

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**THURSDAY, MARCH 26, 2009**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

Members

Jim Spendiff, Chairman  
Dan Dunmire, Vice Chairman  
John Pannizzo, Secretary  
Don Kauffman  
Neal Shawver  
Kay Hamilton  
Susan Heimbach

Other

Thomas Metz, Thomas Metz Engineering, Inc.

Staff

Bill Gomes, Director  
Jan McDonald, Community Development Administrator  
Mark Colussy, Associate Planner  
Millie Sunderland, Office Manager/Grants Manager

**Item #1 – Call to Order**

Jim Spendiff, Chairman, called the meeting to order at 3:30 p.m.

Bill Gomes introduced Jan McDonald, Community Development Administrator, to the Planning Commission members.

**Item #2 – Record of Public Attendance**

Jim reminded everyone to sign the attendance sheet.

**Item #3 – Subdivision and Land Development Review Committee Report**

Dan Dunmire reported that the Subdivision and Land Development Review Committee reviewed ten plans. There was one plan under the Mifflin County Subdivision and Land Development Ordinance. The Subdivision Review Committee recommended conditional approval of the Douglas C. Aurand subdivision in Wayne Township.

There were nine 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: Douglas K. Thompson subdivision in Armagh Township, Walter Schmidt, Jr. and Sam Hostetler subdivision in Brown Township, Richard K. and Sheila K. Yohn subdivision in Brown Township, Benjamin and Jeanne I. Hall, Jr. subdivision in Decatur Township, Waters Edge Campground land development in Derry Township, Jarod W. Armstrong subdivision in Derry and Granville Townships, E. Jeanne Steele subdivision in Granville Township, Toby L. and Beth Spigelmyer subdivision in Granville Township and Levi R. Kanagy subdivision in Union Township.

Thomas Metz of Thomas Metz Engineering, Inc. attended the meeting to present the Waters Edge Campground land development plan in Derry Township. Tom gave an overview of the plan and phases of the project. He indicated the first phase would consist of 25 camp sites to be completed this year. These sites would initially have no service or utilities, but are intended to have sewer and water service when the project is to capacity. Tom briefly discussed future phases of development to the campground, and indicated the buildings would be out of the floodplain and there would be no earth disturbance within the floodway. There was some discussion about a variance hearing for the campground, as well as E&S and NPDES permits and easements. Members of the Planning Commission had concerns over access to and from the site.

Mark gave an overview of the Walter Schmidt plan in Brown Township and went over the comments. After some discussion, a comment was added to verify the correct property abutters are on the plan.

Mark then reviewed the Levi R. Kanagy plan in Union Township and discussed some of the comments in the report. There was some discussion about the cartway and right-of-way widths being inadequate for proper access.

Dan briefly discussed the Douglas C. Aurand subdivision in Wayne Township. A waiver was requested from some of the boundaries of the residual tract due to the deed description of the large tract having many discrepancies. The surveyor provided some dimensions closest to the area being subdivided.

Dan made a motion to approve the waiver request for the Douglas C. Aurand subdivision in Wayne Township. Susan Heimbach seconded the motion. Kay Hamilton abstained from the vote. All other members voted aye.

Dan Dumire made a motion to conditionally approve the plan under the County's ordinance. Don Kauffman seconded the motion. Kay Hamilton abstained from the vote. All other members voted aye.

Dan Dumire made a motion to approve the comments and recommendations as presented and discussed for the plans under municipal ordinances. Kay Hamilton seconded the motion. All members voted aye.

The Subdivision Review Committee report:

**Name of Plan: Thompson, Douglas K.** **File Number: 2009-03-006**  
**Tax Map #: 12-19-106/12-19-108C** **Municipality: Armagh Township (Municipal Ordinance)**  
**Applicant Name: Thompson, Douglas K.** **Land Owner Name: Thompson, Douglas K.**

**Plan Preparer: Wright Land Surveying**

Action Taken: The County provides comments only.

Plan Summary: Douglas K. Thompson is the owner of two adjacent properties. This plan is to create Lot Addition A from Lot 1 Lot 2. This will make Knob Ridge Road the dividing line between his two properties. No new building lots are being proposed.

Review Comments (List from Review Committee):

Topographic information - Topographical contours at vertical intervals should be displayed on the plan (Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a.7). \*The surveyor is going to request a variance from this request since no development is proposed.

Soils - Soil information is not on the plan. Since the plan involves a lot addition/merger, the applicant should request a waiver from the subdivision ordinance. \*The surveyor is going to request a variance from this request since no development is proposed.

Right-of Way Widths - Based upon the Armagh Township Subdivision and Land Development Ordinance, the right-of-way width for Knob Ridge Road is substandard (Table 1).

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

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 Armagh Township Subdivision and Land Development Ordinance. \*According to the surveyor, there are no known deed restrictions or easements.

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. Are there any existing water or sewer facilities associated with Lot 2? If so, this information should be shown on the plan. If not, it should be noted on the plan that sewage testing will be required if this lot is to be developed.

\*According to the surveyor, there are no existing facilities on this lot.

**Name of Plan: Schmidt, Jr., Walter/Hostetler, Samuel P.** **File Number: 2009-03-005**  
**Tax Map #: 14-08-119/119A/14-08-120A/14-08-120C** **Municipality: Brown Township (Municipal Ordinance)**  
**Applicant Name: Schmidt, Walter (Jr.) and Samuel P. Hostetler** **Land Owner Name: Same as Applicant Name**

**Plan Preparer: Wright Land Surveying**

Action Taken: The County provides comments only.

Plan Summary: This plan proposes to subdivide Lot 1 for non-development purposes at this time. Any future development will require a Land Development or Subdivision Plan approval.

Review Comments (List from Review Committee):

Clean and Green Program - All parcels involved are 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 - The property lies within the 100-year floodplain. Future development in this area should be discouraged.

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). \*The surveyor is going to ask for a waiver since no new development is proposed.

Soils - According to the County GIS files, some portion of this property appears to have prime farmland soils. (BuB, HaB, HcB, No, Ph) According to the County GIS files, some portion of this property appears to have hydric soils. The hydric soils information should be shown on the plan. (No) Soils information should be shown on the plan. (Brown Township Subdivision and Land Development Ordinance, Section 7.302.A.10) \*The surveyor is going to ask for a waiver since no new development is proposed.

Right-of Way Widths - According to County GIS information, a private drive, KV Railroad Drive, is shown traversing the Hostetler and Schmidt properties. If this is the case, this should be shown on the plan and include right-of-way and cartway width information. (See section 7.302.A.6 & 11 of the Brown Township Subdivision and Land Development Ordinance) \*The surveyor stated that no known right-of-way is associated with the KV railroad bed, but will show the bed on the plan.

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 7.302. A6 and 7.302. B7 of the Brown Township Subdivision and Land Development Ordinance. \*According to the surveyor, there are no known deed restrictions or easements except for the possibility of a water line easement. If an easement exists, this should be shown 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.

Water and Sewage Service - Existing Water and Sewage service information should be provided for all parcels involved in the proposal. (See section 7.302.A.23 of the Brown Township Subdivision and Land Development Ordinance) \*According to the surveyor, there are no existing sewage facilities on the properties. There is a water line along Route 655 that should be shown on the plan.

Other Comments:

1. Considering there are multiple parent tracts and new lot layouts for multiple properties, an inset map should be supplied with the main plan to help distinguish before and after configurations of the lots. It is not clear as to what is occurring with some of the residue properties. If this plan proposes a lot merger, this should be clearly indicated on the plans. At this time, it is not clear on the plans as to the piecemeal combination of properties to create Lot 1. Additionally, a more descriptive narrative would be helpful.

2. Either a private drive named KV Railroad Drive or a railroad traverses T.M. 14-08-120C and 14-08-119A. Is there an easement associated with this line? In either case, this, and all other significant man made features, should be shown on the plan. (See section 7.302.A.23 of the Brown Township Subdivision and Land Development Ordinance) \*Please see Right-of-way comment.

3. Parcel 14-08-119 does not match County Tax Assessment records. The area designated as Lots 10 and 11 on the plan are still assessed as part of the property and the entire parcel should be shown on the plan. Please confirm \*The surveyor stated that Lot 10 and 11 were subdivided as part of the Cedar Hill Mansion development. The surveyor will label the lots as such on the plan.

4. According to County GIS information, a portion of this area has a designated wetland. Wetland information should be identified on the plan. (See section 7.302.A.28 of the Brown Township Subdivision and Land Development Ordinance) \*According to the surveyor, there are no wetlands on the property. A waiver for this requirement may need to be requested.

5. Not all the abutters match county tax assessment records. The plan does now show T.M. 14-08-132, where the plan shows the Alvin Peachy property. Also, the plan shows T.M. 14-10-125A in a location that does not match assessment records. Please verify.

**Name of Plan: Yohn, Richard K. & Sheila K.**

**File Number: 2009-03-010**

**Tax Map #: 14-16-100**

**Municipality: Brown Township (Municipal Ordinance)**

**Applicant Name: Yohn, Richard K. & Sheila K.**

**Land Owner Name: Yohn, Richard K. & Sheila K.**

**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 Richard K. and Sheila K. Yohn. Lot #1 is currently vacant and is intended to be stand alone lot. Lot #1 will be served with an on-lot sewage disposal system and an on-lot water source. Access to Lot #1 will be via the existing gravel drive. The Residue houses an existing commercial building which is served with public water and sanitary sewer service. No improvements are proposed on the Residue at this time.

Review Comments (List from Review Committee):

Floodplain - According to updated County GIS data, part of the property lies within the 100-year floodplain. This conflicts with note 5 on the plan. Please confirm.

Soils - According to the County GIS files, some portion of this property appears to have hydric soils. The hydric soils information should be shown on the plan.

*Setback Lines - Setbacks should be based off of the Brown Township Zoning Ordinance and not the Subdivision and Land Development Ordinance, as claimed in Note 4 on the plan. The setbacks in the R-1 Zone can be found in Section 506 and the Commercial Zone in Section 806 of the Brown Township Zoning Ordinance.*

*Cartway Widths - If proposed Lot 1 is to use the existing gravel drive, the cartway width of the drive should be shown on the plan. (See section 7.202.a.11 of the Brown Township Subdivision and Land Development Ordinance)*

*PennDOT HOP/Municipal Driveway Permits - If a new driveway is to be created off of S.R. 1005, a PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)) and in the Brown Township Subdivision and Land Development Ordinance (Section 4.208 C.). A copy of the permit should be provided to the Brown Township Planning Commission.*

*Shared Driveway - If multiple parties are to use the existing gravel drive, a shared driveway agreement should be established. The 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, Section 4.205.G.4c)*

*Street Names - If multiple parties are to use the existing gravel drive, the drive will have 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 7.302. A6 and 7.302. B7 of the Brown Township Subdivision and Land Development Ordinance. The Pennsylvania Fish and Boat Commission had been in the process of acquiring a public access easement in this area. If this easement has been finalized, it should be noted on the plan.*

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

**Other Comments:**

*1. General Note 9 on the plan refers to the Brown Township Subdivision and Land Development Ordinance. However, road related matters should be based off of the Brown Township Road Ordinance. This information should be revised.*

*2. General Note 11 on the plan refers to a 50 foot access easement. This easement should be shown on the plan. (See section 7.302.a.6 of the Brown Township Subdivision and Land Development Ordinance)*

*3. It appears, based upon aerial photography, that there is a building on the Dodson property. All significant man made features within 50 feet of the property should be shown on the plan. (See section 7.302.a.23 of the Brown Township Subdivision and Land Development Ordinance)*

*4. If public water and sewer serve the residue property, it should be shown on the plan. (See section 7.302.a.11 of the Brown Township Subdivision and Land Development Ordinance)*

*5. Since most of the residue is in the Floodplain or Floodway, is this property a buildable lot that can meet Brown Township regulations? Unless the existing building footprint is maintained, it is questionable if the residue is developable. This should be noted on the plan.*

**Name of Plan: Hall, Benjamin Jr. & Jeanne I.**

**File Number: 2009-03-001**

**Tax Map #: 15-07-102C/15-07-102A**

**Municipality: Decatur Township (Municipal Ordinance)**

**Applicant Name: Hall, Benjamin Jr. & Jeanne I.**

**Land Owner Name: Hall, Benjamin Jr. & Jeanne I.**

**Plan Preparer: Tuscarora Land Surveying**

**Action Taken:** The County provides comments only.

**Plan Summary:** This plan submitted on this date: 02-17-09 for the revised lot addition to lands of William W. Sherwood. (T.M. 15-007-102A)

**Review Comments (List from Review Committee):**

*Clean and Green Program - As noted in Note 6 on the plan, the subject 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, a portion of the residue property appears to have prime farmland soils. (MeB, MrB)*

*Right-of Way Widths - The right-of-way width for the existing private right-of-way, Tigger Lane, does not meet the road provisions of Decatur Township's Subdivision and Land Development Ordinance (Table 1). It is recommended that the right-of-way be increased to meet the requirements of the ordinance. At a minimum, the right-of-way along the residue property should be increased.*

*Cartway Widths - The cartway width for the existing private drive, Tigger Lane, does not meet the road provisions of Decatur Township's Subdivision and Land Development Ordinance (Table 1). 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 development along this road.*

Street Names - The existing private drive, accessing the William W. Sherwood property should list it's name. According to Mifflin County GIS records, this drive is named Tigger Lane. \*The name of the drive has been added to the revised 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.

Other Comments:

1. There are two lot additions shown and labeled on the plan as Lot Addition # 2 and Revised Lot Addition # 3. Since it is not mentioned in the narrative, is Lot Addition # 2 to be part of this proposal? Is there a Lot Addition # 1? Previously approved Lot Additions cannot be conveyed separately. There is no statement on the plan stating that lot additions cannot be developed or conveyed separately. This information should be clarified on the plan. \*According to the surveyor, the prior lot addition designations are not part of this proposal and the revised plan has been modified to only show the current lot addition proposal. Additionally, the revised plan now has a lot addition statement.
2. Note 4 on the plan is not specific as to what land it is referring. According to County GIS records, the residue property does appear to have a small amount of wetlands. This information should be clarified. \*The note has been revised to state both the residual property and the grantee of the lot addition do not have wetlands. This information conflicts with County GIS information.
3. The name of the plan misspells Benjamin and Jeanne's last name. \*This has been corrected on the revised plan.
4. Only two plans were submitted. The Mifflin County Planning Commission requests at least three plans be submitted for review.
5. Is the parent tract for Lot Addition # 2 and Revised Lot Addition # 3 from the Benjamin and Jeannie Hall tract? This should be clarified. \*The revised plan only shows one lot addition, therefore clarifying the proposal.
6. If Lot 2 is being added into by Lot Addition # 2, then water and sewer service information should be shown on the plan. (See section 603.2.A.11 of the Decatur Township Subdivision and Land Development Ordinance) \*This information has been added to the revised plan.
7. Residue lot dimensions adjoining the Donald Riden property are not shown. This information should be shown on the plan. (See section 603.2.A.7 of the Decatur Township Subdivision and Land Development Ordinance) \*This information has been added to the revised plan.
8. The project narrative is not very descriptive. Additional information describing the proposal would be helpful. \*This has been corrected on the revised plan.

**Name of Plan: Armstrong, Jarod W.**

**File Number: 2009-03-003**

**Tax Map #: 16-14-100/16-14-100A**

**Municipality: Derry Township (Municipal Ordinance)**

**Applicant Name: Brannan, George N.**

**Land Owner Name: Armstrong, Jarod W.**

**Plan Preparer: Tuscarora Land Surveying**

Action Taken: The County provides comments only.

Plan Summary: This submission proposes a lot addition from the lands of Jarod W. Armstrong to lands of George N. Brannan.

Review Comments (List from Review Committee):

Clean and Green Program - 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, EdB, LaB)

Right-of Way Widths - The right-of-way width for Orange Lane and Mountain View Drive do not meet the road provisions of Derry Township's Subdivision and Land Development Ordinance (Section 504.2). 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 development along this road.

Cartway Widths - The cartway width for Orange Lane and Mountain View Drive do not meet the road provisions of Derry Township's Subdivision and Land Development Ordinance (Section 504.2). 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 development along this road.

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.

Water Service - The plan shows a 6" water line traveling along the George Brannan property, but no line showing a supply to the existing house. Is this property serviced by public water? This information should be shown on the plan to ensure proper water service is supplied to the house. \*A line is shown on the revised plan showing connection of the house to the public water system.

*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 Planning Commission must also be assured that the parent and recipient lots still meet the subdivision and Land Development Ordinance requirements. Tract boundary distances and bearings should be shown on the plan for the residual tract. This information could be shown on the inset map. (See Derry Township Subdivision and Land Development Ordinance Sections 403.2.F & N) \*According to the surveyor, the deeds are not clear enough to supply this information because there is a closure error of 600 feet. A note has been placed on the revised plan stating that a waiver has been requested from the requirement to show boundary information for the residue.*

**Other Comments:**

- 1. Only two plans were submitted. The Mifflin County Planning Commission requests at least three plans be submitted for review.*
- 2. All adjoining owners should be shown, including deed book and page numbers. (See Derry Township Subdivision and Land Development Ordinance, Section 403.2.S) \*This information has been provided on the revised plan.*
- 3. A lot addition statement should be on the plan stating that lot additions become an integral part of the grantee property and cannot be conveyed separately. \*A note has been added to the revised plan stating this information.*
- 4. In order to have no question about the proposal, the project narrative could provide additional information pertaining to the property information. \*The project narrative has been supplemented with deed reference information on the revised plan.*

**Name of Plan: Waters Edge Campground**

**File Number: 2009-03-004**

**Tax Map #: 16-112/404**

**Municipality: Derry Township (Municipal Ordinance)**

**Applicant Name: Tate, Jeffery L. & Connie E.**

**Land Owner Name: Tate, Jeffery L. & Connie E.**

**Plan Preparer: Thomas H. Metz Engineering, Inc.**

**Action Taken:** *The County provides comments only.*

**Plan Summary:** *Jeffery L. and Connie E. Tate, (landowners) are proposing to develop two adjoining tracts of land totaling 18.84 acres for commercial / recreational use. The land development project is to be herein known as "Waters Edge Campground", "Natures Pure Experience". The two Parcels utilized (#112 containing 14.57 acres and #404 containing 4.27 acres) are as particularly indicated on "Topographic Survey of Lands of Jeffery L. and Connie E. Tate as prepared by Roth Surveying Services on March 7<sup>th</sup> 2008 and bearing Drawing No. M07012A (copy enclosed herein, Sheet Si1-1). The project site is to be developed by re-use of existing gravel drives from the former usage of the site as a stockpile / staging area for the interchange improvements of Routes 22/322 and 522 (westerly end of the Lewistown Narrows). The proposed development will involve, primarily, the installation and extension of utilities for sewerage, water and electrical to each campsite as well as the installation of gravel camping pads for each type of campsite. The campground proposes three types of sites for camping. Camping sites for each type is listed as recreational vehicles and tow-campers, pop-up campers, tent sites and teepee (primitive) sites are proposed. Additional features such as a Registration Office, Recreation / Maintenance Building and Bath-house are proposed for the near future of the development. No extensive earthwork or grading will be required since much of the improvements (roadways) are presently constructed and in-place. The only change in surface conditions is the conversion of grassed under-story to semi-impervious camping pads. All of the existing roadways are anticipated to remain gravel with the exception of the registration area and the steeper private drive (Muskee Drive, leading down to the campsite area). These portions are anticipated to be overlain with bituminous paving in an effort to provide stabilization. Much of the site is to remain with sparse trees and fair (<50%) grassed under-story. A stormwater conduit from the upland roadway (S.R. 0022) improvements, traverses the site to an existing pond (4,760 s.f. or 0.11Ac.) area and eventually to the Juniata River. Minor grading for proposed, new access drives and various portions of each individual campsite will be required in an effort to create positive drainage to accommodate the stormwater runoff and level camping pads. Proposed roadway runoff shall be controlled by terracing or having the roadway run with the contour of the site. No stormwater inlets, retention/detention basins are proposed since little or no excavation will be required. Nearly all excavations for utility installation/extension are to be performed within the limits of the existing drives in an effort to minimize any earth disturbance. The existing gravel roadways cover approximately 2.414 acres. The construction of proposed drives will provide an additional coverage of 0.677 Acres. The current plan indicates the following: eleven (11) Tee-Pee sites providing 13,387 s.f. or 0.31 Acres coverage, seventeen (17) Pop-up/Tent sites providing 13,382 s.f. or 0.31 Acres coverage, seventy-eight (78) RV/ Motor-home sites providing 143,720 s.f. or 3.30 Acres coverage and proposed building structures of 5,600 d.g. 90.128 Ac.) coverage. The Project site is bounded by the Juniata River to the South, S.R. 0022 to the North and East, and existing residence and Reed Lane to the North and existing residential tracts to the South. The residual easterly portion of the tract is to remain undisturbed and in wooded/brush conditions. The project site was formerly utilized for agricultural purposes as indicated above. The site is currently Zoned GC (General Commercial Zone) as per the Derry Township Zoning Ordinance.*

Review Comments (List from Review Committee):

*Floodplain - The property lies within the 100-year floodplain, and the floodway should be delineated on the plan. Any permanent or semi-permanent future development in this area should be highly discouraged and restricted.*

*Soils - According to the County GIS files, some portion of this property appears to have prime farmland soils. (Ph) Though there is a note about soils on sheet Si1-2, soils information should be mapped on the plan.*

*Right-of Way Widths - Based upon the Derry Township Subdivision and Land Development Ordinance, the right-of-way width for S.R. 0022 should be shown on the plan. (Section 403.2.G).*

*Cartway Widths - The cartway width for S.R. 0022 and all drives on the property should be shown on the plan (Derry Township Subdivision and Land Development Ordinance, Section 403.2.G).*

*PennDOT HOP/Municipal Driveway Permits - The access drive to the site should show a clear sight triangle and sight distance at the entrance. (See section 311.1.10 of the Derry Township Zoning Ordinance) This proposal will require a new PennDOT Highway Occupancy Permit (HOP). 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. 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. The Mifflin County Planning Commission requests a copy of the final HOP and the permit number to be placed on the plan once the permit has been obtained. Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 403.2.H and 403.7 of the Derry Township Subdivision and Land Development Ordinance. \*According to the surveyor, there are no known deed restrictions or easements.*

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

*Signature Blocks on Plan - The Mifflin County Planning Commission Signature Block should be changed to the Mifflin County Review Certificate. If a copy of this certificate is needed, it can be obtained at the Mifflin County Planning and Development Department.*

Other Comments:

- 1. The areas indicated as the vicinity map and the location map are blank. These maps should be provided.*
- 2. The Engineer's certification has not been signed and the plans do not have an appropriate certification seal. This should be done on the final plan to be recorded.*
- 3. There is a revision note regarding revised wetland boundaries yet, wetlands do not appear anywhere on the plans. It is also curious as to why the revisions are dated 6/11/2001, yet the date on the plan is March 6, 2009. This should be clarified.*
- 4. Surface types should clearly be indicated on the plan, as well as a detail or note showing what will keep the gravel on the site in the event of a flood or storm event.*
- 5. The project narrative should be on the plans. Additionally, there are typographical errors in the narrative that should be corrected. \*According to the engineer, the narrative will be revised. The narrative will also include information regarding the phasing of the project. According to the owner, the property will be developed in three phases. The new narrative should spell out the separate phases. If this cannot be done in the narrative, this should be shown on the plan and breakdown each phase graphically.*
- 6. Though the plans list the scale, a scale bar on all sheets would be more useful.*
- 7. Zoning information in General Note 2 on sheet Si1-2 appears to be incorrect. The site lays within the General Commercial District. A Campground is not an allowable use within the General Commercial Zone. Campgrounds are only allowable as a conditional use within the R and F Zones. Even so, the minimum lot area must be 10 acres. Tax parcel 16-36-404 is only 4.27 acres. There should be consideration for a lot merger.*
- 8. There appears to be a structure on the Silvana Dodson property based upon Aerial photography. All significant man-made features within 50 feet of the property should be shown on the plan. (See section 402.2.J of the Derry Township Subdivision and Land Development Ordinance)*
- 9. Site access is in question. Will access to this site only be from Eastbound travelers towards S.R. 0022? It does not appear that access will be available from persons exiting from the westbound ramp of S.R. 0022. Also, will all persons exiting the site have to get onto S.R. 0022 Eastbound? Can persons head North towards S. Main Street? This is all in question and needs to be clarified on the plans for access onto and off the site. The plan should show circulation onto and off of the site to show traffic patterns. These are all issues that will need to be addressed upon request for a HOP from PennDOT. \*According to the engineer, circulation patterns onto and off of the site will allow for access from both Eastbound and Westbound directions. There should be no reason that persons can not access or exit the site from either direction. Traffic circulation patterns onto and off of the site should be shown on the plan to clarify access.*
- 10. A variance request will be required to accomplish the proposal and should be determined before a final approval of this plan goes forward.*

11. This plan should be a preliminary plan in order for it to be properly reviewed by the Township Engineer and not a combined preliminary/final plan. The Township Engineer should also review the stormwater management plan. \*In a letter dated March 19, 2009, the Township Engineer has reviewed the plan and stormwater management plan and wrote a preliminary review letter. These review comments should be addressed.

12. Has an erosion and sedimentation control plan been developed? An E&S plan should be developed and submitted to the Mifflin County Conservation District for review. This proposal could elicit the need for a NPDES permit.

13. An evacuation plan should be prepared and shared with the County 911 office prior to final plan approval.

14. The road names that are shown on the plan for all internal private drives should be coordinated with the Mifflin County GIS department so the roads can properly be named for 911 purposes. There is a fee associated with road naming.

15. A developers agreement will need to be created for final approval. This should be coordinated with the Township Solicitor.

**Name of Plan: Steele, E. Jeanne**

**File Number: 2009-03-008**

**Tax Map #: 17-09-115**

**Municipality: Granville Township (Municipal Ordinance)**

**Applicant Name: Steele, E. Jeanne**

**Land Owner Name: Steele, E. Jeanne**

**Plan Preparer: Roth Surveying Service**

Action Taken: The County provides comments only.

Plan Summary: No Narrative provided.

General Notes

1. Total area being subdivided = 9.07

2. Total number of lots = 2

3. Lot 1 the residue parcel of 2.00 acres contains an existing single family residence, served by an onlot sewage system and an individual well.

4. Lot 2 a 7.02 acre parcel shall be a lot addition to the lands of William M. Steele II (Tax Map 17-09, Parcel 103) and shall not be developed or conveyed independently.

5. This site is not located within a designated 100 year flood zone or wetland area.

Review Comments (List from Review Committee):

Topographic information - Topographical contours at vertical intervals should be displayed on the plan (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.7).

Soils - Soil information is not on the plan. Since the plan involves a lot addition/merger, the applicant should request a waiver from the subdivision ordinance.

Right-of Way Widths - Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way width for Steele Drive should be shown on the plan. (Section 6.302.a.6).

Cartway Widths - The cartway width for Steele Drive should be shown on the plan (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.11).

Shared Driveway - The shared driveway agreement to allow access to proposed Lot 1 and 2 will need to be modified to allow access to an additional property if access to the area labeled as Lot 2 will be off of Steele Drive. If no agreement is in place, one should be established

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 Granville 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.

Water and Sewage Service - Water and Sewage service information for the existing house on proposed Lot 1 should be provided. (See section 6.202.a.10 of the Granville Township Subdivision and Land Development Ordinance)

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 Planning Commission must also be assured that the parent and recipient lots still meet the subdivision and Land Development Ordinance requirements. Tract boundary information for the grantee property should be provided. If survey data is not available, this information could be provided on the tract map via the deed description. (See Granville Township Subdivision and Land Development Ordinance Sections 6.302.a.5, 7, & 9)

Other Comments:

1. Since Lot 2 will become an integral part of T.M. 17-09-103, setback lines should not be shown independently from the grantee property. Also, to avoid confusion on the lot addition, the lot line between the two areas should not be graphically shown the same as the boundaries of the tract so it is not to be confused as a lot boundary line. Lastly, a lot addition symbol should be added to the tract map, since Lot 2 will not be a stand alone lot.



2. All abutters' owners names should be provided. (See section 6.302.a.17 of the Granville Township Subdivision and Land Development Ordinance)
3. The grantee of the lot addition, T.M. 17-09-103) should list acreage information. (See section 6.202.a.5 of the Granville Township Subdivision and Land Development Ordinance)
4. A brief narrative has not been provided.
5. Note number 4 on the plan should correct the word "conveted" to be "conveyed."
6. What properties are serviced by the 50 foot right-of-way bordering proposed Lot 2? Is there a private right-of-way or road agreement in place describing which properties have rights to use the right-of-way and responsibility for maintenance? If the right-of-way serves more than one property it should be named. Street names should be coordinated with the County GIS Department.

**Name of Plan: Spigelmyer, Toby L. & Beth A. File Number: 2009-03-002**  
**Tax Map #: 17-16-100A/17-16-100B/17-16-100AI Municipality: Granville Township (Municipal Ordinance)**  
**Applicant Name: Spigelmyer, Toby L. & Beth A. Land Owner Name: Spigelmyer, Toby L. & Beth A.**  
**Plan Preparer: Tuscarora Land Surveying**

Action Taken: The County provides comments only.

Plan Summary: This plan proposes lot additions from lands of Toby L. & Beth A. Spigelmyer as well as from Spigelmyer Lumber Co. to other lands of Toby L. & Beth A. Spigelmyer, in order to consolidate deeds for various parcels into a single tract.

Review Comments (List from Review Committee):

*Clean and Green Program - 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.*

*Topographic information - Though a contour plan has been provided, it is at a scale that does not help provide adequate elevation data for the plan area. Topographical contours at vertical intervals should be displayed on the plan (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.7). \*The surveyor has requested a waiver for this request since there is no development proposed and noted such on the revised plan.*

*Right-of Way Widths - Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way width for S.R. 0333 should be shown on the plan. (Section 6.302.a.6). \*This information has been added to the revised plan.*

*Cartway Widths - The cartway width for S.R. 0333 should be shown on the plan (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.11). \*This information has been added to the revised 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.*

Other Comments:

1. The Location Map does not appear to show the actual location of the site. \*This has been corrected on the revised plan.
2. Only two plans have been submitted. The Mifflin County Planning Commission requests at least three plans be submitted for review.
3. The owner and contact information should be supplied on the plan. \*This information has been added to the revised plan.
4. The residue acreage should be supplied. \*This information has been added to the revised plan.
5. It appears, based upon Aerial photography, that there are more structures on the property than what is shown on the plan. All man-made features should be shown on the plan. (See section 6.202.a.7 of the Granville Township Subdivision and Land Development Ordinance) \*This information has been added to the revised plan.
6. Lot additions should be numbered to clarify the proposal. \*This information has been added to the revised plan.
7. If there is water and septic service for the parent or recipient tracts, it should be shown on the plan. (See section 6.202.a.11 of the Granville Township Subdivision and Land Development Ordinance) \*This information has been added to the revised plan.

**Name of Plan: Kanagy, Levi R. File Number: 2009-03-009**  
**Tax Map #: 20-12-107/107B/103 Municipality: Union Township (Municipal Ordinance)**  
**Applicant Name: Kanagy, Levi R. Land Owner Name: Kanagy, Levi R.**  
**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 Rockville Fellowship Church. Lot #1 and Parcel #1 are presently vacant and are intended to be non-building lot additions to the adjacent lands of Levi R. and Salinda K. Kanagy (DB: 399 PG: 380). There are no changes proposed to the lot access. Likewise there are no improvements proposed. The Residue of Lot #1 is presently developed with a church and associated

outbuildings. These facilities are served with an on lot sewage disposal system and domestic water from a private source. The Residue of Parcel #1 is presently vacant.

Review Comments (List from Review Committee):

*Soils - According to the County GIS files, some portion of this property appears to have prime farmland soils. (BuB, LaB) According to the County GIS files, some portion of this property appears to have hydric soils. The hydric soils information should be shown on the plan. (AnB)*

*Setback Lines - Setback information should be provided 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 for the existing Earthen Lane should be shown on the plan. (Section 402.2.a).*

*Cartway Widths - The cartway width for the existing Earthen Lane should be shown on the plan (Union Township Subdivision and Land Development Ordinance, Section 402.2.a).*

*Shared Driveway - Is a shared driveway agreement in place for the existing private drive? If so, this proposal may require the agreement to be modified. If an agreement is not in place, one should be established under the requirements stated in General Note 7 on the plan.*

*Street Names - The existing Earthen Lane should be named on the plan. According to County 911 data, this road is named "Wyland Drive."*

*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.*

*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.*

*Water and Sewage Service - Existing water and sewage service information should be provided for the affected parcels. (See section 402.1.d of the Union Township Subdivision and Land Development Ordinance)*

*Signature Blocks on Plan - A signature block should be on the plan for the approval of the Union Township Supervisors.*

Other Comments:

*1. All abutters should be shown on the plan. (See section 403.1.d of the Union Township Subdivision and Land Development Ordinance)*

*2. The connection to the public road system should be shown on the plan, which is assumed to be Rockville Road. (See section 402.2.a of the Union Township Subdivision and Land Development Ordinance)*

*3. The project narrative states that no improvements are proposed. Thus, a non-building declaration should be placed on the plan.*

*4. According to aerial photography, there are multiple structures on the affected properties. All man-made features should be shown on the plan. (See section 402.1.e of the Union Township Subdivision and Land Development Ordinance)*

*5. The application and client information both state this is a plan for Levi R. Kanagy. However, the plan title lists the Rockville Fellowship Church. Should the title be Levi R. Kanagy?*

*6. Either in the project narrative or in a general note, it would be helpful to list specifically what property Lot 1 and Parcel 1 are being subdivided from.*

*7. Owner information for all properties involved in this proposal should be provided on the plan. (See section 402.1.h of the Union Township Subdivision and Land Development Ordinance)*

*8. The acreage of the residual land of T.M. 20-12-107B and 20-12-103 should be provided. (See section 402.1.h of the Union Township Subdivision and Land Development Ordinance)*

*9. All tract boundaries for the residual lands of T.M. 20-12-107B and 20-12-103 should be provided including distances and bearings. (See section 403.1.a of the Union Township Subdivision and Land Development Ordinance)*

*10. A lot addition statement should be on the plan stating that the lands of the lot addition will become an integral part of the property it is being added and cannot be conveyed separately.*

*11. This proposal seems curious since the lot with connecting to the access point is only 16 feet wide. This width does not provide enough cartway width or right of way width for an access drive, as required in section 501.2 of the Union Township Subdivision and Land Development Ordinance. Also, properties in the RA Zone must have a width of at least 100 feet (See section 703 of the Union Township Zoning Ordinance). The lot connection does not tie directly to the Kanagy property, but instead to the existing Earthen Lane. Is the Earthen Lane owned by Kanagy or the Rockville Fellowship Church? It is recommended that if access to this property is to be via the Earthen Lane, that the property width at this location be at least 50' to meet the minimum requirement for access onto the site.*

*12. Zoning information should be provided. There is a Zoning District boundary that traverses the property, which should be shown on the plan.*

*13. The line widths are all the same and there should be some distinction. We understand that the original copies are sometimes printed in color, but the copy most people, including the County Register and Recorder's Office, receives is in black and white and undistinguishable.*

**Name of Plan:** Aurand, Douglas C.

**File Number:** 2009-03-007

**Tax Map #:** 21-06-110

**Municipality:** Wayne Township (County Ordinance)

**Applicant Name:** Aurand, Douglas C.

**Land Owner Name:** Aurand, Douglas C.

**Plan Preparer:** Wright Land Surveying

**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:** This plan proposes to create Lot 2 for a single-family residence to be served by on-lot sewage disposal and private well. No development on the residual tract is proposed.

**Review Comments (List from Review Committee):**

**Clean and Green Program** - 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** - A portion of the residue property lies within the 100-year floodplain, and the flood plan should be delineated on the plan. Future development in this area should be discouraged. \*According to the surveyor, this information will be noted on the plan.

**Soils** - According to the County GIS files, some portion of this property appears to have prime farmland soils. (EdB, KrB, MeB, Ph) According to the County GIS files, some portion of this property appears to have hydric soils. The hydric soils information should be shown on the plan. (AnB) \*According to the surveyor, this information will be noted on the plan.

**PennDOT HOP/Municipal Driveway Permits** - Clear sight triangles and distances should be shown on the plan for the driveway entrance. As mentioned in Note 4 on the plan, a PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)) and in the Mifflin County Subdivision and Land Development Ordinance (Section 4.208 C.). A copy of the permit should be provided to the County Planning Commission. According to the surveyor, a HOP has already been applied for and a copy will be submitted once it is received and the permit number will be noted on the plan.

**Deed Restrictions and Easements** - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 7.302. A6 and 7.302. B7 of the Mifflin County Subdivision and Land Development Ordinance. \*According to the surveyor, there are no known deed restrictions or easements.

**DEP Sewage Planning Module** - A copy of the DEP "Component 1 Sewage Facilities Planning Module" should be submitted to the Mifflin County Planning Commission. Plan approval is contingent upon receiving an approval from DEP following the filing of this form.

**Water Service** - The plan should indicate the well isolation distance from the proposed septic system to ensure proper setback distance.

**Other Comments:**

1. The tract boundaries of the residual tract should be provided, including distances and bearings. This information could be provided on the inset map. (See Mifflin County Subdivision and Land Development Ordinance, Sections 7.302.A.5, 7, & 9) \*According to the surveyor, only some of the residual tract data is reliable. The surveyor will put as much residual tract boundary information on the plan as possible. The surveyor has requested a waiver for the remainder of the boundary information, which was approved by the Mifflin County Planning Commission on March 26, 2009.

2. All abutters, including Tax Map numbers and Deed Book and Page numbers, should be provided. (See section 7.302.A.17 of the Mifflin County Subdivision and Land Development Ordinance)

3. It appears, based upon aerial photography, that there are structures located on the residual tract. All significant man made features on and within 50 feet of the property should be shown on the plan. (See section 7.302.A.20 of the Mifflin County Subdivision and Land Development Ordinance)

Bill Gomes also discussed the Edgewood Country Estates land development in Brown Township for which the previous extension granted expired in February. An additional extension of one year has again been requested due to permitting awaiting DEP approvals. After some discussion, the Planning Commission decided to approve an additional extension through September 24, 2009. John Pannizzo made a motion to approve the additional extension as discussed with a mention that the Planning Commission expects to hear from Edgewood Country Estates before the September deadline. Christian Aumiller seconded the motion. All members voted aye.

#### **Item #4 – Public Comment**

There was no public comment.

**Item #5 – Other Business or Comments**

- Jim briefly discussed the next upcoming meetings. Bill mentioned he could requested a PennDOT update for the April or May meeting. Jim asked about an update on the Stormwater Management Plan. Bill responded that another meeting with the COG could be scheduled.

The meeting adjourned at 4:45 p.m. upon a motion by Don Kauffman that was seconded by Kay Hamilton.

mjs