

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



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**LYCOMING COUNTY PLANNING COMMISSION MEETING  
Third Street Plaza  
July 20, 2023**

**MEMBERS PRESENT:** Brett Taylor, Jason Bogle, Chase Kelch, Larry Allison, Denise Reis

**MEMBERS ABSENT:** Howard Fry III, Joe Reighard

**MEMBERS PRESENT VIA CONFERENCE CALL/ZOOM:** Beth Miller, Brett Bowes

**OTHERS PRESENT VIA CONFERENCE CALL/ZOOM:** Mike Reuter, Williamsport Sun-Gazette

**OTHERS PRESENT:** J. Michael Wiley; Shannon Rossman, PCD; John Lavelle, PCD; Mark Haas, PCD; Chris Hodges, PCD; Sherrie Hook, PCD; Roger Jarrett, applicant

**I. CALL TO ORDER**

Brett Taylor called the meeting to order at 6:00pm.

**II. MINUTES OF REGULAR MEETING**

Brett Taylor asked for the motion to accept the April 20, 2023 meeting. Larry Allison motion to approve, Denise Reis 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. Chase Kelch made motion to approve. Jason Bogle second motion to approve. Motion carried.

## B. Roger Jarrett Multi-lot Subdivision

Chris Hodges presented the multi-lot subdivision consisting of three lots for residential use. A lot-addition for residential and agricultural use. The parcel #47-145-184 is in Agricultural (AG) Zoning District – 1 acre minimum lot size. The parent tract has five dwelling units. The property is located off Big Run Road (T-764) in Pine Township. The plan proposes the subdivision of Tract #1 containing 39.04 acres into three single lots (Lots# 1 -3) and Lot #4 that will be a lot-addition to Tract #2. Tract #2 will contain 52 acres once combined. Lot #1, #2 and #3 are vacant. Tract #2 after the lot-addition (Lot #4) will contain an existing house, 2 barns, agricultural buildings, driveway, well and septic system. There is no residual. The SEO has performed soils testing for primary and secondary septic areas for Lot#1, #2 and #3. DEP has approved the sewage planning for Lot #1, #2, #3 and 4. A well will need to be installed to access water for Lot #1, #2 and #3. An erosion and sediment control plan is not required. All parcels will be accessed via Big Run Road. Driveway permits were issued from Pine Township for Lot #1, #2 and #3. The Pine Township Supervisors had concerns with the lot sewage disposal being close to a Class A trout stream. Carol Loveland (DEP) has addressed the Supervisors concerns on June 21, 2023.

### Approval Conditions:

1. Roger Jarrett needs to identify the number of dwelling unit(s) attached to each lot.
2. After the Planning Commission approval, the approved subdivision plan and the applicant 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 the Staff's discretion.
3. As a condition of subdivision approval, Roger Jarrett is required to combine Lot#4 with Tax Parcel #47-145-184/Tract#2/Deed 9268-3463, into one deed of record for a total acreage of 52 acres as shown on the approved subdivision plan. Should the parcels be described separately in the same deed, we require a note be placed in the deed that the parcels are to be considered as one for subdivision, land development, and zoning purposes to prevent future conveyance of the property without prior subdivision approval.

Staff Recommendation – Grant final approval with conditions to the multi-lot subdivision / lot-addition for land owned by Roger Jarrett.

### DISCUSSION:

Chase Kelch asked for clarification of dwelling units. Chris Hodges explained that Roger Jarrett had verbally stated that the five dwelling units would be

distributed as follows: Lots #1, #2 & #3 would each get a dwelling unit and the other two dwelling units to Tract #2. Roger Jarrett questioned if someone buys Lot#1 and #2 to build one dwelling unit, could the other dwelling unit be sold to Tract #2? Shannon stated that we have allowed it in the past, but it has to be in writing and recorded.

Brett Taylor asked for motion to approve with Chris Hodge's conditions. Larry Allison 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 gave an update on the new Zoning Ordinance and areas that could use modifications to existing districts, it is estimated that 3% of Zoning Districts could be changed. Charlie from Urban Research Development Corporation (URDC) will make recommendations and has provided a discussion guide for review. Going forward there will be scheduled meetings every two weeks to keep progression moving forward. There will be public outreach, surveys and getting the municipalities involved.

**VIII. MONTHLY REPORTING - no questions**

- 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**

**A. Lawshee Run Culvert Project**

John Lavelle provided the Commission the Lawshee Run Funding Strategy. The project is to replace a 1,317 linear-foot culvert (enclosed stream) running under Allegheny Street (SR 3028), a major route carrying over 7,600 vehicles per day. A majority of this system is either undersized or severely deteriorated and comprised of five distinct structure types. The culvert is failing, except for a piece under Allegheny Street. Areas of the sidewalks are sinking; Jersey Shore just did parking lot work at the gas station and found areas that are not structurally supported. This project has been going on since 2019 and we are looking

at ways to fund replacement. The requested \$9M 2020 BUILD grant was unsuccessful and grant priorities at DOT changed for the 2021 RAISE grant request. In order to have a more competitive project, we need to do full engineering/design and environmental clearances before we can expect to get grant funding for construction. It will cost at least \$7M to complete the culvert replacement project, we are requesting a BRIC grant from FEMA that will pay for the preliminary engineering, money has been set aside from the County Commissioners and an LSA grant from Jersey Shore that they acquired. We have an MOU with the Borough to define each party's responsibilities. Next, a subrecipient agreement will be completed to pass BRIC funding to the Borough so that they can directly manage this project. This step is intended to streamline communication and project management responsibilities. Later in 2023 the engineering and design project will be bid out through PennDOT's ECMS platform. PCD will be an active participant in both the review of the RFQ's and project management going forward. Board discussion included erosion and concerns if the culvert fails. It has overflowed at Culvert Street, floods the basement at the YMCA, its shuts down Allegheny Street. A new culvert would be next to the existing culvert and backfill the existing culvert.

**X. PUBLIC COMMENTS – None**

**XI. ADJOURNMENT**

Brett Taylor asked for a motion to adjourn, Jason Bogle first to motion, Denise Reis second to motion to adjourn, Motion carried.  
Meeting adjourned at 6:33pm.

Respectfully submitted,

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Shannon L. Rossman, Director

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Chase Kelch, Secretary

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_