

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
THURSDAY, OCTOBER 27, 2011
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

Susan Heimbach, Chair
Dan Dunmire, Vice Chair
Jim Spendiff
Michele Bair
Brent Miller
Neal Shawver
Kent Spicher

Other

Lonnie Griffith, Bratton Township
Stanley Collins, Bratton Township
Mike Piaskowski, PA DCNR
Lucas Parkes, The EADS Group
Monique Drew, The Sentinel

Staff

Bill Gomes, Director
Mark Colussy, Associate Planner

Call to Order

Susan Heimbach, Chair, called the meeting to order at 3:34 p.m.

Record of Public Attendance

Susan reminded everyone to sign the attendance sheet.

Approval of Meeting Minutes

Dan Dunmire made a motion to approve the minutes of September 22, 2011 meeting. Jim Spendiff seconded the motion. All members voted aye.

PA DCNR Programs to Assist with County Greenway, Open Space and Rural Recreation Plan Implementation

Mike Piaskowski, Recreation and Parks Advisor, PA DCNR Bureau of Recreation and Conservation, spoke on the implementation of the County Open Space and Greenway Plan in relation to the establishment of a boat launch in Bratton Township. Representatives from Bratton Township, Lonnie Griffith and Stanley Collins, were present to hear this presentation.

Mr. Piaskowski gave an overview of the DCNR's Bureau of Recreation Conservation's Community Conservation Partnerships Program (C2P2) and how it can be used to acquire land, study and develop natural assets for recreational and conservation purposes.

Subdivision and Land Development Review Committee Report

Dan Dunmire reported that the Subdivision and Land Development Review Committee reviewed seven plans. There was one plan under the Mifflin County Subdivision and Land Development Ordinance for which the Planning Commission is responsible for the approval: William R. Booth Estate in McVeytown Borough. There were six plans under municipal ordinances for which the Planning Commission provides recommendations to the municipalities: Solomon J. & Mary Yoder in Brown Township, Thomas C. Yeager-Marker in Derry Township, Darren Peachey and Samuel L. Swarey in Menno Township, Jeremiah D. Ruth in Oliver Township and John Reed Rodgers in Union Township.

Mark Colussy said he wanted to discuss the Darren Peachey and Samuel L. Swarey subdivisions that are directly across the road from each other in Menno Township and are almost identical plans. These plans are both proposing lot additions. Both properties have seven lots with houses on most all of them. Each property will receive about a quarter acre lot addition. Mark mentioned the plan shows both public water and wells on the lots. Brent Miller explained that DEP is pushing to run Lewistown water from Belleville to Whitehall. To avoid this, the property owners are going to disband the current water system in Whitehall and drill private wells. This involves around 32 households. Mark also said he has not received a signed application for these subdivisions.

The next plan for discussion was Jeremiah D. Ruth in Oliver Township. The property includes a house and a large pole barn for agricultural purposes. Since then he has purchased a tire business and wants to convert the existing pole barn to a tire shop with a small office and washroom. Mark said the driveway should be widened since there will be two-way traffic. There were several other comments from the review committee to be addressed.

Mark said Bill attended the Derry Township Planning Commission meeting. He said apparently Bill Sarge had addressed most of the comments to the Yeager-Marker plan so Mark will revise his comments.

Dan Dunmire asked for a motion to approve the comments/recommendations of the review committee for the six municipal plans with updates. Jim Spendiff made a motion and Dan seconded the motion. All members voted aye.

Dan Dunmire made a motion to conditionally approve the William R. Booth Estate subdivision plan in McVeytown Borough, and Brent Miller seconded the motion. All members voted aye.

The Subdivision Review Committee Report:

Name of Plan: Yoder, Solomon J. & Mary D.

File Number: 2011-10-007

Tax Map #: 14-06-102C/14-06-107

Municipality: Brown Township (Municipal Ordinance

Applicant Name: Yoder, Solomon J.

Land Owner Name: Yoder, Solomon J.

Plan Preparer: Wright Land Surveying

Action Taken: The County provides comments only.

Plan Summary: This plan proposes to add two lot additions from the lands of Solomon J. Yoder to the lands of Christ B. Yoder. No new development is proposed.

Review Comments (List from Review Committee):

Clean & Green / Agriculture

As noted on the plan, the parcel (T.M. 14-6-102C) 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. (Soil: HaB, HcB, MuB)

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 surveyor, there are no known deed restrictions or easements.

DEP Sewage Planning Module

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

A non-building declaration should be on the plan.

Sewage Service

Sewage service information for Lot 1 should be shown on the plan. (See section 7.302.A.11 of the Brown Township Subdivision and Land Development Ordinance)

Water Service

Water service information for Lots 1 and 2 should be shown on the plan. (See section 7.302.A.11 of the Brown Township Subdivision and Land Development Ordinance)

*According to the surveyor, Lot 1 is served by offsite mountain water. This should be noted on the plan.

Lot Addition

The combined acreage of Lot 2 and Lot Additions A and B should be provided on the plan.

Features

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. (Brown Township Subdivision and Land Development Ordinance, Section 7.302.A.20)

Other Comments:

1. Lot Addition A and B should be consolidated and added at the same time. The way this plan is presented, it looks as if it is intended to circumvent Clean and Green Roll Back taxes. What is the timing for the recordation of deeds for Lot Addition A and B?

*According to the surveyor, Lot Addition A is to occur in December of 2011 and Lot Addition B is to be added in January of 2012, which the surveyor has agreed to note on the plan. Normally, it is recommended that if this is being done, that separate plans be prepared in each calendar year.

Name of Plan: Yeager-Marker, Thomas C. & Randie E.

File Number: 2011-10-002

Tax Map #: 16-09-104A/16-09-104AA

Municipality: Derry Township (Municipal Ordinance)

Applicant Name: Yeager-Marker, Thomas C. & Randie E.

Land Owner Name: Yeager-Marker, Thomas C. & Randie E.

Plan Preparer: Sarge Engineering and Surveying

Action Taken: The County provides comments only.

Plan Summary: The purpose of this plan is to consolidate two adjoining lots owned by Thomas C. Marker. Tax Parcel 16-09-104A, of 2.000 acres, will be joined with Tax Parcel 16-09-104AA, of 8.031 acres. The new combined Parcel will contain 10.031 acres, with an existing single-family residence.

Review Comments (List from Review Committee):

Start Notes

The original plan, dated 9/20/11 was reviewed on 10/20/11 at the Review Committee Meeting. A revised plan, dated 10/26/11 was then submitted at the Derry Township Planning Commission meeting on 10/27/11. The following comments have been revised to reflect the revised plan.

Soils

According to the County GIS files, some portion of this property appears to have prime farmland soils. (HhB, BuB) Right-of Way Widths

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

The right-of-way width of Canine Creek Lane does not meet the road provisions of the Derry Township Subdivision and Land Development Ordinance (Section 504.2). Since the parcel has the potential for future development, road improvements should be considered prior to further development. At a minimum additional right of way should be provided by the applicant as a condition if there is future development along this road.

Cartway Widths

The cartway width for Stimely Road should be shown on the plan (Derry Township Subdivision and Land Development Ordinance, Section 403.2.G).

The cartway width of Canine Creek Lane does not meet the road provisions of the Derry Township Subdivision and Land Development Ordinance (Section 504.2). 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.

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.

*According to the surveyor, there is no change in access proposed.

**This has been noted on the revised plan dated 10/26/11.

Private Street / Shared Driveway

It appears that this property is served by a shared driveway (Canine Creek Lane). 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."

*According to the surveyor, an agreement already exists in Instrument Number 2009-5770, which is referenced on the plan.

Deed Restrictions and Easements

The reference to where the existing 15' Sewage Easement is recorded should be listed on the plan. (See section 403.3.L of the Derry Township Subdivision and Land Development Ordinance)

*According to the surveyor, the reference to the easement couldn't be found, but he will look into it again.

**The easement has been listed as unrecorded on the revised plan dated 10/26/11.

Water & Sewage Service

The water and sewage providers should be listed on the plan.

**This has been noted on the revised plan dated 10/26/11.

The cleanout symbol on the plan should be added to the legend.

**This has been added on the revised plan dated 10/26/11.

Water Service

Note 5 on the plan states the area is served by public water, yet a lateral is not shown connected to the house. There is also a well on the property. What is this property served by? This should be clear on the plan.

*According to the surveyor, the property is served by the well. The waterline just traverses the property. This should be specified on the plan. **This has been noted on the revised plan dated 10/26/11.

Name of Plan: William R. Booth Estate
File Number: 2011-10-001
Tax Map #: 10-00-126
Municipality: McVeytown Borough (County Ordinance)
Applicant Name: Kauffman, Betty B., Administratrix
Land Owner Name: Kauffman, Betty B., Administratrix
Plan Preparer: Sarge Engineering and Surveying
Action Taken: The County approved the plan.
Plan Summary: The purpose of this plan is to subdivide and eliminate Mifflin County Tax Parcel 10-00-126, owned by the William R. Booth Estate. Lot A will be added to the adjoining land of George R. and C. Jill Welsh, Mifflin County Tax Parcel 10-00-127. Lot B will be added to the adjoining land of Dennis L. and Terri L. Miller, Mifflin County Tax Parcel 10-00-128.
Review Comments (List from Review Committee):
Right-of Way Widths
Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way width of East Criswell Street is substandard (Section 4.204.F).
Cartway Widths
Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway width of East Criswell Street is substandard (Section 4.204 F).

Name of Plan: Peachey, Darren
File Number: 2011-10-004
Tax Map #: 18-09-103/18-13-100/18-09-103A-E/18-13-101A
Municipality: Menno Township (Municipal Ordinance)
Applicant Name: Peachey, Darren
Land Owner Name: Peachey, Darren
Plan Preparer: Taptich Engineering and Surveying
Action Taken: The County provides comments only.
Plan Summary: This project involves the creation of 7 Lots which will be "added to" the existing adjacent lots as shown. No new stand-alone lots are being created. The proposed lots are to be incorporated into the existing lots and are not to be developed or conveyed separately.
Review Comments (List from Review Committee):
Administrative
The subdivision application form should be signed by the municipality.
Clean & Green / Agriculture
The property is in an Agricultural Security Area and should be noted 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.
Topographic information
Topographical contours should be asked to be waived since this project only involves lot additions.
Soils
Note 6 on the plan appears to be incorrect. According to County GIS data, there are more soils than one on the property, and PE is not one of them. This should be updated with accurate soils information.
According to the County GIS files, some portion of the residual property appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan.
According to the County GIS files, some portion of this property appears to have prime farmland soils. (HcB, HaB)
Right-of Way Widths
Is Quiet Meadow Lane and Whitehall Street on an established right-of-way easement? If so, based upon the Menno Township Subdivision and Land Development Ordinance, the right-of-way width should be shown on the plan. (Section 6.302.a.6).
Cartway Widths
The cartway width of Quiet Meadow Lane and Whitehall Street should be shown on the plan (Menno Township Subdivision and Land Development Ordinance, Section 6.202.a.11).
Private Street / Shared Driveway
All properties that utilize a private drive should reference a shared driveway agreement. If one does not exist, one is recommended to be established. The language should state the following: "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
The road names of the two existing gravel lanes shown on the plan should be listed on the plan. According to 911 records, the road names are Quiet Meadow Lane and Whitehall Street.
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 "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

Existing sewage service information should be provided for all properties involved in this subdivision.

Water Service

Are the wells shown on Lots 1-3 and 5-7 privately established with no easement? Why are they not on the grantee properties of the lot additions? Why is Lot 4 different than the others? What serves the Lenorah Unruh property? Water service to all properties affected on the plan should be clearly indicated and/or noted 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 residual lot and all grantee properties of the lot additions. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Menno Township Subdivision and Land Development Ordinance Sections 6.302.a.5, 7, 9, and 12) Acreage information for all grantee properties of Lots 1 - 7 should be provided on the plan, as well as combined acreage with Lots 1 - 7.

Features

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

Other Comments:

1. The site delineated on the Location Map seems to reflect a different area than what is being proposed. The location map seems to be the same location map as the map shown on the Swarey plan, indicating the same site. The two sites should be separate. Please revise.
2. The plan application states the total area is 100 acres and the residual lot is 98 acres. Lots 1 - 7 add to be 1.5131 acres. The plan lists the residual acreage as +/- 100 acres. Should this be 100 acres, 98 acres, or 98.9869 acres? Please confirm.
3. This plan has been copyrighted prior to it being approved and recorded.

Name of Plan: Swarey, Samuel L.

File Number: 2011-10-005

Tax Map #: 18-10-115/18-13-114/118/117/116/113/111/112

Municipality: Menno Township (Municipal Ordinance)

Applicant Name: Swarey, Samuel L.

Land Owner Name: Swarey, Samuel L.

Plan Preparer: Taptich Engineering and Surveying

Action Taken: The County provides comments only.

Plan Summary: This project involves the creation of 7 Lots which will be "added to" the existing adjacent lots as shown. No new stand-alone lots are being created. The proposed lots are to be incorporated into the existing lots and are not to be developed or conveyed separately.

Review Comments (List from Review Committee):

Administrative

The subdivision application form should be signed by the municipality.

Clean & Green / Agriculture

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

Topographic information

Topographical contours should be asked to be waived since this project only involves lot additions.

Soils

Note 6 on the plan appears to be incorrect. According to County GIS data, there are more soils than only one on the property and PE is not one of them. This should be updated with accurate soils information.

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

Private Street / Shared Driveway

Is the proposed access easement to be used by multiple properties (Lots 5 and 7)? 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."

Why is the private access only 23.95 feet in width? The cartway width of the private drive should be shown on the plan. (See section 6.202.a.11 of the Menno Township Subdivision and Land Development Ordinance)

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

Existing water and sewage service information should be shown as noted on the plan for all properties involved.

Lot Addition

A lot addition is considered a consolidation and therefore, results in the creation of two new lot configurations. Lot consolidation meets the definition of a subdivision according to the Municipalities Planning Code. Under these circumstances new deeds must be developed as part of the property transfer process and adequate information must be available in order to develop an accurate property description. The parent and recipient lots will still meet the Subdivision and Land Development Ordinance requirements. Property boundary information should be shown for the entire property. Currently, no boundary information is provided for the residual property, nor the grantee properties of the lot additions. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Menno Township Subdivision and Land Development Ordinance Sections 6.302.a.5, 7, 9 and 12) A lot combination symbol (Z) should be on the plan showing each lot addition lot being added to the associated grantee property.

The acreage of all the grantee properties of the lot additions should be shown on the plan, as well as the acreage with the associated lot addition.

Features

All significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan.

(Menno Township Subdivision and Land Development Ordinance, Section 6.202.a.10)

Other Comments:

1. The site outlined on the location map does not seem to accurately reflect the site of the subdivision. The location map seems to show part of the Peachey plan that was submitted. The site location map should only indicate the site of the current proposal. Please revise.
2. The plan application states the total area is 80 acres, and the residual lot being 75 acres. Lots 1 - 7 have been calculated to be 1.9229 acres. The plan lists the residual acreage as 80 acres. Is this correct or should it be 78.0771 acres? Please confirm. Where did the 75 acre number originate?
3. The residual property shown on the overall tract map does not match county assessment records. Please confirm the configuration.
4. This plan has been copyrighted before it has been approved and recorded.

Name of Plan: Ruth, Jeremiah D.

File Number: 2011-10-006

Tax Map #: 19-07-105J

Municipality: Oliver Township (Municipal Ordinance)

Applicant Name: Ruth, Jeremiah D.

Land Owner Name: Ruth, Jeremiah D.

Plan Preparer: Wright Land Surveying

Action Taken: The County provides comments only.

Plan Summary: This plan proposes to transform an existing agricultural building into a commercial tire shop. No new construction or earth disturbance is proposed. All building renovations are to meet building codes. A new wash room for the shop and office will be served by a permitted holding tank.

Review Comments (List from Review Committee):

Clean & Green / Agriculture

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

As noted 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.

Topographic information

More detailed contour information should be provided, at least around the tire shop.

Soils

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

Right-of Way Widths

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

Cartway Widths

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

The cartway width of Cattle Drive does not meet the road provisions of the Oliver Township Subdivision and Land Development Ordinance (Table 1). Road improvements are recommended since the drive will change land uses.

Additional cartway should be provided by the applicant at a minimum to the tire shop. Also, Cattle Drive may need to be looked at by the Township Roadmaster to determine if it is adequate for commercial traffic.

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

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

According to the surveyor, there is no sewage module needed since sewage will be held in a holding tank and the flow will be less than 800 gallons a day. This should be re-confirmed with the DEP.

Sewage Service

The plan shows a proposed holding tank, yet the narrative states it is a permitted holding tank. Has a permit already been issued, but the tank has not been installed yet?

*According to the surveyor, the tank is installed, but the paperwork hasn't been approved yet.

Water Service

The plan should indicate proposed well site locations, or at a minimum the well isolation distance from the proposed septic system. (Oliver Township Subdivision and Land Development Ordinance, Section 6.302.a.11)

Land Development

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

Parking provisions should be indicated on the plan.

A traffic circulation diagram should be included with this plan submission to verify adequate site circulation. The square footage and building dimensions should be supplied for the Tire Shop.

E & S / Stormwater

No new impervious surface is being proposed and stormwater controls will not be installed. Also, since no earth disturbance is to occur: according to the surveyor, the Conservation District is not requiring and E & S plan either.

Name of Plan: Rodgers, John Reed

File Number: 2011-10-003

Tax Map #: 20-9-105

Municipality: Union Township (Municipal Ordinance)

Applicant Name: Rodgers, John Reed

Land Owner Name: Rodgers, John Reed

Plan Preparer: Taptich Engineering and Surveying

Action Taken: The County provides comments only.

Plan Summary: No Narrative provided.

Review Comments (List from Review Committee):

Administrative

The plan application is incomplete and should be completed and submitted.

Basic Plan Information

A plan narrative should be placed on the plan and should be a brief description stating the purpose of the project. The date on the plan states "December 2010," and does not show a revision date. This plan was submitted on 10/7/11. A revised date should be on the plan.

Subdivision Information

The total residual tract property boundary information should be shown on the plan. (Union Township Subdivision and Land Development Ordinance, Section 402.1.a). The plan seems to show a previous subdivision plans configuration that does not affect the current proposal, which confuses the current submission. It is recommended that only the lots affected are shown on the plan.

Clean & Green / Agriculture

Plan Note 3 is inappropriate. The parcel is enrolled in the Clean and Green program and there is rollback tax potential with this proposal. 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.

Topographic information

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

Soils

Soils information should be shown on the plan. (Union Township Subdivision Ordinance, Section 401.4) According to the County GIS files, some portion of this property appears to have prime farmland soils. (HaB, HcB, Bub, No)

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).

PennDOT HOP / Municipal Driveway Permit

A PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)). A copy of the permit should be provided to the Union Township Planning Commission. A Clear Sight Triangle and Sight Distances should be shown on the plan for any new access onto a State Route. Since a new access will likely be required, 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.

Private Street / Shared Driveway

The plan shows a proposed private drive easement. 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 Sections 401.1 and 402.2.b of the Union Township Subdivision and Land Development Ordinance.

DEP Sewage Planning Module

A subdivision proposing more than 10 lots from the parent parcel is considered a major subdivision. A DEP Component 2 Form should be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

According to our records, there is a High Quality (H.Q.) stream on residual property. This should require a water quality study to be completed and the applicant should contact the DEP.

Signature Blocks on Plan

The Mifflin County Review Certificate is not on the plan.

Features

According to aerial photography, there are structures on the residual property. All significant man-made features, including buildings, water and sewer lines, petroleum lines, electric poles, telephone lines, fence lines, historic features, culverts, etc. should be shown on the plan. (Union Township Subdivision and Land Development Ordinance, Section 402.1.e)

Based on County GIS information, Frog Hollow Run traverses the property. All significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan. (Union Township Subdivision and Land Development Ordinance, Section 402.1.e)

Zoning

Zoning information should be stated on the plan.

Other Comments:

1. This plan has been copyrighted prior to it being approved and recorded.

Public Comment

Monique Drew was introduced as the new representative from The Sentinel. Susan welcomed Monique and thanked her for coming.

Other Business or Comments

Bill mentioned nine proposals received for bids for the Comprehensive Plan. The review committee, consisting of Jim Spendiff, Dan Dunmire, Bill Gomes, Jim Saylor and Commissioner Sunderland, will be meeting in November to interview the consultants.

Dan Dunmire gave an update on the Chesapeake Bay Strategy in which the pollution reductions would be broken down to the county level. He received a draft and will be attending a meeting in Ebensburg on November 1, 2011 to discuss these limits. This concerns agriculture and stormwater. He said EPA wants 60% of these limits to be in place by 2017. Dan said they will revisit these goals every two years and if the state is not meeting the reduction goals, EPA will start procedures to enforce them.

Adjournment

Jim Spendiff made a motion to adjourn the meeting, and Dan Dunmire seconded the motion. The meeting adjourned at 5:10 p.m.

dpb