



COUNTY OF ERIE

PLANNING & COMMUNITY DEVELOPMENT

Brenton Davis
County Executive

Jessica Horan-Kunco
Director

Erie County Planning Commission

AGENDA

April 11, 2024 6:00 p.m.

Erie County Planning Department

1. Pledge of Allegiance

2. Roll Call

Quorum = 5

District/Designation	Municipality	Name	Present
District 1	Millcreek Twp	Matt Waldinger	
District 2	City of Erie	Lisa Austin	
District 3	City of Erie	William McLaughlin	
District 4	City of Erie	Vacant	
District 5		Vacant	
District 6	UC Borough	Cindy Wells	
District 7	McKean Twp	Ronald Bole	
At-Large	Girard Borough	Jeanne Miller	
At-Large	Elk Creek Twp	Michael Orr	
Alternate 1			
Alternate 2 (vacant)			
Alternate 3 (vacant)			

ALSO in attendance:

3. Review and Approval of Minutes from last meeting

4. Hearing of the Public

5. Old Business:

- A. Overview of the role of the Planning Commissioner
- B. APA National Planning Conference

6. New Business:

- A. New Appointments for 2024
- B. New Officers
- C. Planning Commission training

7. Communications

- A. Department of Planning and Community Development Report
- B. Commissioner Reports – *It would be helpful to hear brief comments as to what is happening planning-wise in your area (see table above)*

8. Adjournment



COUNTY OF ERIE

PLANNING & COMMUNITY DEVELOPMENT

Brenton Davis
County Executive

Jessica A. Horan
Director

Erie County Planning Commission December 14, 2023 Minutes Millcreek Township Building

1. **Matt Waldinger** called the meeting to order at 6:00 pm.

2. Roll Call

Quorum = 5

District/Designation	Municipality	Name	Present
District 1	Millcreek Twp	Matt Waldinger	Present
District 2	City of Erie	Lisa Austin	Present
District 3	City of Erie	Don Crenshaw	Absent
District 4	City of Erie	Charles Casey	Present
District 5	Summit Twp	Mark Sleppy	Absent
District 6	UC Borough	Cindy Wells	Present
District 7	Fairview Twp	Jim Cardman	Present
At-Large	Elk Creek Twp	Michael Orr	Absent
At-Large	Girard Borough	Jeanne Miller	Present
Alternate 1 (vacant)			
Alternate 2 (vacant)			
Alternate 3 (vacant)			

ALSO in attendance: Jessica Horan, Erie County Planning Department; Nancy Blimmel, EC Planning Department

3. **Review and Approval of Minutes from last meeting:** Charles Casey made a motion to approve the Minutes from the October 12, 2023 meeting with a second from Jim Cardman. The motion passed unanimously.

4. **Hearing of the Public:** None

5. New Business:

- Jessica Horan indicated that there were a few Commissioner’s terms expiring: Charles Casey (District 4), Don Crenshaw (District 3) and Matt Waldinger (District 1).
- Matt Waldinger and Don Crenshaw are eligible for reappointment. Matt indicated that he would be happy to continue on the Commission. Jessica will reach out to Don Crenshaw and the District 3 Council representative regarding that appointment.
- Jessica presented Charles Casey with a small memento as a token of appreciation for all of his years with the Commission. Charles spoke briefly about his time as well as shared his thoughts on the future of the Commission.
- Jim Cardman gave notice that he is retiring and will no longer be part of the Planning Commission. He also provided some suggestions for the future of the Planning Commission.
- Mark Sleppy also resigned from the Planning Commission via email.
- Jessica will reach out to County Council regarding replacements for these vacancies.

6. Old Business:

- Jessica Horan reviewed the Erie County CDBG Project selection from the last meeting:
 1. Union City Miles Street Safe Route to School was awarded \$100,000.
 2. Girard Borough Lake Street ADA Ramps Construction Project was awarded \$100,000.
 3. Wesleyville Borough ADA Curb Ramps Construction Project was awarded \$60,596.
 4. Wesleyville Borough Center Street Sidewalks and Street Improvement Project was not awarded funds. This project had previously received funds in 2021

Lisa Austin requested information regarding the additional costs of the Bayfront Highway, specifically where the money is coming from. Jessica Horan indicated that the money was not coming from local sources but rather mostly federal funds. She referred Lisa to the MPO for specifics.

7. Communications

- Jessica Horan updated the Commission on the Planning Departments vacancies. Four new people have been hired – Emerson Bannon - Parks & Rec, Abby Heidt - Whole-Home Repair, Robert Banks - Coastal Zone Management, as well as Audrey Knight who is a “floater” Planning Program Coordinator. The “floater” will work with Emily Aloiz, the Transportation Planner, who will soon be on maternity leave. There are two vacancies remaining in the Department – Grant Coordinator and Municipal Assistance. Due to the Municipal Assistance Program Coordinator vacancy, the County is considering hiring a consultant to help with Comprehensive Plans in the meantime.
- Jessica Horan presented the tentative 2024 meeting schedule: February 8, April 11, June 13, August 8, October 10 and December 12. The locations will be the same as the 2023 locations. Once the location availabilities are confirmed, the information will be posted in the news and on the Planning Commission website. Every attempt will be made to accommodate virtual access with the details to be shared at a later date. The County is moving towards Microsoft Teams rather than Zoom.

8. Commissioner Reports

District 1: Matt Waldinger shared that Millcreek continues to work on the West 8th Street Project. Demolitions will begin soon and should be finished by the middle of May. Also, they applied for a grant to install/improve sidewalks on West 6th Street from Pittsburgh Avenue to Peninsula Drive.

District 2: Lisa Austin requested that the Zoom link be shared along with the future meeting dates and times.

District 3: None

District 4: Charles Casey wished the Commission members a “Happy Holiday”.

District 5: None

District 6: Cindy Wells reported that things are finishing up for the year. She will have more to report at the next meeting.

District 7: Jim Cardman reported that Fairview is working to complete their comprehensive plan. They are still searching for funds for their Downtown project. **The Erie County Landbank** that Kristy Arnold has been a tremendous asset to the Landbank. They completed their new budget and reduced the amount going to the City of Erie slightly. They continue to try to bring in other municipalities to utilize the Landbank.

Elk Creek Township: None

Jeanne Miller from **Girard Borough** reported that they are on hold with their Comprehensive plan due to John McGranor leaving. They are applying for gaming revenues for Mission Mainstreet and also for the Renaissance Grant.

9. Adjournment: A motion to adjourn by made by Charles Casey with a second from Jim Cardman. The meeting adjourned at 7:07 pm. The next meeting Thursday 2/8/2024 6:00 pm at the Planning Department



We are pleased to offer a training workshop, here in Erie County, designed specifically for Planning Commissioners. Content will be applicable to both new and experienced Planning Commissioners.

Please forward this email to anyone who may be interested in this training.

Planning Commission Member Training

May 16

This informative workshop is designed to provide Planning Commission members an overview of their roles and responsibilities. The agenda includes meeting procedures, the relationship with the governing body, and a question-and-answer period.

5:30 p.m. - Registration & light meal

6 p.m. - Presentation

Presenter: John McGranor, Planner, PA DCED



Summit Township
1230 Townhall Rd W, Erie, PA 16509

[View on map](#)



May 16, 2024 05:30pm - May 16, 2024 08:00pm

Add to [Google](#) · [Outlook](#) · [Yahoo](#)

Register

\$0.00 - \$15.00

This event is free for EACOG members, \$15 for non-members.

Please register by May 10.