

MINUTES
BRADFORD COUNTY PLANNING COMMISSION
Bradford County Emergency Management Building
North Towanda / Across from PA State Police Barracks / Route 6
March 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 Raul Azpiazu, Robert Storch, Steve Westbrook, Don Murray, and Scott Williams. Staff members included Raymond Stolinis, Emily Vollmer, Sue Preston, Christopher Wood E.I.T., Hunt (County Review Engineer), and Jonathan Foster Sr. Esquire, County Solicitor.
- 2) **Minutes**: Raul Azpiazu moved to accept the *February 17, 2015 Meeting Minute*, seconded by Robert Storch, the motion carried unanimously.
- 3) **Subdivision/Land Development Administration**
 - A) **Monthly Report**: Don Murray moved to accept the Monthly Report, seconded by Raul Azpiazu, 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 Robert Storch, the motion carried unanimously.

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 Townshiop*

- C) **Visitors to be Heard**: Tim Gourley-DG (Keith Kinsman/North Towanda Twp.) / Eric Kann-Hawbaker Eng. (Hydro Recovery, LP/Standing Stone Twp.) / Keith Kinsman (Keith Kinsman/North Towanda Twp.), Jonathan Foster Jr. (Foster Law Office/Sayre Borough), James Lowenstein (Daily Review).

D) Subdivision Plan Review

- 1) **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: Raul Azpiazu moved to grant the Modification from **Section 401.11.A “Right-of Way 50’**, seconded by Don Murray, the motion carried with Scott Williams abstaining.

Justification: The 50’ right-of-way width cannot be achieved over the existing driveway due to physical site constraints contained on the parent tract that include the area of the septic system adjacent to the house, the waterline easement and line, a well and concrete pad.

- 2) **2015-019 Cheryl Carey / Burlington Township:** The subdivision of lands of Cheryl Carey is a one-lot subdivision of a 23-acre parcel described in Bradford County Inst. #200301889. Proposed Lot #3 (12.00 acres) is occupied by a house with water supply and sewage disposal system. Lot #1 (11.32 acres) is the remaining vacant land and will be continued for agricultural use. 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: Robert Storch moved to grant the Modification from **Section 504.2 “On Lot Septic”** for Lot #1, seconded by Raul Azpiazu, the motion carried with Scott Williams abstaining.

- 3) **2015-020 Denis & Kathy Murphy Strong / Ridgebury Township:** The 16.071 acres has an approved sewage disposal site, and a house, well and sewage system is proposed. Sewage flows are projected to be 400 gallons per day (1 E.D.U. X 400). The residual tract consisting of 13.975 acres has a mobile home, a barn, a well and an existing permitted sewage system (Permit No. Z 167548). Sewage flows are estimated to be 400 gallons per day. Any future sewage disposal for these lots would be on-lot. Adjoining properties are used for agricultural and residential. Sewage systems in the area are in-ground and sand mound. This is a subdivision of Lot #1 of the Tiffany Austin Walker Subdivision. Two other lots were subdivided from the original parent tract a ±129.39 acres residential use lot and a ±11 acre lot.

Action Taken: Scott Williams moved to grant the Modification from **Section 404.1 “Every Lot Shall Abut A Street”** for Lot #1A, seconded by Raul Azpiazu, the motion carried unanimously.

- 4) **2105-026 Ernest & Laura Girod / Pike Township:** The subdivision of lands of Ernest D. Girod and Laura L. Girod is a one lot subdivision of a 10.03-acre parcel described in Bradford County Deed book 366 at page 938. Lot A (5.00 acres) is vacant and is to be a lot addition to adjoining land of Bruce and Sheila Kay Robbins which has a house with sewage and water supply systems. The remaining Lot #1 (5.03 acres) is to be used for residential use. This lot has 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: Robert Storch moved to grant the Modification from **Section 404.04 “Flag Lots Discouraged”** for Lot #1, seconded by Don Murray, the motion carried with Scott Williams abstaining.

E) **Land Development Review**

- 1) **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 due to remaining engineering comments and agency approvals.

- 2) **2015-023 Keith Kinsman / North Towanda Township:** Keith Kinsman proposes to construct a 48-unit storage facility along Pine Grove Rd. (T-579) in North Towanda Township. The storage units will be approximately 10x14' units. There will be no on-site employees. The project site is in the Agriculture-Business (A-B) Zoning District and storage units are a permitted use by North Towanda Township. The proposed improvements comply with the North Towanda Township Zoning Ordinance and the Bradford County Subdivision and Land Development Ordinance. Erosion and sediment controls will be installed and maintained during construction. Once the site is stabilized, a stormwater management system will control site runoff.

Action Taken: Robert Storch moved grant a 90-day **Conditional Preliminary Approval**, contingent upon municipal comments and satisfaction of engineering comments, seconded by Raul Azpiazu, the motion carried unanimously.

- 3) **2015-024 Walter & Sara L. Romanik / Rome Borough:** A Minor Land Development that is adding 5,000 ft.² to an existing parking area. Building and parking area are located in the Single Family Residential Zoning District.

Action Taken: **TABLED** due to information that conflicts on the survey and the application, where the survey indicates an impervious area of 5,000 ft.² and the application indicating impervious area equaling 4,999 ft.². In addition, the proposed impervious area should be illustrated on the survey plan, preferably a shaded area and, in light of the aerial photography indicating a grassy area; the survey should not only illustrate the parking area, but also access drive to the parking area. Applicant is seeking **Preliminary/Final Approval.**

- 4) **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: Don Murray moved to grant a 90-day extension of **Conditional Preliminary Approval** to match end review date of June 16, 2015, seconded by Scott Williams, the motion carried unanimously.

- 5) **2011-115 HydroRecovery-Bradford LP / Standing Stone Twp.:** Originally, on December 20, 2011, this project received **Preliminary Approval** for the construction of a fracwater treatment facility and truck loading, unloading stations and tank farm. The project includes the construction of a private drive, parking lot, stormwater management facilities, utility connections and all other associated amenities. On February 20, 2015, County Planning staff met with representatives from Hawbaker Engineering for apparent changes to the Preliminary Plan and seeks approval on a **Preliminary Plan Amendment**. Changes were made to reduce the cost in certain areas to meet the needs of the current market to include six (6) loading/unloading combined into one location, Six (6) 500,000 gallon storage tanks have been replaced with three (3) 3,000,000 gallon storage tanks, the 14,500 ft.² treatment facility will be replaced with a 5,000 ft.² building as Chemical Storage/Pump Building, covered sludge storage has been eliminated, a 24'X 60' Office Building is being provided (existing house and outbuildings will be demolished), parking has been revised and portions of pavement have been reduced along with revised stormwater management facilities. Staff has forwarded revised plans to Keystone Associates for engineering review.

Action Taken: Raul Azpiazu moved to grant approval of the **Amended Preliminary Plans** contingent upon municipal comments, satisfaction of engineering comments and approved WMGR-123 Permit Modification, seconded by Robert Storch, the motion carried unanimously.

- 6) **2014-075 Sheshequin Township Building / Sheshequin Township:** Proposing to develop vacant municipal property to the north of the existing municipal building on lands owned by the Township. The project consists of the construction of an approximately 11,040 ft.² building, storage areas, associated site improvements and demolition of the existing municipal building. This project will have approximately 2.0 acres of earth disturbance with a net increase in impervious surface cover of 0.43 acres.

Action Taken: Raul Azpiazu moved to grant a 90-day extension of **Conditional Preliminary Approval** to match end review date of June 16, 2015, seconded by Scott Williams, the motion carried unanimously.

F) **Sketch Plan Review**

- **Jonathan P. Foster / Sayre Borough:** Reviewed by Planning Commission, discussion ensued related to the SALDO definition of “Land Development” and whether the new building is considered an improvement of the lot, regardless of existing impervious coverage. The improvement includes the addition of building, parking, landscaping, sidewalks and driveway circulation and access. Additionally, the County Planning Commission did not want to set precedence with waiving requirements for these improvements for the County Solicitor and not creating an appearance of impropriety with other potential developers. Scott Williams made a motion to require a Minor Land Development be submitted due to impervious surface coverage less than 5,000 ft.², seconded by Robert Storch, the motion carried unanimously.

G) **Possible Violations**

H) **Violations**

I) **Municipal Planning Commission Review**

- 2015-004 - Hoover Hardware & Gift Shop / Troy Borough - **Reviewed**
- 2015-005 - Patricia A. Brown / Litchfield Township - **Reviewed**
- 2015-006 - Gregory D. Pollock & Holly J. Harvey / Litchfield Township - **Reviewed**
- 2015-007 - Scott & Sheila Middendorf / Asylum Township - **Reviewed**

- 2015-008 - Jeffrey & Sara Nash / Asylum Township - **Reviewed**
- 2015-009 - Paul & Laurie Vanderpool / Asylum Township – **Reviewed**
- 2015-010 - A.W. Realty Company (South West) / Wyalusing Township - **Reviewed**

J) **DEP Major Module Reviews**

K) **DEP Permit Review**

L) **Items Reviewed With Solicitor**

M) **Other**

- Zoning Ordinance Amendment to the Wysox Twp. Zoning Ordinance (Act 13) - **Issuing Letter of Review**
- Zoning Map Amendment to the Wyalusing Borough Zoning Ordinance (Wyalusing Volunteer Fire Department) - **Issuing Letter of Review**
- Zoning Ordinance Amendment to the Athens Borough Zoning Ordinance (Act 13) - **Issuing Letter of Review**

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

5) **Reports**

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

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

8) **Adjournment**

(Communications Summary):

A. **Incoming**

- Susquehanna River Stabilization (CDBG-DR Environmental Review) / SEDA COG (Teri Provost).
- Rome Borough Playground and Fitness Equipment (CDBG Environmental Review) / SEDA COG (Teri Provost).
- Sale Barn Renovations & Review / Troy Borough.
- NTRPDC Municipal Officials Summit / Wysox Fire Hall (March 25, 2015).
- 2015 Spring Planning Forum “*Solutions to the Alphabet Soup of Water Regulations*”/ Harrisburg Hilton (April 14, 2015).

B. **Outgoing**

- Athens Borough Zoning Ordinance Amendment Review and Comment (Swimming Pools).
- Chesapeake Energy Corporation / Lamb’s Fluid Storage Facility - Smithfield Twp.
- Stevens Twp. Floodplain Ordinance Review / SWN Productions Company (Utility Relocation).
- Foster Law Office Notice of “Sketch Plan Review” for March 17, 2015 meeting.

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. The County Commissioners also accepted a proposal for the appraisal of property around the bridge utilizing Frank Bertrand of Towanda.

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 April 13, 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, March 4, 2015 without a quorum.

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 **“Natural Gas Liquids: From Wellhead to Fractionation”**, presented by *Dan Brockett, Educator, Penn State Extension Marcellus Education Team*. 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.

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*