

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**MARCH 22, 2018**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

Members

Jason Cunningham  
Dan Dunmire  
Tom Lake  
Dave Pannebaker  
Kay Semler  
Neal Shawver  
Jim Spendiff  
Kent Spicher  
Cyle Vogt

Other

Alyssa Burd, The Sentinel

Staff

Bill Gomes, Director  
James Lettiere, CD Administrator/Assistant  
Director  
Chastity Fultz, Office/Grants Manager

**Call to Order**

Kay Semler, Chair, called the meeting to order at 3:30 p.m.

**Record of Public Attendance**

Kay reminded everyone to sign the attendance sheet.

According to the Pennsylvania Municipalities Planning Code, the alternate member, Cyle Vogt, will be able to vote since all members are not present.

**Approval of Meeting Minutes**

Dan Dunmire made a motion to approve the minutes from the January meeting. The motion was seconded by Jason Cunningham. All members voted aye.

**Subdivision and Land Development Review Committee Report**

Seven plans were submitted to the committee for review, six under Municipal Ordinance and one under County Ordinance. The six plans under Municipal Ordinance included Gateway Self-Storage of Kish Valley, LLC (*Brown Township*); Moore, Ronald L. & Svetlana S. (*Burnham Borough*); Jamie G. Humphrey (*Decatur Township*); Charles S. Carolus (*Granville Township*); Troy Boring (*Union Township*); and Jamie L. Zook et. al. (*Union Township*). The plan under County Ordinance was Brian K. & Lori A. Yocum (*Wayne Township*).

Jim Lettiere reviewed three plans in further detail, including Gateway Self-Storage of Kish Valley, LLC in Brown Township. This project proposes the construction of two (2) self-storage unit buildings and associated vehicular travel ways on the lands of Gateway Self-Storage of Kishacoquillas Valley, LLC. No domestic water or sewer service utilities are proposed. No permanent employees will be at the site. As such, parking stalls are not provided. Access to the site will be via a proposed driveway developed off of Three Cent Lane. Jim has not received a response from the engineer. Kay Semler questioned if this project will be located on land that is for sale nearby. Jim Lettiere responded that this project is for the existing property owned by Mr. Kerstetter. The land that is for sale is where the AgChoice Farm Credit project will be located. Dan Dunmire questioned if stormwater provisions were reviewed. Brown Township has an ordinance that the Township

Engineer should review stormwater plans. Jim will add a comment that if there is over 5,000 square feet of impervious area, the Township Engineer should review the stormwater plan.

The second plan reviewed was the Troy Boring plan in Union Township. This project proposes the construction of a 40' x 100' storage unit building (24' units) and associated vehicular travel ways on the lands of Troy and Marilyn Boring. No water or service utilities are proposed. Access to the site will be via improvements to the existing minimum use driveway off of SR 655. This project is for a trucking/transportation business. Jim will revise a comment regarding driveway permits to include A Clear Sight Triangle and Sight Distances should be shown on the plan for any new **or improved** access onto a State Route. He will also add a comment that if over 5,000 square feet of impervious area is proposed, the township engineer should review the plan. Jim will revise the comment under "Other" referencing water and sewer services should be shown on the plan to remove the "sewer services" portion as sewer is depicted on the plan. No additional comments or suggestions were made.

The last plan Jim reviewed was the Brian and Lori Yocum plan in Wayne Township under County Ordinance. This plan proposes to create Lot Addition A to be added onto Lot A and become an integral part thereof. The residual tract, Lot 1, is an approved building lot that is currently vacant. Sewage testing for Lot 1 was completed and approved by DEP in 2014. No new development is being proposed by this plan. A note will be added requesting a note be placed on the plan that no further development will occur without further planning. Jim will revise the statement in the Plan Summary that states revised plans were submitted March 14<sup>th</sup> to March 15<sup>th</sup> since that is the correct date the revised plans were submitted.

Dan Dunmire made a motion to accept the comments of the six plans under municipal ordinance with the changes noted for the Gateway Self-Storage plan and the Troy Boring plan. Dave Pannebaker seconded the motion. All members voted aye.

Jim Spendiff made a motion to conditionally approve the comments with corrections as noted of the Brian and Lori Yocum plan in Wayne Township under the county ordinance. Dan Dunmire seconded the motion. All members voted aye.

Jim Lettiere voiced some concerns regarding some activity in Brown Township. Jim received a call from the Township Secretary who explained there was a front end loader at the site with some surface disturbance and preparing for a septic system. A 5,000 addition is proposed, but a land development plan has not been submitted despite a building permit application being submitted, but not issued. The land development plan is to be submitted soon. It appears to be exempt from stormwater. The county is trying to be proactive in these situations in order to prevent potential problems.

### **Brown Township (*Municipal Ordinance*)**

Name of Plan: Gateway Self-Storage of Kish Valley, LLC  
File Number: 2018-03-006  
Tax Map #: 14-01-0106B  
Municipality: Brown Township  
Applicant Name: Gateway Self-Storage of Kish Valley, LLC  
Land Owner Name: Gateway Self-Storage of Kish Valley, LLC  
Plan Preparer: Taptich Engineering and Surveying

#### **Plan Summary:**

This project proposes the construction of two (2) self-storage unit buildings and associated vehicular travel ways on the lands of Gateway Self-Storage of Kishacoquillas Valley, LLC. No domestic water or sewer service utilities are proposed. No permanent employees will be at the site. As such, parking stalls are not provided. Access to the site will be via a proposed driveway developed off of Three Cent Lane.

**Administrative**

This property was subdivided in 2008 as a follow-up to the same subdivision proposed in 2007. At that time, it was presented as a non-building lot without sewage testing.

**Basic Plan Information**

The application states this is a land development, yet the plan itself only calls it a site plan. This should be corrected.

**Subdivision Information**

General Note 11 is incorrect. The maximum building height is 50 feet and not 35 feet.

**Soils**

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

**Cartway Widths**

The cartway width of Kerstetter Drive should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, ( Article 7 Section 7.202.A.11.). The plan only states the cartway varies.

Does Kerstetter Drive extend beyond the property line of t.m. 14-01-0106E?

**PennDOT HOP / Municipal Driveway Permit**

How will customers access t.m. 14-01-0106E? Will they utilize the existing drive on the adjoining property (t.m. 14-01-0106B) or by a new drive? Please confirm on the plan how access will be provided.

**Private Street / Shared Driveway**

If access to t.m. 14-01-0106E is by way of the adjoining property (t.m. 14-01-0106E), a shared driveway agreement should be in place, only if it is sold to a separate entity.

**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 Sections 7.302.A.6. and 7.302.B.7.)

**DEP Sewage Planning Module**

If the applicant is requesting a DEP Planning Waiver, it should be stated on the plan. Also, a copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided.

No sewage planning has been done for this site as noted in the 2008 subdivision plan, since at that time it was considered an open space lot. Since two buildings are proposed for the site and there is a potential for an office, sewage testing should be done for the site. Otherwise, has the Township Sewage Enforcement Officer waived this requirement?

**Water Service**

If an office is considered, water would be required. Since water lines run along Three Cent Lane, they should be noted on the plan. (See Article 7 Section 7.302.A.23.) of the Brown Township Subdivision and Land Development Ordinance).

**Features**

Are all man-made features shown? If not, 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 in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article XI Section 7.302.A.23.).

**Zoning**

Zoning criteria is incorrect. The maximum building height is 50 feet and not "none". There is no maximum building coverage area.

**Land Development**

A traffic circulation diagram should be included with this plan submission to verify adequate site circulation. Parking provisions should be indicated on the plan. (Section 1105.3C of the Brown Township Zoning Ordinance).

There are no landscaping provisions on the plan required in (Article XI Section 1105.3A of the Brown Township Zoning Ordinance).

What signs are proposed and can they meet (Article XI Section 1105.3.D.) of the Brown Township Zoning Ordinance?

The applicant should consult the local Fire Marshall to see if fire hydrants are in close proximity to the site and if not, whether there are other fire suppression options for the site.

**E & S / Stormwater**

Since the land disturbance for the buildings will exceed 5,000 square feet of land area, an Erosion and Sedimentation Control Plan must be prepared and reviewed by either the Township Engineer or the Mifflin County Conservation District, in accordance with Chapter 102 Sections 5 and 402 of the Clean Streams Law.

If the impervious area of this project is 5,000 square feet or greater, a storm water management plan must be prepared in accordance with the Kishacoquillas Creek Stormwater Management Plan and submitted to the Township Engineer for review and comment.

**Other Comments:**

Only approximately one-half of the lot is being used. What are the plans for the rest of the property?

Note 18 refers to Union Township not Brown Township.

**Burnham Borough (*Municipal Ordinance*)**

Name of Plan: Moore, Ronald L. & Svetlana S.

File Number: 2018-03-005

Tax Map #: 08-20-0130; 08-20-0138

Municipality: Burnham Borough

Applicant Name: Moore, Ronald L. & Svetlana S.

Land Owner Name: Moore, Ronald L. & Svetlana S.

Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create 5 building lots from the 2 existing lots, Lot A & Lot B. Each new lot is for a single family residence to be served by public sewer and public water. Lots 1, 2, and 3 comprise Lot A (Tax Map: 08-20-0130), also being Lots 103, 104, 105, 106, and 107 from the plan of lots known as Park View Terrace, Addition No. 2 dated May 23, 1936 and recorded in Plat Book 1, Page 147. Lots 4 and 5 comprise Lot B (Tax Map: 08-20-0130), also being Lots 112, 113, and 114 from said plan.

\*One asterisk represents comments discussed at the March 15, 2018 Subdivision and Land Development Review Committee meeting.

**Floodplain / Wetlands**

As noted in Note 5, no wetlands or floodplains are mapped on these lots.

**Soils**

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

**Setback Lines**

The building height limit in the Low Density Residential zone should be on the plan.

**Cartway Widths**

Based upon the Borough of Burnham's Subdivision and Land Development Ordinance, the cartway width of Orchard Grove Avenue is substandard (Part 5, 502.3).

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with (Part 4, 403.D) of the Borough of Burnham's Subdivision and Land Development Ordinance.

\*The Wright Surveying representative indicated there are none.

**DEP Sewage Planning Module**

Please indicate if any sewage planning is required. Please confirm that a Component 3 Planning Module is required only for a tap in to public sewer with flows on a lot equivalent to two (2) dwelling units or 2 (EDU's), or a subdivision served by sewage collection conveyance or treatment facilities.

\*The Wright Surveying representative indicated PA-DEP is requiring a post card exemption for single-family homes served by public sewer.

**Sewage Service**

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

\*The Wright surveying representative acknowledged this request.

**Water Service**

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

\*The Wright surveying representative acknowledged this request.

**Features**

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Borough of Burnham's Subdivision and Land Development Ordinance, (Part 4, 402.3. K and L).

\*The Wright Surveying representative indicated all are shown.

Are all man-made features shown? If not, 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 in accordance with the Borough of Burnham's Subdivision and Land Development Ordinance, (Part 4, 402.3. K and L).

\*The Wright Surveying representative indicated all are shown.

**Decatur Township (*Municipal Ordinance*)**

Name of Plan: Humphrey, Jamie G.

File Number: 2018-03-004

Tax Map #: 15-04-0117A

Municipality: Decatur Township

Applicant Name: Humphrey, Jamie G.

Land Owner Name: Humphrey, Jamie G.

Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to change the use of this property from vacant woodland to include a single-family residence to be served by on-lot sewage disposal and private well.

\*One asterisk represents comments discussed at the March 15, 2018 Subdivision and Land Development Review Committee meeting.

**Administrative**

In August and September of 2017, a local surveyor questioned the need to go through the subdivision process to create four tracts, for tax parcel number 15,04-0117A. The County's Assessment and GIS files list this as one tax parcel, albeit the deed created in 1969 and one created in 2015, contain four separate and distinct tracts. Tract 1 contains 90 acres, Tract 2 contains 53 acres, Tract 3 contains 54 acres and Tract 4 contains 30 acres. Our solicitor's opinion is that since the four tracts of land existed prior to the adoption of the Decatur Township Subdivision and Land Development Ordinance, an official subdivision plan wasn't necessary to create the four lots. They were therefore presumed to have been created. At this time, this application is solely being filed as a land development plan. The township has required this, even though the proposal does not meet the definition of land development as defined in the Decatur Township Subdivision and Land Development Ordinance.

**Basic Plan Information**

The abutter tax parcel 15,04-0126-000 currently owned by James B. McWilliams should be shown in accordance with the Decatur Township Subdivision and Land Development Ordinance (Part 6, 22-603.2.A. (16) and (17)).

**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 in accordance with the Decatur Township Subdivision and Land Development Ordinance (Part 6 subsection 22-603.2.A. (5),(7), (9) and (12)). If there are four tracts shown in the deed then there should be enough information from this to outline the 4 lots.

\*The Wright Surveying representative indicated the subject parcel was assigned a separate tax parcel number for the County's Assessment Office. He indicated the new tax parcel number is 15, 04-0117AB. This is not associated with the other three tracts.

**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.

**Floodplain / Wetlands**

Note 6 accurately indicates no wetlands or floodplains are mapped on the subject parcel.

**Right-of-Way Widths**

Is the 50 foot existing right-of-way improved with either crushed stone or asphalt? Who owns the right-of-way? The drive connection from the existing right-of-way to the proposed house should be shown on the plan.

\*The Wright Surveying representative indicated the road is constructed of crushed stone. He added the ownership is delineated in DB 2018-665.

**Cartway Widths**

The cartway width of the 50 foot right-of-way should be shown on the plan in accordance with the Decatur Township Subdivision and Land Development Ordinance, (Part 6, 22-602.A.(11)).

\*The Wright Surveying representative indicated the cartway width is around fourteen (14) feet. This width is substandard in accordance with (Part 3 Table 1) of the Decatur Township Subdivision and Land Development Ordinance.

**PennDOT HOP / Municipal Driveway Permit**

Has an HOP ever been issued for the existing 50' right-of-way? If so, can the permit number be referenced on the plan?

\*The Wright Surveying representative indicated he wasn't sure.

**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."

**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 Part 6, 22-602.2.A. (18) of the Decatur Township Subdivision and Land Development Ordinance.

\*The Wright Surveying representative indicated only the shared driveway agreement.

**DEP Sewage Planning Module**

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

\*The Wright Surveying representative indicated he will ask the Township Sewage Enforcement Officer.

**Features**

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Decatur Township Subdivision and Land Development Ordinance, (Part 6, 22-602A. (9)).

\*The Wright Surveying representative indicated all are shown.

Are all man-made features shown? If not, 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 in accordance with the Decatur Township Subdivision and Land Development Ordinance, (Part 6, 22-602.a.A. (10)).

\*The Wright Surveying representative indicated all are shown.

## **Granville Township (*Municipal Ordinance*)**

Name of Plan: Carolus, Charles S.  
File Number: 2018-03-002  
Tax Map #: 17-28-0406; 17-28-0422  
Municipality: Granville Township  
Applicant Name: Carolus, Charles S.  
Land Owner Name: Carolus, Charles S.  
Plan Preparer: Wright Land Surveying

### **Plan Summary:**

This plan proposes to create Lot Addition A to be added onto Lot A and become an integral part thereof. The residual tract, Lot 1, has an existing residence served by public sewer and a private well with no new development proposed. Lot A has an existing residence served by on-lot sewage disposal and a private well. A zoning variance was granted on February 28, 2018 for Lot 1 minimum lot size.

\*One asterisk represents comments discussed at the March 15, 2018 Subdivision and Land Development Review Committee meeting.

### **Floodplain / Wetlands**

As noted in Note 6, all of Lot A and a portion of Lot Addition A lie in the 100-year floodplain. Note 5 states there are no wetlands, but according to County GIS information, the property lies within a designated wetland, and wetland information should be delineated on the plan. The County's wetland layer was derived from the National Wetland Inventory. The wetland area appears to be entirely situated on Lot A. If necessary a certified professional should make the determination if there are wetlands present on the site. Future development in this area should be discouraged.

### **Topographic information**

The elevations for the topo lines on the plan are not labeled and should be.

### **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.

### **Right-of-Way Widths**

Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way widths for North River Road and Amanda Lane are substandard (Table 1).

### **Cartway Widths**

Based upon the Granville Township Subdivision and Land Development Ordinance, the cartway widths for North River Road and Amanda Lane are substandard (Table 1).

### **Private Street / Shared Driveway**

The plan states there is a shared driveway agreement between Lots 1 and A. This appears to be for Amanda Lane.

\*The Wright Surveying representative stated this is correct.

### **Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Granville Township Subdivision and Land Development Ordinance. (Sections 6.302.a6 and 6.302.b.7.)

\*The Wright Surveying representative stated there are none.

### **DEP Sewage Planning Module**

A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided.

### **Water Service**

The water supply location for Lot A should be noted on the plan as prescribed in the Granville Township Subdivision and Land Development Ordinance (Section 6.302.a11).

### **Features**

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Granville Township Subdivision and Land Development Ordinance, Section 6.202.a9).

\*The Wright Surveying representative indicated all are shown.

Are all man-made features shown? If not, 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 in accordance with the Granville Township Subdivision and Land Development Ordinance, (Section 6.202.a10)

\*The Wright Surveying representative indicated all are shown.

**Zoning**

A zoning variance was issued for Lot 1 on February 28, 2018.

**Other Comments:**

The narrative states a lot size variance was granted on February 28, 2018 for Lot 1. Is a copy of the variance approval available?

\*The Wright Surveying representative indicated a copy is not available at this time and the Township Solicitor indicated it was ok to apply for the subdivision.

**Union Township (Municipal Ordinance)**

Name of Plan: Boring, Troy  
File Number: 2018-03-001  
Tax Map #: 20-03-0109A  
Municipality: Union Township  
Applicant Name: Boring, Troy  
Land Owner Name: Boring, Troy  
Plan Preparer: Taptich Engineering and Surveying

**Plan Summary:**

This project proposes the construction of a 40' x 100' storage unit building (24' units) and associated vehicular travel ways on the lands of Troy and Marilyn Boring. No water or service utilities are proposed. Access to the site will be via improvements to the existing minimum use driveway off of SR 655.

**Administrative**

Although there is a project narrative, it would be helpful if a more thorough description of the storage facility would be included.

**Basic Plan Information**

Based on the County's GIS files, the abutter directly west of the subject parcel is tax parcel 20,03-0109, currently owned by Troy and Marilyn Boring. The plan lists tax parcel 20,03-0109C and William and Jeanine Boring, which is not correct.

**Floodplain / Wetlands**

As noted in general notes 13 and 15, no wetlands or floodplains are mapped on the parcel.

**Soils**

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

**PennDOT HOP / Municipal Driveway Permit**

A Clear Sight Triangle and Sight Distances should be shown on the plan for any new access or any improvements to the existing access onto a State Route.

Is there an existing HOP for the existing use? If so, can the permit number be affixed to the plan?

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 (Article IV, Section 402.1.b. and 2.b.) of the Union Township Subdivision and Land Development Ordinance.



**DEP Sewage Planning Module**

As noted in the project narrative, no water or sewer utilities are proposed. Should a non-building waiver statement be placed on the plan? Is a non-building waiver form required?

**Water Service**

The water supply location should be noted on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Article IV, Section 402.d.)

**Features**

The April 2017 aerial shows multiple structures on tax parcel 20,03-0109 that do not appear on the plan. Also please confirm there are no buildings currently on tax parcel 20,03-0109A only trailers. There also appears to be jersey barriers that border the perimeter of the property and should be shown. 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 in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV, Section 402.1.e)

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV Section 402.1.e).

**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.

Parking provisions should be indicated on the plan.

**E & S / Stormwater**

If land disturbance is greater than 5,000 square feet, but less than one (1) acre, an Erosion and Sediment Control Plan is required.

If the impervious area of this project is 5,000 square feet or greater, a storm water management plan must be prepared in accordance with the Kishacoquillas Creek Stomwater Management Plan and submitted to the Township Engineer for review and comment.

What is the total area of disturbance? If it is over one acre, an NPDES permit will be required.

**Other Comments:**

- 1. This facility appears to be associated with an existing commercial facility to the west. It is not clear if the land development is part of the existing commercial use, or if it is an independent use from the adjoining land.
- 2. The Township verified that public water exists along SR 655 and this should be shown on the plan.
- 3. Please clarify if there is any rear access from the adjoining lots.

**Union Township (County Ordinance)**

Name of Plan: Zook, Jamie L. et. al.  
 File Number: 2018-03-007  
 Tax Map #: 20-16-0398; 20-16-0906  
 Municipality: Union Township  
 Applicant Name: Zook, Jamie L. et. al.  
 Land Owner Name: Zook, Jamie L. et. al.  
 Plan Preparer: Taptich Engineering and Surveying

**Plan Summary:**

This plan of subdivision proposes to again "separate" tracts of land which are separately described on the referenced deed. Two (2) of these parcels (Parcel #1 and Parcel #2) are listed under the same tax parcel. Parcel #3 is listed under a different tax parcel. The goal is to create three (3) separate building lots: Parcel #1, Parcel #2, and Parcel #3.

Parcel #1 is presently developed with a single family house and other amenities. This parcel is served with public water and sewer service.

Parcel #2 is presently vacant and will be conveyed and developed with a proposed single family residential dwelling. This dwelling will be served with public water and public sewer which exists with the adjacent public right-of-way of Poe Street. Access will likewise be developed off of Poe Street.

Parcel #3 is vacant, but may be conveyed and developed in the future in a manner consistent with the Union Township Zoning Ordinance. Public utilities existing within the adjacent public right-of-way (Susan Drive) and will serve any future development of Parcel #3. Access to Parcel #3 will be via a proposed private drive off the Susan Drive.

#### **Subdivision Information**

The project narrative indicates the intention of the subdivision is to create 3 separate building lots. Although instrument number 2010-001655 contains 3 separate parcels in the deed, tax parcel 20,16-0398 has not been divided to allow for an additional lot. Technically, this subdivision would be creating one lot since parcels #1 and #3 presently exist.

#### **Floodplain / Wetlands**

The plan should note whether or not the site lies within a 100 year floodplain or designated wetland in accordance with Article IV, Section 402.1.e of the Union Township Subdivision and Land Development Ordinance.

#### **Topographic information**

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

#### **Soils**

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

#### **Setback Lines**

It appears the shed mostly situated on tax parcel 20,16-0398 infringes onto the rear setback line and onto tax parcel 20,16-0906 Parcel #3.

The setback lines should be shown on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Article IV, Section 402.a.g). Is there an easement for the shed?

#### **Cartway Widths**

Based upon the Union Township Subdivision and Land Development Ordinance, the cartway widths of Poe Street and Susan Drive are substandard (Article V Section 501.2).

#### **PennDOT HOP / Municipal Driveway Permit**

A municipal driveway permit is required for new construction of a single-family home.

#### **Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Article IV, Section 402.1.b of the Union Township Subdivision and Land Development Ordinance.

#### **DEP Sewage Planning Module**

If the tap into public sewer will generate flows of 2 dwelling units or more, a DEP Component 3 Mailer should be provided.

#### **Sewage Service**

A letter from the municipality acknowledging availability of public sewer should be submitted to the Union Township Planning Commission. Public sewer service along Susan Drive is partially indicated.

#### **Water Service**

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

Public water service should be shown for lot#3 in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV Section 402 1.d.), since the narrative states utilities are via Susan Drive.

#### **Features**

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV, Section 402.1.e).

Are all man-made features shown? If not, 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 in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV, Section 402.1.d).

## **Wayne Township (County Ordinance)**

Name of Plan: Yocum, Brian K. & Lori A.  
File Number: 2018-08-003  
Tax Map #: 21-06-0103D; 21-06-0103B  
Municipality: Wayne Township  
Applicant Name: Yocum, Brian K. & Lori A.  
Land Owner Name: Yocum, Brian K. & Lori A.  
Plan Preparer: Wright Land Surveying

### **Plan Summary:**

This plan proposes to create Lot Addition A to be added onto Lot A and become an integral part thereof. The residual tract, Lot 1, is an approved building lot that is currently vacant. Sewage testing for Lot 1 was completed and approved by DEP in 2014. No new development is being proposed by this plan.

\*One asterisk represents comments discussed at the March 15, 2018 Subdivision and Land Development Review Committee meeting. The Wright Surveying representative provided revised plans dated March 15, 2018.

### **Administrative**

This property was last subdivided in July of 2013 creating 5 lots. At that time, there was a great deal of discussion over the right-of-way and cartway widths for Bice Lane and Loop Road.

### **Floodplain / Wetlands**

As noted in Note #4, a major part of Lot A is within the 100-year floodplain. Also note 5. indicates there are mapped wetlands on Lot-A. The County's wetland layer was derived from the National Wetland Inventory. If wetland verification is necessary, it is encouraged that a professional consultant be contacted to make this determination.

### **Soils**

Based on GIS data, wetlands also appear to be present.

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

### **Right-of-Way Widths**

In 2013, Mr. Mattern offered an additional 8.5 feet to Bice Lane and Loop Road. Is this accounted for on the plan?

\*The revised plans show the additional 8.5 feet onto Bice Lane and Loop Road. The Wright Surveying representative indicated these areas have not been dedicated to the Township at this time.

Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way widths of Bice Lane and Loop Road are substandard ( Article 4 Section 4.204 F.).

### **Cartway Widths**

Note #7 states no new development is proposed at this time.

Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway widths of Bice Lane and Loop Road are substandard ( Article 4 Section 4.204 F). In 2013, the applicant requested a waiver from the cartway requirements based on no further subdivision of the property.

### **PennDOT HOP / Municipal Driveway Permit**

If a new driveway is proposed, a Township Driveway permit is required.

\*The Wright Surveying representative indicated he spoke with the Township Secretary who indicated that driveway permits were issued in 2013.

### **Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with (Article 7 Sections 7.302.A.6. and 7.302.B.7.) of the Mifflin County Subdivision and Land Development Ordinance. On July 25, 2013, restrictive covenants were proposed for this property. Please provide.

\*The Wright Surveying representative provided a copy of the declaration of restrictive covenants.

**DEP Sewage Planning Module**

A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form has been provided.

**Features**

Are all man-made features shown? If not, 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. (Mifflin County Subdivision and Land Development Ordinance, Article 7 Section 7.302.A.20.)

\*The Wright Surveying representative indicated all are shown.

**Other Comments:**

In 2013, there was a provision in the approval that Lot 5, which is now shown as Lot A, could not be further subdivided and would be used for open space/forest use. Will this lot now become a developable lot by this lot addition?

\*The Wright Surveying representative indicated it would not.

**Public Comment**

None

**Other Business or Comments**

The updated County Directory has been distributed. Bill thanked all contributors, of which we were fortunate to have eight this year. Bill is working on various presentations for upcoming meetings, including Nick Felice for an economic update in April, Tom Zurat for a PennDOT update in June, a school district update, as well as a presentation from the new Flood Insurance Coordinator. So far, 80 reservations have been made for the annual dinner with an additional 11 who may attend. Kay reminded everyone to complete the statement of financial interest forms by May 1<sup>st</sup>.

**Next Month**

The next meeting will be held April 26<sup>th</sup>.

**Adjournment**

Upon no further discussion, the meeting adjourned at 4:02 p.m. upon a motion by Dave Pannebaker, which was seconded by Cyle Vogt.