

CRAWFORD COUNTY PLANNING COMMISSION

**February Regular Meeting Minutes
Benson Memorial Library
213 North Franklin Street, Titusville, PA 16354**

Commissioner Hilburn, Chair, called the Regular Meeting of the Crawford County Planning Commission to order at 3:02 p.m. on Monday, February 23, 2026

1. Roll Call:

Planning Commission Members Present –

Jessica Hilburn, Chair
Ron Mattocks, Vice Chair
Stephanie Thauer, Secretary
Mike Klink
Kristin Hauser
Sally Guzik-Jones
Jayne Martin

Planning Commission Members Absent –

NA

Planning Office Staff Present-

Samantha Travis, Director

Other Attendees-

Eric Henry, Crawford County Commissioner
Christopher Seely, Crawford County Commissioner
Mark Shaw, MacDonald, Illig, Jones & Britton LLP
Seth Koons, Michael Baker International
Trudie Grattan, Franklin Solar
Zach Klueber, ARM Group, Franklin Solar
Brian Pulito, Steptoe & Johnson, PLLC, Franklin Solar
Delores Hale, Cambridge Springs Borough
Alan Shaddinger, Cambridge Springs Borough
Ashleigh English, Titusville YWCA
Leah Carter, Public Volunteer

- Commissioner Hilburn requested a motion to remove agenda item 9A, “Action – Zoning Amendment, Cambridge Springs Borough,” from the meeting agenda. Commissioner Martin moved. Commissioner Guzik-Jones seconded. Discussion. Motion carried unanimously, 7-0.

2. Action on the January 2026 Regular Meeting Minutes:

Commissioner Hilburn requested a motion to approve the January 2026 Regular Meeting minutes. Commissioner Hauser moved to adopt the minutes. Commissioner Mattocks seconded. Discussion/Corrections. Motion carried unanimously with corrections, 7-0.

3. Action on the January 2026 Reorganizational Meeting Minutes:

Commissioner Hilburn requested a motion to approve the January 2026 Reorganizational Meeting minutes. Commissioner Klink moved to adopt the minutes. Commissioner Mattocks seconded. Motion carried unanimously, 7-0.

4. Public Comment:

- a. Eric Henry commented that he wanted to ensure the County Subdivision and Land Development Ordinance (SALDO) is proactive and not unnecessarily restrictive.

5. Subdivisions, Land Developments & Zoning Reviews:

a. Act 247 Reviews

- i. Notifications and Consistency Review Report
- ii. County SALDO Applications (Acted on by Crawford County)
 1. CCPO Staff Level Reviews
 2. CCPO Determination

a. Franklin Solar Development, Athens Township

- i. The Franklin Solar Development was presented and commented upon by Planning Director Samantha Travis, Trudie Grattan from Franklin Solar, Zach Klueber from ARM Group/Franklin Solar, Seth Koons from Michael Baker International as the CCPO engineer, and Mark Shaw from MacDonald, Illig, Jones & Britton LLP as the CCPO legal counsel. Discussion/Questions from Commission.
- ii. Franklin Solar representatives presented their request for a modification to the 25-foot-wide access road requirement. A 15-foot-wide road was requested, with supporting reasons why the narrower road is an appropriate alternative. Discussion/Questions from the Planning Commission.
- iii. Commissioner Hilburn asked for a motion to enter an executive session for a discussion with legal counsel about the land development process. Commissioner Martin moved to enter executive session. Commissioner Mattocks seconded. Motion carried unanimously, 7-0.
- iv. County Commission Henry raised concerns about the legality of the executive session. After discussions with the Crawford County and SALDO solicitors, Commissioner Thauer moved to exit executive session and return to the regular meeting to deliberate. Commissioner Hauser seconded. Motion carried, 6-1.
- v. The Planning Commission deliberated the request for modification as well as the conditions for approval of the land development.
- vi. Commissioner Hilburn requested a motion to approve the Franklin Solar Development with conditions and with an alternative standard modification. Commissioner Hauser moved to approve. Commissioner Mattocks seconded. Motion carried unanimously, 7-0.
- vii. Conditional approval requirements will be sent to Franklin Solar in writing for acceptance. Letter attached to meeting minutes.

➤ The Planning Commission meeting paused to allow representatives from Franklin Solar to leave.

- viii. Commissioner Thauer requested to change her vote on the Franklin Solar Development from “in favor” to “opposed.”
- ix. Per Robert’s Rules, Commissioner Thauer was allowed to change her vote from “in favor” to “opposed” by unanimous consent.
- x. The amended vote for the Franklin Solar Development passed 6-1-0
- iii. Administrative Filing Report (Not acted on by Crawford County)

6. Communications

- a. Innovation In Motion – Webinar Series
- b. Land Banking 101 Presentation – Tom Ridge Environmental Center

7. Crawford Inspired Coalitions:

- a. Reports
 - i. Parks, Recreation & Natural Resources Coalition
 - ii. Community Development & Housing Coalition
 - iii. No report from other coalitions
- b. General Discussion

8. Planning Office Report

The Planning Office Report is provided verbally by Ms. Travis; a copy is included in the Planning Commission Meeting Packet

- a. Community Planning
- b. Community Development

Discussion on Planning Office Reports.

9. New Business:

- a. Action – 2025 Planning Agency Annual Report
 - i. Ms. Travis presented the completed Annual Report to the Planning Commission. Discussion/ Corrections.
 - ii. Commissioner Hilburn requested a motion to adopt the 2025 Planning Agency Annual Report with corrections. Commissioner Guzik-Jones moved to adopt. Commissioner Hauser seconded. Motion carried unanimously, 7-0.
- b. Discussion - Planning Commissioner Comments

10. Adjournment:

Commissioner Hilburn adjourned the Crawford County Planning Commission meeting at 5:43 p.m. on Monday, February 23, 2026.

Respectfully submitted,

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

cc: Crawford County Board of Commissioners
Crawford County Planning Commission March 2026

Next Scheduled Meeting: Monday, March 23, 2026 – Meadville Public Library



903 Diamond Park, Meadville, PA 16335
814-333-7341
planning@co.crawford.pa.us
www.crawfordcountypa.net/planning

Franklin Solar, LLC
2650 Locust Street, Suite 100
St. Louis, MO, 63103

March 9, 2026

RE: Decision on Major Land Development Application
Franklin Solar, LLC
CCP App #2025-MJD-ATT-011

Dear Franklin Solar,

On November 13, 2025, Franklin Solar LLC submitted an application seeking approval of a major land development under the Crawford County Subdivision and Land Development Ordinance ("SALDO")

The Applicant intends to construct a twenty (20.0) MW AC (23.95 MW DC) ground-mounted, single-axis tracker, solar energy generation system. This will include the photovoltaic ("PV") array, interconnection to the local utility, perimeter security fencing, mechanical and electrical equipment, and equipment pad to suit the proposed system. The Project site is located along Taylor Stand Road and Clemmets Road, consisting of solar arrays and the interconnection poles located on multiple parcels (Tax IDs: 1105-022-70001, 1105-019-70001, 1105-014-70001, 1105-20-70001, 1105-023-7001). The Project is proposed to occupy approximately 139.9 acres. The land currently consists of agricultural land and undeveloped woodlands, with several adjacent parcels used similarly and/or for residential purposes.

The Crawford County Planning Department reviewed the application and determined it to be administratively complete on November 24, 2025. The application was then submitted to Michael Baker International, Inc. for technical review. Michael Baker issued a Plan Review Letter to the Planning Department on December 13, 2025, which was provided to Franklin Solar for response. On February 5, 2026, Franklin Solar responded to Michael Baker's comments, submitting additional information and documents. The Developer provided further responses to Michael Baker's comments on February 6, 2026. On February 17, 2026, Michael Baker reviewed the responses and provided its review of the comments and information provided by Franklin Solar, which were provided to the Developer.

On February 20, 2026, the Developer's counsel submitted a formal request to obtain a modification of the access road width requirements under Section 806.3(1) of the SALDO. In support of its



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request, Developer cites Section 303.1(2) of the County's SALDO pertaining to equal or better standard. To meet the requirement, the Developer noted the following:

- The 15-foot width satisfies the width of the access road that would be needed for this solar farm, as this solar development will not have the daily traffic and larger vehicles in and out of the facility like other Energy Facilities covered under the SALDO may have.
- The NPDES permit for the project, which indicated the development would have a 15-foot access road, was obtained before the County SALDO was passed. The application of the 25-foot-wide requirement would cause the Developer to revise both its Township stormwater application and the application submitted to the Pennsylvania Department of Environmental Protection for its NPDES permit.
- The 25-foot requirement would result in a significant increase in impervious surface for the project, and that would significantly increase stormwater runoff and its associated impacts, which conflicts with the purpose of the SALDO to enhance the health, safety, and welfare of people and properties in Crawford County.

The Planning Commission considered the Developer's Application and request for modification during its meeting on February 23, 2026. During the meeting, the Developer was given an opportunity to address the modification issue, and it noted the following:

- There will be no office or similar structures on site for this project, and the only traffic post-construction would be occasional maintenance vehicles.
- The 15-foot width was also sufficient for any emergency response vehicles.
- The Developer also emphasized that the narrower access road complied with the best practices of the Pennsylvania Department of Environmental Protection to minimize earth disturbance.

The Planning Commission voted to grant the applicant the requested modification pursuant to Section 303.1(2). The Planning Commission found the following:

- The 15-foot access road width for this particular solar development was an alternative standard that the Developer demonstrated to provide equal or better results. Granting the modification allows for reduced impervious surface, reduced stormwater runoff, minimized earth disturbance, and consistency with DEP best practices for this specific solar use in a rural location.



- The Planning Commission engineer agreed that, based on their review, the narrower width achieves the functional needs of emergency and maintenance access while better advancing the environmental protection purposes of the SALDO.
- This determination does not alter the 25-foot standard generally, but applies only to the facts of the application pursuant to Section 303.1(2).

The Planning Commission Engineer, who was also present at the February 23, 2026, meeting, advised that they reviewed the application and the Developer's responses and were satisfied that, subject to the Developer meeting certain conditions to be imposed as a condition of approval, the Developer met the requirements of the SALDO except for the width of the access road.

In addition to approving the request for modification, the Planning Commission concluded that the Franklin Solar major land development application met all of the requirements of the SALDO with the modification and approved the Major Land Development with the following conditions:

1. Approval is subject to Developer executing a Developer's Agreement and a Decommissioning Agreement as currently drafted, except for filling in the blanks with the appropriate information and any non-substantive changes approved by the Solicitor, which is also executed by the Planning Commission and Crawford County;
2. Approval is subject to receipt of the Decommissioning Financial Security in an amount as determined by the Planning Department;
3. Approval is subject to Developer submitting to the Commission proof that it has satisfied all conditions contained in the Athens Township December 9th, 2025, approval of the Developer's stormwater plan;
4. Approval is subject to Developer complying with all applicable laws, rules, and regulations;
5. Approval is subject to Developer paying all of the Commission's fees incurred in reviewing this application as required under the SALDO;
6. Approval is subject to Developer obtaining approval of the Emergency Response Plan and the 15-foot access road by the Crawford County Public Safety Department;
7. Approval is subject to the final plans containing the Certifications, seals, and signatures in accordance with Section 502.2 of this Ordinance;
8. Approval is subject to Developer's voluntarily agreed-upon additional landscaping screen being added to the final plan along the property lines that abut public roads, which could include that same combination of trees, plants, or a solid wall or fence to buffer the visibility of the energy facility from public view, which is approved by the Planning Commission engineer;





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9. Approval is subject to Developer's voluntarily agreed-upon submission of an updated glare study within one (1) year of completion for final design, and approval by the Planning Commission engineer;
10. Approval is subject to Developer's voluntarily agreed-upon submission of a sound study within one year of the start of operation after completion of construction and approval by the Planning Commission engineer; and
11. Approval is subject to the Developer voluntarily agreeing to submit on or before January 31 of each year a report identifying the monthly energy production of the Project.

Subject to the above conditions, the Subdivision and Land Development Plan for the Franklin Solar LLC is hereby granted Final Approval. Once Conditions #1 through 8 are met, the Crawford County Planning Director is authorized to and shall sign the final plan on behalf of the Planning Commission, indicating approval.

Within fifteen (15) days of the date on this letter, the applicant must accept the above conditions by signing and returning this letter to the Crawford County Planning Office. Please see the signature block at the end of this letter. Within ninety (90) days of the date on the Crawford County Planning Commission's signature block on the final plan(s), the final plan(s) shall be recorded with the Crawford County Register and Recorder to retain its validity. Please provide a copy of the Register & Recorder Certification Page to the Planning Office. If action is not taken, approval will automatically be rescinded, and you will need to reapply through the SALDO process.

If you have any questions regarding this decision or the next steps, please contact the Crawford County Planning Office at (814) 333-7341 or at planning@co.crawford.pa.us. We appreciate your cooperation through the technical review stage.

Sincerely,

A handwritten signature in blue ink that reads "Samantha Travis".

Samantha Travis

Planning Director

Crawford County Planning Office

CC: Crawford County Planning Commission
Athens Township Supervisors
Crawford County Board of Commissioners



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**Crawford County
PLANNING**

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The applicant, Franklin Solar, hereby accepts the conditions outlined above for approval of Crawford County Land Development application.

Signature

Date

Printed Name and Title



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