

CRAWFORD COUNTY PLANNING COMMISSION

June Regular Meeting Minutes Titusville City Hall Council Chambers 107 North Franklin Street, Titusville, PA 16354

Commissioner Hilburn, Chair, called the Regular Meeting of the Crawford County Planning Commission to order at 3:00 p.m. on Monday, June 22, 2026

1. Roll Call:

Planning Commission Members Present –

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

Planning Commission Members Absent –

Planning Office Staff Present-

Jerry Millard, Jr., Deputy Director

Other Attendees-

2. Action on the May 2026 Regular Meeting Minutes:

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

3. Public Comment:

- None

4. New Business:

- a. Action – Apple Shamrock Prichard Subdivision Condition Approval Extension, Troy Township
 - i. Commissioner Hilburn requested a motion to approve and send the conditional determination extension letter as written for the Apple Shamrock Prichard Subdivision. Commissioner Thauer motioned. Commissioner Martin seconded. Motion carried unanimously 7-0

5. Subdivisions, Land Developments & Zoning Reviews:

- a. Act 247 Reviews
 - i. County SALDO Applications (Acted on by Crawford County)
 1. CCPO Staff Level Reviews
 2. CCPO Determination
 - a. Deborah Ostrofsky Subdivision #1 Conditional Approval Determination, Greenwood Township
 - i. The Deborah Ostrofsky Subdivision #1 Conditional Approval was presented and commented upon by Planning Deputy Director Jerry Millard.
 - ii. Commissioner Hilburn requested a motion to approve the conditional determination letter for approval of the Deborah Ostrofsky Subdivision #1.

Commissioner Martin motioned. Commissioner Mattocks seconded. Discussion. Motion carried unanimously 7-0 with addition of conditions listed below.

1. Confirmation must be provided that the applicant has the authority to submit the application.
 2. A non-building waiver or sewage planning module must be submitted.
- b. Ronald Mielecki Subdivision #1 Conditional Approval Determination, East Fallowfield Township
- i. The Ronald Mielecki Subdivision #1 was presented and commented upon by Planning Deputy Director Jerry Millard.
 - ii. Commissioner Hilburn requested a motion to approve the conditional determination letter for approval of the Ronald Mielecki Subdivision #1. Commissioner Thauer motioned. Commissioner Hauser seconded. Discussion. Motion carried unanimously 7-0
- c. Michael Drexler Subdivision #1 Condition Approval Determination, Pine Township
- i. The Michael Drexler Subdivision #1 was presented and commented upon by Planning Deputy Director Jerry Millard.
 - ii. Commissioner Hilburn requested a motion to approve the conditional determination letter for approval of Michael Drexler Subdivision #1. Commissioner Hauser motioned. Commissioner Martin seconded. Discussion. Motion carried unanimously 7-0
- d. Final Plan Lots 1-4 and Remaining Lands for Ronald & Karen Ball Condition Approval Determination, East Fallowfield Township
- i. The Final Plan Lots 1-4 and Remaining Lands for Ronald & Karen Ball was presented and commented upon by Planning Deputy Director Jerry Millard.
 - ii. Commissioner Hilburn requested a motion to approve the conditional determination letter for approval of Final Plan Lots 1-4 and Remaining Lands for Ronald & Karen Ball. Commissioner Martin motioned. Commissioner Thauer seconded. Discussion. Motion carried unanimously 7-0
- e. Final Plan Tru North Realty, LLC Consolidation Project Condition Approval Determination, Spring Township
- i. The Final Plan Tru North Realty, LLC Consolidation Project was presented and commented upon by Planning Deputy Director Jerry Millard.
 - ii. Commissioner Hilburn requested a motion to approve the conditional determination letter for approval of the Final Plan Tru North Realty, LLC Consolidation Project. Commissioner Mattocks motioned. Commissioner Hauser seconded. Discussion. Motion carried unanimously 7-0 with corrections.
- f. Final Plan Lands of Walters Condition Approval Determination, Oil Creek Township
- i. The Final Plan Lands of Walters was presented and commented upon by Planning Deputy Director Jerry Millard.
 - ii. Commissioner Hilburn requested a motion to approve the conditional determination letter for approval of Final Plan Lands of Walters. Commissioner Hauser motioned. Commissioner Thauer seconded. Discussion. Motion carried unanimously 7-0 with correction and addition of condition listed below.
 1. A non-building waiver or sewage planning module must be submitted.
- g. Final Plan Robert & Faye Cowan Subdivision Approval Determination, Troy Township

- i. This item was removed from the agenda because the applicant met all requirements prior to the meeting.

- ii. Administrative Filing Report (Not acted on by Crawford County)
- iii. Notifications and Consistency Review Report

6. Communications

- a. North Shenango Township Subdivision and Land Development Ordinance Repeal –
 - i. No review needed.
- b. Bertram Park Master Site Development Plan DCNR Grant Letter of Support
- c. Sewage Planning Guide

7. Crawford Inspired Coalitions:

- a. Reports
- b. General Discussion

8. Planning Office Report

9. Planning Commissioner Comments

10. Adjournment:

Commissioner Hilburn adjourned the Crawford County Planning Commission meeting at 4:17 p.m. on Monday, June 22, 2026.

Respectfully submitted,

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

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

Next Scheduled Meeting: Monday, July 27, 2026 – Meadville Public Library