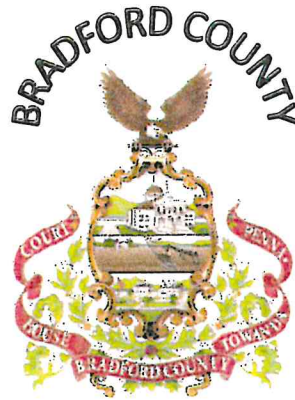


Matthew Williams, County Planning Director
Megan Wanck, County Planner
Rich Lasko, GIS Coordinator
Dakotah Manning, GIS Planning Analyst
Megan Johnson, Planning & Grants Administrator
Patricia Tuttle, Planning Administrative Assistant
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ADMINISTRATIVE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

March 15, 2022
6:00 P.M.

<https://us02web.zoom.us/j/87543667542?pwd=OFN6Y2JiU21xeW9LbjRqVGQ3cnJQdz09>

Meeting ID: 875 4366 7542
Passcode: 379601

877 853 5247 US Toll-free
888 788 0099 US Toll-free

Meeting ID: 875 4366 7542

- 1) **Roll Call:** Board members present were: Roy Keiper, Warren Knapp, Don Murray, Robert Storch, Scott Williams, Jim Souto and Andrew Bishop. Staff members present were: Megan Wanck, Matthew Williams, Rich Lasko, John Thompson (solicitor) and Patricia Tuttle.
- 2) **Minutes:** Warren Knapp made the motion to accept **February 15, 2022 Minutes.** Seconded by Andrew Bishop. The motion carried unanimously.
- 3) **Subdivision/Land Development Administration**
 - A.) **Monthly Report:** Jim Souto made the motion to accept the Monthly Report. Seconded by Don Murray. 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) Robert Storch made the motion to accept the following new applications. Seconded by Warren Knapp. The motion carried unanimously.

-2022-014	James H. Hopper	Granville Township*
-2022-015	Susan Bird	Orwell Township*
-2022-016	DMP Northern Tier, LP	Wysox Township
-2022-017	Verne & Maxine Alderson	Pike Township*
-2022-018	Daniel Gustin	Springfield Township*
-2022-019	Jerry L. & Cathy A. Johnson	Pike Township
-2022-020	Joan L. & William E. Dinse	Wysox Township
-2022-021	Dean & Rebecca Jackson	Springfield Township
-2022-022	Ted D. Foust	Canton & Granville Township*
-2022-023	Guthrie Federal Credit Union	Sayre Borough
-2022-024	Gavin & Dinah Chilson	Monroe Township
-2022-025	William J. Gamble	Warren Township

C.) Visitors to be heard: Philip O'Dell from the Daily Review, James Lowenstein from the Rocket Courier, Robert Chappell, Esq. for the Daum Jr. Subdivision, Duane Bishop, Jr. and Candi Bishop for the Johnson subdivision.

D.) Subdivision Plan Reviews:

2022-014 James H. Hopper / Granville Township- James H. Hopper is the owner of 27.04 +/- acres situate in Granville Township, designated on Bradford County Assessment Mapping as 19-096.00-164-002 and 19-096.00-164-005. Lot #2, the residual tract, consisting of 16.74+/- (per Ward map) is existing Agricultural. No water or sewer is proposed for this parcel. Access is made from Bailey Corners Road. Lot #3 contains 10.30 acres and is to be conveyed as an existing residential lot. This lot contains an existing single family residential structure and garage. The structure is served by on-lot water and on-lot sewer. Access is made from Bailey Corners Road via an existing driveway. Adjoining properties are used for agriculture and residential. Sewage systems in the area are in ground and sand mound.

Action Taken: Andrew Bishop made the motion to grant Modification from Section 504.2 "On-Lot Septic" for lot #2. Seconded by Scott Williams. The motion carried unanimously.

2022-015 Susan Bird / Orwell Township- The subdivision of lands of Bird is a two-lot subdivision of a 130-acre parcel described in Bradford County Inst. 202105780. Proposed Lot A (49.12 acres) is vacant and is to be a lot-addition to adjoining lands of Histan. Lot #1 is the remaining land. It is occupied by a house with on-site 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 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 A. Seconded by Jim Souto. Scott Williams abstained. The motion carried.

2022-018 Daniel Gustin / Springfield Township- The subdivision of lands of Gustin is a two-lot subdivision of a 33-acre parcel described in Bradford County Inst. 201501058. Proposed Lot 9 (2.00 acres) is occupied by a house with on-site septic and water supply systems. Lot #8 is the remaining land. It is vacant and is for agricultural use at this time. This lot will have access to the public road by a 50' wide Access Easement. Lots #1-7 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: Andrew Bishop made the motion to grant Modification request from Section 504.2 "On-lot Septic" for Lot #8. Seconded by Roy Keiper. Scott Williams abstained. The motion carried.

Action Taken: Warren Knapp made the motion to grant Modification from Section 404.1 "Every Lot Shall Abut a Street" for Lot #8. Seconded by Andrew Bishop. Scott Williams abstained. The motion carried.

2022-022 Ted D. Foust / Canton & Granville Township- The subdivision of lands of Foust is a 5-lot subdivision of a 101 acre parcel described in Bradford County Inst. 2003011075. Lot #4 (10.67 acres) is vacant and has percolation testing as shown. Lot #5 (13.98 acres) is vacant as has percolation testing as shown. Lot #6 (29.02 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 #7 (30.28 acres) is the remaining land. It is vacant and is for agricultural use at this time. Lot #1(17.27 acres) is occupied by buildings and a sewer system. 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 504.2 "On-lot Septic" for Lot #7. Seconded by Roy Keiper. Scott Williams abstained. The motion carried.

E.) Land Development Reviews

2022-017 Verne & Maxine Alderson / Pike Township- Minor Land Development of lands of Verne and Maxine Alderson is to utilize an existing barn and gravel parking on a 364 acre parcel described in Bradford County Inst. 20009728 for a wedding/event venue. No new structures are planned at this time. The existing parking area can support over the required 79 parking stalls. No earth disturbance is planned at this time. The existing building will have one public restroom and will utilize a holding tank for sewage disposal. Upon permitting of the holding tank, an escrow account will be established to ensure proper maintenance. A holding tank is planning as the primary on-site sewage system. Percolation testing has been performed for a backup system for 80 people which is equivalent to seven EDU's (560 g/day).

Action Taken: Jim Souto made the motion to grant **Preliminary/ Final Approval** Contingent upon: Municipal Comment and DEP Approval. Seconded by Andrew Bishop. Scott Williams abstained. The motion carried.

2022-023 Guthrie Federal Credit Union / Sayre Borough- Major Land Development situated on North Elmer Ave, Cross Street and Chacona Lane. The project proposes a lot consolidation of the adjacent lots owned by Guthrie Federal Credit Union followed by the removal of the existing bank building. The project includes the construction of a new 13,602 SF bank building. Per the Sayre Borough Zoning Ordinance, a total of 25 spaces are provided with 2 ADA. Each drive-up window shall have sufficient staking room for 4 cars, and a bypass lane shall be provided. The building will be serviced by municipal sewer and water.

Action Taken: Warren Knapp made the motion to table the Conditional / Preliminary Approval contingent upon Municipal Comment, Zoning Compliance, Erosion & Sediment Approval from BCCD, Satisfaction of Engineer Review Comment and Fees. Seconded by Andrew Bishop. The motion carried unanimously.

2012- 021 Warren & Patricia Croft / Sayre Borough- The project situated on Cypress Street included the construction of a multifamily development. Each apartment has a single car garage. Driveways and an access drive were constructed with this project. The lot is serviced by municipal sewer and water. Preliminary Approval was granted on April 6, 2012.

Action Taken: Scott Williams made the motion to grant Final Approval. Seconded by Roy Keiper. The motion carried unanimously.

2016-037 Wyalusing Meadows / Wyalusing Borough- The project situated on Homet Heights Road consisted of the construction of a Multifamily Development. There was a total of 7 residential buildings constructed, a 1,794 SF Community Building, a 1,300 SF Playground area and a picnic area was constructed. 130 parking spaces and 9 ADA spaces are provided. Storm water runoff was controlled by an infiltration basin. Sewer and water systems are supplied. Preliminary Approval was granted on August 1, 2016

Action Taken: Andrew Bishop made the motion to grant Final Approval. Seconded by Warren Knapp. The motion carried unanimously.

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

-2022-003	IR Federal Credit Union	Athens Township
-2022-004	Gary L. Walburn	Troy Township
-2022-005	William Staudt & Sons	Troy Borough

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 hearing that was scheduled for February 17th was continued at the request of the applicant. In lieu of the hearing, Planning Staff met with the applicant, their engineer and the County Planning Commission Solicitor on-site to go through the outstanding issues. The applicant and their engineer agreed to address the underlying issues as they were minor and close out the project prior to the rescheduled April 1, 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.** A hearing is scheduled for April 26, 2022 at 8:30am.

I.) **Sketch Plan Review:**

- Richard Daum Jr. / Rome Borough – Waiting for further information from Rome Borough in regards to zoning conformity/ Change of Use clarification. 4B module review, no adverse comments.
- Shores Sisters / Wysox Township- Planning Commission reviewed the proposal from Shores in regards to the proposed zoning change.
- Chadwick Subdivision / Wyalusing Township- Planning Commission reviewed the proposed subdivision. No adverse comments.

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. The consultant gave a status report at the February meeting. The finalized Phase I study portion will wrap up shortly.

New Business Summary

Wyalusing Borough and Wyalusing Township Act 537 Special Study for Headworks Improvements Study

Wyalusing Borough and Township have submitted the above referenced plan for review by the County Planning Commission as required. The intent is to reconstruct the Headworks at the existing sewer plant that is currently in need of repair or replacement.

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