

CRAWFORD COUNTY PLANNING COMMISSION

August Regular Meeting Minutes Benson Memorial Library, Titusville, Pennsylvania

Commissioner Mattocks, Vice-Chair, called the Regular Meeting of the Crawford County Planning Commission to order at 3:00 p.m. on Monday, August 28, 2023.

1. Roll Call:

Planning Commission Members Present –

Ron Mattocks, Vice-Chair
Jessica Hilburn, Secretary
Austin Rock, Treasurer
Kristin Hauser
Stacey Ross

Planning Commission Members Absent –

Scott Sjolander, Chair
Stephanie Thauer

Planning Office Staff Present-

Zachary Norwood, Director

Others Present

Commissioner Eric Henry

2. Action on the July 2023 Regular Meeting Minutes:

Commissioner Mattocks requested a motion to approve the July 2023 Regular Meeting minutes. Commissioner Hilburn moved to adopt the minutes. Commissioner Rock seconded. Discussion/ Corrections. Motion carried unanimously with corrections.

3. Action on the July 2023 Work Session Meeting Minutes:

Commissioner Mattocks requested a motion to approve the July 2023 Work Session minutes. Commissioner Hauser moved to adopt the minutes. Commissioner Hilburn seconded. Discussion/ Corrections. Motion carried unanimously with corrections

4. Communications:

- Notification of Warren County Comprehensive Plan from Mackin Engineers & Consultants
 - Discussion under New Business
- PennDOT Local Bridge Newsletter
 - Discussion

5. Reports:

A. Standing Committees –

Transportation Committee:

- No Report.
- Committee scheduled to meet September 13, 2023 at 3:00pm at the Planning Office.

Agricultural and Environmental Concerns Committee:

- Commissioner Hilburn provided an overview of topics discussed and work completed which included:
 - County Forest Spray contract.
 - Feedback from the County Forest Survey
 - Preparing for updates to the Forest Existing Conditions Report and Forest Stewardship Plan
 - Goal setting for the Committee
 - 2024 County Forest Day
- Commissioner Mattocks requested information and pictures to be listed on the Visitor Bureau site.
- Discussion

Personnel Committee:

- No Report
- Discussion about Commission member terms.

Planning Initiatives Committee:

- No Report
- Discussion on direction of the Planning Initiatives Committee (and other Committees).

B. Planning Director's Report –

[Administrative Updates]

STAFF DEPARTURE

Thomas Gilbertson has accepted a position with the City of Lancaster. His last day with Crawford County Planning will be September 14, 2023. Staff are working to establish a send off for him to congratulate him on this new opportunity and to thank him for his service in helping build the culture of planning in Crawford County. Commission members are encouraged to contact Thomas to wish him well and join us for his send off.

Community Planning Updates

COUNTY COMPREHENSIVE PLAN UPDATE

A project status report on the comprehensive plan are given during the monthly work session.

ALLEGHENY COLLEGE PARTNERSHIP OPPORTUNITY

Faculty at Allegheny College will be partnering with the Planning agency this fall to develop a pollinator project along the proposed State Route 6 road diet project in the City of Meadville and West Mead Township. This is the first of multiple partnership opportunities with the college that the planning agency will explore in the years to come.

Community Development Updates

EAST BRANCH TRAIL DEVELOPMENT

Crawford County opened bids for the continued development of the East Branch Trail in Steuben and Rome Townships. The project is funded through a \$1.5 million Appalachian Regional Commission grant. Crawford County's portion of the project, which is one of three counties receiving funding, will be roughly \$381,000. A total of \$350,000 was previously drawn for the Brady Tunnel project, which was completed earlier this year. The remaining Knox to Kane project is in procurement.

Legislative Updates

SENATE BILL 798 – PROTECTING PRIME AGRICULTURAL LAND FROM SOLAR DEVELOPMENT

Senator Doug Mastriano has proposed legislation to preempt local land use controls and prohibit development of solar for the purpose of large energy production on Preserved farmland, farmland in “Agricultural Security Areas”, and farmland enrolled in the “Clean and Green” program as well as land in Soil Capability Classes of I, II, III, and IV. The Pennsylvania Chapter of the American Planning Association’s (PA APA) legislative committee is reviewing this bill and looking to recommend adjustments to get have movement in a positive manner occur.

HOUSE BILL 611 – 2023 BUDGET

The Governor signed the state budget into law after receiving it from the Senate while using his line item veto capability. The Community and Economic Development programs received a slight increase with the creation of a new \$1.4 million initiative to assist local governments with community planning and exploring shared services opportunities. The budget scaled back diversions of funds from the Motor License Fund to the State Police by providing an addition \$238 million to ensure gas tax revenue is dedicated to transportation costs. A full summary of the budget can be found here.]

- Discussion on the Planning Directors Report.
- Discussion on building code enforcement.
- Mr. Norwood mentioned that CATA has a park-and-ride project at the East Branch Trail. Discussion.
- Mr. Norwood also discussed that Crawford County, in partnership with All Points Broadband, submitted \$30,000,000 in broadband applications to provide Crawford County residents with fiber optic internet. Commissioner Henry mentioned the success of the Starlink project. Commissioner Henry also discussed the digital radio/ tower project. Discussion.

6. Public Comment

- Various comments by Commissioner Henry. He mentioned the importance of being our community’s biggest advocates and cheerleaders to draw attention to assets. Commissioner Henry also discussed concerns and needs of Public Safety.

7. Subdivisions, Land Developments & Zoning Reviews:

- a. Administrative Subdivision Reviews –
 - Mr. Norwood provided an overview of the subdivisions and land developments.
- b. Administrative Notifications & Consistency Reviews
 - Mr. Norwood provided an explanation of the Administrative Notifications & Consistency Reviews addition to the agenda.
 - Discussion

8. Old Business:

- No Items

9. New Business:

- a. Discussion – Review and Comment on Warren Country Comprehensive Plan
 - Commissioner Mattocks requested a motion to draft and send a letter with comments on the Warren County Comprehensive Plan. Commissioner Hilburn motioned. Commissioner Ross seconded. Motion carried unanimously.
- b. Venango Township Agricultural Security Area Proposal
 - Commissioner Mattocks requested a motion to send a letter with comments to Venango Township regarding the proposed Agricultural Security Area. Commissioner Rock motioned. Commissioner Hauser seconded. Motion carried unanimously.
- c. Discussion – Planning Commissioner Comments
 - Commission Member comments on various topics.
 - Mr. Norwood discussed the Planning Commission self-evaluation.

10. Adjournment:

Commissioner Mattocks requested a motion for adjournment. Commissioner Hilburn moved to adjourn the meeting. Commissioner Hauser seconded. Motion carried unanimously. The August 2023 Crawford County Planning Commission Regular Meeting adjourned at 4:44 p.m. on Monday, August 28, 2023.

Respectfully submitted,

Jessica Hilburn, Secretary
Ann Knott, Recording Secretary
Crawford County Planning Commission

cc: Crawford County Board of Commissioners
Crawford County Planning Commission September 2023