

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
THURSDAY, FEBRUARY 26, 2015
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

Dan Dunmire
Tyler Gum
Tom Lake
Kay Semler
Neal Shawver
Jim Spendiff
Dave Pennbaker
Michele Bair

Staff

Bill Gomes, Director
Jim Lettiere, CD Administrator / Assistant Director
Nicole Singer, Grant / Office Manager

Others

Lucas Parkes, The EADS Group
Jacob Perryman, Sentinel
Katy DiVirgilius, Sentinel

Call to Order

Dan Dunmire, Chair, called the meeting to order at 3:32.

Record of Public Attendance

Dan reminded everyone to sign the attendance sheet.

Approval of Meeting Minutes

Jim Spendiff made a motion to accept the minutes from January's meeting. The motion was seconded by Neal Shawver. All members voted aye.

Subdivision and Land Development Review Committee Report

Jim Lettiere presented two waiver requests for plans under the County Ordinance from previous months. The first waiver presented was for the Oberholtzer plan. The waiver was to the requirement that the residual lands be surveyed. The waiver was approved based on research by Jim that deed information was not completed enough to provide this information. As part of the approval there was a condition that no further development can occur without surveying. A motion was made by Neal Shawver and seconded by Tom Lake to accept the waiver request. All members voted aye. The second waiver presented as for the James Foust plan. The waiver involved not providing the soil information on the plan due to no earth being disturbed. A motion was made by Jim Spendiff and seconded by Tyler Gum to accept the waiver and all members voted aye.

Jim Lettiere stated the Subdivision and Land Development Review Committee reviewed six (6) applications on February 19, 2015. All applications were under municipal ordinance which included J&D's Inc. Bus Garage (*Armagh*), Rodger Parkes (*Brown*), John Reed Rodgers (*Union*), Westfield Cottages – Valley View Haven (*Union*), Aquilla Yoder (*Union*), and Mountainside Wood Products (*Union*). Jim reviewed two plans with the Planning Commission.

The first plan reviewed was the John Reed Rodgers plan in Union Township. This project involves the subdivision of land located in Union Township where two residential lots are being created, each containing 3.60 acres. Both new lots are proposed to be served by on-lot sewage disposal systems and on-lot wells. This parcel was previously reviewed by the Mifflin County Planning Commission on December 12, 2013 and August 20, 2014 and since then, lot lines have changed as well as access to the lots. Neal Shawver commented that all man made features do not seem to be shown on the plan. Furthermore, he was concerned about the future development of the land. He expressed concern that someone could obtain this land and then do piecemeal development and potentially create other problems. A note in the comments will be added to reflect Neal's concern.

The second subdivision reviewed was Aquilla Yoder in Union Township. This plan involved a parcel that land exists in both Union and Menno Township with the majority in Menno Township. This project involves

the subdivision of one lot from the lands of Aquilla and Naomi Yoder which is intended to be a non-building lot addition to the adjacent lands of Adam and Erin Glick. The residue presently includes a single-family residential dwelling and associated outbuildings. The residue is served with an on-lot water source as well as an on-lot sewage disposal system. There are no improvements proposed to the residue. Jim mentioned he notified Harold Johnson in Menno Township about the application only being signed by Union Township and comments included the need for the County signature block.

Dan entertained a motion for the approval of the comments from the six municipal plans with the additional comments added. A motion was made by Neal Shawver and seconded by Kay Semler and unanimously passed with Neal Shawver and Jim Spendiff abstaining from voting on the Westfield Cottages at Valley View Haven.

Subdivision and Land Development Municipal Reports

Armagh Township

Name of Plan: J&D's Inc. Bus Garage (Terry L. Linn)
File Number: 2015-02-003
Tax Map #: 12-02-0205/12-02-0204
Municipality: Armagh Township (Municipal Ordinance)
Applicant Name: J&D's Inc. Bus Garage (Terry L. Linn)
Land Owner Name: J&D's Inc. Bus Garage (Terry L. Linn)
Plan Preparer: Taptich Engineering and Surveying

Plan Summary:

J&D's Inc. has purchased Lot #4 (2.2743 acres) and Lot #5 (2.6651 acres) of the Armagh Business Center. The current plans are to develop Lot #4 with facilities to store, manage and maintain a commercial school bus fleet. In order to accommodate the proposed improvements, Lot #4 will need to be "expanded". The requisite subdivision of Lot #5 will be addressed on a Plan of Subdivision and Land Development to be submitted to and approved by Armagh Township. Access to the site will be via the existing Township Road (Commerce Drive) which lies adjacent to both Lot #4 and Lot #5.

The improvements proposed include approximately 32,690 SF of impervious area for parking and internal travel ways. Additionally, a nearly 12,348 SF pole building will be constructed which will include 20 bays for storage of the bus fleet, a maintenance bay and office. This structure will be served with public water and public sanitary sewer service via "tap-ins" to the existing adjacent facilities.

To address the runoff from the site, we have designed a series of stormwater collection, conveyance and detention facilities. While the rate controls for the site have been addressed in the original NPDES Permit PAS-1045-05, the proposed facilities will adequately address the requisite volume controls as mandated by the Armagh Township SALDO, the Juniata River Act 167 Stormwater Ordinance and the Pennsylvania Department of Environmental Protection. The details of these facilities are provided herein.

Basic Plan Information

The tax parcel to the northwest of the subject lots identified as 12-02-106D is not identified accurately. The County's Assessment and GIS files identify this parcel as 12-02-0209 and owned by Partnership Shipley Family Limited.

The tax parcel number 12-02-0106DC is missing the zero digit before the last three numbers and the County's Assessment and GIS files list the owners as Edward and Nancy Lerch, not Milroy Associates.

Administrative

An appropriate amount of plans should be submitted for review. The Mifflin County Planning Commission requests at least three (3) plans be submitted for review. Only two (2) plans were submitted.

Cartway Widths

Based upon the Armagh Township Subdivision and Land Development Ordinance, the cartway width of Commerce Drive is substandard (Table 1).

PennDOT HOP / Municipal Driveway Permit

A municipal driveway permit is required, and a copy should be provided to the Armagh Township Board of Supervisors.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 6 Section 6.202 a. 13.).

DEP Sewage Planning Module

If this project will tap into public sewers with flows on a lot of 2 equivalent dwelling units (EDVS) then a DEP Component 3 should be filed.

Sewage Service

A letter from the municipality acknowledging availability of public sewer should be submitted to the Armagh Township Supervisors.

Water Service

A letter from the municipal water authority acknowledging availability of public water should be submitted to the to the Armagh Township Supervisors.

Land Development

The applicant should consult the local Fire Marshall to see if new fire hydrants will be required and included with the plan submission.

As noted in notes 15 and 16 an Erosion and Sedimentation Control Plan and an NPDES has been prepared. Has the Mifflin County Conservation District reviewed the E & S and NPDES permit?

*A Subdivision and Land Development Review Committee member indicated the existing NPDES permit will be expiring soon.

E & S / Stormwater

Stormwater drainage provisions should be included with the plan submission. The stormwater plan should be reviewed by the Armagh Township Engineer.

Other Comments:

1. Is the Township assuming any land dedication as part of this development?
2. What is the height of the bay garage, the maintenance bay and proposed office?
3. What are the AM and PM peak trip generations for this project?
4. Will this development adversely impact traffic?
5. Is there going to be proposed pole lighting as part of the project?
6. Is there going to be a dumpster on Lot #4?
7. Has the Township Engineer received and commented on this project?
8. Has the Township required a development agreement?

Brown Township

Name of Plan: Roger Parkes

File Number: 2015-02-001

Tax Map #: 14-13-0103

Municipality: Brown Township (Municipal Ordinance)

Applicant Name: Josh Parkes

Land Owner Name: Josh Parkes

Plan Preparer: PennTerra Engineering, Inc.

Plan Summary:

The purpose of this plan is to subdivide tax parcel 14,-13-0103 into one residential lot for agricultural uses.

Basic Plan Information

The County Assessment and GIS records lists the legal owners as Roger A. and Constance J. Parkes. The application has been signed by Roger A. and Josh Parkes. The application should be signed by Constance. Josh Parkes is listed as the applicant. If this is a husband and wife, then one signature should be sufficient.

Administrative

Within Note 1, the owners of record lists only Roger Parkes. The County Assessment and GIS records lists the owners as Roger A. and Constance J. Parkes.

Subdivision Information

Property boundary information should be shown for the entire property, including 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. Brown Township Subdivision and Land Development Ordinance (Article 7 Section 7.302 A.7.)

Clean & Green / Agriculture

The property is in an Agricultural Security Area and should be noted 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

Although Lot #1 is not located in the 100 year flood plain, portions of the residual are in the 100 year flood plain and these areas should be shown on an inset map. Brown Township Subdivision and Land Development Ordinance (Article 7. Section 7.302 A. 29.).

Topographic information

Topographical contours at vertical intervals should be displayed on the plan Brown Township Subdivision and Land Development Ordinance, (Article 7 Section 7.302 A.26.).

Soils

According to the County GIS files, some portion of this property appears to have prime farmland soils. Soils information should be shown on the plan. Brown Township Subdivision Ordinance, (Article 7 Section 7.302 A.10.).

Right-of Way Widths

U.S. Highway 322 should be labeled on the plan on an inset map, Brown Township Subdivision and Land Development Ordinance, (Article 7 Section 7.202 A.11.).

Private Street / Shared Driveway

Will the proposed 25' driveway easement be shared between Lot #1 and the Donald Kelly and Lynn Wagner parcels? If so, 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 the Brown Township Subdivision and Land Development Ordinance, (Article 7 Section 7.202 A. 13.).

DEP Sewage Planning Module

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to the Brown Township Planning Commission.

Water Service

The water supply location should be noted on the plan as prescribed in the Brown Township Subdivision and Land Development Ordinance (Article 7 Section 7.202 A.10. and Section 7.302. A. 23.). If the water source is off site, there should be evidence of an easement and right-of-way agreement on record and so noted on the plan. This information is particularly important if the water supply serves more than one household. The surveyor will note both are off site and make reference to easement/right-of-way agreements on record.

Other Comments:

Brown Township's Subdivision and Land Development Ordinance (Article 4 Section 4.205 B.) requires all lots to front on a public street. The subdivision plan is proposing a private driveway over 1,000 feet in length to access this lot which does not front a public street. As proposed, can the applicant fully meet this provision? If not, the applicant must request a written waiver, in accordance with Brown Township's Subdivision and Land Development Ordinance (Article 9 Section 9.200). Also, if this private driveway arrangement is approved, is the applicant willing to affirm that no further development will occur along the private drive, without the road being improved in terms of right-of-way and cart-way widths and its overall construction?

Union Township

Name of Plan: Yoder, Aquilla I.
Municipality: Menno Township (Municipal Ordinance)
File Number: 2015-02-005
Tax Map #: 18-09-0121/20-03-0119
Applicant Name: Glick, Adam D.
Land Owner Name: Yoder, Aquilla I.
Plan Preparer: Taptich Engineering and Surveying

Plan Summary:

This project involves the subdivision of one (1) lot from the lands of Aquilla I. and Naomi S. Yoder (TM 20-03-0119). Parcel A is intended to be a non-building lot addition to the adjacent lands of Adam D. and Erin B. Glick (TM 18-09-0121). There are no improvements proposed to Parcel A at this time.

The residue presently houses a single-family residential dwelling and associated outbuildings. The residue is served with an on-lot water source as well as an on-lot sewage disposal

Review Comments (List from Review Committee):

Basic Plan Information

The plan lists TM 20-03-0120 as Hartsock and Tax Assessment records lists owner as Hancock please confirm.

The tax parcel numbers on the application and the labels on the plan are missing the zero digit before the last three numbers. Please add these digits to the tax parcel numbers. The absence of the zeros creates inaccuracies within our plan tracking software.

Topographic information

Topographical contours at vertical intervals should be displayed on the plan Union Township Subdivision and Land Development Ordinance, (Article IV Section 402.1 g).

Soils

According to the County GIS files, some portion of this property appears to have prime farmland soils.

Setback Lines

The setback lines should be shown on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Article IV Section 402. 2. g.). Plan Note #5 refers to Union Township Subdivision setback provisions and it should refer to Union Township Zoning setback provisions.

Right-of Way Widths

Based upon the Union Township Subdivision and Land Development Ordinance, (Article IV Section 501.2.) the right-of-way width for Jericho Road should be shown on the plan.

Cartway Widths

Based upon the Union Township Subdivision and Land Development Ordinance, (Article V Section 501.2.) the cartway width for Jericho Road is substandard.

PennDOT HOP / Municipal Driveway Permit

Note #8 is not specific enough. 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.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV Section 402.2. b.) .

DEP Sewage Planning Module

The septic system location should be shown on the plan for the recipient tract TM 18-09-0121 and residue tract TM 20-03-0119. A copy of the DEP “Request for Planning Waiver and Non-Building Declaration” form needs to be provided to the Menno Township Supervisors and the Union Township Planning Commission.

Water Service

The water supply location for the residue should be shown on the plan.

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.”

Features

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, Union Township Subdivision and Land Development Ordinance, (Article IV Section 402.1.e.).

Zoning

Zoning information should be stated on the plan. The property is zoned Residential Agricultural and should be so noted.

Other Comments:

1. Since the majority of this lot-addition subdivision is in Menno Township, there should be a Mifflin County Review Certificate signature block on the plan.

Name of Plan: Westfield Cottages - Valley View Haven
Municipality: Union Township (Municipal Ordinance)
File Number: 2015-02-004
Tax Map #: 20-06-0121BA
Applicant Name: Valley View Haven
Land Owner Name: Valley View Haven
Plan Preparer: Sweetland Engineering & Associates, Inc.

Plan Summary:

The project has been designed for the construction of 9 new cottages (4 duplex units and one single unit) with the associated roadway, utilities and stormwater management.

The project site is located on a 38 acre parcel owned by Valley View Haven, directly south and adjacent to their existing facility in Union Township, Mifflin County. The proposed project area consists of farm fields and has been farm fields for the past 50 years. It is anticipated that the construction activities will begin in the spring of 2015 and be completed by spring of 2016. Refer to Appendix A for a project location map.

Review Comments (List from Review Committee):

Basic Plan Information

The word building is not correctly spelled on sheets LD3, LD4, LD6 and LD9. Although the project narrative is contained in the soil erosion and sediment pollution control plan narrative, it would be useful to have the narrative below the notes on Sheet LD1.

The name of the registered surveyor and/or Engineer responsible for the plan should be on the plan, including an appropriate registered professional’s seal, Union Township Subdivision and Land Development Ordinance (Article IV Section 403.1.e.).

Floodplain / Wetlands

The plan should note whether or not the site lies within a 100 year floodplain or designated wetland, Union Township Subdivision and Land Development Ordinance (Article IV Section 402. 1.e.).

Setback Lines

The setback lines should be shown on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Article IV Section 402 2. g.).

Right-of Way Widths

Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way widths of Oliver Court, Erie Drive, King Lane and Hartzler Drive should be shown on the plan. (Article IV Section 402. 2.a.).

Cartway Widths

The cartway widths of Oliver Court, Erie Drive, King Lane and Hartzler Drive should be shown on the plan, Union Township Subdivision and Land Development Ordinance (Article IV Section 402. 2.a.).

Street Names

Since it appears access to the buildings will be by an extension of Oliver Court, this extension must be coordinated with the County GIS (Mapping) Department. There is a fee associated with the street naming. Addressing the units is also administered by the County GIS (Mapping) Department.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV Section 402 2.b.).

Land Development

A traffic circulation diagram should be included with this plan submission to verify adequate site circulation.

The applicant should consult the local Fire Marshall to see if new fire hydrants will be required and included with the plan submission.

E & S / Stormwater

Has the E & S plan and NPDES permit been submitted and reviewed by the Mifflin County Conservation District?

Has the stormwater management plan been reviewed by the Township Engineer to insure the plan meets the Township's Stormwater Management Ordinance?

Other Comments:

1. Has the Township Engineer commented on this project?
2. Are these rental or owner-occupied units?
3. How do the residents dispose of their trash? Is there a dumpster for this phase of the project?
4. Since Oliver Court is being extended, a road profile should be prepared, Union Township Subdivision and Land Development Ordinance (Article IV Section 402 2. a.). The design should be reviewed by the Township Engineer.
5. Is there a Developers Agreement in place to insure all improvements are made including roads, utility and temporary cul-de-sac provisions.
6. Although the Geometry Plan sheet is scaled, what are the building dimensions?
7. Please provide a recorded copy of the plans to the Planning and Development Office.

*The Sweetland Engineering representative indicated he will provide written responses to the County's comments

Name of Plan: Mountainside Wood Products (Leon R. Zook)
 Municipality: Union Township (Municipal Ordinance)
 File Number: 2015-02-006
 Tax Map #: 20-08-0108A
 Applicant Name: Mountainside Wood Products (Leon R. Zook)
 Land Owner Name: Mountainside Wood Products (Leon R. Zook)
 Plan Preparer: Taptich Engineering and Surveying

Plan Summary:

Mountainside Products is proposing to expand their existing manufacturing business in Union Township, Mifflin County. The current proposal involves the construction of a 15,200 square foot structure and associated parking areas and internal travelways. No additional staff is planned and as such, there is no required additional sewage facilities planning.

The proposed improvements will require use of property beyond the existing property boundaries. A proposed access, grading, stormwater and utility easement is proposed to accommodate the proposed improvements.

To address the runoff from the site, we have designed a series of stormwater collection, conveyance and detention facilities. The proposed facilities will adequately address the requisite rate and volume controls as mandated by the Union Township SALDO, the Kishacoquillas Creek Act 167 Stormwater Ordinance and the Pennsylvania Department of Environmental Protection. The details of these facilities are provided herein.

Review Comments (List from Review Committee):

Administrative

The landowner's signature needs to be on the subdivision application form.
The plan was submitted after the deadline submission date.

Basic Plan Information

All abutters should be shown on the plan, including tax map numbers. Union Township Subdivision and Land Development Ordinance, (Article IV Section 403.1. d.).

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.
According to the County GIS files, some portion of this property appears to have prime farmland soils.

Setback Lines

The setback lines should be shown on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Article IV Section 402. 2.g).

Right-of Way Widths

Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width for Front Mountain Road is substandard. (Article V Section 501.2).

PennDOT HOP / Municipal Driveway Permit

A municipal driveway permit is required, and a copy should be provided to the Union Township Planning Commission.

Deed Restrictions and Easements

The plan Note #20 makes reference to a proposed access/utility easement that is not shown on the plan is a deed reference provided. This information should be on the plan.

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV Section 402.2.b.).

DEP Sewage Planning Module

Is a DEP sewage facilities waiver required?

Features

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. Union Township Subdivision and Land Development Ordinance, (Article IV Section 401. 1.e.).

Zoning

Zoning information should be stated on the plan. The property is zoned Residential Agricultural.

Land Development

Provisions for street or parking lot lighting may be required and should be included with the plan submission. The applicant should contact Union Township for more information.

Parking provisions should be listed. It appears 20 spaces are being created. Since the plan does not specify exactly how the property will be used other than a reference to manufacturing, does the proposed parking arrangement meet (Article V Section 501.3.) of the Union Township Zoning Ordinance?

A traffic circulation diagram should be included with this plan submission to verify adequate site circulation.Has there been contact with the fire marshal to insure adequate facilities are on site for fire safety?

E & S / Stormwater

The plan narrative states stormwater provisions will meet the Township's Stormwater Ordinance. Have stormwater provisions been reviewed by the Township Engineer or someone the Township has designated to do such reviews?

Other Comments:

1. According to tax assessment records, the current building encompasses around 14,000 sq. ft., this addition will double the sales/warehousing currently available.
2. The plan shows an existing electric easement that crosses through the proposed parking area and a corner of the proposed new building. The plan mentioned the line is to be relocated. Where will the line be moved and won't this have to be done prior to construction?
3. This property is being used as a commercial industrial use and is zoned Residential Agricultural. What provisions are in place to meet (Article III Section 307.4) of the Union Township Zoning Ordinance for a buffer?

Name of Plan: John Reed Rodgers
Municipality: Union Township (Municipal Ordinance)
File Number: 2015-02-002
Tax Map #: 20-09-0105
Applicant Name: John Reed Rodgers
Land Owner Name: John Reed Rodgers
Plan Preparer: Lockard Surveying & Mapping

Plan Summary:

This project involves the subdivision of Mifflin County Tax Parcel 20,-09-0105, lands of John Reed Rodgers, Et Al, located in Union Township, and described in Deed Book 489 Page 1140. Two new residential lots are being created, each containing 3.60 acres. Both new lots are proposed to be served by on-lot sewage disposal systems and on-lot wells. The residual tract (lot 3), of approximately 107 acres, contains an existing single-family residence, agricultural buildings, and on-lot sewage disposal system, and is served by an existing water line (private). There are no Special Flood Hazard Areas present on the site according to FEMA mapping. There are no wetlands present on the site according to NWI mapping.

Basic Plan Information

This parcel was previously reviewed by the Mifflin County Planning Commission on December 12, 2013 and August 20, 2014. Since this time, the lot lines have changed as well as access to the lots.

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 hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information are shown on the plan.

According to the County GIS files, some portion of this property appears to have prime farmland soils.

Right-of Way Widths

Based upon the Union Township Subdivision and Land Development Ordinance (Article V Section 501.2.), the right-of-way of Plum Bottom Lane is substandard.

What is the right-of-way width of the earthen farm lane? Union Township Subdivision and Land Development Ordinance (Article IV Section 402. 2.a.).

Cartway Widths

Based upon the Union Township Subdivision and Land Development Ordinance, the cartway width of Plum Bottom Lane is substandard (Article V Section 501. 2.).

What is the cartway width of the earthen farm lane? Union Township Subdivision and Land Development Ordinance Article IV Section 402.2.a.).

Private Street / Shared Driveway

Will the earthen farm lane and the fifty (50) foot easement be used by more than one party? If so, 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."

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.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV Section 402. 2. b.).

DEP Sewage Planning Module

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to the Union Township Planning Commission. It appears that a Component 2 Sewage Facilities Planning Module has been completed, however, a Component 1 Module is required for subdivisions of 10 lots or less (including residual lands) intended as building sites for detached single-family dwelling units served by individual on-lot sewage disposal systems. Please confirm with DEP which module is applicable.

Signature Blocks on Plan

There should be a signature block area for the Recorder of Deeds of Mifflin County.

Features

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 Union Township Subdivision and Land Development Ordinance (Article IV Section 402. 1. d. and e.).

Land Development

If a private street is proposed, the plan should be reviewed by the Union Township Engineer. Lot 2 has no direct road frontage other than the proposed fifty (50) foot easement that appears to also serve lot 1 and the residue. The only lot frontage for lot 2 is the 55 foot private easement. Aside from whether this is adequate, the plan states the driveway to serve lot 2 will not be constructed until after lot 2 is sold. What assurance does the Township have that the private access will be built and that a lot without clear access to the public road system has been created. If the current property owner does not construct the private drive to serve lot 2, is he willing to have a developers agreement in place, so that the Township does not have a future problem with this lot?

Other Comments:

Are there future plans for development?

Public Comment

None

Other Business

Dan Dunmire informed the Mifflin County Planning Commission of the 2015 Dirt, Gravel and Low Volume roads program which was established in 1997. Dan informed the members that the funding for this program

that is used to improve dirt and gravel roads has increased from \$6 million to \$35 million statewide and that the county's allocation increased from \$25,000 to almost \$155,000. Over \$300,000 has been spent on 18 different demonstration projects with an additional \$100,000 pending construction with more than 5.5 miles of dirt roads improved covering five different municipalities. The district will administer two programs: the Dirt & Gravel Roads Program (+/- \$100,000/year) and the Low Volume Road Program (+/- \$53,000 / year). All municipalities will be eligible for one or both parts of the program as long as they have attended the required Environmentally Sensitive Maintenance training at least every 5 years.

Jim Lettiere informed the Mifflin County Planning Commission of a recent training he attended on Chapter 102 Erosion and Sediment Control. He stated that the training focused on best management practice.

Bill presented information to the Commission on the formation of an Advisory Committee to select a firm to do bridge inspections. Every five years the contract for the bridge inspections and county engineer is updated. A committee was appointed by the County Commissioners that will consist of Bill, two planning commission members, Jim Saylor of SEDA-COG and a Commissioner. The two planning commission members will be Dan Dunmire and Jim Spendiff. This year there will be separate contracts for bridge inspections and all other engineering requirements.

A reminder and invitation was given out for the annual planning dinner to be held on April 9, 2015.

Bill updated the Planning Commission on the Juniata West River Walk trail project proposal. All three property owners, the Lewistown Borough, the Concrete Company and the Fire Academy, are all supportive of the project. The Fire Academy, however, will need approval from the State Legislature to allow the easement. The Commissioners approved a feasibility study to be done in the next two months and hopefully a grant will be applied for in June to help with the implementation of the project. The trail, as proposed, will go along the river from Victory Park and end at the Lowes property.

The Planning Commission was informed of updates for the boat launch and dog park projects. The boat launch is in the final design stage and permits are being obtained. Construction will begin this summer. Bids are already out for the dog park and a pre-bid meeting will be held on Friday, February 27. Construction on the dog park should begin in April with an estimated completion date in June.

Information was handed out about the Pennsylvania Municipal Planning Education Institute (PMPEI) courses being set up for Mifflin and Juniata County. The classes are done over three days for three hours at a time. There is no cost to planning commission members to attend the course. The courses hopefully will be offered this spring in May or late June.

The Planning Commission also received a packet of information on the proposed senior housing study for their review. A senior housing study was one of the two items voted on by the Commission for implementation from the comprehensive plan.

Adjournment

The meeting adjourned at 4:38 p.m. upon a motion by Tyler Gum that was seconded by Kay Semler.