

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**THURSDAY, MAY 24, 2012**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

**Members**

Dan Dunmire, Vice Chair  
John Pannizzo  
Tom Lake  
Neal Shawver  
Jim Spendiff  
Brent Miller  
Kent Spicher

**Other**

Lucas Parkes, The EADS Group

**Staff**

Bill Gomes, Director  
Mark Colussy, Associate Planner  
Kristen Price, Office/Grants Manager

**Call to Order**

Dan Dunmire, Vice Chair, called the meeting to order at 3:30 p.m.

**Record of Attendance**

Dan reminded everyone to sign the attendance sheet.

**Approval of Meeting Minutes: April 12, 2012 and April 26, 2012**

Dan Dunmire asked for a motion to approve the minutes for April 12, 2012. A motion was made by Neal Shawver to accept the April 12, 2012 minutes as written. The motion was seconded by Brent Miller and all voted aye. Next, Dan asked for a motion to approve the minutes for April 26, 2012. A motion was made by Jim Spendiff to accept the April 26, 2012 minutes. The motion was seconded by Kent Spicher and all voted aye.

**Subdivision and Land Development Review Committee Report**

Dan Dunmire reported that the Subdivision and Land Development Review Committee reviewed four plans. Three plans were under municipal ordinances for which the Planning Commission provides recommendations to the municipalities: Emma Z. Yoder in Brown Township, Samuel J.S. Hostetler in Decatur Township, Betty L. Kitting in Derry Township. The fourth plan was under the Mifflin County ordinance: Ernest E. Pollock in Wayne Township.

Jim Spendiff made a motion to approve the comments/recommendation of the review on the municipal plans. The motion was seconded by Neal Shawver and all voted aye.

Mark discussed the Ernest E. Pollock plan. Mark reported the GIS map does not show the piece of property the plan shows on the southern side of the road. There was some discussion how Mr. Pollock would benefit from having a full boundary survey of his property because this information does not match assessment records.

John Pannizzo made a motion to conditionally approve the Ernest E. Pollock plan in Wayne Township. The motion was seconded by Brent Miller and all voted aye.

**The Subdivision Review Committee Report**

**Name of Plan: Yoder, Emma Z.**

**Tax Map #: 14-5-110A**

**Applicant Name: Yoder, Emma Z.**

**Plan Preparer: Sarge Engineering and Surveying**

**File Number: 2012-05-001**

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

**Land Owner Name: Yoder, Emma Z.**

Action taken: The County provides comments only.

Plan Summary: The purpose of this plan is to subdivide the 6 acre tract belonging to Emma Z. Yoder, Tax Parcel 14-5-110A, into three 2 acre Lot Additions, Lots A, B and C. There will not be any residual. Clean & Green / Agriculture

The Kaufman parcel (T.M. 14-4-100D) 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.

Cartway Widths

Based upon the Brown Township Subdivision and Land Development Ordinance, the cartway width of Lanhorn Lane is substandard (Section 4.204 F).

Easements

Easements associated with the property, if any, should be provided in accordance with Section 7.302.A.6 of the Brown Township Subdivision and Land Development Ordinance.

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 upon receiving an approval from DEP following the filing of this form.

**Name of Plan: Hostetler, Samuel J.S.**

**Tax Map #:**

**Applicant Name: Hostetler, Samuel J.S.**

**Plan Preparer: Wright Land Surveying**

**File Number: 2012-05-002**

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

**Land Owner Name: Hostetler, Samuel J.S.**

Plan Summary:

This plan proposes to create Lot Addition A. Lot 1, the residual tract, has an existing farmhouse with no new development proposed.

Lot Addition A consisting of 1.796 acres is to be added onto land owned by Samuel J. S. Hostetler. Lot addition A is a lot addition to become an integral part of the property owned by Samuel J. S. Hostetler and will be a total of 4.676 acres. Lot Addition A is not a building lot and cannot be maintained or developed as a separate individual lot.

Right-of Way Widths

How is the Old Order Amish Church property (T.M. 15-12-118A) accessed? Is there a right-of-way traversing either Lot A or Lot Addition A?

\*Per the surveyor, there are no right-of-ways known.

PennDOT HOP / Municipal Driveway Permit

Plan Note 4 references the need for a PennDOT H.O.P. Will a new driveway be installed? If so, it should be shown on the plan.

\*Per the surveyor, there are no new driveways proposed at this time.

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 603.2.B.7 of the Decatur Township Subdivision and Land Development Ordinance.

\*Per the surveyor, there are none known.

Sewage Service

Has back-up sewage testing been conducted for either Lot 1 or Lot A? If so, the sewage information should be shown on the plan.

\*Per the surveyor, back-up testing was not required and not conducted.

#### 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 parent and recipient lots will still meet the Subdivision and Land Development Ordinance requirements. Property boundary information should be shown for the entire property. Currently, no boundary information is provided for Lot 1. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Decatur Township Subdivision and Land Development Ordinance Sections 603.2.A.5, 7, 9, and 12)

#### Features

Based on County GIS information, there appears to be several structures on Lot 1. Also, is there a well and septic system on Lot 1? All significant man-made features, including buildings, water and sewer lines, petroleum lines, electric poles, telephone lines, etc. should be shown on the plan. (Decatur Township Subdivision and Land Development Ordinance, Section 602.2.A.10)

\*Per the surveyor, there is a house with water on lot water and sewer. These should be shown or noted on the plan.

**Name of Plan: Kitting, Betty L.**

**Tax Map #:**

**Applicant Name: Kitting, Betty L.**

**Plan Preparer: Wright Land Surveying**

**File Number: 2012-05-003**

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

**Land Owner Name: Kitting, Betty L.**

#### Plan Summary:

This plan proposes to create Lot 2 for a single-family residence to be served by on-lot sewage disposal, private well and private 50' right-of-way. Lot 1, the residual tract, has an existing house with no new development proposed.

#### Basic Plan Information

The property does not seem to match assessment records for the shape of the parcel and the acreage. Does this have to do with the Consent Boundary Line Agreement (DB: 2012-1556), as noted on the plan?

Please confirm.

#### Cartway Widths

The cartway width of the proposed private drive should be shown on the plan (Decatur Township Subdivision and Land Development Ordinance, Section 602.2.A.11).

\*Per the surveyor, the driveway is most likely not more than a standard 12 feet in width. If any additional development is to occur in the future, the width of the private drive may need to be expanded.

#### PennDOT HOP

The plan notes the need for a PennDOT Highway Occupancy Permit (HOP). Will a new driveway be created? If not, will the existing driveway opening require a new HOP from PennDOT?

\*Per the surveyor, there is no existing HOP and there are no new driveways proposed. The applicant should contact PennDOT to see if a HOP will be required.

#### 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 Sections 603.2.A.6 and 603.2.B.7 of the Decatur Township Subdivision and Land Development Ordinance.

\*Per the surveyor, none are known.

#### 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.

#### Sewage Service

Is there back-up septic testing done to Lot 1, the residual lot? If so, the soil probe sites should be shown on the plan.

\*Per the surveyor, back-up testing was not required or conducted.

#### Other Comments:

Proposed Lot 2 has no public road frontage. Has the applicant considered a flag lot configuration to allow for direct road frontage for both lots? This should be considered.

**Name of Plan: Pollock, Ernest E.**

**Tax Map #:**

**Applicant Name: Bryan L. Pollock**

**Plan Preparer: Wright Land Surveying**

**File Number: 2012-05-004**

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

**Land Owner Name: Bryan L. Pollock**

#### Plan Summary:

This plan proposes to create Lot Addition A. No new construction is proposed.

Lot Addition A consisting of 0.697 acres is to be added onto land owned by Bryan L. Pollock. Lot addition A is a lot addition to become an integral part of the property owned by Bryan L. Pollock and will be a total of 4.387 acres. Lot Addition A is not a building lot and cannot be maintained or developed as a separate individual lot.

#### Basic Plan Information

Lot 1, as depicted on the plan, does not match assessment records. Please confirm.

\*Per the surveyor, the assessment records do not match the actual configuration on the deeds.

#### Soils

According to the County GIS files, some portion of the residual property appears to have prime farmland soils. (Soils: KrB, MuB)

#### Right-of Way & Cartway Widths

Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way widths and cartway widths of Ferguson Valley Road and Big Grenbriar Road are substandard (Section 4.204.F).

#### 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 Mifflin County Subdivision and Land Development Ordinance.

\*Per the surveyor, there are none known.

#### DEP Sewage Planning Module

A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form has been provided. Plan approval will 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 shown on the plan for Lot A.

#### Boundary Information

Currently, the boundary information that is provided for Lot 1, the Residual lot, is via the deed description. All lots less than 20 acres will need to have actual surveyed boundary shown on the plan. The surveyed information will need to replace the deed description information. This property, in particular, will benefit from a full boundary survey since assessment records do not match the current deed description. (Refer to Mifflin County Subdivision and Land Development Ordinance, Sections 7.302.A.5, A.7 and A.9)

## Features

All significant man-made features, including buildings, 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, Section 7.302.A.20)

\*Per the surveyor, there is an electric line not shown on the plan. This should be shown on the plan. Based on County GIS information, there appears to be a stream on the residual lot. All significant natural features, including streams, swales, ditches, trees, water courses, etc. should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.26)

## Public Comment

N/A

## **Other Business or Comments**

Bill Gomes gave an update of the last Comprehensive Plan Meeting. Bill reported as part of process, the consultant had done a parking analysis. This analysis verified there was not a parking shortage in the borough. The parking concern has been a past issue in the development of the Monument Square Streetscape Project. The current plans for Phase 3B and IV will not affect the total number of parking spaces currently available. Bill also announced Karen Michaels from PennDOT will be the guest speaker during the next Planning Commission meeting scheduled for June 28, 2012.

John Pannizzo made a motion to adjourn the meeting. Jim Spendiff seconded the motion and all voted aye. The meeting adjourned at 4:19 p.m.

klp