train cars is progressing. Mr. Rink hopes to have some photographs of the cars for the October Board Meeting.

Sandra Brillhart, Federal Highway Administration, New Jersey Division, reported that the new Transportation Bill, MAP-21, goes into effect on Monday October 1, 2012. Guidance for most of the core programs is posted on the FHWA website at [FHWA.gov/map21](http://FHWA.gov/map21).

Bryan Kendro, Pennsylvania Governor's Policy and Planning Office, reported that on September 26, 2012 Governor Corbett signed the P3 legislation and also announced the names of those appointed to the Public/Private Transportation Partnership Board. The guidelines of the P3 legislation are expected to be published later in the Fall and the planning organizations will then be instructed as to what this means for the planning process.

David Kuhn, New Jersey Department of Transportation, reported that the available federal funds have been authorized for the federal Fiscal Year 2012.

Commissioner Farrell reported that the Paoli Transit Center is moving forward. A new alternative configuration is pending formal approval. Public meetings will be held for input to this alternative configuration. Public meetings will also be held for the Central Chester County Bicycle Plan.

Commissioner Richards, Montgomery County, reported that the Lafayette Street connector project is moving forward.

Commissioner Ellis-Marseglia, Bucks County, commented that some employee layoffs have occurred including some at the Bucks County Planning Commission.

John Pickett, Delaware County, mentioned that a press conference took place on September 26, 2012 announcing that the former Sunoco refinery, Marcus Hook, is being refurbished as a hub of Marcelles Shale gas activity in Delaware County. It is hoped that this will generate significant employment for the county in a number of different industries. Mr. Pickett thanked Governor Corbett and his administration for their assistance in this effort.

Lisa Worden, Pennsylvania Department of Community and Economic Development, commented on the great job done by the DVRPC staff in preparing the Freight Center Inventory Study.

## **10. Executive Director's Report**

### **a. Board Retreat and Annual Awards**

Mr. Seymour reported that the annual Board Retreat and Awards Program is scheduled for December 6, 2012 at the Desmond Hotel and Conference Center. An invitation and agenda listing the full day's events will be mailed to invitees in the near future.

### **b. Public Participation Task Force**

Mr. Seymour reported that the Public Participation Task Force has been meeting to get acquainted and discuss operating procedures. The first official meeting is scheduled for some time in November.

Sue Herman, Residents for Regional Traffic Solutions, Inc. commented and asked Mr. Seymour how task force participants were appointed to the PCC/RTC without the public's attendance and comment.

Mr. Seymour responded that the appointed members who will have voting privileges at the PCC/RTC have not yet been approved by the DVRPC. The public will be invited to comment at the first official meeting of the Task Force in November.

c. Household Travel Survey

Mr. Seymour reported that the Household Travel Survey has begun. News coverage has been good and should help with participant awareness. Approximately 10,000 households throughout the region will be receiving the survey.

d. Status of TransitChek

Mr. Seymour reported that the parent company of our TransitChek program has been acquired by a national company which has challenged DVRPC's use of the TransitChek name. After many discussions, an agreement has been reached. After January 1, 2013, DVRPC will no longer be using the TransitChek name. A new name and program design is underway.

e. NJDOT Planning Partners Meeting

Mr. Seymour reported that he attended the NJDOT Planning Partners Meeting and thanked David Kuhn for a productive day.

f. World Class Philadelphia Infrastructure Initiative

The Economy League of Greater Philadelphia is aiming to assure, confirm, and promote the Philadelphia area as a world class region. Mr. Seymour presented an overview of the Transportation Funding Scenarios Analysis which is one of the three subject areas of this initiative.

g. New Jersey Transportation Enhancements

Mr. Seymour reported that New Jersey has requested applications for Transportation Enhancement projects.

h. Communities for Energy Efficiency Circuit Rider Program

Mr. Seymour reported that the communities have been selected for the Energy Efficiency Circuit Rider Program. They are: in Bucks County, Lower

Southampton and Bristol Township; in Chester County, Eastown Township, and Phoenixville; in Delaware County Nether Providence, Lansdowne, and Upper Darby; and in Montgomery County; Cheltenham, Horsham Township and Towamensin. Those communities will be brought together to discuss energy efficiency in terms of municipal operations as well as one-on-one audits with the consulting firm, Practical Energy Solutions.

i. Draft Bylaws Amendments

Mr. Seymour reported that Bylaw amendments relating to the selection of Board officers and the membership on the PCC/RTC were discussed at the Board Policy Analysis Committee Meeting. A draft amendment of the bylaws pertaining to those two items was prepared and distributed to the Board. Mr. Seymour added that action on these amendments is hopeful for the October Board meeting.

**11. Committee Reports**

The following committee highlights were distributed to the Board for their review:

- (1) Planning Coordinating Committee/Regional Transportation Committee;
- (2) Information Resource Exchange Group; (3) Board Policy Committee; and
- (4) Regional Aviation Committee.

**OLD BUSINESS**

No old business was stated.

**NEW BUSINESS**

No new business was stated.

There being no further business, the meetings was adjourned at 11:34 a.m.

Additional Items distributed to the Board:

*Alert, September 2012*

*Booklet: Zoning for Wireless Service Facilities, September 2012*

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