

MINUTES
BRADFORD COUNTY PLANNING COMMISSION
Bradford County Emergency Management Building
North Towanda / Across from PA State Police Barracks / Route 6
February 17, 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, Robert Storch, Scott Williams, Mary Neiley, Warren Knapp, Steve Westbrook and Raul Azpiazu. Staff members included Raymond Stolinas, Emily Vollmer, Sue Preston, Christopher Wood E.I.T., Hunt (County Review Engineer), and Jonathan Foster Jr. Esquire, County Solicitor.
- 2) **Minutes**: Mary Neiley moved to accept the *January 20, 2015 Meeting Minutes*, seconded by Don Murray, the motion carried unanimously.
- 3) **Subdivision/Land Development Administration**
 - A) **Monthly Report**: Warren Knapp moved to accept the Monthly Report, seconded by Raul Azpiazu, the motion carried unanimously.
 - B) **New Application Acceptance** (*Indicates Modification Request): Mary Neiley moved to accept the following new applications to begin the 90-day review process, seconded by Don Murray, the motion carried unanimously.

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*

- C) **Visitors to be Heard**: Tara Banfield (Keystone College), Amanda Renko (Morning Times), Jeff Paulson (Hurley & Stewart for Dollar General LD), Herb Gery (The Hayseed Group).

D) Subdivision Plan Review

- 1) **2015-011 Crystal Potter / N. Towanda Township**: This is a one lot subdivision of a 57-acre parcel described in Bradford County Inst. #201210172. Proposed Lot 4 (2.00 acres) is vacant and has percolation testing as shown. Percolation testing has been performed as shown on the plan for a residential system 400 gallons per day (1 E.D.U. X 400). Lot 1 is the remaining land and is occupied by an existing home with sewer and water, in addition to a natural gas well pad and water impoundment/staging area. Lot #2 and #3 were previously conveyed. A fifty-foot wide easement is to provide access to the public highway that had been established with a previous subdivision. The surrounding parcels in this area are generally used for agricultural and residential purposes. There is no sewage collection in the vicinity of this subdivision.

Action Taken: Mary Neiley made a motion to grant the Modification request from **Section 404.1 “Every Lot Shall Abut A Street”** for Lot 4 which will be accessed by the 50’ wide access easement, contingent upon receiving a corrective deed for the previous subdivision in 2011 that indicates a right-of-way agreement between property owners and a proposed deed with right-of-way language for the new subdivision, seconded by Raul Azpiazu, the motion carried with Scott Williams abstaining.

- 2) **2015-012 Sylvia Miller / Wells Township**: Lot #2, 10.009 acres, has an approved sewage disposal site on it for a proposed house, well and sewage system. Sewage flows are projected to be 400 gallons per day (1 E.D.U. X 400). The residual tract, Lot #1, consists of ± 46.991 acres is to be used for agriculture/timber purposes, there are no plans for development and no sewage flows will be generated from this tract and any future sewage disposal for this lot would be on-lot. Adjoining properties are used for agriculture and residential purposes. Sewage systems in the area are in-ground and sand mound.

Action Taken: Scott Williams moved to grant Modification request from **Section 504.2 “On-Site Septic” for Lot #2**, seconded by Robert Storch, the motion carried unanimously.

- 3) **2015-015 James D. & Jane E. Donahoo / Albany Township**: The owners of Lot #2 (2.11 acres), James and Jane Donahoo, propose to convey Lot #1 of 0.40 acres to the Evergreen Cemetery Association, to form a single lot of 1.0 acres. The cemetery does not contain sewage facilities at this time. The remaining Lot #2 contains a house, well and septic system.

Action Taken: Mary Neiley moved to grant Modification request from **Section 504.2 “On-Site Septic” for Lot 2**, seconded by Raul Azpiazu, the motion carried unanimously.

- 4) **2015-017 Jerry & Judy Camp / Herrick Township**: The subdivision of lands of Jerry and Judy Camp is a one-lot subdivision of a 47-acre parcel described in Bradford County Deed Book 378 at Page 58. Proposed Lot #4 (2.00 acres), a proposed L-Shaped parcel is occupied by a trailer, shed and septic system. This lot is to be served by a well and water line located on the remaining lands by means of a water line easement. This lot has adequate road frontage, but is to utilize an access easement over the existing driveway. The remaining Lot #1 (± 45 acres) is occupied by a house with existing water supply, sewage disposal systems and multiple outbuildings. Lots #2 and #3 were previously conveyed. The surrounding parcels in this area are generally used for agricultural and residential purposes. The closest sewage collection system in the vicinity of this subdivision is located in the Village of Herrickville.

Action Taken: **TABLED** Warren Knapp made a motion to deny the Modification request from **Section 401.11.A “Right-of Way 50”** due to an unwarranted justification of shared maintenance with the Camps, seconded by Robert Storch, the motion carried with Scott Williams abstaining. Staff will send a revised Modification Form with suggested language related to the physical restrictions of expanding the access to fifty feet.

Action Taken: Warren Knapp made a motion to grant a Modification from **Section 404.4 “L-Shaped Lots are to be discouraged”** for Lot #4 due to the existing outbuildings placed on the remaining lot that prevent the configuration as a square or rectangular shape, seconded by Raul Azpiazu, the motion carried with Scott Williams abstaining.

- 5) **2015-018 Nancy Lindstrom Estate / North Towanda Township:** The subdivision on lands of Nancy A. Lindstrom is a two-lot subdivision of a 35-acre parcel described in Bradford County Inst. #200415776. Lot #3 (10.10 acres) has a house with a water supply and septic system. Lot #1 (24.84 acres) is the remaining land, currently vacant, and used for agricultural use at this time. Lot #2 (2.2 acres) with a house, well and septic system was previously subdivided. 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: Raul Azpiazu moved to grant Modification from **Section 504.2 “On Lot Septic”** for Lot 1, seconded by Glenn Aikens, the motion carried with Scott Williams abstaining.

E) **Land Development Review**

- 1) **2014-016 Mt. Paradise Compressor / Warren Township:** The proposed project is the construction of a stone pad area for the installation of the Mt. Paradise Compressor Station. The station consists of a 350' by 410' fenced area with two (2) 12,800 ft.² compressor buildings and related infrastructure. The disturbance area for the proposed project is approximately 7.3 acres. The project parcel is located on the north side of Rink Road approximately 0.15 miles east of the intersection with Painter Road in Warren Township. The project will be accessed via the existing permitted drive. After construction is complete, the anticipated traffic volume is estimated to be less than five vehicles per hour. The project site will be covered by a PADEP ESCGP-2 permit. Engineer comments were sent to Fagan April 8th, 2014. The application received **Conditional Preliminary Approval** at 4/15/14 BCPC meeting.

Action Taken: Don Murray moved to grant a 90-day extension of **Conditional Preliminary Approval** to match the end review date of **May 19, 2015**, seconded by Mary Neiley, the motion carried unanimously.

- 2) **2014-106 Dale G. & Judy C. Largent (Dollar General) / Monroe Borough:** The project consists of interconnected the construction of a proposed 9,220 SF Dollar General retail building, a parking lot to accommodate 30 vehicles, and other site features such as landscaping, walkways, and stormwater conveyance and management facilities, etc. Access to the site will be through a driveway from PA State Route 414. The property to be developed is currently vacant and consists of gently sloping wooded and brushy terrain with a narrow man-made clearing for vehicular access. Wetlands exist throughout the rear half of the property as per a Jurisdiction Determination performed by PA DEP and U.S. Army Corp staff on August 20, 2014. Potable water will be supplied to the building by a private well to be drilled adjacent to the north corner of the parking lot. Sanitary sewage disposal will be via connection to an existing public sewer main location along the front of the property. Electrical/communications utilities will service the site from underground feed from existing overhead lines along PA State Route 414. Stormwater from the building and parking lot will be collected, detained, and infiltrated via a proposed stormwater management system consisting Stormtech chambers and a bioretention area.

Action Taken: Robert Storch made a motion to grant **Conditional Preliminary Approval** for a period of 90-days, seconded by Glenn Aikens, the motion carried unanimously.

- 3) **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: **TABLED** Presented for Informational Purposes.

F) **Sketch Plan Review**

G) **Possible Violations**

H) **Violations**

I) **Municipal Planning Commission Review**

- Martha Lloyd Business Office / Troy Township - ***Reviewed for Staff Comment***

J) **DEP Major Module Reviews**

K) **DEP Permit Review**

L) **Items Reviewed With Solicitor**

M) **Other**

- **Foster Law Office / Sayre Borough**: The Planning Commission conducted an Executive Session to discuss a potential Land Development Application for this already built project. As a result, members directed staff to place the submitted map as a “Sketch Plan” for the March 17, 2015 meeting.
- **Resolution #2015-01 (Adjusting Administrative Authority replacing Sarah Reichard with County Planner, Emily N. Vollmer)**: Robert Storch made a motion to approve Raymond Stolinias and Emily Vollmer as enforcing officers for the granting of subdivision and land development approvals, the stamping of plats for recording purposes and municipal review, and the considering and recommendation of all modifications to the County Planning Commission, seconded by Raul Azpiazu, the motion carried unanimously.
- **Natural Gas Drilling Survey / Tara K. Banfield (Keystone College)**: Tara Banfield, a Sayre resident and Keystone College Student, has been conducting a residential and medical survey on the effects of natural gas development on residents and their perceptions about these effects. Ms. Banfield distributed the brief surveys for members and those in attendance.
- **Athens Borough Zoning Ordinance Amendment (Swimming Pools)**: Attorney Jonathan Foster submitted an amendment that included new language related to corner lots, swimming pools shall be thirty feet from the front yard building setback line and thirty feet from the side yard curb line. Members and staff did not offer any adverse comment.

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

5) **Reports**

- 6) Old Business (*See summary*)
- 7) New Business (*See summary*)
- 8) Adjournment

(Communications Summary):

A. Incoming

- TREHAB Letter of Request for Plan Consideration regarding Gateway Commons / Athens Township
- Athens Township Planning Commission January 12, 2015 meeting minutes and 2014 Annual Report
- Northern Tier Municipal Officials Summit - Wysox Fire Hall (March 25th)
- County Bridge #37 / Wells Twp. Letter to Interested Parties regarding Adaptive Re-Use and Temporary Storage.

B. Outgoing

- Letter of Plan Consideration for Gateway Commons (40-Unit Townhouse Development) in Athens Township
- Letter to Foster Law Office regarding proposed Land Development Application

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 2014 phase of municipal inspection reimbursement requests are complete among participating townships and boroughs.

Billion Dollar Bridge Bill:

County Bridge # 16 / Corridor Study: Larson Design Group is completing a Supplement B to the original Agreement to complete Preliminary Engineering and proceed with updates to Final Design. A *County Specific Management Plan* for remaining historic trusses will be developed as a second project and funded through federal and state transportation funding. The draft *Letter of Agreement* between the Federal Highway Administration and Pennsylvania Historic Preservation Officer has been reviewed by the County Solicitor with no adverse comments.

County Bridge #37 / Wells Twp.: The Memorandum of Agreement will be forwarded from the Deputy SHPO at PHMC. Staff also received the Joint Permit application from Larson Design Group and Preliminary Right-of-Way Plans. In order to purchase right-of-way, and due to the project status of retroactive reimbursement, the county will need to contract with a certified appraiser to determine payout on temporary right-of-way and construction easements.

County Bridge #22 / Monroe Twp.: A Final Inspection took place on November 21st and the bridge is currently open to traffic. The project will not be finally complete until spring when Lycoming Supply paves the approaches and applies deck coating during warmer temperatures.

Northern Tier Rural Planning Organization: The next RATAAC/RPO meeting is scheduled for March 2, 2015 at the NTRPDC Offices in Towanda.

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 last meeting was held on Wednesday, February 4, 2015 the included discussion regarding the recently purchased land at Larnard-Hornbrook Park and modifications to the overall Master Plan which include a potential soccer field, volleyball court and playground. Darin Rathbun with Hunt Engineers assisted the Committee with an informal roundtable discussion.

Natural Gas Exploration Advisory Committee and Planning Subcommittee: Next meeting of the Planning Subcommittee will be held on **Thursday, February 19, 2015**. The monthly Cooperative Extension Webinar is planned for this month from 1:00 - 2:00 p.m. titled “**The Fracking-Water Nexus: Issues Encountered by Industry**”, presented by *Dr. Terry Engelder, Professor of Geosciences, Penn State University*. The Community Planning and Natural Gas Subcommittee will meet immediately following the webinar. The Planning Director has been appointed to the *APA-PA Unconventional Shale Gas Development Committee*. The current mission of this committee has been defined as the following: determine if APA-PA needs a policy on shale gas development, draft a policy statement if warranted, identify issues of concern for planners, identify planner resource needs and advise APA-PA Leadership

Municipal Comprehensive Planning and Zoning: South Waverly Borough and Athens Township continue to work on revising their Comprehensive Plans, as staff has begun development of associated chapters of the revisions and tabulated community survey results. The County Planning Director provided a full draft of the proposed Canton Borough Zoning Ordinance for advertisement and adoption, however, the ordinance has not been advertised as of this date. The Planning Director will be working with the Wysox Twp. Planning Commission to update the *1983 Comprehensive Plan*, hopefully at the beginning of 2015. Wysox Twp. intends to conduct 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.

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.

County Planner Position: County Planner, Emily Vollmer, a 2014 graduate of Bloomsburg University, joined the office on Monday, January 26, 2015.

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*