

MINUTES
BRADFORD COUNTY PLANNING COMMISSION
Bradford County Emergency Management Building
North Towanda / Across from PA State Police Barracks / Route 6
June 16, 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, Raul Azpiazu, Warren Knapp, Mary Neiley, Andrew Bishop, Steve Westbrook. Staff members included Raymond Stolinis, Emily Vollmer, Sue Preston, Christopher Wood, E.I.T., Hunt Engineers (County Consulting Engineer) and Jonathan Foster Jr., County Solicitor.

2) **Minutes**: Mary Neiley moved to accept the *May 19, 2015 Meeting Minutes*, seconded by Andrew Bishop, the motion carried unanimously.

3) **Subdivision/Land Development Administration**

A) **Monthly Report**: Andrew Bishop moved to accept the Monthly Report, seconded by Raul Azpiazu, the motion carried unanimously.

B) **New Application Acceptance** (*Indicates Modification Request): Raul Azpiazu moved to accept the following new applications to begin the 90-day review process, seconded by Don Murray, the motion carried unanimously.

2015-042	Donald R. Jr. & Barbara Jennings	Leroy Township*
2015-043	Mountain Paradise Windham, LP	Windham Township*
2015-044	Jonathan Foster Jr.	Sayre Borough*
2015-045	Clair W. & Patricia A. Thrush	Sheshequin Township*

C) **Visitors to be Heard**: Robert Jennings (Donald Jennings SD) / Wayne Chace & Shayla Chace (Natural Spring Acquisition, Burlington Twp.) / Jack Coates (Standing Stone Twp.) / Andrew Harding (Randy Williams, Wysox Twp.) / Dillon Marino (Thrush SD) / Tim Zyla (Daily Review) / Mike O'Connell (REV LNG, Herrick Twp.).

D) Subdivision Plan Review

- 1) **2015-042 Donald R. Jr. & Barbara Jennings / Leroy Township**: The 1.594 acres is to be added to a 5.973 acre-lot (Deed Book 605 page 435) and the 2.900 acre-lot (Inst. No. 200009661) to form a single lot containing 10.467 acres. The 5.973 acres lot has a mobile home, a barn, a well and an existing sewage system. Sewage flows are estimated to be 400 gallons per day (1 E.D.U. X 400). The residual tract consisting of 116.5 acres, more or less, has a house, a barn, a well and an existing sewage system. Any future sewage disposal for these lots would be on-lot. Adjoining properties are used for agriculture and residential. Sewage systems in the area are in-ground and sandmound.

Action Taken: Andrew Bishop moved to grant Modification request from **Section 404.4 “Suitable Shaped Lots”** for the tract consolidation, seconded by Raul Azpiazu, the motion carried unanimously.

- 2) **2015-043 Mountain Paradise Windham, L.P. / Windham Township**: The Subdivision of lands of Mountain Paradise Windham, LP is a one lot subdivision of a 78-acre parcel described in Bradford County Inst. 201210790. Proposed Lot #6 (6.31 acres) is occupied by a barn with a water supply. Lot #2 - #5 were previously conveyed. Lot #1 (72 acres) is the remaining land and occupied by a commercial quarry operation. 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 **TABLE** Modification request form **Section 504.2 “On-Lot Septic”**, seconded by Mary Neiley, the motion carried unanimously. DEP may be requiring sewage testing on the proposed Lot #6, therefore, the need for a modification may be doubtful.

- 3) **2015-045 Clair W. & Patricia A. Thrush / Sheshequin Township**: The Thrush’s are proposing to subdivide their existing 167.45 acre parcel in to two lots. Lot #1 (99.13 acres) is remaining land, with an existing house, on-site well, and septic system. It is intended to remain in residential use. Lot #2 is 68.31 acres and is intended for agricultural use. No residential structures, septic disposal areas, or wells are intended.

Action Taken: Andrew Bishop moved to grant Modification request from **Section 404.6.A.1 “Lots Not Served By Public Water or Public Sewer”** for Lot #2, seconded by Mary Neiley, the motion carried unanimously.

E) Land Development Review

- 1) **2012-111 DMP Northern Tier, LP (Laning Creek) / Wysox Township**: A fifteen-lot subdivision located on Lanning Creek Road in Wysox Township, Bradford County, PA. The proposed improvements to the property will consists of a twenty (20') foot wide asphalt cartway with curb, ending in a cul-de-sac with a total length of 730', underground utilities, and stormwater management facilities. Wysox Township submitted their comments. Applicant was asked to contact the Township to address their comments.

Action Taken: No extension necessary as the file will be given **Preliminary Approval**. Staff reviewed all outstanding items and agency approvals and all are satisfactory.

- 2) **2015-044 Jonathan Foster Jr. / Sayre Borough**: A Minor Land Development will consist of a 1-story office building situated on S. Keystone Ave. The land development is to be constructed over existing impervious surface of 15,000 ft.². The new building will be a total of 1,800 ft.² with

a total of 8 parking spaces. The location of the Minor Land Development is zoned in the Light Commercial District. The office will use municipal water and sewer. Ingress and egress is pre-existing.

Action Taken: Warren Knapp moved to grant **Preliminary/Final Approval** contingent upon receipt of Municipal Comment Form from Sayre Borough and minor map revisions, seconded by Raul Azpiazu, the motion carried unanimously.

- 3) **2014-095 REV LNG / Herrick Township:** The applicant, REV LNG, is proposing to construct a natural gas liquification and fueling facility in Herrick Township that includes a 62,500 ft.² equipment pad, installation of skid-mounted natural gas liquification and fueling equipment. Surface updates include gravel drives, equipment areas, security fencing and on-site storm water collection and management facilities.

Action Taken: Andrew Bishop moved to grant **Approval of Preliminary Plan Amendments**, contingent upon satisfaction of Engineering Comments and NPDES Permitting, seconded by Mary Neiley, the motion carried unanimously.

F) **Sketch Plan Review**

- 1) **Wayne Chase / Burlington Township:** The Planning Commission reviewed the potential subdivision to access the natural spring on the Wagner property. It was then determined a Part & Parcel will be the most effective option. The Planning Commission recommended that Mr. & Mrs. Chace contact a surveyor to proceed with a Minor Subdivision if acceptable to the Wagner's. The Planning Commission encouraged Mr. Chace to notify or contact, PA One Call and PENNDOT for the location of the waterline beneath S.R. Route 6.
- 2) **Randy Williams / Wysox Township:** The Planning Commission reviewed the development to decide whether it would constitute as a Major or Minor Land Development. Since the building addition was 2,000 square feet and less than the 5,000 square foot threshold, the addition would not considered a Major or Minor Land Development.

G) **Possible Violations**

D) **Violations**

J) **Municipal Planning Commission Review**

- 1) Joan E. Macafee / Athens Township - **Reviewed**
2) Arnold/ McKernan / Asylum Township - **Reviewed**
3) Always Ready Quarry 2 / Wyalusing Township - **Reviewed**

K) **DEP Major Module Reviews**

L) **DEP Permit Review**

M) **Items Reviewed With Solicitor**

N) **Other**

- 1) **Springfield Twp. ASA Update:** Haley Robson, Township Secretary forwarded additions to the Agricultural Security Area and met with staff to discuss minor changes that have occurred over the past several years.

- 2) Litchfield Twp. Comprehensive Plan Update: Township Planning Commission will reschedule meeting with County Planning Commission staff
 - 3) Asylum Twp. Comprehensive Plan Update (MOA): *A motion was made by Mary Neiley to have Planning Staff assist Asylum Twp. with their Comprehensive Plan update, seconded by Raul Azpiazu, the motion carried unanimously.*
 - 4) Austin Excavating and Paving Conditional Use Application / Athens Twp. – Staff reviewed comments proposed for the review letter. In addition, Planning Commission members commented on the road adequacy on Wildwood Rd. for the proposed 30 trucks per day and the proposed open water reclamation area elevation versus the existing Susquehanna River elevation related to past flood events.
- 5) Communications (See below)
 - 6) Reports
 - 7) Old Business (See summary)
 - 8) New Business (See summary)
 - 9) Adjournment

(Communications Summary):

A. Incoming

- Bridge #37 Technical and Price Proposal Supplement #3 for Construction Services and Construction Inspection.
- At the May 19, 2015 Bradford County Planning Commission Meeting the Planning Commission asked HUNT to review the Dollar General and Auto Zone in regards to storm water protection.

B. Outgoing

- Bridge #37 Notice to Proceed to Larson Design Group for Parts IIIA - Construction Services and Part IIIB - Construction Inspection Services.
- Letter of Support and Consistency with local planning efforts for South Waverly Borough Playground Project.
- United States Department of Agriculture Rural Development – Intergovernmental Review of Federal Programs for the Animal Care Sanctuary/Smithfield Twp.

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 shortly.

Billion Dollar Bridge Bill:

County Bridge # 16 / Corridor Study: Lloyd Ayres, PENNDOT District 3.0 has been requesting a review letter from the County Solicitor that he is satisfied with the MOA language. Emails requesting the letter have been sent to Jonathan Foster requesting the review letter.

County Bridge #37 / Wells Twp.: Construction bids will be open on Tuesday, June 9, 2015 at 1:00 p.m. Low bid will be accepted by the County Commissioners on Thursday, June 11, 2015. Construction shall begin once a pre-job conference has been set between Larson Design Group, the contractor, PENNDOT and Bradford County.

County Bridge #22 / Monroe Twp.: Lycoming Supply conducted the remaining work and a final inspection was held on May 22, 2015 with all work complete. A final closeout invoice will be submitted by mid-June.

Northern Tier Rural Planning Organization: The next RATAAC/RPO meeting was held on June 8, 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 on July 1, 2015.

Natural Gas Exploration Advisory Committee and Planning Subcommittee: Next meeting of the Planning Subcommittee will be held on **Thursday, June 18, 2015**. The monthly Cooperative Extension Webinar is planned for this month from 1:00 - 2:00 p.m. titled "[**Marcellus Shale Exploration and Development in Core Forest Habitat: Effects on Forest Habitat and Wildlife**](#)", presented by *. Dr. Margaret Brittingham, Professor of Wildlife Resources, Extension Wildlife Specialist*. The Community Planning and Natural Gas Subcommittee will meet immediately following the webinar.

Municipal Comprehensive Planning and Zoning: South Waverly Borough conducted their Community Visioning meeting on Wednesday, April 29th. A Final Draft of the Plan has been distributed to Planning Commission members at the May 27, 2015 meeting and a copy will be forwarded to adjacent municipalities for a 45-day review period. Athens Township continues to work on the final chapter of the plan before scheduling their Community Visioning meeting for July 14, 2015 at 6:30 p.m.. The Planning Director met with the Wysox Twp. Planning Commission on May 5, 2015 to discuss the update of the *1983 Comprehensive Plan* and will begin draft chapters in June. Wysox Twp. already conducted their survey ahead of the draft plan. Troy Borough Planning Commission continues to meet with the Planning Director on updating the *1959 Zoning Ordinance*. Asylum Township has also requested assistance with an update to their Comprehensive Plan, as the Planning Director provided the township with an MOA for their consideration.

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
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
2015-033	Carl Walter Lane	Ulster Township
2015-034	Kevin E. Seifert	Leroy Township
2015-035	Dale & Judy Largent DG-Revised	Monroe Borough (<i>Withdrawn</i>)
2015-036	Lawrence & Alice Chappell	Windham Township
2015-037	Tom & Gloria Cotter	Sheshequin Township
2015-038	Beth Alderson	Pike Township
2015-039	Sharon E. Brown	Windham Township
2015-040	Harry R. & Theresa F. Slater	Terry Township
2015-041	Adam Petlock	Wilmot Township