

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**JUNE 25, 2020**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM A – 3:30 P.M.**

**ATTENDANCE**

Members

Dan Dunmire  
Dave Pennebaker  
Neal Shawver  
Jim Spendiff  
Kent Spicher  
Cyle Vogt

Other

Lucas Lenze, The Sentinel

Staff

Mark Colussy, Director  
Tiffany Brought, Grants Fiscal Manager

**Call to Order**

Cyle Vogt, Vice Chair, called the meeting to order at 3:35 p.m via hybrid in-person and teleconference meeting.

**Record of Public Attendance**

Tiffany Brought recorded public attendance, because the meeting was held both in-person and via teleconference.

**Approval of Meeting Minutes**

Jim Spendiff made a motion to approve the minutes from the April meeting. The motion was seconded by Neal Shawver. All members voted aye.

**Subdivision and Land Development Review Committee Report**

One plan was submitted to the committee for review under Municipal Ordinance. This Plan was for the Milroy Business Park Phase II, MCS Bank in Armagh Township.

Mark Colussy reviewed the plan in further detail. The purpose of this Subdivision is to dedicate property/Right-of-way to Armagh Township for Commerce Drive extension, for the future sale of Lots B and C, and establish easements for the maintenance of the stormwater management pond. The original plan was submitted in April 2019 and they had a variety of items that needed accomplished before the plan could be completed. Milroy Business Park has also received a 600,000 ARC Grant to help connect Commerce Drive to Old Route 322. Mark stated that he does see any major concerns and feels they can move forward with the plan.

A motion was made by Neal Shawver to accept the comments of the plan under Municipal Ordinance. Dan Dummire seconded the motion. All members voted aye.

## **Armagh Township (*Municipal Ordinance*)**

Name of Plan: Milroy Business Park Phase II - MCS Bank  
File Number: 2020-06-001  
Tax Map #: 12-02-0106DC  
Municipality: Armagh Township  
Applicant Name: MCS Bank  
Land Owner Name: MCS Bank  
Plan Preparer: The EADS Group, Inc.-Lucas Parkes

### **Plan Summary:**

The purpose of this Subdivision is to dedicate property/Right-of-way to Armagh Township for Commerce Drive extension, for the future sale of Lots B and C, and establish easements for the maintenance of the stormwater management pond.

### **Administrative**

This project was previously submitted in April of 2019 and reviewed by the Planning Commission on April 25, 2019 under a different name: Milroy Business Park - Phase I, MCS Bank - Lot B. The Land Development plan was then re-submitted as a revision named Milroy Business Park - Phase II, MCS Bank in April of 2020, which did not have a subdivision component. Additionally, this parcel was part of a lot addition subdivision reviewed by the Mifflin County Planning Commission on August 23, 2018.

### **Basic Plan Information**

All abutters should be shown on the plan, including tax map numbers and deed book and page numbers in accordance with the Armagh Township Subdivision and Land Development Ordinance, (Article 6, Sections 6.202a.16. and 6.302a.17.).

### **Subdivision Information**

The Engineer, Land Surveyor and Geologist Registration Law Act of May 23, 1945 P.L. 913, No 367 (L. 63 Section 2.e states in part a professional engineer may not practice land surveying, unless licensed and registered as a professional land surveyor, as defined and set forth in this act; however, a professional engineer may perform engineering land surveys, however, tract perimeter surveys shall be the function of the "Professional Land Surveyor". Prior to recordation a professional land surveyors seal must be affixed to the plan.

### **Floodplain / Wetlands**

The plan notes in Note 9 on the plat that the site is not located in the 100-year floodplain and in Note 10 that there is no designated wetland on the site.

### **Soils**

According to the County GIS files, the entire property appears to have prime farmland soils. Prime farmland soils are identified by the US Department of Agriculture as soils having the best combination of physical and chemical characteristics for producing food, feed, forage, fiber and oilseed crops.

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

The plan shows the Right-of-Way for the Commerce Drive extension to be 50'. The right-of-way width shown is in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 6, Section 6.202a.11.).

### **Cartway Widths**

The cartway width of Commerce Drive Extension is not shown on the plan, which should be dimensioned as it was on the previous Land Development plan set.

### **PennDOT HOP**

There should be a notation on the plan about the requirement stating that any access via a State Highway to lots shown on this subdivision plan will require the issuance of a PennDOT Highway Occupancy Permit (HOP). Considering that this plan was submitted a year ago, it is assumed that the HOP process is already underway and an update should be provided as to the status. Approval of this plan should be contingent upon receipt of an HOP to assure adequate access to the site.

A Clear Sight Triangle and Sight Distances should be shown on the plan for any new access onto a State Route. During the 2019 proposal, the project Engineer indicated that there was a traffic impact study conducted, which could be provided to the Township and County. Since this was not included in this plan submission, it is recommended to be supplied at this time. Any findings in the study should be addressed prior to this plan being approved.

### **Deed Restrictions and Easements**

According to the Plan Application, there are easements associated with the property. While it is clear that there is a right-of-way easement proposed for Commerce Drive, all easements should be clearly stated on the plan in accordance with the Armagh Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.18). The plan should be clear as to the totality of the and easements on the property, as well as clearly identify which easements are existing and which are proposed. It is recommended that all existing easements should include where they are recorded.

Plan note 11 on the plat indicates there are no existing or proposed deed restrictions on the property.

### **DEP Sewage Planning Module**

Since the project is to utilize public sewer, a DEP Component 3, or Exemption from Sewage Planning (Mailer), should be provided.

### **Sewage Service**

A letter from the municipality acknowledging availability of public sewer, should be submitted to the Armagh Township Supervisors.

### **Water Service**

A letter from the Municipal Authority of the Borough of Lewistown (MABL) acknowledging availability of public water, should be submitted to the Armagh Township Supervisors.

### **Plan Recording and Execution**

The number of plan sheets that will be required to be put on record should be clearly determined prior to plan approval since some of the plan set sheets may not need to be part of the recording set.

All signatures will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Armagh Township Supervisors, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.

### **Minor Subdivision**

Armagh Township may consider a waiver to the SALDO requirements concerning the inclusion of information/data, upon the application or plat (topographic contours, soils, etc.) if such information/data is not deemed pertinent to the matter at hand due to said informational inclusion rising to the level of unnecessary specificity not pertinent to the matter under consideration since some additional data has already been provided on the separate Land Development Plan set.

### **Other Comments:**

The symbology for the lot line (long line - single dash - long line) is not in the legend and should be added considering the multiple line types immediately in the vicinity of the proposed lot lines.

### **Public Comment**

None

### **Project Updates**

Mark Colussy stated that he and Chastity Fultz have been working on the CDBG-CV Funds. First public hearings were done in the first week of June. Four out of the five Entitlements have showed interest in working with Mifflin County School District in providing personal computer devices for students with disabilities. DCED confirmed that this was an eligible expense. Mark also said that they are looking at a Competitive Grant that would help to also supply devices to low income students to meet LMI benefit.

Mark Colussy also provided an update on the Covid-19 County Relief Block Relief Grant (Act 24-2020). The Commissioners are holding Public Meeting on June, 29, 2020, to execute the approval to submit the application. DCED will release the money on July 15 2020. With the help of MCIDC and Chamber, we are actively trying to finalize the application process for applicants to access the funds. Both Jim and Neal have agreed to serve on an ad-hoc review committee to help review the relief grants for businesses and non-profits. Mark stated that he will share more details as they are published.

Mark also asked Planning Commission for approval to submit a grant application for the WalkWorks Program to the PA Department of Health and University of Pittsburgh. The funds would pay for the development of an

Active Transportation Plan that will look at multiple aspects of non-motorized transportation, including such things as signage to be placed connecting the Train Station to the downtown Lewistown area. The application is due by July 2, 2020. A motion was made by Neal Shawver to grant authorization to submit application. Dan Dummire seconded the motion. All members voted aye.

**Other Business**

Dan Dunmore gave a report on the Mifflin County Agricultural Program. He said that there is now a total of 26 farms preserved in Mifflin County, totaling 2,838 acres.

**Adjournment**

Dan Dunmire motioned to adjourn the meeting, while Neal Shawver seconded the motion. Cyle Vogt adjourned the meeting at 4:13 p.m.