

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



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**  
**November 17, 2022**

**MEMBERS PRESENT:** Joe Reighard, Brett Taylor, Jason Bogle, Chase Kelch, James Crawford, Denise Reis, Howard Fry III

**MEMBERS ABSENT:** Larry Allison

**MEMBERS PRESENT VIA CONFERENCE CALL:** None

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

**OTHERS PRESENT:** J. Michael Wiley; Mark Haas, PCD; Chris Hodges, PCD; Sherrie Hook, PCD; Shannon Rossman, PCD; Kelsey Green, PCD; Joshua Billings, J. Billings Development; Gary Jones, Spring Farm Trust owner; Joel Reiff, RK Webster.

**I. CALL TO ORDER**

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

**II. MINUTES OF REGULAR MEETING**

Joe Reighard asked for the motion to accept the September 15, 2022 meeting minutes. Jason Bogle motion to approve, Denise Reis second the motion to approve.

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

**IV. OLD & FUTURE BUSINESS - None**

**V. SUBDIVISION & LAND DEVELOPMENT PLANS**

**A. Minor Plans Report** – Chris Hodges provided an update on the Hoag subdivision that was approved on August 8<sup>th</sup> and ratified during the September 15<sup>th</sup> meeting. The 90-day period to record the subdivision has expired. The subdivision will need to be reapproved once the allocation of dwelling units has been resolved by the estate.

Joe Reighard asked for a motion to ratify. Brett Taylor made motion to approve. James Crawford second the motion to approve. Motion carried.

## **B. Spring Farm Trust Multi-Lot Subdivision and Land Development**

Chris Hodges discussed the Spring Farm Trust subdivision of two lots for residential use with residual. The property is in the Countryside (CS) Zoning District and is located off Route 220 Highway (SR-0220) in Muncy Township, Tax Parcel #41-353-103. The plan proposes the subdivision of a 54.183 acres parcel into two single lots (Lots #5-6) and residual. Lot #5 & #6 are vacant. The residual contains an existing driveway, sheds, two barns, two homes, a well that serves both homes, and two individual septic systems that serve each home. The residual also has soils tested reserve septic areas signed off by the township sewage enforcement officer. The SEO has performed soils testing for primary and secondary septic areas for Lot#5 and Lot #6. DEP has approved the sewage planning for Lot #5 and Lot #6. The proposed lots will need a well installed to access water. The LCPC consulting engineer, Century Engineering, has approved the stormwater management plan and opinion of probable cost. The Lycoming County Conservation District approved the erosion and sediment control plan and has issued an NPDES permit. Lot #5 and #6 will be accessed using existing 50FT private right-of-way & utility easement with a 16FT cartway via Route 220 Highway (SR-0220). An updated Highway Occupancy Permit has been issued by PennDOT. The residual is accessed using another existing 50FT private right-of-way & utility easement via Route 220 Highway (SR-0220).

Muncy Township Supervisors have no comments concerning the subdivision.

### **APPROVAL CONDITIONS:**

1. Provide revisions to the plan as required by the Subdivision & Land Development Administrator, the LCPC consulting engineer, and the County Conservation District.
2. Provide a 50FT private right-of-way, stormwater and utility easement use and maintenance agreement for Lot 5 & 6. To also provide restrictive covenants for review and approval to address the road maintenance issue. To have those restrictive covenants recorded and to have a revision of the plan to cross reference the restrictive covenants on the plan.
3. Upon Staff's and LCPC Consulting Engineer concurrence of a Cost Estimate to complete the required Land Development improvements, an Improvement Guarantee 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).

4. After the Planning Commission approval, the approved subdivision plan, signed and notarized 50FT private right-of-way, stormwater and utility easement use and maintenance agreement, restrictive covenants, and the applicant signed approval letter, must be recorded within 90 days of the date when all conditions are met. Applicant has 6 months from the conditioned approval date to satisfy all conditions. Extension of the 6 months is at Staff's discretion.

**STAFF RECOMMENDATION:**

Grant final approval with conditions to the multi-lot subdivision for land owned by Spring Farm Trust in Muncy Township.

**DISCUSSION**

Currently lots 3 & 4 will pay 40% each towards maintenance, lots 5 & 6 will pay 10% each because they have a shorter trip to the road. The cost is based proportionately, based on the distance of the property line to the road. At some point, lots 7 & 8 might be 20% each and reduce the price 3 & 4 would pay. It was questioned how it would be decided how and when the road is repaired. All future users have to be a part of a Homeowners Association. In decisions, the majority rules.

Joe Reighard asked for motion. Brett Taylor made motion to approve with conditions, including staff review and approval of condition #2, Chase Kelch second motion. Motion carried.

**VI. ACTION ITEMS - None**

**VII. COMMITTEE REPORTS/DISCUSSION**

- A.** Nominating Committee – We currently have one vacancy and will have two more January 1<sup>st</sup> when the terms run out for James Crawford and Howard Fry III. Joe Reighard stated that the nominating committee consists of himself, Brett Taylor, Larry Allison and Jason Bogle. Commissioners will be announcing at their meeting the Planning Commission vacancies. Additionally to reach out to Williamsport Chamber of Commerce, Leadership Lycoming, Lycoming County Supervisors Association and any Borough Associations. The nominating will be meeting to review one new applicant and two applicants from a year ago.

**VIII. MONTHLY REPORTING - No questions**

- A. PCD Staff Meeting Report – September and October
- B. Land Use Staff Meeting Report – September and October
- C. UPI Report – September and October
- D. Major Plan Report

E. Incomplete Submission Update

**IX. DISCUSSION ITEMS**

**A.** Short Term Rental Zoning Amendment Update – Mark Haas stated that we have been getting conflicting requests from townships and questioned if a township could do their own. After the December holidays the plan is to hold meetings with the townships to discuss short-term rentals and prep for the upcoming zoning ordinance update.

**B.** Hazard Mitigation Plan – Kelsey Green provided a presentation on the Hazard Mitigation Plan.

She presented an update on Hazard Mitigation Project status, updates on the Hazard Mitigation Plan (2021 & 2026), USACE Greater Muncy Area Study, Acquisition / Demolition projects, Utility Elevations, Lawshee Run, & Muncy Streambank Stabilization. Update included funding streams, community stakeholders, and future project plans.

**X. PUBLIC COMMENTS – None**

**ADJOURNMENT**

Joe Reighard asked for a motion to adjourn, Brett Taylor first to motion, James Crawford second to motion to adjourn, Motion carried.  
Meeting adjourned at 7:10.

Respectfully submitted,

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Shannon Rossman, Deputy Director

\_\_\_\_\_  
Jason Bogle, Secretary

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

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