

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**AUGUST 24, 2017**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

Members

Dan Dunmire  
Dave Pennebaker  
Kay Semler  
Neal Shawver  
Jim Spendiff  
Tom Lake  
Kent Spicher  
Jason Cunningham  
Cyle Vogt

Other

Erin Thompson, The Sentinel  
Lucas Parkes, The EADS Group  
Kevin Kodish, Mifflin County Commissioner  
Robert Postal, Mifflin County Commissioner  
Judy Fitzgerald, Big Brothers Big Sisters  
Denise McCann, Big Brothers Big Sisters  
Madeline Del Vescovo, Student Observer  
John Segursky, Borough Juniata Terrace  
Stephen Dunkle, Mifflin County Commissioner

Staff

Bill Gomes, Director  
James Lettiere, CD Administrator/Assistant  
Director  
Chastity Fultz, Office/Grants Manager  
Doug Marks, Housing Rehab  
Specialist/Construction Manager  
Stacey Herman, CDBG Fiscal Manager

**Call to Order**

Kay Semler, Chair, called the meeting to order at 3:30 p.m.

**Record of Public Attendance**

Kay reminded everyone to sign the attendance sheet for both CDBG and the Planning Commission.

**Temporary Adjournment**

The regular Mifflin County Planning Commission was temporarily adjourned at 3:35 p.m. in order to conduct the FFY 2017 CDBG Public Hearing based upon a motion by Neal Shawver, which was seconded by Dan Dunmire.

**FFY 2017 CDBG Public Hearing**

Kay turned the meeting over to Jim Lettiere, CD Administrator/Assistant Director for the public hearing. Four presentations were made including the following: Big Brothers Big Sisters of the Juniata Valley –Assistance with administrative costs for the Big Brothers Big Sisters mentoring program; Borough of Juniata Terrace - Road reconstruction on Wagner Avenue; Armagh Township-Architectural barriers elimination project; and Wayne Township - Stormwater and roadway reconstruction located on High Street in the Lucy Furnace neighborhood.

The public hearing adjourned at 4:24 p.m.

### **Reconvene Regular Meeting of the Planning Commission**

The regular meeting of the Planning Commission reconvened at 4:24 p.m. upon a motion by Dan Dunmire, which was seconded by Tom Lake.

According to the Pennsylvania Municipalities Planning Code, the alternate member, Cyle Vogt, will be able to vote since all members are not present.

### **Approval of Meeting Minutes**

Cyle Vogt made a motion to approve the minutes from July's meeting. The motion was seconded by Kent Spicher. All members voted aye.

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

Jim Lettiere advised the Commission that the representative for the Maurice Stidfole plan requested an extension from August 24<sup>th</sup> to September 20<sup>th</sup> to satisfy the conditional approval from the June meeting. Jim recommends granting the extension. Bill Gomes questioned what would happen if a 30-day extension is given and the plan still isn't done and questioned whether they would request another extension. The 90-day time frame expires September 20<sup>th</sup>. An additional 30 days would give the surveyor until October 20<sup>th</sup>. Dan Dunmire motioned to give a 60 day extension for the Stidfole plan, which would be November 19<sup>th</sup>. Jim Spendiff seconded the motion. All members voted aye. In addition, the James Lawson plan was tabled in June. The surveyor wants to meet within a week and may request an extension on this plan as well.

Seven plans were submitted to the committee for review, all under Municipal Ordinance. They included Philips Ultrasound, Inc. (*Armagh Township*); LaRu Centre, LLC (*Brown Township*); Randall L. and Sherry Wright (*Decatur Township*); John J. & Cindy L. Leister (*Decatur Township*); Westfield Cottages, Phase 2, (*Union Township*); Thomas G. & Jean Mathews (*Union Township*) and Wilmer N. & Miriam Zook (*Union Township*).

Two plans were reviewed in further detail. The first plan reviewed was the Philips Ultrasound, Inc. land development plan in Armagh Township. The proposed development involves the construction of a one-story, 9,910 sq. ft. building addition that will be located on the southern side of the existing 62,832 sq. ft. building. The project is anticipated to begin construction in the fall of 2017 and take approximately 6 months. Jim noted that no response has been received from the engineer. A similar plan was submitted and reviewed by the Commission on June 23, 2016 for the construction of a one-story 9,600 square foot building addition. A question was raised on whether two building additions were involved because the project narrative was not clear and if so, would the comments change. Jim Lettiere stated this would not change the comments. Lucas Parkes of The EADS Group stated that there will be no new building; this construction will be two small additions. A previous land development plan submitted in 2016 was constructed. Mr. Parkes also stated that stormwater calculations were provided and they will expand the previous stormwater pond. He also stated Philips has a letter from the sewer authority and are reviewing their sewage increase to determine how much additional capacity is needed. A question was also raised as to whether sinkholes were located in the area. Mr. Parkes does not think there are sinkholes directly on the site, but this is a region known for sinkholes and there are a few across the street near Jarden and the antique center.

The second plan reviewed was Westfield Cottages, Phase 2 in Union Township. Valley View Haven is proposing to construct five owner-occupied cottages in the fall of 2017 on a 38+ acre parcel they own, adjacent to their existing facility. The 5 cottages will consist of one single unit building and two duplex buildings. The representative for the engineer attended the Subdivision Review Committee meeting and indicated she would have written responses to Jim for today's meeting, but Jim did not receive them. Dan Dunmire shared that Valley View does have an NPDES permit, but needs an expansion so they applied for a major modification.

Dan Dunmire motioned to accept the comments of the seven plans under municipal ordinance. Dave Pennebaker seconded the motion. All members voted aye, except that Neal Shawver and Jim Spendiff abstained from voting on the Westfield Cottages plan.

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

Name of Plan: Philips Ultrasound, Inc. Building Addition  
File Number: 2017-08-007  
Tax Map #: 12,02-0106A-,000  
Municipality: Armagh Township  
Applicant Name: Philips Ultrasound, Inc. Building Addition  
Land Owner Name: Philips Ultrasound, Inc. Building Addition  
Plan Preparer: Robyn Froehlich

#### **Plan Summary:**

The site to be developed consists of a commercial business pertaining to the sale of critical care systems. The site includes an existing one-story, 62,832 square foot building, along with 372 paved parking spaces, situated on an approximately 24 acre site. The site is bound by paved roadways to the north and east, and the primary developed area of the site is centrally located within the parcel, with the parking on the northern end of the site. The proposed development involves the construction of a one-story, 9,910 sq. ft. building addition that will be located on the southern side of the existing 62,832 sq. ft. building. The project is anticipated to begin construction in the Fall of 2017 and take approximately 6 months. New impervious area is created on the site from the building addition, and there is a reduction of site impervious surfaces such as concrete, pavement, etc. The overall net increase in impervious surface is 9,580 square feet, or 0.22 acres.

#### **Basic Plan Information**

There should be a project narrative on the plan since note #3 was taken from the stormwater report.

This facility was last reviewed by the Mifflin County Planning Commission on June 23, 2016 for a Land Development Plan for the construction of a one-story 9,600 square foot building addition. Has this addition been constructed?

\*The Township Engineer indicated the addition has been constructed and this is another proposed addition.

#### **Administrative**

Is the signature next to the land owner signature line an authorized Representative of Philips Ultrasound Inc.?

#### **Basic Plan Information**

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

The name of the registered Surveyor and Engineer responsible for the plan should be on the plan, including an appropriate registered professional's seal.

#### **Floodplain / Wetlands**

As noted in general Note 5, and Site Data Number 11, the parcel is not located in a designated wetland or the 100 year floodplain.

#### **Soils**

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

#### **Setback Lines**

Although there are no established building setback lines for commercial buildings, at a minimum the setbacks for single-family residential served with public sewer and water should be utilized in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 6 Section 6.302 a.10.) and Table 2.

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

Based upon the Armagh Township Subdivision and Land Development Ordinance, the right-of-way width of Echo Drive should be shown on the plan (Article 6 Section 6.302 a.11).

#### **Cartway Widths**

The cartway width of Echo Drive should be shown on the plan in accordance with the Armagh Township Subdivision and Land Development Ordinance, (Article 6 Section 6.202.a.11.).

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with (Article 6 Section 6.202.a.18. and Section 6.302.a.6. and b.7.) of the Armagh 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.

**Sewage Service**

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

\*The Township Engineer indicated this request is before the Sewer Authority for a determination.

**Water Service**

A letter from the Municipal Authority of the Borough of Lewistown acknowledging the availability of public water should be provided to the Armagh Township Board of Supervisors.

**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.

Are there only flood lights on the building? There is no lighting plan.

**E & S / Stormwater**

If this project disturbs an acre or more of earth an NPDES permit is required through the Mifflin County Conservation District.

Are there sinkholes associated with the property?

\*The Township Engineer indicated there are no sink holes on the property.

**Other Comments:**

1. Has the property owner or developer entered into a development agreement with the Township in accordance with (Article 7 Section 7.400)?

2. Are there elevation drawings of the addition?

3. Will there be more employees as a result of the building addition? If so, will this necessitate any additional parking spaces?

4. What are the sizes of the existing parking spaces?

5. Has the Township Engineer reviewed this project including assurance the plan meets the Township's Stormwater Ordinance? If so, are there written comments regarding his review?

\*The Township Engineer indicated the project conforms to the Township's Stormwater Ordinance.

6. Will this addition generate additional vehicle trip generation rates?

7. Are there any new landscaping provisions associated with this building expansion project?

8. Are there loading provisions included with this plan?

9. The plan should show the overall existing layout where the additions will be on the property to clearly show how the additions relate to the other building and if they are connected.

10. The plan lists a total of 9,910 square feet of building addition yet there are two additions not one.

***Brown Township (Municipal Ordinance)***

Name of Plan: LaRu Centre, LLC

File Number: 2017-08-002

Tax Map #: 14-03-0109A

Municipality: Brown Township

Applicant Name: Rupp, Jr. William J.

Land Owner Name: Rupp, Jr. William J.  
Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan is to revise Lot 2 from the previous subdivision plan that was approved on July 1, 2013 and recorded as Instrument #2013-3367. On this revision, Lot 2 is being subdivided in half, creating Lot 2A and 2B for a proposed two family dwelling. Lot 2 was previously approved for this use by the Township and DEP.

**Administrative**

Plan makes note of an approval in July 2013, but this property area was also reviewed in April of 2014 and November of 2015.

**Topographic information**

Topographical contours at vertical intervals should be displayed on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.202 A.6. and Section 7.302 A. 26.).

**Soils**

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

**Setback Lines**

Setback requirement for duplexes listed in the legend do meet the two family standards. See other comments.

**Right-of Way Widths**

Based on the Brown Township Road Ordinance (Section 41) the right of way for Kish Road is substandard.

**Cartway Widths**

Based in the Brown Township Road Ordinance (Section 41) the cartway width for Kish Road is substandard.

**Private Street / Shared Driveway**

Has the proposed driveway been viewed by the township road master. The two driveways appear to be very close.

\*The Wright Surveying representative indicated it has been reviewed by the Roadmaster.

**Deed Restrictions and Easements**

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

\*The Wright Surveying representative indicated there are none.

**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.

\*The Wright Surveying representative indicated this has been approved by DEP for single family and a duplex.

**Sewage Service**

A letter from the municipality acknowledging availability and capacity of public sewer should be submitted to the Brown Township Planning Commission.

**Water Service**

A letter from the Municipal Authority of the Borough of Lewistown acknowledging availability of public water should be submitted to the Brown Township Planning Commission.

\*The Wright Surveying representative indicated this has already been approved.

**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 in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7 Section 7.302 A.23.).

\*The Wright Surveying representative indicated they are all shown.

**Other Comments:**

As noted in previous plan reviews, the plan should make reference of a zero lot line for duplexes in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 6, Section 604.1.B).

\*A member of the Subdivision and Land Development Review Committee suggested reference to a former school should be removed and reference to the Mount Nittany Physician Office should be noted.

### ***Decatur Township (Municipal Ordinance)***

Name of Plan: Wright, Randall L. & Sherry F.  
File Number: 2017-08-003  
Tax Map #: 15-11-0119  
Municipality: Decatur Township  
Applicant Name: Wright, Randall L.  
Land Owner Name: Wright, Randall L.  
Plan Preparer: Wright Land Surveying

#### **Plan Summary:**

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

#### **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 in accordance with the Decatur Township Subdivision and Land Development Ordinance (Part 6 Sections 6.302A.5., A.7., A.9. and A. 12).

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

The property is in an Agricultural Security Area and should be noted on the plan.

According to Note #6, 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**

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

#### **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.

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

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

#### **Cartway Widths**

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

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

Plan Note #4 states a municipal driveway permit is required, and a copy should be provided to the Decatur Township Planning Commission.

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

There is an existing driveway and a proposed driveway. If there is a possibility that Lot 1 will use this driveway a shared driveway agreement should be in place.

#### **Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with (Part 6 Sections 6.302.A.6. and 6.302.B.7.) of the Decatur Township Subdivision and Land Development Ordinance.

\*The Wright Surveying representative indicated there are none.

#### **DEP Sewage Planning Module**

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to the Decatur Township Planning Commission.

**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 in accordance with the Decatur Township Subdivision and Land Development Ordinance, (Part 6 Section 6.202.A.10.).

**Other Comments:**

Since part of this property is in Snyder County a signature review for the Snyder County Planning Commission should be on the plan.

\*The Wright Surveying representative indicated he will send a notice to Snyder County Planning.

Access to Lot 2 is by a driveway off of Decatur Road so that Lot 2 has not direct road frontage. Is there a right-of-way agreement in place from Lot 1 to serve Lot 2?

\*The Wright Surveying representative indicated the agreement will be part of the recorded deed.

***Decatur Township (Municipal Ordinance)***

Name of Plan: Leister, John J. & Cindy L. & Nancy J.

File Number: 2017-08-004

Tax Map #: 15-07-0114H

Municipality: Decatur Township

Applicant Name: Leister, John

Land Owner Name: Leister, John

Plan Preparer: Wright Land Surveying

**Plan Summary:**

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

**Basic Plan Information**

The tax parcel number for the abutter Cletus L. Eichen should be 15,07-0113HB not 15,07-0113HC.

**Administrative**

Although John Leister signed as the landowner, was he authorized to sign on behalf of Cindy and Nancy Leister? If so an acknowledgement from the other landowners should be provided, or they should sign the application.

**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 or property map in accordance with the Decatur Township Subdivision and Land Development Ordinance (Part 6 Section 6.302 A.5. A.7. A.9. and A.12.)

\*The Wright Surveying representative indicated he can get dimensions and place them on the plan.

**Clean & Green / Agriculture**

As noted in Note 6, 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 noted in Note 5, there are no wetlands or floodplains mapped on this parcel.

**Topographic information**

Suitability considerations should be made for this plan. It appears, according to County GIS information, only for the residual that there are steep slopes (grades over 15%) on this site and development in these should be discouraged.

**Right-of Way Widths**

Based upon the Decatur Township Subdivision and Land Development Ordinance, (Part 3 Table 1) the right-of-way width of Ertley Road and Hall Lane are substandard.

Based upon the Decatur Township Subdivision and Land Development Ordinance, (Part 3 Table 1) the right-of-way width of Leister Lane should be shown on the plan.

What assurance does the township have that the proposed fifty (50) foot right-of-way from Ertley Road will be constructed? Is there a right-of-way or easement in place?

\*The Wright Surveying representative indicated the right-of-way agreement will be in place when the deed is prepared.

**Cartway Widths**

The cartway widths of Leister and Hall Lane should be shown on the plan in accordance with the Decatur Township Subdivision and Land Development Ordinance (Part 3 Table 1).

Based upon the Decatur Township Subdivision and Land Development Ordinance, (Part 3 Table 1) the cartway width of Ertley Road is substandard.

**PennDOT HOP / Municipal Driveway Permit**

As noted on note #4 a municipal driveway permit is required, and a copy should be provided to the Decatur Township Planning Commission.

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with (Part 6 SS 602.2.A.(18) of the Decatur Township Subdivision and Land Development Ordinance.

\*The Wright Surveying representative indicated there are none.

**DEP Sewage Planning Module**

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to the Decatur Township Planning Commission.

**Water Service**

Where are the septic system and well locations for the residual? These should be noted on the plan in accordance with the Decatur Township Subdivision and Land Development Ordinance (Part 6 SS 602.2.A.(10)).

**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, in accordance with the Decatur Township Subdivision and Land Development Ordinance, (Part 6 SS 602.2.A.(10)). There appears to be a single family home on the residual.

**Other Comments:**

Lot 2 will not have direct road frontage or access to the public road system.

***Union Township (Municipal Ordinance)***

Name of Plan: Westfield Cottages, Phase 2  
File Number: 2017-08-001  
Tax Map #: 20-06-0121BA  
Municipality: Union Township  
Applicant Name: Valley View Haven  
Land Owner Name: Valley View Haven  
Plan Preparer: Sweetland Engineering & Associates, Inc.

**Plan Summary:**

Valley View Haven is proposing to construct 5 owner-occupied cottages in Fall 2017 on a 38+ acre parcel they own, adjacent to their existing facility in Union Township, Mifflin County. The 5 cottages will consist of 1 single unit building, and 2 duplex buildings. The project will extend the 22-foot wide, paved Crestview Dr for 215 feet. The proposed drive extension will be privately owned and maintained.

The site has been designed to meet both the Union Township requirements and the PA Dep NPDES stormwater requirements. The volume difference in the past 2-year storm event will be retained and infiltrated on-site. The post-development peak rates will be controlled by temporary measures including the proper staging of Earthmoving activities, construction entrances, permanent channels, compost filter socks, and the use of temporary seeding and mulching. In addition, the plan includes details and maintenance notes for trench plugs and the use of a pumped filter bag. PCSM and E&S plans have been submitted to the Mifflin County Conservation District.

The proposed design will include a gravity sewer line from the proposed cottages to the existing sanitary sewer line in Crestview Drive. The Union Township authority has provided a capacity letter and a sewage facilities planning module exemption has been submitted to PA Dep.

Water connection will be made from the existing line along Crestview Drive.

Electric and Phone/Internet/Cable companies have been contacted to provide availability to serve letters. Final construction plans will include the standards and specifications required by each utility provider.

Trash will be collected from each unit by Valley View Haven and handled through their existing facilities.

#### **Basic Plan Information**

The Engineer, Land Surveyor and Geologist Registration Law Act of May 23, 1945 D.L. 913, No 367 (L. 63 Section 2.) 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, that perimeter surveys, shall be the function of the "Professional Land Surveyor". Prior to recordation the professional land surveyors seal must be affixed to the plan.

\*The Sweetland Engineering representative indicated she will have the professional land surveyor's seal on the plan prior to recordation.

The tax parcel identified on the plan as 20,06-121B, should be identified as tax parcel 20,06-0121BA.

#### **Administrative**

The subdivision application form should be signed by the municipality.

#### **Floodplain / Wetlands**

As noted in Note 18, the site is not within a 100 year floodplain nor does it contain any designated wetland.

#### **Soils**

There are no soil types listed on the plan.

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

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

Based upon the Union Township Subdivision and Land Development Ordinance, (Article IV Section 102.1.C) the right-of-way widths of King Lane, Hartzler Drive, and Crestview Drive should be shown on the plan.

As noted in Note 17, Crestview Drive, Westfield Drive, Oliver Court, King Lane, and Hartzler Drive are private roads and do not have recorded right-of-ways.

#### **Cartway Widths**

Based upon (Article V Section 501.2.) of the Union Township Subdivision and Land Development Ordinance, the cartway widths of King Lane and Hartzler Drive are substandard.

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

A municipal driveway permit may be required for extending Crestview Drive. If required the permit number should be added to the plan. Please confirm with Union Township.

Will Crestview Drive be shared with an entity other than Valley View? If so a shared driveway agreement should be in place.

\*The Sweetland Engineering representative indicated the roads will be privately maintained by Valley View and offered to show a line delineation showing the off-street parking on the driveways.

#### **Street Names**

New address numbers must be assigned by the Mapping Department, and there is a fee for those services.

#### **Deed Restrictions and Easements**

According to the surveyor as noted in Note 19, there are no known deed restrictions or easements associated with 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 Union Township Municipal Authority acknowledging the available capacity to treat the additional sewage has been provided.

**Water Service**

A letter from the Municipal Authority of the Borough of Lewistown acknowledging availability of public water should be submitted to the Union Township Planning Commission.

**Zoning**

Multi-family dwellings are permitted in the R-S Residential Suburban District as a conditional use in accordance with the Union Township Zoning Ordinance, (Article VI Section 602.1.). Was conditional zoning approved for this extension? The proposed project is located on land zoned R-S.

\*The Sweetland Engineering representative indicated a conditional use request will be reviewed by the Union Township Planning Commission at their August 28, 2017 meeting.

The subject parcel has two zoning designations which include the R-S Residential Suburban designation, and the R-A Residential Agriculture as noted in Note 5. The zoning line should be shown on the plan.

**Land Development**

Since an extension of Crestview Drive is proposed, the plan should be reviewed by the Union Township Engineer.

Since there are no designated parking spaces depicted on the plan are the off-street parking spaces part of the garages and driveways proposed for each unit?

\*The Sweetland Engineering representative indicated there will be four off-street parking spaces per unit, two in the garage and two on the driveway.

The radius for the cul-de-sac appears to be thirty-five (35) feet. The Union Township Subdivision and Land Development Ordinance (Article V Section 501.11) states in part cul-de-sac streets shall be provided with a turnaround having an outside cartway diameter of eighty (80) feet. Will 35 feet be acceptable by Union Township? If so, this can be problematic during snow events since a thirty-five (35) feet cul-de-sac diameter is smaller than a standard diameter of between 40 to 50 feet.

For example, PennDot's requirements in order for a municipality to receive liquid fuels funds is that cul-de-sacs be at least 250 feet in length and a 40 foot radius. This provision is in accordance with PennDot's Publication 731 (07-12) improving connection and system function through local planning.

\*The Sweetland Engineering representative indicated the cul-de-sac is temporary, constructed with gravel and will be removed during the next phase of development.

**E & S / Stormwater**

The stormwater plan should be reviewed by the Union Township Engineer.

Since the projects will disturb over 1 acre of land an NPDES permit is required through the Mifflin County Conservation District.

\*The Sweetland Engineering representative indicated the NPDES permit was submitted to the Conservation District 2-3 weeks ago. She also indicated she will have written responses to the County's comments prior to August 24, 2017 and will wait to make changes to the plans after the Union Township Planning Commission reviews the plan on August 28, 2017.

\*Dan Dunmire indicated there is an existing NPDES permit and there is a major modification under review for the existing permit.

***Union Township (Municipal Ordinance)***

Name of Plan: Mathews, Thomas G. & Jean L. & Yoder, Tammy L.  
File Number: 2017-08-005  
Tax Map #: 20-02-0111  
Municipality: Union Township  
Applicant Name: Mathews, Thomas G. & Jean L.  
Land Owner Name: Mathews, Thomas G. & Jean L.  
Plan Preparer: Wright Land Surveying

**Plan Summary:**

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

**Floodplain / Wetlands**

According to Note 6, there are no wetlands or floodplains mapped on this parcel.

**Soils**

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

**Right-of Way Widths**

Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of West Back Mountain Road is substandard (Article V Section 501.2).

**Cartway Widths**

Based upon the Union Township Subdivision and Land Development Ordinance, the cartway width of West Back Mountain Road is substandard (Article V Section 501.2).

**PennDOT HOP / Municipal Driveway Permit**

As noted in note 5., a municipal driveway permit is required, and a copy should be provided to the Union Township Planning Commission.

**Deed Restrictions and Easements**

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

\*The Wright Surveying representative stated there are none.

**DEP Sewage Planning Module**

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to the Union Township Planning Commission.

**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.

\*The Wright Surveying representative indicated the parcel is a vacant field.

In accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV Section 402.1.e). The aerial from April 2017 shows several out buildings which are not shown.

***Union Township (Municipal Ordinance)***

Name of Plan: Zook, Wilmer N. & Miriam S.

File Number: 2017-08-006

Tax Map #: 20-05-0104

Municipality: Union Township

Applicant Name: Zook, Wilmer N.

Land Owner Name: Zook, Wilmer N.

Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create Lot 2 for a single-family residence to be served by no-lot sewage disposal and private well. The residual tract, Lot 1, has an existing residence with no new development proposed.

**Basic Plan Information**

All abutters should be shown on the plan, including tax map numbers in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV Section 403.1.d.).

The property was last subdivided in 1996.

**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 in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV Section 402. a.)

**Clean & Green / Agriculture**

According to Note 6, 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**

According to Note 5, this parcel is not mapped in a designated floodplain or wetland.

**Topographic information**

Suitability considerations should be made for this plan. It appears, according to County GIS information, only for the residual land that there are steep slopes (grades over 15%) on this site and development in these should be discouraged.

Topographical contours at vertical intervals should be displayed on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV Section 402.1.g.). There appears to be one contour shown but no specific elevation.

**Soils**

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

**Setback Lines**

Lot 2 is zoned Residential Agriculture and the rear setback is not less than twenty (20) percent of the Lot depth from the rear property line. This appears to be on or around twenty seven (27) feet not twenty (20) feet.

**Right-of Way Widths**

Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of Campbell Hollow should be shown on the plan in accordance with (Article IV Section 402.2.2). Campbell Hollow is also not labeled on the plan.

**Cartway Widths**

The cartway width of Campbell Hollow should be shown on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article V Section 501.2).

**PennDOT HOP / Municipal Driveway Permit**

If there is a driveway permit number associated with the existing driveway which will serve Lot #2, it should be referenced on the plan.

\*The Wright Surveying representative stated he will place the PennDot permit number on the plan.

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV Section 402.1.b and 2.b.).

\*The Wright Surveying representative stated there are none.

**DEP Sewage Planning Module**

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to the Union Township Planning Commission.

**Water Service**

Where are the locations of the water and sewer services for the residual? These should be depicted on the plan in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV Section 402.1.d. and 2.c.).

**Features**

All significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV Section 402.1.e.).

\*The Wright Surveying representative indicated they are all shown.

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 in accordance with the Union Township Subdivision and Land Development Ordinance, Article IV Section 402.1.e.).

\*The Wright Surveying representative indicated they are all shown.

#### **Zoning**

Although Note 7 indicates the property is zoned Residential Agriculture, this applies to Lot 2 and portions of the residual, while other portions have a RL Residential Limited District. These zoning designations should be shown on the plan.

#### **Public Comment**

None

#### **Other Business or Comments**

**Internet:** Joe Witmer, a Public Utility Commission representative, delivered a presentation to the Internet Advisory Committee last week. He was very pleased with the survey the committee did. Bill attended a USDA meeting today on broadband and the survey came up again as an accurate depiction of what is out there regarding internet service. Bill will also be talking to a six county consortium next week on what the committee has done as well.

**Mill Road:** The Mill Road/Electric Avenue Interchange Improvement Study will begin next week. There is a six member advisory board, which includes Cyle Vogt representing the Planning Commission, Dave Filson representing Derry Township Planning Commission, the Lewistown Borough and Derry Township Managers, and representatives from the hospital and school district. They also requested input from the local police.

**Reedsville Streetscape Project:** Bill has worked for many years with streetscape projects primarily in the Lewistown area with Transportation Alternative Program (TAP) funds. Lewistown chose not to participate this year, so Bill reached out to Brown Township to improve their downtown. They had tried to improve their core area downtown sidewalks and the project was deemed ineligible for CDBG funds, except for ADA improvements. Brown Township agreed to allow the County to be the applicant and work on an application, which is due September 22<sup>nd</sup>. Kay Semler feels this is a worthwhile and feasible project as a Brown Township resident. She was part of a volunteer group who raised money for a park area along Main Street. Brown Township will have to adopt a sidewalk ordinance and they will pay for all engineering costs for the project.

**Other Business:** Jim Lettiere added that he received a call from Denise, Township Secretary at Wayne Township regarding the Madden plan that was granted conditional approval. The township approved the plan in July and the plans were dropped off at her office by Mr. Madden's brother. He recommended she call the engineer to have the plans brought to the County for recordation before the 90 days is up.

Next month's meeting will be on passenger rail service.

#### **Adjournment**

Upon no further discussion, the meeting adjourned at 4:55 p.m. upon a motion by Dan Dunmire, which was seconded by Dave Pennebaker.