

# Pennsylvania Municipal Planning Education Institute (PMPEI)

**2018 Fall Schedule**

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CBO**

## The Course in Community Planning

This course teaches planning commissioners, local officials, and others how to carry out their responsibilities under the PA Municipalities Planning Code. Participants learn where planning fits in the framework of local government, how planning commissioners relate to the governing body, zoning hearing board, and zoning officer. Topics include basic knowledge of the Municipalities Planning Code, comprehensive planning, plan implementation including zoning, subdivision and land development regulations, the Official Map, and how effective planning commissions work together. Multi-municipal planning and implementing planning agreements is emphasized. The course is designed for new and experienced planners and officials. A planning exercise based on Marcellus Shale natural gas exploration is included in the course.

**Lehigh County – September 6, 13 & 20 – Lehigh Valley Planning 961 Marcon Blvd, Suite 310, Allentown, PA**  
**Contact: Tracy Oscavich - [toscavich@lvpc.org](mailto:toscavich@lvpc.org) or call (610) 264-4544 to register**

**Wayne County – September 11, 18 & 25 – Honesdale, PA**  
**Contact: Peter Wulfhorst - [ptw3@psu.edu](mailto:ptw3@psu.edu) call (570)296-3400 ext. 1445 to register**

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## The Course in Subdivision & Land Development Review

This course deals with the work of planning commissions in the subdivision and land development review process – from pre-application meetings through project completion. Extensively revised in 2005, the course emphasizes the MPC as the source of authority to regulate development. Planning commissions have a central role play in the land development process which is an integral part of a community's comprehensive planning program. New in the course are flexible design concepts and options for better project design. Participants learn new skills for administering the review process, reviewing plans, and calculating impacts of development. The course also covers techniques for incorporating internal and external reviews in plan review, and information sharing can improve local and regional planning.

**Cumberland County – July 19, 26 & August 2 – Cumberland Co. Planning Conf Rm B 310 Allen Rd. Carlisle, PA**  
**Contact: BarbaraSue Hershey – [bhershey@ccpa.net](mailto:bhershey@ccpa.net) (717) 240-5362 to register**

**Luzerne County – September 15 & 22\* – Luzerne Co. Emergency Mgt. Agency 185 Water St. Wilkes-Barre (9-3pm)\***  
**Contact: Terri Dickow – [tdickow@boroughs.org](mailto:tdickow@boroughs.org) or call (800) 232-7722 to register and (570) 820-4400 for directions**

**Chester County – October 17, 23 & 30 – Graduate Center, 1160 McDermott Drive, Room 306 West Chester, PA**  
**Contact: William Stevens – [info@2020.org](mailto:info@2020.org) or 484-680-5570 register on-line at [www.cc2020.org](http://www.cc2020.org)**

**Lehigh County – November 1, 8 & 15 – Lehigh Valley Planning 961 Marcon Blvd, Suite 310, Allentown, PA**  
**Contact: Tracy Oscavich - [toscavich@lvpc.org](mailto:toscavich@lvpc.org) or call (610) 264-4544 to register**

**COURSE TIMES:** The courses listed are all 3-session programs that meet on successive weeks. Classes begin at approximately 6:00 PM and end at approximately 9:30 PM. (unless otherwise noted)

*Pennsylvania Municipal Planning Education Institute the Pennsylvania Municipal Planning Education Institute (PMPEI) was established in 1992 for providing courses in community planning and land use regulations for planning commissioners, zoning hearing board members, zoning administrators, elected officials, and others with an interest or involvement in planning.*

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## The Course in Zoning

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This course addresses the fascinating, complex, provocative, and contentious topic of zoning. It examines how zoning evolved in the United States and how this history continues to shape the way zoning is practiced in 21<sup>st</sup> century Pennsylvania. The course begins with a review of the MPC authority for zoning and presents “nuts and bolts” fundamentals for drafting zoning ordinances and amendments. Included in the course are advanced techniques like overlay and performance zoning, planned residential development, and traditional neighborhood development. The relationship of zoning to comprehensive planning and the need for them to be consistent is emphasized. Also in the course are mapping exercises and analyses of zoning ordinance provisions. Problem situations and ethical dilemmas in zoning are discussed. The role of the planning commission with other individuals and local agencies in zoning administration, as well as procedures for enacting zoning ordinances and guidelines for rezoning, are discussed in detail.

**Montgomery County – September 13, 20 & 27 – Lansdale Boro Hall, Ste 201, One Vine Street, Lansdale, PA**  
**Contact: Rita McKelvey – [rmckelvey@montcopa.org](mailto:rmckelvey@montcopa.org) 610- 278-3753 [www.montcopa.org/PlanningCourses](http://www.montcopa.org/PlanningCourses)**

**Allegheny County – TBD – Allegheny Co. College West Hills Center, 1000 McKee Rd., Oakdale, PA**  
**Contact: Terri Dickow – [tdickow@boroughs.org](mailto:tdickow@boroughs.org) call 1-800-232-7722 ext. 1042 to register 412-788-6464 (directions)**

## The Course in Zoning Administration

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In this course zoning hearing board members, zoning officials, and elected officials – regardless of experience – learn the basic principles, procedures and information needed to effectively carry out their functions in the administration of municipal zoning. The course covers the technical aspects of zoning and how to build effective relationships with the public. Hands-on experiences and practice exercises are built into each session. Participants learn how to conduct effective and fair zoning hearings in a mock zoning hearing session. Course topics include the principles of zoning, key zoning terms, the zoning administration team, zoning officer duties, enforcement notices, and zoning hearing procedures, variances, special exceptions/conditional uses, and nonconformities. *\*10 CBO Credit Hours*

**York County – September 12, 19 & 26 – York County Planning Commission 28 E. Market St., York (site?)**  
**Contact: Pam Shellenberger – [pshellenberger@ycpc.org](mailto:pshellenberger@ycpc.org) or call 717-771-9870 to register**

**Lehigh County – October 16, 23 & 30 – Lehigh Valley Planning 961 Marcon Blvd, Suite 310, Allentown, PA**  
**Contact: Tracy Oscavich - [toscavich@lvpc.org](mailto:toscavich@lvpc.org) or call (610) 264-4544 to register**

**Mercer County – October 16, 23 & 30 – Wilmington Township Mun. Bldg, 35 Auction Road, New Wilmington, PA**  
**Contact: Terri Dickow – [tdickow@boroughs.org](mailto:tdickow@boroughs.org) or 800-232-7722 ext. 1042 to register (724)946-8074 for directions**

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*Pennsylvania State Association of Boroughs, Certified Borough Officials Program, (CBO) credit hours. One PMPEI course qualifies for 10 credit hours by attending the full program. Please retain copies of your certificates of completion to submit with your PMPEI Credit Request Form. The form will be included with PMPEI course materials or you can submit the request form online at [www.PMPEI.org](http://www.PMPEI.org).*

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## PMPEI Continuing Education Credits

**Registered Landscape Architects** must take all 10 hours of the course to earn 10 credits.

**Professional Engineers, Land Surveyors and Professional Geologists** they may earn credits for the class hours they attended (maximum 10.) They would indicate the number of hours attended in the box titled: Endorsement on page 2 of Form A.

**Uniform Construction Code** officials, they may earn credits for the class hours they attended (maximum 10.) They would indicate the number of hours attended in the box titled Endorsement on page 2 of Form A.

**CLE** Attorneys may receive Continuing Legal Education credits up to a maximum of 9. They receive credit for the hours of instruction attended. The fee for Continuing Legal Education Credit is \$90, regardless of the number of credits; it is a flat fee. (Form B)

**CEU** PMPEI does not give CEU credit. CEU (continuing education unit) is a standard measurement used by educational institutions.