**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.

**August 17, 2021**

 **6:00 P.M.**

**BCPC Meeting August 17, 2021**

**Join Zoom Meeting**

**https://us02web.zoom.us/j/81108428002**

**Meeting ID: 811 0842 8002**

**877 853 5247 US Toll-free**

**888 788 0099 US Toll-free**

**Meeting ID: 811 0842 8002**

1. **Roll Call:** Board members present were: Don Murray, Scott Williams, Mary Neiley, Andrew Bishop, Glenn Aikens, Warren Knapp and Jim Souto. Staff Members present were: Megan Wanck, Matthew Williams, John Thompson (solicitor) and Patricia Tuttle.
2. **Minutes:** Jim Souto made the motion to accept the **July 20, 2021 Minutes.** Seconded by Warren Knapp. The motion carried unanimously.
3. **Subdivision/Land Development Administration**

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

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

-2021-073 Thomas Roberts Warren Township

-2021-074 Kaleb Route Granville & Canton Twp\*

-2021-075 Meenhard Herlyn Orwell Township

-2021-076 Whipple G. Roberts Franklin Township

-2021-077 Kevin & Rebecca Brown Windham Township

-2021-078 Bradley & Beatrice Sink Rome Township

-2021-079 Edward L. Ring Albany Township

-2021-080 Harold Andrus Smithfield Township

-2021-081 Leo H. Kipp, Jr. Albany Township

-2021-082 William Franklin Warren Township

-2021-083 Mildred Hollenback Wysox & Rome Township

-2021-084 Duane & Lori Castle Canton Borough

-2021-085 M.R. Dirt Wyalusing Township

-2021-086 Eric J. Harnish Sheshequin Township

-2021-087 Mark H. Vanderpool Terry Township

-2021-088 Patrick, Nancy & William Beebe Tuscarora Township

-2021-089 Allen & Theodore Owen Canton Township

-2021-090 Benjamin Sheldon Tuscarora Township

 **C.) Visitors to be Heard:** Jeff Rosenheck attended for observation. Sue & Joe Wheeler attented for the 2021-070 Subdivision. Matt Hicks from the Daily Review.

 **D.)** **Subdivision Plan Reviews:**

**-2021-074 Kaleb Route / Granville Township & Canton Township-** The subdivision lands of Foust is a two-lot subdivision of a 120-acre parcel described in the Bradford County Inst. 200301175. Proposed Lot 3 (12.09 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. Lot 2 was 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 the motion to grant modification request from Section 404.1 “All lots shall abut a street” for Lot #3. Seconded by Jim Souto. Scott William abstained.

**-2021-062 John Amato / Sayre Borough-** The subdivision of lands of John Amato is a two-lot subdivision of a 0.24 acre parcel described in Bradford County Inst. 202004104. Proposed lot #1 (0.16 acre) is occupied by a house with public water and sewage collection systems. Proposed Lot #2 (0.08 acre) is vacant and is to be for a commercial parking lot. The surrounding parcels in this area are generally used for commercial and residential purposes. The Athens Township Authority administers the sewage collection system in the vicinity of this subdivision.

**Action Taken:** Andrew Bishop made the motion to table until September 21, 2021 contingent upon a Zoning Variance Approval for minimum lot size compliance based on the Sayre Borough Zoning Ordinance Section 173-52 A.1. Seconded by Glenn Aikens. Scott Williams abstained.

**2021-070 Sue Wheeler / Wysox Township-** The subdivision of lands of Sue Wheeler is a two-lot subdivision of a 5.5 acre parcel. Proposed Lot #1 (1.183 acres) is occupied by an existing house and two motel buildings and is serviced by municipal sewage and water supplies. Proposed Lot #2 (4.162 acres) is occupied by an existing trailer park, each trailer is serviced by municipal sewage and water supplies.

**Action Taken:** Glenn Aikens made the motion to grant approval contingent upon a new map plat from surveyor and Township comment form. Seconded by Jim Souto. The motion carried unanimously.

 **E.)** **Land Development Reviews**

**-2021-075 Meenhard Herlyn / Orwell Township-** The Minor Land Development of lands of Herlyn is a Two Homes on One Lot residential development of a 141 acre parcel described in Bradford County Inst. 200807685. Percolation testing has been conducted as shown for a second residential system of one EDU (400 g/day). The surround 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 **Preliminary / Final Approval** contingent upon DEP Approval and Municipal Comment. Seconded by Andrew Bishop. Scott Williams abstained.

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

G.) **Possible Violations**

H.) **Violations**

 **DC Rauscher** – Ulster Township – The hearing for this matter was continued at the request of the applicant for a period of 90 days. The applicant has assured the court and the Planning Staff that a submission will be made prior to the October meeting.

**Four Friends (Fulmer)** – Wysox Township – Four Friends, LLC had requested and received a continuance until September 8th with DJ Wheaton’s Office. We are hopeful we can reach a resolution prior to that date and have been in contact with the Council for Four Friends.

**Ark of the Covenant Church** – Monroe Township – Pending litigation from other aggrieved parties. BCPC Solicitor has advised to wait until these items are resolved as it is likely to remove the need to pursue a formal violation.

1. **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)*

 **- Shores Sisters** -Proposed zoning amendment change for Wysox Township,

 9.) Adjournment

 (Communications Summary):

1. **Incoming:**
2. **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 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 Housekneckt 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
* 2021-038 Kyle E. Roberts & Courtney A. Grieve Canton Township
* 2021-039 Kathryn R. Weaver 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 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
* 2021-054 Marjorie E. Weaver Estate Wysox Township
* 2021-055 Betsy May Canton Township
* 2021-056 Dale Beardslee Armenia Township
* 2021-057 Derek & Erin Middendorf Standing Stone Township
* 2021-058 V. &N. French, J.Allis & V. Wagner Windham Township
* 2021-059 Kelly Hoyt & Jacob Woodell Albany Township
* 2021-060 Merna Colwell Wilmot Township
* 2021-061 Thomson Business Ventures, LP Standing Stone Township
* 2021-063 Bradford County Fireman’s Assoc. N. Towanda Township
* 2021-064 Arthur & Cheryl Beers Monroe Township
* 2021-065 Mark & Reva Shaw Franklin Township
* 2021-066 Kenneth & Myrna Heckman Herrick Township
* 2021-067 Dale A. Tyler Springfield Township
* 2021-068 Garry Wilburn Ridgebury Township
* 2021-069 Keith & Danette Crockett Sheshequin Township
* 2021-071 Pennsylvania Electric Company Sayre Borough
* 2021- 072 Shawn A. Harkness Smithfield Township