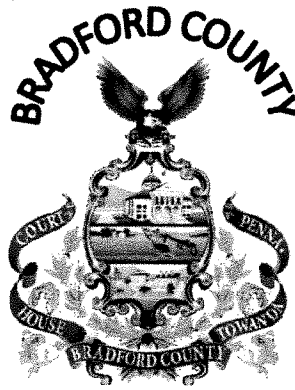


Vacant, County Planning Director
Rich Lasko, Deputy Director / GIS Coordinator
Sam Saxe, GIS Analyst
Vacant, County Planner
Jessica Sheets, Planning Administrator
Megan Brown, Grants Administrator
John E. Thompson, Esq., Solicitor

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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

June 18, 2024
6:00 P.M.

Join Zoom Meeting
<https://us02web.zoom.us/j/82993866643?pwd=ehlmdsbCMSCLfPqF5moRdOL9rSUoqv.1>

Meeting ID: 829 9386 6643
Passcode: 918863

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

Meeting ID: 829 9386 6643

- 1) **Roll Call:** Staff members: Matthew Williams, Rich Lasko, Megan Brown, Jessica Sheets, Sam Saxe, and John Thompson.

BCPC Members: Raul Azpiazu, Jim Souto, Roy Keiper, Warren Knapp, Scott Williams, and Robert Storch

- 2) **Minutes: May 21, 2024-** Warren Knapp made the motion to approve the May minutes, second by Jim Souto. Motion carried unanimously.

A. **Administrative Matters:** Consider adopting resolution 2024-2 amending and assigning Administrative Authority of the Bradford County SALDO by rescinding approval authority from Matthew Williams, Planning Director and assigning to Megan Brown and Richard Lasko, Deputy Director of Planning. Robert Storch made the motion to adopt the resolution 2021-2. Second by Raul Azpiazu. Motion carried unanimously.

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

PLANNING COMMISSION MEMBERS

Roy Keiper • Glenn Aikens • Raul Azpiazu • Andrew Bishop • Warren Knapp • Robert Storch • Scott Williams • Jim Souto

A.) **Monthly Report:** Raul Azpiazu made to motion to accept the Monthly Report. Second by Robert Storch. Motion carried unanimously.

B.) **New Application Acceptance** (*Indicates Modification Request):

- 2024-050	Michael W. & Jean McMahon Herman	Canton Township
- 2024-051	John & Beth Spencer	Smithfield Township
- 2024-052	Eddie & Darcy Zaricor	Springfield Township
- 2024-053	Suzanne A. Kulick et al.	Wysox Township
- 2024-054	Jack Taranto	Ulster Township*
- 2024-055	Dandy Mini Marts, Inc. (LD)	Sayre Borough

C. **Visitors:** Brian Grose (Dandy Mini Mart LD), Sunshyne Lynch (Daily Review), James Lowenstein (Wyalusing Rocket), Martin Schmidt (USLE Milan), George Kotzias (USLE Milan), Cathy Miller via zoom, (USLE Milan), Zane King via zoom (DG North Towanda).

D.) **Subdivision Plan Reviews:**

2024-054 Jack Taranto / Ulster Township: The subdivision of lands of Taranto is a one-lot subdivision on a 90-acre parcel described in Bradford County Inst. 200612105. Lot 1 is the remaining land. It is occupied by a house with on-site septic and water supply systems. Lots 2-4 were previously conveyed. Proposed Lot 5 (56.64 acres) is vacant and is for agricultural use at this time. 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 Needed: Applicant is seeking a modification request for Lot #5 (56.64 acres) from section 504.2 – “On-Lot Septic”.

Justification: Lot #5 is to be for agricultural use at this time. Raul Azpiazu made the motion to grant the Modification Request. Second by Roy Keiper. Motion carried.

E.) **Land Development Reviews**

2024-055 Dandy Mini Mart, Inc. / Sayre Borough: This is a proposed Major Land Development for the Dandy Mini Mart, Inc. located in Sayre Borough. The proposed project is the development of a 10,950 square foot parking expansion located at their existing place of business on Spring Street. The project will consist of 24 additional parking stalls, stormwater management, and associated earthwork. The project parcel is 0.48 Acres.

Action Needed: Applicant is seeking **Conditional/Preliminary Approval**, contingent upon: E&S Plan Municipal Comment, Zoning Compliance, Satisfaction of Engineer Review Comments and Fees. **Motion to table for July meeting by Warren Knapp. Second by Robert Storch. Motion carried unanimously.**

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.

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Action Needed: Applicant is requesting a waiver from **Section 405.2.D.3 Cut and Fill Slopes shall not endanger adjoining properties and shall be graded or tapered so that the bottom edge of the slope is no closer than ten (10') to any property line.**

Justification: The request is to allow grading and tapering to the property line. Due to project site constraints grading within ten (10') of the property line is necessary to tie back into grade. This will not have a negative impact on the surrounding properties and during construction field markings will be set in place to ensure encroachments do not occur onto the adjoining properties. **Warren Knapp made the motion to grant the Waiver Request. Second by Raul Azpiazu. Motion carried unanimously.**

Action Needed: Applicant is seeking a waiver from **Section 505.22.15 All detention basins shall have, at minimum, a primary outlet to control the design storm. All basins shall also provide an emergency spillway to safely convey the one hundred year (100) design storm with one foot (1.0') of freeboard.**

Justification: The request is to allow for six (6") inches or more of freeboard for the 100 year design storm. The request is in order to maintain a vertical height for the infiltration basin less than three (3) feet to meet the Ordinance but the one (1) foot of clearance would reduce the allowable management area. A freeboard of At least six (6) inches is requested and this will allow the facility and site to safely discharge from the Project site to the downstream areas. The calculation was for the entire 100 year storm area to the basin as if the basin was not functioning and completely filled as a worst case scenario in accordance with the Ordinance. **Raul Azpiazu made the motion to grant the Waiver Request. Second by Robert Storch. Motion carried unanimously.**

Action Needed: Applicant is seeking a waiver from **Section 505.14.F. Release rate: the release rate of storm water from retention/detention facilities shall not exceed the predevelopment peak discharge for each storm frequency, for that particular point of discharge.**

Justification: The request is to allow for DP-A to have a higher release rate post versus pre. The infiltration basin reduces the peak rate for the 2- to 25-year storms, but the 50- and 100-year storm events are higher to leave the flow out of the primary structure and spillway. This appears to be an increase, but the overall impact on the watershed would be reduced when looking at the overall project. **Warren Knapp made the motion to grant the Waiver Request. Second by Raul Azpiazu. Motion carried unanimously.**

Action Needed: Applicant is seeking **Conditional/Preliminary Approval**, contingent upon: HOP/Driveway, Satisfaction of Engineer Review Comments and Fees. **Robert Storch made the motion to grant Conditional/Preliminary Approval. Second by Raul Azpiazu. 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 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

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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: NPDES, Financial Security, Satisfaction of Engineer Review Comments and Fees. **Warren Knapp made the motion to grant Conditional/Preliminary Approval. Second by Raul Azpiazu. Motion carried unanimously.**

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

- 2024-011 Patterson-UTI Athens Township-**The Planning Commission reviewed the Major Land Development in Athens Township. There were No Adverse Comments.**
- 2024-012 Roger Soper Athens Township- **The Planning Commission reviewed the 2 lot Subdivision in Athens Township. There were No Adverse Comments.**

G.) **Possible Violations**

H.) **Violations**

Ark of the Covenant Church – Monroe Township – Hearing Held on May 1, 2024. Next Hearing Scheduled for June 28, 2024. Solicitor Thompson will provide an update. Solicitor Thompson updated the Planning Commission. Next court hearing is scheduled for June 28, 2024 at @ 2:00 p.m. in Court Room 2. Planning Staff will distribute the Zoom information to the Planning Commission Members.

Henry H. Miller 2- Homes on 1 Lot Sheshequin Township- Matt Williams told staff & members a 4-lot subdivision should be coming into the office to settle this violation.

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)

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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 2022-2027 NBIS Umbrella Agreement is currently under review with PennDOT and will go into effect shortly. This Program will ensure that 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 inspection reports are being reviewed 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. Bid Letting occurred on June 6, 2024 – The Lowest Qualified bidder was Susquehanna Valley Construction Corporation at a cost of \$1,356,144.00. Contract is pending Commissioners approval for Spring 2025 Construction.

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.

NEW BUSINESS

Motion to adjourn was made by Robert Storch. Second by Jim Souto. Motion carried unanimously.

APPLICATIONS ACCEPTED FOR REVIEW 2024

- 2024-001	Andrew J. Harding & Kristen Shadduck	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*

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- 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
- 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

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