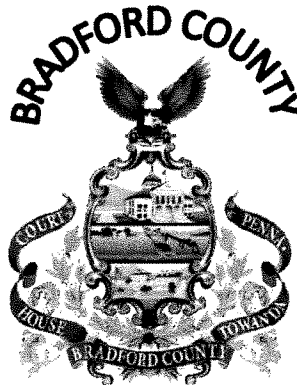


Matthew Williams, County Planning Director
Rich Lasko, Deputy Director / GIS Coordinator
Sam Saxe, GIS Analyst
Jessica Sheets, Planning Administrator
Megan Johnson, Grants Administrator
John E. Thompson, Esq., Solicitor



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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
Public Safety Building
29 VanKuren Drive, Towanda, PA 18848

May 21, 2024
6:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/86414326286?pwd=NTliK1plbXBMQUdMcGVLeM8yL29wUT09>

Meeting ID: 864 1432 6286
Passcode: 355178

- 877 853 5247 US Toll-free
- 888 788 0099 US Toll-free

- 1) **Roll Call:** Staff: Matthew Williams, Rich Lasko, Jessica Sheets (Remote), John Thompson
BCPC Members: Glenn Aikens, Warren Knapp, Robert Storch, Jim Souto
- 2) **Minutes: April 16, 2024** - Jim Souto made a motion to approve the April minutes, second by Warren Knapp. Motion carried unanimously.
- 3) **Administrative Matters:**

- A. Consider Accepting the Resignation of Don Murray from the Bradford County Planning Commission effective immediately. Term Expiring 12/31/2024. **Glenn Aikens made a motion to accept the resignation, second by Jim Souto. Motion carried unanimously.**
- B. Consider adopting resolution 2024-01 amending and assigning Administrative Authority of the Bradford County SALDO by rescinding approval authority from Patricia Tuttle, County Planner and assigning to Matthew Williams, Planning Director and Richard Lasko, Deputy Director of Planning. **Motion by Warren Knapp, Second by Jim Sotuo. Motion Carried.**

4) **Subdivision/Land Development Administration**

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A.) Monthly Report: Glenn Aikens made a motion to accept the motion to accept the Monthly Report, second by Jim Souto. Motion carried unanimously.

B.) New Application Acceptance (*Indicates Modification Request): Warren Knapp made a motion to accept the new applications, second by Jim Souto. Motion carried unanimously.

- 2024-038	Jack R. Allis	Ulster Township
- 2024-039	Pauline S. Pazzaglia	Columbia Township
- 2024-040	Connor & Zachary Hutchinson	Warren Township*
- 2024-041	Alan L. Kendall	Granville & Canton Township
- 2024-042	Patricia L. & Glenn W. Thetga	Windham Township*
- 2024-043	Robert E. Burnett	Ridgebury Township*
- 2024-044	Joanne I. Allis	Windham Township*
- 2024-045	Theodore H. Ayotte & Catherine Eddy	Windham Township
- 2024-046	Justin D Page & Justin Rifebark	Franklin Township
- 2024-047	Willis Hottle	Rome Township*
- 2024-048	Catherine A Wolfe (Milan Energy Lease)	Smithfield Township
- 2024-049	Daniel H. Harding, Trustee	Windham Township

C. Visitors: Kurt Lafy (Sheshequin Township), Laura Hewitt (Sheshequin Township), Martin Schmidt (Milan Energy), George Kotzias (Milan Energy, Remote), Jeritt Wolfe (Milan Energy), Cathy Wolfe (Milan Energy), James Lowenstein (Rocket Courier), Sunshyne Lynch (Daily Review)

D.) Subdivision Plan Reviews:

2024-040 Connor & Zachary Hutchinson – 2-Lot Subdivision /Warren Township: The subdivision of the lands of Hutchinson is a 2-lot subdivision of a 177 acre parcel located on SR1040 (Cadis Rd) in Warren Township. Lot #1 (175.66 acres +/-) is the remaining lands occupied by barns. Proposed Lot #3 (1.34 acres) is occupied by a house with an on-site septic, well and waterline easement. Two access easements are proposed to allow access to a public roadway across lot #1 and lot #3 to support the active agricultural operation. Lots A and #2 were previously conveyed. The surrounding parcels in the area a generally used for residential and agricultural purposes.

Action Needed: Applicant is seeking modification for Lot #1 (175.66 acres +/-) from section 504.2 – On-Lot Septic.

Justification: Lot #1 is occupied by barns and will be used for agricultural purposes. **Motion by Glenn Aikens, Second by Jim Souto. Motion carried unanimously.**

2024-042 Patricia L. & Glenn W. Thetga – 2-Lot Subdivision /Windham Township: The subdivision of the lands of Thetga is a 2-lot subdivision of a 17.30 acre parcel located on T-887 (Osborn Hill Rd) in Windham Township. Lot #1 (15.52 acres) is the remaining lands and is vacant at this time. Proposed Lot #2 (1.70 acres) is occupied by a house with on-site septic and water supply systems. The surrounding parcels are generally used for agricultural and residential purposes.

Action Needed: Applicant is seeking modification for Lot #1 from *Section 504.2 – On-Lot Septic*

Justification: Lot #1 is to be reserved for agricultural use at this time. **Motion by Warren Knapp, Second by Glenn Aikens. Motion carried unanimously.**

Action Needed: Applicant is seeking modification for Lot #1 from *Section 404.1 – Every Lot Shall Abut a Street.*

Justification: Lot #1 is to be served by a proposed 45' access easement. 45' is the maximum area available for the easement due to a preexisting structure. **Motion by Jim Souto, Second by Glenn Aikens. Motion carried unanimously.**

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2024-043 Robert E. Burnett – 2-Lot Subdivision/Ridgebury Township: The Subdivision of the lands of Burnett is a 2 lot subdivision of a 33.14 acre parcel located on T-850 (Cowell Rd) in Ridgebury Township. Lot #1 (14.68 acres) is the remaining lands and is vacant. Proposed Lot #3 (23.96 acres) is vacant and to be used for agricultural purposes at this time. Lot #2 was previously conveyed. Parcels in the surrounding area are generally used for agricultural and residential purposes.

Action Needed: Applicant is seeking modification for Lot #3 from *Section 504.2 – On-Lot Septic.*

Justification: Lot #3 is to be used for agricultural purposes at this time. **Motion by Warren Knapp, Second by Jim Souto. Motion carried unanimously.**

2024-044 Joanne I. Allis – 2 Lot Subdivision/Windham Township: The Subdivision of the lands of Allis is a 2-lot subdivision located on SR 1055 (Battle Creek Rd) in Windham Township. Lot #1 (16.77 acres) is the remaining lands and is vacant currently in agricultural use. Proposed Lot #4 (1.10 acres) contains a house, on-site well and septic system serviced by a sewer easement. Lot # 2 and Lot #3 were previously conveyed. Parcels in the area are generally used for agricultural and residential purposes.

Action Needed: Applicant is seeking modification for Lot #1 from Section 504.2 – On-Lot Septic.

Justification: Lot #1 is to be reserved for agricultural use at this time. **Motion by Warren Knapp, Second by Jim Souto. Motion carried unanimously.**

2024-047 Willis Hottle – 2-Lot Subdivision/Rome Township: The subdivision of the lands of Hottle is a 2-Lot subdivision of a 253acre +/- parcel located on SR 1022 (North Rome Rd) in Rome Township. Lot #1 (240 acres +/-) is the remaining lands is vacant and in agricultural use at this time. Proposed Lot #5 (12.48 acres) is occupied by 2 mobile homes and a camper serviced by on-site water and septic systems. Lot #2, Lot #3 and Lot #4 were previously conveyed. The surrounding parcels are generally used for agricultural and residential purposes.

Action Needed: Applicant is seeking modification for Lot #1 from Section 504.2 – On-Lot Septic.

Justification: Lot #1 is to be reserved for agricultural use at this time. **Motion by Glenn Aikens, Second by Warren Knapp. Motion carried unanimously.**

E.) Land Development Reviews

2024-036 PTV 1340, LLC. – Dollar General / North Towanda Township: The Major Land Development of lands (1.53 acres) is proposed for a Retail Dollar General store. The property is located in North Towanda Township near the intersection of Reuter Boulevard and Edward Street. The project will consolidate two (2) parcels into a single parcel for the development of the Dollar General. The project parcels are both currently vacant maintained lots. The Dollar General will consist of parking for 37 spaces; a variance has been obtained through the North Towanda Township Zoning Hearing Board, for the reduction in spaces. No other variances were necessary for the development. The project will utilize an infiltration basin for the treatment of the stormwater runoff. An NPDES permit and Highway Occupancy Permit will be obtained also as part of the project permitting.

Action Needed: Applicant is seeking **Conditional/Preliminary Approval**, contingent upon NPDES, HOP/Driveway, Municipal Comments, Satisfaction of Engineer Review Comments and Fees. **Motion to table for June meeting by Warren Knapp, Second by Jim Souto. Motion Carried Unanimously.**

2024-018 PA USLE Milan Road, LLC – Solar Farm / Smithfield Township: This is a proposed Major Land Development – Solar Energy Facility. The proposed project is the development and construction of four (4) 3.0-megawatt (MW) AC ground-mounted solar farm for a total of 12.0 MW at 973 Milan Road, Smithfield Township, Bradford County. The project will be located on leased portions of an agricultural-residential property that is ±133 acres and is owned by Edmund and Catherine Wolfe. The project ownership and developers are PA USLE Milan Road I LLC and U.S. Light Energy. The project parcel spans three (3) three common ownership tax map parcels (39-45-66, 65, & 64-1) located on the north side of Milan Road and is located in Bradford County, which allows for solar farms subject to review and permitting by the Bradford County Planning Commission. The project will consist

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of two (2) array areas on the eastern and western sides of the project parcels, separated by a wooded ravine. The overall footprint of both array areas within the fence line will encompass ±66.7 acres (±49.8%) of the parcel. The project will be secured by an 8-foot-tall agricultural-style perimeter fence with a locking gate. The land beneath the proposed solar arrays is currently hayfield/meadow. Access to the arrays from Milan Road will be gained from the existing driveway and farm access road running within the parcel. The project proposes the expansion and improvement of the existing farm access to accommodate the construction and long term maintenance of the solar array. Solar panels will be ground-mounted on a single-axis tracker (SAT) racking system, which will be driven or screwed into the ground. The height solar panels will reach to 15± feet above grade at maximum tilt. The aboveground electrical interconnect from the solar array is proposed to be to an existing overhead electrical circuit located within the parcel boundaries. All other electrical lines related to the project will be underground. Electrical equipment (transformers and switchgear) will be pad-mounted at three (3) locations within the fenced areas. 28,842 ± 625-watt solar modules are proposed, along with 96 inverters, and four (4) transformers. No battery storage is proposed. A decommissioning plan has been provided in accordance with the County SALDO with an estimated restoration cost of \$1,147,122.40 with a Financial Security amount \$1,249,216.29 as stipulated by the ordinance.

Action Needed: Applicant is seeking **Conditional/Preliminary Approval:** contingent upon Municipal Comments, Satisfaction of Engineer Review Comments and Fees, NPDES, HOP/Driveway, Financial Security, Permits, and Subdivision for Lease. **Motion to table to June meeting by Warren Knapp, Second by Jim Souto. Motion carried unanimously.**

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

- 2024-009 For Their Future Troy Township - **No Adverse Comments**
- 2024-010 David & Amy DeCristo Litchfield Township – **No Adverse Comments.**

G.) **Possible Violations**

Henry H. Miller 2- Homes on 1 Lot Sheshequin Township
Planning Commission hear a complaint for a potential violation for the above reference property from Kurt Lafy (Sheshequin Township Supervisor). The landowner had previously filed a Recreational Cabin Affidavit with the Township. The landowner has admitted to the Township that the structure is functioning as a permanent residence. The Township further indicated they are moving to revoke the cabin permit and pursuing sewage enforcement action. The Planning Commission determined that the property is currently in violation of the SALDO for multiple dwelling units on one parcel. **A motion by made by Warren Knapp to direct Solicitor Thompson issue formal notice of Violation to Henry H. Miller, Second by Glenn Aikens. Motion carried unanimously.**

H.) **Violations**

Ark of the Covenant Church – Monroe Township – Hearing Held on May 1, 2024. Monroe Township and Bradford County Sanitation Committee preformed a site visit and determined that there were 4 more trailers that needed to be removed from the property. The landowners are currently working with an architect to compile the necessary permit/application documents. A hearing is currently scheduled for June 28th at the Bradford County Court of Common Pleas.

I.) **Sketch Plan Review:**

Ken & Julie Howard Ag-Use Lot Waiver Wyalusing Township
Motion to Grant and Ag-Use Lot Waiver for on-lot septic was made by Jim Souto, Second by Warren Knapp. Motion carried unanimously.

J.) **DEP Permit Review:**

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Planning Commission requested staff to verify the acreage of the split on the pending application. Staff verified the acreage is accurate on the plat.

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 section of the SALDO with new definitions for review. Updates will be provided periodically to the BCPC and public as the process in completed.

NBIS Local Bridge Inspection Program: The 2022-2027 NBIS Umbrella Agreement is currently under review with PennDOT and will go into effect on shortly. This Program will ensure than all locally owned bridges are inspected at their needed interval for the next 5 year cycle. Inspections for the 2021 season have been completed and the final inspections reports are being review by PennDOT for approval. The County currently has 9 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 Bridge # 38 / Wells Twp.: TS&L Documents have been approved by PennDOT and project will enter Final Design shortly. We expect that this will be ready for construction in 2022. The old bridge #38 has been evaluated for adaptive re-use and it has been determined that it is not feasible to place at the proposed Route 6/14 intersection as a pedestrian crossing. FHWA and SHPO has approved the replacement/mitigation proposal. Project is scheduled for Bid Letting on June 6, 2024 with an anticipated construction date of Spring 2025.

Bradford County Land Bank Feasibility Study: The County Commissioners in coordination with Towanda Borough and Progress Authority have retained Dawood Engineering to perform a Land Bank/Blight Mitigation study for Bradford County. The goal of this program is to address on-going blight issues that exist within the county by providing a mechanism to rehabilitate properties and get them back on the tax rolls. Phases 2 & 3 have been executed by the County Commissioners. Dawood recently met with the Commissioners, Planning Staff and the Progress Authority to discuss reorganization of the dormant Redevelopment Authority. The County is currently seeking letters of interest for individuals to board seats for the organization which is the next step towards repurposing the Redevelopment Authority into a Land Bank.

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NEW BUSINESS

Motion to adjourn was made by Glenn Aikens at 6:42 pm, Second by Jim Souto. Motion carried.

APPLICATIONS ACCEPTED FOR REVIEW 2024

- 2024-001	Andrew J. Harding & Kristen Shaddock	Ridgebury Township
- 2024-002	PA Game Commission	Overton Township
- 2024-003	Calvin L. & Sheila L. Bacon	Pike Township
- 2024-004	Randell N. & Meredith K. Shores	Sheshequin Township
- 2024-005	John W. & Karyn A. Paulish	North Towanda Township
- 2024-006	JLM Real Estate – Dollar General	Ridgebury Township*
- 2024-007	Lynne E. & Elizabeth E. Shedden	Granville Township*
- 2024-008	Michael Pelissier	Warren Township
- 2024-009	James R. & Melinda J. Alderson	Pike Township
- 2024-010	William L. & Patrick C. Beebe	Tuscarora & Wyalusing Twp*
- 2024-011	Leonard G. & Donald J. Warner	Tuscarora Township
- 2024-012	R. Scott & Marilyn M. Miller	Wilmot Township
- 2024-013	Horace & Patricia T. Duffield	Tuscarora Township
- 2024-014	The Burrowes	Rome Township
- 2024-015	Bradley J. Chaffee	Athens Borough
- 2024-016	Jay M. & Faye M. Good	Canton Township*
- 2024-017	Allen & Theodore Owen	Canton Township
- 2024-018	PA USLE Milan Road, LLC. – Solar Farm	Smithfield Township*
- 2024-019	Stacie & Dean Madigan	Burlington Township*
- 2024-020	Robert J. Moore, Jr.	LeRaysville Borough
- 2024-021	David B. Miller, Jr.	Wells Township
- 2024-022	Scott D. Warner	West Burlington Township
- 2024-023	Phillip M. Schanbacher	West Burlington Township
- 2024-024	Luciano’s Landing, LLC.	Wyalusing Township
- 2024-025	Carolyn L. Arnold	Asylum Township
- 2024-026	Brian E. & Laura J. Harris	Smithfield Township
- 2024-027	Jonathan R. Small	Stevens Township
- 2024-028	Roy A. & Laurie Ann Keiper	Rome Township
- 2024-029	Tyler W. & Julie L. Sechrist	Granville Township
- 2024-030	Catherine A. Wolfe	Smithfield Township
- 2024-031	David & Linette Miller	Windham Township
- 2024-032	Ronald R. & Jacquelyn J. Lawrence	Franklin Township
- 2024-033	Carson R. Turner	Monroe Township
- 2024-034	Camco Manufacturing, Inc.	Sayre Borough
- 2024-035	PTV 1340, LLC. – Dollar General	North Towanda Township (SD)
- 2024-036	PTV 1340, LLC. – Dollar General	North Towanda Township (LD)*
- 2024-037	Matthew P. McGroarty	Albany Township

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