

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**THURSDAY, OCTOBER 24, 2013**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

Members

Dan Dunmire, Chair  
J. Neal Shawver, Vice Chair  
Brent Miller, Secretary  
Kent Spicher  
Jim Spendiff  
David Pennebaker  
Mario Andrie  
Michele Bair

Other

Jim Saylor, SEDA-COG  
Ed Fike

Staff

Bill Gomes, Director  
Jim Lettiere, CD Administrator/Assistant Director  
Stephanie Neff, Office/Grants Manager

**Call to Order**

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

**Record of Public Attendance**

Dan reminded everyone to sign the attendance sheet.

**Approval of Meeting Minutes**

Jim Spendiff made a motion to approve the minutes of September 26, 2013 meeting. Kent Spicher seconded the motion. All members voted aye.

**Subdivision and Land Development Review Committee Report**

There were 4 subdivision plans under municipal ordinance for which the Planning Commission provides comments: Patricia L. Aitkin in Decatur Township, Charles E. Brought in Granville Township, DAL Property Inc. in Lewistown Borough and Jonas D. & Ella M. Peachey in Menno Township.

Jim reviewed the waiver request for the Robert S. Kenepp and Betty J. Johnson in Bratton Township that was conditionally approved on August 22, 2013. Jim recommended the waiver be granted because of the shared driveway language on the plan for Brown Lane. The applicant's reason for the waiver was to show the access is not relevant to the current proposed lot addition.

Dan asked for a motion to approve the waiver request and Neal Shawver made a motion that was seconded by Jim Spendiff. All members voted aye.

Jim then reviewed the DAL Property, Inc. plan in the Lewistown Borough. He advised that at the committee meeting the borough's response was the building wall was considered landscaping. Jim advised that the Planning and Development Department does not agree with this and there is a buffer definition in the ordinance. The concern for this plan was it is surrounded by residential properties and it does nothing to buffer this additional expansion, other than the wall, which would not protect the interests of the residential properties. Jim advised that if the developer wants a waiver from this provision, he needs to ask for one. A question was then raised as to what will be done with the plan since additional comments were added. Jim explained the comments would be submitted to Chad Stafford at Penn Terra Engineering, Inc. and then they would attend the Lewistown Borough Planning Commission meeting and address it with them.

Dan asked for a motion to approve the comments/recommendations of the Subdivision Review Committee on the 4 municipal plans as well as the additional comments on the DAL Property, Inc. Neal Shawver made a motion to approve, Kent Spicher second the motion and all members voted aye.

**The Subdivision Review Committee Report:**

Name of Plan: Aitkin, Patricia L.  
File Number: 2013-10-002  
Tax Map #: 15-02-0121/15-02-0121B  
Municipality: Decatur Township (Municipal Ordinance)  
Applicant Name: Aitkin, Patricia L.  
Land Owner Name: Aitkin, Patricia L.  
Plan Preparer: Sarge Engineering and Surveying

**Action Taken:**

The County provides comments only.

**Plan Summary:**

The purpose of this plan is to add Lot A, of 7.890 acres, from the land of Patricia L. Aitkins, Tax Parcel 15-02-0121, to the land of Allen A. and Deborah E. Platzer, Tax Parcel 15-02-0121B

Review Comments (List from Review Committee):

**Basic Plan Information**

The tax parcel numbers for the abutting property owners are missing the zero digit after the second number and the zero digit before the last three numbers.

The County GIS files for tax parcel number 15,02-0120-000 shows the owners to be Robert W. Atkins not Randall E. and Rita M. Gutshall.

**Topographic information**

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

**PennDOT HOP / Municipal Driveway Permit**

A notation about the requirement stating: Any access via a State Highway to lots shown on this subdivision plan will require the issuance of a PennDOT Highway Occupancy Permit (HOP). PennDOT regulations provide that a Highway Occupancy Permit is required prior to constructing, altering or exceeding the permitted capacity for any access connected onto a State Highway. A Highway Occupancy Permit is also required prior to altering the existing pattern or flow of surface drainage or directing additional surface drainage onto or into the highway right-of-way or highway facilities. Approval of this plan neither implies nor guarantees permit approval by PennDOT.

**Deed Restrictions and Easements**

According to the surveyor, there are no known deed restrictions or easements associated with the property.

Name of Plan: Brought, Charles E.  
File Number: 2013-10-001  
Tax Map #: 17,011-0104-C  
Municipality: Granville Township (Municipal Ordinance)  
Applicant Name: Brought, Charles E.  
Land Owner Name: Brought, Charles E.  
Plan Preparer: Roth Surveying Services

**Action Taken:**

The County provides comments only.

**Plan Summary:**

The purpose of this plat is to subdivide Lot 1 and Lot 2 by plat and deed. As shown on this plat, the two lots are physically separate through various subdivisions of the original Brought parcel. Lot 1 is empty with no water or sewer, although sewer service can be attained by a lateral to the manhole in Jewel Street, at the Northeast corner of Lot 2. Lot 2 has a frame dwelling with a well and public sewer service. Lots 1 & 2 have access to US 22 by a private drive-Jewel Street.

Review Comments (List from Review Committee):

**Basic Plan Information**

According to the County GIS files the abutting property directly south of the 2.20254 acre parcel (lot 1) is owned by Donald and Carl Goss and the tax parcel number is 17,32-0805-000. The plan identifies the parcel as tax parcel 17,011-0104G being owned by Jeffrey and Susan Knepp.

The tax parcel numbers on the plan and the application lists a zero digit as the third number. The County GIS files do not contain this number.

There is no scale on the subdivision plan (Article 6 Section 6.202 2. and 6.302 a.2.) of the Granville Township Subdivision and Land Development Ordinance.

**Setback Lines**

The front yard setback in the A/R Agriculture/Residential Zoning District is forty (40) feet (Article 4 Sections 4.404 a. and c.) of the Granville Township Zoning Ordinance.

**Setback Lines**

The front setback in the R-Residential District is twenty-five (25) feet and the rear setback is twenty (20) feet (Article 4 Section 4.302 a.) of the Granville Township Zoning Ordinance.

**Right-of Way Widths**

Based upon (Article 6 Section 6.202 11.) of the Granville Township Subdivision and Land Development Ordinance, the right-of-way width of Jewel Street should be shown on the plan.

**Cartway Widths**

The cartway width of Jewel Street should be shown on the plan Article 6 (Section 6.202 11.) of the Granville Township Subdivision and Land Development Ordinance.

**Deed Restrictions and Easements**

According to the surveyor, there are no known deed restrictions or easements associated with the property.

**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.

Name of Plan: DAL PROPERTY, INC. (WILLIAM "BILL" LAKE)

File Number: 2013-10-004

Tax Map #: 06-05-200-000

Municipality: Lewistown Borough (Municipal Ordinance)

Applicant Name: DAL Property, Inc.

Land Owner Name: DAL Property, Inc.

Plan Preparer: PennTerra Engineering, Inc.

**Action Taken:**

The County provides comments only.

**Plan Summary:**

The project known as Lake Ford - Lincoln includes the demolition of 6 existing buildings, expansion of existing showrooms and parking facilities with all related infrastructure which will all drain to two onsite infiltration sumps. Construction activities will disturb approximately 0.95 acres. The project is located at the intersection of Green Avenue and South Main Street in the Borough of Lewistown, Mifflin County. Construction is scheduled to begin in the Fall of 2013 and last approximately twelve months.

Review Comments (List from Review Committee):

**Land Development**

Will the development generate fifty (50) or more peak hour trips, or three hundred (300) total trips per day? If so a traffic impact study shall be required (Part 4 Section 4.215) of the Borough of Lewistown Subdivision and Land Development Ordinance.

\*The Penn Terra Engineering representative indicated the development generates less than 50 peak hour trips and only 56 (maximum) total trips per day.

**PennDOT HOP / Municipal Driveway Permit**

As noted in note 1. of sheet number 4., 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 Borough of Lewistown Planning Commission.

\*The Penn Terra Engineering representative indicated the applications have been made. Copies of the electronic submission of the application will be provided to the County.

**DEP Sewage Planning Module**

A copy of Component 4B must be completed by the Mifflin County Planning and Development Department and the applicant must forward a completed copy to the PA DEP for processing and approval.

\*The Penn Terra Engineering representative indicated a PA DEP Notecard Planning Exemption has been provided this week for the Development (including the lot consolidation subdivision). A Component 4B is likely not warranted, as we are requesting Sewage Planning Exemption since the projected new flows is only 250 gallons per day.

#### **Land Development**

A traffic circulation diagram should be included with this plan submission, to verify adequate site circulation and should include ingress and egress locations for the development.

\*The Penn Terra Engineering representative provided a revised sheet 4 that includes a traffic circulation plan. Note 1. of the Land Development Narrative on sheet number 4 refers to two (2) buildings being razed on the east development site. The east demolition plan on sheet number 3 shows one (1) existing building to be razed. Please clarify.

\*The Penn Terra Engineering representative indicated the note and the sheet are correct. There are two (2) buildings being razed, the white/cream colored house and the garage at the northwest corner of the tract.

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

\*The Penn Terra Engineering representative indicated he will contact the Brooklyn Fire Company.

#### **E & S / Stormwater**

Has the stormwater management report been reviewed and approved by the Borough Engineer and has the Mifflin County Conservation District reviewed and approved the erosion and sedimentation control plan?

\*The Penn Terra Engineering representative indicated the Borough Engineer and Penn Terra have been in contact. The stormwater is not yet reviewed. The representative provided the County a copy of the MCCD approved erosion and sedimentation control approval letter and report card.

#### **Other Comments:**

1. Will the traffic movements in and out of the areas adversely impact South Main Street and Green Avenue traffic flows?

\*The Penn Terra Engineering representative indicated no they are the same as exists.

2. In accordance with (Part 4 Section 4.214 additional non-residential requirements E. Plans shall include a landscaping plan as provided under (Section 4.214 G.) of the Borough of Lewistown Subdivision and Land Development Ordinance. Without the installation of a landscape buffer along the northern, southern and eastern property lines, the use may adversely impact the surrounding residential development, despite the alley and right-of-way between the northern and southern areas of the development.

\*The Penn Terra Engineering representative indicated this was discussed with the Borough Zoning Officer by me and the Developer. I believe that we agreed that since the east site lies 4' lower than the neighboring tracts the retaining wall is considered the "landscaping". I will ask Mr Fink for his written agreement or other direction.

3. (Part 6 Required Improvements Section 6.100 application and 6.200 Summary of Required Improvements) set forth minimum improvement standards. Will there be any right-of-way improvements to SR 3001 (South Main Street and SR 2004 (Green Avenue), or sidewalks abutting the project site?

\*The Penn Terra Engineering representative indicated the sidewalk in areas of the development (replacement of inlets in the streets and driveway access) will be replaced as necessary per design and/or as needed, to install stormwater facilities. The detail of the sidewalk limits are shown on the plans and on the HOP plans which we will supply you a copy for your records.

4. Has a Community Impact Analysis been completed as part of this land development plan, as defined in part 2 Definitions, of the Borough of Lewistown Subdivision and Land Development Ordinance?

\*The Penn Terra Engineering representative stated no and asked if we could direct him to the page location or provide him a copy of the Ordinance?

5. Does the waiver request not to infiltrate stormwater into the ground, include not meeting state water quality standards or requirements, or meeting special requirements for high quality and exceptional value watersheds (Section 10. 303. Waivers) of the Borough of Lewistown Subdivision and Land Development Ordinance?

\*The waiver is not for water quality and the drainage area to the Juniata is not a high quality or exceptional value watershed.

Name of Plan: Peachey, Jonas D. & Ella M.

File Number: 2013-10-003

Tax Map #: 18-04-106 /106A

Municipality: Menno Township (Municipal Ordinance)

Applicant Name: Peachey, Jonas D. & Ella M.

Land Owner Name: Peachey, Jonas D. & Ella M.

Plan Preparer: Wright Land Surveying

**Action Taken:**

The County provides comments only.

**Plan Summary:**

This plan proposes to create Lot Addition A to be transferred between two properties owned by Jonas D. Peachey. No development is proposed. The residual tract has two existing dwellings with no new development proposed. Lot Addition A consisting of 0.525 acres is to be added onto land owned by Jonas D. Peachey. Lot addition A is a lot addition and shall become an integral part of the property owned by Jonas D. Peachey to make a total of 1.054 acres. Lot Addition A is not a building lot and cannot be maintained or developed as a separate individual lot.

Review Comments (List from Review Committee):

**Basic Plan Information**

The tax parcel numbers on the application and the labels on the plan are missing the zero digit before the last three numbers. Please add these digits to the tax parcel numbers. The absence of the zeros creates inaccuracies within our plan tracking software.

**Clean & Green / Agriculture**

As noted on note 4., 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**

The plan should note whether or not the site lies within a 100 year floodplain or designated wetland. (See Article 6 Section 6.202 a.14.) of the Menno Township Subdivision and Land Development Ordinance.

**Soils**

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

**Right-of Way Widths**

Based upon the ( Article 3 Table 1) of the Menno Township Subdivision and Land Development Ordinance, the right-of-way width of Hemlock Lane is substandard.

**Cartway Widths**

Based upon (Article 3 Table 1) of the Menno Township Subdivision and Land Development Ordinance, the cartway width of Hemlock Lane is substandard.

**Private Street / Shared Driveway**

Does the language in the deeds for lots 1, 2, and lot addition A provide for joint access of Hemlock Lane?

\*The Wright surveying representative stated yes.

**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. 13.) of the Menno 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.

**Lot Addition**

Please label the acreage for lots 2 and 3.

**Public Comment**

There was no public comment.

**Other Business or Comments**

Bill advised that he received a request from Brown Township asking to rezone some property from industrial to commercial. Brown Township will be proposing another site to be industrial near Barrville Road at a later date. Bill said he brought this to the Planning Commissions attention to see if they had any objections to the rezoning. No objections were made. Bill will be writing a letter in regards to the proposal’s consistency with the County Comprehensive Plan.

Bill also mentioned that 3 members of the Planning Commission, some staff from the Planning and Development Department and the wind companies had a meeting on October 23, 2013. Bill said they had an interesting meeting and they got a good perspective on what the wind companies would like to do.

**Adjournment**

At 4:00 p.m. Dan announced that the meeting would temporarily adjourn so that everyone could move to Meeting Room A for the Mifflin County Comprehensive Plan Public Meeting. Brent Miller made a motion to adjourn that was seconded by Mario Andrie.

The County Planning Commission meeting then went to a public meeting to hear a presentation by Michelle Brummer of Gannett Fleming to review the Comprehensive Plan update. She presented a detailed power point presentation to the approximately 25 people in attendance. Questions raised by those in attendance involved increased recreational opportunities particularly in Lewistown and concerns over the proposed wind turbines on Jacks Mountain. The meeting adjourned at 5:30 p.m.