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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**

February 18, 2020

6:00 P.M.

- 1) **Roll Call:** Board members present were: Don Murray, Andrew Bishop, Scott Williams, Glenn Aikens, Mary Neiley, and Warren Knapp. Staff members present were: Matthew Williams, Megan Wanck, Megan Johnson, and John Thompson (solicitor).

- 2) **Minutes:** Warren Knapp made the motion to accept the January 21, 2020 Minutes. Seconded by Don Murray. The motion carried unanimously.

- 3) **Subdivision/Land Development Administration**
 - A.) **Monthly Report:** Andrew Bishop made the motion to grant the Monthly Report. Seconded by Warren Knapp. The motion carried unanimously.

B.) New Application Acceptance (*Indicates Modification Request) Glenn Aikens moved to accept the following new applications. Seconded by Don Murray. The motion carried unanimously.

2020-007	Dennis & MaryBeth Carter	N. Towanda Township*
2020-008	Fredrick J. & Betty J. Lamont	LeRoy Township
2020-009	Frank S. & Joyce Landon	Canton Township
2020-010	Thomas & Kristine Burns	Windham Township*
2020-011	Burlington Dollar General (SD)	Burlington Township
2020-012	Burlington Dollar General (LD)	Burlington Township
2020-013	Sayre Christian Church	Sayre Borough
2020-014	Jack L. & Jeannie M. Burbage	Springfield Township*
2020-015	David & Elma Miller	Orwell Township*
2020-016	Kari Fitzwater & Craig Harkness	South Creek Township

PLANNING COMMISSION MEMBERS

• Glenn Aikens • Raul Azpiazu • Andrew Bishop • Warren Knapp • Don Murray • Mary Neiley • Robert Storch • Scott Williams • Theodore Pinkard

C.) **Visitors to be Heard:** Coy Gobble (The Daily Review), PJ Melocheck (Miller Bros. Construction, Burlington Dollar General)

D.) **Subdivision Plan Review:**

-2020-007 Dennis & MaryBeth Carter / N. Towanda Township- The subdivision of lands of Carter is a one-lot subdivision of a 157-acre parcel described in Bradford County Deed Book 56 at Page 514. Proposed Lot 4 (10.28 acres) is vacant and has percolation testing as shown. Percolation testing has been performed as shown on the plan for residential use of one EDU (400 g/day). Lot 1 is the remaining land. It is occupied by a house with on-site septic and water supply systems. Lots 2-3 were previously approved. 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: Warren Knapp made the motion to grant a Modification Request from **Section 404.1 “Every Lot Must Abut a Street”** for Lot #4. Seconded by Andrew Bishop. Scott Williams abstained. The motion carried unanimously.

-2020-010 Thomas & Kristine Burns / Windham Township- The subdivision of lands of Thomas M. Burns and Kristine H. Burns is a one-lot subdivision of a 96-acre parcel described in Bradford County Inst. 199905241. Proposed Lot 2 (25.00 acres) is vacant and is to be for agricultural use at this time. Lot 1 is the remaining land. It is occupied by a house with on-site septic and water supply systems. 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 made the motion to grant a Modification Request from **Section 504.2 “On-Lot Septic”** for Lot #2. Seconded by Glenn Aikens. Scott Williams abstained. The motion carried unanimously.

-2020-014 Jack L. & Jeannie M. Burbage / Springfield Township- The subdivision of lands of Jack L. and Jeannie M. Burbage is a two-lot subdivision of a 138+/- acre parcel described in Bradford County Inst. 199900287. Proposed Lot 3(1.9877 acres) has been percolation tested and is proposed for Residential use. Lot 1 (136+/- acres) is the remaining lands it is occupied by a house with existing on-lot septic and water supply systems and is to be continued for Residential Use. Lot 2 was previously subdivided as File No. 2017-025.

Action Taken: Scott Williams made to motion to grant a Modification Request from **Section 404.1 “Every Lot Shall Abut a Street”** for Lot #3 Seconded by Andrew Bishop. The motion carried unanimously.

2020-015 David & Elma Miller / Orwell Township- The subdivision of lands of David S. Miller and Elma Miller is a two-lot subdivision of a 22.035 acre parcel described in Bradford County Inst. 199718838. Proposed Lot 1 (6.653 acres) is occupied by a house, with existing on-lot septic and a private water source. Proposed Lot 2 (15.382 acres) is occupied by a pavilion and shed, with 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 Glenn Aikens. The motion carried unanimously.

E.) Land Development Reviews

-2014-077 Alpaca Energy, LLC / Canton Township- Owned and operated as a subsidiary of IMG Midstream, project includes a compressor building of approximately 70' x 110'. Compressor is designed to keep locally produced natural gas in the region for local consumption. The project will interconnect to Access Midstream for gas supply and into Penelec's 34 kV distributions in the area. Project will be on 3 acres and proposed impervious is 69,696 ft.².

Action Taken: Andrew Bishop moved to grant **Final Approval** – All requirements have been satisfied. Seconded by Scott Williams. The motion carried unanimously.

-2014- 082 Milan Energy, LLC / Smithfield Township- Owned and operated as a subsidiary of IMG Midstream, project includes a compressor building of approximately 70' x 110'. Compressor is designed to keep locally produced natural gas in the region for local consumption. The project will interconnect with Access Midstream for gas supply and into Penelec's 34 kV distribution area. Project will be on 5.2 acres and is proposing 62,726 ft.² of impervious surface increase.

Action Taken: Warren Knapp moved to grant **Final Approval** – All requirements have been satisfied. Seconded by Don Murray. The motion carried unanimously.

-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: Andrew Bishop moved to grant **Conditional/ Preliminary Approval** contingent upon approval from Bradford County Conservation District, Satisfaction of Engineer Review Comment and Fees. Seconded by Glenn Aikens. The motion carried unanimously.

- **2020- 012 JLM Real Estate Investment (Minor LD) / Burlington Borough-** The project is located at the northeast intersection of PA S.R. 0006 and Burlington Turnpike in the Borough of Burlington. The site is currently a Dandy Gas Station and Mini-Mart. The project proposes to construct a 9,200 SF commercial retail building with associated improvements to be used as a Dollar General. Site improvements consist of a new building, on-lot water and sewer utilities, a new driveway and parking lot, stormwater BMPs, grading and stabilization. The existing Dandy Gas Station building will be demolished. The existing gas tanks and pumps will be removed in accordance with all local, state and federal requirements. The existing septic system will be reutilized. A new septic tank will be installed – a new permit application has been to the Bradford County Sanitation Committee. The proposed parking lot consists of 23 spaces, 2 ADA parking spaces. 25, 800 SF of impervious surface is proposed, with 34,000 SF of existing impervious.

Action Taken: Scott Williams made the motion to grant a Modification Request from Section 508.2 “Off-Street Parking Requirements for Non-Residential Uses”. Seconded by Don Murray. The motion carried unanimously.

Action Taken: Andrew Bishop made the motion to grant **Preliminary/ Final Approval-** Contingent upon: Municipal Comment form, PennDOT Highway Occupancy Permit, New Tank Permit from Bradford County Sanitation Committee. Seconded by Scott Williams. The motion carried unanimously.

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

- No Municipal Reviews for this month.

G.) **Possible Violations**

H.) **Violations**

- The Planning Commission discussed the following violations with the Solicitor and Scott Williams made the motion to address the issues in accordance to the Bradford County SALDO. Seconded by Andrew Bishop. The motion carried unanimously.

- Rauscher
- Fulmer

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 10th. 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. *The bridge was open to traffic of February 12, 2020.

Bridge 39: Pre-construction meeting was held with the Pennsylvania Game Commission on January 14th to clarify tree removal and grubbing of the site. Bridge demolition is expected to begin in the next few weeks.
*The test piles were driven over the bridge successfully.

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 24th 2020.

New Business Summary

County Parks Master Plan and County Parks Advisory Committee:

The next meeting will be held on May 6, 2020 at 3:00 p.m.

Previous Meeting was held on December 4, 2019.

Natural Gas Exploration Advisory Committee:

The next meeting will be held February 27th, 2020.

Webinar from 1:00pm-2:00pm “Using Drones in the North Dakota Oil Fields”

Meeting to follow after the webinar.

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