

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**THURSDAY, NOVEMBER 18, 2010**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

**Members**

Jim Spendiff, Chairman  
Dan Dunmire, Vice Chairman  
John Pannizzo, Secretary  
Neal Shawver  
Kent Spicher  
Brent Miller

**Other**

Phil Lucas, Emergency Management

**Staff**

Bill Gomes, Director  
Mark Colussy, Associate Planner  
Millie Sunderland, Office Manager/Grants Manager

**Call to Order**

Jim Spendiff, Chairman, called the meeting to order at 3:35 p.m.

**Record of Public Attendance**

Jim reminded everyone to sign the attendance sheet.

**Approval of Meeting Minutes**

Jim asked if anyone had any changes or corrections to the meeting minutes of October 28, 2010. With no changes or corrections, Jim stated that the minutes would stand approved as written.

**Hazard Mitigation Plan Annual Evaluation**

The Hazard Mitigation Plan Steering Committee attended the meeting to conduct the annual evaluation of the Mifflin County Hazard Mitigation Plan. Phil Lucas gave an update on the non-structural projects in the plan. Phil indicated which projects were completed, in progress, had limited progress and had no action, as well as projects that were deferred to other agencies or organizations for action. He also discussed next steps for the non-structural projects. There was some discussion about the Special Needs software. Phil indicated that only four or five individuals took advantage of the registry in Mifflin County over the past 18 months. Bill mentioned MH/MR was planning to check into it further for possible use. Phil stated that the registry would continue to be supported for now and would be re-evaluated at the time of the five-year plan update to determine whether it is cost effective to continue it any further.

Bill Gomes gave an update on the structural projects in the plan. Bill indicated the Planning and Development Department requested information from the municipalities on the 32 structural projects. Updated information from the municipalities was discussed, and one new project was added. A summary of the evaluation and update will be submitted to the Pennsylvania Emergency Management Agency (PEMA).

**Subdivision and Land Development Review Committee Report**

Dan Dunmire reported that the Subdivision and Land Development Review Committee reviewed nine plans. There was one plan under the Mifflin County Subdivision and Land Development Ordinance. The Subdivision Review Committee recommended conditional approval of the Gerald J. Cramer plan in Wayne Township.

There were eight plans under municipal ordinances for which the Planning Commission provides recommendations only. The Subdivision Review Committee recommended approval of the comments and recommendations for the following plans: William J. and Vicki D. Rupp, Jr. plan in Brown Township, Jason L. Leister plan in Derry Township, James R. Goodwin, Jr. plan in Granville Township, Norman M. Kanagy plan in Menno Township, Paul J. Zook plan in Menno Township, Emmanuel J. Peachey plan in

Union Township, Douglas S. Smoker plan in Union Township, and Noah E. and Annie M. Yoder plan in Union Township.

Mark Colussy reviewed the comments and recommendations for the Jason L. Leister plan in Derry Township. He discussed the inadequate road access serving several of the properties.

Mark discussed the James R. Goodwin, Jr. plan in Granville Township. He pointed out there was no north arrow on the plan and discussed the comments. There was some discussion about the need for lot access clarification.

Mark briefly overviewed the Douglas S. Smoker plan in Union Township. He reviewed the comments and discussed access concerns to the public road system and to the residual property.

The Norman M. Kanagy plan in Menno Township was also discussed. Mark mentioned this was the same plan that had been submitted and reviewed three months prior. Brent Miller indicated the plan had not yet been submitted to the Township.

Dan briefly overviewed the remaining plans that were reviewed.

Dan Dunmire made a motion to conditionally approve the Gerald J. Cramer under the County ordinance. Kent Spicher seconded the motion. All members voted aye.

Dan Dunmire made a motion to approve the comments and recommendations for plans under municipal ordinances. John Pannizzo seconded the motion. All members voted aye.

#### Subdivision Review Committee Report:

**Name of Plan:** Rupp, William J., Jr. & Vicki D.      **Municipality:** Brown Township (Municipal Ordinance)  
**File Number:** 2010-11-002      **Tax Map #:** 14-03-413  
**Applicant Name:** Rupp, William J., Jr. & Vicki D.      **Land Owner Name:** Rupp, William J., Jr. & Vicki D.  
**Plan Preparer:** Wright Land Surveying

Action Taken: The County provides comments only.

Plan Summary: No Narrative provided.

#### Review Comments (List from Review Committee):

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

Topographic information - Topographical contours at vertical intervals should be displayed on the plan (Brown Township Subdivision and Land Development Ordinance, Section 7.302. A23.)

Soils - Soils information is not shown on the plan. (Brown Township Subdivision Ordinance, Section 7.302. A10). Considering this property is served by public sewer, this provision might be asked to be waived.

Setback Lines - It does not appear the side setback lines are shown correctly on the plan. The setback requirements should have a total of a 15' setback. The plan shows the setback as 5'. Should the setback be 7.5' on each side?

Private Street / Shared Driveway - Are the two multi-family residences utilizing a shared driveway? If so, a shared driveway agreement may be needed.

Deed Restrictions and Easements - According to Note 5 on the plan, there are deed restrictions in place and the plan also shows easements traversing the property.

DEP Sewage Planning Module - If the project is to utilize public sewer, a DEP Component 3, or Exemption from Sewage Planning (Mailer), should be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form. \*According to the surveyor, this may have already been done. This should be confirmed.

Water & Sewage Service - A letter from the municipality acknowledging availability of public water and public sewer should be submitted to the Brown Township Planning Commission. \*According to the surveyor, this may have already been done. This should be confirmed.

#### Other Comments:

Is the multi-family residence existing or proposed? This should be noted on the plan. Also, are the utility lines and driveway in place already?

**Name of Plan:** Leister, Jason L.  
**File Number:** 2010-11-003  
**Applicant Name:** Leister, Jason L.

**Municipality:** Derry Township (Municipal Ordinance)  
**Tax Map #:** 16-13-12B  
**Land Owner Name:** Leister, Jason L.

**Plan Preparer: Taptich Engineering and Surveying**

Action Taken: The County provides comments only.

Plan Summary: This project involves the subdivision of one (1) lot from the lands of Jason Leister. Lot #1 is presently vacant and is proposed to be developed with a single family residential dwelling. The proposed house will be served with an on-lot sewage disposal system and domestic water from a privately owned, individually drilled well. Access to Lot #1 will be via a proposed 50' private right-of-way crossing the lands of the Ellinger and the Residue. This access road will be privately owned and maintained by the parties using it. The Residue is currently developed with a single family house, served by an on-lot sewage disposal system, private well and miscellaneous out buildings. Access to the residue will be via the existing driveway from Bargo Lane.

Review Comments (List from Review Committee):

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

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.

Setback Lines - The setback lines should be shown on the plan as prescribed in the Derry Township Subdivision and Land Development Ordinance (Section 403.2.K).

Right-of Way Widths - Based upon the Derry Township Subdivision and Land Development Ordinance, the right-of-way width of Bargo Lane is substandard (Section 504.2).

Cartway Widths - The cartway width of Bargo Lane does not meet the road provisions of the Derry Township Subdivision and Land Development Ordinance (504.2). Since future development is proposed, road improvements should be considered.

Private Street / Shared Driveway - 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."

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

Zoning - Additional Zoning information, such as lot coverage, road frontage, minimum lot size, etc., should be provided on the plan.

Other Comments:

1. General Note 4 on the plan does not seem appropriate. Development appears to be proposed.
2. The plan is entitled a sewage facilities planning exhibit and not a subdivision. This should be revised.
3. Bargo Lane is considered a Township Road up to the existing Leister house, which is shown on the plan. However, according to County GIS information, Bargo Lane continues as a private drive along what the plan shows as an off-shoot called an existing 12' gravel road with a proposed 50' Right-of-Way (ROW). The proposed 50' ROW leads halfway through the residue property to proposed Lot 1, which creates the potential for additional future subdivision. However, the private drive continues up the mountain to serve several other properties than just the Leister property to terminate at what appears to be a camp on the John J. & Randy Leister property (T.M. 16-14-116). The plan should label the private drive as Bargo Lane if this is what it is considered and if not, it will need to be named in the GIS Department of the County.
4. The plan incorrectly shows the cartway width of the township road, Bargo Lane, as 15 feet. The cartway width is only 12', and this should be revised on the plan. Also, the private road that splits off of Bargo Lane has an inadequate cartway. The plan labels this as a 12' gravel lane. Based upon a site visit of the property, this lane is no wider than 9' and this should be revised on the plan. This cartway width is far too narrow handle two-way traffic and could also cause an impediment for Emergency Service Vehicles unless the road is widened. Additional cartway width should be provided since development is proposed and this should be considered as part of the approval.
5. According to section 509.2 of the Derry Township Subdivision and Land Development Ordinance, no subdivision will be approved on a private drive if more than 2 lots already front on such a street or road. Since the private drive will serve the residual property, proposed Lot 1, as well as several other properties, this private drive will exceed this requirement. Also, according to Section 503.4 of the Derry Township Subdivision and Land Development Ordinance, all portions of a tract shall be accessible and streets providing access shall be improved to the limits of the subdivision and land development ordinance and improved to Township Specifications. Road improvements to the private drive will need to be conducted prior to subdivision and land development activity.
6. Considering that the plan proposes a new right-of-way and others already use the gravel road, shouldn't a right-of-way already exist? Please confirm if an easement already exists. Additionally, since the private drive traverses the abutting Ellinger property (T.M. 16-14-111), is there a clear easement or right of way agreement in place to allow this access?
7. Based upon a site visit of the property, there are no road signs indicating what a private road is and what a public road is. Road signage should be considered in this area to make clear what is private and what is public, as well as where new private drives begin.

**Name of Plan: Goodwin, James R., Jr.**

**Municipality: Granville Township (Municipal Ordinance)**

**File Number: 2010-11-004**

**Tax Map #: 17-15-102**

**Applicant Name: Goodwin, James R., Jr.**

**Land Owner Name: Goodwin, James R., Jr.**

**Plan Preparer: Taptich Engineering and Surveying**

Action Taken: The County provides comments only.

Plan Summary: This project involves the subdivision of one (1) lot from the lands of James R. Goodwin Jr. Lot #1 currently houses a single family dwelling unit. Lot #1 is intended to be a stand alone lot. There are no changes proposed to the lot access. Likewise, there are no improvements proposed.

Review Comments (List from Review Committee):

Start Notes - This property was previously subdivided in 1997 and in 1993.

Basic Plan Information - A North arrow should be on the plan. (Granville Township Subdivision and Land Development Ordinance, Section 6.302.a.2)

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. (Granville Township Subdivision and Land Development Ordinance Sections 6.302.a.5, 7, 9 and 12). The overall tract map appears detailed enough that this information should be available.

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.

Right-of Way Widths - Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way width of Race Track Road is substandard (Table 1). Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way width of Hennie Lane should be shown on the plan. (Section 6.302.a.6).

Cartway Widths - Based upon the Granville Township Subdivision and Land Development Ordinance, the cartway width of Race Track Road is substandard (Table 1). The Residue is presently vacant. The cartway width should be shown on the plan for Hennie Lane, the existing driveway on proposed Lot 1 (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.11).

PennDOT HOP / Municipal Driveway Permit - A notation about the requirement stating: Any new 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 - 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 - According to County GIS information, it appears that the driveway shown on the plan accessing proposed Lot 1 is named Hennie Lane. This should be labeled on the plan.

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 6.302.a.6 and 6.302.b.7 of the Granville Township Subdivision and Land Development Ordinance. Is there an access easement in place for Hennie Lane?

DEP Sewage Planning Module - A non-building declaration should be on the plan.

Water and Sewage Service - According to County GIS information, this property is served by public sewer. Please confirm. If so, the public sewer line should be shown on the plan. Existing water and sewage service information should be provided for proposed Lot 1. (See section 6.302.a.11 of the Granville Township Subdivision and Land Development Ordinance)

Signature Blocks on Plan - The Mifflin County Review Certificate should be on the plan. If a copy of the certificate is required, one can be obtained from the Mifflin County Planning and Development Department.

Other Comments:

1. According to County GIS information, there is a portion of the residual property to the South of Race Track Road as well as to the West of S.R. 103. Please confirm. If so, this should be shown on the plan.
2. The proposed lot has an awkward configuration. What is the reasoning behind this configuration?
3. There is an existing 90' power line easement that runs through the middle of the lot. Are there any development restrictions because of this easement?
4. Does Lot 1 have access to Brannan Lane?

**Name of Plan: Kanagy, Norman M.**

**Municipality: Menno Township (Municipal Ordinance)**

**File Number: 2010-11-005**

**Tax Map #: 18-02-102W**

**Applicant Name: Kanagy, Norman M.**

**Land Owner Name: Kanagy, Norman M.**

**Plan Preparer: Taptich Engineering and Surveying**

Action Taken: The County provides comments only.

Plan Summary: This project involves the subdivision of one (1) lot from the lands of Norman M. and Wilda G. Kanagy. Lot #1 is currently vacant and is intended to be a stand alone lot housing a proposed single family residential dwelling with a proposed privately owned individually drilled well. Lot access will be via the existing gravel drive off of Front Mountain Road. The single family residence on residue is served with an on-lot sewage disposal system and domestic water from a private well. There are no proposed changes to the residue at this

Review Comments (List from Review Committee):

Start Notes - This plan was previously reviewed by the Mifflin County Planning Commission on August 26, 2010.  
Clean & Green / Agriculture - The parcel is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information.  
Soils - According to the County GIS files, some portion of this property appears to have prime farmland soils (BuB).  
Setback Lines - The setback lines should be shown on the plan as prescribed in the Menno Township Subdivision and Land Development Ordinance (Section 6.302.a.10).  
PennDOT HOP / Municipal Driveway Permit - As mentioned in Note 10 on the plan, a PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)). A copy of the permit should be provided to Menno Township.  
Street Names - Since Front Mountain Road is a State Route, the S.R. route number should be provided.  
Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 6.302.a.6 and 6.302.b.7 of the Menno Township Subdivision and Land Development Ordinance.  
DEP Sewage Planning Module - A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to Menno Township. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.  
Sewage Service - A non-building declaration should be on the plan for the Residual Lot.

Other Comments:

1. A North Arrow should be shown on the plan. (See section 6.302.a.2 of the Menno Township Subdivision and Land Development Ordinance)

**Name of Plan: Zook, Paul J. Municipality: Menno Township (Municipal Ordinance)**  
**File Number: 2010-11-006 Tax Map #: 18-05-120A/18-07-105WB**  
**Applicant Name: Zook, Paul J. Land Owner Name: Zook, Paul J.**  
**Plan Preparer: Taptich Engineering and Surveying**

Action Taken: The County provides comments only.

Plan Summary: This project involves the subdivision of one (1) lot from the lands of Paul J. and Miriam J. Zook. Lot #1 is currently vacant and is intended to be a lot addition to the adjacent lands of Dale R. and Debbie J. Yoder (DB: 556 PG: 378). Access to the residue will be via the proposed 20' Right-of-Way off of Ease Flat Road. The Residue is presently vacant.

Review Comments (List from Review Committee):

Topographic information - There are very steep slopes (grades over 15%) on this property. Future development 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. (AoB)  
Right-of Way Widths - Based upon the Menno Township Subdivision and Land Development Ordinance, the right-of-way width of East Flat Road should be shown on the plan. (Section 6.302.a.6). Based upon the Menno Township Subdivision and Land Development Ordinance, the right-of-way width of the proposed 20' right-of-way is substandard (Table 1).  
Cartway Widths - The cartway width should be shown on the plan for East Flat Road (Menno Township Subdivision and Land Development Ordinance, Section 6.202.a.11).  
Private Street / Shared Driveway - Does the proposed 20' Right-of-Way serve both the Yoder and Glick properties? If so, a shared driveway agreement should be 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 6.302.a.6 and 6.302.b.7 of the Menno Township Subdivision and Land Development Ordinance.  
DEP Sewage Planning Module - A non-building declaration should be on the plan. A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.  
Lot Addition - A lot addition statement should be noted on the plan stating the following on the plan: "Lot # \_\_\_\_ consisting of \_\_\_\_ acres is to be added onto land owned by \_\_\_\_\_. Lot # \_\_\_\_ is a lot addition and shall become an integral part of the property owned by \_\_\_\_\_. Lot # \_\_\_\_ is not a building lot and cannot be maintained or developed as a separate individual lot."

Other Comments:

1. The plan narrative references "Ease" Flat Road. This should be revised.  
2. The connection to the public road system should be shown on the plan.

**Name of Plan: Peachey, Emmanuel J. Municipality: Union Township (Municipal Ordinance)**  
**File Number: 2010-11-007 Tax Map #: 20-05-104BB/20-05-104B**  
**Applicant Name: Peachey, Emmanuel J. Land Owner Name: Peachey, Emmanuel J.**  
**Plan Preparer: Taptich Engineering and Surveying**

Action Taken: The County provides comments only.

Plan Summary: This project involves the subdivision of one (1) lot from the lands of Jonas S. and Sylvia E. Kanagy. Lot #1 is presently vacant and is intended to be a non-building lot addition to the adjacent lands of Emmanuel Jay Peachey (Instr# 2009-4830). There are no changes proposed to the lot access. Likewise, there are no improvements proposed. The Residue is presently developed with a single family dwelling and associated outbuildings. These facilities are served with an on-lot sewage facility as well as an on-lot water source.

Review Comments (List from Review Committee):

Administrative - The subdivision application form should be signed by the municipality.

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

Topographic information - Topographical contours are not on the plan. Since this plan involves a lot addition/merger, the applicant should request a waiver from the subdivision ordinance.

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

(HaB, HcB) Soil information is not on the plan. Since the plan involves a lot addition/merger, the applicant should request a waiver from the subdivision ordinance.

Setback Lines - The setback requirements should be listed on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Section 402.2.g).

Right-of Way Widths - Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of Bob White Lane should be shown on the plan. (402.2.a).

Cartway Widths - The cartway width should be shown on the plan for Bob White Lane (Union Township Subdivision and Land Development Ordinance, Section 402.2.a).

Private Street / Shared Driveway - 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."

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

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

Lot Addition - A lot addition statement should be noted on the plan stating the following on the plan: "Lot # \_\_\_\_ consisting of \_\_\_\_ acres is to be added onto land owned by \_\_\_\_\_. Lot # \_\_\_\_ is a lot addition and shall become an integral part of the property owned by \_\_\_\_\_. Lot # \_\_\_\_ is not a building lot and cannot be maintained or developed as a separate individual lot." 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. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Union Township Subdivision and Land Development Ordinance Section 402.2.d)

Zoning - Zoning information should be stated on the plan.

Other Comments:

1. Access to the Emmanuel Jay Peachey property, T.M. 20-05-104BB, should be clarified. According to the County GIS system, it is accessed via a private drive, which should be shown on the plan (Bob White Lane).

2. The connection to the public road system should be shown on the plan (Yoder Road).

3. The plan narrative states there is a dwelling and on-lot sewage and water source on the Residual property.

These should be shown on the overall Tract Map. (See section 402.2.c of the Union Township Subdivision and Land Development Ordinance)

4. The plan name and landowner is Jonas S. and Sylvia E. Kanagy. However, the plan lists the client as Emmanuel Jay Peachey, as well as lists the landowner as Emmanuel J. Peachey on the plan application. Additionally, the application was signed by Emmanuel Peachey as the landowner, not the applicant. This should all be consistent. It is important that this be clear to insure that the property owner authorized the subdivision.

5. The Peachey property does not show evidence of an on-lot water or sewer system. This information should be shown on the plan. (See section 402.2.c of the Union Township Subdivision and Land Development Ordinance)

**Name of Plan: Smoker, Douglas S.**

**Municipality: Union Township (Municipal Ordinance)**

**File Number: 2010-11-008**

**Tax Map #: 20-01-167**

**Applicant Name: Smoker, Douglas S.**

**Land Owner Name: Smoker, Douglas S.**

**Plan Preparer: Taptich Engineering and Surveying**

Action Taken: The County provides comments only.

Plan Summary: This project involves the subdivision of (1) lot from the lands of Douglas S. Smoker (TM 20-01-167). Lot #1 is presently developed with a single family residential dwelling and associated outbuildings. Lot #1 is currently served with an on-lot sewage disposal system and an on-lot water source. Access to Lot #1 will be the existing gravel drive. The Residue is presently vacant.

Review Comments (List from Review Committee):

Administrative - The subdivision application form should be signed by the municipality.

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.

Setback Lines - The setback requirements should be listed on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Section 402.2.g).

Right-of Way Widths - Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of Mountain Top Road should be shown on the plan. (Section 402.2.a).

Cartway Widths - The cartway width of Mountain Top Road should be shown on the plan (Union Township Subdivision and Land Development Ordinance, Section 402.2.a).

Private Street / Shared Driveway - 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."

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

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

Sewage Service - The project narrative states Lot 1 is served by an on-lot sewage disposal system. This should be shown on the plan. (See section 402.1.d of the Union Township Subdivision and Land Development Ordinance)

Zoning - Zoning information should be stated on the plan.

Other Comments:

1. The project narrative states that the residue is currently vacant. However, it does not reference if the residue is intended to remain vacant. Is this the case?

2. According to County GIS information, there is a private drive, Mountain Top Road, traversing the property. However, this drive is not shown on the plan. Is the existing gravel drive shown on the plan the main access to Lot 1? Does the neighbor, Ivan Byler, have rights to traverse the property? This should be clarified. The way the plan is currently configured, the residue tract will not have access to the public road system. How is the residue accessed? Access should be shown on the plan to ensure that this property is not land-locked.

3. The connection of Lot 1 to the public road system should be shown on the plan. This information could be shown on an inset map.

**Name of Plan: Yoder, Noah E. & Annie M.**

**Municipality: Union Township (Municipal Ordinance)**

**File Number: 2010-11-009**

**Tax Map #: 20-06-101B**

**Applicant Name: Yoder, Noah E. & Annie M.**

**Land Owner Name: Yoder, Noah E. & Annie M.**

**Plan Preparer: Sarge Engineering and Surveying**

Action Taken: The County provides comments only.

Plan Summary: The purpose of this plan is to subdivide Mifflin County Tax Parcel 20-6-101B, owned by Noah E. and Anne M. Yoder, into two lots. Lot 1, the 3.485 acre remainder, contains an existing house, well and septic system. Lot 2, of 1.811 acres, contains an existing house and septic system with a private mountain spring water source. Sewage replacement testing

Review Comments (List from Review Committee):

PennDOT HOP / Municipal Driveway Permit - As noted on the plan, any access via a State Highway to lots shown on this subdivision plan will require the issuance of a PennDOT Highway Occupancy Permit (HOP).

Private Street / Shared Driveway - The shared driveway agreement in note 4 on the plan should be included with the deeds.

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 Component 1 Sewage Facilities Planning Module should be submitted to the Union Township Planning Commission. Plan approval should be contingent upon receiving an approval from DEP.

Water Service - The plan indicates the house on Lot 2 is served by a mountain spring waterline. If the water source is off site, there should be evidence of an easement and right-of-way agreement on record and so noted on the plan. This information is particularly important if the water supply serves more than one household. The surveyor will note both are off site and make reference to easement/right-of-way agreements on record.

**Name of Plan: Cramer, Gerald J.**

**Municipality: Wayne Township (County Ordinance)**

**File Number: 2010-11-001**

**Tax Map #: 21-09-124**

**Applicant Name: Cramer, Gerald J.**

**Land Owner Name: Cramer, Gerald J.**

**Plan Preparer: Wright Land Surveying**

Action Taken: The County approved the plan conditionally based on meeting the following conditions within the next 90 days. If these requirements are not completed within 90 days, the approval is void. If necessary, extensions can be requested by the applicant before the end of the 90

Plan Summary: This plan proposes to subdivide a 1.021 acre lot for a single-family residence with on-lot sewage disposal and well. The residue has an existing house.

Review Comments (List from Review Committee):

Floodplain / Wetlands - The plan should note the site does not lie within a 100 year floodplain or designated

wetland. (See Sections 7.302.A.23 and 25 of the Mifflin County Subdivision and Land Development Ordinance)  
Soils - According to the County GIS files, some portion of this property appears to have prime farmland soils (AbB).  
Right-of Way Widths - Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way width of Ferguson Valley Road is substandard (Section 4.204.F).  
Cartway Widths - Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway width of Ferguson Valley Road is substandard (Section 4.204 F).  
PennDOT HOP / Municipal Driveway Permit - As mentioned in Note 4 on the plan, a municipal driveway permit is required, and a copy should be provided to the Mifflin County Planning Commission.  
Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 7.302.A.6 and 7.302.B.7 of the Mifflin County Subdivision and Land Development Ordinance.\*According to the surveyor, there are none.  
DEP Sewage Planning Module - A High Quality Stream is located in close proximity to this property. A stream study may need to be conducted. \*According to the surveyor, the study has already been completed.  
A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to the Mifflin County Planning Commission. Plan approval is contingent upon receiving an approval from DEP following the filing of this form.  
Water Service - The plan should indicate proposed well isolation distance from the proposed septic system. (Mifflin County Subdivision and Land Development Ordinance, Section 4.211)

Other Comments:

1. The lot configuration seems curious. A different, more rectangular configuration should be considered since this proposal creates two awkward legs of the residual property that appear unusable. \*According to the surveyor, this configuration is the only configuration he could propose that would allow the applicant to have a one acre property that included the barn within the setbacks as well as the perc test sites.

**Public Comment**

There was no public comment.

**Other Business or Comments**

- Jim and Bill discussed the subdivision and land development fee schedule and the proposed increase in fees. Bill gave an overview of the current costs and fees. There was some discussion about looking at the fee schedule in two years for making further adjustments.

John Pannizzo made a motion to approve the proposed fee schedule to recommend for the Mifflin County Commissioners to take action to adopt the fee schedule to be effective January 1, 2011. Brent Miller seconded the motion. All members voted aye.

- Bill reported he had meetings with the school district superintendent regarding their feasibility study and local government to get students involved with the Planning Commission.
- Jim Lettiere will give an update on the CDBG program at the next meeting. The public meeting for FFY 2011 proposed projects will be held at the January 2011 meeting.

The meeting adjourned at 4:50 p.m. upon a motion by John Pannizzo that was seconded by Dan Dunmire.

mjs