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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 I
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.

May 18, 2021

6:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/89139979603>

Meeting ID: 891 3997 9603

888 788 0099 US Toll-free

877 853 5247 US Toll-free

- 1) **Roll Call:** Board members present were: Robert Storch, Jim Souto, Warren Knapp, Raul Azpiazu, Mary Neiley and Glenn Aikens (via zoom). Staff members present were: Megan Wanck, Patricia Tuttle, John Thompson (solicitor) and Matthew Williams (via zoom).
- 2) **Minutes:** Raul Azpiazu made the motion to accept the April 20, 2021 Minutes. Seconded by Robert Storch. The motion carried unanimously.
- 3) **Subdivision/Land Development Administration**
 - A.) **Monthly Report:** Robert Storch made the motion to accept the Monthly Report. Seconded by Warren Knapp. The motion carried unanimously.
 - B.) **New Application Acceptance** (*Indicates Modification Request) Warren Knapp made the motion to accept the following new applications. Seconded by Raul Azpiazu. The motion carried unanimously.

PLANNING COMMISSION MEMBERS

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

-2021-038	Kyle E. Roberts & Courtney A. Grieve	Canton Township
-2021-039	Kathryn R. Weaver (2Homes1Lot)	Rome Township
-2021-040	James & Leona Fitzgerald	Wilmot Township*
-2021-041	John & Michele Vough	Orwell Township
-2021-042	Mark M. Hutchinson	Warren Township
-2021-043	Gary R. Norconk & Linda L. Kisner	Wilmot Township
-2021-044	Evan Barnes, Century 21	Wysox Township
-2021-045	Mark P. Cook, Trustee	Wysox & Rome Township
-2021-046	Roger S. Clink	Sheshequin Township
-2021-047	William Franks (2Homes1Lot)	Ridgebury Township
-2021-048	Michael & Renee Wilson	Sheshequin Township*
-2021-049	Ronald & Karen Burlingame	Smithfield Township*
-2021-050	Davis S. & Katelyn M. Young	Pike Township*
-2021-051	Forest Oldroyd	South Creek Township
-2021-052	Larry & Janet Youse	Rome Township*
-2021-053	Frandsen Real Estate, LLC	South Waverly Borough

C.) **Visitors to be Heard:** Visitors present were: Matt Hicks (The Daily Review), Philip O'Dell (The Daily Review) and Andrew Harding (Woody's Minor Land Development).

D.) Subdivision Plan Reviews:

-2021-040 James & Leona Fitzgerald / Wilmot Township- The project proposes to subdivide a 1.33 acre residential parcel, designated as Lot #2, from a parent tract of 23.07 acres. Lot #2 has an existing single-family residence with an existing on-lot well and septic system and an existing driveway fronting on Grant Hill Road (S.R. 2003). The residual lands, Lot #1 (21.72 acres) are currently being actively farmed and are to continue in agricultural use. The parent parcel of this subdivision was created by a conveyance dated December 21, 1971 as recorded at Deed Book 611 page 758. Subsequently, a 21.46 acre lot addition was added to it on May 27, 1995 at Deed Book 329 page 772 (County subdivision file #94-2371) forming one residential lot of record. No new development is being proposed by this subdivision that would generate increased sewage flow from these parcels. Adjoining parcels are agricultural and residential.

Action Taken: Raul Azpiazu made the motion to grant modification request from **Section 404.6.A.1 "Dimensions and areas of a lot. Lots not served by both public water and public sanitary sewers"** for lot #1. Seconded by Jim Souto. Motion carried unanimously.

-2021-048 Michael & Renee Wilson / Sheshequin Township- The subdivision of lands of Wilson is a two-lot subdivision of a 150-acre parcel described in Bradford County Inst. 201720610. Proposed Lot #6 (40.00acres) is vacant and is for agricultural use at this time. Lot #1 is the remaining land. It is vacant and is for agricultural use at this time. Lots 2-5 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: Robert Storch made the motion to grant Modification request from **Section 504.2 “On-Lot Septic”** for lots #1&6. Seconded by Raul Azpiazu. Motion carried unanimously.

-2021-049 Ronald & Karen Burlingame / Smithfield Township- The project proposes a 2-lot subdivision of a 187.176 acre parcel. Proposed lot #1 (70.176 acres) is occupied by an existing house and stables, with on-lot septic and water supply systems. Proposed lot #2 (117.000 acres) has no existing or proposed features and is proposed as a land transfer only for agricultural purposes.

Action Taken: Raul Azpiazu made the motion to grant Modification from **Section 504.2 “On-Lot Septic”** for lot #2. Seconded by Jim Souto. Motion carried unanimously.

-2021-050 Davis S. & Katelyn M. Young- The project proposes to subdivide a 1.500 acre lot from an existing 15.331 acre parcel. Proposed Lot #3 (1.500 acres) has an existing dwelling with on-lot septic and water supply systems. Lot #2 (13.831 acres) is the remaining lands, it has no existing or proposed features it is to be for agricultural purposes only. There is a 50’ Right-Of – Way proposed for access to Lot #2.

Action Taken: Warren Knapp made the motion to grant Modification from **Section 504.2 “On-lot Septic”** for lot #2. Seconded by Jim Souto. Motion carried unanimously.

Action Taken: Jim Souto made the motion to grant Modification from **Section 404.4 “Irregular Shaped Lots”** for proposed lot #3. Seconded by Raul Azpiazu. Motion carried unanimously.

-2021-052 Larry & Janet Youse / Rome Township- The subdivision of lands of Larry & Janet Youse is a one-lot subdivision of a 2.00-acre parcel described in the Bradford County Inst. 199810445. Proposed Lot 2 (2.00 acres) is vacant and has percolation testing as shown. Percolation testing has been performed as shown on the plan for a residential system of one EDU (400 g/day). Lot 1 is the remaining land. It is occupied by a house with on-site septic and water supply systems. 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: Warren Knapp made the motion to grant Modification from **Section 404.1 “Every Lot Shall Abut a Street”** for lot #2. Seconded by Raul Azpiazu. Motion carried unanimously.

E.) Land Development Reviews

-2021-039 Kathryn R. Weaver / Rome Township- The minor land development of land belonging to Kathryn R. Weaver is for the construction of a second home on a 10.94 acre parcel of land. The lot has an existing house and outbuildings, with on-lot septic and water supply systems. Percolation testing has been performed as shown on the plans. Access to the proposed dwelling will be via a 50' Right-Of-Way.

Action Taken: Raul Azpiazu made the motion to grant **Preliminary/ Final Approval** contingent upon DEP Approval, municipal comment and map showing lot lines for future subdivision. Seconded by Warren Knapp. Motion carried unanimously.

-2021-044 Evan Barnes Century 21 / Wysox Township- A minor land development that is proposing the construction of a 40' x 60' storage building on a 1.1 acre parcel of land. The lot has an existing building and parking and is serviced by municipal sewer and water. 1,345 SF of impervious surface is proposed on an existing 32, 810SF.

Action Taken: Raul Azpiazu made the motion to grant **Preliminary/ Final Approval** contingent upon municipal comment and zoning compliance. Seconded by Robert Storch. Warren Knapp opposed.

-2021-047 William Franks / Ridgebury Township- The minor land development of land belonging to William Franks is for the construction of a second home on a 30 acre parcel of land. The lot has an existing house and outbuildings, with on-lot septic and water supply systems. Percolation testing has been performed as shown on the plans. Access to the proposed dwelling will be from a proposed driveway from Wildcat Lane (T-858).

Action Taken: Jim Souto made the motion to grant **Preliminary/ Final Approval** contingent upon DEP Approval, municipal comment and map showing the lot lines for future subdivision. Seconded by Raul Azpiazu. Motion carried unanimously.

-2021-051 Forest Oldroyd / SouthCreek Township- A minor land development that proposes a new 20' x 120' storage building on a 2.19 acre parcel of land. The lot is occupied by existing storage buildings. No impervious surface is proposed. The lot is serviced by on-lot septic and water supply systems.

Action Taken: Robert Storch made the motion to grant **Preliminary/ Final Approval** contingent upon municipal comment. Seconded by Raul Azpiazu. Motion carried unanimously.

-2021-053 Frandsen Real Estate, LLC (Phase 2) / South Waverly Borough- Major land development where Frandsen Real Estate, LLC, Inc. proposes to develop Phase 2 of its multi-family dwelling units along Loder Street in South Waverly Borough. The project will develop approximately five (5) acres of the 11.55 acre parcel into an additional four (4) apartment buildings with supporting infrastructure. The number of apartment units in Phase 1 is 47 and Phase 2 is 40, for a total of 87 apartment units. The entire project area is zone R3 (Residential 3 Zoning District) by South Waverly Borough. The parcel was rezoned in 2020. Multi-family dwelling units are a permitted use in the R3 zoning district. Erosion and sediment controls will be installed and maintained during construction. A narrative and plan for the E&S Plan and the Post- Construction Stormwater Management Plan is included with this submission. The project area soils are detailed in the E&S plan. A stormwater management system will control post construction site runoff. The proposed entrance will be from Loder Street; there will be a gated emergency access lane to Mystic Drive. The street system and infrastructure is to be dedicated to the Borough (or applicable utility) upon project completion. A traffic impact assessment

was submitted to Bradford County on March 30, 2021 for the complete Phase 1 and Phase 2 improvements. Parking requirements for proposed land use are defined by the South Waverly Borough Zoning Ordinance. Two (2) parking stalls are required for each dwelling unit. Each dwelling unit will provide the required parking spaces: one (1) vehicle in the garage and one (1) vehicle in the driveway. At the request of South Waverly Borough, additional parking stalls have been provided for visitor parking. Twenty-five (25) visitor stalls are provided. Water service shall be provided by Aqua America from an existing water main along Loder Street. Sewer service will be provided by the South Waverly Municipal Authority. Electric and communication services will be provided from adjacent utility poles/

Action Taken: Warren Knapp made the motion to grant **Conditional Preliminary Approval** contingent upon: Municipal Comment, Zoning Compliance, Erosion & Sediment control approval from Bradford County Conservation District, Satisfaction of Engineer Review Comment and Fees, and resolution of roadway ownership to take it out of private drive. Seconded by Jim Souto. Motion carried unanimously.

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

G.) **Possible Violations**

H.) **Violations**

DC Rauscher – Ulster Township- John Thompson had a meeting with District Justice Todd Carr. Todd Carr would like a copy of the SALDO. Matthew Williams will be delivering a copy to Carr's office on Wednesday, May 19, 2021.

Four Friends (Fulmer) – Wysox Township – Applicants Council has advised the BCPC Solicitor that a full submission for compliance will be made prior to the March Magisterial Hearing on the formal violation. Hearing rescheduled for June 9, 2021 at 9:00 am.

Ark of the Covenant Church – Monroe Township – Defendant has retained council, they requested additional time. Several residences have been removed, but still a large majority remains. John Thompson will be attending the next Monroe Township meeting to communicate on this matter.

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 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.

All bridges have been completed and the project has been closed out. This item will be removed from the agenda.

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 2021

- 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
- 2021-012	Justin & Alicia Clouse	Wilmot Township
- 2021-013	The Roger A. Madigan Estate	Burlington Township
- 2021-014	James G. Wilcox, Trustee	Smithfield Township
- 2021-015	Robert L. & Deborah L. Smith	Canton Township
- 2021-016	Howard E. & Jessica L. Fowler	Monroe Township
- 2021-017	Charles & Patricia Houseknecht	Smithfield Township
- 2021-018	Ron & Karen Burlingame	Smithfield Township
- 2021-019	Encounter Free Methodist Church	Ulster Township
- 2021-020	T. Leon & Carole Powell	Windham Township
- 2021-021	John S. Brown	Armenia Township
- 2021-022	Jodi Sechrist	Orwell Township
- 2021-023	The Patterson Family Trust	Towanda Township
- 2021-024	Fred McNeal & Kelsey McNeal	Towanda Township
- 2021-025	Melissa Drake	Ulster Township
- 2021-026	Calvin L. & Shelia L. Bacon	Pike Township
- 2021-027	Jerry E. Lyon & Amy Daniels	Sylvania Borough
- 2021-028	Donald Huffman	Wilmot Township
- 2021-029	Diane & Harry Wuethrich	Wilmot Township
- 2021-030	Greg Roberts	Wysox Township
- 2021-031	Wilma J. Senn Estate	Windham Township
- 2021-032	Valorie Huckabee & Vanessa Emeno	Springfield Township
- 2021-033	Mary T. O'Neil Estate	Albany Township
- 2021-034	Charles W. Brown, Jr.	Monroe Township
- 2021-035	Mark & Margaret E. King	Tuscarora Township
- 2021-036	Hugh F. Beckwith	Windham Township
- 2021-037	James N. Ameigh	Wells Township