COLLEGE TOWNSHIP
PLANNING COMMISSION

2022 Annual Report
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I. PLANNING COMMISSION

INTRODUCTION

The College Township Planning Commission is made up of seven members and two alternates. Members are College Township residents who volunteer for the position, are appointed for a four year term by College Township Council, and represent College Township as a whole. Planning Commissioners do not represent any particular person, business, or group within their municipality. The Planning Commission strives to provide input and guidance that will positively affect the entire municipality and excuse themselves from any actions where a conflict of interest could be perceived.

The Planning Commission typically meets on the first and third Tuesdays of each month at 7:00pm in the Council Room at the College Township Municipal Building. Currently these are considered “hybrid” meetings, meaning members and public are able to take part in the meeting from the comfort of their own home via Zoom.

PURPOSE/OBJECTIVES

The Planning Commission’s purpose is to protect and promote safety, health and welfare through coordinated development, managed growth and guidance in the uses of land and structures. Members promote the conservation of resources and energy through the use of appropriate planning practices and assist the municipality to minimize such problems that may presently exist, or which may be foreseen. Their mission is accomplished through a review of subdivision and land development plans and by the creation of amendments for zoning and land development regulations.

A Planning Commission is a body of citizens that serve within local government, acting as an advisory group to the College Township Council on issues and policies related to planning, land use regulation, and community development. Planning Commissioners act as citizen planners and work to develop plans and implementation policies that affect how their community manages changes in growth and development.

DUTIES

The Planning Commission plays a crucial role in shaping the future of the community. Considering the future of the community and developing plans to guide growth and development is both complex and time consuming. The Planning Commission plays a key role in College Township by reviewing and evaluating land use and development issues in both the short-term and long-term.

Municipal Planning Code empowers the Planning Commission to:

1. Make recommendations to the College Township Council concerning the adoption or amendment of an official map.
2. Prepare and present to the Council a zoning ordinance and make recommendations to the governing body on proposed amendments to the ordinance.
3. Prepare, recommend, and administer subdivision and land development and planned residential development regulations.

4. Prepare and present a building code and a housing code and make recommendations concerning proposed amendments thereto.

5. Promote public interest in, and understanding of, the comprehensive plan and planning.

6. Review the zoning ordinance, subdivision and land development ordinance, official map, provisions for planned residential development, and other ordinances and regulations governing the development of land. Among other things.

7. Section 207 of the Municipal Planning Code sets forth the requirement for an annual report and file record of business, which shall be made annually by March first to the governing body.

MEMBERS

**Ray Forziat, Chair**

Term Ends: December 2022

Ray graduated from the Pennsylvania State University with a B.S. in Industrial Engineering. His professional career included forty-two years in Facility and District management positions in Business & Operations Management. During his employment, Ray was employed by two Fortune 500 Companies. He has since retired and currently independently assists and consults for businesses in Business Operations, Revenue Generation, as well as Employee and Staff Development. In addition to his involvement with College Township Planning Commission (since January 2006), Ray is also involved in College Township Industrial Development Authority (since March 2015), Centre Region Planning Commission, and Centre County Office of Aging Advocacy Council.

**Ed Darrah, Vice-Chair**

Term Ends: December 2023

Ed has a BS in Education and Master's Degree in Business from Bloomsburg University. He worked in the Banking and Financial Industry for forty-three years. Ed was a commercial lender and team leader for seventeen years, then worked as a Commercial Credit Officer both in Commercial Real Estate (Mid Atlantic & Midwest Regions) and in Corporate Finance for the last twenty years. Ed has lived in State College since 1984 and was a member of the allocation committee for the United Way as well as a member of the Chamber of Commerce. He has been a member of the College Township Planning Commission for the last three years, using his experience from lending and providing credit to real estate developers throughout the Eastern and Midwest Regions of the United States.
**Peggy Ekdahl, Secretary**

Term Ends: December 2025

Peggy was raised in College Township and grew up with local government in the family. Her dad was one of the three original College Township Supervisors with Elwood Williams and Roy Clouser. She graduated from State College Area High School and worked for The Pennsylvania State University and Raytheon (formerly HRB) until retirement. She was a Configuration Management Specialist which enabled her to learn the engineering components of large computer systems and to assist with world-wide site installations. She has a son who resides in Colorado and a daughter who lives locally. She has long been a fan of local sports (especially Penn State wrestling) and enjoys planting and gardening. Her environmental concern has always been, and will continue to be, our water resource and its needs for continued longevity.

**Matthew (Matt) Fenton**

Term Ends: December 2023

Born in Philipsburg, PA and a Philipsburg Osceola graduate. Matt is a 1981 graduate of the Philadelphia College of Pharmacy and Science, and was a pharmacist at CVS/pharmacy in the Nittany Mall for 25 years until his retirement. He is an active volunteer in the State College Little League for the last 30 years as a parent, coach, vice-president and a 20-year umpire. A youth basketball coach and proud supporter of State College School District athletics. Go State! Matt is also a member of The Centre County Office of Aging Committee.

**Robert (Bob) Hoffman**

Term Ends: December 2024

Bob and his wife Ann were both raised in College Township and graduated from SCAHS. They have four wonderful children and nine grandchildren. Robert has a bachelor’s of architecture degree from Penn State and a master’s degree in architecture/planning from the University of Minnesota. In April, he retired after owning his own architectural practice in Boalsburg for 50 years. Bob and Ann presently live in the house his father built in 1947 at Klinger Heights overlooking State College Borough and Penn State campus.

**William McKibbin**

Term Ends: December 2022

William is a data scientist and predictive analyst focused on applied statistics, cryptography, and privacy. Dr. McKibbin has a BA from Temple University, a MA from Georgetown University, and received his PhD from Capella University. William has been in professional practice serving clients in various capacities as consultant, advisor, and trainer since 1998.
Bill Sharp

Term Ends: December 2023

Bill and Priscilla Sharp moved to College Township in 2004 and have found it a great place to live. Bill spent a career as a planner and project manager with experience in government, business, higher education (college professor and academic administrator), and nonprofits (several startups). His main focus has been community and economic development, specifically strategic human resource development. He is a writer, speaker, and workshop leader. He is a United States Air Force veteran. Co-founder and Director of Transition Centre/Rural Resilient Hub [www.transitioncentre.org], a Pennsylvania Nonprofit Corporation. Formally a member of the College Township Council and the Centre Regional Council of Governments General Forum, Parks and Recreation Committee, College Township Industrial Authority and currently serves on the Spring Creek Watershed Commission and College Township Planning Commission. He finds it a delight and a privilege to serve our community and work with staff and Council. Bill has a B.Sc. in Public Management (summa cum laude), with a two-year pre-engineering program and a minor in History. M.A. in sociology with a focus on community leadership development and additional graduate work in community development and business management.

Noreen Khoury, Alternate

Noreen has lived in the Centre Region since 1967. She currently lives in Lemont where she is challenged in her quest for a “Winterthur” type landscape by the deer and the Black Walnut trees. She and her husband, George, raised their two children here. The whole family graduated from Penn State, with Noreen earning additional degrees, MS and PhD in Horticulture. Noreen spends her time walking (sometimes with her dog), quilting, and rearranging her yard.
II. BACKGROUND

DEMOGRAPHICS

Founded in 1875, College Township is a composite of zoned areas that allows for a mixture of agricultural, commercial, industrial, residential, residential-office, and university, which is blended into an area of approximately eighteen and one half square miles. According to the 2020 US census, College Township population was 10,780. This was a 13.2% increase from 2010. The age distribution is fairly even, with each group having different needs and preferences.

<table>
<thead>
<tr>
<th>Ages:</th>
<th>&lt;18</th>
<th>18-24</th>
<th>25-44</th>
<th>45-86</th>
<th>65+</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>21.1%</td>
<td>16.7%</td>
<td>26.0%</td>
<td>21.3%</td>
<td>14.9%</td>
</tr>
</tbody>
</table>

NATIONAL HISTORICAL SIGNIFICANCE

Properties wanting to be included in the National Register of Historic Sites & Places (NRHSP) complete a Historic Resource Survey Form which is reviewed and determined Eligible by the PA Bureau for Historic Preservation. Once determined Eligible the property owner can formally nominate the property for Listing in the NRHSP. Completed nomination forms are sent to the State Review Board who reviews the nomination and sends the nomination for approval by the National Park Service and are then Listed National Register Properties.

<table>
<thead>
<tr>
<th>NATIONAL REGISTER LISTED PROPERTIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROPERTY NAME</td>
</tr>
<tr>
<td>General John Thompson House</td>
</tr>
<tr>
<td>Tudek Site (36CE0238)</td>
</tr>
<tr>
<td>Felix Dale Stone House</td>
</tr>
<tr>
<td>Houserville Site (36CE0065)</td>
</tr>
</tbody>
</table>
### NATIONAL REGISTER HISTORIC DISTRICTS

<table>
<thead>
<tr>
<th>PROPERTY NAME</th>
<th>ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lemont Historic District</td>
<td>Off PA 26</td>
</tr>
<tr>
<td>Oak Hall Historic District</td>
<td>State Route 871</td>
</tr>
</tbody>
</table>

### NATIONAL REGISTER ELIGIBLE PROPERTIES

<table>
<thead>
<tr>
<th>PROPERTY NAME</th>
<th>ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shiloh Church</td>
<td>Shiloh Road &amp; Benner Pike</td>
</tr>
<tr>
<td>P. Hoy Farmstead</td>
<td>490 Shiloh Road</td>
</tr>
<tr>
<td>Gordon Farmstead</td>
<td>1301 Trout Road</td>
</tr>
<tr>
<td>Old Houserville Historic District</td>
<td>Houserville</td>
</tr>
<tr>
<td>J. Marvin Lee Tenant House</td>
<td>1657 Old Houserville Road</td>
</tr>
<tr>
<td>Starlight Drive-In Theatre</td>
<td>1100 Benner Pike</td>
</tr>
</tbody>
</table>
Since 1946, the Pennsylvania Historical and Museum Commission has administered a program of historical markers to capture the memory of people, places, and events that have affected the lives of Pennsylvanians over the centuries since William Penn founded his Commonwealth.

<table>
<thead>
<tr>
<th>PENNSYLVANIA HISTORICAL MUSEUM COMMISSION HISTORICAL MARKERS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MARKER</strong></td>
</tr>
<tr>
<td>John I. Thompson Grain Elevator and Coal Sheds</td>
</tr>
<tr>
<td>Centre Furnace</td>
</tr>
</tbody>
</table>
### III. PLANS

#### INVENTORY

Below is a list of plans which were presented to the College Township Planning Commission throughout 2022.

<table>
<thead>
<tr>
<th>Date</th>
<th>Plan Name</th>
<th>PC Review/ Action</th>
<th>CTC Review/ Action</th>
<th>Waiver Requests</th>
<th>Current Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/15</td>
<td>Stocker Subdivision</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td>Deferred until front lot developed</td>
<td>Recorded</td>
</tr>
<tr>
<td>2/15</td>
<td>Stocker LDP</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2/15</td>
<td>Evergreen Heights</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td></td>
<td>Recorded</td>
</tr>
<tr>
<td>3/15</td>
<td>Jake’s Fireworks</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td></td>
<td>Recorded</td>
</tr>
<tr>
<td>3/15</td>
<td>Spring Creek Presbyterian Church</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td></td>
<td>Recorded</td>
</tr>
<tr>
<td>3/15</td>
<td>Beaver Stadium Gate C</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td></td>
<td>Recorded</td>
</tr>
<tr>
<td>4/19</td>
<td>Mosaic Development Sketch Plan</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6/21</td>
<td>Former Sears Service Center Subdivision</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td>Sidewalk</td>
<td>Recorded</td>
</tr>
<tr>
<td>8/16</td>
<td>Altman Subdivision</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td>Sidewalk</td>
<td></td>
</tr>
<tr>
<td>8/16</td>
<td>Ondik Subdivision</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td>Sidewalk Driveway</td>
<td>Recorded</td>
</tr>
<tr>
<td>10/18</td>
<td>Canterbury Crossing Phase IV &amp; V</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td></td>
<td>Recorded</td>
</tr>
<tr>
<td>11/15</td>
<td>All-Nations Subdivision</td>
<td>Recommended Approval</td>
<td>Approved</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11/15</td>
<td>Rhodes Lane Condominiums</td>
<td>Recommended Approval</td>
<td>Tabled</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11/15</td>
<td>Arize Federal Credit Union Sketch Plan</td>
<td>Recommended Approval</td>
<td>Recommended</td>
<td>May request deferral for sidewalk design</td>
<td></td>
</tr>
</tbody>
</table>
PROCESS

Effective use of site plan approval allows for a detailed evaluation and mitigation of development project impacts. This review increases College Township’s ability to define the character and layout of new developments and to work with the applicant to balance local needs with project needs. Site plan review typically focuses on drainage, traffic, parking, roadway construction, signage, utilities, screening, lighting, density, and other project specific elements to arrive at the best possible design for the site.

Tiered review process allows College Township to provide different levels of review based on thresholds of scale or project impact. Specific criteria are identified and applications are reviewed based on established criteria. Projects meeting specified criteria can be expedited through the review process. A tiered review process provides predictability in the review process and staff resources are concentrated on projects with greater community impact or which do not conform to community expectations.

Delegation of minor decisions to staff allows staff to make decisions based on criteria and/or approval thresholds determined by College Township Council. Delegation of minor decisions expedites the review process and allows staff, the Planning Commission, and Council to focus on larger or more complex projects.

Uniform timelines and notifications create an efficient review process without compromising the interests of the community. Applicants are provided a “road map” for the order of approvals, expected timeframes, and points of coordination in a consistent and transparent manner. All subdivision, land development, and minor plan documents are readily available to prospective applicants on the College Township website and at the municipal offices. Reference documents for ordinances, regulations, rules and process procedures are also available.
IV. HIGHLIGHTS

**January 4, 2022** – Planning Commission reorganization meeting took place. Commissioners then reviewed the Historic District Ordinance Draft which had been remanded from Council. They also discussed the motion made at a previous meeting to refer to Council to review and approve the proposed ordinance to amend the College Township code. There was an announcement made that a work session to discuss form based code would be held later in January.

**January 18, 2022** – There was a recap of the Form Based Code (FBC) work session in which the PC participated to discuss the possibility of implementing FBC as a result of the Dale Summit Area Plan. Council had remanded to PC the review of the Wireless Communications Facility Ordinance.

**February 2, 2022** – The Pedestrian Facilities Master Plan (Ped Plan) was introduced to the Planning Commission which had been remanded from Council.

**February 15, 2022** – Three plans were presented, Stocker Subdivision Plan, Stocker Body Shop Land Development Plan, and Evergreen Heights Land Development Plan. The Planning Commission made motions recommending Council approve all three plans. The 2021 Annual Report was presented and approved.

**March 1, 2022** – The Senior Bicycle &Pedestrian Planner at the Centre Regional Planning Agency, Trish Meek, presented on the importance of incorporating bicycle parking into the Township ordinance. The Ped Plan was discussed.
March 15, 2022 – Spring Creek Presbyterian Church Subdivision Plan, Jake’s Fireworks Land Development Plan, and Beaver Stadium Gate C – Plaza Extension Land Development Plan were presented. The Planning Commission made a motion to recommend Council approve all three plans. A flow chart for the Ped Plan was presented and members recommended a few changes.

April 5, 2022 – A second draft of the process flow chart for the Pedestrian Facilities Master Plan was presented for input and further review.

April 19, 2022 – A sketch plan for the Mosaic Development was presented. The Planning Commission commented on the plan.
May 3, 2022 – The third draft of the Ped Plan process flow chart was presented. The Planning Commission gave feedback about flow chart protocol and discussed the simplification of the chart. They also discussed the possibility of a presentation from the local fire marshal in the future.

May 18, 2022 – The Assistant Township Manager, Mike Bloom, presented a draft of the request for qualifications/form based code. The Planning Commission agreed the draft was an excellent starting point. The Ped Plan process flow chart was presented and a motion was made to recommend Council adopt the Plan, guidelines within the memo, and process flow chart. The Planning Commission was also presented with a conditional use application for a porch reconstruction in Lemont, which was discussed and ultimately a very detailed motion was made to recommend Council approve the proposed plan.

June 7, 2022 – The conditional use application was remanded back to the Planning Commission from Council. They were asked to discuss, re-evaluate, and make a recommendation. A motion was made and passed with a vote of five to two.
June 21, 2022 – The Former Sear Service Center Subdivision Plan was presented. This plan scored a seventeen on the Pedestrian Facilities Matrix, which had not yet been adopted. A motion was made to recommend Council approve the plan. Consideration of a review committee for the request for qualifications, it was determined two members would be nominated at the next meeting.

July 19, 2022 – The Planning Commission decided to table the nominations for the RFQ committee. The next steps for the Pedestrian Plan Implementation were discussed, which included taking the plan and ordinance changes through the public process together, and ultimately adopting/enacting the plan and ordinances concurrently.

August 2, 2022 – Nominations for the Request for Qualifications Committee were made, two members and one alternate were nominated. Mr. Fenton was officially appointed as a core member to the Planning Commission.

August 16, 2022 – Two subdivision plans were presented, Altman Subdivision and Ondik Subdivision. Ultimately there were motions made to recommend Council approve both plans. The RFQ committee had received the submissions from all candidates and began to review each one on their own. Their opinions would be discussed at a meeting in late August.
**September 6, 2022** – The Regional Fire Marshal, Steve Bair, presented what he looks for in subdivision and land development plans. The presentation was followed by a question and answer session. Changes to the ordinances for the Ped Plan were discussed and a motion was made for stronger language to be used. A potential rezoning request was presented to change approximately three acres of Forrest Land, outside of the Regional Growth Boundary, to Industrial Land. A motion was made to recommend Council approve the rezoning pending a satisfied DRI study.

**September 20, 2022** – The Planning Commission reviewed the rezoning proposal after staff analysis and affirmed the motion from the previous meeting stands. The RFQ committee had decided to conduct all interviews of the chosen applicants on the same day, potentially mid-October.

**October 4, 2022** – It was announced that a date for Request for Qualifications interviews was set for October 25, 2022. The Planning Commission discussed the process of the Zoning Hearing Board procedures, as well as the regional growth boundary and sewer service area.
October 18, 2022 – Planning Commission approved the 2023 meeting schedule. The Canterbury Crossing final land development plan was presented. A motion was made to recommend Council approve the plan.

November 1, 2022 – Materials from the CRPC LUCI joint meeting were provided and discussed, and were for informative purposes only. The RFQ update included the conclusion from the interviews and the decision of a team to work with the Township on the Dale Summit Area Plan.
**November 15, 2022** – Two plans were presented, All-Nations Bible Translation subdivision and Rhodes Lane Condominiums land development plan. The Planning Commission made motions recommending Council approve each plan. There was also a sketch/concept plan presented for Arize Federal Credit Union on the corner of Benner Pike and Ellis Place. The Commissioners gave their input on the sketch plan which was appreciated by the presenters. The next steps of the RFQ committee were discussed and a sample contract was received.

**December 6, 2022** – The draft annual report was reviewed with a discussion of a few minor changes to be done. There were many staff informatives included in the agenda and it was discussed how important these accompaniments are to the commissioners.
V. REQUEST FOR QUALIFICATIONS REVIEW COMMITTEE

INTRODUCTION

In June, College Township issued a Request for Qualifications (RFQ) to identify a consultant team with the necessary experience and expertise to skillfully guide the development of Form Based Zoning for the Dale Summit area. This RFQ generated responses from three highly qualified teams that each offered their own unique approach to the development and implementation of a new code.

MEMBERS

The submissions were reviewed and ranked by an RFQ Review Committee comprised of the following:

- Two (2) members of Township Council
- Two (2) members of the Township Planning Commission, Mr. Darrah & Mr. Hoffman
- One (1) alternate member of the Township Planning Commission, Mr. Sharp
- One (1) member of the Centre Regional Planning Agency staff
- Four (4) members of the College Township staff

HIGHLIGHTS

May 18, 2022 – A draft of the RFQ was presented to Planning Commission.

August 2, 2022 – Planning Commission nominated two members, Ed Darrah and Bob Hoffman, and one alternate, Bill Sharp, to be on the RFQ review committee.

August 29, 2022 – The committee met to review and discuss the scores and rankings of the submissions. They also selected the finalists of which to interview and discussed a potential schedule for interviews.

September 9, 2022 – A request for a sealed cost proposal to be submitted at the time of interviews was sent to the candidates selected to interview.

September 26, 2022 – It was determined that all three interviews would be completed in one day and a date was set for October 25, 2022.

October 7, 2022 – Supplemental materials were sent to the committee for review.

October 25, 2022 – Interviews of all three candidates were held. The interviews were held in the Council Room of the Municipal Building. All candidates had at least one member of their team present and others available through Zoom. After the completion of all interviews, there was a brief meeting to gather the committee member’s initial thoughts.

October 28, 2022 – An interview follow up meeting took place. Committee members took turns ranking the applicants and ultimately a candidate was chosen.

November 21, 2022 – The contract was submitted for review by the Township solicitor, staff, and committee members. Once the scope of the project is clarified in the contract it will be submitted for approval to College Township Council. Hopefully the Township will be under contract with DPZ in January of 2023.