

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**THURSDAY JUNE 28, 2012**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

**Members**

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

**Other**

Karen Michael, PennDOT  
Lucas Parkes, The EADS GROUP  
Ashlie Crosson, The Sentinel  
Dain Davis, The EADS GROUP  
Thomas Metz, THME, Inc.

**Staff**

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

**Call to Order**

Susan Heimbach, Chair, called the meeting to order at 3:30 p.m..

**Record of Public Attendance**

Susan reminded everyone to sign the attendance sheet.

**Approval of Meeting Minutes: May 24, 2012**

Susan asked for a motion to approve the minutes for May 24, 2012. Neal Shawver made a motion to accept the May minutes as written. The motion was seconded by Dan Dunmire and all voted aye.

**Annual Transportation Update**

Susan Heimbach introduced Karen Michael, the PennDOT District 2 representative. Karen gave a summary of all completed, in process and upcoming transportation projects in Mifflin and Juniata Counties.

In the upcoming year, PennDOT plans to begin one bridge replacement, one betterment and two bridge preservation projects in Mifflin County. The preservations include 15 bridges that will be repaired in two locations in the county. In total, the plans will require \$29 million and work will span into 2014, Michael said.

The bridge projects include continued construction to the "Twin Bridges" located on U.S. 322 near Reedsville. This year, work is being completed on the east-bound corridor and next year work will begin on the west-bound section, Michael said.

Repairs will also be completed on the bridges located near the Charles Street exit of U.S. 22/322 in Lewistown. Michael said the project will cost about \$20 million and the department will receive construction bids in August of next year.

Additionally, work will continue on Buck Run Bridge in Burnham. Michael said project leaders hope to have the Buck Run bridge replacement completed in mid-July of this year.

Currently, plans are also in process for improvements to Market Street in Lewistown from Monument Square to Dorcas Street, as well as the Fountain Square project located at the Five Points and on North Main Street, Michael said.

Other road and bridge improvements will include a five-mile stretch on U.S. 22/522 from McVeytown to Atkinson Mills, a box culvert project on Back Maitland Road in Decatur Township and the Tea Creek bridge located on state Route 1005 in Brown Township.

Michael said PennDOT also plans to complete eight bridge preservations in 2014. They include Beaver Dam Run, two locations on Jack's Creek, Coffee Run, Dry Creek, Kish Creek, Wolf Run and the Juniata River.

In Juniata County, Michael said upcoming projects include bridge preservations as well as construction work to several roads.

### **Subdivision and Land Development Review Committee Report**

Dan Dunmire reported that the Subdivision and Land Development Review Committee reviewed eleven plans. Ten plans were under municipal ordinances for which the Planning Commission provides recommendations to the municipalities: William J. McNitt, III & Susan K. in Armagh Township, William J. Rupp, Jr. & Vicki D. in Brown Township, Tim Goss and Samuel I. & Ruth L. Yoder in Decatur Township, Linda J. Palm and Tab J. & Jeannie M. Hunter in Granville Township, Mt. Rock Cemetery Co., Inc. and Capital Holdings of Lewistown in Lewistown Borough, Mahlon J. & Annie J. Peachey and Bethel Mennonite Church in Menno Township. The eleventh plan was under the Mifflin County Ordinance: Leon R. Rhodes, Sr. in Wayne Township.

Tom Metz was present to discuss the Bethel Mennonite Church plan in Menno Township. Mr. Metz said they are putting an addition to the current structure and adding a new septic system. Right now they would like to get the addition up so they can work on it in the winter. The septic system will be done later. The addition will be handicap accessible. They are looking to make a loop to alleviate the buses being on the highway to drop the children off. Mark asked about the completed application and if Menno Township has the plan. Mr. Metz said he has the application at his office to drop off and Menno Township looked at building plans but not the land development plan. Mark went over several of the review comments. Mr. Metz said he will resolve the review comments.

Mr. Metz requested a 90-day extension for Pennstone Supply Company in Bratton Township. Brent Miller made a motion to grant an extension until September. Dan Dunmire seconded the motion and all voted aye.

Mark briefly discussed the Mahlon J. & Annie J. Peachey plan. One issue of the lot addition extinguishing the right-of-way and adding a new one would require a new deed. Three properties using the driveway will cause issues with no private drive agreement. More information is needed about the abutters.

The next plan discussed was Tim Goss Finishing Barn. Mark mentioned issues with water and sewer connections, information on utilities, parking, sq. footage of the building and stormwater issues. Mark said the plan was signed by Decatur Township without the review of the Mifflin County Planning Commission.

Dan made a motion to approve the comments/recommendation of the Subdivision Review Committee on the ten municipal plans. The motion was seconded by Michele Bair and all voted aye.

Dan Dunmire made a motion to conditionally approve the Leon R. Rhodes, Sr. plan in Wayne Township. The motion was seconded by Michele Bair and all voted aye.

### **The Subdivision Review Committee Report:**

Name of Plan: McNitt, III William J. & Susan K.  
File Number: 2012-06-008  
Tax Map #: 12-5-109  
Municipality: Armagh Township (Municipal Ordinance)  
Applicant Name: McNitt, III, William J. & Susan K.

Land Owner Name: McNitt, III, William J. & Susan K.  
Plan Preparer: Sarge Engineering and Surveying

**Plan Summary:**

The purpose of this plan is to create 3 lot additions with a 11.053 acre residual, Lot 1. Lot A, of 11.621 acres, is an addition to other land of William J. and Susan K. McNitt, III, Tax Parcel 12-05-109AA. Lot B, of 0.272 acres, is an addition to the land of Richard E. and Karen J. Tomlinson. Lot C, of 0.518 acres is an addition to the land of William F. and Linda S. Ruble.

**Action Taken:**

The County provides comments only.

Review Comments (List from Review Committee):

**Clean & Green / Agriculture**

The parcel, T.M. 12-5-109, 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**

According to County GIS information, the property lies within the 100-year floodplain, and the flood plain should be delineated on the plan. Future development in this area should be discouraged.

**Soils**

Soil information is not on the plan. Since the plan involves a lot addition/merger, the applicant should request a waiver from the subdivision ordinance. According to the County GIS files, some portion of this property appears to have prime farmland soils. (Soils: No,Po, Ph)

**Cartway Widths**

Based upon the Armagh Township Subdivision and Land Development Ordinance, the cartway width of Randal Drive is substandard (Table 1).

**Easements**

Easements associated with the property, if any, should be provided in accordance with Section 6.302.a.6 of the Armagh Township 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 needs to be provided for Lot A, T.M. 12-5-109AA. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

**Water Service**

The public waterlines and laterals should be shown on the plan within 50' of the property.

\*Per the surveyor, the exact location of the waterlines is unknown.

Name of Plan: Rupp, William J., Jr. & Vicki D.  
File Number: 2012-06-004  
Tax Map #: 14-03-417  
Municipality: Brown Township (Municipal Ordinance)  
Applicant Name: Rupp, William J., Jr. & Vicki D.  
Land Owner Name: Rupp, William J., Jr. & Vicki D.  
Plan Preparer: Wright Land Surveying

**Action Taken:**

The County provides comments only.

**Plan Summary:**

This plan proposes to subdivide Lot 117 into two parcels along the common boundary wall of the duplex. This property was previously approved for such use as recorded in Map Book 22, page 204.

Review Comments (List from Review Committee):

**Topographic information**

Note 6 states there are no contour lines in this area. In this case, the First Floor Elevation (FFE) of the residence should be provided.

**Soils**

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

**Setback Lines**

Setbacks should be based on R-3 requirements.

**Deed Restrictions and Easements**

Easements associated with the property, if any, should be provided in accordance with Sections 7.302.A.6 of the Brown Township Subdivision and Land Development Ordinance. There are several Easements shown, but no Deed Book and Page Number. Note 5 on the plan references covenants. The covenants should be transferred to the new deed. Secondly, do any of the covenants affect this plan?

\*Per the surveyor, the covenants do not affect the current proposal.

**Zoning**

Note 4 on the plan appears to be incorrect. Zoning for this property is R-3, Suburban Residential.

**Other Comments:**

It appears that the duplex is already built. Therefore, the plan should list the duplex as "existing," so it is not confused as being proposed.

\*Per the surveyor, the duplex is existing.

Name of Plan: Goss, Tim - Proposed Finishing Barn

File Number: 2012-06-002

Tax Map #: 1512-0111-000

Municipality: Decatur Township (Municipal Ordinance)

Applicant Name: Goss, Tim

Land Owner Name: Goss, Ronald

Plan Preparer: Hoover, Randall L.

**Action Taken:**

The County provides comments only.

**Plan Summary:**

The purpose of this Land Development Plan is to show all concerned parties the proposed construction of the proposed finishing barn and that the proposed hereon meets or exceeds the requirements of the Decatur Township Subdivision and Land Development Ordinance.

The purpose of this project is to construct a swine finishing barn and all related appurtenances such as access drives and stormwater basin.

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

**Administrative**

The subdivision application form should be signed by the municipality.

**Basic Plan Information**

A plan narrative should be placed on the plan and should be a brief description stating the purpose of the project.

General Note 2 is inefficient. General Note 3 could probably be expanded and labeled as the narrative.

The official Parcel Information Number (PIN) established by the County, and should be provided on the plan.

(Decatur Township Subdivision and Land Development Ordinance, Section 603.2.A.16) All abutters should be shown on the plan, including tax map numbers. (Decatur Township Subdivision and Land

Development Ordinance, Section 603.2.A.13) The entire property should be shown on the site location map. The location map appears to only highlight a portion of the property.

**Property Information**

Property boundary information should be shown for the entire property. 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)

**Clean & Green / Agriculture**

The parcel is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information. The property is in an Agricultural Security Area and should be noted on the plan.

**Soils**

According to the County GIS files, some portion of the residual property appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan. (Soil: BrB)

**Setback Lines**

The setback lines should be shown or noted on the plan as prescribed in the Decatur Township Subdivision and Land Development Ordinance (Section 603.2.A.10).

**Right-of Way Widths**

Based upon the Decatur Township Subdivision and Land Development Ordinance, the right-of-way width of Ertley Road, Whiskey Road Ext. and Decatur Road should be shown on the plan. (Section 603.2.A.6).

**Cartway Widths**

The cartway width of Ertley Road, Whiskey Road Ext. and Decatur Road should be shown on the plan (Decatur Township Subdivision and Land Development Ordinance, Section 602.2.A.11).

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 603.2.B.7 and 603.2.A.6 of the Decatur Township Subdivision and Land Development Ordinance.

**DEP Sewage Planning Module**

If sewage is proposed in the barn, a copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to Decatur Township. Otherwise, a DEP Request for Planning Waiver should be submitted. Plan approval should be contingent upon receiving an approval from DEP following the filing of the appropriate form.

**Water & Sewage Service**

Existing water & sewage service information should be shown and noted on the plan. Also, if any water & sewage is proposed in the barn, associated information should be provided.

**Signature Blocks on Plan**

A signature block should be on the plan acknowledging the review of the Decatur Township Planning Commission. The updated Mifflin County Review Certificate should be on the plan. If a copy of the certificate is required, one can be obtained from the Mifflin County Planning and Development Department.

**Land Development**

Will any outdoor Street Lighting be provided with the plan submission? Parking provisions should be indicated on the plan, including the typical parking stall size. The plan should show a loading zone. A traffic circulation diagram should be included with this plan submission to verify adequate site circulation. The diagram should include driveway dimensions. Proposed building dimensions should be provided on the plan, including the height of the building.

**E & S / Stormwater**

Stormwater drainage provisions included with the plan submission should be reviewed by the Decatur Township Engineer. Plan approval should be contingent upon receipt of approval. Will a developers agreement be required for the stormwater facilities? The Erosion and Sedimentation (E & S) provisions included with the plan submission has been submitted to the Mifflin County Conservation District. This plan requires an NPDES Permit, and is currently being reviewed. Plan approval should be contingent upon receipt of approval of the E&S plan and receipt of the NPDES permit.

Name of Plan: Yoder, Samuel I. & Ruth L.

File Number: 2012-06-007

Tax Map #: 15-07-100FA

Municipality: Decatur Township (Municipal Ordinance)

Applicant Name: Yoder, Samuel I, & Ruth L.

Land Owner Name: Yoder, Samuel I, & Ruth L.

Plan Preparer: Sarge Engineering and Surveying

Action Taken:

The County provides comments only.

Plan Summary:

The purpose of this plan is to subdivide the 89.638 acre agricultural tract belonging to Samuel I. and Ruth L. Yoder, Mifflin County tax parcel 15-7-100F into two equal lots. Lot 1 and Lot 2, of 44.819 acres each, are proposed for single-family residential/agricultural use.

Review Comments (List from Review Committee):

**Basic Plan Information**

All abutters should be shown on the plan, including the abutters to the West. (Decatur Township Subdivision and Land Development Ordinance, Section 603.2.A.16)

**Clean & Green / Agriculture**

As mentioned in Note 3 on the plan, the parcel is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information.

**Soils**

As noted on the plan and according to the County GIS files, some portion of this property appears to have hydric soils. Hydric soils can indicate the presence of wetlands. (Soil: BrA) As noted on the plan and according to the County GIS files, the portion of this property proposed for development appears to have prime farmland soils. (Soil: MeB)

**PennDOT HOP / Municipal Driveway Permit**

As mentioned in Note 6 on the plan, a PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)). A copy of the permit should be provided to the Decatur Township Planning Commission.

**Deed Restrictions and Easements**

Easements associated with the property, if any, should be provided in accordance with Section 603.2.A.6 of the Decatur Township Subdivision and Land Development Ordinance.

\*Per the surveyor, there are no known easements.

**DEP Sewage Planning Module**

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

**Signature Blocks on Plan**

The updated Mifflin County Review Certificate should be on the plan. If a copy of the certificate is required, one can be obtained from the Mifflin County Planning and Development Department.

Name of Plan: Palm, Linda J.

File Number: 2012-06-003

Tax Map #: 17-35-100

Municipality: Granville Township (Municipal Ordinance)

Applicant Name: Connor, Robert L.

Land Owner Name: Palm, Linda J.

Plan Preparer: Roth Surveying Services

Action Taken:

The County provides comments only.

Plan Summary:

No Narrative

General Notes

1. Total area being subdivided = 1.92.
2. Total number of lots = 2.
3. Lot 1 a 1.64 acre parcel, contains an existing single family residence served by Municipal sewer and an on-lot well.
4. Lot 2 a 0.28 acre parcel, will be a lot addition to lands of Robert L. and Sandra E. Connor and lot addition cannot be developed or conveyed independently.
5. This site is not located in a designated 100 year flood hazard or wetland area.

Review Comments (List from Review Committee):

**Administrative**

An appropriate amount of plans should be submitted for review. The Mifflin County Planning Commission requests at least three (3) plans be submitted for review. Only two (2) were submitted.

**Basic Plan Information**

A plan narrative should be placed on the plan and should be a brief description stating the purpose of the project.

All abutters should be shown on the plan, including the abutters to the Conner property (T.M. 17-33-339A).

(Granville Township Subdivision and Land Development Ordinance, Section 6.302.a.16)

**Cartway Widths**

The cartway width for Metz Lane should be shown on the plan (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.11).

**PennDOT HOP / Municipal Driveway Permit**

Is there an existing PennDOT Highway Occupancy Permit (HOP) as required as prescribed in the Municipalities Planning Code (Section 508 (6))? A copy of the permit should be provided to the Granville Township Planning Commission.

**Private Street / Shared Driveway**

All private drives that are used by more than one party should have a shared driveway agreement in place. An agreement for the private right-of-way should be noted on the plan stating: "The owners of lots \_\_\_\_, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold."

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 6.302.a.6 and 6.302.b.7 of the Granville Township Subdivision and Land Development Ordinance. Metz Lane, the Storm Sewer Easement and the Sanitary Sewer Easement should all be accompanied with where the easements are recorded (DB & PG Number).

**Water & Sewage Service**

Water & Sewage Service information should be provided for the grantee property of the lot addition (Conner - T.M. 17-33-339A), similar to Lot 1 in General Note 3 on the plan.

**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 the Conner property (T.M. 17-3-339A). If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Granville Township Subdivision and Land Development Ordinance Sections 6.302.a.5, 7, 9, and 12) Note 4 on the plan should be considered to be expanded to include:

"Lot # \_\_\_\_ consisting of \_\_\_\_ acres is to be added onto land owned by \_\_\_\_\_. Lot # \_\_\_\_ is a lot addition and shall become an integral part of the property owned by \_\_\_\_\_. Lot # \_\_\_\_ is not a building lot and cannot be maintained or developed as a separate individual lot."

**Features**

All significant man-made features, including buildings, water and sewer lines, electric poles, telephone lines, fence lines, culverts, etc. should be shown on the plan for all lots involved, including the Conner Property (T.M. 17-13-391). (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.11)

Name of Plan: Hunter, Tab J. & Jeannie M.

File Number: 2012-06-010

Tax Map #: 17-007-108H

Municipality: Granville Township (Mu Applicant Name: Hunter, Tab J. & Jeannie M.

Land Owner Name: Hunter, Tab J. & Jeannie M.

Plan Preparer: George R. Campbell, PLS

Action Taken:

The County provides comments only.

Plan Summary:

This plan proposes a five (5) lot subdivision from the lands of Tab J. & Jeannie M. Hunter. Lot 1 - Residue contains an existing dwelling, individual well and on-lot sewage disposal system. Appropriate sewage testing has been done for Lots 2-5.

Review Comments (List from Review Committee):

**Basic Plan Information**

A graphic scale bar should be on the plan. (Granville Township Subdivision and Land Development Ordinance, Section 6.302.a.2)

**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.

**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. The hydric soils information should be shown on the plan. (Soil: Pu)

According to the County GIS files, some portion of this property appears to have prime farmland soils. (Soil: MoA)

**Right-of Way Widths**

Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way width of Searer Lane should be shown on the plan. (Section 6.302.a.6).

**Cartway Widths**

The cartway width of Searer Lane and Limousine Lane should be shown on the plan (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.11).

**Private Street / Shared Driveway**

If a private street is proposed, the following note shall be included on the plan: "The owners of lots \_\_\_\_ agree and understand that " \_\_\_\_\_ Road" is a private road and as such are responsible for the maintenance, care, improvements, and snow removal at their own diligence and expense. Further, if at any time in the future, the property owners adjacent to this road desire to dedicate said road to Municipal ownership, then such owners shall be required at their own expense to improve said road to meet the public road and street specifications of the Municipality in case at such time. The maintenance and use of said private road shall be in accordance with the private road maintenance and use agreement recorded in Deed Book \_\_\_\_ Page \_\_\_\_ of the Mifflin County Recorder of Deeds Office." If a private street is proposed, appropriate supporting information (i.e. the length(s), curve(s), tangent(s), angle(s), right of way width, cartway width, and if applicable, a road profile) should be provided on the plan. If a private street is proposed, the plan should be reviewed by the Granville Township Engineer.

**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.

**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. However, if more than 10 lots in total have been subdivided from the parent parcel is considered a major subdivision. A DEP Component 2 Form should be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

**E & S / Stormwater**

It appears that an E&S plan could be required and the applicant should check with the Mifflin County Conservation District. Based on contacts with the Mifflin County Conservation District it is likely that an NPDES permit will be required for this subdivision. An NPDES permit is required prior to earthmoving activities if there is an acre or more of earth disturbance. In this case, the proposed private road will encompass over 1,100 feet in length or almost one half acre of earth disturbance. When you add this with the estimated one quarter acre of disturbance that takes place with the placement of a residence the cumulative impact will be over an acre. If a NPDES permit is required, plan approval should be contingent upon approval of the E&S plan and receipt of the permit. What stormwater provisions will be required?

**Other Comments:**

1. Note 6 calls for a shared driveway, however, since the number of lots exceed two, it should be considered a private drive.
2. If the private drive is constructed, it will serve lots 2, 3, 4, and 5. Construction information for the private drive should be provided, including base information, road profiles, and any applicable details.
3. A developers agreement is recommended to ensure the private road meets the private road standards. The agreement should be in place prior to any lots being sold.

Name of Plan: Mt. Rock Cemetery Co., Inc.

File Number: 2012-06-001

Tax Map #: 16-04-177

Municipality: Lewistown Borough (Municipal Ordinance)

Applicant Name: Goss, William L.\*

Land Owner Name: Mt. Rock Cemetery Co., Inc.

Plan Preparer: Roth Surveying Services



Action Taken:  
The County provides comments only.

Plan Summary:  
This project involves the subdivision of a Lot 6000 Sq. Ft. in size from the lands of Mt. Rock Cemetery Co., Inc. This lot is intended to a lot addition to the lands of William L. Goss. This lot is not intended to be developed or conveyed independently. No portion of this lot has been approved for sewage disposal.

Review Comments (List from Review Committee):

**Basic Plan Information**

All abutters should be shown on the plan, as well as deed book and page numbers and tax parcel identification numbers. (Borough of Lewistown Subdivision and Land Development Ordinance, Section 7.302.A.17)  
The plan references two deeds for the residual lot. What area represents each deed? This should be clear on the plan.

**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. The hydric soils information should be shown on the plan. (Soil: AoB)  
According to the County GIS files, some portion of this property appears to have prime farmland soils. (Soil: EdB)

**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 Borough of Lewistown Subdivision and Land Development Ordinance.

**Sewage Service**

The plan shows a line between two sewer manholes, which is assumed to be the public sewer line since it is not labeled. This should be labeled properly on the plan, along with the manholes. Additionally, sewage supply information should be noted on the plan for all properties involved.

**Water Service**

There are small symbols with a "W". These are assumed to be the water line clean-outs, but these should be labeled on the plan. Additionally, water supply information should be noted on the plan for all properties involved.

**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 the residual lot (T.M. 16-4-117) nor the Goss property (T.M. 5-12-202). Considering that the Goss property is under an acre in size, exact survey dimensions will need to be provided. In regards to the residual lot, if survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Borough of Lewistown Subdivision and Land Development Ordinance, Sections 7.302.A.5, A.7 and A.9)

**Other Comments:**

1. Derry Township should be provided a copy of this plan for their records since the majority of the residual lot is in Derry Township.

Name of Plan: Capital Holdings of Lewistown LLC  
File Number: 2012-06-006  
Tax Map #: 1-15-344/345/346/349  
Municipality: Lewistown Borough (Municipal Ordinance)  
Applicant Name: Capital Holdings of Lewistown LLC  
Land Owner Name: Capital Holdings of Lewistown LLC  
Plan Preparer: Wright Land Surveying

Action Taken:  
The County provides comments only.

Plan Summary:  
This plan proposes to consolidate four parcels, all on the same deed but separate tax numbers, into one

lot. No new building additions or lot modifications are proposed as part of this Lot Consolidation Plan. These lots will be merged together and may not be conveyed separately thereof.

Review Comments (List from Review Committee):

**Basic Plan Information**

The Location Map should show 1,000 feet of site context. It appears the Location Map should show more information. Please reference section 7.202.A.14 of the Borough of Lewistown Subdivision and Land Development Ordinance.

**Setback Lines**

The setbacks listed in Note 3 on the plan only apply to properties with buildings over 35' in height. More specific information should be provided. Refer to Section 606 of the Lewistown Borough Zoning Ordinance.

**Cartway Widths**

The cartway width should be shown on the plan for the 14' alley. (Borough of Lewistown Subdivision and Land Development Ordinance, Section 7.202.A.11).

**Water & Sewage Service**

Water & Sewage service information should be noted on the plan.

**Lot Addition**

Lot Consolidation Symbols (Z) should be used showing all "parcels" being combined.

**Other Comments:**

Individual lot information should be provided for each of the four parcels being consolidated (i.e. boundaries, acreage, etc.).

Name of Plan: Peachey, Mahlon J. & Annie J.

File Number: 2012-06-009

Tax Map #: 18-07-124

Municipality: Menno Township (Municipal Ordinance

Applicant Name: Peachey, Mahlon J. & Annie J.

Land Owner Name: Peachey, Mahlon J. & Annie J.

Plan Preparer: Taptich Engineering and Surveying

Action Taken:

The County provides comments only.

Plan Summary:

This project involves the subdivision of one (1) lot from the lands of Mahlon J. and Annie J. Peachey. Lot #1 is intended to be a non-building lot addition to the adjacent lands of John Lee Peachey. There are no improvements proposed on Lot #1. The Residue land is used for agricultural purposes and there are no improvements proposed. This plan will also be used to extinguish an existing 50' Right-of-Way (Private) crossing the lands of Ammon Peachey, Mahlon Peachey and Steven Wengard. Access to the site will be via a proposed 50' Ingress, Egress, Regress and Utility Easement (Private) as shown, crossing the lands Mahlon Peachey and Steven Wengard.

Review Comments (List from Review Committee):

**Basic Plan Information**

The abutter to the West, Irvin Fleming (T.M. 18-7-105 W1) differs from tax assessment records. Please confirm it's location. The parcel 18-7-105WB was on a plan more than a mile away in 2011 (Paul J. & Miriam J. Zook). Please explain how these parcels are so far apart.

It appears the landowner names of some of the abutters need to be updated.

**Clean & Green / Agriculture**

The parcel (T.M. 18-7-124) is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information.

**Soils**

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

(Soils: BuB, MuB)

**Right-of Way Widths**

Will new deeds be recorded for all properties with original access to Collar Lane to remove the 50' Right-of-Way.

### **Cartway Widths**

The cartway width of the proposed 50' easement should be shown on the plan (Menno Township Subdivision and Land Development Ordinance, Section 6.202.A.11).

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

A PennDOT Highway Occupancy Permit (HOP) may be required as prescribed in the Municipalities Planning Code (Section 508 (6) for access into a State Route (S.R. 4004). A permit should be provided to the Menno Township Planning Commission. 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. A Clear Sight Triangle and Sight Distances should be shown on the plan for any new access onto a State Route.

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

If a private street is proposed, the following note shall be included on the plan: "The owners of lots \_\_\_\_\_ agree and understand that " \_\_\_\_\_ Road" is a private road and as such are responsible for the maintenance, care, improvements, and snow removal at their own diligence and expense. Further, if at any time in the future, the property owners adjacent to this road desire to dedicate said road to Municipal ownership, then such owners shall be required at their own expense to improve said road to meet the public road and street specifications of the Municipality in case at such time. The maintenance and use of said private road shall be in accordance with the private road maintenance and use agreement recorded in Deed Book \_\_\_\_ Page \_\_\_\_ of the Mifflin County Recorder of Deeds Office."

### **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. Is Sweetwater Lane entirely on the Sweetwater Corporation Property (T.M. 18-7-114WA)? Based on Tax Assessment Records, the property appears to be in a flag lot configuration. Please confirm. If so, the abutters will need updated. If the lane is on the residual property, the lane should be shown on the plan, along with any associated easements.

### **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 Menno Township Subdivision and Land Development Ordinance. The plan appears to indicate a electric line easement. However, associated information such as easement width, Deed Book and Page number has not been provided and should be provided.

### **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 & Sewage Service**

Water and Sewage Service information should be provided for all properties involved. (T.M. 7-12-124 and 18-7-124A)

### **Signature Blocks on Plan**

The new Mifflin County Review Certificate should be on the plan. If a copy of the certificate is required, one can be obtained from the Mifflin County Planning and Development Department, or from the department website.

### **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 the residue (T.M. 18-7-124). If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Menno Township Subdivision and Land Development Ordinance Sections 6.302.a.5, 7, 9, and 12)

A lot addition statement should be noted on the plan stating the following on the plan:

"Lot # \_\_\_\_ consisting of \_\_\_\_ acres is to be added onto land owned by \_\_\_\_\_. Lot # \_\_\_\_ is a lot addition and shall become an integral part of the property owned by \_\_\_\_\_. Lot # \_\_\_\_ is not a building lot and cannot be maintained or developed as a separate individual lot."

The acreage of the lot addition grantee property (John Lee Peachey - T.M. 18-7-124A) should be provided, as well as the combined acreage with Lot 1.

**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 for all properties involved, including the grantee of the lot addition (T.M. 18-7-124A). (Menno Township Subdivision and Land Development Ordinance, Section 6.202.a.10)

Name of Plan: Bethel Mennonite Church  
File Number: 2012-06-011  
Tax Map #: 18-04-112A  
Municipality: Menno Township (Municipal Ordinance)  
Applicant Name: Bethel Mennonite School  
Land Owner Name: Bethel Mennonite Church  
Plan Preparer: Thomas H. Metz Engineering, Inc.

Action Taken:  
The County provides comments only.

Plan Summary:  
The project will involve the construction of nearly 3,264 S.F. of a proposed two-story school addition. Addition is to be constructed adjoining an existing school structure on the project site. The development will also involve the construction of stormwater improvements to maintain the predevelopment runoff rate along with the inter-connection of the roof downspouts. All stormwater requirements shall meet the requirements of the latest stormwater ordinance even though the project is below the 5,000 S.F. threshold limit. The extension of underground water and sewage utilities on the site shall be contained within the existing structure. Stormwater improvement structures shall be as indicated hereon for shall be as indicated hereon for the project site.

Review Comments (List from Review Committee):

**Administrative**

The application needs to be fully filled in. There is a lot of information not provided.  
The landowner's signature needs to be on the subdivision application form.  
The subdivision application form should be signed by the municipality.

**Basic Plan Information**

The plan narrative should be considered to be placed on the cover sheet of the plan instead of Note 4 on Sheet Sil-2.

**Floodplain / Wetlands**

Note 7 on Sheet Sil-2 appears to be incorrect. This should be Zone 'X'.

**Topographic information**

The existing topographical contours on Sheet Sil-1, Existing Conditions, appears the same as Sheet Sil-2, Proposed Site Layout. The proposed contours should be shown on the proposed site layout.

**Right-of Way Widths**

Based upon the Menno Township Subdivision and Land Development Ordinance, the right-of-way width of Schoolhouse Road is substandard (Table 1).

**Cartway Widths**

Based upon the Menno Township Subdivision and Land Development Ordinance, the cartway width of Schoolhouse Road is substandard (Table 1).

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 6.302.a.6 and 6.302.b.7 of the Menno Township Subdivision and Land Development Ordinance.

\*Per the Project Engineer, there are none known.

**DEP Sewage Planning Module**

Per an email from the Project Engineer, a new septic system will be required for the proposed facility. Soil probe information should be shown on the plan. Currently, there is no sewage service information shown on the plan for the building. A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to Menno Township. Plan approval should be contingent upon receiving an approval from DEP following the filing of this

form. \*Per the Project Engineer, the sewage will be associated with a separate lot addition plan. It is recommended in order to allow the project to move forward, that the occupancy permit be held until the lot addition plan with the associated sewage system, and the sewage module is approved by DEP.

**Water Service**

The project area is served by public water. The waterlines should be shown on the plan and the plan should note the source of the water service.

**Signature Blocks on Plan**

A Mifflin County Planning Commission Approval Signature Block should be removed from the plan.

**Lot Addition**

Per the Project Engineer, a two acre lot addition will be added to the Beth-El property to allow for room for a new septic system. In this case, all appropriate lot addition information should be provided on this plan (boundaries, lot addition statement, lot addition symbol, parent tract info, etc.). Otherwise, a separate lot addition plan will need to be submitted.

\*Per the surveyor, a separate lot addition plan will be submitted.

**Features**

All significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan. (Menno Township Subdivision and Land Development Ordinance, Section 6.202.a.10)

**Zoning**

The Zoning table should be considered to be named a Land Use table since there is no Zoning in Menno Township. Also, the lot area proposed information appears to be incorrect. The area should be 2.0 acres.

**Land Development**

Provisions for Street Lighting may be required and is encouraged. If outdoor lighting or building mounted lighting is proposed, it should be included with the plan submission. Note 14 on sheet Sil-2 of the plan mentions lighting, but the lights haven't been shown on the plan.

\*Per the surveyor, all site lighting will be building mounted.

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. The plan notes parking space requirements in Note 8 on the plan, yet the spaces are not shown on the plan and should be shown.

A traffic circulation diagram should be included with this plan submission to verify adequate site circulation. The diagram should include directional arrows and travel lane dimensions (including the dimension of the entrance). Additionally, the entrance should be clearly marked if it is meant for one way or two-way traffic. If there is any one-way travel lanes, appropriate signage should be installed on the site.

**E & S / Stormwater**

The Stormwater drainage provisions included with the plan submission should be reviewed by the Menno Township Engineer. Plan approval should be contingent upon receipt of approval.

The Erosion and Sedimentation Control Plan included with the plan submission should be submitted and reviewed by the Mifflin County Conservation District. Plan approval should be contingent upon receipt of approval.

Name of Plan: Rhodes, Sr., Leon R.

File Number: 2012-06-005

Tax Map #: 12-14-112

Municipality: Wayne Township (County Ordinance)

Applicant Name: Rhodes, Sr., Leon R.

Land Owner Name: Rhodes, Sr., Leon R.

Plan Preparer: Wright Land Surveying

**Action Taken:**

The County approved the plan conditionally based on meeting the following conditions within the next 90 days. If these requirements are not completed within 90 days, the approval is void. If necessary, extensions can be requested by the applicant before the end of the 90 days.

**Plan Summary:**

This plan proposes to create Lot 3 for agricultural purposes only. The existing residence on Lot 3 is to be vacated upon deed transfer and no new dwelling may be erected until local and state sewage and land development regulations are met. The residual tract is also to remain vacant. Lot 2 was previously approved in 1998.

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

### **Basic Plan Information**

All abutters should be shown on the plan, as well as deed book and page numbers and tax parcel identification numbers. This should include abutters to Lot 1. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.17).

### **Subdivision Information**

The plan shows Lot 2 on the plan, but no boundary information is provided. Since the residual tract surrounds Lot 2, the boundary information is relevant. 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. (Mifflin County Subdivision and Land Development Ordinance, Sections 7.302.A.5, A.7 and A.9)

Lot 2 doesn't provide Map Book and page number or acreage information, which should be provided.

### **Clean & Green / Agriculture**

The parcel is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information. The property is in an Agricultural Security Area and should be noted on the plan.

### **Floodplain / Wetlands**

According to County GIS information, a portion of the property lies within the 100-year floodplain, and the flood plain should be delineated on the plan. Future development in this area should be discouraged.

### **Soils**

Soils information should be shown on the plan. (Mifflin County Subdivision Ordinance, Section 7.302. A10) According to the County GIS files, some portion of this property appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan. (Soil: BrB)

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

Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way width of Sugar Valley Road is substandard (Section 4.204.F).

### **Cartway Widths**

The cartway width of Sugar Valley Road should be shown on the plan (Mifflin County 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 Mifflin County Subdivision and Land Development Ordinance.

\*Per the surveyor, there are no known deed restrictions or easements.

### **DEP Sewage Planning Module**

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

\*Per the surveyor, the landowner may change their mind and retain the residence and septic system on Lot 3. In this case, a back-up septic test should be required. A component 1 form will then need to be submitted and approved by the DEP. Plan approval will be contingent upon appropriate sewage approval by DEP.

There is a High Quality Stream traversing the property. The owner should be aware that this could affect future development of this property in regards to a possible stream study being required by the DEP.

### **Comprehensive Plan Update**

Bill Gomes said he wanted the Comprehensive Plan Committee to give an update to the Planning Commission possibly in conjunction with the September or October planning commission meeting. It was decided to hold the public meeting for the Comprehensive Plan on September 27, following the planning commission meeting at 4:00 p.m. The meeting will be held in the Annex Building to accommodate the public.

### **Public Comment**

There was no public comment.

### **Adjournment**

Neal Shawver made a motion to adjourn the meeting. Tom Lake seconded the motion and all voted aye. The meeting adjourned at 5:21 p.m.