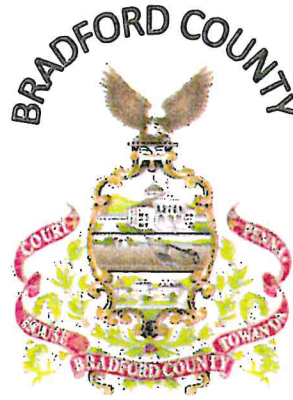


Matthew Williams, County Planning Director
Megan Wanck, County Planner
Rich Lasko, GIS Coordinator
Dakotah Manning, GIS Planning Analyst
Megan Johnson, Planning & Grants Administrator
Patricia Tuttle, Planning Administrative Assistant
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ADMINISTRATIVE 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.

December 21, 2021

6:00 P.M.

<https://us02web.zoom.us/j/84368983619?pwd=aGd2ejdJc1NnbDFUME5kdDZhMTlhZ09>

Meeting ID: 843 6898 3619

Passcode: 896655

1-888-788-0099 US Toll-free

1-877-853-5247 US Toll-free

Meeting ID: 843 6898 3619

1) **Roll Call:** Board members present were: Glenn Aikens, Andrew Bishop, Warren Knapp, Don Murray, Mary Neiley, Scott Williams and Jim Souto. Staff members present were: Megan Wanck, Matthew Williams, Patricia Tuttle and John Thompson (solicitor).

2) **Minutes:** Andrew Bishop made the motion to accept the November 16, 2021 Minutes. Seconded by Jim Souto. The motion carried unanimously.

3) **Subdivision/Land Development Administration**

A.) **Monthly Report:** Andrew Bishop made the motion to accept the Monthly Report. Seconded by Don Murray. Motion carried unanimously.

B.) **New Application Acceptance** (*Indicates Modification Request) Warren Knapp made the motion to accept the following new applications. Seconded by Andrew Bishop. 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

-2021-126	Robert G. Foulkrod	Armenia Township
-2021-127	Blane A. Lathrop	Sayre Borough
-2021-128	Steve & Shari Williams	Monroe Township
-2021-129	Dewing – Warren LLC	Warren Township*
-2021-130	Norman H. & Marcia A. Parks	Rome Township
-2021-131	Rodger G. & Janice S. Wright	Smithfield Township
-2021-132	Wilbur W. & Beverly I. Beers	Wysox Township
-2021-133	Lynn E. & Elizabeth E. Shedden	Granville Township*
-2021-134	Stuart L. & Catherine M. Wrisley	Burlington Township
-2021-135	Jamie R. & Michael C. Watkins	Columbia Township
-2021-136	Marjorie L. Pellor	South Creek Township
-2021-137	Dorothy L. & Wayne M. Vanderpool	Monroe Borough/ Township
-2021-138	Leonard C. Wurst, Jr. & John Harkness	Orwell Township
-2021-139	Robert Rabuttinio & Christine MacGill	Warren Township*
-2021-140	Leo E. Hutchinson	Windham Township
-2021-141	Michael & Katarzyna Pelissier	Pike & Warren Township

C.) **Visitors to be Heard:** Andy Harding and Mike Wilson for Shore’s Sisters. James Lowenstein for Rocket Courier and Philip O’Dell for Daily Review.

D.) Subdivision Plan Reviews:

-2021-129 Dewy- Warren, LLC / Warren Township- The subdivision of lands of Dewing- Warren, LLC is a two-lot subdivision of a 481.51 acre parcel described in Bradford County Inst. 201611779. Proposed Lot #3 (1.99 acres) is occupied by an existing house with on-lot septic and water supply systems. Lot #1 (479.52 acres) is the residual tract. It is occupied by a house with on-lot septic and water supply systems. Lot #2 was previously conveyed.

Action Taken: Don Murray made the motion to grant Modification request from Section 404.1 “Every lot shall abut a street” for Lot #3. Seconded by Glenn Aikens. Motion carried unanimously.

-2021-133 Lynn E. & Elizabeth E. Shedden / Granville Township- The subdivision of lands of Shedden is a two-lot subdivision of a 167 acre parcel described in Bradford County Deed Book 661 at Page 688. Proposed Lot #A (10.99 acres) is vacant and is to be a Lot- Addition to the adjoining lands of Shedden (Lot #2). Lot #1(156 +/- acres) is the residual tract. It is occupied by a house with on-lot 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 on this subdivision.

Action Taken: Andrew Bishop made the motion to grant Modification request from Section 404.1 “Every lot shall abut a street” for Lot #A. Seconded by Jim Souto. Scott Williams abstained. The motion carried.

2021-139 Robert Rabuttinio & Christine MacGill / Warren Township- The subdivision of lands for Rabuttinio and MacGill is a two-lot subdivision of a 37 acre parcel described in Bradford County Inst. 200208134. Proposed Lot #2 (1.1124 acres) is currently vacant, and has had percolation testing performed as shown on the plans. Lot #1 (36+/- acres) is the residual tract. It is occupied by a house and garage with on-lot septic and water supply systems.

Action Taken: Andrew Bishop made the motion to table for further discussion with the surveyor, if there are no modifications required then the planning staff may proceed with the approval process administratively. Seconded by Warren Knapp. 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 grant a 30-day file extension, but if no movement forward from the applicant the board has the right to deny application at the next meeting. Seconded by Jim Souto. Motion carried unanimously.

E.) Land Development Reviews

- 2016- 127 Shores Sisters / Wysox Township (Plan Amendment) – The project proposes a plan amendment to the existing Shores Sisters Land Development. A 20,000 SF store with drive-through, loading dock, parking and storm water management will be constructed on the vacant lots east of the existing store. The existing store will remain and the existing greenhouse associated with the existing store will be razed to create parking. The parking provided on the plan meets the Wysox Township Zoning requirements for the existing store and proposed store (134 stalls required, 137 stalls provided). The proposed storm water management facilities for the proposed store will be separate from the existing storm water management facility for the existing store. Future greenhouses are presented on the plan north of the proposed store. The proposed storm water management plan assumes the future greenhouse area as impervious surface to size the proposed system.

Action Taken: Andrew Bishop made the motion to grant Conditional Preliminary Plan Amendment Approval contingent upon NPDES Approval, Zoning Compliance, and Satisfaction of Engineer Review Comment and Fess. Seconded by Jim Souto. Motion carried unanimously.

F.) Municipal Planning Commission Review: The Planning Commission reviewed the following 4-lot subdivision from Asylum Township and had no adverse comments.

-2021-025

M.R. Dirt

Asylum 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.

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 **Monday, January 3, 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. Hearing scheduled for **Wednesday, January 26, 2021.**

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 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.: 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.

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.

New Business Summary

Asylum Township – Asylum Township has formally requested Planning Commission Concurrence to accept and assume Township SALDO Administration Responsibilities. If approved the all future Subdivision and Land Development Applications would be subject to the current revision of the County SALDO and Planning Commission Approval.

Bradford County Planning Commission Board Member Resignation- Planning Commission Chairman Mary Neiley submitted her resignation to the Planning Board. After 15 years of dedicated service to the Bradford County Planning Commission, she informed the board that the December 21, 2021 Planning Commission meeting was her last meeting. Advertisements for Letters of Interest to fill the vacant spot on the Planning Commission will be sent out within the next few weeks.

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
- 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
-	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
- 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	Gerald & Paula McKernan	Albany Township
- 2021-121	Richard Sturdevant	Ridgebury Township
- 2021-122	Thomas & Alice Cook	Orwell Township
- 2021-123	Gregory & Rosemarie Foster	Wysox Township
- 2021-124	Douglas & Nancy Soden	Orwell Township
- 2021-125	Bennett Young	Smithfield Township