

MEMBERS:
Brett Taylor, Chairman
Jason Bogle, Vice-Chairman
Chase Kelch, Secretary
Larry Allison, Jr.
Brett Bowes
Howard Fry, III
Beth Miller
Joe Reighard
Denise Reis



Shannon L. Rossman, AICP, Executive Director
McCormick Law Firm,
J. Michael Wiley, Solicitor
Voice: (570) 320-2130
Fax: (570) 320-2135
Location:
Executive Plaza - 330 Pine Street
Williamsport Pennsylvania 17701
Mailing Address:
48 West Third Street
Williamsport Pennsylvania 17701

LYCOMING COUNTY PLANNING COMMISSION MEETING
Third Street Plaza
August 17, 2023

MEMBERS PRESENT: Brett Taylor, Jason Bogle, Chase Kelch, Larry Allison, Denise Reis, Beth Miller, Brett Bowes

MEMBERS ABSENT: Howard Fry III, Joe Reighard

MEMBERS PRESENT VIA CONFERENCE CALL/ZOOM: *None*

OTHERS PRESENT VIA CONFERENCE CALL/ZOOM: *None*

OTHERS PRESENT: J. Michael Wiley; Shannon Rossman, PCD; John Lavelle, PCD; Mark Haas, PCD; Chris Hodges, PCD; Sherrie Hook, PCD; Dan Vassallo, Vassallo Engineering; Pat Crossley, Williamsport Sun-Gazette

I. CALL TO ORDER

Brett Taylor called the meeting to order at 6:01pm.

II. MINUTES OF REGULAR MEETING

Brett Taylor asked for the motion to accept the July 20, 2023 meeting minutes. Brett Bowes motion to approve, Beth Miller second the motion to approve. Motion carried.

III. PUBLIC COMMENT ON AGENDA ITEMS ONLY – *None*

IV. OLD & FUTURE BUSINESS – *None*

V. SUBDIVISION & LAND DEVELOPMENT PLANS

A. Minor Plans Report – *no questions*

Brett Taylor asked for a motion to ratify. Jason Bogle made motion to approve. Brett Bowes second motion to approve. Motion carried.

B. Ashkar Elementary LD Approval – Chris Hodges presented the approval of the Ashkar Elementary School Land Development with conditions. The following items have been revised on the land

development plan dated 8/8/2023. The 52,946 SF building addition will be reduced to 40,396 SF and no longer include a gymnasium. The 4,000 SF hard play area is being changed to a soft play area and will increase to 4,500 SF. The 15,130 SF soft play will decrease to 9,600 SF. The 10,205 SF hard play area will increase to 11,840 SF. Revisions also include relocation of utility lines, the stormwater management system, and erosion and sediment control. Code Inspections, Inc has not issued a zoning permit for the building addition. Revisions were made to the stormwater management plan on 8/8/23. Slope has been incorporated into the storm sewer design. The Lycoming Conservation District issued a NPDES permit on 4/19/23. The revisions made to the E&S control plan dated 8/8/23 will not change the validity of the NPDES permit issued on 4/19/23. An updated NPDES permit is not required. Vassallo Engineering and Century Engineering are addressing concerns from Wolf Township.

CONDITIONS:

1. Upon Staff's and LCPC Consulting Engineer concurrence of a Cost Estimate to complete the required Land Development improvements, an Improvement Guarantee Agreement with Financial Guarantee must be established within 60 days of final land development approval. Extension of the 60 days is at Staff's discretion (to be provided prior to signing and recording of the final land development plan).
2. LCPC staff must be contacted for final land development and stormwater management inspection. As-built drawings must be submitted by a qualified professional for all improvements including stormwater facilities prior to occupancy and the release of financial security.
3. Provide revisions to the plan as required by the Subdivision & Land Development Administrator, the LCPC consulting engineer, and the County Conservation District. This will include a statement on the plan that the Lycoming County Planning Commission has relinquished subdivision review authority to Wolf Township for the proposed lot-consolidation.
4. Provide an approved zoning permit from Code Inspections, Inc. prior to signing and recording the final land development plan.
5. Provide a copy of the NPDES permit prior to signing and recording the final land development plan. (A NPDES permit was issued by the Lycoming County Conservation District on 4/19/23)
6. After the Planning Commission approval, the approved land development plan and the signed approval letter, must be recorded within 90 days of the date when all conditions are met. Applicant has six months from the conditioned approval date to satisfy all conditions. Extension of the six months is at Staff's discretion.
7. A Deed is required to be recorded for the lot consolidation that was recorded on 3/17/23, Deed 9303-2573, MB65-220.

STAFF RECOMMENDATION: Grant approval with conditions to the Land Development Plan for land owned by East Lycoming School District, located in Hughesville Borough and Wolf Township. The plans dated 8/8/23 were prepared by Vassallo Engineering & Surveying.

DISCUSSION: Brett Taylor questioned if the slope would change the water direction. Dan Vassallo stated the Century Engineering is requesting the slope of the stormwater. Basins were for a storage system not a conveyance system. Nothing in the Ordinance stating there is a minimum slope, but .1% slope has been added.

Brett Taylor asked for motion to approve with Chris Hodge's conditions. Jason Bogle made motion to approve. Chase Kelch made second motion. Motion carried.

VI. ACTION ITEMS – None

VII. COMMITTEE REPORTS/DISCUSSION

A. Development Committee – Zoning Update

Mark Haas stated the Development Committee and our consultant working on the zoning update addressed items on the discussion guide (setbacks, landscaping, short-term rentals). Mark is getting ready to schedule the public meeting kick-off and getting surveys out to the partnership municipalities. Later a survey will be sent to the general public. The survey will also be on the Planning Department Facebook page, on NorthCentralPA.com, and in the Williamsport Sun-Gazette. Brett Taylor requested the survey be provided to the Lycoming County Planning Commission.

VIII. MONTHLY REPORTING – Brett Taylor questioned that there have only been seven ZHB cases this year and that the case number is down. Shannon stated some had even been withdrawn.

- A. PCD Staff Meeting Reports
- B. Land Use Staff Meeting Reports
- C. UPI Reports
- D. Major Plan Report
- E. Incomplete Submission Update
- F. ZHB Case Log

IX. DISCUSSION ITEMS – None

X. PUBLIC COMMENTS – None

XI. ADJOURNMENT

Brett Taylor asked for a motion to adjourn, Brett Bowes first to motion, Larry Allison second to motion to adjourn, Motion carried.
Meeting adjourned at 6:55 pm.

Respectfully submitted,

Shannon L. Rossman, Director

Chase Kelch, Secretary

DATE: _____

DATE: _____