

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
THURSDAY, APRIL 24, 2008
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

Jim Spendiff, Chairman
Don Kauffman
Christian Aumiller
Neal Shawver
Susan Heimbach
Brent Miller

Others

Kenneth Bailey

Staff

Bill Gomes, Director
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.

Item #2 – Record of Public Attendance

Jim reminded everyone to sign the attendance sheet.

Item #3 – Approval of Meeting Minutes

Don Kauffman made a motion to approve the minutes of the March 27, 2008 meeting. Brent Miller seconded the motion. All members voted aye.

Item #4 – Committee Reports

A. Subdivision and Land Development Committee Plan Reviews: Susan Heimbach and Mark Colussy presented the Subdivision and Land Development Review Committee's report. There were 12 plans reviewed. There were three plans under the Mifflin County Subdivision and Land Development Ordinance. The Subdivision Review Committee recommended conditional approval of the E. Louise Ditmer subdivision in Bratton Township and the Duane & Betty McConaughy subdivision in Wayne Township and approval of the Kenneth L. and Linda L. Bailey subdivision in Bratton 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: Billy Joe Wagner plan in Armagh Township, Hartman Center Proposed Building Expansion in Armagh Township, Big Valley Edgewood Estates final subdivision plan in Brown Township, C.E.L. Flight Services, Inc. land development plan in Brown Township, Michael L. and Sabrina A. Shingler subdivision in Decatur Township, Donald N. and Mary P. Loht subdivision in Decatur Township, Ryan L. Ford subdivision in Decatur Township, Ray Peachey subdivision in Oliver Township and James D. Byler plan in Union Township.

Susan Heimbach briefly reviewed the comments and recommendations in the report for the Billy Joe Wagner subdivision in Armagh Township, E. Louise Ditmer subdivision in Bratton Township and James D. Byler plan in Union Township.

Mark Colussy first reviewed the Hartman Center Proposed Building Expansion in Armagh Township and indicated the purpose of the land development plan is to expand the dining facility at the center. Mark said the plan does not reflect the entire affected parcel, and the boundaries are missing from the plan. The committee thought that the Mifflin County Conservation District should review the plan, if they have not already done so. The comment regarding the floodplain was revised to state, *An area of the southern portion of the property lies within the 100-year floodplain, and the floodplain should be delineated on the plan. This information could be shown on an inset property plan. Though the project area does not appear to be in the floodplain, future development in the southern area should*

be discouraged. The comment regarding the boundaries was also revised to state, *The plans do not show the entire extent of the affected parcel. The boundaries of the tract, including distances and bearings should be on the plan as well as abutters (see Sections 6.302. a.5, a.8, and a.12 of the Armagh Township Subdivision and Land Development Ordinance).* This information could be supplied in an inset property plan.

The Kenneth L. and Linda L. Bailey subdivision in Bratton Township was also discussed. Bill Gomes indicated that the plan was not previously recorded in a timely manner, and DEP signed off on the plan in February 2008. The property owner was in the process of selling the property. Soils information was provided on the plan, but a waiver from the hydric soils information was requested since hydric soils exist only on the residue. The committee recommended approval of the waiver request. In addition, John I's Lane is a private driveway. A waiver from the shared driveway agreement was requested because a statement of liability regarding the driveway was included on the plan. The committee also recommended approval of this waiver request. The property owner agreed that no further development along John I's Lane would occur unless road improvements are made. The committee recommended approval of the plan for signature at this meeting.

Christian Aumiller made a motion to approve the waiver from the hydric soils information. Don Kauffman seconded the motion. All members voted aye.

Christian Aumiller made a motion to approve the waiver from the shared driveway agreement. Don Kauffman seconded the motion. All members voted aye.

Don Kauffman made a motion to approve the Kenneth L. and Linda L. Bailey subdivision in Bratton Township. Christian Aumiller seconded the motion. All members voted aye. The plan was signed at the meeting so that the property owner could record the plan that afternoon.

Mark Colussy then discussed the C.E.L. Flight Services, Inc. land development plan in Brown Township. Revised plans were received. He briefly reviewed some of the comments and recommendations in the report. There was some discussion about the need for a zoning hearing since this project is an expansion of a nonconforming use.

Mark discussed the Michael L. and Sabrina A. Shingler subdivision in Decatur Township. There was some discussion about the entirety of the grantee property should be shown on the plan, which could be accomplished with an inset lot consolidation map.

The Ray Peachey subdivision in Oliver Township was also reviewed. Mark went over some of the comments and recommendations. He pointed out that according to the Mifflin County Tax Assessment records, T.M. 19-11-120 does not abut T.M. 19-11-117D. Therefore, a lot addition of the lands of Peachy to Penn Valley would be impossible given the current conditions.

The final Big Valley Edgewood Estates subdivision plan in Brown Township was submitted for review and approval since there was an update to the narrative. This was the only change to the plan.

The Duane & Betty McConaughy subdivision plan in Wayne Township, which was originally reviewed and conditionally approved in August 2007, was resubmitted for approval because the original plan was not recorded within the 90-day deadline. There were no changes to the plan that was submitted this time. All conditions have now been met.

Neal Shawver made a motion to conditionally approve the E. Louise Ditmer subdivision in Bratton Township. Christian Aumiller seconded the motion. All members voted aye.

Don Kauffman made a motion to approve the comments and recommendations as presented and discussed for the plans under municipal ordinances. Don Kauffman seconded the motion. All members voted aye.

The Subdivision Review Committee report:

Name of Plan: Wagner, Billy Joe

Tax Map #: 12-05-102

Applicant Name: Wagner, Billy Joe

Plan Preparer: Wright Land Surveying

Action Taken: The County provides comments only.

Plan Summary: This plan proposes to place a second single-family residence on the Wagner property to be served by a new on-lot sewage disposal system and well. No subdivision is being proposed. This new house will use the existing driveway off of Salem Road.

Review Comments (List from Review Committee):

Floodplain - Although the location of the second house does not lie within the 100 year floodplain, the southern portion of the property is within the 100 year flood plain and should be delineated on the plan. (See Section 6.202.a9 of the Armagh Township Subdivision and Land Development Ordinance)

Soils - According to the County GIS files, some portion of this property appears to have prime farmland soils. Ph is a prime farmland soil.

Right-of Way Widths - The right-of-way does not meet the road provisions of the Armagh Township Subdivision and Land Development Ordinance. 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 does not meet the road provisions of the Armagh Township Subdivision Ordinance. 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.

Shared Driveway - A shared driveway agreement for the private right-of-way should be noted on the plan. The agreement should include the following: "The owners of lots ____, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold."

Street Names - Since two dwellings will use the same access, a street name is required. 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 6.302.a6 and 6.302.b7 of the Armagh Township Subdivision and Land Development Ordinance.

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

Other Comments:

1. Section 6.202.a14 of the Armagh Township Subdivision Ordinance calls for the scale of the location map to not be more than 1" = 800 feet and the scale on the plan location map is 1" = 1 mile.

Name of Plan: Hartman Center Proposed Building Expansion

File Number: 2008-04-009

Tax Map #: 12-01-119AA

Municipality: Armagh Township (Municipal Ordinance)

Applicant Name: Penn Central Conference United Church of Chris

Land Owner Name: Penn Central Conference United Church of Chris

Plan Preparer: PennTerra Engineering, Inc.

Action Taken: The County provides comments only.

Plan Summary: The applicant intends to construct an approximately 15,300 square foot addition to its existing dining hall structure, as depicted on the enclosed plans. The proposed addition will house a multiple-use recreation area as well as some offices for administration and health. The project is located in Armagh Township. The Township has no zoning ordinance but does have a subdivision and land development ordinance, the precepts of which were followed in preparing the enclosed Preliminary/Final Land Development Plan. The project proposes to extend a 6" water service line to the building from an existing Municipal Authority of the Borough of Lewistown 8" main on the property, approximately 120 feet from the proposed building. Sanitary sewer service is proposed via connection to the Camp's own 8-inch PVC sanitary sewer line, which is ultimately connected to lines owned by Armagh Township Municipal Authority. A single 6" building sanitary sewer lateral is depicted on the drawings. The Applicant has initiated the exemption postcard paperwork, copies of which will be forwarded to you under separate cover.

Review Comments (List from Review Committee):

Clean and Green Program - The parcel is enrolled in the Clean and Green program. However, considering there is no intent to subdivide the property, Clean and Green rollback will not affect the property with this Land Development proposal.

Floodplain - An area of the southern portion of the property lies within the 100-year floodplain, and the floodplain should be delineated on the plan. This information could be shown on an inset property plan. Though the project area does not appear to be in the floodplain, future development in the southern area should be discouraged.

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. (AoB, BrA)

Setback Lines - The Armagh Township Subdivision and Land Development Ordinance only calls for setbacks for residential lots. The township should consider updating its ordinance to deal with non-residential properties.

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

Cartway Widths - The cartway width should be shown on the plan for S.R. 1005, Old Route 322 (Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a.11). Based upon the Armagh Township Subdivision and Land Development Ordinance, the cartway width is substandard for Pleasant Lane (Table 1).

PennDOT HOP/Municipal Driveway Permits - A PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)). A copy of the existing permit should be provided to Armagh Township.

Shared Driveway - Is there an existing private right-of-way agreement in place for Pleasant Lane? If not, an agreement is recommended to be put in place. It should not be the Townships responsibility for maintenance of a private drive.

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 application, there are no known deed restrictions or easements associated with the property.

DEP Sewage Planning Module - A copy of the DEP Public Sewage Mailer should be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

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

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

Other Comments:

1. The plans do not show the entire extent of the affected parcel, T.M. 12-01-119AA. The boundaries of the tract, including distances and bearings should be on the plan as well as abutters (See Sections 6.302. a.5, a.8, and a.12 of the Armagh Township Subdivision and Land Development Ordinance). This information could be supplied in an inset property plan.

2. The site area shown on the plan incorporates a separate parcel, T.M. 12-01-119, which should be differentiated unless a lot merger is proposed.

3. The note on Sheet 6 regarding installation of parking stalls without Erosion and Sedimentation Controls should be clarified. The Township Engineer and the Mifflin County Conservation District should review these plans.

4. The narrative submitted on a separate letter should be on the plans, or a more simplified and brief narrative describing the intent of the project.

5. Considering the plans state the removal of part of the gravel driveway, site circulation should be shown on the plan accounting for the change.

6. Stormwater provisions should be reviewed by the Township Engineer to insure they meet the Kish Stormwater Ordinance.

Name of Plan: Bailey, Kenneth L. & Linda L.

File Number: 2007-02-001

Tax Map #: 13-04-130

Municipality: Bratton Township (County Ordinance)

Plan Preparer: Roth Surveying Service

Land Owner Name: Bailey, Ken and Linda

Applicant Name: Bailey, Ken and Linda

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:

1. Total area being subdivided = 80.61 acres.

2. Total number of lots = 2.

3. Lot 1 the residue of 65.66 acres contains a single family residence and is served by an on-lot sewage system and an individual well.

4. Lot 5 a 15.96 acre parcel is proposed for the construction of a single family residence to be served by an on-lot sewage and an individual well.
5. 20' contours are taken from U.S.C. & G.S. and are approximate.
6. Soils information taken from Soil Survey of Juniata and Mifflin Counties, U.S.D.A., S.C.S. April 1981.
7. This site is not located in a designated 100 year flood hazard or wetland area.
8. The building setbacks are noted and not shown for clarity of this drawing.

Final Review Comments:

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.

*Hydric 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. There also appears to be some evidence of wetlands. Soils information is required. (See Sections 7.302. A10 and A 25 of the County Subdivision Ordinance) *The applicant has requested a waiver on providing hydric soils but has provided soils information. **The waiver request was approved.*

Prime Farmland Soils - According to the County GIS files, some portion of this property has prime farmland soils.

*Right-of Way Widths - The right-of-way width for John I's Lane should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, Section 7.202 A.11.). According to the surveyor, this is a 20' easement which also serves as a joint driveway that was in existence before subdivision regulations were in place. *This explanation was accepted.*

*Cartway Widths - The cartway width for John I's Lane should be shown on the plan (Mifflin County Subdivision and Land Development Ordinance, Section 7.202 A.11.). The surveyor states, since this is a private driveway, cartway provisions should not be applicable. *This explanation was accepted.*

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided, in accordance with Sections 7.202 A.18. and 7.202 A.13. of the Mifflin County Subdivision and Land Development Ordinance. According to the surveyor, there are no other known deed restrictions.

*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. Also on lot sewage system location for Lot 1 should be shown on the plan. (See Section 7.302 A20 of the County Subdivision Ordinance) *Received DEP letter on February 6, 2008 and has addressed other on-lot information.*

*Water Service - The plan should indicate existing and proposed well site locations for lots 1 and 5, or at a minimum the well isolation distance from the proposed septic system. (See Sections 7.302. A20 and 4.211. A of the County Subdivision Ordinance. *This has been addressed.*

Other Comments:

1. If John I's Lane is a private road, a private road/maintenance agreement should be in place with language as provided for in Section 4.204. B.1c of the County Subdivision Ordinance. According to the surveyor, John I's Lane is a private driveway and easement. *The applicant has requested a waiver. **The waiver request was approved since alternative language was provided.
2. No narrative is shown as provided under Section 7.302. A1 of the County Subdivision Ordinance. *This has been addressed.
3. There is a discrepancy between the County GIS file map and the applicant map. The GIS map indicates the property borders S.R. 103. According to the surveyor, the property does not touch Route 103. However, the County GIS file also indicates T.M. 13-04-135D does not exist and T.M. 13-04-135C is not shown on the plan. Please verify and correct. *The applicant states 13-04-135D is correct and was accepted.
4. Based on aerial photos, there is a stream that runs through Lot 5, which should be shown on the plan. (See Section 7.302. A26 of the County Subdivision Ordinance) *This has been addressed.
5. Note #4 is incorrect and should be 14.95 acres instead of 15.96 acres. *This has been addressed.
6. Currently, there are 3 or 4 households using John I's Lane. At minimum there should be a note on the plan that further development along John I's Lane will not be permitted unless the driveway is improved to private road standards. *The property owner agrees to have a statement on the plan and has been addressed on the plan.

Name of Plan: Ditmer, E. Louise

Tax Map #: 13-04-172/13-04-172A

Applicant Name: Ditmer, E. Louise

Plan Preparer: Wright Land Surveying

File Number: 2008-04-005

Municipality: Bratton Township (County Ordinance)

Land Owner Name: Ditmer, E. Louise

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 public sewer and private well. Also a Lot Addition to the lands of Terri L. Krause is proposed. The residue, Lot 1, has an existing house.

Review Comments (List from Review Committee):

Soils - Soils information should be shown on the plan. (Mifflin County Subdivision Ordinance, Section 7.302. A10) The applicant can request a waiver as public sewer is proposed.

Setback Lines - Since the property has double frontage along Farm View Road and Horningford Road, can Lot 2 meet front setback along both roads?

Right-of Way Widths - The right-of-way does not meet the road provisions of the County's Subdivision and Land Development Ordinance. 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 does not meet the road provisions of the County's Subdivision Ordinance. 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.

PennDOT HOP/Municipal Driveway Permits - The proposed driveway opening to access Lot 2 should be reviewed by the Township Roadmaster to insure adequate site distance.

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.

DEP Sewage Planning Module - A copy of the DEP Public Sewage Mailer should be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

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

Other Comments:

1. Lot addition statement as found in Section 7.302.A22 needs to be placed on the plan.

2. Location map provisions under Section 7.202.A14 of the Mifflin County Subdivision and Land Development Ordinance call for a scale of no greater than 1" = 2000 feet and not 1" = 1 mile.

Name of Plan: Big Valley Edgewood Estates

File Number: 2008-04-010

Tax Map #: 14-10-111C

Municipality: Brown Township (County and Municipal Ordinance)

Plan Preparer: Taptich Engineering and Surveying

Land Owner Name: Watson, Michael W.

Applicant Name: Watson, Michael W.

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 project involves the subdivision of nine (9) lots intended for Single Family Residential use. These lots will vary in size from ~1.05 to ~1.55 Acres. These proposed lots will be served with private on-lot sewage disposal systems (to be developed by the future lot owners) and public water via service lines to be installed from the existing water main south of SR 655. Access to proposed lots numbers 3 thru 9 is proposed via common (minimum use) driveways to be constructed off of SR 655. Highway Occupancy Permit applications have been issued by the Pennsylvania Department of Transportation to permit the proposed driveway construction. Access to Lot #1 and Lot #2 will be via private driveways to be installed off of Brookfarm Drive. By virtue of the proposed subdivision, no residue lands will exist.

Update to Narrative 4/11/08 - This updated plan to correct zoning district information supersedes the plan recorded February 15, 2007 in Map Book 24, Page 61.

Final Review Comments: No New Comments

Based on the limited changes, the Mifflin County Planning Commission has no new review comments.

Name of Plan: C.E.L. Flight Services, Inc. – Hangar

File Number: 2008-04-001

Tax Map #: 14-03-99

Municipality: Brown Township (Municipal Ordinance)

Applicant Name: C.E.L. Flight Services, Inc.

Land Owner Name: Mifflin County Airport Authority

Plan Preparer: Lee - Simpson Associates, Inc. -Nicholas J. Barger

Action Taken: The County provides comments only.

Plan Summary: C.E.L. Flight Services, Inc. is proposing to construct an airplane hangar at the Mifflin County Airport. The hangar will be located southwest of the existing main hangar building. The 80' x 80' area, as shown on the plans, will be leased to the owner by the Mifflin County Airport.

Review Comments (List from Review Committee):

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

Setback Lines - The setback lines or information should be shown on the plan as prescribed in the Brown Township Subdivision and Land Development Ordinance (Section 7.302.A.10).

Right-of Way Widths - The right-of-way width should be shown on the plan for Airport Road. (Brown Township Subdivision and Land Development Ordinance, Section 7.302.A.6).

Cartway Widths - The cartway width should be shown on the plan for Airport Road. (Brown Township Subdivision and Land Development Ordinance, Section 7.202.A.11).

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

DEP Sewage Planning Module - A copy of the DEP Non-Building Waiver form should be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

Sewage Service - The plan does not indicate provisions for on-lot sewer service. All land developments located within the township shall be served with an adequate sewage system (See section 4.211.A of the Brown Township Subdivision and Land Development Ordinance).

Water Service - The plan does not indicate provisions for a water supply system. All land developments located within the township shall be served with an adequate water supply system (See section 4.211.A of the Brown Township Subdivision and Land Development Ordinance).

Other Comments:

1. The brief narrative supplied via fax should be on the plans (Brown Township Subdivision and Land Development Ordinance Section 7.302.A.1).

2. Unless there is a lot consolidation proposed, the plans should distinguish the separate parcels for the Mifflin County Airport (T.M. 14-3-99, 14-1-99, and 14-6-99A). Tax map number, acreage, boundary distances, Deed Book and Page information should be provided (See Section 7.302.A.5, A.7, and A.13 of the Brown Township Subdivision and Land Development Ordinance).

3. All existing man made features on and within 50 feet of the property should be shown on the plan, such as public water and sewer lines or fire hydrants, etc. (See Section 7.302.A.23 of the Brown Township Subdivision and Land Development Ordinance).

4. All abutters should be shown on the plan including name of owner, tax map number and Deed Book and Page number (See Section 7.302.A.17 of the Brown Township Subdivision and Land Development Ordinance). One or more abutters appear to be missing, based off of County Tax Assessment records.

5. According to County Tax Assessment records: the abutter, Tax Map number 14-03-102, should actually be T.M. 14-03-101.

6. The front sheet signature block should state, "Reviewed" by Mifflin County Planning Commission, not "Approved". *A letter from the applicant dated April 22, 2008 states the revised plans accounted for the error. However, this error has not been corrected on the plans received 4/23/2008.

7. This property is in the R-1 Zone and the airport was in place before the zoning ordinance. If so, this would be considered an expansion of a non-conforming use and would involve a hearing of the Zoning Hearing Board.

8. The applicant has submitted the plan to the Township Engineer to review stormwater provisions. *The Township Engineer has submitted their review letter on 4/23/2008.

9. On sheet 2, the Brown Township Municipal Authority address is incorrect. Please revise. *The applicant has corrected this error on the plans received on 4/23/2008.

10. Building height information should be on the plan.

Name of Plan: Shingler, Michael L. & Sabrina A.

Tax Map #: 15-07-116A

Applicant Name: Shingler, Michael L. & Sabrina A.

Plan Preparer: Roth Surveying Service

Action Taken: The County provides comments only.

Plan Summary: No Narrative provided.

General Notes:

1. Total area being subdivided = 11.82 acres.

2. 2 Lot addition parcels are being created.

3. Lot 1 the residue parcel of 1.08 acres contains a single family residence and is served by an on-lot sewage system and an individual well.

4. Lot 2 a 7.10 acre parcel is intended as a lot addition to the lands of John J. and Nancy Jane Leister (Tax Map 15-07-114B) and can not be developed or conveyed independently.

5. Lot 3 a 3.64 acre parcel is intended as a lot addition to the lands of Dennis E. Miller and Kimberly L. Bonsall (Tax Map 15-07-116AA) and can not be developed or conveyed independently.

6. This site is not located in a designated 100 year flood or wetland area.

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 - Topographical contours at vertical intervals should be displayed on the plan (Decatur Township Subdivision and Land Development Ordinance, Section 602.2.A.7).

Soils - No soil information provided, but there is no new development proposed.

Setback Lines - The front setback shown for Lot 2 appears to be insufficient. Please confirm. Applicant should list setback requirements.

Right-of Way Widths - The right-of-way 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 right of way should be provided by the applicant as a condition if there is future development along this road.

Cartway Widths - The cartway 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 right of way should be provided by the applicant as a condition if there is future development along this road.

PennDOT HOP/Municipal Driveway Permits - A municipal driveway permit is required in Decatur Township, please confirm there is an existing permit.

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 603.2.A.6 and 603.2.B.7 of the Decatur Township Subdivision and Land Development Ordinance. According to the application, there are no known deed restrictions or easements associated with the property.

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 & Septic - Is there an existing well and on-lot septic system to service Miller and Bonsall property as well as Leister property?

Required Signatures on Application - The landowner's signature needs to be on the subdivision application form.

Lot Addition - A lot addition is considered a consolidation and therefore, results in the creation of two new lot configurations. Lot consolidation meets the definition of a subdivision according to the Municipalities Planning Code. Under these circumstances new deeds must be developed as part of the property transfer process and adequate information must be available in order to develop an accurate property description. The Planning Commission must also be assured that the parent and recipient lots still meet the subdivision and Land Development Ordinance requirements (Decatur Township Subdivision Ordinance Sections 603.2. A.5, A.7 and A.9). The entirety of the grantee property, T.M. 15-07-114B, should be shown on the plan. This could be shown on an inset lot consolidation map, based on deed information.

Other Comments:

1. The plan lists T.M. 15-07-114B to the South and West of proposed Lot 2, however, according to County Tax Assessment records, it is only abutting to the West.

2. The plans do not list the abutter Wooten, T.M. 15-07-118.

3. It appears from aerial photography that Ertley Road abuts the entire Southern border of the existing affected property, T.M. 15-07-116A. Please confirm.

Name of Plan: Loht, Donald N. & Mary P.

Tax Map #: 15-2-110B/15-2-104

Applicant Name: Loht, Donald N. & Mary P.

Plan Preparer: Sarge Engineering and Surveying

Action Taken: The County provides comments only.

Plan Summary: The purpose of this plan is to separate Lot B, of 0.446, from the land of Donald N. and Mary P. Loht and add it to the land of Ryan L. Ford. Lot A, the Loht's 1.577 acre remainder, contains an existing single-family residence with a well and on-lot sewage system.

Review Comments (List from Review Committee):

Clean and Green Program - The parcel is enrolled in the Clean and Green program, as listed in Note 4. 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 - No soils information was provided, however no new development is proposed. According to the County GIS files, some portion of this property appears to have prime farmland soils. (KrB)

Right-of-Way Widths - Based upon the Decatur Township Subdivision and Land Development Ordinance, the right-of-way width is substandard for Old Stage Road (Table 1). An increase in the Right-of-Way is proposed on the Ford plan (of April 2008).

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

PennDOT HOP/Municipal Driveway Permits - A municipal driveway permit is required in Decatur Township. Currently, there is no driveway accessing the parcel. If there is a proposed driveway to the parcel in the future, a driveway permit will be required.

DEP Sewage Planning Module - A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form has been provided. Plan approval should be contingent on receiving an approval from DEP.

Lot Addition - Additional Lot Addition information can be found on the Ryan Ford plan, dated April 4, 2008.

Other Comments:

1. According to County Tax Assessment records, the lots involved are T.M. 15-01-110B and 15-01-104, not 15-2-110B and 15-2-104 as listed on the plans and application.

2. Only two sets of plans were submitted.

Name of Plan: Ford, Ryan L.

Tax Map #: 15-2-104

Applicant Name: Ford, Ryan L.

Plan Preparer: Sarge Engineering and Surveying

Action Taken: The County provides comments only.

Plan Summary: The purpose of this plan is to create Lot 2, of 10.044 acres, from the land of Ryan L. Ford in Decatur Township. Lot 2 contains the existing farmhouse along with a spring and on-lot sewage system. This lot was successfully tested for a sewage replacement area. Lot 1, the +/-60 acre remainder, will remain in agricultural and silvicultural use.

Review Comments (List from Review Committee):

Clean and Green Program - The parcel is enrolled in the Clean and Green program, as listed in Note 4. 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.

Right-of-Way Widths - The right-of-way width has been increased for Lot 2 but not Lot 1, which should be considered.

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

PennDOT HOP/Municipal Driveway Permits - A municipal driveway permit is required in Decatur Township. However, considering the drive has existed for many years, it is likely a grandfathered driveway.

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

Other Comments:

1. According to County Tax Assessment records, the lot involved is T.M. 15-01-104, not T.M. 15-2-104 as listed on the application, nor 15-13-104 as labeled on the plans.

*2. T.M. 15-01-104 differs from County GIS records as to the property boundary locations. It appears to be a different configuration. *According to the surveyor, the survey is correct. Even though there are two deeds, they have been combined into one tax map number.*

3. Only two copies of the plans were submitted.

4. Lot dimension information for Lot 1 should be shown on the property plan. This could be taken from deeds.

5. Due to the potential for future subdivision of Lot 1, a full property survey should be prepared prior to any new subdivision of this tract.

Name of Plan: Peachey, Ray

Tax Map #: 19-11-117-D

Applicant Name: Peachey, Ray

Plan Preparer: Roth Surveying Service

Action Taken: The County provides comments only.

Plan Summary: No Narrative provided.

General Notes:

1. Total area being subdivided = 5.19 acres.

2. Total number of lots = 2.

File Number: 2008-04-008

Municipality: Decatur Township (Municipal Ordinance)

Land Owner Name: Ford, Ryan L.

File Number: 2008-04-002

Municipality: Oliver Township (Municipal Ordinance)

Land Owner Name: Peachey, Ray

3. Lot 1, the residue parcel of 4.19 acres, contains an existing single family residence served by an on-lot sewage system and an individual well.
4. Lot 2, a proposed 1.00 acre parcel, shall be a lot addition to the lands of Penn Valley Christian Retreat (Tax Map 19-11, Parcel 120) and shall not be conveyed or developed independently.
5. This site is not located within a designated 100 year flood zone or wetland area.
6. Basis of Bearings: Survey of the Runk property by C.M. Colony, P.L.S. September 13, 1983.

Review Comments (List from Review Committee):

Floodplain - Comparing Note 5 to FEMA's floodplain data, it appears the note is incorrect. The property lies within the 100-year floodplain, and the floodplain should be delineated on the plan. Future development in this area should be discouraged.

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

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

Right-of Way Widths - The right-of-way does not meet the road provisions of Oliver 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 right of way should be provided by the applicant as a condition if there is future development along this road.

Cartway Widths - The cartway does not meet the road provisions of Oliver Township's Subdivision 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 right of way should be provided by the applicant as a condition if there is future development along this road.

PennDOT HOP/Municipal Driveway Permits - A municipal driveway permit is required in Oliver Township, please confirm that a permit has been issued.

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 Oliver Township Subdivision and Land Development Ordinance. According to the application, there are no known deed restrictions or easements associated with the property.

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

Lot Addition - A lot addition is considered a consolidation and therefore, results in the creation of two new lot configurations. Lot consolidation meets the definition of a subdivision according to the Municipalities Planning Code. Under these circumstances new deeds must be developed as part of the property transfer process and adequate information must be available in order to develop an accurate property description. The Planning Commission must also be assured that the parent and recipient lots still meet the subdivision and Land Development Ordinance requirements (Oliver Township Subdivision Ordinance Sections 6.302. A.5, A.7, and A.9). Tract boundary lengths and bearings, as well as acreage is not listed for the grantee property. Existing metes and bounds information should be available from property deeds. This information could be provided via an inset lot consolidation map.

Other Comments:

1. According to County Tax Assessment records, T.M. 19-11-120 does not abut T.M. 19-11-117D. Therefore, a lot addition of the lands of Peachy to Penn Valley would be impossible given the current conditions. Clarification should be provided. See the subdivision of the lands of Penn Valley in Map Book 20 Page 224.
2. The plan scale shall not be more than 1"=100'. (See Section 6.302.a of the Oliver Township Subdivision and Land Development Ordinance)
3. It appears by the placement of the Lot 1 label that it is the Glick property. Consider moving the label.
4. Note 4 on the plan lists lot 2 as a lot addition, yet the plan shows the lot addition as "Lot 1." Please correct.

Name of Plan: Byler, James D.

Tax Map #: 20-09-108

Applicant Name: Byler, James D.

Plan Preparer: Wright Land Surveying

Action Taken: The County provides comments only.

Plan Summary: This plan proposes to create an additional dwelling on the Byler farm. There are two existing single-family residences with on-lot sewage disposal systems and water from off-site sources. The third dwelling is to be created from the larger existing silo. There has been soil testing completed for an on-lot sewage disposal system. No subdivision is proposed.

File Number: 2008-04-006

Municipality: Union Township (Municipal Ordinance)

Land Owner Name: Byler, James D.

Review Comments (List from Review Committee):

Clean and Green Program - The parcel is enrolled in the Clean and Green program. However, since no subdivision is proposed, the Clean and Green program does not affect this Land Development.

Floodplain - The plan should note the site does not lie within a 100-year floodplain.

Topographic information - Topographical contours at 5' vertical intervals should be displayed on the plan, unless the slope of the site is less than a 2% grade. Otherwise, contours should be shown at all breaks. (See Union Township Subdivision and Land Development Ordinance, Section 402.1.g).

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

Right-of Way Widths - Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width is substandard for T-372, Garver Road (Section 501.2).

Cartway Widths - Based upon the Union Township Subdivision and Land Development Ordinance, the cartway width is substandard for T-372, Garver Road (Section 501.2).

PennDOT HOP/Municipal Driveway Permits - A municipal driveway permit is required, and a copy should be provided to the County Planning Commission.

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

According to the application, there are no known deed restrictions or easements associated with the property.

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. The narrative states "no subdivision is proposed," yet Note 2 states "the new lot." Is there really a new lot proposed? This should be clarified.

2. According to aerial photography of the site, it is heavily wooded in the project area. Section 402.2.k of the Union Township Subdivision and Land Development Ordinance requires existing trees to be indicated.

3. The Property Plan does not list a scale.

4. All boundary lines with distances and bearings should be shown on the plan (See Section 402.1.a of the Union Township Subdivision and Land Development Ordinance). This information could be shown on the property plan.

5. Only two plans were submitted.

Name of Plan: McConaughey, Duane & Betty

File Number: 2007-08-002

Tax Map #: 21-02-207/21-03-127

Municipality: Wayne Township (County Ordinance)

Plan Preparer: Africa Engineering Associates, Inc. Land Owner Name: Bookwalter, Richard L.

Applicant Name: McConaughey, Duane & Betty

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 subdivision involves the creation of a 2.000 acre residential lot, being labeled Lot 7A, from existing Lot 7 of the Jack's Mountain Development. Said plan of Jack's Mountain Development was recorded on October 12, 1977 in Mifflin County Plot Book 11 at page 23. The Residue of Lot 7, containing approximately 11.36 acres, will continue to be used for recreational purposes containing a garage which has no water or sewer facilities. Access to this lot, as well as to proposed Lot 7A will be via Dark Hollow Road and Old Pike Road which connect with the public portion of Old Pike Road, known as T-760.

Final Review Comments: Ninety (90) Day Conditional Approval Expiration - This plan's conditional approval for ninety (90) days has expired. The plan is submitted again to reapply for approval. Considering nothing has changed on the plan, there are no additional new review comments.

Item #5 – Public Comment

There was no public comment.

Item #6 – Other Business or Comments

- Bill reminded those who have not yet turned in the completed Statement of Financial Interests form, the deadline is May 1.
- Bill mentioned the Chesapeake Bay workshop sponsored by the Central Section of the Pennsylvania Chapter of the American Planning Association to be held on Friday, May 2 in Harrisburg.
- Bill reported that he is scheduled to make a presentation on what the Planning Commission and Planning and Development Department do to the Builders Association on Wednesday, May 13.

- Bill and Mark discussed a letter that was received from the consultant regarding the Planning Commission's review comments and recommendations for the Sheetz plan in Lewistown Borough. The response letter from the consultant indicated they would address certain items. However, the consultant subsequently contacted Lewistown Borough to find out whether they would need to address these items. Therefore, not all of the items were required to be addressed. Bill discussed this matter with the consultant.
- Jim mentioned that in years past, the engineering, consulting and architectural firms who attend the annual dinner meeting have been publicly recognized during the meeting. Jim asked the Planning Commission to think about whether or not they think it is appropriate to recognize these firms at these meetings.
- Bill asked the Planning Commission to let him know of any potential programs they would like to have presented.

The meeting adjourned at 5:05 p.m. upon a motion by Brent Miller that was seconded by Don Kauffman.

mjs