

MINUTES
BRADFORD COUNTY PLANNING COMMISSION
Bradford County Emergency Management Building
North Towanda / Across from PA State Police Barracks / Route 6
April 21, 2015
6:00 P.M.

Chairman Steve Westbrook called the regular monthly meeting of the Bradford County Planning Commission to order at the above address at 6:00 p.m.

- 1) **Roll Call**: Board members present were Don Murray, Glenn Aikens, Scott Williams, Warren Knapp, Mary Neiley, Andrew Bishop and Steve Westbrook. Staff members included Raymond Stolinas, Emily Vollmer, Sue Preston and Christopher Wood E.I.T., Hunt (County Engineer).
- 2) **Minutes**: Scott Williams moved to accept the *March 17, 2015 Meeting Minutes*, seconded by Don Murray, the motion carried unanimously.
- 3) **Subdivision/Land Development Administration**
 - A) **Monthly Report**: Andrew Bishop moved to accept the Monthly Report, seconded by Warren Knapp, the motion carried unanimously.
 - B) **New Application Acceptance** (*Indicates Modification Request): Don Murray moved to accept the following new applications to begin the 90-day review process, seconded by Glenn Aikens, the motion carried unanimously.

2015-027	Thomas G. & Sally L. Roe	Canton Township
2015-028	Eric J. Harnish	Sheshequin Township*
2015-029	Morris P. & Charlotte R. Fassett	Tuscarora Township*
2015-030	Ralph & Myra McNeal	Burlington Township*
2015-031	Margaret I. Furman	Tuscarora Township*
2015-032	Robert J. & Robin D. Shaffer	Overton Township*

- C) **Visitors to be Heard**: Helen Ferris (St. Paul's Church/Cemetery) / Rick Upham, Matthew Boozer, Brenan Coates (Neath Welsh Church Sketch Plan) / Wyatt Furman & Mark McCullough (Furman Subdivision) / Herb Gery (P&G Fed. Credit Union) / Robert Jennings (Subdivision Sketch Plan), John Sepp (Ag. Choice Sketch Plan) / James Loewenstein (Daily Review) / Dave Reeder & Amit Daga (Metadyne Sketch Plan).

D) Subdivision Plan Review

- 1) **2015-028 Eric J. Harnish / Sheshequin Township**: The subdivision of lands of Eric J. Harnish is a four lot subdivision of a 293-acre parcel described in Bradford County Inst. #201414535. Proposed Lots #3, #4 & #5 are occupied by existing homes with septic systems and water supply. Lot #6 is occupied by barns and a natural gas well pad. Lot 2 was previously conveyed. The remaining Lot #1 (±268 acres) is to be used for residential use and contains a house with a water supply and septic system. The surrounding parcels in this area are generally used for agricultural and residential purposes. There is no sewage collection system in the vicinity of this subdivision.

Action Taken: Andrew Bishop moved to grant the Modification from **Section 504.2 “On Lot Septic”** for Lot #6, seconded by Mary Neiley, the motion carried with Scott Williams abstaining.

- 2) **2015-029 Morris P. & Charlotte R. Fassett / Tuscarora Township**: The subdivision of lands of Morris P. & Charlotte R. Fassett is a six-lot subdivision on ±243 acres described as Tax Parcel No. 54-91-083, in Bradford County. Proposed Lots #9, #10 & #11 are vacant and are to be used for agricultural purposes. Lot #12 (11.9381 acres) is to be used for residential purposes; this lot has been tested for sewage having an average use of 450 gallons per day. Lot #7 (1.5320 acres) has an existing house, well and septic system and is to be made part and parcel to Lot 7A (54.8369 acres). Lot #1 (33.3766 acres) is the remaining lands containing a house, well and existing septic system prior to 1972. Lots #2 thru #6 were previously conveyed prior to the 1970’s.

Action Taken: A total of (8) Modifications were considered:

1. Andrew Bishop moved to grant (1) Modification from **Section 307. “Scale of 1” equals 100’ or less.”**, seconded by Glenn Aikens, the motion carried with Mary Neiley voting nay.
 2. Andrew Bishop moved to grant (3) Modifications from **Section 504.2. “On-Lot Septic.”** for Lots #9, #10 and #11, seconded by Scott Williams, the motion carried with Mary Neiley voting nay.
 3. Scott Williams moved to grant (1) Modification from **Section 307.19.A. “Profile of Streets Showing Grades.”**, seconded by Glenn Aikens, the motion carried with Andrew Bishop voting nay.
 4. Andrew Bishop moved to grant (2) Modifications from **Section 404.1 “Every Lot Shall Abut a Street.”** for lots #11 and #12, seconded by Don Murray, the motion carried unanimously.
 5. Andrew Bishop moved to grant (1) Modification from **Section 404.4 “Size, Shape, & Orientation - lots should be square or rectangular.”** for lot #12, seconded by Don Murray, the motion carried unanimously.
- 3) **2015-030 Ralph & Myra McNeal / Burlington Township**: The subdivision of lands of Ralph E. McNeal and Myra H. McNeal is a one lot subdivision of a 230-acre parcel described in Bradford County Deed Book 190 at Page 1040. Proposed Lot #5 (12.25 acres) is occupied by an existing home with sewer system and water well. Lot #1 is the remaining land, is vacant and will be continued as an agricultural use at this time. Lot #2, #3 & #4 have been previously conveyed. The surrounding parcels in this area are generally used for agricultural and residential purposes. There is no sewage collection system in the vicinity of this subdivision.

Action Taken: Andrew Bishop moved to grant Modification request from **Section 504.2 “On Lot Septic”** for Lot #1, seconded by Don Murray, the motion carried with Scott Williams abstaining.

- 4) **2015-031 Margaret I. Furman/ Tuscarora Township**: The subdivision of lands of Margaret I. Furman is a three lot subdivision of 284.21 acres described in Bradford County Deed Book 635 on Page 352. Proposed Lot #1 (186.86 acres) has a gas well pad and is to become part and parcel to the land of Cheryl A. Furman and James J. Sprague described as Instrument # 201217555. Proposed Lot #2 (1.99 acres) has a house, well, septic system, and barn. Lot #3 (115.32 acres) is the remaining lands and also contains a burial plot and a decommissioned quarry. This lot is to remain in agriculture use at this time. The surrounding parcels in this area are used for residential and agriculture purposes.
1. **Action Taken**: Andrew Bishop moved to grant Modification request from **Section 404.4 “Every Lot Should Be Square, Rectangular Shape”** for Lot#2, seconded by Mary Neiley, the motion carried unanimously.
 2. **Action Taken**: Glenn Aikens moved to grant Modification request from **Section 504.2 “On-Lot Septic”** for Lot#3, seconded by Mary Neiley, the motion carried unanimously.
 3. **Action Taken**: Scott Williams moved to grant Modification request from **Section 404.4 “Every Lot Shall Be Square, Rectangular Shape”** for Lot #3, seconded by Mary Neiley, the motion carried unanimously.
- 5) **2015-032 Robert J. & Robin D. Shaffer / Overton Township**: The subdivision of lands of Robert J. & Robin D. Shaffer is a two lot subdivision of 66.63 acres described in Bradford County as tax parcel 28-134-025. Proposed Lot #1 (0.319 acres) is to become part and parcel to St. Paul’s Church becoming 0.882 acres. The residual tract (1.163 acres) will remain as a cemetery. The surrounding parcels in this areas are used for residential and agriculture use.
1. **Action Taken**: Andrew Bishop moved to grant Modification request from **Section 404.6.A.2 “Not Less Than One Acre”**for Lot #1, seconded by Glenn Aikens, the motion carried unanimously.
 2. **Action Taken**: Mary Neiley moved to grant Modification request from **Section 504.2 “On-Lot Septic”** for the remaining cemetery, seconded by Andrew Bishop, the motion carried unanimously.

E) **Land Development Review**

- 1) **2010-078 Appalachia Midstream (Liberty Compressor) / Towanda Township**: The site has an area of approximately 493 acres and is located just off of SR 220 via Lindsey Rd. (T-561). The project site is primarily comprised of meadows and/or fallow agriculture fields, with some wooded areas and wetlands, along with a new natural gas compressor facility with associated equipment for a natural gas gathering system. The access drive extends 4,500 linear feet from the end of T-562 Cummings Road. Williams will maintain the access drive. The site will have an 11-acre pad, and four (4) buildings. The County Planning Commission granted **Preliminary Approval** granted on 10/18/10.
- Action Taken**: Don Murray moved to grant a 90-day extension of the **Conditional Final Approval** to match the end review date of **July 21, 2015**, seconded by Scott Williams, the motion carried unanimously.
- 2) **2012-064 Eureka Resources/ Standing Stone Township**: Eureka Resources, LLC (Eureka) constructed an oil and gas wastewater treatment facility on a 19.36-acre parcel located south of State Route 6, just east of the intersection of Fisher Road in Standing Stone Township. The facility specializes in the treatment of wastewater generated during the development and operation of oil and gas wells. The County Planning Commission granted **Preliminary Approval** on 8/20/12.

Staff performed a site visit with our engineering consultant on September 23, 2014 along with a plant tour and await **Final Plan** revisions.

Action Taken: Warren Knapp moved to grant a 90-day extension of the **Conditional Final Approval** to match end review date of **July 21, 2015**, seconded by Mary Neiley, the motion carried unanimously.

- 3) **2012-091 Dandy Mini Marts, Inc. Wysox / Wysox Township:** The purpose of this project is the renovation of an existing Dandy Mini Mart (Convenience Market) at the intersection of State Route 6 and State Route 187 in Wysox Township. In addition to the renovation to the existing store, the proposed site will consist of a canopied diesel fueling island, expanded car and truck parking areas, two additional paved access/egress drives, on-site stormwater management facilities, and other associated improvements including paved and concrete surfaces, lawn and landscaping, fencing, lighting and other utilities. At the August 21, 2012 meeting, the Bradford County Planning Commission granted **Conditional Preliminary Approval** contingent upon all outstanding items to be met within (90) days. **Pending Items:** PENNDOT HOP, New Plans with Amendments and satisfactory engineering comments.

Action Taken: Glenn Aikens moved to grant a 90-day extension of the **Conditional Preliminary Approval** to match the end review date of **July 21, 2015**, seconded by Andrew Bishop, the motion carried unanimously.

- 4) **2014-077 Alpaca Energy LLC / Canton Township:** Owned and operated as a subsidiary of IMG Midstream, project includes a compressor building of approximately 70' x 110'. Compressor is designed to keep locally produced natural gas in the region for local consumption. The project will interconnect to Access Midstream for gas supply and into Penelec's 34 kV distribution in the area. Project will be on 3 acres and proposed impervious is 69,696 ft.².

Action Taken: Mary Neiley moved to grant a 90-day extension of the **Conditional Preliminary Approval** to match the end review date of **July 21, 2015**, seconded by Don Murray, the motion carried unanimously.

- 5) **2014-078 Beaver Dam Energy LLC / Canton Township:** Owned and operated as a subsidiary of IMG Midstream, project includes a compressor building of approximately 70' x 110'. Compressor is designed to keep locally produced natural gas in the region for local consumption. The project will interconnect to Regency Midstream for gas supply and into Penelec's Grover substation along SR 3012, Wheelerville Mountain Road. Project will be on 5.4 acres and proposed impervious increase of 52,275 ft.².

Action Taken: Mary Neiley moved to grant a 90-day extension of the **Conditional Preliminary Approval** to match the end review date of **July 21, 2015**, seconded by Andrew Bishop, the motion carried unanimously.

- 6) **2014-082 Milan Energy LLC / Smithfield Township:** Owned and operated as a subsidiary of IMG Midstream, project includes a compressor building of approximately 70' x 110'. Compressor is designed to keep locally produced natural gas in the region for local consumption. The project will interconnect with Access Midstream for gas supply and into Penelec's 34 kV distribution area. Project will be on 5.2 acres and is proposing 62,726 ft.² of impervious surface increase.

Action Taken: Andrew Bishop moved to grant a 90-day extension of the **Conditional Preliminary Approval** to match the end review date of **July 21, 2015**, seconded by Scott Williams, the motion carried unanimously.

- 7) **2015-014 The Hayseed Group (P&G Federal Credit Union) / Wyalusing Borough:** The project consists of demolition of an existing 2-story house along Route 6 in Wyalusing Borough. The P&G Federal Credit Union plans to subdivide by lease approximately 0.71 acres out of a total

87.19 acres. P&G Federal Credit Union proposes to develop a new building on the 0.71 acres with parking, drive-thru, sidewalk and a stormwater detention basin at the rear of the building. Total impervious coverage will equal 31,130.43 ft.². Wyalusing Borough Authority will service the building with both sewer and water facilities.

Action Taken: Andrew Bishop moved to grant a 90-day **Conditional Preliminary Approval** contingent upon receiving all outstanding engineering comments and agency approvals, seconded by Don Murray, the motion carried unanimously.

- 8) **2015-024 Walter & Sara L. Romanik / Rome Borough:** A Minor Land Development that is adding 4,999 ft.² to an existing parking area. Building and parking area are located in the Single Family Residential Zoning District.

Action Taken: Scott Williams moved to grant **Preliminary/Final Approval**, seconded by Glenn Aikens, the motion carried unanimously.

F) **Sketch Plan Review**

- 1) **De Morgan Acres/ Canton Township:** A proposed two-lot subdivision containing ±48 acres located in Canton Township. The trailer park has an existing sewer and two wells north of the property line. The residual lot has a house, sewer system and water well. **Reviewed by Planning Commission. Preferred Option # 1, however, the Planning Commission did stipulate that all three plan options were acceptable for submission.**
- 2) **Neath Welsh Congressional Church/ Pike Township:** The proposed building addition would result in a 2,200 ft.² church addition and no additional parking at this time. The lot contains five acres and has a church, office, and cemetery. **Reviewed by the Planning Commission and determined that the proposal is not a Land Development due to being less than the 5,000 ft.² threshold for building additions.**
- 3) **Ag. Choice Building/ N. Towanda Township:** The proposed project would consist of demolishing the existing 3,330 ft.² building and constructing a new 3,700 ft.² building. The entrance off of S.R. 006 will remain the same; however, five (5) additional parking spaces will be added to the existing parking lot. The large parking lot located behind the building will be removed and the total impervious surface will not increase. There will be a temporary mobile office space that will be used during construction. **Reviewed by the Planning Commission, as Scott Williams made a motion that this proposal does not need to be submitted as a Land Development since the total impervious will be decreasing by approximately 100 ft.², seconded by Andrew Bishop, the motion carried with Warren Knapp voting nay.**
- 4) **Metadyne, Inc. / Towanda Township:** Proposed office building addition ranging from 2,000-4,000 ft.². **The Planning Commission reviewed three options provided by Metadyne representatives that consisted of configured additions to the existing building and one with a building separation. The Planning Commission did stipulate that all three plan options were acceptable; however, the building separation would constitute a land development.**
- 5) **Jennings / LeRoy Township:** Proposed subdivision of the lands of Donald Jennings. The proposal is to purchase a landlocked parcel, which has a separate deed from the parent tract. The question is whether the lot would require a Right-of-Way or form a lot 100' wide to gain access to the property. **The Planning Commission determined the 100' lot would be sufficient for submittal, as long as a modification request from Section 404.4 "Suitably Shaped Lots" was acquired upon submittal.**

G) **Possible Violations**

H) **Violations**

I) **Municipal Planning Commission Review**

- Verizon Wireless / Athens Township - **Reviewed by Planning Commission with no adverse comment.**

J) **DEP Major Module Reviews**

- Proconex Office & Warehouse / Wyalusing Township - **Reviewed by Planning Commission with no adverse comment.**

K) **DEP Permit Review**

L) **Items Reviewed With Solicitor**

M) **Other**

- Meeting with Chesapeake Appalachia, LLC at the Hershberger Storage Facility / Terry Township
- Meeting with BCCD staff reviewing Act 43 - Agricultural Security Areas.

4) **Communications** (*See below*)

5) **Reports**

6) **Old Business** (*See summary*)

7) **New Business** (*See summary*)

8) **Adjournment**

(Communications Summary):

A. Incoming

- PENNDOT District 3.0 Letter requesting suggestions on interaction related to Highway Occupancy Permit issues.
- USDA Compliance Review Letter for organization's compliance with pertinent Civil Rights Laws.
- Army Corp of Engineers (ACOE) issuance of GP-4 for Bradford County Bridge #37/Wells Twp.
- PA DEP Water Obstruction and Encroachment Permit issuance for Bradford County Bridge #37/Wells Twp.

B. Outgoing

- Letter of Review for the Zoning Map Amendment to the Wyalusing Borough Zoning Ordinance (Wyalusing Volunteer Fire Department)
- Letter of Review for the Zoning Ordinance Amendment to the Athens Borough Zoning Ordinance (Act 13)

- Letter of Review for the Zoning Ordinance Amendment to the Wysox Twp. Zoning Ordinance (Act 13)
- Letter of Support to Athens Township Supervisors for Round Top Expansion – Phase II for the PA DCNR Community Conservation Partnership Program.
- Bradford County Bridge #37 Time Extension - Part II Final Design.

Old Business Summary

2004 SALDO Amendments: The Bradford County Planning Commission has appointed a subcommittee to investigate amendments to the 2003 SALDO. Upon hiring the new County Planner, the subcommittee should resume meetings at 4:30 p.m., before the regular monthly meeting until a final draft is complete. Staff forwarded a new (.pdf) of the document with proposed highlighted changes.

NBIS Local Bridge Inspection Program: The 2015 phase of municipal and county bridge inspections under the Umbrella Contract will begin as weather breaks.

Billion Dollar Bridge Bill:

County Bridge # 16 / Corridor Study: Lloyd Ayres, PENNDOT District 3.0, forwarded a final draft of the Memorandum of Agreement that includes stipulations that PENNDOT will market the bridge for relocation and adaptive reuse prior to the completion of final design, utilizing PENNDOT’s Bridge Marketing website, until June 13, 2015. If the bridge is not acquired for reuse, it will become the property of the contractor hired to remove the structure. Additionally, Bradford County, in cooperation with PENNDOT and the Northern Tier Regional Planning and Development Commission (NTRPDC), will complete a Management Plan, identifying candidates for rehabilitation among the remaining historic county-owned truss bridges. Drafts of the document will be provided to FHWA and PHMC, who will be afforded thirty (30) days for review. PENNDOT, NTRPDC and Bradford County will consider any comments in the preparation of a final product. Once the final document is approved by all parties, Bradford County, PENNDOT, and the NTRPDC will adopt the plan for use in the short term and long term plan for Bradford County. The final document will also be utilized to program bridge projects on the Transportation Improvement Plan (TIP) contingent on available funding and the bridge project priorities of Bradford County.

County Bridge #37 / Wells Twp.: We have received an approved GP-4 water obstruction and encroachment permit through PA DEP and the Army Corp of Engineers stream permit for bridge replacement work. Frank Bertrand is currently performing an appraisal of two properties for right-of-way and temporary construction easement purchases. Construction may be slated for June after school is released for the summer months.

County Bridge #22 / Monroe Twp.: Lycoming Supply is slated to pave the approaches and apply deck coating during a week in May followed by a final inspection.

Northern Tier Rural Planning Organization: The RATAC/RPO met on April 13, 2015 at the NTRPDC Offices in Towanda. The RATAC membership recommended adoption of the Long Range Transportation Plan along with the Public Participation Plan to the Executive Committee. In addition, PENNDOT will be conducting an online Twelve Year Program Public meeting on April 16, 2015.

County Comprehensive Plan Update / Countywide Greenway Plan: The County Comprehensive Plan is officially 10 years old this year and as per the PA Municipalities Planning Code, counties shall update their comprehensive plans every ten years. Planning Commission members present at the August meeting requested staff to send a Memo to the Bradford County Commissioners requesting to consider funding the County Comprehensive Plan Update. In 2012, staff submitted a Summary Form, produced by Delta Development, requesting Act 13 funds to be utilized for the update. Four other projects were also submitted for consideration as well. County Planning Commission members volunteered to attend any future meeting with the Commissioners to discuss the need for the update.

New Business Summary

County Parks Master Plan and County Parks Advisory Committee: The next meeting will be held May 6, 2015 with three new members that include Hillary Robinson, Endless Mountains Heritage Region, Rachel Hauser, NTRPDC and Dan Rhodes, Bradford County Conservation District.

Natural Gas Exploration Advisory Committee and Planning Subcommittee: Next meeting of the Planning Subcommittee will be held on **Thursday, April 16, 2015**. The monthly Cooperative Extension Webinar is planned for this month from 1:00 - 2:00 p.m. titled “**Recent Pipeline Developments**”, presented by *Dave Messermith, Educator, Penn State Extension Marcellus Education Team*. The Community Planning and Natural Gas Subcommittee will meet immediately following the webinar.

Municipal Comprehensive Planning and Zoning: South Waverly Borough will be conducting their Community Visioning meeting on Wednesday, April 29th. Athens Township continues to work on the final chapter of the plan before scheduling their Community Visioning meeting as well. The Planning Director will be working with the Wysox Twp. Planning Commission to update the *1983 Comprehensive Plan* and will meet with the planning commission in early May. Wysox Twp. already conducted their survey ahead of the draft plan. Troy Borough requested assistance on updating the *1959 Zoning Ordinance* and the Planning Director has met monthly with the local Planning Commission since July 9, 2014. Asylum Township has also requested assistance with an update to their Comprehensive Plan.

Engineering Consultant Agreement: The agreement for engineering services related to land development review with Keystone Associates, Hunt Engineers and Reilly Associates will expire at the end of the year. The Bradford County Commissioners agreed to set the hourly rate at \$ 78.00/hr. for these services for another two (2) years. County Planning Commission Chairman will consider signing the agreements.

APPLICATIONS ACCEPTED FOR REVIEW 2015

2015-001	Methodist Episcopal Church	N. Towanda Township
2015-002	Lori Mapes-Finnerty	Wilmot Township
2015-003	Robert & Dorla J. Isbell	Sheshequin Township
2015-004	David M. & Amy L. DeCristo	Granville Township
2015-005	Lewis & Jean Hope	Wilmot Township
2015-006	Sayre Christian Church	Sayre Borough
2015-007	Tracy J. & Linda K. Yeagle	Windham Township
2015-008	S&S&S Real Estate Limited Partnership (LD)	N. Towanda Township
2015-009	David & Mary Moon	Terry Township
2015-010	Williams Living Trust	Canton Borough
2015-011	Crystal Potter	N. Towanda Township
2015-012	Sylvia Miller	Wells Township
2015-013	The Hayseed Group	Wyalusing Borough
2015-014	Hayseed Grp. P&G Fed. Credit Union	Wyalusing Borough
2015-015	James D. & Jane E. Donahoo	Albany Township
2015-016	Charles R. & April L. Middaugh	Sheshequin Township
2015-017	Jerry & Judy Camp	Herrick Township
2015-018	Nancy Lindstrom Estate	N. Towanda Township
2015-019	Cheryl Carey	Burlington Township
2015-020	Denis & Kathy Murphy Strong	Ridgebury Township
2015-021	Daniel Stewart	Wilmot Township
2015-022	Gary R. & Carol A. Ulmer	Springfield Township

2015-023	Keith Kinsman	N. Towanda Township
2015-024	Walter & Sara L. Romanik (MLD)	Rome Borough
2015-025	Kenneth Sr. & Jane Higley	Terry Township
2015-026	Ernest & Laura Girod	Pike Township