

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
THURSDAY, FEBRUARY 28, 2013
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

Susan Heimbach, Chair
Dan Dunmire, Vice Chair
Michele Bair
Tom Lake
Brent Miller
Neal Shawver

Jim Spendiff
Kent Spicher

Other

Edward Nasuti, Lee-Simpson Associates, Inc.
Lucas Parkes, The EADS Group, Inc.
Chad Stafford, PennTerra Engineering

Staff

Bill Gomes, Director
Jim Lettiere, Community Development
Administrator/Assistant Director
Kim Napier, Office/Grants Manager

Call to Order

Susan Heimbach, Chair, called the meeting to order at 3:32 p.m.

Record of Public Attendance

Susan reminded everyone to sign the attendance sheet. Mario Andrie had previously notified the Planning and Development Office to say he would not be able to attend.

Approval of Meeting Minutes

Jim Spendiff made a motion to approve the minutes of the January 24, 2013 meeting. Neal Shawver seconded the motion. All members voted aye.

Mifflin County Airport Master Plan Update

Guest speaker Ed Nasuti of Lee-Simpson Associates presented the County Planning Commission with an overview of the Mifflin County Airport Master Plan that is under development. He also offered to email the information to the board. The *Inventory Phase* involves taking stock of existing assets. The *Forecast Stage* estimates operations over a 20-year period which includes a short range phase encompassing 0-5 years. Following these two phases, the consultant will develop both an *Alternatives Analysis* and an *Environmental Analysis*. They are currently at the Environmental Analysis Stage.

Two public meetings have been held thus far. The first meeting occurred on November 7, 2012 where the consultant reviewed the *Forecast Stage* and according to Mr. Nasuti there were three public attendees. The second meeting was held several weeks ago and discussed how facilities requirements can be met. Approximately six people attended. Mr. Nasuti then provided a condensed version of the *Forecast Summary*. In 2011, there were 38 based aircraft and by 2032 projected to be 46. There are currently 14,400 operations per year, with a projected increase of approximately 5,200, or 19,609 operations by end of the planning period. Dan Dunmire asked if Flight In and Flight Out numbers are considered two operations and this was confirmed by Mr. Nasuti. Requirements include presenting and obtaining approvals from the Federal Aviation Administration and Pennsylvania Department of Transportation before proceeding to the Facilities Requirements. Ed had on hand a bulleted chart and some of the key points that were discussed and can be made available in a hard copy version to the Planning Commission.

Jim Lettiere asked if there would be a control tower. Ed said it is not eligible based on size. Cost estimates for proposed improvements are being developed.

Bill said since Airport Road is paved can a turnaround area be created so the road can be turned over to Brown Township. Ed said he will look into this.

Subdivision and Land Development Review Committee Report

Dan Dunmire reported there were four plans all under municipal ordinances in which the County provides recommendations only: Alan J. Metzler –Sewage Facilities in Brown Township, First Quality Baby Products in Granville Township, Amos Peachey in Menno Township and Jonas Jay Zook in Union Township.

Chad Stafford from PennTerra Engineering gave a brief overview of the First Quality Plan. The initial construction was in 2008. Phase II will consist of the development of 2 buildings totaling 1,054,471 square feet. The Elm building (phase 2A) will total 560,358 square feet and is anticipated to begin construction in April 2013. Phase 2B-RUBIK building (474,113 square feet) is anticipated to begin construction April 2014 with full occupancy anticipated in the spring of 2017. There will be an additional 192 parking spaces. Six fire hydrants will be added. The local fire company will be notified to review the plans. Chad provided a signed and notarized application form, soils erosion and stormwater management plans.

Jim Lettiere mentioned the plan for Alan Metzler in Brown Township. A non-building lot subdivision was submitted in 1994. Access to the public road system needs to be shown.

The next plan was Simon & Lena Peachey in Union Township. Lot addition language needs to be shown.

The plan for Amos and Mahlon Peachey in Menno Township needs to identify the buildings to be demolished within the setbacks.

Dan Dunmire made a motion to approve the comments/recommendations of the Subdivisions Review Committee on the 4 municipal plans. Neal Shawver seconded the motion. All voted aye.

The Subdivision Review Committee Report:

Brown Township (Municipal Ordinance)

Name of Plan: Metzler, Alan J. - Sewage Facilities Planning
Municipality: Brown Township (Municipal Ordinance)
File Number: 2013-02-003
Tax Map #: 14-04-101D
Applicant Name: Metzler, Alan J.
Land Owner Name: Metzler, Alan J.
Plan Preparer: Taptich Engineering and Surveying

Action Taken:
The County provides comments only.

Plan Summary:

This plan is intended to accomplish the Sewage Facilities Planning for lands of Alan J. and Jill L. Metzler (TM 14-04-101D). TM 14-04-101D was created in 1994 as a nonbuilding lot. Reference the Plan of Subdivision as prepared by Charles Maynard Colony, dated September 23, 1994. Access to TM 14-04-101D is via the existing 50' Right-of-Way crossing over lands of Chadwick L. Kauffman (TM 14-04-100D).

Review Comments (List from Review Committee):

Basic Plan Information

Please indicate whether this project involves the construction of a single-family structure or not.

The Final Plan shall be legible and at a scale of not more than 100' per inch. Brown Township Subdivision and Land Development Ordinance Article 7 (Section 7.302 A.). The plan is scaled at 1" = 250'.

Clean & Green / Agriculture

The plan application states the property is not in the clean and green program, yet the County GIS files

indicate 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.

General Note 3., states in part the status of the subject parcel with regard to the Clean and Green Program is unknown, and the application indicates the property is not enrolled in the Clean and Green Program. Please clarify.

Topographic information

Suitability considerations should be made for this plan. It appears, according to County GIS information, that there are steep slopes (grades over 15%) on this site and development in these should be discouraged. The steep slopes are contained on the southern half of the parcel.

Setback Lines

The setback lines should be shown on the plan as prescribed in the Brown Township Subdivision and Land Development Ordinance Article 7 (Section 7.302 A. 10.).

Right-of Way Widths

Does the existing 50' right-of-way connect to East Back Mountain Road? The plan should show a connection to the public roadway system.

Cartway Widths

The cartway width should be shown on the plan (Brown Township Subdivision and Land Development Ordinance, Article 7 (Section 7.202 A. 11.).

PennDOT HOP / Municipal Driveway Permit

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. Brown Township Subdivision

Private Street / Shared Driveway

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." Brown Township Subdivision and Land Development Ordinance Article 4 (Section 4.204 B. 1. B. and C.)

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

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Article 7 (Section 7.302. B. F.) of the Brown Township Subdivision and Land Development

DEP Sewage Planning Module

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

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. (Brown Township Subdivision and Land Development Ordinance, Article 7 Section

Zoning

Zoning information should be stated on the plan.

Land Development

If this is a land development plan for the construction of a single-family detached dwelling unit, please indicate its size and location relative to the prescribed setbacks of the A Agricultural District. Article IV (Section 406) of the Brown Township Zoning Ordinance.

Granville Township (Municipal Ordinance)

Name of Plan: First Quality Baby Products, LLC
Municipality: Granville Township (Municipal Ordinance)
File Number: 2013-02-004
Tax Map #: 17-12-109
Applicant Name: First Quality Baby Products, LLC-Land Dev.
Land Owner Name: First Quality Baby Products, LLC-Land Dev.
Plan Preparer: PennTerra Engineering, Inc.

Action Taken:
The County provides comments only.

Plan Summary:

First Quality Baby Products (FQBP) LLC is proposing a second phase of development with two buildings equaling 1,054,471 +/- square feet. The First Quality Baby Products-Phase 2 Development shall consist of:

Phase 2A-ELM Building (560,358 square feet)
Anticipated Construction Start - April 2013

Phase 2B-RUBIK Building (474,113 square feet)
Anticipated Construction Start-April 2014

Full Occupancy Anticipated - Spring 2017

FQBP is an Industrial diaper factory Land Development on Tax Parcel 17-12-109, at the "MCIDC, Industrial Park East" site located along Locust Road in Granville Township, Lewistown, Pennsylvania. The property is located at 97 Locust Road, Lewistown, Pennsylvania 17044.

Anticipated Start of Occupancy-September 2013
Full Occupancy Anticipated-Spring 2014

Review Comments (List from Review Committee):

Soils

According to the County GIS files, some portion of this property appears to have prime farmland soils.
* Penn Terra's representative indicated there are no prime farmlands in the development area. The new development area for Phase 2 was previously (in 2008) disturbed and modified.

Right-of Way Widths

Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way width of Loop Road is substandard (Table 1 Minimum Design Standards for Streets).

The right-of-way of Locust Drive does not meet the road provisions of the Granville Township Subdivision and Land Development Ordinance (Table 1 Minimum Design Standards for Streets). Since the parcel has the potential for future development road improvements should be considered prior to further development. At a minimum additional right of way should be provided by the applicant as a condition if there is future development along this road.

Cartway Widths

Based upon the Granville Township Subdivision and Land Development Ordinance, the cartway width of Locust Drive is substandard (Table 1 Minimum Design Standards).

The cartway width of Locust Drive does not meet the road provisions of the Granville Township Subdivision and Land Development Ordinance (Table 1 Minimum Design Standards). Since the parcel has the potential for future development, road improvements should be considered prior to further development. At a minimum additional cartway should be provided by the applicant as a condition if

PennDOT HOP / Municipal Driveway Permit

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

* The Penn Terra representative indicated that they will not need a municipal driveway permit for permanent construction. They may need a permit to access the Phase II construction area for a rock

Deed Restrictions and Easements

The Subdivision and Land Development Application indicates the property does not have easements or deed restrictions, while Sheet Number 4 delineates gas and electrical service easements. Please clarify.

* The Penn Terra representative indicated that the existing easements are with utility companies and

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.

*The Penn Terra representative stated they will process the DEP Note card mailer upon return from Granville Township.

Sewage Service

A letter from the municipality acknowledging availability of public sewer should be submitted to the Granville Township Planning Commission.

*The Sewage Manager is providing Penn Terra a "will serve" letter. Copies will be provided to the County.

Water Service

A letter from the municipal water authority acknowledging availability of public water should be submitted to the Granville Township Planning Commission.

* The Penn Terra representative indicated he will provide the County a copy of the "will serve" letter from

Land Development

The applicant should consult the local Fire Marshall to determine if the number of fire hydrants proposed are adequate.

* The Penn Terra representative stated they will ask the Township to share the plans with the appropriate Fire services representative.

This plan proposal may require a traffic study to be conducted. The applicant should contact Granville Township for additional information, Granville Township Zoning Ordinance, Article 4 (Section 4.202 a.)

A traffic study was required by the Township and should be submitted as part of the review process. We would appreciate the opportunity to review.

* The Penn Terra representative stated the TIS is being developed and a copy will be supplied to the County upon completion.

Other Comments:

1. Will First Quality Baby Products, LLC request a variance to the 650 parking spaces required? If so, by how many spaces?

* The PennTerra representative stated if they need a varaince in the future, the County will additionally be notified. That depends upon the necessary spaces based upon the final RUBIK building footprint and employees.

2. Will a Development Agreement and Financial Security be provided in accordance with Article 7 of the Granville Township Subdivision and Land Development Ordinance? There is only mention of a maintenance agreement on sheet 3 for stormwater.

*The Penn Terra representative added note 17 to the RECORD PLAN regarding the Township Developer's Agreement and surety.

3. What is the height of each building?

* The building height data has been added to the RECORD PLAN.

4. Is the private Rail Spur used for pick up and or delivery of products?

* The Penn Terra representative indicated the rail is used to deliver cotton products to the site and is private.

5. Does the 2013 TIS require any mitigation?

* The Penn Terra representative indicated they do not believe the TIS will require any structural mitigation.

6. Will the LOS levels for Industrial Park Road, Loop Road and Locust Road change as a result of the project?

* The PennTerra representative indicated the LOS levels are not expected to change with this project.

7. Will there be signage associated with the project? If so, where will the signs be located?

* The Penn Terra representative indicated most of the signage will be directional not commercial.

8. Has the Granville Township Engineer reviewed the plan and TIS?

* The Penn Terra representative indicated Taptich Engineering shall be reviewing the documents of the Land Development submission.

9. How is garbage disposed of on the site?

* The Penn Terra representative indicated that a private waste hauler will remove trash from the site.

10. Are parking spaces 8'x18' or larger?

* The Penn Terra representative stated the spaces are 10' x 20' as shown on sheet 21.

11. The plans do not show a traffic circulation plan.

* The Penn Terra representative indicated that they will provide us a separate Traffic circulation plan.

Menno Township (Municipal Ordinance)

Name of Plan: Peachey, Amos
Municipality: Menno Township (Municipal Ordinance)
File Number: 2013-02-001
Tax Map #: 18-07-124C
Applicant Name: Peachey, Mahlon*
Land Owner Name: Peachey, Amos
Plan Preparer: Taptich Engineering and Surveying

Action Taken:

The County provides comments only.

Plan Summary:

This project involves the subdivision of one (1) lot from the lands of Amos and Leroy Peachey. Lot #1 presently houses a single family residential dwelling and associated outbuildings. Lot #1 is served by an on-lot sewage disposal system and domestic water from an offsite spring. There are no changes proposed to the lot access. Likewise, there are no improvements proposed on Lot #1.

The Residue land presently houses a lumber mill and harness shop. There are no improvements proposed to the Residue. Access to the Residue will be via the existing 50' Right-of-Way off of S.R. 4004.

Review Comments (List from Review Committee):

Administrative

The subdivision application form should be signed by the municipality.

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.

The application indicates the property is not enrolled in the Clean and Green Program, yet General Note 3. indicates the status of the subject parcels in regard to Clean and Green is unknown. The County GIS files indicate the subject parcels are in the Clean and Green Program.

Soils

The County GIS files do not depict the presence of HcC, BID or BxD soils as noted on the plan.

Setback Lines

The setback lines should be shown on the plan as prescribed in the Menno Township Subdivision and Land Development Ordinance Article 6 (Section 6.302 a.10.).

The existing building closest to Front Mountain Road on the residue tract violates the side and rear setbacks, while two of the structures on Lot #1 violates the side and rear setbacks. Does the applicant propose asking for a waiver from the Township?

Cartway Widths

Based upon the Menno Township Subdivision and Land Development Ordinance, the cartway width of Collar Lane is substandard Article 3 (Section 3.204 Table 1).

PennDOT HOP / Municipal Driveway Permit

An HOP notation should be on the plan and include: 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.

Private Street / Shared Driveway

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

According to the surveyor, there are no known deed restrictions or easements associated with the

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

Water Service

The water supply location should be noted on the plan as prescribed in the Menno Township Subdivision and Land Development Ordinance Article 6 (Section 302.b.5.). 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:

1. Under General Note 8, please clarify which roadways (both existing and proposed) will be intended to be privately owned?

2. General note 12. states that " upon approval of this plan, all buildings within the minimum setback requirements shall be removed". The buildings to be demolished should be noted on the plan to avoid any confusion.

Union Township (Municipal Ordinance)

Name of Plan:	Zook, Jonas Jay
Municipality:	Union Township (Municipal Ordinance)
File Number:	2013-02-002
Tax Map #:	20-06-102/20-06-100A
Applicant Name:	Peachey, Simon R. & Lena M.
Land Owner Name:	Zook, Jonas Jay
Plan Preparer:	Taptich Engineering and Surveying

Action Taken:

The County provides comments only.

Plan Summary:

This project involves the subdivision of one (1) lot from the lands of Jonas Jay Zook (TM 20-06-102). Lot #1 is intended to be a non-building lot addition to the adjacent lands of Simon R. and Lena M. Peachey (TM 20-06-100A). There are no improvements proposed to Lot #1.

The Residue is presently vacant and is used for agricultural purposes. There are no improvements proposed to the Residue.

Review Comments (List from Review Committee):

Basic Plan Information

The County GIS files lists Linda and Samuel Peachey as the owners of record for Tax Parcel Number 20-06-0100AA-000 while the plan indicates the owners are Rosa and Alvin Peachey. Please clarify.

Clean & Green / Agriculture

The parcel number 20-06-0100A-000 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. Nolan Silt Loam (No)

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.). At a minimum the setbacks standards should be listed in the notes.

Right-of Way Widths

The right-of-way width of White Oak Lane should be shown on the plan in accordance with Article IV Section 402. 2. a. Union Township Subdivision and Land Development Ordinance.

The right-of-way of Belleville Lane does not meet the road provisions of the Union Township Subdivision and Land Development Ordinance (Article V Section 501. 2.). Since the parcel has the potential for future development, road improvements should be considered prior to further development. At a minimum additional right of way should be provided by the applicant as a condition if there is future

Cartway Widths

The cartway width of White Oak Lane should be shown and labeled on the plan (Union Township Subdivision and Land Development Ordinance, Article IV Section 402. 2. a.).

The cartway width of Belleville Lane does not meet the road provisions of the Union Township Subdivision and Land Development Ordinance (Article V Section 501. 2.). Since the parcel has the potential for future development, road improvements should be considered prior to further development. At a minimum additional cartway should be provided by the applicant as a condition if there is future

PennDOT HOP / Municipal Driveway Permit

In the event a driveway is constructed to the parcel from the existing roadway system, a municipal driveway permit is required, and a copy should be provided to the Union Township Planning Commission, in accordance with Ordinance 1980 - 2 Section 3.

Private Street / Shared Driveway

Will White Oak Lane be used by more than one party to access the residue and Lot #1?

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Article IV Section 402. 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

Signature Blocks on Plan

The Mifflin County Review Certificate is not on the plan. If a copy of the certificate is required, one can be obtained from the Mifflin County Planning and Development Department.

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.”

Property boundary information should be shown for the entire property. Currently no boundary information is provided for the recipient tract, in accordance with Article IV Section 402. 1. a. Boundary Lines: Or property lines by bearing and distances shall be shown on the plan Union Township Subdivision and Land Development Ordinance.

Zoning

The Zoning District designation should be shown on the plan. If development is contemplated, it must comply with Article VII R-A Residential Agricultural District, Sections 701.-713. inclusive.

Other Comments:

1. In accordance with Article IV Section 403. 1. F. abstract of title to the land signed by the owner shall be shown on the plan, while General Note 2 states this plan was prepared without the benefit of a title report. No claims are made as to title.

Comprehensive Plan Update

Bill Gomes gave the Commission a brief overview of the January 28, 2013 meeting of the Comprehensive Plan Advisory Committee which dealt with the Transportation and Land Use Plan elements. The next meeting is scheduled on March 11, 2013 and will focus on housing and community facilities.

Other

Bill next provided an update on the proposed boat launch in the McVeytown area and the authorization from the County Commissioners to submit two grant applications for the project. The submission deadline for the National Park Service application is March 1, 2013. The PA DCNR application is due April 10, 2013.

Public Comment

There was no public comment and no media present.

Other Business or Comments

The Agriculture: Local Planning, Regulations & Policies Program sponsored by Penn State Cooperative Extension College of Agricultural Sciences scheduled for March 5, 2013 has been cancelled.

Bill Gomes commented that no Land Development Plan was submitted for the Raymond Snyder hog farm in Ferguson Valley, Granville Township, however; a nutrient management plan was approved.

Adjournment

The meeting adjourned at 5:02 p.m. upon a motion by Jim Spendiff that was seconded by Dan Dunmire.