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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.

June 16, 2020

6:00 P.M.

MEETING INFORMATION

Meeting ID: 864 5145 1825

Join Zoom Meeting

<https://us02web.zoom.us/j/86451451825>

Call-in Information

1-888-788-0099 US Toll-free

1-877-853-5247 US Toll-free

- 1) **Roll Call:** Boards members present were: Don Murray, Warren Knapp, Glenn Aikens, Scott Williams, Mary Neiley, Andrew Bishop, Theodore Pinkard, and Robert Storch. Staff members present were: Matthew Williams, Megan Wanck, Megan Johnson, John Thompson (solicitor) and John Sullivan (Commissioner).
- 2) **Minutes:** Theodore Pinkard made the motion to accept the May 19, 2020 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 Warren Knapp. 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 Andrew Bishop. The motion carried unanimously.

| | | |
|----------|----------------------------|-------------------------|
| 2020-032 | Gary F. & Wendi F. Raupers | Ulster Township |
| 2020-033 | Robert L. & Jody L. Smith | Smithfield Township |
| 2020-034 | Wayne & Barbara Wright | Pike Township |
| 2020-035 | Stevensville DPP, LLC (LD) | Stevens Township |
| 2020-036 | Stevensville DPP, LLC (SD) | Stevens Township |
| 2020-037 | JK & JK Investments, LLC | Standing Stone Township |
| 2020-038 | Melissa Drake | Ulster Township |
| 2020-040 | Clair & Patricia Thrush | Sheshequin Township* |

C.) Visitors to be Heard: James Lowenstein (The Rocket Courier), Stephen Lejedal, Mike Lusaitis (Stevensville SD & LD (via ZOOM), Coy Gobble (The Daily Review (via ZOOM), George (via ZOOM), Joanne Donnell (Wright Subdivision (via ZOOM), Jane (via ZOOM), Bob Gage (Stevensville SD & LD) (via ZOOM).

D.) Subdivision Plan Reviews:

- **2020-040 Claire & Patricia Thrush / Sheshequin Township-** The subdivision of lands of Clair and Patricia Thrush is a two-lot subdivision of a 107-acre parcel described in Bradford County Inst. 201519748. Proposed Lot #5 (12.00 acres) is vacant and has percolation testing from a previously approved subdivision as shown. Percolation testing has been performed as shown on the plan for a residential system of one EDU (400 g/day). See Inst. 201519302 for further information related to this perc site. Lot #2 is the remaining land. It is vacant and is for agricultural use at this time. Lots #1, 3 and 4 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 made 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.

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 Land Development for the next Planning Commission meeting on July 21, 2020 for **Conditional/Preliminary Approval** contingent upon: Municipal Comment Form, 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 Robert Storch. The motion carried unanimously.

- **2020-035 Stevensville DPP, LLC / Stevens Township-** The project proposes to subdivide a 1.6 +/- acre lot to construct a new 9,100 SF retail store. An access drive is proposed for access from S.R. 706. A parking lot, utilities and associated stormwater management facilities are proposed. The lot is proposed to be serviced by a private on-lot sewer and on-lot water well. 37 parking spaces are proposed, 2 ADA. 30,000 SF of impervious surface is proposed, there is no existing impervious. The lot is currently a vacant field used for agriculture.

- **Action Taken:** Andrew Bishop made the motion to Table this Land Development for the next Planning Commission meeting on July 21, 2020 for **Conditional/Preliminary Approval** contingent upon: Municipal Comment form, PennDOT HOP, NPDES Approval, Satisfaction of Engineer Review Comments and Fees. Seconded by Warren Knapp. The motion carried unanimously.

- **2020-037 JK & JK Investments, LLC / Standing Stone Township-** JK & JK Investments, LLC proposes to develop a vacant parcel to an equipment storage yard and maintenance garage along SR 006 in Standing Stone Township. The project site is located within the Highway Commercial-Industrial Zoning District. The project will develop approximately 20 acres of the 29 acre parcel. The facility will be utilized by B & K Equipment, LLC to store and service equipment. Erosion and Sediment controls will be installed and maintained during construction. A proposed low volume driveway will provide access to SR 006. The site design is proposing 32 parking spaces, 2 ADA. 465,000 SF of impervious surface is proposed, there is no existing impervious.

-**Action Taken:** Warren Knapp made the motion to deny the Modification request from Section 508.1.O. "A minimum of eight percent (8%) of the interior of any parking lot having twenty-five (25) or more parking spaces shall be maintained with landscaping, including trees and shrubs in plots of at least sixty (60) SF in area. Seconded by Robert Storch. The motion carried unanimously.

-**Action Taken:** Scott Williams made the motion to Table this Land Development until the next Planning Commission meeting on July 21, 2020 for **Conditional/Preliminary Approval** contingent upon: Municipal Comment form, Zoning Compliance, PennDOT HOP, Bradford County Conservation District Approval, Satisfaction of Engineer Review Comment and Fees. Seconded by Andrew Bishop. The motion carried unanimously.

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

- 2020 – 007 Randy & Nancy Williams / Athens Township—The Planning Commission reviewed the map amendment for Randy & Nancy Williams in Athens Township. There were no adverse comments.

G.) **Possible Violations**

H.) **Violations**

DC Rauscher – Ulster Township—Matthew Williams provided an update on this violation and is currently working through a resolution with the applicant and John Thompson.

Four Friends (Fulmer) – Wysox Township—Matthew Williams provided an update on this violation and is currently working through a resolution with the applicant and John Thompson.

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 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 is complete as of June 5, 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

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| 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 Kitwater & 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 |

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| 2020-027 | Roxanne, Dorothy, Cindy & Richard Stevens | South Waverly Borough |
| 2020-028 | D.J. Ricci Holdings, LLC | Sayre Borough |
| 2020-029 | Aaron Russell | Rome Township |
| 2020-030 | John & Mary Anne Flynn | Albany Township |
| 2020-031 | DeeAnn & Taylor Marcy | Monroe Township |