**LYCOMING COUNTY PLANNING COMMISSION MEETING**

**Executive Plaza Building**

**August 19, 2021**

**6:00pm**

**MEMBERS PRESENT:** Joe Reighard, Jason Bogle, Brett Taylor, Linda Sosniak, Chase

 Kelch, Howard Fry III, Carl Nolan

**MEMBERS ABSENT:**  Jim Crawford

**MEMBERS PRESENT VIA CONFERENCE CALL:** Larry Allison Jr.

OTHERS PRESENT VIA CONFERENCE CALL:

**OTHERS PRESENT:** Shannon Rossman, PCD, John Lavelle, PCD, Mark Haas, PCD,

 Heather George, PCD, J. Michael Wiley, Solicitor, Chris Hodges, PCD

1. **CALL TO ORDER**

Joe Reighard, Chairman, called the meeting to order at 6:00pm.

1. **MINUTES OF REGULAR MEETING**

Joe Reighard asked for motion to accept the June 17, 2021 meeting minutes.

Linda Sosniak motion to approve, Brett Taylor, second the motion to approve. Motion carried.

1. **PUBLIC COMMENT ON AGENDA ITEMS ONLY –** *None*
2. **OLD & FUTURE BUSINESS**

Shannon updated members to the staff changes. Chris Hodges has been promoted to the Subdivision Land Development Administrator. We are currently advertising for Chris’s pervious position as Zoning Officer. In addition, Mark Haas has been promoted to the Development Services Supervisor due to Tiffany leaving to work for the City of Pittsburgh. There was an offer made to an individual for the position of Community & Economic Planner, they are hoping to hear if this person has accepted or not. PCD also posted a position for a part-time Clerk III working for Transportation.

Joe requested that an updated staff list be available for members once all positions have been filled.

Shannon informed members that Piatt Township is in the process of creating their own Zoning Ordinance, they will be leaving the Lycoming County Municipal Zoning Partnership

1. **SUBDIVISION & LAND DEVELOPMENT PLANS**
2. Multi-Lot Presentations - *None*

1. Land Development

Hesker Hill Communications Tower

Mark Haas updated members on the new plans received for this project. Due to the changes, the proposed project needs to go thru the approval process again. Mr. Edwards agreed to the plans and he will be signing off on them

1. Minor Plans Report

 Carl Nolan made motion to approve. Howard Fry, III second the motion to approve.

 Motion carried.

1. **ACTION ITEMS**

Mark Haas presented a proposed Map Amendment for Limestone Township. There will be more land in the AG District by converting from Country Side to Agricultural and also increased the area in Rural Center, these changes will allow for additional options for landowners. PCD staff worked in conjunction with Limestone Township Supervisors to make these requested changes. On July 27, Mark Haas, David Hubbard and Tiffany Krajewski met with Limestone Township Supervisor’s to review the map, the Supervisors were in full agreement. The proposed changes were reviewed at the last Limestone Township Supervisors’ meeting where they approved the changes. Mark is seeking the approval of the Planning Commission to proceed with the changes on this map amendment.

Question asked about how this change came about and when:

Shannon stated this came from the township supervisors when PCD staff met with them in late 2019. The supervisors were not sure of the uses that were allowed in Limestone Township and why some uses were changes for certain areas, the township then threatened to leave the partnership. PCD staff worked with them to review the township concerns to create the updated map.

Question was asked how the zoning districts are established:

John Lavell responded to the question. In his experience it goes back to the description of the zoning districts themselves. The areas that are in designated growth areas, have utilities available and existing conditions of the property. An example is, soils are important when trying to figure where AG districts should go and where Resource Protection begins. Some districts are more established than others and many reflect the current uses.

Shannon noted they try not to split parcels between two zoning districts. For the most part, it is the infrastructure, current environmental aspects, current use, what the township is interested in along with the compatibility of the comprehensive plan.

Brett Taylor made motion to approve. Jason Bogle second the motion to approve. Motion

carried.

1. **COMMITTEE REPORTS/DISCUSSION**
2. **MONTHLY REPORTING**

Shannon expressed to members that these are standard monthly reports if they have any questions to contact the individual staff.

Shannon mentioned the Whitetail Contact Station is still under conditional approval, they are waiting to see about the Probable Cause and Improvement Guarantee Agreement.

Mark conveyed to members that DCNR does not do Improvement Guarantees; Mike Wiley sent them an Improvement Guarantee letter with the same content as the Improvement Guarantee Agreement. The issue was with Scientel is that they had difficulty completing their requirements. This is 96 % complete and will be coming up for approval.

Mark briefed members on the JC Penny plans that will be on the agenda next month.

1. **DISCUSSION ITEMS**

Shannon brought to members that John Lavelle attended a couple meetings in Pine Creek Area. Pine Creek Area municipalities have received a couple complaints about Air BNB issues in the villages. People bring campers into the villages with plans to have large parties. These parties take place in small rental places, outside of the village area it seems to be ok.

PCD is proposing to send a questionnaire to the individual municipalities in the partnership to ask for their input.

John briefed members noting PCD wanted to hang back to see how Air BNB develops due to similar uses in the way our cabins get rented out in Lycoming County. Pine Creek Cog invited PCD staff to one of their meetings to make them aware of problems they encounter. The concerns are with properties that have numerous parties, septic systems not being able to keep up with the demand on those properties.

John stated the thought was to see where other municipalities stand as far as do they think it is a zoning regulation or do they think it’s a municipal ordinance.

Shannon noted the idea is to not have this go thru the Zoning Hearing Board but to help municipalities put together a checklist with regard to building occupancy and sewage enforcement. From the county level this will be hard to handle and will create a lot of work but on an individual municipality level this will be easier to handle because they know exactly where people live, who’s renting and who is not renting.

Mike Wiley stated this could be done based on a rental inspection model, have the permitting requirement but also have inspections. This model would allow meeting the permitting requirements, while making sure everything that is represented in the permit is correct.

Shannon stated Mark, Chris and herself will be looking to apply to the state for a grant to do a major overhaul of the zoning ordinance and any updates needed to the Subdivision/Land Development ordinance.

Mark informed members on the minor update report where they have included all the recent changes to the amendments.

Joe has had some people reach out to him concerning the website for Community Development. Joe suggested that members go to the website and use it as though you are an owner, looking to build a garage. Next month they will discuss the exercise, with hopes on how to make things easier for the public to apply and more user friendly.

Shannon let the Commission know that a new zoning management program, GovPilot is in the process of being installed and there would be a presentation at the September meeting of the new software.

Shannon updated members on the CAP Plan, it is going very well PCD will have a presentation for the September meeting.

1. **PUBLIC COMMENTS** - *None*
2. **ADJOURNMENT**

Joe Reighard asked for a motion to adjourn, Brett Taylor, motion to adjourn, Chase Kelch second motion. Motion carried.

Meeting adjourned at 7:10 pm.

Respectfully submitted,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Shannon L. Rossman, Director Carl Nolan, Secretary

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