

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
THURSDAY, JANUARY 27, 2011
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM A – 3:30 P.M.

ATTENDANCE

Members

Susan Heimbach
Dan Dunmire
John Pannizzo
Jim Spendiff
Kay Hamilton
Kent Spicher
Brent Miller
Neal Shawver

Other

Dave Harmon, Newton Hamilton Borough
Gary Orndorf, SUM Child Development
Jane Campbell, SUM Child Development
Rob, Postal, United Way/SEDA-COG HDC
Marie Mulvihill, United Way of Mifflin-Juniata
Jeff Vaughn, Regional Service Corporation
Barry Ritter, Mifflin Juniata Food Service Corp.
John L. Bender, UTCE for Juniata Terrace
Dennis Noble, Borough of Juniata Terrace
Donna Kinslow, Mifflin Juniata Dental Clinic
Cindy Mattern, Mifflin County Housing Authority
John Segursky, UNI-TEC for Newton Hamilton
Dain Davis, The EADS Group
Lucas Parkes, The EADS Group
Connor O'Brien, The Sentinel
Mark Sunderland, Mifflin County Commissioner
Otis Riden, Mifflin County Commissioner

Staff

Bill Gomes, Director
James Lettiere, CDBG Administrator
Doug Marks, Housing Rehab Specialist
Mark Colussy, Associate Planner
Jodie Barger, CDBG Secretary/Bookkeeper

Call to Order

Jim Spendiff called the meeting to order at 3:31 p.m.

Record of Public Attendance

Jim reminded everyone to sign the attendance sheet.

Community Development Block Grant FFY 2011 Public Hearing

Jim turned the meeting over to James Lettiere, Community Development Administrator, to conduct the FFY 2011 CDBG public hearing. The public hearing minutes are separate from the regular meeting minutes. When the public hearing concluded at 5:05 p.m., the Planning Commission's regular meeting was reconvened.

Reorganization-Election of Officers

Jim Spendiff turned the meeting over to Bill Gomes for the election of officers. Bill asked for a nomination for the position of Chairman, Vice Chairman and Secretary. John Pannizzo made a motion to retain Jim Spendiff as Chairman. Mr. Spendiff said he appreciated the support but respectfully declined. He said he felt it was time for a change. Jim nominated Dan Dunmire as his successor. Dan declined due to the workload of his job. Jim then nominated Susan Heimbach. The motion was seconded by Dan Dunmire and all members voted aye. A motion was made by Neal Shawver to retain Dan Dunmire for Vice Chair. The motion was seconded by Kay Hamilton and all voted aye. Dan Dunmire made a motion to retain John Pannizzo as Secretary. The motion was seconded by Jim Spendiff. All members voted aye.

Approval of Meeting Minutes

With no changes or corrections to the minutes of the December 16, 2010 meeting, Neal Shawver made a motion to approve the minutes as written. Kay Hamilton seconded the motion. All members voted aye.

Subdivision and Land Development Review Committee Report

Dan Dunmire reported that the Subdivision and Land Development Review Committee reviewed nine plans. There were eight plans under municipal ordinances for which the Planning Commission provides

recommendations only. The Subdivision Review Committee recommended approval of the comments and recommendations for the following plans: Mountainview Townhouse Rentals, Inc. subdivision in Brown Township, Douglas L. Knepp & Gerald K. Goss subdivisions in Decatur Township, Brent J. Hartman, Sr., subdivision in Derry Township, Borough of Lewistown Wastewater Treatment Facility in the Borough of Lewistown, Norman M. Kanagy subdivision in Menno Township, Robert R. Peachey & Glen Zimmerman (PaulB Hardware) in Union Township.

There was one plan under the Mifflin County Subdivision and Land Development Ordinance. The Subdivision Review Committee recommended conditional approval of the Rexall H. Secrest subdivision in Wayne Township.

Mark reviewed the Paul B. Zimmerman subdivision for a new hardware store to be located just outside of Belleville in Union Township. He said the property is zoned agriculture/residential and does not allow for this type of business. According to Mr. Taptich, the landowner has already been awarded a zoning variance that will allow this type of development to occur. Dan said the stormwater is submitted to three different entities, the township, DEP and the Conservation District. He said this would be a General NPDES Permit. Mark said Union Township will require an independent engineer to review the stormwater plan.

Dan said Mark wanted to go over the Rexall Secrest subdivision in Wayne Township. Mark said Mr. Secrest wants to subdivide two acres in the rear of the property for his son and daughter. There is no road frontage to those properties. The plan proposes a shared driveway. A waiver request was submitted for the shared driveway for a 12' cartway which the committee did not feel was sufficient. It was recommended that 18' would allow enough width for two vehicles to pass. Neal Shawver made a motion to approve a modified waiver of 18' contingent that the road must be brought up to private road standards if an additional lot is developed. John Pannizzo seconded the motion and all members said aye.

Dan made a motion to conditionally approve the Rexall H. Secrest subdivision in Wayne Township under the County ordinance. Jim Spendiff seconded the motion. All members voted aye.

Since the Norman M. Kanagy subdivision was withdrawn, Dan Dunmire made a motion to approve the comments and recommendations of the Subdivision Review Committee for the other seven plans under municipal ordinances. Kay Hamilton seconded the motion. All members voted aye.

The Subdivision Review Committee Report:

Name of Plan: Mountainview Townhouse Rentals, Inc.

File Number: 2011-01-008

Tax Map #: 14-02-422

Municipality: Brown Township (Municipal Ordinance)

Applicant Name: Mountainview Townhouse Rentals, Inc.

Land Owner Name: Mountainview Townhouse Rentals, Inc.

Plan Preparer: Taptich Engineering and Surveying

Action Taken: The County provides comments only.

Plan Summary: This project involves the subdivision of two (2) lots from the lands of Mountainview Townhouse Rentals, Inc. Both Lot #1 and Lot #2 are currently under construction. Both Lot #1 and Lot #2 are served with a public water source as well as public sewer source. Lot access will be via Jasmine Drive.

Review Comments (List from Review Committee):

Basic Plan Information - The North Arrow does not appear to be pointing North. Please confirm.

Topographic information - Topographical contours at vertical intervals should be displayed on the plan (Brown Township Subdivision and Land Development Ordinance, Section 7.302.A.23).

Soils - Soils information should be shown on the plan. (Brown Township Subdivision and Land Development Ordinance, Section 7.302. A10)

Setback Lines - The setback lines should be shown be updated as outlined in the new Brown Township Zoning Ordinance (See Brown Township Subdivision and Land Development Ordinance Section 7.302. A10).

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 7.302.A.6 and 7.302.B.7 of the Brown Township Subdivision and Land Development Ordinance.

DEP Sewage Planning Module - If the project is to utilize public sewer, a DEP Component 3, or Exemption from Sewage Planning (Mailer), should be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

Sewage Service - If the sewer connection is new service, a letter from the municipality acknowledging availability of public sewer should be submitted to the Brown Township Planning Commission.

Water Service - If the water connection is new service, a letter from the municipal water authority acknowledging availability of public water should be submitted to the Brown Township Planning Commission.

Features - The plan states that the property is to be served by public water and sewer, yet the lines are not shown on the plan. All significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan. (Brown Township Subdivision and Land Development Ordinance, Section 7.302.A.20)

Other Comments:

1. This plan states it has been copyrighted prior to it being submitted for review and approved.

Name of Plan: Knepp, Douglas L.

File Number: 2011-01-002

Tax Map #: 15-12-116

Municipality: Decatur Township (Municipal Ordinance)

Applicant Name: Knepp, Douglas L.

Land Owner Name: Knepp, Douglas L.

Plan Preparer: Wright Land Surveying

Action Taken: The County provides comments only.

Plan Summary: This plan proposes to create Lot 2 for agricultural purposes only. The entire parcel is farmland. The residual tract, Lot 1, is agricultural with two existing dwellings. No new construction is proposed.

Review Comments (List from Review Committee):

Subdivision Information - According to County Assessment Data, the property also extends to the East side of Krick Road. Please confirm.

Clean & Green / Agriculture - As stated in Note 5 on the plan, the parcel is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information. The property is in an Agricultural Security Area and should be noted on the plan.

Floodplain / Wetlands - The plan should note whether or not the site lies within a 100 year floodplain or designated wetland. (See Section 602.2.A.14 of the Decatur Township Subdivision and Land Development Ordinance)

Soils - According to the County GIS files, some portion of this property appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan. (BrB, BrA, At)

Right-of Way Widths - Based upon the Decatur Township Subdivision and Land Development Ordinance, the right-of-way width of Decatur Road, Krick Road and the existing private 20' Right-of-way is substandard (Table 1).

Cartway Widths - Based upon the Decatur Township Subdivision and Land Development Ordinance, the cartway width of Decatur Road and Krick Road is substandard (Table 1).

Private Street / Shared Driveway - The plan shows an existing private 20' right-of-way. Does Lot 2 have access to this drive? Is there a private drive agreement associated with it? All private drives that are used by more than one party should have a shared driveway agreement in place. An agreement for the private right-of-way should be noted on the plan stating: "The owners of lots ____, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold."

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 603.2.A.6 and 602.2.B.7 of the Decatur Township Subdivision and Land Development Ordinance.

DEP Sewage Planning Module - A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

Other Comments:

1. What is the reasoning behind the configuration of Lot 1?

Name of Plan: Goss, Gerald K.

File Number: 2011-01-003

Tax Map #: 15-13-126/126A/126B

Municipality: Decatur Township (Municipal Ordinance)

Applicant Name: Goss, Gerald K.

Land Owner Name: Goss, Gerald K.

Plan Preparer: Wright Land Surveying

Action Taken: The County provides comments only.

Plan Summary: This plan proposes to create 3 Lot Additions to be added to existing approved lots for non-building purposes. Also, Lots 3 and a 4 are to be combined into one lot and may not be separated. The residual tract is to remain agricultural with the existing farmhouse. Lots 1, 2 & 3 are lot additions and shall become an integral part of the property to which they are added. Lot additions 1, 2 & 3 are not building lots and cannot be maintained or developed as separate individual lots.

Review Comments (List from Review Committee):

Start Notes - This property was previously reviewed for subdivision on 7/18/96, 4/20/00, and 9/24/09.

Basic Plan Information - The plan narrative references "existing approved lots". It would be more descriptive if these lots were named. Also, the narrative also has a modified lot addition statement. This should be a separate statement.

Floodplain / Wetlands - As shown on the plan and according to County GIS information, the property lies within a designated wetland. Future development in this area is discouraged.

Soils - According to the County GIS files, some portion of this property appears to have prime farmland soils. (KrB, MrB) According to the County GIS files, some portion of this property appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan. (BrB)

Cartway Widths - Based upon the Decatur Township Subdivision and Land Development Ordinance, the cartway width of Gerry Lane is substandard (Table 1).

PennDOT HOP / Municipal Driveway Permit - Has a HOP been obtained for the private 50' right-of-way? A PennDOT Highway Occupancy Permit (HOP) is required for access onto any state route as prescribed in the Municipalities Planning Code (Section 508 (6)). A copy of the permit should be provided to the Decatur Township Planning Commission.

Private Street / Shared Driveway - All private drives that are used by more than one party should have a shared driveway agreement in place. Is Gerry Lane used by multiple properties? Is there a private drive agreement in place for Gerry Lane or the private 50' right-of-way? If no agreement is in place, one should be put in place, stating: "The owners of lots ____, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold." Street Names - If Lots 4 & 5 are to utilize the private 50' right-of-way, the roadway will need to be named. Street names are to be coordinated with the County GIS (Mapping) Department. There is a fee associated with the street naming.

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 603.2.A.6 and 603.2.B.7 of the Decatur Township Subdivision and Land Development Ordinance. Is the private 50' right-of-way existing or proposed? It should be labeled as such on the plan.

DEP Sewage Planning Module - A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

Lot Addition - A lot addition is considered a consolidation and therefore, results in the creation of two new lot configurations. Lot consolidation meets the definition of a subdivision according to the Municipalities Planning Code. Under these circumstances new deeds must be developed as part of the property transfer process and adequate information must be available in order to develop an accurate property description. The parent and recipient lots will still meet the Subdivision and Land Development Ordinance requirements. Property boundary information should be shown for the entire property. Currently, no boundary information is provided for the residual property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Decatur Township Subdivision and Land Development Ordinance Sections 603.2.A.5, 7, 9 and 12)

Other Comments:

1. The plan proposes combining Lot 3, Lot 4 and Lot Addition 3. According to Tax Assessment Data, these lots, along with Lot 5 and the residual property are already combined as one parcel, T.M. 15-13-126. Have these been previously subdivided and not deeded?

2. Lots 3, 4, and 5 do not provide the deed book and page number. If these are separate lots, this information should be provided on the plan. (See section 603.2.A.13 of the Decatur Township Subdivision and Land Development Ordinance)

Name of Plan: Hartman Sr., Brent J.

File Number: 2011-01-005

Tax Map #: 16-10-104-AB/104F

Municipality: Derry Township (Municipal Ordinance)

Applicant Name: Hartman, Sr., Brent

Land Owner Name: Hartman, Sr., Brent

Plan Preparer: Roth Surveying Services

Action Taken: The County provides comments only.

Plan Summary: This plan is being created to make individual lots for the two existing single-family residences as shown.

Review Comments (List from Review Committee):

Subdivision Information - The plan notes that the property being subdivided is both two tax parcels and two deeds, yet they are not delineated on the plan as two separate properties. These should be separated on the plan to clarify what property is being subdivided. Are the two remaining Hartman parcels (T.M. 16-10-104AB and 16-10-104F) being consolidated into proposed Lot 2? If so, this should be stated on the plan. If not, the acreages need updated and the properties need to be shown as separate properties. *According to the surveyor, these properties have been consolidated in a plan in 2002. According to the Tax Assessment office, this lot addition never occurred and there are still two separate tax parcels. Though a plan was recorded, were new deeds ever made? If the properties were never deeded, the map book and page number of the past subdivision plan should be noted on the plan.

Topographic information - Topographical contours at vertical intervals should be displayed on the plan (Derry Township Subdivision and Land Development Ordinance, Section 402.2.G).

Right-of Way Widths - Based upon the Derry Township Subdivision and Land Development Ordinance, the right-of-way width of Walnut Lane is substandard (Section 504.2).

Cartway Widths - Based upon the Derry Township Subdivision and Land Development Ordinance, the cartway width of Walnut Lane is substandard (Section 504.2).

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 403.2.G and 403.7 of the Derry Township Subdivision and Land Development Ordinance.

DEP Sewage Planning Module - A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

Other Comments:

1. The connection to the public road system should be shown on the plan.
2. This proposal creates multiple lots fronting on a private road, which does not meet section 509 of the Derry Township Subdivision and Land Development Ordinance, which states that a maximum of two lots can front on a private road. On May 18, 2009, Mr. Hartman requested a waiver from this provision to allow a subdivision to occur. At the time of the request, only a shop existed on the site. The solicitor determined that an accessory building cannot exist on a lot without a principal building, which in this case would be a house. If the principal building issue is resolved and no new buildings will be built here, Derry Township would consider this request. These issues should be addressed prior to the township taking action on this subdivision plan.

Name of Plan: Borough of Lewistown Wastewater Treatment Facility

File Number: 2011-01-001

Tax Map #: 07-01-0106/07-01-100C

Municipality: Lewistown Borough (Municipal Ordinance)

Applicant Name: Frey, David

Land Owner Name: Borough of Lewistown

Plan Preparer: Gannett Fleming

Action Taken: The County provides comments only.

Plan Summary: Lot #2 is being added to/merged with Lot #1 to create one combined lot for the purpose of upgrading the existing Lewistown Borough Wastewater Treatment Plant. The upgrades are necessary to comply with the Department of Environmental Protection's water quality requirements. Lot #1 area: 7.4225 AC + Lot #2 area: 3.6808 AC = New combined lot area: 11.1033 AC.

Review Comments (List from Review Committee):

Start Notes - This plan was originally submitted on 12/30/2010. A revised plan dated 1/18/2011 was submitted for review.

Administrative - The landowner's signature needs to be on the subdivision application form. The application was signed by the Borough Engineer instead. *This has been provided.

Basic Plan Information - Property owner and/or applicant information should be provided on the plan. (Borough of Lewistown Subdivision and Land Development Ordinance, Section 7.302.A.3) *This has been provided on the revised plan. A plan narrative should be placed on the plan and should be a brief description stating the purpose of the project. It appears that Note 1 on the plan could be converted to a plan narrative. (Borough of Lewistown Subdivision and Land Development Ordinance, Section 7.302.A.1) *This has been provided on the revised plan.

Floodplain / Wetlands - According to Note 2 on the plan as well as County GIS information, the property lies within the 100-year floodplain. Future development in this area is discouraged.

Soils - According to the County GIS files, some portion of this property appears to have prime farmland soils. (MoA, Ph)

Setback Lines - The setback requirements should be listed on the plan as prescribed in the Borough of Lewistown Subdivision and Land Development Ordinance (Section 7.302.A.10). *This has been provided on the revised plan.

Cartway Widths - The cartway width for S.R. 3006, Washington Avenue, and South Juniata Street should be shown on the plan (Borough of Lewistown Subdivision and Land Development Ordinance, Section 7.202.A.11). *This has been provided on the revised plan.

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 7.302.A.6 and 7.302.B.7 of the Borough of Lewistown Subdivision and Land Development Ordinance.

DEP Sewage Planning Module - A non-building declaration should be on the plan.

Sewage Service Note 6 on the plan references the Lewistown Borough Sewer Authority. This should only reference the Borough of Lewistown, since there is no sewer authority. *This has been provided on the revised plan.

Lot Addition - A Lot Combination symbol should be shown on the plan, which will look like a "Z". This shows the lots are being combined. (See section 7.302.a.24 of the Borough of Lewistown Subdivision and Land Development Ordinance) *This has been provided on the revised plan. A lot addition statement should be noted on the plan stating the following on the plan: "Lot # ___ consisting of ___ acres is to be added onto land owned by _____. Lot # ___ is a lot addition and shall become an integral part of the property owned by _____. Lot # ___ is not a building lot and cannot be maintained or developed as a separate individual lot." (See Borough of Lewistown Subdivision Ordinance Section 7.302.A.25) *This has been provided on the revised plan.

Features - The plan shows a sewer line running along S.R. 3006. is this the only utility line in the area? All significant manmade features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan. (Borough of Lewistown Subdivision and Land Development Ordinance, Section 7.302.A.23) *This has been provided on the revised plan.

Other Comments:

1. There are several symbols on the plan that are not in the Legend, such as what appears to be a sign. All symbols should be shown in the legend. *This has been provided on the revised plan.

2. Is a Land Development plan to be prepared in the future?
3. No official revision date other than the print date at the bottom left hand corner of the plan is on the plan.

Name of Plan: Kanagy, Norman M.
File Number: 2011-01-007
Tax Map #: 18-02-102W
Municipality: Menno Township (Municipal Ordinance)
Applicant Name: Kanagy, Norman M.
Land Owner Name: Kanagy, Norman M.
Plan Preparer: Taptich Engineering and Surveying

Action Taken: This plan has been withdrawn by the applicant.

Plan Summary: This project involves the subdivision of one (1) lot from the lands of Norman M. and Wilda G. Kanagy. Lot #1 is currently under construction and is intended to be a stand alone lot housing a proposed single family residential dwelling with a proposed privately owned individually drilled well. Lot access will be via the existing gravel drive off of Front Mountain Road. The single family residence on residue is served with an on-lot sewage disposal system and domestic water from a private well. There are no proposed changes to the residue at this time.

Review Comments (List from Review Committee):

Start Notes - This plan was previously reviewed by the Mifflin County Planning Commission on August 26, 2010 and November 18, 2010. This plan alters proposed Lot 1 from 3.1410 acres to 1.5 acres. **This plan was stated to have been withdrawn by the Surveyor on 1/20/2011.

Clean & Green / Agriculture - The parcel is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information.

Soils - According to the County GIS files, some portion of this property appears to have prime farmland soils. (BuB)

Setback Lines - The setback lines should be shown on the plan as prescribed in the Menno Township Subdivision and Land Development Ordinance (Section 6.302.a.10).

PennDOT HOP / Municipal Driveway Permit - As mentioned in Note 10 on the plan, a PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)). A copy of the permit should be provided to Menno Township.

Street Names - Since Front Mountain Road is a State Route, the S.R. route number should be provided.

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 6.302.a.6 and 6.302.b.7 of the (Menno Township Subdivision and Land Development Ordinance).

DEP Sewage Planning Module - A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to Menno Township. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

Sewage Service - A non-building declaration should be on the plan for the Residual Lot.

Other Comments:

1. This plan is still dated August 10, 2010, in which it was dated for both previous plan submissions in August and November. Since this plan has been revised, it should be listed in the revision block with the revision dates to eliminate the confusion between this plan and prior versions of the plan.
2. The new lot configuration will allow the residual property to surround proposed Lot 1. The triangular shaped portion of the residual lot that is remaining may be too small for future subdivision and development as proposed.
3. The plan states it has been copyrighted before it was submitted for review and approved.

Name of Plan: Peachey, R. Robert
File Number: 2011-01-004
Tax Map #: 20-03-104
Municipality: Union Township (Municipal Ordinance)
Applicant Name: Peachey, R. Robert
Land Owner Name: Peachey, R. Robert
Plan Preparer: Wright Land Surveying

Action Taken: The County provides comments only.

Plan Summary: This plan proposes a revision to a previous subdivision approved in July, 2006 and recorded in Map Book 23, page 170. This revision is to add Lot Addition A to Lot 5 to make it a total of 20.954 acres. This leaves the residual tract with 2.000 acres. No new construction is proposed.

Review Comments (List from Review Committee):

Basic Plan Information - All abutters should be shown on the plan, including tax map numbers and Deed Book & Page Numbers. (Union Township Subdivision and Land Development Ordinance, Section 403.1.d)

Subdivision Information - According to Assessment records, all lots shown on the plan are part of one parcel. Since they are not separate lots at this time, property boundary information should be shown for the entire property, including ALL of the residual property (including Lots 1 and 4). See Union Township Subdivision and Land Development Ordinance Section 402.1.a.

Clean & Green / Agriculture - As stated in note 6 on the plan, the parcel is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information.

Floodplain / Wetlands - As shown on the plan and according to County GIS information, the property lies within the 100-year floodplain. However, the floodplain is only shown on the North bank of the creek. The entire floodplain should be shown on the plan. Future development in this area is discouraged.

Soils - According to the County GIS files, some portion of this property appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan. (Ma)
Right-of Way Widths - Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of Roy I Road is substandard (Section 501.2). The Right-of-Way width for S.R. 0655 should be shown on the plan (See section 402.2.a of the Union Township Subdivision and Land Development Ordinance).

Cartway Widths - Based upon the (Union Township) Subdivision and Land Development Ordinance, the cartway width of Roy I Road is substandard (Section 501.2). The cartway width for S.R. 0655 should be shown on the plan (See section 402.2.a of the Union Township Subdivision and Land Development Ordinance).

Private Street / Shared Driveway - Is a private road agreement in place for the private portion Roy I Road? If not, one should be put in place stating the following: "The owners of lots ____, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold."

It appears that the driveway accessing the residual property traverses Lot Addition A. An easement and potentially a shared driveway agreement will need to be put in place if access to the Residual property traverses another property.

Deed Restrictions and Easements - Deed restrictions and easements (other than the Penelec easement) associated with the property, if any, should be provided in accordance with Section 402.2.b of the Union Township Subdivision and Land Development Ordinance.

DEP Sewage Planning Module - A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

Lot Addition - A lot addition statement should be noted on the plan stating the following on the plan: "Lot # ____ consisting of ____ acres is to be added onto land owned by _____. Lot # ____ is a lot addition and shall become an integral part of the property owned by _____. Lot # ____ is not a building lot and cannot be maintained or developed as a separate individual lot."

Other Comments:

1. The termination of the public portion and beginning of the private portion of Roy I Road differs on the plan from 911 records. Please confirm.

Name of Plan: Zimmerman, Glen (Paul B Hardware)

File Number: 2011-01-006

Tax Map #: 20-06-120A

Municipality: Union Township (Municipal Ordinance)

Applicant Name: Zimmerman, Glen (Paul B Hardware)

Land Owner Name: Zimmerman, Glen (Paul B Hardware)

Plan Preparer: Taptich Engineering and Surveying

Action Taken: The County provides comments only.

Plan Summary: No Narrative provided.

Review Comments (List from Review Committee):

Basic Plan Information -

1. A plan narrative should be placed on the plan and should be a brief description of the purpose of the project.
2. All abutters should be shown on the plan, including tax map numbers. (Union Township Subdivision and Land Development Ordinance, Section 403.1.d)

Soils - According to the County GIS files, the entire property appears to have prime farmland soils. (HaB)

Setback Lines - The setback requirements should be listed on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Section 402.2.g).

Right-of Way Widths - Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of Applehouse Road is substandard (Section 501.2).

PennDOT HOP / Municipal Driveway Permit -

1. A PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)). A copy of the permit should be provided to the Union Township Planning Commission.
2. A notation about the requirement stating: Any access via a State Highway to lots shown on this subdivision plan will require the issuance of a PennDOT Highway Occupancy Permit (HOP). PennDOT regulations provide that a Highway Occupancy Permit is required prior to constructing, altering or exceeding the permitted capacity for any access connected onto a State Highway. A Highway Occupancy Permit is also required prior to altering the existing pattern or flow of surface drainage or directing additional surface drainage onto or into the highway right-of-way or highway facilities. Approval of this plan neither implies nor guarantees permit approval by PennDOT.

3. A Clear Sight Triangle and Sight Distances should be shown on the plan for new access onto a State Route.

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Section 402.2.b of the Union Township Subdivision and Land Development Ordinance.

*According to the project engineer, there are no known deed restrictions. The only easement is a waterline easement. This waterline easement should be shown on the plan.

DEP Sewage Planning Module - If the project is to utilize public sewer, a DEP Component 3, or Exemption from Sewage Planning, should be provided. Plan approval should be contingent upon receiving approval from DEP following the filing of this form.

Sewage Service - A letter from the municipality acknowledging availability of public sewer should be submitted to the Union Township Planning Commission.

Water Service - A letter from the municipal water authority acknowledging availability of public water should be submitted to the Union Township Planning Commission.

Zoning - Zoning information should be stated on the plan. Note 9 should be revised on the plan, which states that the proposed land use is Commercial. The proposed land use is Retail. It appears this property is in the Residential - Agriculture district. According to Section 701 of the Union Township Zoning Ordinance, this land use is not permitted. The land use should also be stated on the plan. * According to the project engineer, a zoning variance has been approved for this property to allow this land use. The variance and approval date should be listed on the plan.

Land Development –

1. Provisions for Lighting may be required and should be included with the plan submission. (See section 500.6 of the Union Township Zoning Ordinance)
2. The applicant should consult the local Fire Marshall to see if new fire hydrants will be required and included with the plan submission.
3. Parking provisions should be indicated on the plan. There will need to be one space per 200 square feet of floor area for retail stores. (See section 501.2.B of the Union Township Zoning Ordinance). By counting the proposed spaces, it appears 28 spaces have been provided, including 2 handicap accessible spaces. Considering the plan shows the building as 80' x 125', 50 spaces should be provided. Also, if the 50' x 125' addition is added, another 31 spaces will be required.

E & S / Stormwater –

1. The stormwater plan should be reviewed by an independent Township Engineer to ensure the township stormwater requirements are met.
2. The E & S plan should be submitted to the Mifflin County Conservation District (MCCD). Plan approval should be contingent upon this plan being approved. *According to the Surveyor, an NPDES Plan has been submitted to the MCCD.

Other Comments:

1. The size of the loading zone should be indicated on the plan.
2. This plan states it has been copyrighted prior to it being submitted for review and approved.

Name of Plan: Secrest, Rexall H.

File Number: 2011-01-009

Tax Map #: 21-22-310

Municipality: Wayne Township (County Ordinance)

Applicant Name: Secrest, Rexall H.

Land Owner Name: Secrest, Rexall H.

Plan Preparer: Young's Surveying Inc.

Action Taken: The County approved the plan conditionally based on meeting the following conditions within the next 90 days. If these requirements are not completed within 90 days, the approval is void. If necessary, extensions can be requested by the applicant before the end of the 90 days.

Plan Summary: The purpose of this subdivision is to create two additional lots (3A, 3B) as shown on this plan of subdivision. The purpose of these two lots will be single family residential. A 50' R-O-W is being provided to access these two lots. The two new lots will be served with both community water and sewage. A variance is being requested for the new driveway standards. The new driveway is proposed to be constructed with a 12' cartway, 1' shale base, and 4" of 2A surfacing, with a 50' approach coming from T 780 Country Club Road. The driveway permit has already been acquired. We are requesting that this be reviewed as a minor subdivision.

Review Comments (List from Review Committee):

Start Notes - This plan was originally submitted on 1/10/2011 and a revised plan dated 1/24/2011 was submitted. Basic Plan Information - Property owner contact information should be provided on the plan. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.3) *This has been updated on the revised plan dated 1/24/2011.

Soils - The soils on the plan do not match County GIS files, which shows some portion of this property appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan. (Pu) *This has been updated on the revised plan dated 1/24/2011.

Right-of-Way Widths - Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way width of Country Club Road is substandard (Section 4.204.F).

Cartway Widths - The cartway width of Luxury Lane is substandard. A waiver has been requested for the cartway width of the proposed access drive to Lots 3A and 3B to be only 12 feet, 1' shale base, and 4" of 2A surfacing.

*The planning commission accepted a modified waiver request that would allow the cartway of Luxury Lane to be 18', not the requested 12' contingent upon a note being placed on the plan stating that if any future development or subdivision is to occur, Luxury Lane will need to be brought to private road standards. The cartway width of Country Club Road should be shown on the plan (Mifflin County Subdivision and Land Development Ordinance, Section 7.202.A.11). *This has been updated on the revised plan dated 1/24/2011. Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway width of Country Club Road is substandard (Section 4.204.F)

Private Street / Shared Driveway - All private drives that are used by more than one party shall have a shared driveway agreement in place. An agreement for the private right-of-way should be noted on the plan. The agreement should include the following: "The owners of lots ____, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold." (See Mifflin County Subdivision and Land Development Ordinance, Section 4.205.G.4.c) *This has been updated on the revised plan dated 1/24/2011.

Street Names - If multiple parties are to use a private drive, the roadway will need to be named. Street names are to be coordinated with the County GIS (Mapping) Department. There is a fee associated with the street naming.

*This has been updated on the revised plan dated 1/24/2011.

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 7.302.A.6 and 7.302.B.7 of the Mifflin County Subdivision and Land Development Ordinance.

DEP Sewage Planning Module - If the project is to utilize public sewer, a DEP Component 3, or Exemption from Sewage Planning (Mailer), should be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form. *According to the surveyor, the sewer taps are already in place and approved by DEP.

Sewage Service - A letter from the Newton Wayne Joint Municipal Authority acknowledging availability of public sewer should be submitted to the Mifflin County Planning Commission. *This letter has been submitted.

Water Service - A letter from the Mount Union Municipal Authority acknowledging availability of public water should be submitted to the Mifflin County Planning Commission. *This letter has been submitted.

Signature Blocks on Plan - There should be a signature block area for the Recorder of Deeds of Mifflin County. *This has been updated on the revised plan dated 1/24/2011.

Features - Our records show there being two water lines in this area. Please verify there are no other water lines traversing the property. *The additional waterline has been added on the revised plan dated 1/24/2011.

Additionally, the actual sewer line is not shown on the plan, and it only appears that the taps and/or manholes are indicated on the plan. All significant man-made features, including sewer lines, should be shown on the plan.

(Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.20)

E & S / Stormwater - This plan proposal, with two homes and a private drive, has the potential to disturb more than 5,000 sq. ft. of earth. The applicant should contact the Mifflin County Conservation District to verify if an Erosion & Sedimentation (E & S) Control Plan will be required and NPDES permit will be required by DEP. Also, if this plan exceeds 5,000 square feet of disturbance, a Stormwater Plan will be required. If a plan is prepared, it will need to be reviewed by the Township Engineer.

Other Comments:

1. The plan shows a proposed sewer lateral for Lot 3B but does not show a lateral to Lot 3A. Where is the lateral to Lot 3A to run? Why would both laterals not run along the proposed 50' Right-of-Way? As proposed, the lateral traversing the residual lot to Lot 3B may require another easement. *The second lateral, running to Lot 3A, has been shown on the revised plan dated 1/24/2011.

2. The plan indicates that a driveway permit has already been obtained for the proposed private drive. The current proposal creates a unusable area of the residual lot to the west of the proposed Right-of-Way (ROW) that could be eliminated if the ROW traveled along the edge of the property. Is there another way that the rear of the lots can be accessed without creating this unusable area on the residual lot? *Based upon a site visit on 1/24/11, the driveway to Lots 3A and 3B is already in place.

Mark reported that Thomas Traxler of Bratton Township is revising a subdivision plan submitted previously and is concerned since the 90 days are up. Mr. Traxler asked for a 30 day extension and requested a waiver of the right-of-way requirements. John Pannizzo made a motion to grant a 60 day extension to insure time to address all the issues. Jim Spendiff seconded the motion. All members voted aye. A motion was made by Neal Shawver to approve the waiver request. Dan Dunmire seconded the motion. All members voted aye.

Public Comment

There was no public comment.

Other Business or Comments

No other business or comments were offered.

Dan Dunmire made a motion to adjourn the meeting, and Jim Spendiff seconded the motion. The meeting adjourned at 6:00 p.m.

db