

CRAWFORD COUNTY PLANNING COMMISSION

January Regular Meeting Minutes

Meadville Public Library

848 North Main Street, Meadville, PA 16335

Commissioner Hilburn, Chair, called the Regular Meeting of the Crawford County Planning Commission to order at 3:09 p.m. on Monday, January 27, 2025

1. Roll Call:

Planning Commission Members Present –

Jessica Hilburn, Chair

Ron Mattocks, Vice-Chair

Stephanie Thauer, Secretary

Sally Guzik-Jones

Mike Klink

Jayne Martin

Planning Commission Members Absent –

Kristin Hauser

Planning Office Staff Present-

Zachary Norwood, Director

Other Attendees-

Chris Seeley, Crawford County Commissioner

2. Action on the December 2024 Regular Meeting Minutes:

Commissioner Hilburn requested a motion to approve the December 2024 Regular Meeting minutes.

Commissioner Thauer moved to adopt the minutes. Commissioner Klink seconded. Discussion.

Motion carried unanimously with corrections 6-0.

3. Communications:

- No Report

4. Coalition Reports:

- No Reports

5. Planning Office Report

- Planning Office Report provided verbally by Mr. Norwood and the hard copy included in the Planning Commission Meeting Packet

- Administrative Filings & Updates**
- Programmatic Updates - Community Planning**
- Community Development**
- Legislative Updates**
- Notifications and Consistency Review report**

Discussion on Planning Office Reports.

6. Public Comment

- Commissioner Seeley welcomed the new Planning Commission members

7. Subdivisions, Land Developments & Zoning Reviews:

- a. Blooming Valley Borough – Zoning Ordinance
 - Mr. Norwood provided an overview of the proposed Zoning Ordinance and the comments to be submitted to Blooming Valley Borough. Commissioner Hilburn requested a motion to refer comments to Blooming Valley Borough. Commissioner Martin motioned. Commissioner Thauer seconded. Discussion. Motion carried unanimously with corrections 6-0.

8. Old Business:

- a. Discussion – Crawford Inspired Implementation & 2025 Coalition Assignments
 - Data & Policymaking Coalition: Kristin Hauser & Jayne Martin: Zach Norwood & Future Data Analyst
 - Resident Attraction & workforce Development Coalition: Ron Mattocks & Sally Guzik-Jones: Zach Norwood
 - Parks, Recreation & Natural Resources Coalition: Stephanie Thauer & Michael Klink: Deb Frawley
 - Countywide Systems & Services Coalition: Stephanie Thauer & Kristin Hauser: Sam Travis & Casey Dickson
 - Community Development & Housing Coalition: Jayne Martin & Sally Guzik-Jones: Sam Travis & Caleb Thayer
- b. Discussion – County SALDO Discussion

9. New Business:

- a. Discussion/ Action –Application for Blight Demolition Funds
 - Common Roots - 789 Water Street Meadville, PA – Grant Request: \$20,000
 - Discussion.
 - Commissioner Hilburn requested a motion to recommend the Common Roots Water Street project to the Board of Commissioners. Commissioner Mattocks motioned to recommend the project. Commissioner Klink seconded. Commissioner Guzik-Jones abstained. Motion carried 5-0.
- a. Discussion - Planning Commissioner Comments

10. Adjournment:

Commissioner Hilburn requested a motion for adjournment. Commissioner Martin motioned. Commissioner Thauer seconded. Motion carried unanimously 6-0. The Crawford County Planning Commission Regular Meeting adjourned at 4:54 p.m. on Monday, January 27, 2025.

Respectfully submitted,

Stephanie Thauer, Secretary
Ann Knott, Recording Secretary
Crawford County Planning Commission

cc: Crawford County Board of Commissioners
Crawford County Planning Commission February 2025