



COUNTY OF ERIE

PLANNING & COMMUNITY DEVELOPMENT

Brenton Davis
County Executive

Jessica Horan
Director

Erie County Planning Commission

Draft Minutes

June 13, 2024 6:00 p.m.

Girard Borough Building

1. Pledge of Allegiance

2. Roll Call

Quorum = 4

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

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

3. Review and Approval of Minutes from last meeting: A motion to approve the minutes from the April 11, 2024 meeting was made by Ron Bole with a second from Bill McLaughlin. The motion passed unanimously.

4. Hearing of the Public: None

5. Old Business:

- A.** Proposed Solar Energy Facilities Amendment to the SALDO – Jessica Horan provided a copy of the proposed amendment. There will be a public hearing on July 16 at 4:00 pm and it will have first consideration by County Council following the public hearing. It will be voted on at the County Council meeting on August 20, 2024.
- B.** The Planning Commission Training by John McGranor of the DCED was well attended. The presentation, Best Practices for an Effective Planning Commission in Pennsylvania, provided a good overview of the role of a municipal planning commissioner.

6. New Business:

- A.** EC Greenways Program Grants – Jessica Horan informed the commission that a new grant program has been created using the Act 13 Greenways funds. The money can be used as a match for other grants. Jessica recommends applying sooner rather than later as there is only a limited amount of money available. So far 2 grants have been awarded and 2 more have applied. The request needs to align with the goals of the County Parks, Trails and Recreation Plan.

- B.** Jessica Horan provided an update on the Whole-Home Repair program. This program provides funds to low income households to do exterior work to their owner occupied homes. There are about 190 people on the wait list. The maximum amount given is \$25,000. The department has also applied for an additional grant, Existing Owner Occupied Housing or EOOH, in the amount of \$750,000 to help meeting the need.

7. Communications

- A.** Department of Planning and Community Development Report: Jessica Horan reported the following:

1. The Agricultural Preservation Program has opened the application period for new farms. This application is on the County website:
<https://eriecountypa.gov/departments/planning-and-community-development/programs/agricultural-land-preservation/>
2. There is a Household Hazardous Waste event being held on June 15 at the Albion Borough garage. Please see the County website for further details and to register for the event. The next collection will be August 17 at the Greene Township building on Tate Road.
<https://eriecountypa.gov/departments/planning-and-community-development/programs/recycling/>
3. The International Coastal Cleanup is the 3rd Saturday in September. We are always looking for new sites and new site leaders. Bill McLaughlin expressed an interest in helping with this.
4. There are still a couple of vacant positions in the department:
 - Grant Coordinator – we are close to filling this position
 - Recycling Coordinator – Sarah Finegood moved back to Detroit however Audrey Knight, our current floater, has been hired for that position.
 - Planning Program Administrator for the Municipal Assistance position is still open. We have tried posting at numerous universities with planning degrees as well as on the PA Chapter of the American Planning Association with no luck.

B. Commissioner Reports

District 1: absent

District 2: absent

District 3: Bill McLaughlin updated the group on the numerous projects occurring throughout District 3

Coast Guard Station – work going well

Bayfront Parkway is experiencing some setbacks

St. Vincent Parking – on schedule

Erie High – almost finished

Erie Insurance – works continues, project is taking a long time

Kahkwa Bridge – bid came in high; City is looking for additional funds

New construction on 5th Street between State & Peach Streets is almost done.

District 4: vacant

District 5: vacant

District 6: absent

District 7: Ron Bole discussed the 3 different bridges with work planned in the near future. Two will be bid out shortly. He also mentioned that there is a press conference happening June 19 at the Green Shingle. It is a potential site for a future industrial park.

Girard Borough: Jeanne Miller spoke of all the work that has been done on their streets in Girard. It is looking very good. McCormick did a great job. They will be receiving a grant from ECGRA of \$125,000. Dan Rice Days are coming in August.

Elk Creek Township: Michael Orr will obtain a signed copy of Elk Creek's Solar ordinance for the Planning Department's files.

- 8.** The next Planning Commission Meeting is scheduled for August 8 at 6:00 pm at the Erie County Conservation District. This will be our annual picnic. The meeting adjourned at 7:16 pm.