



COUNTY OF ERIE

Erie County Planning Commission

Erie County Courthouse
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Gerry Dahl
Chairman

Jan Cornwell
Vice-Chairman

**ERIE COUNTY PLANNING COMMISSION
MEETING MINUTES**

August 12, 2010

A meeting of the Erie County Planning Commission was held at 6:30 PM on Thursday, August 12, 2010 in the **Admiral Room** at the **Raymond M. Blasco, M.D. Memorial Library**, 160 East Front Street, Erie PA.

Those in attendance were:

ECPC members:	Representing:
Gerry Dahl	Corry City (Chair, Exec. Board)
Jan Cornwell	Erie County (Vice-Chair, Exec. Board)
Carol Loll	Erie County Council (Exec. Board)
Charles Casey	Erie City (Exec. Board)
Joe Legnasky	Lake City Borough (Exec. Board)
Laura Breon	Waterford Borough (Exec. Board)
Darrell Kimmy	Amity Township
Brenda Cannell	Edinboro Borough
Jill Gibson	Elgin Borough
Mike Mercer	Millcreek Township
Marsha Tomcho	Union Township
Patricia Pfadt	Venango Township
Mary Jo Campbell	Washington Township
Flory Kondzielski	Waterford Township
Planning Department Staff:	
Jake Welsh	
Matt Puz	
Guests:	
Pete Nye	

Executive Board members present – 6 of 9; quorum attained

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Chairman Gerry Dahl called the meeting to order and the pledge of allegiance was given.

HEARING OF THE PUBLIC

None.

APPROVAL OF June 10, 2010 MINUTES

A motion was made by Jan Cornwell and seconded by Joe Legnasky to approve the minutes. The motion was approved unanimously.

OLD BUSINESS

Erie County SALDO Update

Jake Welsh provided an overview of the status of the proposed SALDO and remaining review and adoption process. The 45-day public comment period ended July 2, 2010. A Public Hearing required by MPC was held July 13 prior to the County Council meeting; no public comment was received, and no revisions are required. Copy of the final draft is available on the department website, law library, and ECDP office. The SALDO will be presented to County Council on August 17 for adoption. Jake thanked the members for their past/ongoing participation and contributions toward preparing the SALDO.

Erie County Stormwater Management Plan

Jake Welsh provided overview of the status of the Stormwater Management Plan update process. A copy of the draft plan and model ordinance is available on the department website and ECDP office. All review comments were submitted to the ECDP office by June 30. An advisory committee meeting was held July 22, 2010 at the Conservation District office to discuss the comments received and finalize the draft documents. The modeling of one sub-watershed area near Edinboro was going to be re-run again based on comments made at the meeting, and any appropriate revisions made based on the findings.

Jake also reported that the multi-county grant application for funding to conduct additional educational and implementation workshops for the municipal officials, contractors and developers, and the public to learn more about stormwater management planning and implementation of the plan was approved for \$30,000. These workshops will supplement the original scope of work that was reduced due to funding cutbacks from DEP. Jake also noted that the county has also identified funding to conduct additional analysis of the problem areas identified in the plan to develop and provide potential solutions for the municipalities. This updated information will then be added to an existing appendix in the plan.

Jake stated that the final draft that's been prepared has taken all comments received into consideration, meets the obligations dictated by PA DEP, and is also consistent with the plans adopted in Crawford and Warren counties and other counties throughout PA. The next steps are to advertise the Plan for a public hearing in front of County Council and place it on their agenda for County adoption. Chairman Dahl asked for a motion to recommend adoption of the plan. A motion was made by Jan Cornwell and seconded by Joe Legnasky to approve the plan and recommend its adoption by Council. The motion was approved unanimously.

FEMA Flood Map Update

Flory Kondzielski discussed a recent e-mail communication received from DCED regarding the Township's preparation of an update to the municipal floodplain ordinance. The municipality was asked to provide a draft of the ordinance to DCED by the end of August. The concern is that several municipalities had been informed by FEMA previously that the model ordinance provided to the municipalities by DCED hadn't been approved by FEMA yet and it was suggested to hold off on preparing draft ordinances until after that occurred. It was also noted that FEMA's timeline for finalizing the map update is tentatively January of 2011.

It was reiterated that the ongoing miscommunication issues from FEMA and DCED to the municipalities continue to provide conflicting information. Jake offered to contact DCED and FEMA representatives to request clarification of the current status of the map/ordinance update process and municipal ordinance adoption requirements.

NEW BUSINESS

ECDP Monthly Activity Report

Jake Welsh briefly reviewed information provided in the monthly activity report handout previously mailed to the ECPC members with the meeting notice. Jake noted that application periods are now open for the Coastal Zone Management Program, Community Development Block Grant Program and Farmland Preservation Program.

Unapproved Subdivisions – "Subdivision by Deed" County Policy

A topic of concern with the Erie County Zoning and Code Enforcement Officials Association was the occurrence and processing of 'subdivisions by deed'; property owners subdividing parcels through recording a deed describing a portion of an existing parcel, which are also typically in violation of the municipal subdivision and land development ordinance. The concern was that the deeds were being processed and index numbers being issued for new parcels without municipal notification / approval.

Jake reviewed a memorandum that was distributed July 21, 2010 to the municipal officials regarding the subject. After conferring with the other involved County departments and County Solicitor, a County policy was developed to address this issue. The new policy was then stated:

“When such a deed is recorded without being accompanied by an approved subdivision plan, the policy shall be that the Erie County Bureau of Assessment will not process it until verification of a valid approval is obtained.

Upon receiving a “subdivision by deed”, the Erie County Bureau of Assessment will notify and forward the document to the Erie County Department of Planning. The planning department will then verify whether or not the deed is in violation of a County or municipal ordinance, and provide notification to the affected municipality and/or property owner as appropriate. It will then be the responsibility of the affected governing body to enforce the applicable ordinance and initiate corrective action.”

OTHER BUSINESS

Hot Topic

Councilwoman Loll provided the members with an update on the status of the proposed Community College issue, describing County Council’s recent actions and possible next steps. Carol reiterated Council’s desire to support the Community College without raising County taxes, and described the budgetary issues facing County government in other areas, such as public safety, that impact the ability of the County to commit additional funds toward the project.

ADJOURNMENT

Being no further business, the meeting was adjourned.