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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

Progress Authority Building

1 Elizabeth Street, Towanda, Pa 18848

In-person attendance will be limited to 25 people including Planning Commission and Staff Members on a first come first serve basis. All others may attend via Zoom or Conference Call.

May 19, 2020

6:00 P.M.

MEETING INFORMATION

Join Zoom Meeting

<https://us02web.zoom.us/j/85201633406>

Meeting ID: 852 0163 3406

Call-In Numbers

1-877-853-5247 US Toll-free

1-888-788-0099 US Toll-free

- 1) **Roll Call:** Board members present were: Glenn Aikens, Don Murray, Mary Neiley, Theodore Pinkard, Robert Storch, Raul Azpiazu, Warren Knapp, and Scott Williams. Staff members present were: Matthew Williams, Megan Wanck and Megan Johnson.
- 2) **Minutes:** Raul Azpiazu made the motion to accept the April 21, 2020. Seconded by Theodore Pinkard. The motion carried unanimously.
- 3) **Subdivision/Land Development Administration**
 - A.) **Monthly Report:** Andrew Bishop moved to grant the Monthly Report. Seconded by Robert Storch. The motion carried unanimously.

PLANNING COMMISSION MEMBERS

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

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

2020-029	Aaron Russell	Rome Township*
2020- 030	John & Mary Anne Flynn	Albany Township
2020-031	DeeAnn & Taylor Marcy	Monroe Township

C.) Visitors to be Heard: Coy Gobble (The Daily Review) via ZOOM, Mike Frandsen (Frandsen LD) via ZOOM.

D.) Subdivision Plan Reviews:

- **2020-029 Aaron Russell/ Rome Township-** The subdivision of lands of Aaron S. Russell is a 2-lot subdivision 28.5+/- acre parcel described in Bradford County Inst. 200607299. Proposed Lot #4 (5.53 acres) is occupied by a barn with on-site septic and water supply systems. Lot #1 (23+/-acres) is the remaining land. It is vacant and is for agricultural use at this time. Lots #2-3 were previously conveyed. 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 moved to grant a Modification Request from **Section 404.1 “Every Lot Shall abut a Street”** for Lot #1. Seconded by Raul Azpiazu. Scott Williams abstained. The motion carried unanimously.

Action Taken: Robert Storch moved to grant a Modification Request from **Section 504.2 “On-Lot Septic”** for Lot #1. Seconded by Andrew Bishop. Scott Williams abstained. The motion carried unanimously.

E.) Land Development Reviews

- **2020 – 026 Frandsen Real Estate, LLC / South Waverly Borough-** The project proposes to develop multi-family dwelling units along Loder Street in South Waverly Borough. The project will develop approximately six (6) acres of the 11.55 acre parcel into four (4) apartment buildings with supporting infrastructure. Erosion and Sediment controls will be installed and maintained during construction. A stormwater management systems will control post-construction site runoff. The proposed entrance will be from Loder Street and connect to Mystic Drive. The street system and infrastructure will be dedicated to the borough (or applicable utility) upon project completion. A traffic impact assessment will be completed once the COVID- 19 restrictions are lifted.
- **Action Taken:** Andrew Bishop made the motion to TABLE this application for the next Planning Commission meeting on June 16, 2020 for **Conditional/Preliminary Approval** contingent upon: Zoning Compliance, Water/ Sewer/Electric/Gas will serve letters, Municipal Driveway Permit, Bradford County Conservation District Approval, Satisfaction of Engineer Review Comments and Fees. Seconded by Raul Azpiazu. The motion carried unanimously.

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

- 2020 – 006 Martha Lloyd / Troy Township and Troy Borough—The Planning Commission reviewed the Land Development Plans for Martha Lloyd in Troy Township/Troy Borough. There were no adverse comments.

G.) **Possible Violations**

H.) **Violations**

DC Rauscher – Ulster Township—The board discussed the violation and per John Thompson’s request, they wait and see where it stands next month.

Four Friends (Fulmer) – Wysox Township—The board discussed the violation and per John Thompson’s request, they wait and see where it stands next month.

I.) **Sketch Plan Review:**

- Margaret Wisniewski / Athens Township & Sayre Borough—The board reviewed the sketch plans for Margaret Wisniewski in Athens Township and Sayre Borough and there were no adverse comments.

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 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 2017-2021 NBIS Umbrella Agreement has been fully executed and will go into effect on January 1, 2017. This Program will ensure than 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 inspections reports are being review 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 completed and open to traffic. Roadway approach paving will be completed in the spring.

Bridge 39: Bridge is under construction, both abutments have been poured. Projected completion is May 2020

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. A projected completion date is in June 2020.

Phase 2 has been bid for the remaining 3 Bridges. Bridges, 36, 44, and 51 received a total of 11 bids with the apparent low bidder being Susquehanna Valley Construction at a cost of \$ 1,377,144.43. The Commissioners awarded the contract on March 12, 2020.

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.

Plans have been approved by SHPO, PHMC and Consulting Parties. Management and Funding Plan will be developed in cooperation with PennDOT District 3-0.

New Business Summary

County Parks Master Plan and County Parks Advisory Committee:

May 6th Meeting Canceled due to COVID-19 Pandemic.
 Previous Meeting was held on December 4, 2019.

Natural Gas Exploration Advisory Committee:

The next meeting is TBD. Meetings are being held in coordination with the Penn State Extension Natural Gas Webinar Series. These webinars are no longer held at regular intervals, meetings will be announced 7 days prior once the next webinar is scheduled.

The previous meeting was held February 27th, 2020.
 Webinar from 1:00pm-2:00pm “Using Drones in the North Dakota Oil Fields”

APPLICATIONS ACCEPTED FOR REVIEW 2020

2020-001	Wallace E. and 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	Albany Township
2020-006	Keith Kinsman	N. Towanda Township
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	JLM Real Estate Investments, LLC	Burlington Borough
2020-012	JLM Real Estate Investments, LLC	Burlington Borough
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	Karl Kitzwater & Craig Harkness	South Creek Township
2020-017	Mountain Paradise Club, LLC	Overton Township
2020-018	Lavern & Tammy Jackson	Springfield Township

2020-019	Daniel N. Annette M. Patton	Springfield Township
2020-020	Jack Johnson & Deanna Lamphere	Towanda Township
2020-021	Ralph & Myra McNeal	Towanda Township
2020-022	James W.S. & Kathleen E.K. Moyer	Wells Township
2020-023	Clara M. Folkers Grubb Estate	Ridgebury Township
2020-024	David M. DeCristo & Randy L. Castle	LeRoy Township
2020-025	Robert E. & Ruth D. Palmer	Canton Township
2020-027	Roxanne, Dorothy, Cindy & Richard Stevens	South Waverly Borough
2020-028	D.J. Ricci Holdings, LLC	Sayre Borough