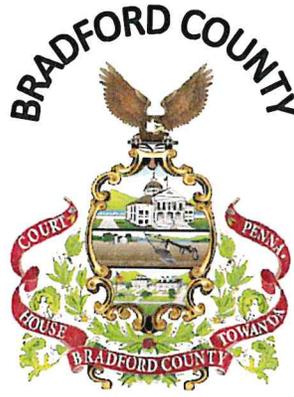


Matthew Williams, County Planning Director  
Megan Wanck, County Planner  
Rich Lasko, GIS Coordinator  
Dakoatah Manning, GIS Planning Analyst  
Megan Johnson, Planning & Grants Administrator  
Patricia Tuttle, Planning Administrative Assistant  
John E. Thompson, Esq., Solicitor



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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.

July 20, 2021  
6:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/81381833167>

Meeting ID: 813 8183 3167

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 813 8183 3167

- 1) **Roll Call:** Board members present were: Don Murray, Scott Williams, Mary Neiley, Robert Storch and Glenn Aikens (via zoom). Staff Members present were: Megan Wanck, Patricia Tuttle, John Thompson (solicitor) and Matthew Williams (via zoom).
- 2) **Minutes:** Robert Storch made the motion to accept the **June 15, 2021 Minutes.** Seconded by Don Murray. The motion carried unanimously.
- 3) **Subdivision/Land Development Administration**
  - A.) **Monthly Report:** Don Murray made the motion to accept the Monthly Report. Seconded by Scott Williams. 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

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

|           |                               |                      |
|-----------|-------------------------------|----------------------|
| -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  |
| -2021-070 | Sue Wheeler                   | Wysox Township*      |
| -2021-071 | Pennsylvania Electric Company | Sayre Borough        |
| -2021-072 | Shawn A. Harkness             | Smithfield Township  |

**C.) Visitors to be Heard:** Mike Niemiec, Mike Wilson and Renee Wilson attended for the Shores Sisters Zoning. James Lowenstein from the Rocket Courier and Matt Hicks from the Daily Review.

**D.) Subdivision Plan Reviews:**

**-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:** Robert Storch made the motion to table until the August 17, 2021 BCPC meeting. Seconded by Don Murray. Scott Williams abstained. The applicant was seeking conditional approval contingent upon a Zoning Variance Approval for minimum lot size compliance based on the Sayre Borough Zoning Ordinance Section 173-52 A.1.

**2021-070 Sue Wheeler / Wysox Township-** The subdivision of lands of Sue Wheeler is a two-lot subdivision of a 5.5 acre parcel. Proposed Lot #1 (1.183 acres) is occupied by an existing house and two motel buildings and is serviced by municipal sewage and water supplies. Proposed Lot #2 (4.162 acres) is occupied by an existing trailer park, each trailer is serviced by municipal sewage and water supplies.

**Action Taken:** Scott Williams made the motion to table until August 17, 2021 BCPC meeting until the new plans are submitted. Seconded by Robert Storch. The motion carried unanimously. The applicant was seeking conditional approval contingent upon a Zoning Variance Approval for the side setback. Edwin Lane services the Trailer Park (Lot #2), in order for the new dividing line to run along the southerly edge of Edwin Lane (L4/L5 on the Plan), the motel building will be within the 8' building setback, based on the Wysox Zoning Ordinance Section 404 Commercial General District.

**E.) Land Development Reviews**

**2021-064 Arthur & Cheryl Beers / Monroe Township-** The minor land development of lands of Beers is a Two Homes on One Lot residential development of a 42.8-acre parcel described in Bradford County Inst. 201309016. Percolation testing has been conducted as shown for a second residential system of one EDU (400 g/day). 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:** Robert Storch made the motion to grant preliminary / final approval contingent upon DEP approval. Seconded by Don Murray. Scott Williams abstained.

**2021-063 Bradford County Fireman's Association / North Towanda Township-** The Major Land Development project proposing the construction of a new 25,000 SF concrete pad with a Lone Star Tactical Training structure to provide a space for local volunteer firefighters to train and hold demonstrations. Site improvements to be completed as part of the project will include: 2 gravel access drives, concrete pad, stormwater management, fencing, landscaping and other associated improvements. The project will consist of approximately 2.80 acres of earth disturbance with an overall net increase in impervious surface area of 0.95 acres. 41, 200 SF of impervious surface is proposed on an existing 4,000 SF. No occupied buildings are being constructed during this project and any vehicles that are brought onto the newly constructed concrete pad will be used for training purposes. The site will utilize two proposed driveway accesses coming off the existing south Parking area that is accessed by the privately owned Career Center Road.

**Action Taken:** Scott Williams made the motion to grant **Conditional / Preliminary Approval** contingent upon: Municipal Comment and Zoning Compliance, NPDES Approval from Bradford County Conservation District, Satisfaction of Engineer Comment Review and Fees. Seconded by Robert Storch. The motion carried unanimously.

**F.) Municipal Planning Commission Review:** There were no adverse comments about the following Municipal Planning Commission Reviews.

|           |                             |                 |
|-----------|-----------------------------|-----------------|
| -2021-015 | J. Wesley & Janet E. Kocsis | Athens Township |
| -2021-016 | Barefoot Pellet             | Troy Township   |
| -2021-017 | Dollar General              | Athens Township |

**G.) Possible Violations**

**H.) Violations**

**DC Rauscher** – Ulster Township – DC Rauscher has requested more time for submission of plans. New court hearing is set for October 18, 2021.

**Four Friends (Fulmer)** – Wysox Township – Four Friends, LLC had requested and received a continuance until September 8<sup>th</sup> with DJ Wheaton’s Office. We are hopeful we can reach a resolution prior to that date and have been in contact with the Council for Four Friends.

**Ark of the Covenant Church** – Monroe Township – A site visit was done on June 30, 2021 with John Thompson (solicitor), Matthew Williams, Megan Wanck and the Monroe Township. Ark of Covenant has made some small steps to come into compliance but there is still a lot of violations and deficiencies on the property; such as multiple residences on one lot and safety concerns. They have been made aware of what needs done to come into compliance per the planning department.

**I.) Sketch Plan Review:**

- Kevin L. & Rebecca L. Brown / Windham Township – Scott Williams made the motion to grant waiver from Section 504.2 “On-Lot Septic” for the following Ag Lot Review. Seconded by Glenn Aikens. Motion carried unanimously.
- Bradley & Beatrice L. Sink / Rome Township – Robert Storch made the motion to grant waiver from Section 504.2 “On-Lot Septic” for the following Ag Lot Review. Seconded by Scott Williams. Motion carried unanimously.
- Whipple G. Roberts / Franklin Township – Scott Williams made the motion to grant waiver from Section 504.2 “On-Lot Septic” for the following Ag Lot Review. Seconded by Don Murray. Motion carried unanimously.

**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*)

- **Shores Sisters** -Proposed zoning amendment change for Wysox Township, No adverse questions or comments. Scott Williams made the motion for Matthew Williams to submit comment letter to Township.

Seconded by Robert Storch. Motion carried unanimously.

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.:** This Structure is currently included on the adopted 2017-2020 Northern Tier RPO – TIP. It is slated to be replaced in 2020. This is a historic Structure which may cause some delays in the replacement process. Preliminary Engineering has completed the in-depth inspection of the structure and is now in a holding pattern waiting for approval to move forward as this bridge is attached to the Historic Metal Truss Bridge Management Plan. FHWA has reviewed the draft needs assessment and agrees the current structure does not currently meet the public need in the area. A re-scoping field view of the project is being held on November 18, 2019 to reclassify the project from rehabilitation to a replacement.

**Bradford County Historic Metal Truss Bridge Management Plan:** The County is currently undertaking the a Historic Metal Truss Bridge Management Plan being funded through the Federal Highway Administration (FHWA) as part of a Letter of Agreement with the PennDOT, PHMC-SHPO and FHWA to establish a project need and method of progression to clear the remaining County Owned Truss Bridges as required by the National Historic Preservation Act. This study will begin the clearance process for the remaining 6 historically eligible bridges owned by the County and includes Bridges: #6 (Burlington Township), #8 (West Burlington Township), #13 (Franklin Township), #27 (South Creek Township), #38 (Wells Township) and #41 (Wyalusing Township). The end result of this plan will be an in-depth needs assessment and long range management plan to address the issues associated with these structures. Public Outreach meetings have been held on the following Dates:

Bridge #38 – Wells Twp. – 9/3/2018

Bridge #27 – South Creek Twp – 9/5/2018

Bridge #13 – Franklin Twp – 9/10/2018

Bridge #41 – Wyalusing Twp – 10/2/2018

Bridge #7 – West Burlington Twp – 10/8/2018

Bridge #6 – Burlington Township – Public meeting was waived, Public Meeting held to Bridge Bundle was sufficient.

Plans have been approved by SHPO, PHMC and Consulting Parties. Management and Funding Plan will be developed in cooperation with PennDOT District 3-0.

## New Business Summary

**County Parks Master Plan and County Parks Advisory Committee:**

May 6<sup>th</sup> 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 27<sup>th</sup>, 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 |

