

MINUTES
BRADFORD COUNTY PLANNING COMMISSION
Bradford County Emergency Management Building
North Towanda / Across from PA State Police Barracks / Route 6
May 19, 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, Raul Azpiazu, Mary Neiley, Steve Westbrook, Robert Storch, Scott Williams and Warren Knapp. Staff members included Raymond Stolinas, Emily Vollmer, Sue Preston, Christopher Wood E.I. T., Hunt (County Engineer) and Jonathan Foster Sr. County Solicitor.
- 2) **Minutes**: Mary Neiley moved to accept the *April 21, 2015 Meeting Minutes*, 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): Raul Azpiazu moved to accept the following new applications to begin the 90-day review process, seconded by Mary Neiley, the motion carried unanimously.

2015-033	Carl Walter Lane	Ulster Township
2015-034	Kevin E. Seifert	Leroy Township
2015-035	Dale & Judy Largent DG-Revised	Monroe Borough (Withdrawn)
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*

- C) **Visitors to be Heard**: Jeff Paulson (Dale & Judy Largent) / Syme & Aryc Hughson (Moose Enterprise) / Tom Katch (Proconex) / Scott Charles (Proconex) / Adam Petlock (A. Petlock, LLC) / Jared & Tayce Renzo (Moose Enterprise) / Mick Goodwin (Proconex).

D) Subdivision Plan Review

- 1) **2015-037 Tom & Gloria Cotter / Sheshequin Township**: The subdivision of lands of Tom & Gloria Cotter is a one lot subdivision of 1.85 acres, described in Bradford County Inst. #201420310. The remaining Lot #2 (0.85 acre) is to remain in residential use with an existing house, well and septic system. Proposed Lot #1 (1.00 acre) is vacant and demonstrates percolation testing. The surrounding parcels in the area are generally used for residential and agricultural purposes.

Action Taken: Raul Azpiazu moved to grant Modification request from **Section 404.6.A.(2). “Lots Served By Private Sewer Private Water Shall Be At Least 1 Acre In Area.”**, seconded by Mary Neiley, the motion carried unanimously.

- 2) **2015-038 Beth Alderson / Pike Township**: The subdivision of lands of Beth Alderson is a one lot subdivision of a 267-acre parcel described in Bradford County Inst. #201403214. The remaining Lot #1 is to be used for residential use that contains a house with a water supply and septic system. Lots #2 and #3 were previously conveyed. Proposed Lot #4 (32.81 acres) is vacant and is to be used for agricultural use. The surrounding parcels in the area are generally used for agricultural and residential purposes. The LeRaysville sewage collection system is located approximately 1 mile north of this new lot.

Action Taken: Don Murray moved to grant Modification request from **Section 504.2 “On Lot Septic”**, seconded by Robert Storch, 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 on April 8th, 2014. The application received **Conditional Preliminary Approval** at 4/15/14 BCPC meeting.

Action Taken: **Applicant Requested File to be Withdrawn**, therefore, the Planning Commission did not grant a 90-day extension of the **Conditional Preliminary Approval**.

- 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: Glenn Aikens moved to grant a 90-day extension of **Conditional Preliminary Approval** to match the end review date of **August 18, 2015**, seconded by Robert Storch, the motion carried unanimously.

- 3) **2015-041 Adam Petlock / Wilmot Township:** A Minor Land Development with the intent to construct a pole building that will have a total size of 50' X 76'. The previous land use was a mobile home rental site; existing utilities including the water well, septic system, and electrical entrance cable will be re-used at this site. The purpose of this structure is to store business use enclosed trailers and job use materials. It will also be used to store personal items such as a tractor, farm implements, and a boat. A. Petlock, LLC is a sole proprietorship with no employees; the building is not intended for any public access or occupancy, simply storage of equipment, materials and personal property. The access to the building will remain the same as the former land use. The enclosed portion of the building (50' X 50') will be conditioned space and will also have commercial approved egress, parking, lighting and restroom per code requirements. The total amount of impervious surface is approximately 4,279 ft.².

Action Taken: Mary Neiley moved to grant **Preliminary/ Final Approval**, seconded by Raul Azpiazu, the motion carried unanimously.

F) **Sketch Plan Review**

- 1) **Moose Enterprise / Sylvania Borough:** The Planning Commission reviewed the proposed one-lot subdivision of a substandard lot and recommended submission of a formal application with the necessary modification request.

G) **Possible Violations**

H) **Violations**

I) **Municipal Planning Commission Review**

- 1) **Millstone Resources / Troy Township: Reviewed**
- 2) **Thomas & Ann Palmer / Troy Township: Reviewed**
- 3) **NOMAC Facility / Athens Township: Reviewed**
- 4) **Scott J. & Debra S. Chilson / Litchfield Township: Reviewed**
- 5) **Bruce M. King / Troy Township: Reviewed**
- 6) **Richard & Lisa Brown / Asylum Township: Reviewed**
- 7) **Proconex / Wyalusing Township: Reviewed**

J) **DEP Major Module Reviews**

K) **DEP Permit Review**

L) **Items Reviewed With Solicitor**

M) **Other**

- 1) **South Waverly Borough Zoning Ordinance Amendment (Garage Sales):** Staff will perform further zoning language review and send a letter to the borough.
- 2) **2015 Summer Internship (Troy Lattimer, Mansfield University):** The intern candidate decided to take another summer position with a surveyor.

- 4) Communications (See below)
- 5) Reports
- 6) Old Business (See summary)
- 7) New Business (See summary)
- 8) Adjournment

(Communications Summary):

A. Incoming

- Letter from Foster Law Office regarding an inquiry from William Them on Dollar General and Autozone in Wysox Twp. (**Staff recommended that Chris Wood, Hunt Engineers, review the storm water and site design and provide a letter of recommendation for the County Solicitor. The Planning Commission concurred with the recommendation.**)
- Pennsylvania Emergency Management Agency / National Flood Insurance Program (NFIP) Suspension for Rome Twp.

B. Outgoing

- USDA Compliance Review Letter for organization's compliance with pertinent Civil Rights Laws.
- Letter to Sandra Tosca at PENNDOT District 3.0 regarding Highway Occupancy Permits. (**Staff will be meeting with PENNDOT representatives on June 3rd at 10:00 a.m. Planning Commission members and our Consulting Engineer are invited to attend.**)

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, 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. Lloyd Ayres also requested a review of the MOA by the County Solicitor, which has been forwarded to Mr. Foster and the Chief Clerk.

County Bridge #37 / Wells Twp.: Frank Bertrand performed an appraisal of two properties for right-of-way and temporary construction easement purchases. Staff is currently working with acquiring signatures from both property owners for Deeds of Easement, Settlement Statements and Agreements of Sale. Once received, staff will record the information along with the executed right-of-way map. Construction is 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 next RATAAC/RPO meeting will be 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 June 3, 2015.

Natural Gas Exploration Advisory Committee and Planning Subcommittee: Next meeting of the Planning Subcommittee will be held on **Tuesday, May 19, 2015**. The monthly Cooperative Extension Webinar is planned for this month from 1:00 - 2:00 p.m. titled “**Shale Legislation Update**”, presented by *Ross Pifer, Clinical Professor of Law and Director The Agricultural Law Resource & Reference Center and the Rural Economic Development Clinic, Penn State University, The Dickinson School of Law*. 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 will be distributed to Planning Commission members at the May 27, 2015 meeting. Athens Township continues to work on the final chapter of the plan before scheduling their Community Visioning meeting as well, possibly in mid-July. 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
2015-012	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