

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
THURSDAY, AUGUST 26, 2010
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

Jim Spendiff, Chairman
Dan Dunmire, Vice Chairman
Neal Shawver
Susan Heimbach
Chris Aumiller
Kay Hamilton

Other

Dave Harmon, Newton Hamilton Borough
Jim Saylor, SEDA-COG
Tom Metz, Thomas Metz Engineering, Inc.
Rob Postal, MCIDC
James Lettiere, Mifflin Co. Planning
Conor O'Brien, The Sentinel

Staff

Bill Gomes, Director
Mark Colussy, Associate Planner

Item #1 – Call to Order

Jim Spendiff, Chairman, called the meeting to order at 3:33 p.m.

Item #2 – Record of Public Attendance

Jim reminded everyone to sign the attendance sheet.

Item #3 – Approval of Meeting Minutes

The minutes from July 22, 2010 were approved as written.

Item #4 – SEDA-COG Long-Range Transportation Plan Projects

Jim introduced Jim Saylor from SEDA-COG to give an update on the Long-Range Transportation Plan Projects. Mr. Saylor gave information packets including two maps to the Planning Commission members to review. He said the Plan covers the next 25 years. The economic resource map covers the County's designated growth areas, sewer service areas, industrial parks and major employers. The environmental map includes flood plains, conservation easements and preservation areas. He informed the Commission that after reviewing the information any comments should be given to him or to Bill Gomes or Mark Colussy, who will forward this to him.

The plan is open for projects to be submitted. Mr. Saylor said it is important to have any projects the County may be interested in to be listed in the Long-Range Transportation Plan for funding purposes. Any future projects submitted for funding will be checked to see if they are included in the Long-Range Plan. He said examples of projects to be submitted for our County may be accommodations for non-motorized vehicles, trails, ramps off of Rt. 322, rail access to industrial sites, safety projects or local bridge repair replacement projects.

Mr. Saylor also discussed a small bridge study that will be undertaken over the next year to identify problem bridges less than 20 feet in length. Currently, the only bridges that are reviewed on a regular basis are those 20 feet or longer.

Mr. Saylor said forms are in the packets and must be submitted by September 30, 2010. He said they need a good contact person for the project so that if there are questions later on they will know who to contact.

Following the SEDA-COG presentation, Bill Gomes introduced Jim Lettiere as our new Community Development Administrator. Members of the Planning Commission introduced themselves to Jim and welcomed him to our staff.

Item #5 – Subdivision and Land Development Review Committee Report

Dan Dunmire reported that the Subdivision and Land Development Review Committee reviewed twelve plans. There was one plan under the Mifflin County Subdivision and Land Development Ordinance. The Subdivision Review Committee recommended conditional approval of the Duane D. & M. Mercedes Gearhart subdivision in Wayne Township.

There were eleven 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: Billie Joe & Cece Ann Wright subdivision in Armagh Township, Mifflin County Soaring Club and A.J. Peachey & Sons subdivisions in Brown Township, Clark E. Aitkins, Sr. subdivision in Derry Township, Valley View Haven-Malta Home subdivision in Granville, North Dorcas Street Improvements in Lewistown Borough, Norman M. Kanagy subdivision in Menno Township, Ray A. Peachey and Russell H. Renninger, Jr. subdivisions in Oliver Township and William Dancy, LLC and Harry G. Weikel, Jr. subdivisions in Union Township.

Mark said he would like to go over the A.J. Peachey subdivision in Brown Township. This is a land development plan to replace the store and restaurant that were destroyed by fire. The new building will be larger as well as pushed further back on the site. Based on information from PennDOT, he said a Traffic Impact Study will have to be done since there was no Highway Occupancy Permit done before. Mark said this will delay the building process around three months.

Mark next gave an update on the Malta Home subdivision. He said there will be a new building to expand the nursing care to house 40 patients. The old building will not be demolished. The current access road, Malta Drive, will be expanded and named Mayes Lane. This name change was questioned by the Subdivision Review Committee as well as the road width.

Mark mentioned the Mifflin Co. Soaring Club and the North Dorcas Street Improvements. The Mifflin Co. Airport Authority is going to lease ground to the Mifflin Co. Soaring Club to put a new building on the property. Joe and Frank Pannizzo plan to add 8 new parking spaces to the North Dorcas Street property and redo the sidewalk.

William Dancy and Harry Weikel subdivisions needed information on provision for water and a few other small details to make them more specific.

Dan Dunmire made a motion to approve the comments and recommendations as presented and discussed for the plans under municipal ordinances. Kay Hamilton seconded the motion. All members voted aye.

Dan said the plan for Duane Gearhart in Wayne Township under the County Ordinance is to put a second family residence on the parcel of a 350 acre farm. There were no major issues so he (Dan) made a motion to conditionally approve the plan. Susan Heimbach seconded the motion and all members voted aye.

Mark then discussed the Grassmyer project in Bratton Township. This plan is under the County Ordinance and came in several months ago. Mr. Grassmyer wanted to sell his existing house and subdivide a vacant piece of property to build a new house on it. The problem being the lane leading to the property, Grassmyer Lane, is not technically a standard right-of-way. It is not the proper width of 18 feet. Mark made a site visit to the property. There are trees on the one side of the driveway and a utility pole on the other side hampering the widening of the drive. Therefore, a waiver is requested to allow that section to be 15 feet. Dan Dunmire made a motion to approve the revised waiver. Chris Aumiller seconded the motion and all voted aye.

The Subdivision Review Committee Report:

Armagh Township (Municipal Ordinance)

File Number Name of Plan Applicant Name Plan Preparer:
2010-08-006 Wagner, Billy Joe & Cece A Wagner, Billie Joe & Cece Ann Wright Land Surveying

Plan Summary:

This plan proposes to create Lot 2 with an existing house, well and on-lot system. Lot 1 also has an existing house, well and on-lot system. This property was approved in May 2008 as a Land Development for the second dwelling (DEP Code No. A3-44903-132-1). No additional development is proposed.

Basic Plan Information

The plan indicates a Railroad R/W as the Southern abutter. According to County GIS information, the abutter is Gary K & Sharon R Bowersox (T.M. 12-23-600). Please confirm.

Clean & Green / Agriculture

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

Floodplain / Wetlands

As shown on the plan and according to County GIS information, the property lies within the 100-year floodplain. Future development in this area should be discouraged.

Soils

According to the County GIS files, a portion of the residual property appears to have prime farmland soils. (Ph)

Right-of Way Widths

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

Cartway Widths

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

Deed Restrictions and 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.

*According to the surveyor, there are no known easements.

DEP Sewage Planning Module

A non-building declaration should be shown on the plan.

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.

Features

It appears, based upon County GIS information, that there is a small run traversing the residual property. All significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan. (Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a.9)

Other Comments:

1. The scale of the location map should not exceed 800 feet to the inch. (See section 6.202.a.14 of the Armagh Township Subdivision and Land Development Ordinance)
2. When this plan was submitted in 2008, it involved a land development plan with two houses on the same lot. Now this plan proposes crating a separate lot. This means the frontage on the width along the road for this propped lot will only be 50 feet based on the proposed private right-of-way instead of the required 125 feet.

Brown Township (Municipal Ordinance)

File Number Name of Plan Applicant Name Plan Preparer:

2010-08-002 Mifflin Co. Soaring Club-Club Mifflin County Soaring Club-CI Thomas H. Metz Engineering, I

Plan Summary:

The project will involve the minor grading of approximately 2,000 s.f. of a hand-raked filled to accommodate the construction of a single-story, slab-on grade, clubhouse facility for the Mifflin Soaring Club, L.L.P. Project will also involve the extension of a new underground electrical along with private well and instillation of a sewage holding tank. Parking for the facility shall utilize existing parking as provided behind the visitor's center building.

Administrative

The landowner's signature needs to be on the subdivision application form.

Basic Plan Information

Lot numbers, and any official Parcel Information Number(s) (PIN) established by the County, and Deed Book and Page Number of the tract should be provided on the plan. (Brown Township Subdivision and Land Development Ordinance, Section 7.302.A.13)

All abutters should be shown on the plan, as well as deed book and page numbers and tax parcel identification numbers. (Brown Township Subdivision and Land Development Ordinance, Section 7.302.A.17)

*A third sheet was provided with the revised plan, that shows the entire property and all the abutters.

A plan narrative should be placed on the plan and should be a brief description stating the purpose of the project. (Brown Township Subdivision and Land Development Ordinance, Section 7.302.A.1)

*Development Note 5 on the plan has been highlighted as the Project Narrative on the revised plan.

Subdivision Information

Property boundary information should be shown for the entire property, including the residual property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Brown Township Subdivision and Land Development Ordinance, Sections 7.302.A.5, A.7 and A.9)

*According to the project Engineer, there is a separate sheet with the entire property that will be included in the revised submission.

Soils

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

Setback Lines

The setback lines should be shown on the plan, or at a minimum, list the requirements as prescribed in the Brown Township Subdivision and Land Development Ordinance (Section 7.302.A.10).

*Setback requirements have been noted on the revised plan.

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.

*According to the project engineer, there are none other than what is listed in Development Note 2 on the plan.

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.

Land Development

Parking provisions should be indicated on the plan.

*Parking information has been expanded upon in Development Note 8 on the Revised Plan.

Provisions for Street Lighting should be included with the plan submission. (See section 4.203.I of the Brown Township Subdivision and Land Development Ordinance)

E & S / Stormwater

Stormwater drainage provisions should be included with the plan submission. The stormwater plan should be reviewed by the Brown Township Engineer.

*Stormwater Analysis information has been provided, and this should also be reviewed by the Township Engineer.

Other Comments:

1. The site location map appears to be the wrong size. The map should be at a scale of not more than 2000' to the inch. (See section 7.202.A.14 of the Brown Township Subdivision and Land Development Ordinance)
2. The revised plan does not state revision dates on it.

File Number Name of Plan Applicant Name Plan Preparer:

2010-08-003 A.J. Peachey & Sons A.J. Peachey & Sons, Inc. Nittany Engineering & Asso., LL
Plan Summary:

This plan purpose is to combine four (4) tracts from Tax Map Parcel 14-08-127 (Trace No. 1, Tract No. 3, Tract No. 4 & a portion of Tract No. 5), tow (2) tracts from Tax Map Parcel 14-08-127A (Tract No. 1 & 2), and a portion of Tax Map Parcel 14-08-123 into revised Tract No. 1. Also Tax Map Parcel 14-08-127B is adding a portion from Tract No. 5 and a portion from Tax Map Parcel 14-08-123. Also Tax Map Parcel 14-08-123 is adding a portion from Tract No. 5. 2. The second purpose of this plan is associated with the planned re-development of the property after lot consolidation. This plan shall provide land development approvals associated with the re-located building and other improvements shown on the plans.

Start Notes

The plan, dated 7/16/2010, states that it has two purposes: a lot consolidation plan and a land development plan. This plan was only reviewed as a Land Development plan at the request of the Project Engineer. If a lot consolidation or any subdivision activity is to occur, that will have to be submitted separately and reviewed again at another time.

*According to the project engineer, a separate lot reconfiguration plan will be prepared and submitted with the final plan submission as a revision.

Administrative

The plan application does not list the acreage of the property and only lists one Tax Parcel (T.M. 14-8-127). The plan shows two other parcels being affected (T.M. 14-8-127A and 14-8-127B). All tax parcels should be listed on the application.

Basic Plan Information

Plan Sheet 2 should be updated with the most up-to-date configuration.

A plan narrative should be relocated to the cover page. Also, the narrative should be updated if there is no longer to be a lot consolidation.

Soils

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

Setback Lines

The setback lines should be shown on the plan as prescribed in the Brown Township Subdivision and Land Development Ordinance (Section 7.302. A10).

PennDOT HOP

As stated in Note 7 on Sheet 2 of the plan, a PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)) and in the Brown Township Subdivision and Land Development Ordinance (Section 4.208 C). A copy of the permit should be provided to the Brown Township Supervisors.

It appears PennDOT will require a Traffic Impact Study (TIS) to be conducted for this project. The TIS should take into account the current traffic impact along Barrville Road. The proposal would not likely increase the traffic impact on the state route, especially considering that the butcher shop is no longer to be on the site. Traffic flows could potentially even be lower after this project is completed than what they were before the old building burned. This should be taken into account before a full TIS is required, and instead should consider only requiring a minimal study to be conducted.

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.

*According to the project engineer, there are none known.

DEP Sewage Planning Module

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

Sewage Service

Note 8 on Sheet 2 of the plan mentions utilizing the existing septic tank on the site and will need a back-up site identified, yet it does not appear a back-up location has been identified on the plan. Also, Sheet 4 does not show the connection of the septic tank to the building. Additionally, the applicant should contact the local SEO to determine if the existing system is adequate for the new building.

Water Service

Plan Note 9 on Sheet 2 of the plan indicates a new water line will be constructed. Sheet 5 of the plan indicates the existing line that is to be removed, yet the new line is not indicated anywhere on the plan. This new line should be shown on the plan.

*According to the project engineer, the applicant would like to utilize the existing line to where it would connect with the proposed building, but may have to consider running a new line along Barrville Road. Once the final configuration is determined, this should be shown on the plan.

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

Land Development

The applicant should consult the local Fire Marshall to see if new fire hydrants will be required and included with the plan submission.

A traffic circulation diagram should be included with this plan submission to verify adequate site circulation.

Since it appears that traffic will be directed on the property, traffic signage should be included on the plan. Also sign detail information should be included with the plan including dimensions.

Provisions for Street Lighting should be included with the plan submission. (See section 4.203.I of the Brown Township Subdivision and Land Development Ordinance)

E & S / Stormwater

Stormwater drainage provisions should be included with the plan submission. The stormwater plan should be reviewed by the Brown Township Engineer.

Does this plan propose over an acre of earth disturbance? This proposal may require Erosion and Sedimentation (E & S) provisions included with the plan submission. The applicant should contact the Mifflin County Conservation District.

Other Comments:

1. There are several abbreviations on the plan that are not included in the Abbreviations Legend. Adding all abbreviations to the legend should be considered.
2. Several sheets (i.e. 6 and 8) might be easier to distinguish features if existing items that are to be removed would not be shown on the sheet since the existing conditions plan (sheet 5) already shows what is to be removed.
3. Sheets 3 and 4 have the symbol "Existing" with overlaid wording (5/8" Rebar & Point). This should be fixed.
4. Sheet 3 on the plan indicates the existing parking lot that is to remain, and Sheet 4 indicates there being a new parking area. The plan should clearly indicate what is existing and to remain versus what is new.
5. The plan indicates several future building additions. The plan should either show what the proposed building will be without additions, or show full build-out with all future additions and plan from that aspect. This should be coordinated with the Township.

Derry Township (Municipal Ordinance)

File Number Name of Plan Applicant Name Plan Preparer:
2010-08-008 Aitkins, Clark E., Sr. Aitkins, Clark E., Sr. Taptich Engineering and Surve

Plan Summary:

This project involves the subdivision of one (1) lot from the lands of Clark M. and Patricia J. Aitkins (TM 16-07- 106). Lot #1 is currently vacant and is intended to be a non-building lot addition to the adjacent lands of Clark M. and Patricia J. Aitkins (TM 16-07-106A). Access to Lot #1 will be via the existing driveways developed from adjacent public roadways. There are no improvements proposed. The residue is presently developed with a single-family dwelling and associated outbuildings. These facilities are served with public sewer and water services.

Clean & Green / Agriculture

The property (T.M. 16-7-106) is in an Agricultural Security Area and should be noted on the plan. The parcel (T.M. 16-7-106) 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 Note 5 on the plan and County GIS information, the property lies within the 100-year floodplain. Future development in this area should be discouraged.

Topographic information

Topographical contours at vertical intervals should be displayed on the plan (Derry Township Subdivision and Land Development Ordinance, Section 402.2.H).

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. (AoB)
According to the County GIS files, some portion of this property appears to have prime farmland soils. (EdB, MeB, MuB, Ph)

Right-of Way Widths

Based upon the Derry Township Subdivision and Land Development Ordinance, the right-of-way width of Ridens Road is substandard (Section 504.2).

Cartway Widths

Based upon the Derry Township Subdivision and Land Development Ordinance, the cartway width of Ridens Road is substandard (Section 504.2).

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Section 402.2.L of the Derry Township Subdivision and Land Development Ordinance.

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

The narrative states the residue has public water and sewer. However, according to the Township, these parcels are not served by public sewer but rather on on-lot systems and private well. This information needs to be updated in the narrative and shown 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 grantee property, T.M. 16-7-106A. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Derry Township Subdivision and Land Development Ordinance Sections 403.2.F, H, J and N)

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 grantee property of the lot addition, T.M. 16-7-106A, should be shown on the plan. It appears this lot could be less than one acre in size. Also, the combined acreage with Lot 1 should be shown on the plan. (See section 402.2.N of the Derry Township Subdivision and Land Development Ordinance)

Features

The small stream shown on the plan is hard to see. A different symbology should be considered. Also, a legend on the plan should be considered.

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. (Derry Township Subdivision and Land Development Ordinance, Section 402.2.J)

Granville Township (Municipal Ordinance)

File Number Name of Plan Applicant Name Plan Preparer:

2010-08-007 Valley View Haven-Malta Home Valley View Haven-Malta Home Taptich
Engineering and Surveying

Plan Summary:

Valley View Haven is proposing improvements at their Malta Home site in Granville Township, Mifflin County. The improvements involve the construction of a skilled nursing care facility to replace the existing inefficient and maintenance prone Malta Home. The proposed facility will house forty (40) patients plus support staff. In addition to the proposed structure, infrastructure improvements such as access roads and parking areas, water and sanitary sewer services and storm water collection, conveyance and detention facilities are likewise proposed. While the existing Malta Home facility will be largely abandoned and replaced by the new structure, the current building will not be razed at this time. Considering its nostalgic status within the community, this building will remain and function to supplement laundry facilities at the new building. Likewise, the existing building is expected to continue to house the artifacts and memorabilia associated with the Knights of Malta.

Administrative

Only one copy of the plan has been submitted for review. 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.

Basic Plan Information

A plan narrative should be placed on the plan and should be a brief description stating the purpose of the project. The Storm Water Management Narrative that was provided could be utilized as a narrative on the plan.

Subdivision 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. (Granville Township Subdivision and Land Development Ordinance Sections 6.302.a.5, 7, 9 and 12)

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. (AoB, BrB, Pu)

Right-of Way Widths

Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way widths of Malta Park Road and Granville Road are substandard (Table 1).

Cartway Widths

Based upon the Granville Township Subdivision and Land Development Ordinance, the cartway widths of Granville Road and Malta Park Road are substandard (Table 1). Also, it appears that Malta Drive is being increased to 25' in width. Is this the travelway. The ordinance calls for the cartway to be at least 26 feet in width. Also why is the entire length of Malta Drive not being widened?

Private Street / Shared Driveway

If a private street is proposed, the plan (Road Profiles) should be reviewed by the Granville Township Engineer.

Street Names

The street names shown on the plan have not been approved by the Mifflin County GIS (Mapping) Department. Street names are to be coordinated with the GIS Department and there is a fee associated with the street naming. This will need to occur prior to this plan being approved so that the proper road names are on the plan. Some road names indicated on the plan will not be approved as labeled on the plan.

The County GIS system currently shows Malta Drive serving the existing Malta Home on the West side of the road. Yet, sheet 5 labels the road as Mayes Lane, and this is not in the 911 records. There is also streets approved called Road B and Road C.

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.

DEP Sewage Planning Module

If the project is to utilize public sewer, a DEP Component 3, or Exemption from Sewage Planning (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 Granville Township Planning Commission.

Water Service

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

Signature Blocks on Plan

The 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.

Features

All significant man-made features, including petroleum lines, electric poles, telephone lines, fire hydrants, dumps,

railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan. (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.10)
All significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan. (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.9)

Land Development

Provisions for Street Lighting may be required and should be included with the plan submission. The applicant should contact the Township for more information.

The applicant should consult the local Fire Marshall to see if new fire hydrants will be required and included with the plan submission.

E & S / Stormwater

Stormwater drainage provisions should be included with the plan submission. The stormwater plan should be reviewed by the Granville Township Engineer.

his proposal will require Erosion and Sedimentation (E & S) provisions included with the plan submission and acquire a General NPDES permit from the Mifflin County Conservation District.

*According to the project engineer, the E&S Plan has already been approved.

Other Comments:

1. Building dimensional information for the proposed building should be shown on the plan.
2. In terms of site circulation, there appears to be three driveways with one driveway showing two-way traffic. Are the other two openings allowing two-way access? This should be clearly shown on the plan.

Lewistown Borough (Municipal Ordinance)

File Number Name of Plan Applicant Name Plan Preparer:

2010-08-001 North Dorcas Street Improv Pannizzo, Joe & Frank Thomas H. Metz
Engineering, I

Plan Summary:

The project will involve the demolition of nearly 4,300 s.f. of existing concrete sidewalk and the replacement with 2,700 s.f. of bituminous pavement that will double the number of parking spaces (From four (4) parallel parking stalls to eight (8) diagonal parking stalls), located on the westerly side of Dorcas Street. Existing water valves and meter covers will require lowering to accommodate parking surface elevations. The re-installation of a stormwater inlet will be required for the discharge of stormwater runoff. Appropriate erosion control measures will be installed by the selected contractor prior to demolition/construction.

Administrative

The landowner's signature needs to be on the subdivision application form.

Basic Plan Information

Lot numbers, and any official Parcel Information Number(s) (PIN) established by the County, and Deed Book and Page Number of the tract should be provided on the plan. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.13)

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)

A plan narrative should be placed on the plan and should be a brief description stating the purpose of the project. (Borough of Lewistown Subdivision and Land Development Ordinance, Section 7.302.A.1) Plan note 4 could serve as a plan narrative if it were to stand out.

*The revised plan distinguishes Note 4 as the Project Narrative.

Subdivision Information

Property boundary information should be shown for the entire property, including the residual property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Borough of Lewistown Subdivision and Land Development Ordinance, Sections 7.302.A.5, A.7 and A.9)

*Property boundary detail has been provided on sheet 2 of the revised plan.

Right-of Way Widths

The right-of-way width should be shown on the plan (Borough of Lewistown Subdivision and Land Development Ordinance, Section 7.302. A6).

*This information has been provided on the revised plan.

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.

*According to the surveyor, there are none known.

Signature Blocks on Plan

The 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.

*This has been changed on the revised plan.

A signature block should be on the plan acknowledging the review of for the municipal Planning Commission.

Features

According to County GIS information, there are public water and sewer lines along Dorcas Street. All significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, fence lines, historic features, culverts, etc. should be shown on the plan. (Borough of Lewistown Subdivision and Land Development Ordinance, Section 7.302.A.23)

*Water lines and gas lines have been shown on the revised plan. Are there any sewer lines in the area?

Zoning

Zoning information should be stated on the plan.

*This information has been provided on the revised plan.

Land Development

The applicant should consult the local Fire Marshall to see if new fire hydrants will be required and included with the plan submission.

It appears that two street lights are to remain. Is this adequate? Provisions for Street Lighting should be included with the plan submission. (See section 4.217.3.a of the Borough of Lewistown Subdivision and Land Development Ordinance). Also, the street light symbol should be added to the legend.

E & S / Stormwater

Stormwater drainage provisions should be included with the plan submission. The stormwater plan should be reviewed by the Borough of Lewistown Engineer.

Other Comments:

1. The site location map appears to be at the wrong scale. The scale should not be larger than 1" = 2000'. (See Borough of Lewistown Subdivision and Land Development Ordinance, Section 7.202.A.14)
2. The revised plan does not state revision dates.

Menno Township (Municipal Ordinance)

File Number Name of Plan Applicant Name Plan Preparer:

2010-08-009 Kanagy, Norman M. Kanagy, Norman M. Taptich Engineering and Surve

Plan Summary:

This project involves the subdivision of one (1) lot from the lands of Norman M. and Wilda G. Kanagy. Lot #1 is currently vacant and is intended to be a stand alone lot. Lot access will be via the existing gravel drive off of Front Mountain Road. Lot #1 will be served with an on-lot sewage disposal system as well as an on-lot water source. There are no changes proposed to the residue.

Administrative

The subdivision application form should be signed by the municipality.

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 prime farmland soils. (BuB)

Setback Lines

The setback lines should be shown on the plan as prescribed in the Menno Township Subdivision and Land Development Ordinance (Section 6.302.a.10).

PennDOT HOP / Municipal Driveway Permit

As mentioned in Note 10 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 Menno Township.

Street Names

Since Front Mountain Road is a State Route, the S.R. route number should be provided.

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.

DEP Sewage Planning Module

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.

Sewage Service

A non-building declaration should be on the plan for the Residual Lot.

Water Service

The plan should indicate the well isolation distance from the proposed septic system.

Oliver Township (Municipal Ordinance)

File Number Name of Plan Applicant Name Plan Preparer:

2010-08-005 Peachey, Ray A. Peachey, Ray A. Wright Land Surveying

Plan Summary:

This plan proposes to create Lot Addition A to be added to Lot A. Lot Addition A has an existing single-family residence, well and on-lot system. Lot A was created in 2001 and was approved for a single-family residence. Lot 1, the residual tract, is vacant farmland. No new development is proposed.

Clean & Green / Agriculture

The grantee property, T.M. 19-11-117B, 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. Also, plan note 4 should state more information since it isn't only Lot Addition A in the program.

Floodplain / Wetlands

As shown on the plan and according to County GIS information, the property lies within the 100-year floodplain. Future development in this area should be discouraged.

Soils

According to the County GIS files, some portion of this property appears to have prime farmland soils. (EdB, No) 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. (Ma, No) 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.

Right-of Way Widths

Based upon the Oliver Township Subdivision and Land Development Ordinance, the right-of-way widths of the existing private R-O-W, Griffiths Drive, and Ferguson Valley Road are substandard (Table 1).

Cartway Widths

Based upon the Oliver Township Subdivision and Land Development Ordinance, the cartway widths of Griffiths Drive and Ferguson Valley Road are substandard (Table 1).

Private Street / Shared Driveway

All private drives that are used by more than one party should have a shared driveway agreement in place. If an agreement is already in place, will it account for this new property along Griffiths Drive? If no agreement is in place, a shared driveway agreement should be put into place prior to any further development of the property. Also, no further development off of Griffith's Drive should occur unless the substandard right-of-way and cartway widths are brought up to meet the Ordinance requirements.

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 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. 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 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, 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. (Oliver Township Subdivision and Land Development Ordinance Sections 6.302.a.5, 7, 9 and 12)

Other Comments:

- 1. Based on the 2001 subdivision plan, a house was approved for the Glick property. Septic perc test sites should be identified on Lot A.

File Number Name of Plan Applicant Name Plan Preparer:

2010-08-010 Renninger, Russell H., Jr. Renninger, Russell H., Jr. Taptich Engineering and Surve

Plan Summary:

This project involves the subdivision of one (1) lot from the lands of Russell H. and Deborah Renninger (TM 19-02-113). Lot #1 presently houses a single family residential structure. Lot access will be via Ferguson Valley Road. There are no improvements proposed. Lot #1 is presently served with an on-lot sewage disposal system as well as an on-lot water source. The Residue presently houses a single-family residential structure and associated outbuildings.

Administrative

The subdivision application form should be signed by the municipality.

Subdivision Information

The acreage of the residual lot shown on the plan.. (Oliver Township Subdivision and Land Development Ordinance, Section 6.202.a.5)

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. (See Oliver Township Subdivision and Land Development Ordinance Sections 6.302.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.

Floodplain / Wetlands

As opposed to what is stated in Note 4 on the plan, according to County GIS information, the property lies within the 100-year floodplain. The flood plain should be delineated on the plan. (See section 6.202.a.14 of the Oliver Township Subdivision and Land Development Ordinance). Future development in this area should be discouraged.

Soils

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

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. (Ma)

Setback Lines

The setback lines should be shown on the plan as prescribed in the Oliver Township Subdivision and Land Development Ordinance (Section 6.302.a.10).

Right-of Way Widths

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

Cartway Widths

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

PennDOT HOP / Municipal Driveway Permit

Is there a driveway permit in place for the proposed property?

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.

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.

Sewage Service

A non-building declaration should be on the plan for both Lot 1 and the Residual Lot.

Other Comments:

1. Note 9 on the plan lists a private right-of-way, which is not clearly identified on the plan. There is also mention of T.M. 19-2-117C, which is also not shown on the plan. Please clarify.
2. Is there on-lot sewer and a private well on the residue tract? This information should be provided.

Union Township (Municipal Ordinance)

File Number Name of Plan Applicant Name Plan Preparer:

2010-08-011 Dancy, William, LLC Dancy, William Taptich Engineering and Surve

Plan Summary:

This project involves the further subdivision of Lot #1 as depicted on the Plan of Subdivision recorded in Map Book 25, Page 26 in the office of the Mifflin County Recorder of Deeds. Parcel A is presently vacant and is intended to be a non-building lot addition to the adjacent lands of Paul A. and Nancy L. Kauffman. There are no improvements proposed. The Residue is presently developed with an industrial buildings as well as associated outbuildings.

Basic Plan Information

All abutters should be shown on the plan, including tax map numbers. Lot 3 from a previous subdivision of these lands from November of 2009 should be identified on the plan, as well as P.A.K. Transport, LLC. (See Union Township Subdivision and Land Development Ordinance, Section 403.1.d)

Subdivision Information

The total amount of acreage being subdivided should be shown on the plan.. (Union Township Subdivision and Land Development Ordinance, Section 402.2.d)

Property boundary information should be shown for the entire property, including the residual property.

Currently, no boundary information has been provided for the grantee of the lot addition, T.M. 20-15-203. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Union Township Subdivision and Land Development Ordinance Section 403.1.a)

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.

Topographic information

Topographical contours at vertical intervals should be displayed on the plan. (See section 402.1.g of the Union Township Subdivision and Land Development Ordinance)

Right-of Way Widths

Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of Maple Avenue is substandard (Section 501.2).

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.

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.

Sewage Service

Sewer lines should be shown on the plan and sewage provider information should be provided for all properties affected. (See section 402.2.c of the Union Township Subdivision and Land Development Ordinance)

Water Service

Water lines should be shown on the plan and water provider information should be provided for all properties affected. (See section 402.2.c of the Union Township Subdivision and Land Development Ordinance)

Signature Blocks on Plan

A signature block should be on the plan acknowledging the review of for the Union Township Planning Commission. The plan has two signature blocks for the Township Supervisors.

Lot Addition

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."

Features

According to county GIS information, there are public water and sewer lines in the area. All significant manmade 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. (See Union Township Subdivision and Land Development Ordinance, Section 402.1.d)

Zoning

Zoning information should be stated on the plan. According to County GIS information, there is a Zoning boundary change traversing the property between the RS and the I districts. This should also be shown on the plan.

Other Comments:

1. Property lines for Kauffman property should be a solid line since it is being impacted, instead of a dashed line as shown. Why is survey data not available for the Kauffman property in terms of existing acreage, adjusted acreage, and dimensional information?
2. Plan states that Kauffman is the applicant, yet application states that Dancy is applicant. Please confirm.

File Number Name of Plan Applicant Name Plan Preparer:

2010-08-012 Weikel, Harry G., Jr. Weikel, Harry G., Jr. Taptich Engineering and Surve
Plan Summary:

This project involves the subdivision of three (3) lots from the lands of Harry G. (Jr.) and Kathleen M. Weikel. Lot #1 currently houses a single family dwelling and is intended to be a stand alone lot. Likewise, Lot #2 is currently houses a single family dwelling and is intended to be a stand alone lot. Lot #3 is presently vacant and is intended to be a non-building lot addition to the adjacent lands of David B. and Laurie Weikel (TM 20-12-116A). There are no changes proposed to the lot access. Likewise there are no improvements proposed. The Residue is presently vacant. Lots #1 and #2 are currently served with both on-lot sewage disposal systems and on-lot water sources.

Subdivision Information

The total amount of acreage being subdivided should be shown on the plan. (Union Township Subdivision and Land Development Ordinance, Section 402.2.d)

Topographic information

Topographical contours at vertical intervals should be displayed on the plan. (See section 402.1.g of the Union Township Subdivision and Land Development Ordinance)

Setback Lines

The setback lines should be shown on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Section 402.2.g).

Cartway Widths

The cartway width of Treaster Road does not meet the road provisions of the Union Township Subdivision and Land Development Ordinance (501.2). Since the parcel has the potential for future development, road improvements should be considered prior to further development. At a minimum additional cartway should be provided by the applicant as a condition if there is future development along this road.

Private Street / Shared Driveway

Is there a shared driveway between Lots 1 and 2? All private drives that are used by more than one party should have a shared driveway agreement in place. An agreement for the private right-of-way should be noted on the plan stating: "The owners of lots ____, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their

own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold."

Street Names

If multiple parties are to use a private drive, the roadway will need to be named. Street names are to be coordinated with the County GIS (Mapping) Department. There is a fee associated with the street naming.

Deed Restrictions and Easements

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

Sewage Service

The plan narrative states Lots 1 and 2 are served by on-lot sewage. What about the Laurie Weikel property (T.M. 20-12-116A)? Sewage service information should be shown on the plan for all affected properties. (See section 402.2.c of the Union Township Subdivision and Land Development Ordinance)

Water Service

The plan narrative states Lots 1 and 2 are served by on-lot wells. What about the Laurie Weikel property (T.M. 20-12-116A)? Water service information should be shown on the plan for all affected properties. (See section 402.2.c of the Union Township Subdivision and Land Development Ordinance)

Lot Addition

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."

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. (Union Subdivision and Land Development Ordinance, Section 402.1.d)

Zoning

Zoning information should be stated on the plan.

Wayne Township (County Ordinance)

File Number Name of Plan Applicant Name Plan Preparer:

2010-08-004 Gearhart, Duane D. & M. M Gearhart, Duane D. & M. Merc Wright Land Surveying

Plan Summary:

This plan proposes to place a second single-family residence on the Gearhart farm to be served by on-lot sewage disposal and private well. No subdivision is proposed.

Basic Plan Information

All abutters on the plan should include deed book and page number information. (See Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.17)

Clean & Green / Agriculture

As mentioned in Note 6 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.

Floodplain / Wetlands

As mentioned in Note 5 on the plan and according to County GIS information, the property lies within the 100-year floodplain. Future development in this area should be discouraged.

Soils

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

According to the County GIS files, a small portion of this property not in the building area appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan.

Setback Lines

The setback lines should be shown on the plan as prescribed in the Mifflin County Subdivision and Land Development Ordinance (Section 7.302. A10).

PennDOT HOP / Municipal Driveway Permit

As mentioned in Note 4 on the plan, a PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)) and in the Mifflin County Subdivision and Land Development Ordinance (Section 4.208 C). A copy of the permit should be provided to the Mifflin County Planning Commission.

Private Street / Shared Driveway

All private drives that are used by more than one party shall have a shared driveway agreement in place. This will need to be put into place if there are any future subdivision activity. (See Mifflin County Subdivision and Land Development Ordinance, Section 4.205.G.4.c)

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 7.302.A.6 and 7.302.B.7 of the Mifflin County Subdivision and Land Development Ordinance.

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.

Signature Blocks on Plan

A signature block should be on the plan acknowledging the review of the Wayne Township Supervisors, not their approval.

Other Comments:

1. The small run indicated on the plan as "Intermittent Run," is considered a High Quality stream. A stream analysis may need to be conducted to get approval from DEP.

Item #6 – Public Comment

There was no public comment.

Item #7 – Other Business or Comments

Bill Gomes mentioned an issue that Dan Taptich is now putting a copyright notice with his plans. The question was raised as to whether this was appropriate since surveys are recorded and considered public. A particular concern was for individual property owners who hire one surveyor to initially survey their property and later decide to subdivide their property using a different surveyor. Will the property owner have to secure the permission of the original surveyor for another surveyor to use the original survey? Another example cited involving Mr. Taptich taking another surveyor's work and modifying it and then copyrighting the plan. Bill has asked the Planning Commission Solicitor for an opinion on this.

The meeting adjourned at 5:10 p.m. upon a motion by Kay Hamilton that was seconded by Chris Aumiller.

dpb