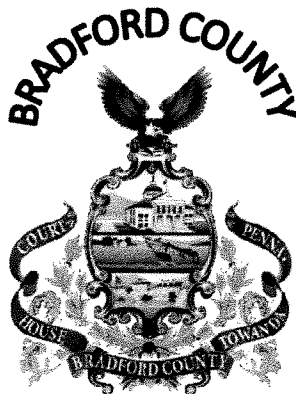


Matthew Williams, County Planning Director
Rich Lasko, Deputy Director / GIS Coordinator
Dakoatah Manning, GIS Planning Analyst
Megan Johnson, Planning & Grants Administrator
Patricia Tuttle, County Planner
Jessica Tice, Administrative Assistant
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ADMINISTRATIVE 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
29 VanKuren Drive, Towanda, PA 18848

December 20, 2022
6:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/82695231967?pwd=OWxhNmNKWkpqelRqZ2JSK011M1NiUT09>

Meeting ID: 826 9523 1967
Passcode: 751630

Dial by your location

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

Meeting ID: 826 9523 1967
Passcode: 751630

- 1) **Roll Call:** Megan Johnson, Patricia Tuttle, Rich Lasko, Matt Williams, Roy Keiper, Raul Azpiazu, Warren Knapp, Don Murray, Robert Storch, Jim Souto, John Thompson.
- 2) **Minutes: November 15, 2022** – Motion made by Don Murray to approve the minutes, Seconded by Bob Storch. Motion carried unanimously.
- 3) **Subdivision/Land Development Administration**

A.) **Monthly Report-** Motion made by Warren to approve the monthly report, seconded by Jim Souto. Motion carried unanimously.

B.) **New Application Acceptance** (*Indicates Modification Request): Motion made by Warren Knapp to approve the new applications, seconded by Bob Storch. Motion carried unanimously.

PLANNING COMMISSION MEMBERS

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

-2022-115	Casey Baker	Wysox Township*
-2022-116	Samuel & Adam Keir	Warren Township*
-2022-117	Frank Rogo	Tuscarora Township
-2022-118	Bernard J. & Virginia C. Jurkowski	Canton Township
-2022-119	Mary A. Reese	Warren Township
-2022-120	Marguerite & Harold Phelps Trust	Ulster Township*
-2022-121	Scott Norton	W. Burlington Township*
-2022-122	Adam J. Oliver	Wilmot Township
-2022-123	Gary L. & Amber L. Saxon	Monroe Borough
-2022-124	Sandra K. & Mark Dewey Henley	Sheshequin Township
-2022-125	Shannon Doane	Sayre Borough
-2022-126	Keith L. & Karen J. Crain	Sheshequin Township
-2022-127	Aloysius V. & Betty S. Curtin	Albany Township
-2022-128	John H. Howard, Jr. Estate	Wyalusing Township*

C. Visitors:

D.) Subdivision Plan Reviews:

2022-115 Casey W. Baker / Wysox Township: - The subdivision of lands of Casey W. Baker is a two-lot subdivision of 32 acres located in Wysox Township. Lot #1 (10.32 acres) is the remaining land. It is occupied by a house with on-site septic and water supply systems. Proposed Lot A (22.55 acres) is to be a lot addition to the adjoining lands of Baker to form a Lot of 104 acres. The surrounding parcels in this area are generally used for agricultural and residential purposes.

Action Taken- Roy Keiper made a motion to grant the modification, Jim Souto seconded the motion. Motion carried unanimously.

2022-120 Marguerite & Harold Phelps Trust / Ulster Township: - The subdivision of lands of Marguerite & Harold Phelps Trust is a two-lot subdivision of a 63-acre parcel located in Ulster Township. Lot #1 (42 +/- acres) is the remaining land. It is vacant and is for agricultural use at this time. Proposed Lot #2 (20.92 acres) 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.

Action Taken- Don Murray made a motion to grant the modification, Warren Knapp seconded the motion. Motion carried unanimously.

2022-121 Scott Norton / W. Burlington Township: - The subdivision of lands of Scott Norton is a two-lot subdivision of a 72-acre parcel located in Burlington Township. Lot #1 (58 +/- acres) is the remaining land. It is vacant and is for agricultural use at this time. Proposed Lot #2 (14.54 acres) 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.

Action Taken- Roy Keiper made a motion to grant the modification, Don Murray Seconded. Motion carried unanimously.

2022-128 John H. Howard, Jr. Estate / Wyalusing Township: - This subdivision proposes to create four (4) side lot additions, designated as Lots C-F, from a parent parcel of 241 acres. The adjoining parcels have existing residences with existing well and on-lot sewage disposal systems. The purpose of this subdivision is primarily to fulfill the Will of John H. Howard, Jr., deceased. In order to meet the requirements of the Wyalusing Township Zoning Ordinance, the area of the proposed lot additions has been calculated so that the total combined area of the resulting parcels will be 1.99 acres each. The residual lands of this subdivision are being actively farmed and are to continue in agricultural use.

Action Taken: Roy Keiper made a motion to grant the modification. Robert Storch seconded. Motion carried unanimously.

E.) Land Development Reviews

2022-116 Samuel & Adam Keir / Warren Township: - The Minor Land Development of lands of Keir is for the conversion of a barn to a distillery on a 329-acre parcel described in Bradford County Instrument #201814992. A permitted on-site sewage system is the primary sewage disposal system with a holding tank as a proposed backup. No food preparation or service is planned. There will be one public bathroom. Less than one acres is to be disturbed. 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. LeRaysville Borough is the closest municipal treatment facility (4.5 miles).

Action Taken: Jim Souto made a motion to approve the Preliminary/Final Approval-Contigent upon Municipal Comment and Non building Waiver. Roy Keiper Seconded the motion. Motion carried unanimously.

2019-099 The Guthrie Clinic (LD) / Sayre Borough: The project is proposing the construction of a 15,261 SF building for a Daycare Facility located at the intersection of Bradford, N. Elmer, and N. Lehigh Streets, residing within the Medical Campus and Light Commercial zoning districts. The project proposes a playground area with a wood and mulch surface, as well as an asphalt play area. A total of 69 off street parking spaces are proposed, as well as 3 ADA parking spaces. The building is proposing to be served by municipal sewer and water.

Action Taken: Jim Souto made a motion to grant the Final Approval. Warren Knapp seconded the motion. Motion carried unanimously.

2008-037 Hemlock Hills (Scott Middendorf)/Towanda Township – This is a 52-lot subdivision on 123.5 acres to be serviced with municipal sewer and water.

Action Taken: Roy Kepier made a motion to grant the Preliminary/Final plan modification Approval contingent upon review fees and recording. Jim souto seconded the motion. Motion carried unanimously.

F.) **Municipal Planning Commission Review:** No adverse comments.

- 2022-021 John & Lois Steadle Litchfield Township – No adverse Comments
- 2022-022 Williams Ford Athens Township – No Adverse Comments

G.) **Possible Violations**

S & B Trucking – Canton Borough - Bradford County Planning Commission reviewed aerial photos of the site following a third part inquiry regarding consistency of the development. The Planning Commission directed staff to follow up with the operator regarding the issue prior to issuing formal notice of violation. S&B Trucking has contacted the office following a letter transmission and will be at the meeting prior to discuss the issue.

H.) **Violations**

Four Friends (Fulmer) – Wysox Township – They agreed to a settlement and to have final plan submitted in 60 days.

Ark of the Covenant Church – Monroe Township – Solicitor Thompson stated that all parties have signed the resolution agreement.

I.) **Sketch Plan Review:**

J.) **DEP Permit Review:** No adverse comments.

- Mark Cottom South Creek Township Component 4B – No Comments
- John & Lois Steadle Litchfield Township Component 4B – No Comments

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. Phase I Draft study has been submitted to staff and the County Commissioners for review. Dawood will be reviewing with the Commissioners and Progress Authority to determine the next steps for moving forward.

Solar SALDO Ordinance Amendment: The Bradford County Planning Commission is currently working with the County Planning Commission Solicitor to develop regulations specific to Utility Scale Solar Operations. Updates will be provided as necessary.

NEW BUSINESS

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
-	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
-	2022-026	South Plainfield Double O-O Club	Tuscarora Township
-	2022-027	Leo & Richard Hutchinson	Warren Township
-	2022-028	Fredric G. Seeley	Canton Township
-	2022-029	Robert I. Stoll	Rome Borough*
-	2022-030	Estate of Ronald E. Cooper	South Creek Township
-	2022-031	Steven C. Bell	Orwell Township*
-	2022-032	David & Amy DeCristo	LeRoy Township*
-	2022-033	Regina L. Excell	South Waverly Borough
-	2022-035	Marcus E. Jones	Ridgebury Township
-	2022-036	Paul David Allen	Franklin Township*
-	2022-037	Robert Fulmer	Wysox Township
-	2022-038	Shaffer, Hugo, Gamble, Moodey & Matson	Wyalusing Township*
-	2022-039	Vickie, Kimberly & Vincent Teribery	South Creek Township
-	2022-040	David C. & Tanya R. Decker	Wells Township
-	2022-041	Robert & Brenda Wandell	Athens Borough
-	2022-042	Michael R. & Debra A. Krause	Albany Township*
-	2022-043	James Earl Folkers & Nicholas Lee Folkers	Ridgebury Township
-	2022-044	Robert E. Bardo	Alba Borough*
-	2022-045	Michelle L. Jennings	LeRoy Township
-	2022-046	Susan R. Olbrys	Ulster Township
-	2022-047	Thomas James & Marjorie E. Fritsch	Columbia Township
-	2022-048	Rodney T. Newton	Terry Township
-	2022-049	Nancy & Matt Curry	North Towanda Township*
-	2022-050	Rodney & Terry Hall	Sayre Borough
-	2022-051	Benjamin B. & Cheryl A. Chamberlin	Terry Township
-	2022-052	Paul R. & Sue A. Sites	Monroe Township
-	2022-053	Martha M. & Joshua J. Watkins	Springfield Township
-	2022-054	Parker D. & Robin R. Mathers	Sheshequin Township
-	2022-055	Stephen & Lucinda Watkins	Ulster Township
-	2022-056	David W. & Barbara Gottshall	Smithfield Township
-	2022-057	John J. Lavin, Jr.	Warren Township

-	2022-058	Guthrie Federal Credit Union	Sayre Borough
-	2022-059	Clint Sherman	Columbia Township
-	2022-060	Ray Byers	Sheshequin Township*
-	2022-061	Martin & Anna Chovanes	Armenia Township
-	2022-062	Ronald & Karen Burlingame	Smithfield Township
-	2022-063	Lorraine & Alan Larrabee & Florence Hoover	Terry Township
-	2022-064	Steven Bell	Orwell Township*
-	2022-065	Chaapel Irrevocable Trust	LeRoy Township
-	2022-066	Joseph & Joanna Polzella	Athens Borough
-	2022-067	Joseph & Joanna Polzella	Athens Borough
-	2022-068	Gerald & Josephine Brann	Canton Borough
-	2022-069	George & Mary Ann Wilcox	Smithfield & Ridgebury Twp.
-	2022-070	Brett Kolesar	Orwell Township*
-	2022-071	Llyod & Mary Lou Decker	Albany Township
-	2022-072	Michael & Erin Earle	Terry Township
-	2022-073	Estate of Harry & Helen Horton	Rome Township*
-	2022-074	Michael Dudek	Springfield Township*
-	2022-075	Bennett Young	Smithfield Township
-	2022-076	Edward Kulick	Wysox Township
-	2022-077	Jan & Joy Nichols	Smithfield Township
-	2022-078	Lori Fisk	Smithfield Township
-	2022-079	Ulilla Costello & Edward Kulick	Wysox Township
-	2022-080	Matthew Curry	N. Towanda Township*
-	2022-081	Paula & Frank Heath	Sheshequin Township*
-	2022-082	Eric Levengood	Canton Township
-	2022-083	Towanda Township (Fox Chase Drive)	Towanda Township
-	2022-084	Thomanason Family Trust	Towanda Township
-	2022-085	Curtis & Nancy Brown	Orwell Township*
-	2022-086	Donald & Margaret Ross	Ulster Township
-	2022-087	Spring Creek Tree Farms, LLC	Sylvania Borough
-	2022-088	Bradford Land Conservation	Monroe Township
-	2022-089	David H. Seidler & Marvin Wayne Van Doren	Wilmot Township
-	2022-090	Gloria Berger	Sheshequin Township*
-	2022-091	Todd Kilmer	Asylum Township*
-	2022-092	Joseph & Harriet Benjamin	N. Towanda Township
-	2022-093	Mary Merschbach Estate	Monroe Township*
-	2022-094	Jay & Barbara Chadwick	Wyalusing Township
-	2022-095	Kimberly Smith	Ridgebury Township*
-	2022-096	Ellery Bourne	W. Burlington Township
-	2022-097	George Harlambous	Columbia Township
-	2022-098	Mark & Rebecca Borek	Columbia Township*
-	2022-099	Lindsey Bennett	Towanda Township
-	2022-100	Bell Atlantic Mobile	Columbia Township
-	2022-101	Richard & Frances Eberlin	Wilmot Township*
-	2022-102	Ann Borden	Granville Township*
-	2022-103	Lisa Butler	Granville Township
-	2022-104	Sharon Dunscombe	Pike Township
-	2022-105	Joanne Brock	Armenia Township
-	2022-106	Richard E. Daum, Jr.	Orwell Township*

-	2022-107	Mark Moody	Wilmot Township
-	2022-108	Wade & Dorthie Graham	Canton Township
-	2022-109	Emiljard Ismajlukaj	Wells Township
-	2022-110	Estate of Harry & Helen Horton	Rome Township
-	2022-111	Dirk Vanselous	South Creek Township
-	2022-112	John Richards	Canton Township*
-	2022-113	Martin O. Connie M. West	Granville Township*
-	2022-114	Commissioners of Bradford County	W. Burlington Township*