

# **AGENDA**

## **CRAWFORD COUNTY PLANNING COMMISSION**

**Crawford County Public Safety Building (632 Pine Street – Meadville)**  
**May 23, 2022**

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- 1. Roll Call**
- 2. Action on April 2022 Meeting Minutes**
- 3. Communications**
- 4. Reports:**
  - A. Standing Committees**
    - A. Transportation Committee
    - B. Agricultural and Environmental Concerns Committee
    - C. Personnel Committee
    - D. Planning Initiative Committee
  - B. Planning Director's Report**
- 5. Public Comment:**

*(\* The floor is open to the public in attendance for matters on the Commission's Agenda.*
- 6. Subdivisions, Land Development & Zoning Reviews:**
  - a. Zoning Ordinance Amendment, Sadsbury Township
  - b. SALDO Text Amendment, Summit Township
  - c. Zoning Ordinance Amendment, Summit Township
  - d. Viking Tool & Gage, Inc. Land Development, Sadsbury Township
  - e. Yolanda G. Barco Oncology Institute Parking Area Expansion Land Development, Vernon Township
  - f. Administrative Subdivision Reviews
- 7. Old Business:**
  - a. Discussion – Crawford County Development Review Criteria
  - b. Discussion – 2020 Planning Agency Strategic Plan
  - c. Discussion – Act 152 Letter to Municipalities
- 8. New Business:**
  - a. Presentation – Community Design, Transportation, & Rural-to-Urban Transect
  - b. Discussion – Planning Commissioner Comments
- 9. Adjournment:**

*\*Those wishing to address issues not on the agenda should contact the Planning Director prior to the beginning of the regularly scheduled CCPC meeting.*

# CRAWFORD COUNTY PLANNING COMMISSION

## April Regular Meeting Minutes Crawford County Public Safety Building, Meadville, Pennsylvania

Commissioner Wickert, Vice-Chair, called the Regular Meeting of the Crawford County Planning Commission (Planning Commission) to order at 3:30 p.m. on April 25, 2022.

### 1. Planning Commission Roll Call:

#### Present –

Austin Rock  
Jessica Hilburn  
John Frye  
John Lawrence, Treasurer  
Katie Wickert, Vice-Chair  
Ron Mattocks, Secretary  
Travis Palmer  
Scott Sjolander

#### Absent –

Maria Dreese, Chair

#### Other Attendees –

Francis Weiderspahn, Crawford County Board of Commissioners  
Eric Henry, Crawford County Board of Commissioners  
Thomas Gilbertson, CC Assistant Planning Director for Community Planning  
Peter Grella, CC Land Use Planner

### 2. Action on the March 2022 Meeting Minutes:

Commissioner Wickert requested a motion to approve the March 2022 Regular Meeting minutes. Commissioner Lawrence moved to adopt the minutes. Commissioner Palmer seconded. Motion carried unanimously.

### 3. Communications Report:

Mr. Norwood provided an update on the communications received by the Planning Commission since their March 2022 regular meeting. Communications included:

- Erie County Department of Planning and Community Development – Comprehensive Plan Amendment concerning their 5-Year Recycling Strategic Plan;
- PennDOT NW RPO (*Rural Planning Organization*) Project Updates; and
- Letter from the Crawford County Planning Office to express support for the Meadville Area Sewer Authority's PENNVEST grant application for treatment plant upgrades.

### 4. Subcommittee Reports:

## A. Standing Committees –

Transportation Committee: Commissioner Lawrence mentioned that they did not formally meet but has continued to conduct research on electric vehicles. Weber Electric provides electric vehicle charges at cost for entities interested in offering them. Commissioner Lawrence is yet to find a company that can process credit card payments for those charging their vehicles. Commissioner Mattocks asked if we are aware who the College [Allegheny College] and hospital [Meadville Medical Center] use for their electric vehicle charging stations. Commissioner Lawrence stated that we are uncertain.

Agricultural and Environmental Concerns Committee: Commissioner Wickert reported that the committee held its County Forest Day on April 11, 2022. The event had a great turnout and hosted presentations from the Conservation District, PA Game Commission, and PA DCNR Bureau of Forestry. The committee was also joined by students from Titusville High School's Ecology Club.

Personnel Committee: Commissioner Wickert commented that the committee has not met.

Planning Initiatives Committee: Commissioner Mattocks noted that the committee did not meet during that last month but is working on a [housing revitalization program] proposal to present to the Planning Commission. The committee will meet next on April 11, 2022.

## B. Planning Director's Report –

[ADMINISTRATIVE UPDATES]

None.

COMMUNITY PLANNING PROJECTS (Corrected from the April 25, 2022 Director's Report)

## Conneaut Valley Boroughs Multi-Municipal Comprehensive Plan –

The final public engagement event for the Conneaut Valley Boroughs Multi-Municipal Comprehensive Plan will take place on Monday, May 16th from 6:30 p.m. to 8:30 p.m. at the Conneautville Volunteer Fire Department Social Hall - 1015 Strawberry Alley in Conneautville. Ron Mattocks has agreed to volunteer his time for this event.

## Erie County Comprehensive Plan Amendment Review –

The Planning Office has received a notice from the Erie County Department of Planning and Community Development concerning a proposed amendment to their county comprehensive plan. The amendment concerns Erie County's 5-Year Recycling Strategic Plan. The Planning Office is requesting a response to come from the Planning Commission's Agriculture and Environmental Concerns Committee with the opportunity for the whole Planning Commission to provide comments at this regular meeting. Please see the communication item on Monday.com to review Erie County's notification and visit this link to review the proposed comprehensive plan amendment – <https://eriecountypa.gov/wp-content/uploads/2022/03/Complete-and-FINAL-Draft-Erie-Recycling-Strategic-Plan-Erie-County.pdf>

The Planning Commission has until May 13, 2022 to submit comments. Comments may be submitted to [larmel@eriecountypa.gov](mailto:larmel@eriecountypa.gov) or to:

Erie County Department of Planning & Community Development

150 East Front Street, Suite 300  
Erie, PA 16507

Ernst Trail Feasibility Study –

Crawford County and the French Creek Trail Association, Inc. is coordinating with the Northwest Commission and Michael Baker International to conduct a feasibility study of connecting the Ernst Trail to Meadville and creating a trail connection between Conneaut Lake and Linesville. A public survey and project website has been created. The website is available at <https://crawford-trail-studies-baker.hub.arcgis.com/>.

### COMMUNITY DEVELOPMENT PROJECTS

Community Development Block Grant Program –

The Planning Office is coordinating upwards of 14 construction projects this construction season through the Community Development Block Grant (CDBG) program. Here is a list of the projects that we anticipate will be in some form of construction this year.

1. Beaver Township – Architectural Barrier Improvements
2. Richmond Township – Architectural Barrier Improvements
3. Steuben Township – Architectural Barrier Improvements
4. Crawford County Care Center – Patio COVID-19 Renovations
5. Vernon Township – Municipal Building Architectural Barrier Improvements
6. Vernon Township – Roche Park Improvements
7. City of Meadville – East Street Paving
8. City of Meadville – Walnut Street Paving
9. City of Meadville – East Steers Street Paving
10. City of Meadville – Plateau Drive Paving
11. City of Meadville – South Main Street Emergency Shelter Roof Replacement
12. City of Meadville – Huidekoper Park Improvements
13. City of Titusville – Diamond Street Park Improvements
14. West Fallowfield Township – Rocky Glenn Road Bridge Replacement

In addition, Crawford County, and our OBO communities, are preparing for the 2022 CDBG application cycle. This includes the first public hearing for CDBG. Each of the community public hearings are as follow:

1. City of Meadville – April 22, 2022
2. City of Titusville – May 3, 2022
3. Crawford County – May 5, 2022
4. Vernon Township – TBD

As part of the County’s Language Access Plan (LAP) we post public notices in limited English proficiency areas of the County. Planning staff are asking for assistance from Commission members to volunteer posting these notices in communities they reside in or are located near.

Community Development Block Grant – Competitive Application –

Planning staff was notified by the Pennsylvania Department of Community and Economic Development (PA DCED) of a third competitive CDBG-CV application cycle that will have an application deadline in June 2022. Furthermore, Crawford County received a letter from the City of Titusville requesting aid in preparing a competitive application for the next round of CDBG-CV funding. The city is looking to make an application to address a blighted structure under conservatorship in their downtown.

Additionally, the County's Board of Commissioners have approached planning staff with a request to explore making a competitive application in the fall to the annual CDBG competitive program for construction of county owned towers to service public safety radio, cellular phone, and possibly wireless internet service provider deployment. Planning staff is working with public safety and their consultant on the project.

Appalachian Regional Commission – Erie to Pittsburgh Trail Grant –

Crawford County is coordinating with HRG on negotiating a fixed price contract for design and engineering services for the Appalachian Regional Commission (ARC) project. Staff anticipate a contract will be secured and design work will begin late spring/ early summer.

### LEGISLATIVE UPDATES

Low-Impact Home Based Businesses –

Representative Tracy Pennycuick has introduced legislation, House Bill 2286, that will amend the MPC to allow temporary low-impact home business relocation. The representative's memorandum states:

*The COVID-19 pandemic shifted the way many businesses conducted operations throughout the Commonwealth. In my district, a constituent who does electrical contracting and computing relocated a portion of his business to his home, so he could continue to provide for his family. However, when he did this, his municipality threatened him with fines and even jail time if he did not desist his business at his home. Therefore, in the near future, I will be introducing legislation to amend the Municipalities Planning Code to allow for temporary low-impact home business relocation.*

*Currently, individuals can operate what are deemed no impact home businesses from their properties. My legislation would amend the Municipal Planning Code to expand this provision to allow low-impact home businesses to operate during any future declared disaster emergency or natural disaster that renders operation of the business at its location unsafe and impossible.*

*Please join me in supporting business owners who want to temporarily move their businesses to their homes, so they can continue to conduct business during an emergency or natural disaster.*

We will keep an eye on this legislation and provide updates.]

The commission briefly discussed the Ernst Trail Feasibility Study including some of the other priorities for the trail's continued expansion.

## 5. Public Comment:

Use of brackets [ ] represents information not directly stated into the record at the meeting but summarized from another document. Use of italics represents information stated into the record but herein clarified in greater detail.

None.

## 6. Subdivisions, Land Developments & Zoning Reviews:

### A. Zoning Ordinance Amendment, Oil Creek Township –

Mr. Grella provided an overview of proposed zoning ordinance amendment to regulate solar energy system developments in Oil Creek Township. Mr. Grella mentioned that one of the Office's main concerns about the proposed amendment is that it includes numerous provisions that are beyond the limits of what can be enforced or included within zoning laws per the PA Municipalities Planning Code. Commissioner Wickert requested questions and upon hearing none called for a motion to convey the review letter on to Oil Creek Township. Commissioner Lawrence moved to forward the County Planning Agency's review on to the Oil Creek Township Board of Supervisors. Commissioner Hilburn seconded that motion. The motion carried unanimously.

### B. Modwash – Preliminary/Final Land Development, Vernon Township –

Mr. Grella provided an overview of proposed Modwash land development in Vernon Township. Mr. Grella mentioned that the nature of the proposed development may impact roadway safety and that the review recommends that a traffic study be conducted. Commissioner Wickert requested questions and upon hearing none called for a motion to convey the review letter on to Vernon Township. Commissioner Lawrence moved to forward the County Planning Agency's review on to the Vernon Township Board of Supervisors. Commissioner Hilburn seconded that motion. The motion carried unanimously.

### C. Administrative Subdivision Reviews –

Mr. Grella provided an overview of administrative reviews completed by the Crawford County Planning Office since the Planning Commission's March 2022 regular meeting. Mr. Grella pointed out one subdivision, the Hutton Conneaut Plan of Lots, as being related to the Modwash land development in Vernon Township.

## 7. Old Business:

### A. Discussion – Crawford County Development Review Criteria –

Mr. Norwood noted that he did not have a report on this item. Commissioner Wickert reiterated what the item is about and stated that development review criteria may be focused upon more immediately now that the Agriculture and Environmental Concerns Committee has past the 2022 County Forest Day. Commissioner Wickert granted the floor to County Commissioner Henry who discussed the nature of the Planning Commission's relationship with local municipalities. County Commissioner Henry highlighted that all governmental entities within the county want to accommodate business but also have different ideas for how to create a viable community. Several members of the Planning Commission responded by highlighting the importance of working with local municipalities to understand the development review process as well as how they can work to maintain what they care about as a community.

### B. Discussion – Update on Planning 101 Training for 2022 –

Use of brackets [ ] represents information not directly stated into the record at the meeting but summarized from another document. Use of italics represents information stated into the record but herein clarified in greater detail.

Mr. Norwood provided an update on the progress of lining up presenters for the upcoming Planning 101 training conference. Commissioner members discussed several resources for lining up presenters as well as some of the county's circumstances for future development considerations.

C. Discussion – 2020 Planning Agency Strategic Plan –

Mr. Norwood commented that the Planning Office has recently produced a board in Monday.com that inventories and tracks items from the Crawford County Planning Agency Strategic Plan.

**8. New Business:**

A. Action Request – Erie County Comprehensive Plan Update –

Mr. Norwood provided an overview of the proposed amendment to the Erie County Comprehensive Plan and the request for comments. Commissioner Hilburn mentioned that she did not have any substantive comments on the proposed amendment; however, she suggested that the County's response ask for Erie County to keep us (Crawford County) in mind as they go through the work to implement their recycling efforts. Commissioner Wickert suggested that we should highlight our willing to talk and potentially collaborate with Erie County especially as we undertake the process of updating our comprehensive plan. Commissioner Wickert further suggested that we can take Erie County's proposed amendment to Crawford County's recycling authority to see what potential may exist for plan implementation in the future. Commissioner Hilburn moved to provide formal review comments to the Erie County Department of Planning and Community Development concerning (1) Crawford County's interest in working with Erie County to implement recycling programs, (2) the desire to hold discussions with Erie County administrators when working to update our comprehensive plan, and (3) that the Planning Commission's Agriculture and Environmental Concerns Committee may meet with Crawford County's recycling agency to discuss Erie County's proposed amendment what possibilities for Crawford County. Commissioner Lawrence seconded. Motion carried unanimously.

B. Presentation – Community Design, Transportation, & Rural-to-Urban Transect –

Commissioner Frye exited the meeting.

Commissioner Wickert, at the requested of Mr. Norwood, decided to table the presentation on Community Design, Transportation, and Rural-to-Urban Transect.

C. Discussion – Planning Commissioner Comments –

Commissioner Rock –  
Complemented County Forest Day.

Commissioner Palmer –

Do we have relationships with other counties to share ideas? Mr. Norwood mentioned that we share ideas through our membership in the Pennsylvania Chapter of the American Planning Association. Additionally, the County Planning Directors Association of Pennsylvania meets quarterly to discuss planning topics and has an email list-serve to address common questions. Conversations and subject matters vary with numerous similarities across the commonwealth.

Another resource is the Northwest Pennsylvania Planning Directors group which includes the seven counties in the region.

Commissioner Sjolander –  
Complemented the proceeding.

Commissioner Lawrence –  
Still have trouble logging into Monday.com.

Commissioner Hilburn –  
Complemented County Forest Day and the recent library broadband project. Also noted that Titusville is experiencing an uptick in homelessness and that the Planning Commission should consider how it may address that issue in the future.

Commissioner Mattocks –  
Commented on a recent presentation he attended that highlighted the use of ARPA funds for historic preservation in other Pennsylvania cities.

Commissioner Wickert –  
Will attend a wetland trail development training this week.

## 9. Adjournment:

Commissioner Wickert requested a motion for adjournment. Commissioner Mattocks moved to adjourn the meeting. Commissioner Lawrence seconded. The April 2022 Crawford County Planning Commission Regular Meeting adjourned at 4:41 p.m. on Monday, April 25, 2022.

Respectfully submitted,

Maria Dreese, Chair  
**Crawford County Planning Commission**

cc: Crawford County Board of Commissioners  
**Crawford County Planning Commission June 2022**





# CRAWFORD COUNTY PLANNING OFFICE

Zachary Norwood, Planning Director  
Courthouse – Meadville, PA 16335  
Phone: 814-333-7341

## Committee Meeting Summary

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**Committee:** Planning Initiatives Committee

**Date:** May 11, 2022

**Time:** 3:00 p.m.

**Location:** Mixed, in-person and remote

**Attendees:** Ron Mattocks, Jessica Hilburn, Scott Sjolander (remote)

**Other Attendees:** Peter Grella, Land Use Planner; Thomas Gilbertson, Assistant Planning Director for Community Planning

### **Agenda Items:**

Meeting Discussion Items:

1. Discussion on Housing Alliance Revitalizing PA - Thomas Gilbertson

Thomas Gilbertson gave a summary of the document, “Revitalizing PA: Success Stories & New Priorities,” published by the Housing Alliance of Pennsylvania. This document was shared with the group prior to the meeting.

2. Affordable Housing Proposal Review
  - o New discussion items in light of new information
  - o Decision to approve or revise

Thomas Gilbertson introduced that, reading the proposal as currently drafted, it does not provide enough detail on direction or implementation of a housing plan for the Board of Commissioners to likely take useful action upon. It was suggested that the drafted proposal was too broad for feasible implementation. Thomas Gilbertson recommended that a limited façade improvement program that subsidizes house painting is a more realistic and achievable aim with immediately visible results. He also shared the proposition that a housing project proposal would have more potential if it could lead into activities that could serve a conceptual Crawford County redevelopment authority or land bank, or that either could pick up in the future.

Ron Mattocks shared information that he discovered about Certified Local Government (as detailed in the agenda item below). He summarized the program idea and described its inception and progress in the City of Erie. Ron Mattocks also described how being part of a certified historic area or historic district may be attractive to prospective short-term rental owners to rehabilitate historic properties for profit in hospitality and create a knock-on for neighboring residents. Jessica Hilburn countered that, from experience in Titusville, those who care about the historic properties that they own already put effort into their maintenance while those who don’t are unlikely the ones to be influenced by a financial incentive program.



# CRAWFORD COUNTY PLANNING OFFICE

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It was finally agreed that a financial incentive program for façade housepainting is not what the Committee wished to pursue. However, it was agreed that the housing proposal should be tabled from general Planning Commission review and approval and undergo substantial revision.

### 3. New Initiatives

- Historic Preservation (FYI: Certified Local Government - <https://www.phmc.pa.gov/Preservation/Community-Preservation/Pages/Certified-Local-Government.aspx>)
- Short-term rental model ordinance

Detailed discussion of the potential for a short-term rental model ordinance was not held.

### 4. Next meeting dates

Wednesday, June 8, 3:00 p.m. (Pending confirmation)

## Community Planning Division

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### CONNEAUT VALLEY BOROUGH'S MULTI-MUNICIPAL COMPREHENSIVE PLAN

The Conneaut Valley Boroughs Multi-Municipal Comprehensive Plan completed its final public meeting on May 16, 2022. Each of the three communities, Linesville, Conneautville, and Springboro, had representation from elected officials and members of the general public. Additionally, two state agencies, DCED and DEP, joined for the open house meeting. The Planning staff will work with the steering committee over the month of June to finalize the document and provide the communities an outline of how to proceed with adoption.

Recognition of Service - The Community Planning Division would like to recognize Commissioner Ron Mattocks who represented the Planning Commission very well at the event.

### ERNST TRAIL FEASIBILITY STUDY

The Northwest Commission, with assistance from Michael Baker International, is finalizing the study. A final virtual public meeting will be held in the evening the week of May 23<sup>rd</sup> (date TBD at the time of preparing this report).

### ERIE TO PITTSBURGH TRAIL GAP STUDY

The Northwest Commission, with assistance from Michael Baker International, is finalizing a gap study for the Erie to Pittsburgh Trail segments that will require on the road travel. One segment of special interest for Crawford County is the gap between Titusville and Hydetown. A virtual public meeting will be held in the evening the week of May 23<sup>rd</sup> (date TBD at the time of preparing this report).

## Community Development Division

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### COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The Planning Office staff is working through the completion of 14 construction projects this season. Delays in these projects are likely to occur due to supply chain issues, which is causing concern regarding fundability of projects. At this point no projects are in jeopardy of losing their funding.

In addition, Crawford County, and our OBO communities, held our 2022 CDBG application cycle 1<sup>st</sup> public hearings. Crawford County's public hearing was well attended and had interest from communities across the County (from West Shenango to Spartansburg). Project ideas will be accepted through July 22, 2022.

Recognition of Service – The Community Development Division would like to recognize Commissioners John Lawrence and Jessica Hillburn who volunteered to post LAP notices in communities with limited English proficiency as required by the federal government.

### COMMUNITY DEVELOPMENT BLOCK GRANT – COMPETITIVE APPLICATION

Planning staff was made aware of two additional competitive CDBG projects that may seek an application for funding this year.

## Legislative Updates

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### NO UPDATES AT THIS TIME



# CRAWFORD COUNTY PLANNING OFFICE

Zachary Norwood, Planning Director  
Courthouse – Meadville, PA 16335  
Phone: 814-333-7341  
Planning@co.crawford.pa.us

May 23, 2022

Board of Township Supervisors  
Sadsbury Township  
9888 State Highway 285  
Conneaut Lake, PA 16316

**RE: Crawford County Planning Review of the Sadsbury Township Proposed Zoning Ordinance Amendment Regulating Short-Term Rentals, Oil and Gas Development, Solar Energy Systems, Planned Residential Development, etc.**

Dear Supervisors,

The Crawford County Planning Commission has addressed the above proposed zoning ordinance amendment at its regularly scheduled meeting on May 23, 2022, and offers the following comments. These recommendations are provided pursuant to Section 609(e) of the Pennsylvania Municipalities Planning Code (MPC) (53 P.S. 10609(e)). These comments are nonbinding and are intended to uncover potential errors, inconsistency with adopted comprehensive plans, matters of concern, and to provide suggestions for improvement.

### Section 3

1. **Crawford County Planning recommends researching and pursuing lower proposed minimum square foot requirements for single-family dwellings.** The amendment would require a minimum of 720 square feet for single-family dwellings and 600 square feet for all other dwelling types. Mobile homes may have far less than this, and the ordinance defines them as a form of single-family dwelling, such that these minimum square feet requirements may disproportionately exclude mobile homes from the township. Also, historically, start-up or downsizing homes for small families and those living alone have sometimes been comfortably accommodated below the 720-foot requirement such that this provision may unnecessarily limit legitimate “missing-middle” housing possibilities.

### Exhibit A – Section 319.1 Oil and Gas Well Development

1. **Crawford County Planning recommends that Section 319.1 G for gating the access drive be included under Section I for security fencing so as to keep provisions related to security measures together.**
2. **Crawford County Planning recommends that Section 319.1.B be revised to clarify by what legal process or method would serve to combine multiple properties to meet the ten-acre minimum.** This may be confusing without further specifying a standard for when multiple properties are



considered combined. If another existing provision in the zoning ordinance covers this, then it may be cited here too.

#### Exhibit C – Section 341 Principal Solar Energy Systems

1. **Crawford County Planning recommends that Section 341.B be removed. Section 341.B requires PSES installers to be a certified installer on a DEP-approved installer list, to be certified by the North American Board of Certified Energy Practitioners, or to have completed an IREC ISPQ accredited training.** The DEP approved installer list existed in the early 2010s for people to qualify for rebates under the PA Sunshine Program, which no longer exists, and we find that there is no longer any such list. We also find that subsequently, Pennsylvania does not have a separate credentialing program for a contractor’s license for solar facilities. The IREC ISPQ accreditation program also appears to no longer exist. Furthermore, it may be legally problematic for a zoning ordinance to attempt to control what legally licensed contractor a project owner can and cannot choose, which traditionally falls outside the purposes and ability of zoning.
2. **Please find the Crawford County Planning review of the proposed amendment to Summit Township’s zoning ordinance to provide for solar energy facilities included with this letter.** The provisions of Sadsbury Township’s proposed amendment include many of the same considerations of Summit Township’s more expansive proposed amendment, so for brevity here, please refer to it for recommendations that may also apply to Sadsbury Township. Notably, an overlay zone specifically for solar energy facilities was recommended to protect known areas of environmental sensitivity, agricultural preservation, or where otherwise incompatible with existing development within that district.

#### Exhibit D – Article 7 Definitions

1. **Crawford County Planning recommends that the definitions of “ Dwelling Unit ” and “ Family ” be scrutinized and revised to the simplest, most obvious functional definition that reflects how the term “ family ” is used in common understanding.** The term “ Dwelling Unit ” relies heavily on the definition of “ Family ” (which is defined) and of “ household ” (which is undefined), and the definition of “ Short-Term Rental ” relies heavily on both. The complications of how these terms are specifically defined in a zoning ordinance have been consequential in the outcomes of zoning conflicts. This occurred most prominently in the PA Supreme Court Case *Slice of Life v. Hamilton Township* (2019) that now stands as the controlling opinion on short-term rental’s treatment in zoning ordinances and which case relied on how these terms are construed or misconstrued. This case even cited, in part, the definition of “ Family ” that appears in this proposed zoning amendment. Crawford County Planning believes that these definitions in particular could benefit by leaving any specific standards to be regulated out of the definitions and into performance standards of provisions in the rest of the zoning ordinance.
2. **Crawford County Planning recommends that the definition of “ Recreational Campground ” be revised to be more precise.** As written now, “ an area or tract of land on which accommodations for transient occupancy are located or may be placed ” is broad enough to also potentially encompass hotels, motels, hostels, and others, where “ including cabins, tents, and recreational vehicles ” reads as inclusive examples rather than a defining feature.

Exhibit E – Article 8 Planned Residential Development

1. **Crawford County Planning recommends including a provision to for a minimum number of dwelling units per PRD.** MPC Section 705(g) allows PRD provisions to include a minimum number of dwelling units per PRD application. The proposed amendment only includes specifying a maximum density of 6 dwelling units per acre, but that does not preclude that a successful PRD application may propose merely 3 homes in it on the minimum 3 acres, which would appear to subvert the purposes of bending the zoning ordinance and of the goals of planned residential development.
2. **Crawford County Planning recommends that Section 809 be revised to provide more time for requiring a final approval of all detailed complete final plans.** Right now, it requires that final plans be prepared and submitted within 6 months of tentative approval, which seems like a problematically quick turnaround to produce detailed engineering and other plans in compliance with the terms of the tentative approval or any changes that may have been required.

Please contact the Planning Office for any questions.

Thank you,

Peter Grella  
Land Use Planner



# CRAWFORD COUNTY PLANNING OFFICE

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May 24, 2022

Board of Township Supervisors  
Summit Township  
PO Box 231  
Harmonsburg, PA 16422

**RE: Crawford County Planning Commission Review of the Proposed Subdivision and Land Development Ordinance Amendment for Summit Township Providing Regulations for Solar Energy Systems**

Dear Supervisors,

The Crawford County Planning has reviewed the proposed subdivision and land development ordinance amendment to provide for the regulation of solar energy systems at its regularly scheduled meeting on May 23, 2022, and offers the following comments. These recommendations are provided pursuant to Section 505(b) of the Pennsylvania Municipalities Planning Code (MPC) (53 P.S. 10505(b)). These comments are nonbinding and are intended to uncover potential errors, inconsistency with adopted comprehensive plans, matters of concern, and to provide suggestions for improvement.

- 1. Crawford County Planning recommends that SALDO Section 808.2(f) and 808.2(h) be revised to include that a SALDO application for a PSES must also include a decommissioning plat and plan.** This plat and plan should document the anticipated decommissioning activities and display the final remediated (“improved”) state of the site in which it will ultimately be left at the end of decommissioning activities, which should also justify the financial security provided. The proposed amendment, at Section 808.2(f), says “The PSES site area shall be restored to its pre-existing conditions, suitable for its prior use (etc.)”. Since it is literally not possible to have the site restored to its exact pre-existing conditions like what would have existed prior to the development, or to have that as a condition for SALDO approval, a plan that shows how the site is to be ultimately remediated may be acceptable instead for the purposes of SALDO approval and to support the Decommissioning Agreement cited at Section 808.2(h).
- 2. Crawford County Planning recommends that the Township scrutinize this amendment against the extensive improvements bonding requirements outlined in MPC Sections 509-511 and revise where necessary or cite these provisions by reference.**

Please contact the Crawford County Planning Office if you have any questions.

Regards,

Peter Grella  
Land Use Planner





# CRAWFORD COUNTY PLANNING OFFICE

Zachary Norwood, Planning Director  
Courthouse – Meadville, PA 16335  
Phone: 814-333-7341  
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May 24, 2022

Board of Township Supervisors  
Summit Township  
PO Box 231  
Harmonsburg, PA 16422

**RE: Crawford County Planning Commission Review of the Proposed Zoning Ordinance Text and Map Amendment for Summit Township to Provide Regulations for Solar Energy Systems**

Dear Supervisors,

The Crawford County Planning Commission has reviewed the proposed zoning ordinance amendment to provide for the regulation of solar energy systems at its regularly scheduled meeting on May 23, 2022, and offers the following comments. These recommendations are provided pursuant to Section 609(e) of the Pennsylvania Municipalities Planning Code (MPC) (53 P.S. 10609(e)). These comments are nonbinding and are intended to uncover potential errors, inconsistency with adopted comprehensive plans, matters of concern, and to provide suggestions for improvement.

Upon review and comparison of the proposed overlay with the current zoning map, the current pattern of development, and the sensitive areas documented by the *Crawford County Natural Heritage Inventory* (2008), **County Planning offers no issues to cite for the proposed solar energy systems overlay amendment on the zoning map.**

Upon revisiting the text amendments proposed for the zoning ordinance, which was submitted previously in January, **Crawford County Planning reaffirms its commentary provided in the previous review from January 24, 2022 and cites no additional issues with the text of the proposed zoning ordinance amendment.** As a helpful matter of procedure in practice, though, please inform any future applicant of a zoning permit for a PSES that it is considered a land development to be regulated through a SALDO application and approval as well. The Planning Office and Crawford County Planning Commission wishes to thank Summit Township for its communication and cooperation with these recommendations.

Please contact the Crawford County Planning Office if you have any questions.

Regards,

Peter Grella  
Land Use Planner







# CRAWFORD COUNTY PLANNING OFFICE

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May 24, 2021

Board of Township Supervisors  
Sadsbury Township  
9888 State Highway 285  
Conneaut Lake, PA 16316

**RE: Crawford County Planning Office review of the Front Building Addition for Viking Tool & Gage, Inc.**

Dear Board of Supervisors,

The Crawford County Planning Commission has addressed the plat of land development for the Manufacturing Area Addition for Viking Tool & Gage, Inc., at their regularly scheduled meeting May 23, 2022, and offers the following comments. The review and this report are provided pursuant to Section 502(b) of the Pennsylvania Municipalities Planning Code (MPC) (53 P.S. 10502(b)). These comments are nonbinding and are made to identify potential errors in the submission or other areas of concern. A subdivision or land development may not be finally approved if Sadsbury Township finds deficiencies in the submission that are not addressed in accordance with its Subdivision and Land Development Ordinance (SALDO).

**PROJECT SUMMARY:**

Proposal: Proposes a ~ 100' x 125' addition to the east side of the Viking Tool & Gage, Inc, plant.  
Location: Tax parcel 4404-016-1 on State Hwy. 18.  
Site Area: apx. 12,500 SF new area  
Proposed Land Use: Industrial.  
Local Land Use Designation: "Rural Conservation," *Central Crawford Region Multi-Municipal Plan, 2007, Page 21.*

**COUNTY PLANNING REVIEW:**

Procedural Comments:

1. County Planning recommends that the applicant's signature on the plat be notarized prior to final approval.
2. County Planning recommends that the applicant contact the Crawford County Conservation District at 814-763-5269 for information about permits that may apply to this land development.

Potential Concerns:



1. The plat cites that “Information from this site plan and property boundaries taken from site plan information provided by the owner, June 2006.” That is, the information on the plan is unverified, sourced from an unknown plan not made by the preparing architect, and 12 years out of date, such that the plan presented here is of questionable accuracy.

Potential Plat Errors:

1. Crawford County Planning recommends that a number of errors on the plat be corrected. The plat used for this submission is substantially the same as one used for a land development submission for a rear addition, which included a number of errors that the County Planning Office cited in its review, dated December 17, 2018, and which plat was ultimately not recorded. These include (1) that the scale of the site plan drawing does not match the scale bar, (2) the orientation of the north arrow does not match the property line bearings, (3) the property line bearings and distances do not match the property lines as drawn, and (4) that the site of this property includes two parcels, one of which is tax parcel 4406-016-1 comprising an area towards the road, that is not drawn on the plat. While the SALDO requires a site plan rather than a plot plan for land developments, neither of these terms is defined, and it is recommended that these be corrected for a plat to be recorded regardless.

Compliance with SALDO:

1. Crawford County Planning recommends the plan be revised to be drawn at a scale of one inch to fifty feet, in accordance with SALDO Section 705.
2. Crawford County Planning recommends a stormwater management plan be provided in accordance with SALDO Section 706.5.
3. Crawford County Planning recommends that detailed pre-development existing conditions for the location of the building addition also appear illustrated as part of the plan, which are now absent, in accordance with SALDO Section 705.A.
4. Crawford County Planning recommends that details of the proposed development, including frontal elevations, storm drainage, and landscaping where applicable, be included with the plan in accordance with SALDO Section 705.B.
5. Crawford County Planning recommends that the following plan requirements of SALDO Section 301 appear on or with the final plat:
  - a. The estimated acreage and extent of earth disturbance
  - b. The names of abutting landowners
  - c. Any required permitting approvals from state agencies
  - d. A grading and drainage plan

Please contact the Crawford County Planning Office if you have any questions.

Sincerely,

Peter Grella  
Land Use Planner  
Crawford County Planning Office

cc: Tracey Crawford, Crawford County Conservation District

DRAFT



# CRAWFORD COUNTY PLANNING OFFICE

Zachary Norwood, Planning Director  
Courthouse – Meadville, PA 16335  
Phone: 814-333-7341  
Planning@co.crawford.pa.us

May 23, 2022

Vernon Township Board of Supervisors  
Vernon Township  
16678 McMath Avenue  
Meadville, PA 16335

## RE: REVIEW OF MEADVILLE MEDICAL CENTER – YOLANDA G. BARCO ONCOLOGY INSTITUTE PARKING AREA EXPANSION PRELIMINARY/FINAL LAND DEVELOPMENT PLAN

Dear Supervisors,

The Crawford County Planning Commission has addressed the Meadville Medical Center Yolanda G. Barco Oncology Institute Parking Area Expansion land development plan at its regularly scheduled meeting on May 23, 2022, and offers the following comments. The review and this report are provided pursuant to Section 502(b) of the Pennsylvania Municipalities Planning Code (MPC) (53 P.S. 10502(b)). These comments are nonbinding and are made to identify potential errors in the submission or other areas of concern. A subdivision or land development may not be finally approved if Vernon Township finds deficiencies in the submission that are not addressed in accordance with its Subdivision and Land Development Ordinance (SALDO).

### PROJECT SUMMARY:

Proposal: Proposes an expansion of parking facilities on Parcel 6505-109-1-B, including landscaping, lighting, stormwater facilities improvements and 60 parking spaces,  
Location: Tax parcel 6505-109-1-B along PA Tool and Gauge Drive and north of tax parcel 6505-123 (Meadville Medical Center Yolanda G. Barco Oncology Institute) on US 322.  
Site Area: 21,376 sq. ft. (0.49 acres)  
Proposed Land Use: Medical facility  
Local Land Use Designation: "Non-residential Growth Area," *Central Crawford Region Multi-Municipal Comprehensive Plan, 2007, Pg. 19.*

### COUNTY PLANNING REVIEW:

#### Procedural Comments

1. **Crawford County Planning recommends that the applicant contact the Crawford County Conservation District regarding any necessary permits that may be required relating to this or future development at the site.** The Conservation District can be reached at (814) 763-5269.



## Potential Concerns

1. **Crawford County Planning recommends the Township revise the illumination standards established in the Township SALDO to align with “Dark Sky” principles.** The proposed development appears to comply with the standards, yet light trespass onto the neighboring property occurs at the northeast corner of the construction site. While this may not be an issue for this particular development, future light trespass may create conflicts in the Township.
2. **Crawford County Planning recommends the Township revise the landscaping standards established in the Township SALDO.** The proposed development identifies the removal of eleven trees, including stumps, be removed from the construction site. However, per the landscaping plan the proposed development appears to provide four Eastern Red Bud trees, which complies with the Township’s existing ordinance. In an effort to promote the rural and natural landscape of Crawford County, Crawford County Planning encourages the Township to consider increasing the required planting or establish a mechanism to offset the impacts of development on the natural environment in the Township.
3. **Crawford County Planning recommends the Township contact PennDOT District 1.** The purpose of the communication would be to ensure increased traffic to the Yolanda G. Barco Oncology Institute does not negatively impact US 6/322 corridor (Conneaut Lake Road). As identified in the 2015 Meadville Traffic/ Land Use Study for SR 19/ SR 98/ US 6/322 Corridor study, there are concerns with speeding, difficulty turning left onto both US6/322 and SR 19, the misuse of the center two-way left turn lane, and the need for access management. Land use changes impacting the transportation system may exasperate these issues.

## Potential Plat Errors

Based on conversations with the Township Manager, Engineer, and members of the Board of Supervisors, it is the understanding of Crawford County that Vernon Township’s staff has the capacity to ensure consistency with the Township’s SALDO.

## Compliance with SALDO

Based on conversations with the Township Manager, Engineer, and members of the Board of Supervisors, it is the understanding of Crawford County that Vernon Township’s staff has the capacity to ensure consistency with the Township’s SALDO. Therefore, we provide the following limited comments for consideration.

1. **Crawford County Planning recommends the Township review the stormwater management plan to ensure compliance with the Township’s ordinance.**
2. **Crawford County Planning recommends the Township consider requiring a consolidation be required prior to approval.** The proposed development, located on parcel 6505-109-1-B, is accessory to the existing development, the Yolanda G. Barco Oncology Institute, on parcel 6505-123. Without formal consolidation of lots, the property owner would be able to dispose of parcel 6505-109-1-B without Township approval through a subdivision. While it may appear unlikely, Crawford County and Vernon Township cannot predict the future; therefore, it is encouraged that a consolidation occur.

Please contact the Crawford County Planning Office if you have any questions.

Sincerely,

Zachary Norwood  
Planning Director

cc: Tracey Crawford, Crawford County Conservation District

DRAFT

## May 2022 STAFF SUBDIVISION REVIEWS

<u>Name</u>	<u>Municipality</u>	<u>Lots</u>	<u>Reviewer</u>	<u>Comments:</u>
Andrew G. & Jenna A. Linn Subdivision	Pine Township	0	Peter Grella	Proposes to divide a Lot #1 from one landowner to consolidate with neighboring landowner's parcel. Tax parcel 3903-012-2 and 3903-012-3 at the southwestern corner of the intersection of Harmonsburg Road and South Townline Road. 0.815 net acres (Lot #1); 4.258 net acres (accepting lot); 5.073 net acres (resulting lot after consolidation). Residential. "Low Density Residential," Pine Township 1994 Plan for Development, Page 54.
Final Plat for Shirley J. Bell Subdivision 2022-1	Summit Township	1	Peter Grella	Proposes to divide rectangular Lot #1 leaving a surrounding remainder. Tax parcel 5506-025 on Porter Road south of Harmonsburg Road. 1.493 acres (Lot #1); 98.5+/- acres (remainder). Agricultural. "Agriculture & Rural Residential," Summit Township Comprehensive Plan, 1970, Page 23.
Final Plan – Replot Lots 42 & 44 Little Fawn Acres	South Shenango Township	0	Peter Grella	Proposes to subdivide a recombined -(R) parcel but including a new sanitary sewer easement. Tax parcel 4701-005-42-(R) in the Little Fawn Acres subdivision, southeast corner of Fawn Dr. and S Lake Rd. 0.56 acres (Lot 1); 0.82 acres (Lot 2). Residential. "Concentrated Residential," South Shenango Township Comprehensive Plan, 1979, Pgs. 50-51.
Final Plat for Creekside Holding Company Subdivision 2022-1	Summit Township	1	Peter Grella	Proposes to subdivide a rear vacant lot from industrial facility. Tax parcel 5506-013 on Harmonsburg Rd. West of State Hwy. 18. 38.323 net acres (Lot #1); 5.693 net acres (remainder). Agricultural. "Agriculture and Rural Residential." Summit Township Comprehensive Plan, 1970, Pg. 22.