

**LYCOMING COUNTY PLANNING COMMISSION MEETING**

**Executive Plaza Building**

**January 21, 2021**

**6:00pm**

**MEMBERS PRESENT:** Joe Reighard, Jason Bogle

**MEMBERS PRESENT VIA CONFERENCE CALL:**  Linda Sosniak, Carl Nolan, Brett Taylor,

 Jim Crawford, Larry Allison, Jr.,

 Howard Fry, III

**MEMBERS ABSENT:**

OTHERS PRESENT VIA CONFERENCE CALL:

**OTHERS PRESENT:** Shannon Rossman, PCD, John Lavelle, PCD, Tiffany Krajewski, PCD, Joshua

 Billings, PCD, Heather George, PCD, J. Michael Wiley, Solicitor,

 Mike Ruther, Sun-Gazette

1. **CALL TO ORDER**

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

1. **MINUTES OF REGULAR MEETING**

Joe Reighard made motion to accept the January 21, Linda Sosniak motion to approve, Jim Crawford. Motion carried.

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

Joe Reighard announced the following:

1. **Executive Session held 1/11/21**
2. **By Laws**

Carl Nolan informed the board, in the back of By Laws the last article is an amendment page, if any board member has an issue with the By Laws it can be held for discussion. Mike Wiley stated the amendments would come through the staff, the By Law reads it is a 2/3 vote to change By Laws, 2/3 of the whole commission that would be 6 out of 9. Also the amendment would have to be read the meeting before the meeting to vote, therefore it would take 2 months.

Carl Nolan asked the committee to review the Code of conduct and LCPC membership attendance policy that was handed out.

1. **Michael Sherman Resignation**

Carl Nolan stated there is a vacancy on the board due to Michael Sherman’s letter of resignation. Carl Nolan submitted the name of Herman Logue for the board vacancy, mentioning he has previously served on the board.

Shannon noted we can reach out to Herman Logue to fill out an application, the commissioners would have to make the appointment.

Brett Taylor suggested a search committee be formed for vacancies on the board, the committee can review the applications before making recommendations to the commissioners.

Larry Allison, Jr stated he would like to amend the By Laws, adding a search committee for any vacancies on the board, making it consistent year after year. He also would like to the committee to review the applications that the Commissioners receive.

Mike Wiley stated the Municipalities Planning Code and By Law reads, if there is a vacancy due to resignation it has to be filled as soon as possible. If a term has expired, the person is to sit in that seat until a new appointment is made to replace him or her. The Commissioners have to announce the vacancy at their public meeting.

Joe Reighard made motion to put together an Adhoc Committee to review any applications for vacancies.

The Adhoc Committee will be composed of three members from the board. The Chairman will choose members, they will review applications received for the vacancy.

Joe Reighard asked for second to Brett Taylor’s motion, Jason Bogle second. Motion carried.

Carl Nolan made motion to have By Laws amended to require new members to take the PMPEI classes within two-year period.

Joe Reighard asked for a vote to approve, Linda Sosniak, Larry Allison Jr., Howard Fry III, Carl Nolan, Jason Bogle all voted to approve.

Brett Taylor and Jim Crawford opposed to Carl’s motion.

Brett Taylor made motion to oppose due to needing further discussion on rules and regulations.

Joe Reighard asked to see if the amendment to the By Laws for classes can be added to the complete review of the By Laws.

Mike Wiley stated because a motion was made with a second, action was taken, if the motioner and the seconder agrees, it can be considered as part of the overall Adhoc Committee. A vote and motion would supersede the prior.

Both motioner Carl Nolan and seconder Jason Bogle agreed. Motion Carried.

The committee asked for previous version of the By Laws, Shannon stated we will search and provide those to the committee.

1. **Personnel update**

Shannon updated the committee to staff changes. Alyssa Henry, who held the position of Hazard Reduction Planner, will be leaving for a position with Department of Environmental Protection. Alyssa’s last day will be January 29.

Joshua Billings reviewed with member’s the status report on developments that have taken place over the last year. This report tells the status of the development whether complete or needs follow-up, etc.

Joshua notified members that as of March 26 of this year he will be with the county 20 years. His plans are to retire from the county with his last day being April 2, 2021. He will be going into business for himself, to further assist Lycoming County residents in subdivision and permitting process.

Joe Reighard wanted prior officers to know the appreciation he has of their time to volunteer for their position, their extra efforts go a long way in making this commission to what it is.

1. **SUBDIVISION & LAND DEVELOPMENT PLANS**
2. **Multi-Lot Presentations**
3. Joseph Musto

Multi-Lot Subdivision

Gamble Township

Joshua presented to the board a proposed multi-lot subdivision of three lots in Gamble Township. The plan proposes the subdivision of a 175+/- acre parcel in to three single lots. The first lot will be 19.1180 acres for residential use with existing house, pool house, garage, well and septic system. The second lot consisting of 10.3983 acres and the third lot 10.2830 acres are both vacant. The residual will be 135.79 acres.

Lycoming County Zoning Ordinance District states 1-acre minimum lot size under Resource Protection District.

Joshua stated to members, Gamble Township Supervisors did not have comments or any issues.

Joe Reighard called for motion to approve, Larry Allison, Jr, motion to approve, Jason Bogle second motion. Motion carried.

1. **Land Development -** *None*

  **C. Single-Lot Ratifications**

There were no questions from members on the five single-lot ratifications.

 Joe Reighard called for motion to approve, Howard Fry, III, motion to approve, Jason Bogle

 second motion. Motion carried.

1. **ACTION ITEMS**

**A.** LBMP Memorandum of Understanding

 Shannon spoke to members regarding Mr. Miele who came into the office in

 November. He spoke to the staff regarding possibility of pouring his footers for his addition

 to his building which used to be owned by Gander Mountain. He was approved previously

 to change the use from Commercial to Industrial. By changing the use he was no longer

 required to go by the commercial type parking standards, standards for industrial use are

 less. He had a meeting with the development division, where he determined he needed

 some additional square footage. He was looking to get the footers poured before the ground

 froze. Shannon stated the staff was not sure if there was a way to move forward with his

 request within the ordinance.

 Tiffany briefed members that Mr. Miele was looking to build the footers for an addition to his

 building within an existing parking without increasing the surface level of the parking area.

 This would not require zoning and land development approval. There was an agreement put

 together with the understanding that he wouldn’t be able to proceed with anything further

 until he got final land development approval and his zoning permits approved. An

 agreement was put together and sent to the members to see if this was something to move

 forward with. This was also sent to the township for their comments. Tiffany is looking to

 the Planning Commission to ratify by vote.

 Joshua billings verified the developer has submitted his land development plain. The plain

 was sent to Muncy Township and our engineer for review.

 Joe Reighard asked for motion to ratify, Brett Taylor motion to approve, Larry Allison, Jr

 second motion. Motion carried.

 **C**. Recommend Amendments for Commissioner Adoption

 Tiffany informed the board they are looking for a recommendations from the Planning

 Commission to go to the Commissioners. Tiffany gave an overview of the recommended

 updates to the Zoning Ordinance and Subdivision and Land Development Ordinance.

 Joe Reighard asked for motion, Howard Fry, III motion to approve, Linda Sosniak second.

 Motion carried.

1. **COMMITTEE REPORTS/DISCUSSION -** None
2. **DISCUSSION ITEMS**
3. **WIP – Chesapeake Bay**

Eve Adrian spoke to the committee notifying them of a grant they applied for last month in the amount of one-hundred thousand dollar thru DCED. Lycoming County is partnering with Norththumberland County to do a Watershed Implementation Plan and a Countywide Action Plan. An email from DCED confirmed we will receive a contract within the next month or two.

Shannon noted that the basis for the Watershed Implementation Plan is to show how we can clean up our streams which is a part of Chesapeake Bay program. The plan will show improvement of water quality while expanding on what is currently being done. This may lead to multiple projects over the course of the plan, allowing us to have projects that work in our area.

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

Joe Reighard asked for a motion to adjourn, Brett Taylor motion to approve, Howard Fry, III second motion. Motion carried.

Meeting adjourned at 7:53 pm.

Respectfully submitted,

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 Shannon L. Rossman, Director Carl Nolan, Secretary

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