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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.

February 15, 2022

6:00 P.M.

<https://us02web.zoom.us/j/86916365663?pwd=T2krRU92QW5TUU12RUFTQW5YSmU4dz09>

Meeting ID: 869 1636 5663

Passcode: 628877

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 869 1636 5663

- 1) **Roll Call:** Board members present were: Glenn Aikens, Roy Keiper, Warren Knapp, Don Murray, Robert Storch, Scott Williams, Jim Souto and Andrew Bishop (via zoom). Staff members present were: Megan Wanck, Rich Lasko, Matthew Williams, John Thompson (solicitor) and Patricia Tuttle.
- 2) **Minutes:** Robert Storch made the motion to accept January 18, 2022 Minutes. Seconded by Warren Knapp. Motion carried unanimously.
- 3) **Subdivision/Land Development Administration**

A.) **Monthly Report:** Don Murray made the motion to accept the Monthly Report. Seconded by Robert Storch. The motion carried unanimously.

PLANNING COMMISSION MEMBERS

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

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

-2022-009	Joseph J. Osburn	Wells Township
-2022-010	John R. Burleigh	Smithfield Township
-2022-011	Hilfiger, Scott & Robin Palmer	Canton Township
-2022-012	Carl J. Yurgatis	Tuscarora Township
-2022-013	Roger E. & Catherine W. Brown	Springfield Township

C.) Visitors to be heard: Philip O'Dell from the Daily Review newspaper, James Lowenstein from the Rocket Courier newspaper. Winnie Branton (via zoom) for Blight Mitigation and Jesse Suders for Blight Mitigation.

D.) Subdivision Plan Reviews:

E.) Land Development Reviews

2018-008 Gillett Dollar General / South Creek Township- Gillett Dollar General project consisted of the construction of a 9,100 SF retail building, a heavy-duty paving access drive, sidewalk, landscaping, and a lighting system. Stormwater runoff is controlled by a rain garden basin. 29 parking spaces were provided with 2 ADA. The lot is serviced by on-lot septic and water supply systems. Preliminary Approval was granted on June 4, 2018. Final as-built plans were submitted and a site visit was conducted to see the improvements.

Action Taken: Jim Souto made the motion to grant **Final Approval**. Seconded by Warren Knapp. The motion carried unanimously.

- 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: Robert Storch made the motion to grant the applicant a **30-day extension of Conditional / Preliminary Approval** contingent upon: Satisfaction of Review Engineer Comments and Fees. Seconded by Glenn Aikens. Motion carried unanimously.

F.) Municipal Planning Commission Review: The planning commission reviewed the following applications and there were no adverse comments.

-2022-001	Robert E. Lee	Troy Township
-2022-002	Sayre Assisted Living Facility	Athens Township

G.) Possible Violations

H.) Violations

DC Rauscher – Ulster Township – Revised plans have been submitted by the project engineer. They are currently under review with our reviewing engineer at Hunt.

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. **The hearing previously scheduled for January 3, 2022 was continued upon request of the applicant and has been rescheduled for February 17, 2022.**

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. **There was a pre-trial conference held on January 26, 2022 at the Bradford County Court of Common Pleas related to the pending Floodplain, Sewage and Uniform Construction Code Violations. The Solicitor stated a letter is forthcoming that will be sent to the Defendant / Defendant’s Attorney stating exactly what needs to be corrected to come into compliance with all the agencies involved in the 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 2022-2027 NBIS Umbrella Agreement is currently under review with PennDOT and will go into effect on shortly. This Program will ensure that all locally owned bridges are inspected at their needed interval for the next 5 year cycle. Inspections for the 2021 season have been completed and the final inspection reports are being reviewed by PennDOT for approval. The County currently has 9 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. There were project delays related to COVID and the holiday season. The Consultant will perform in person outreach in February 2022. **Representatives from Dawood Engineering and Branton Strategies gave a quick overview presentation at the meeting of their findings so far from the study that was done within Sayre Borough and Towanda Borough.**

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 2022

-	2022-001	Endless Mountain Land Management	Rome Township
-	2022-002	Charles H. Pyle	Overton Township
-	2022-003	Thomson Business Ventures, LP	Standing Stone Township
-	2022-004	Richard & Lori Coleman	Orwell Township
-	2022-005	Robert Barlow	Canton Township
-	2022-006	Deborah L. Morgan	Wells Township
-	2022-007	Robert E. & Ruth D. Palmer	Canton Township
-	2022-008	David & Diane Bride	Asylum Township