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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

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.

January 19, 2021

6:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/87952282306?pwd=a2p6WTRmSmJ2ODNuL3ZsRHlvOXoxQT09>

Meeting ID: 879 5228 2306

Passcode: 089829

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 879 5228 2306

Reorganization

Chairman-Mary Neiley
Vice-Chairman-Raul Azpiazu
Secretary-Scott Williams
Treasurer-Robert Storch

Andrew Bishop made the motion to keep the Reorganization the same. Seconded by Warren Knapp. The motion carried unanimously.

- 1) **Roll Call:** Board members present were: Robert Storch, Andrew Bishop, Don Murray, Jim Souto, Scott Williams, Warren Knapp, and Mary Neiley. Staff members present were: Matthew Williams, Megan Wanck, Megan Johnson and John Thompson (via Zoom).
- 2) **Minutes:** Robert Storch made the motion to accept the December 15, 2020 Minutes. Seconded by Scott Williams. 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

3) **Subdivision/Land Development Administration**

A.) **Monthly Report:** Warren Knapp made the motion to accept the Monthly Report. Seconded by Andrew Bishop. The motion carried unanimously.

B.) **New Application Acceptance** (*Indicates Modification Request) Andrew Bishop made the motion to accept the following new applications. Seconded by Robert Storch. The motion carried unanimously.

| | | |
|-----------|--------------------------------|-------------------------|
| -2021-001 | Edward J. Slocum | Towanda Township |
| -2021-002 | David & Barbara Moore | Windham Township |
| -2021-003 | Merrie Hotaling | Standing Stone Township |
| -2021-004 | David & Barbara Moore | Windham Township* |
| -2021-005 | Donald L. Grace | Smithfield Township |
| -2021-006 | Thomas & Joy Calaman | Wysox Township |
| -2021-007 | Gene & Shirley Schaeffer | Towanda Borough |
| -2021-008 | Lois Neuber | Wilmot Township |
| -2021-009 | Robert E. & Josephine N. Bardo | Alba Borough |
| -2021-010 | Mary & Glenn Wolfe | Warren Township |
| -2021-011 | Kenneth Bartholomew | Franklin Township |

C.) **Visitors to be Heard:** There were no visitors to be heard.

D.) **Subdivision Plan Reviews:**

- **2021-004 David & Barbara Moore / Windham Township-** The subdivision of lands of David and Barbara Moore is a two-lot subdivision of a 62-acre parcel described in Bradford County Inst. 200204263. Proposed lot #2 (42.24 acres) is occupied by a cabin and is to be for silvicultural use at this time. Lot #1 is the remaining land. It is occupied by a house with on-site septic and water supply systems. Lots 1 and 2 will share a fifty-foot-wide Access Easement. 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 404.1 "Every lot shall abut a street" for lot #2. Seconded by Don Murray. The motion carried unanimously. Scott Williams abstained.

Action Taken: Andrew Bishop made the motion to grant a Modification Request from Section 504.2 "On-lot Septic" for lot #2. Seconded by Robert Storch. The motion carried unanimously. Scott Williams abstained.

E.) **Land Development Reviews**

-There are no pending or new Land Developments for review for the January 19, 2021 meeting.

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

-2021-001 Gary and Shirley Ritz / Troy Township—The Planning Commission reviewed the 2 lot subdivision for Gary and Shirley Ritz in Troy Township. There were no adverse comments.

G.) **Possible Violations**

H.) **Violations**

DC Rauscher- Ulster Township- Matthew Williams alerted the board that he has been in contact with Joe Hunt, they are working on getting a submission to the Planning Commission by the February cut-off date.

Four Friends(Fulmer)-Wysox Township- John Thompson addressed the Four Friends violation with the board and alerted them that a court date was scheduled in March and plans should be coming to the Planning Board soon. However, the Planning Board was alerted of the passing of Larry Fulmer in December.

Ark of the Covenant Church-Monroe Township- John Thompson updated the board of the following, on-going, violation and told them that he had received the municipalities comments on the violation and steps are being taken.

I.) **Sketch Plan Review:**

- Roger S. Clink, Sandra Berry, Richard C. Clink, and Jon E. Clink / Sheshequin Township—The Planning Commission reviewed the following sketch plan review for Roger S. Clink, Sandra Berry, Richard C. Clink and Jon E. Clink in Sheshequin Township. Scott Williams made the motion to grant a waiver from Section 504.2 “On-lot Septic” for the agricultural lot. Seconded by Andrew Bishop. The motion carried unanimously.

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 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.

Bridge #51 was open to traffic on August 10, 2020. Bridge #44 is under construction and will be completed shortly. Bridge #36 will follow sometime in the spring of 2021

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 |

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| 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 |
| 2020-026 | Frandsen Real Estate, LLC | South Waverly Borough |
| 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 |
| 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 |
| 2020-039 | Mary L. & Clarence R. Fenton | Terry Township |
| 2020-040 | Clair & Patricia Thrush | Sheshequin Township |
| 2020-041 | Raymond A. Scrivens | Sheshequin Township |
| 2020-042 | Ruth W. Parsons | Wilmot Township |
| 2020-043 | Timothy & Lynda Wells | Wilmot Township |
| 2020-044 | Edward & Sandra Teel | Terry Township |
| 2020-045 | Bresee Trust | Sheshequin Township |
| 2020-046 | Lawrence P. & Jane R. Schichtel | South Waverly Borough |
| 2020-047 | Marcia Carnwright | Canton Borough |
| 2020- 048 | Sandra Schoonover | Standing Stone Township |
| 2020-049 | James Davis | Ridgebury Township |
| 2020-050 | Chauncey Family Trust | Columbia Township |
| 2020-051 | Michael & Dianne J. Maslov | Pike Township |
| 2020- 052 | Nancy E. & Kenneth R. Sharer | Pike Township |
| 2020-053 | David L. Powell | Warren Township |
| 2020- 054 | Thomas R. Horn | South Waverly Borough |
| 2020-055 | Michael & Louann Kilmer | Wyalusing Borough |
| 2020- 056 | Jon L. & Terrie A. Darrow | Springfield Township |
| 2020- 057 | Rebecca & Joseph Cantale | Albany Township |
| 2020-058 | Richard & Mary Isbell | Ulster Township |
| 2020-059 | Richard F. & Stephanie M. Manchester | Orwell Township |
| 2020-060 | Edmund R. Johnson | Wilmot Township |
| 2020-061 | Leland G. & Roberta A. Jelliff | Ridgbury Township |
| 2020-062 | Michael Stremmler | Standing Stone Township |
| 2020-063 | Susan R. Saxon | Burlington Township |

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| 2020-064 | Dennis & MaryBeth Carter | N. Towanda Township |
| 2020-065 | Jerome Matalavage | Athens Borough |
| 2020- 066 | H & N, LLC | Smithfield Township |
| 2020- 067 | Shirley Dickinson | Rome Township |
| 2020- 068 | Christine, Janette, & Adrienne Lindstrom | N. Towanda Township |
| 2020-069 | Glenn & Patti Shores | Sheshequin Township |
| 2020-070 | Gary W. & Elizabeth B. Horning | Armenia Township |
| 2020-071 | Rodney K. Detrick & Janet D. Harned | Wilmot Township |
| 2020-072 | William Broschart | Overton Township |
| 2020-073 | Dale E. & Margaret M. Horning | Towanda Borough |
| 2020- 074 | Larry S. & Starlene R. Leonard | Ridgebury Township |
| 2020-075 | Trevor & Hope Moyer | Orwell Township |