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ADMINISTRATIVE AGENCY  
FOR THE  
BRADFORD COUNTY PLANNING COMMISSION

DEPARTMENT OF COMMUNITY PLANNING AND MAPPING SERVICES

North Towanda Annex No. 1  
29 VanKuren Dr., Suite 1  
Towanda, PA 18848

MINUTES

BRADFORD COUNTY PLANNING COMMISSION

Bradford County Progress Building – 1 Elizabeth Street, Towanda, PA 18848

\*\* Dinner will be at 5:00 P.M. at the Progress Authority Building\*\*

January 21, 2020

6:00 P.M.

- 1) **Roll Call:** Board members present were: Don Murray, Robert Storch, Raul Azpiazu, Mary Neiley, and Warren Knapp. Staff members present were: Matthew Williams, Megan Wanck, Megan Johnson, and John Thompson (solicitor).

**Reorganization-**

**Chair- Mary Neiley**

**1<sup>st</sup>- Raul Azpiazu**

**2<sup>nd</sup>- Scott Williams**

**Secretary/Treasurer- Robert Storch**

- 2) **Minutes:** Robert Storch moved to accept the December 17, 2019 Minutes. Seconded by Warren Knapp. The motion carried unanimously.

- 3) **Subdivision/Land Development Administration**

A.) **Monthly Report:** Don Murray made the motion to grant 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. Seconded by Warren Knapp. The motion carried unanimously.

2020-001	Wallace E. & Jean L. Nichols	Smithfield Township
2020-002	H. Sherman & S. Ann Barnes	Wysox Township*
2020-003	Martin & Connie West	Granville Township
2020-004	Gary Kingsbauer	West Burlington Township
2020-005	Richard & Brenda Saxe & Meghan Brewer	Albany Township*

PLANNING COMMISSION MEMBERS

**C.) Visitors to be Heard:** Coy Gobble (The Daily Review), Casey Ryan (Pine Grove Self Storage), Keith Kinsman (Pine Grove Self Storage), Johnny Williams (The Morning Times), Quentin Wood (Alpaca & Milan Final LD), Steven Kelley (The Guthrie Learning Center)

**D.) Subdivision Plan Review:**

**-2020-002 H. Sherman & S. Ann Barnes / Wysox Township-** The project proposes to subdivide the existing tax parcel, now owned by H. Sherman Barnes and S. Ann Barnes, into 2 separate lots (Lot 1 and Lot 2). Lot #1 (59.735 acres) has an existing on-lot septic, dwelling and private water source. Lot #2 (66.161 acres) has no improvements proposed and is considered to be a land transfer only.

**Action Taken:** Warren Knapp made the motion to grant a Modification Request from Section 504.2 "On-Lot Septic" for lot #2. Seconded by Robert Storch. The motion carried unanimously.

**-2020-005 Richard L. & Brenda K. Saxe & Meghan C. Brewer / Albany Township-** This project proposes to subdivide a 16.79 acre parcel, (#02-135.00-0059-002) into two lots. Lot 4, 15.12 acres, the residual land, are currently being actively farmed and will continue in agricultural use. Lot 5, 1.67 acres, is proposed as a new residential use lot with a proposed single-family residence with on-lot well and septic. Lot 5 has a previously approved soil and perc test site. Lot 5 will access Murphy Road by means of a private 50' wide right-of-way. A new Township Driveway permit has been obtained for this driveway. The residual lands of Lot 4 have frontage on Murphy Road. Adjoining parcels are agricultural and residential.

**Action Taken:** Raul Azpiazu made the motion to grant a Modification Request from Section 404.01 "Every lot shall abut a street" for lot #5. Seconded by Robert Storch. The motion carried unanimously.

**E.) Land Development Reviews**

**-2019-097 Bristol Excavating, Inc. / Canton Township-** The project is proposing the construction of a contractor storage yard. The project will develop the 15.687 acre parcel for an equipment and material storage area with a stormwater management facility. No buildings are proposed; the existing barn will continue to be used for storage. Clean fill will be placed at the site to create a storage area. Once complete, there will be a 3.8 acre storage area with a stabilized surface. Erosion and Sediment controls will be installed and maintained during construction. A stormwater management system will control post construction runoff. Erosion and Sediment plan and Post-Construction Stormwater plan is pending approval from Bradford County Conservation District. Water service shall be provided by an existing water well, and sewer service may be provided by a proposed on-lot system. The existing

driveways to Newell Road will be utilized. The project proposes only 2 parking spaces, no ADA parking spaces.

**Action Taken:** Warren Knapp made the motion to table this application until the next scheduled Planning Commission meeting, February 18, 2020 due to satisfaction of approval from Bradford County Conservation District, Satisfaction of Engineer Review Comment and Fees. Seconded by Don Murray. The motion carried unanimously.

**-2019-099 The Guthrie Clinic (LD) / Sayre Borough-** The project is proposing the construction of a 15,261 SF building for a Daycare Facility located at the intersection of Bradford, N. Elmer, and N. Lehigh Streets, residing within the Medical Campus and Light Commercial zoning districts. The project proposes a playground area with a wood and mulch surface, as well as an asphalt play area. A total of 69 off street parking spaces are proposed, as well as 3 ADA parking spaces. The building is proposing to be served by municipal sewer and water. The Post-Construction Stormwater plan is pending approval from Bradford County Conservation District.

**Action Taken:** Don Murray moved to grant **Conditional/ Preliminary Approval** contingent upon: approval from Bradford County Conservation District, driveway permit, zoning compliance letter, Satisfaction of Engineer Review comments and fees. Seconded by Warren Knapp. The motion carried unanimously.

**-2020-006 Keith Kinsman- Phase 2/ North Towanda Township** – Keith Kinsman proposes to construct an additional 29 storage units at 378 Pine Grove Road (T-378) in North Towanda Township. The storage units will be approximately 10 x 12'. There will be no on-site employees. The average traffic to the site is estimated to be fourteen (14) vehicles per day. The project is zoned in Agricultural – Business. Storage units are a permitted use by North Towanda Township. Erosion and Sediment Controls will be installed and maintained during construction. Once the site is stabilized, a stormwater management system will control site runoff. No fence is proposed around the stormwater management basin as the design pool depth is less than 3 feet. 15,000 SF of impervious surface is proposed, with 23,000 SF of existing impervious surface. 2 parking spaces are proposed, no ADA parking is proposed.

**Action Taken:** Robert Storch moved to grant **Conditional/Preliminary Approval** contingent upon: North Towanda Township Driveway Permit, Zoning Compliance from North Towanda Township, Approval from Bradford County Conservation District, Satisfaction of Engineer Review Comments and Fees. Seconded by Raul Azpiazu. The motion carried unanimously.

F.) **Municipal Planning Commission Review:**

- 2020-001-Larry D. & Jeanne T. Grace / Troy Township—The Planning Commission reviewed the Subdivision Plans for Larry D. & Jeanne T. Grace in Troy Township. There were no adverse comments.

- 2020-002 Gerald B. & Sandra J. Manchester / Asylum Township—The Planning Commission reviewed the Subdivision Plans for Gerald B. & Sandra J. Manchester in Asylum Township. There were no adverse comments.

G.) **Possible Violations**

H.) **Violations**

I.) **Sketch Plan Review:**

J.) **DEP Permit Review:**

K.) **Items Reviewed With Solicitor**

L.) **Other: *For Informational Purposes***

5.) **Communications** (*See below*)

6.) **Reports**

7.) **Old Business** (*See summary*)

8.) **New Business** (*See summary*)

9.) **Adjournment**

(Communications Summary):

A. **Incoming:**

B. **Outgoing:**

**Old Business Summary**

**2004 SALDO Amendments:** The Community Planning and Mapping Staff is currently in process of performing an update to the Bradford County SALDO in coordination with the County Planning Commission. A draft document was provided to the Planning Commission for comment on August 20, 2019 which contained the first two sections of the SALDO with new definitions for review. Updates will be provided periodically to the BCPC and public as the process is completed.

**NBIS Local Bridge Inspection Program:** The 2017-2021 NBIS Umbrella Agreement has been fully executed and will go into effect on January 1, 2017. This Program will ensure that all locally owned bridges are inspected at their needed interval for the next 5 year cycle. Inspections for the 2017 season have recently been completed and the final inspection reports are being reviewed by PennDOT for approval. The County currently has 22 bridges that are classified as structurally deficient. We are currently in the process of working with our engineers to weigh the options for reducing this number through a bridge bundling process.

**County Act 13 Bridge Group Project:** The County is currently undertaking an 8 Bridge Group Project wholly funded by the County's Act 13 Allocation. This project will replace 8 County Bridges simultaneously and will result in a 35% reduction in Structurally Deficient Bridges on the County roster, while also providing a significant cost savings. The project timeline is for Design to occur throughout 2018-2019 and Construction to follow in 2019-2020 when all the bridges will be fully completed.

Phase 1 Construction has started on the first 5 Bridges. The current status of the projects is as follows:

**Bridge 11:** 100% Completed and Opened on 10-29-19.

**Bridge 31:** Bridge #31 is open to traffic. The only remaining work is the roadway approach paving which will occur in concert with Bridge #39 once it has been completed.

**Bridge 18:** Bridge deck was poured on January 10<sup>th</sup>. The parapets will be poured when weather allows in the next few weeks. Once completed the bridge will be open for traffic with approach roadway paving to occur in later in 2020.

**Bridge 39:** Pre-construction meeting was held with the Pennsylvania Game Commission on January 14<sup>th</sup> to clarify tree removal and grubbing of the site. Bridge demolition is expected to begin in the next few weeks.

**Bridge 14:** This is a prefabricated steel structure which will be delivered to the site and installed once the existing abutments have been rehabilitated. Demolition of the existing structure is expected to begin in the next few weeks.

**County Bridge # 38 / Wells Twp.**: This Structure is currently included on the adopted 2017-2020 Northern Tier RPO – TIP. It is slated to be replaced in 2020. This is a historic Structure which may cause some delays in the replacement process. Preliminary Engineering has completed the in-depth inspection of the structure and is now in a holding pattern waiting for approval to move forward as this bridge is attached to the Historic Metal Truss Bridge Management Plan. FHWA has reviewed the draft needs assessment and agrees the current structure does not currently meet the public need in the area. A re-scoping field view of the project is being held on November 18, 2019 to reclassify the project from rehabilitation to a replacement.

**Bradford County Historic Metal Truss Bridge Management Plan:** The County is currently undertaking the a Historic Metal Truss Bridge Management Plan being funded through the Federal Highway Administration (FHWA) as part of a Letter of Agreement with the PennDOT, PHMC-SHPO and FHWA to establish a project need and method of progression to clear the remaining County Owned Truss Bridges as required by the National Historic Preservation Act. This study will begin the clearance process for the remaining 6 historically eligible bridges owned by the County and includes Bridges: #6 (Burlington Township), #8 (West Burlington Township), #13 (Franklin Township), #27 (South Creek Township), #38 (Wells Township) and #41 (Wyalusing Township). The end result of this plan will be an in-depth needs assessment and long range management plan to address the issues associated with these structures. Public Outreach meetings have been held on the following Dates:

Bridge #38 – Wells Twp. – 9/3/2018

Bridge #27 – South Creek Twp – 9/5/2018

Bridge #13 – Franklin Twp – 9/10/2018

Bridge #41 – Wyalusing Twp – 10/2/2018

Bridge #7 – West Burlington Twp – 10/8/2018

Bridge #6 – Burlington Township – Public meeting was waived, Public Meeting held to Bridge Bundle was sufficient.

Currently a meeting been scheduled with the FHWA, SHPO and PennDOT to discuss the draft report and establish the guidelines for the final management plan. This meeting is slated to take place on January 24<sup>th</sup> 2020.

### **New Business Summary**

#### **County Parks Master Plan and County Parks Advisory Committee:**

The next meeting will be held on February 5, 2020 at 3:00 p.m.

Previous Meeting was held on December 4, 2019.

**Natural Gas Exploration Advisory Committee:**

There will be no Natural Gas Meeting for the month of January. The next meeting date will be disbursed when the 2020 schedule is posted.

**Natural gas production analysis and trends – Webinar**

*Matt Henderson of Henderson Consulting will provide insight on trends in natural gas production in the United States and in Appalachia and new emerging challenges.*

**APPLICATIONS ACCEPTED FOR REVIEW 2019**

2019-001	Wilma L. Lindsey	Towanda Township
2019-002	Scott Wilcox Estate	Wilmot Township
2019-003	Larry & Kimberly Ballard	W. Burlington Township
2019-004	James L. Madigan	Burlington Township
2019-005	Marilyn M. Calkins Trust	Springfield Township
2019-006	Richard S. & Sheila C. Wilson	Granville/Troy Township
2019-007	Gary & Karen Snyder	Tuscarora Township
2019-008	Floyd Parrish & Bobbie Adams	Albany Township
2019-009	James H. & Nichole E. Briggs	Athens Borough
2019-010	Cory Pepper	LeRoy Township
2019-011	Charles E. Robbins & Renee E. Nichols	Springfield Township
2019-012	Virginia Clapper & Jerry Clapper	Tuscarora Township
2019-013	Roy & Lori Schrimp	Towanda Township
2019-014	Thomas W. Dunn	Franklin Township
2019-015	Citizen & Northern Bank	N. Towanda Township
2019-016	JLM Real Estate Investment (State Police)	N. Towanda Township
2019-017	L& G IV, LLC (State Police- Subdivision)	N. Towanda Township
2019-018	Alberta Payne	Rome Township
2019-019	Charles F. Welles, III	Terry Township
2019-020	James L. & Ann P. Roy	South Creek Township
2019-021	John Moody	Canton Township
2019-022	Richard W. & Dolores A. Hart	Columbia Township
2019-023	Sally A. & Randy H. Steele	Wilmot Township
2019-024	Al Curtin	Terry Township
2019-025	David & Amy DeCristo	Warren Township
2019-026	Heidi Masters	Herrick Township
2019-027	Habitat For Humanity	Sayre Borough
2019-028	Deep Roots Hard Cider	Wilmot Township
2019-029	Alan & Susan Gamble	Warren Township
2019- 030	Hugh H. Beckwith	Orwell/Windham Township
2019- 031	Kenneth Dimenichi	Overton Township
2019-032	Irene Tarafas Estate	South Creek Township
2019- 033	Sara Kepner	Springfield Township
2019- 034	James Updike Jr.	Wells Township
2019- 035	Carmen Insalaco	Wilmot Township
2019- 036	Christine, Janette & Adrienne Lindstrom	N. Towanda Township

2019- 037	Velda Mae Johnson	Standing Stone Township
2019- 038	Marylea A. Wheaton	Warren Township
2019- 039	Green's Auto Mart	Wysox Township
2019- 042	Gregory & Lisa Castle	Canton Township
2019-043	Rodney & Linda Tuttle	Terry Township
2019-044	Alfred Jr. & April Stierly	Canton Township
2019-045	Glenn Landmesser	Towanda Township
2019-046	Robert E. & Ruth D. Palmer	Canton Township
2019-047	Joseph McMahon	Albany Township
2019-048	David G. & Sandra J. Benjamin	Sayre Borough
2019-051	JDS Group Holdings, LLC	Wysox Township
2019-052	Borough of South Waverly	South Waverly Borough
2019-053	Linda Janowsky	Ridgebury Township
2019-054	Linda D. Leonard	South Creek Township
2019-055	Alfred W. Jr. & April L. Stierly	LeRoy Township
2019-056	Stephen A. & Cindi A. Webster	Towanda Township
2019-057	Alvin & Elizabeth Coats	Ridgebury Township
2019-058	Scott A. Lackey & Amy J. VanBlarcom-Lackey	Columbia Township
2019-059	Connie Spencer	Granville Township
2019-060	Cindy Sites	Monroe Township
2016-061	Todd Hamilton	LeRoy Township
2019-062	Merle Wanck	Sheshequin Township
2019-063	Sheila Kraus	Sheshequin Township
2019-064	Donna J. Earls	Ridgebury Township
2019-065	Christine & Fredrick Aydelotte	Stevens Township
2019-066	Scott & Judy Ameigh	Wells Township
2019-067	Estate of Bradley E. & Sharon K. May	LeRoy Township
2019-068	John & Michael Galvin	Ridgebury Township
2019-069	Leroy Mast	Warren Township
2019-070	Robert Chappell & Jenny Payne	Rome Township
2019-071	Al Curtin	Wells Township
2019-072	John Welliver	Rome Township
2019-073	Tillinghast Family, LLC	South Creek Township
2019-074	Wayne & Claire Pratt	Granville Township
2019-075	Bruce & Sherry Vargson	Granville Township
2019-076	Borough of Athens	Athens Borough