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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.

September 21, 2021

6:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/89277868469>

Meeting ID: 892 7786 8469

One tap mobile

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+13126266799,,89277868469# US (Chicago)

Dial by your location

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+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 892 7786 8469

- 1) **Roll Call:** Board Members present were: Don Murray, Scott Williams, Robert Storch, Glenn Aikens, Mary Neiley, Warren Knapp and Jim Souto. Staff Members present were: Megan Wanck, Matthew Williams, John Thonpson (solicitor) and Patricia Tuttle.
- 2) **Minutes:** Robert Storch made the motion to accept the August 17, 2021 Minutes. Seconded by Jim Souto. 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

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) Jim Souto made the motion to accept the following new applications. Seconded by Robert Storch. The motion carried unanimously.

-2021-091	Timothy & Rebecca Cole	Orwell Township
-2021-092	Perkins Realty Investments, Inc.	Monroe Borough
-2021-093	Sidney & Sylvia Teeter	Smithfield Township
-2021-094	Taylor Smith	Terry Township
-2021-095	Brian & Loretta Chaffee	Orwell Township*
-2021-096	James Lehman	Standing Stone Township*
-2021-097	Donald Burgess	Wyalusing Township*
-2021-098	John Palmer	Wysox Township*
-2021-099	The Lee Family Trust	Warren & Windham Township*
-2021-100	Vaughn Jennings, Jr. Estate	LeRoy Township
-2021-101	Angela Strickler	Orwell Township
-2021-102	Jeanette Wright	Wells Township
-2021-103	Charles, Brian & Kirby Ierley	Monroe Township
-2021-104	Curtis Sterling	South Creek Township
-2021-105	Victor, Patsy & Lavina Chapman	Springfield Township
-2021-106	Kelly & Catherine Barton	Sheshequin Township*
-2021-107	Daniel & Annette Patton	Springfield Township
-2021-108	John & Natalie Desisti	Sayre Borough

C.) **Visitors to be Heard:** Visitors present were: Andy Harding for the Shores Sisters sketch plan and Matt Hicks from the Daily Review.

D.) **Subdivision Plan Reviews:**

**-2021-095 Brian & Loretta Chaffee / Orwell Township-** The subdivision of lands of Brian and Loretta Chaffee is a two-lot subdivision of a 118 acre parcel described in Bradford County Inst. 199913944. Proposed Lot 4 (18.40 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 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:** Jim Souto made the motion to grant modification request from Section 504.2 “On- Lot Septic” for Lot # 1. Seconded by Warren Knapp. Scott Williams abstained.

**-2021-096 James Lehman / Standing Stone Township-** The subdivision of lands of the Lehman Trust is a two-lot subdivision of a 130 acre parcel described in Bradford County Inst. 200504602. Proposed Lot #2 (1.99 acres) is occupied by a house with on-site septic and water supply systems. This lot will have a forty-foot Access Easement to the public road. Lot #1 is the remaining land. It is vacant and is for agricultural use at this time. 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 from Section 404.1 “Every Lot Shall Abut a Street” for Lot #2; contingent upon new plats showing 50’ right of way. Seconded by Warren Knapp. Scott Williams abstained.

**-2021-097 Donald Burgess / Wyalusing Township-** The project proposes to subdivide two 1.99 acre lots, designated as Lots #2 and #3, from a parent tract of 57.5 +/- acres. Both lots have existing, single family residences with on-lot well and septic systems. The residual lands of this subdivision, Lot #1, also has an existing single family residence with an on-lot well and septic system. Lots #1 and #2 have frontage on Brewer Hollow Road (T-825) and existing driveways. It is proposed that Lot #3 will access Brewer Hollow by means of a private 50’ wide Right of Way through Lot #2. No new development that would generate increased sewage flow from this subdivision is being proposed by this project. Adjoining parcels are residential and agricultural use.

**Action Taken:** Scott Williams made the motion to grant modification from Section 404.1 “Every Lot Shall Abut a Street” for Lot #3. Seconded by Jim Souto. The motion carried unanimously.

**-2021-098 John Palmer / Wysox Township-** The realignment of lands of John Paul Palmer is a 2-lot realignment of a previously conveyed 11.02 acre parcel into a 11.00 acre parcel, and a previously conveyed 21.15 acre parcel to a 25.00 acre parcel, and a remaining 135.9 acre parcel described in Bradford County Inst. 201103300. Proposed realigned Lot #2 (25.00 acres) is occupied by a building with on-site septic and water supply systems. Proposed realigned Lot #3(11.00 acres) is occupied by a house with on-site septic and water supply systems. Lot #1 is the remaining land. It is vacant and is to be continued as agricultural use at this time. 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:** Glenn Aikens made the motion to grant modification request from Section 504.2 “On-Lot Septic” for Lot #1. Seconded by Warren Knapp. Scott Williams abstained.

**-2021-099 The Lee Family Trust / Warren & Windham Township-** The subdivisions of lands of The Lee Family Trust is a 3-lot subdivision of a 91-acre parcel described in Bradford County Inst. 200608179. Proposed Lots #4 and #5 (30.38 acres) are vacant and are for agricultural 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 #2 and #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:** Warren Knapp made the motion to grant modification request from Section 504.2 “On-Lot Septic” for Lots #4 and #5. Seconded by Don Murray. Scott Williams abstained.

**-2021-106 Kelly & Catherine Barton / Sheshequin Township-** The purpose of this subdivision is to divide the parent tract of 105 +/- acres into two parcels. The subdivided parcel of 1.598 acres contains a house, garage, well and on-lot septic system. Lot #1, (103 +/- acres) has an on-lot septic system for a home that used to be there. A 50' wide Right of Way easement will be utilized for both lots to use the existing private road (Goldenrod Lane).

**Action Taken:** Scott Williams made the motion to grant modification request from Section 401.17 "Private Roads are to be discouraged unless otherwise provided in this Ordinance." Seconded by Jim Souto. Motion carried unanimously.

**-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:** Warren Knapp made the motion to table to allow an extension up to 60 days; the applicant is seeking conditional approval contingent upon a Zoning Variance Approval for minimum lot size compliance based on the Sayre Borough Zoning Ordinance Section 173-52 A.1.

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

**-2021-091 Timothy & Rebecca Cole / Orwell Township-** The Minor Land Development of lands of Cole is a Two Homes on One Lot residential development of a 33-acre parcel described in Bradford County Deed Book 311 at Page 930. Percolation testing has been conducted as shown for a second residential system of one EDU (400 g/day). 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:** Jim Souto made the motion to grant Preliminary / Final Approval. Seconded by Glenn Aikens. Scott Williams abstained.

**-2021-101 Angela Strickler / Orwell Township-** The Minor Land Development of lands of Strickler is a Two Homes on One Lot residential development of a 169 acre parcel described in Bradford County Inst. 202006011. Percolation testing has been conducted as shown for a second residential system of one EDU (400 g/day). 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:** Jim Souto made the motion to grant Preliminary / Final Approval contingent upon: DEP Approval and Municipal Comment. Seconded by Robert Storch. Scott Williams abstained.

F.) **Municipal Planning Commission Review:** No adverse comments on the following Municipal Reviews.

-2021-018	Chuck Will	Asylum Township
-2021-019	Rick L. & Pam J. Smiley	Asylum Township
-2021-020	John R. Mann	Litchfield Township

G.) **Possible Violations**

H.) **Violations**

**DC Rauscher** – Ulster Township – Matt Williams expects to see the submitted plans by the October Meeting.

**Four Friends (Fulmer)** – Wysox Township – Matt Williams, Megan Wanck and John Thompson attended a hearing September 8<sup>th</sup> with the violating party and their representation at DJ Wheaton’s Office in Wysox. A continuance was granted until the end of the year for submittal of items required for closeout of the pending Land Development File.

**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.

I.) **Sketch Plan Review:**

Glen and Patti Shores (Shores Sisters) / Wysox Township - The planning commission reviewed the proposed sketch plan for the Shores Sisters development.

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 Bridge # 38 / Wells Twp.:** TS&L Documents have been approved by PennDOT and project will enter Final Design shortly. We expect that this will be ready for construction in 2022. The old bridge #38 has been evaluated for adaptive re-use and it has been determined that it is not feasible to place at the proposed Route 6/14 intersection as a pedestrian crossing. We are working with FHWA and SHPO to determine the next steps in moving forward.

**New Business Summary**

**Bradford County Land Bank Feasibility Study:** The County Commissioners in coordination with Towanda Borough and Progress Authority have retained Dawood Engineering to perform a Land Bank/Blight Mitigation study for Bradford County. The goal of this program is to address on-going blight issues that exist within the county by providing a mechanism to rehabilitate properties and get them back on the tax rolls. The kickoff meeting will be held in October.

**County Parks Master Plan and County Parks Advisory Committee:**

May 6<sup>th</sup> 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 27<sup>th</sup>, 2020.*

**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
- 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
-	2021- 073	Thomas Roberts	Warren Township
-	2021-074	Kaleb Route	Granville & Canton Township
-	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