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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.

November 16, 2021

6:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/82000984187?pwd=YjQzNjJ0aWtoelg1aFBwRXBOUd5UT09>

Meeting ID: 820 0098 4187

Passcode: 465933

One tap mobile

+19292056099,,82000984187# US (New York)

+13126266799,,82000984187# US (Chicago)

Dial by your location

+1 929 205 6099 US (New York)

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 820 0098 4187

- 1) **Roll Call:** Board members present were: Glenn Aikens, Andrew Bishop, Raul Azpiazu, Warren Knapp, Don Murray, Mary Neiley, Robert Storch, Scott Williams and Jim Souto. Staff members present were: Megan Wanck, Patricia Tuttle, John Thompson (Solicitor) and Matthew Williams (via zoom).
- 2) **Minutes:** Andrew Bishop made the motion to accept the **October 19, 2021 Minutes.** Seconded by Robert Storch. 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. Then motion carried unanimously.

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

| | | |
|-----------|--|-----------------------|
| -2021-115 | Marcia Kesten & Alice Moyer | Springfield Township |
| -2021-116 | John & Lisa Dunham & Jennifer Parks | Springfield Township* |
| -2021-117 | JM Martin, LLC | Canton Borough |
| -2021-118 | Marjorie E. Weaver Estate | Rome & Wysox Township |
| -2021-119 | W. David & Nancy L. Keeler | Wyalusing Township |
| -2021-120 | Gerard & Paula McKernan | Albany Township* |
| -2021-121 | Richard L. Sturdevant | Ridgebury Township |
| -2021-122 | Thomas & Alice Cook | Orwell Township* |
| -2021-123 | Gregory Foster & Rosemarie Foster (911 Tower Site) | Wysox Township |
| -2021-124 | Douglas W. Soden & Nancy Soden (911 Tower Site) | Orwell Township |
| -2021-125 | Bennett L. Young (911 Tower Site) | Smithfield Township |

C.) **Visitors to be Heard:** James Lowenstein from Rocket Courier Newspaper and Philip O'Dell from Daily Review Newspaper.

D.) **Subdivision Plan Reviews:**

-2021-116 John & Lisa Dunham & Jennifer Parks/ Springfield Township- The subdivision of lands of John M. Dunham, Lisa M. Dunham & Jennifer L. Parks is a two-lot subdivision of a 17.088 acre parcel described in Bradford County Inst. 202010670 and 202109087. Proposed Lot #1 (16.088 acres) is the residual lands. It is vacant and has no proposed features, it is to be for agricultural use at this time. Proposed Lot #2 (1.000 acre) is occupied by an existing house and on-lot septic and water supply systems.

Action Taken: Andrew Bishop made the motion to grant Modification from Section 504.2 "On-Lot Septic" for Lot #1. Seconded by Warren Knapp. Motion carried unanimously.

-2021-120 Gerald & Paula McKernan / Albany Township- The subdivision of lands of McKernan is a two-lot subdivision of a 124 acre parcel described in Bradford County Inst. 201800983. Proposed Lot #2 (12.00 acres) is occupied by a house with on-lot septic and water supply systems. Lot #1 (112.38 acres) is the remaining lands. 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: Andrew Bishop made the motion to grant Modification from Section 504.2 "On-Lot Septic" for Lot #1. Seconded by Robert Storch. Scott Williams abstained. The motion carried.

-2021-122 Thomas & Alice Cook- The subdivision of lands of Cook is a two-lot subdivision of a 110-acre parcel described in Bradford County Deed Book 246 at Page 528. Proposed Lot #4 (35.70 acres) is vacant and is for agricultural use at this time. Lot #1 (75+/- acres) is the residual lands. It is occupied by a house with on-lot septic and water supply systems. 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: Warren Knapp made the motion to grant Modification from Section 504.2 “On-Lot Septic” for Lot #4. Seconded by Andrew Bishop. Scott Williams abstained. The motion carried.

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 the application until the December 21, 2021 meeting, 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 Andrew Bishop. Motion carried unanimously.

2021-123 Gregory Foster & Rosemarie Foster / Wysox Township- Subdivision for leased parcel for proposed development of a Bradford County 911 tower. Lot #1 (285+/- acres) is the remaining lands. It is occupied by buildings with existing septic and well. Proposed Lot #5 (0.23 acre) is vacant and is where the proposed 911 tower will be located. Lots 2-4 were previously conveyed. The lot will utilize existing Access Easements.

2021-124 Douglas W. Soden & Nancy Soden / Orwell Township- Subdivision for leased parcel for proposed development of a Bradford County 911 tower. Lot # 1(9.9+/- acres) is the remaining lands. It is occupied by a cable TV tower and communication building (non-residential). Proposed Lot #2 (0.15 acre) is vacant and is where the proposed 911 tower will be located. The lot will utilize a 20’ wide Access Easement for access from Kadar Road (T-612).

2021-125 Bennett L. Young / Smithfield Township- Subdivision for leased parcel for proposed development of a Bradford County 911 tower. Lot #1 (278 +/-) is the remaining lands. It is occupied by a house with existing sewage and water supply. Proposed Lot # 3(0.15 acre) is occupied by an existing building and is where the proposed 911 tower will be located. Lot #2 was previously conveyed. The lot will utilize an existing field drive from Peas Hill Road (T-649).

E.) Land Development Reviews

- 2021-114 D.C. Rauscher / Ulster Township- Major Land Development situated off of State Route 220 (S.R.0220). The lot is occupied by an existing house with outbuildings, and a barn/garage. 6, 160 SF commercial building to be used for repairs and storage was constructed. Additional storage buildings were built, a 21’ x 31’ and 36’ x 24’. A 300 SF office building was also built. A 20,000 gallon rain water storage tank was

added. A total of 11, 1 ADA parking spaces are provided. NPDES approval was granted on August 13, 2018. And the Highway Occupancy Permit was obtained, permit number 08025186.

Action Taken: Andrew Bishop made the motion to grant Conditional/ Preliminary Approval contingent upon: Satisfaction of engineer comment review and fees. Seconded by Raul Azpiazu. Motion carried unanimously.

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

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|-----------|---|---------------|
| -2021-023 | Donald Connell | Troy Township |
| -2021-024 | Gerald & Joseph Manley (911 Tower Site) | Troy Township |

G.) **Possible Violations**

H.) **Violations**

DC Rauscher – Ulster Township – Application has been submitted and we expect this matter will be resolved shortly pending engineer review comments/fees. Rescheduled court hearing.

Four Friends (Fulmer) – Wysox Township – The hearings has been postponed under mutual agreement by the BCPC Staff and Developer. We have reviewed the outstanding items with the developer who will coordinate the changes as required for closeout of the pending Land Development File. We have not yet received a submittal for the project closeout. Rescheduled hearing date on **Thursday December 9, 2021.**

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:**

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 was held in October.

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 |

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| - 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 |

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| - | 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 |
| - | 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 Lerley | 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 |
| - | 2021-109 | The Hickok Estate | Columbia & Troy Township |
| - | 2021-110 | Construzione, LLC | South Waverly Borough |
| - | 2021-111 | Michael A. Pelissier | Warren Township |
| - | 2021-112 | Celeste M. & Cary B. Carson | South Creek Township |
| - | 2021-113 | Reed H. & Lakeyja M. Perkins | Warren Township |
| - | 2021-114 | D.C. Rauscher | Ulster Township |