

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**THURSDAY, NOVEMBER 19, 2009**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

Members

Jim Spendiff, Chairman  
John Pannizzo  
Don Kauffman  
Susan Heimbach  
Neal Shawver  
Kay Hamilton

Other

Marlin Boaz, Bratton Township  
Stanley Collins, Bratton Township  
Phil Lucas, Mifflin County Public Safety Director

Staff

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

**Item #1 – Call to Order**

Jim Spendiff, Chairman, called the meeting to order at 3:30 p.m.

**Item #2 – Record of Public Attendance**

Jim reminded everyone to sign the attendance sheet.

**Item #3 – Approval of Meeting Minutes**

Jim asked the members present if they had any changes or corrections to the minutes of the October 22, 2009 meeting. With no changes or corrections, Jim said the minutes would stand approved as written.

**Item #4 – Hazard Mitigation Steering Committee Meeting**

Bill Gomes gave an overview of the Mifflin County Hazard Mitigation Plan and indicated the plan required annual evaluation and maintenance. The Steering Committee will need to meet annually to evaluate the structural and non-structural projects in the plan, as well as any new projects to be added. The updated information will be submitted to PEMA to show the annual evaluation of the Mifflin County Hazard Mitigation Plan was completed.

Phil Lucas gave a presentation and update on the 61 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.

Bill gave an update on the 32 structural projects for which the Planning and Development Department requested information from the municipalities. Information on new projects to be added to the plan was also requested of the municipalities. No new projects were added at this time.

**Item #5 – Subdivision and Land Development Review Committee Report**

Mark Colussy reported that the Subdivision and Land Development Review Committee reviewed 16 plans. There was one plan under the Mifflin County Subdivision and Land Development Ordinance. The Subdivision Review Committee recommended conditional approval of the Jeffrey R. & Rhonda A. Hoffman subdivision in Wayne Township.

There were 15 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: Brown Township Supervisors subdivision in Brown Township, Reuben K. Peachey subdivision in Brown Township, Copperfield Estates Lot 15 subdivision in Brown Township, Thomas E. Miller, Jr. land development in Decatur Township, John Dorman subdivision in Decatur Township, Blossom Hill-Revised Final Planned Residential Community in Derry Township, Rolling Hills Estates-Betty J. Marker subdivision in Derry Township, Rick A. & Lynn M. Barger subdivision in Derry Township, MCIDC subdivision in Granville Township, Northwest Savings Bank-New Branch land development in Granville Township, Gideon H. Kanagy subdivision in Menno Township, John H. McElwain subdivision in Oliver Township, David J. Byler subdivision in Union Township, Paul W. Bright, Jr. subdivision in Union Township and Case New Holland subdivision in Union Township.

Mark first reviewed the John Dorman subdivision in Decatur Township. There was some discussion about the substandard driveway, access to Lot 2 and the right of way. A comment was added recommending that 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.

The Rolling Hills Estates-Betty J. Marker subdivision in Derry Township was also reviewed. There was some discussion about the private drive. A comment was added recommending that since the proposed lot consolidation area is to be served by a private drive, a private drive agreement should be put into place, ensuring access to the property, as well as defining the maintenance of the drive.

Mark then discussed the Northwest Savings Bank-New Branch land development in Granville Township. He indicated that new landscape, stormwater and erosion and sedimentation control plans were submitted at this time, as the land development plan was submitted previously. There was some discussion about no turn signage, traffic circulation and zoning information. After some discussion, it was decided the comments should be modified since it appears the only portion of the site that is to be one-way is the area near the drive-thru. The Planning Commission recommended that the entire site be designated as one-way.

The Gideon H. Kanagy subdivision in Menno Township was also discussed. There was some discussion about Clean and Green, the tax parcel numbers, the proposed lot configuration and access to Parcel 1. The Planning Commission discussed an alternative configuration of one lot instead of the proposed two lots with a lot addition. The comments were modified to recommend if two subdivisions were occurring, two separate subdivision plans should be submitted.

The MCIDC subdivision in Granville Township was reviewed. There was some discussion about the tax parcel/deed/lease back agreement, property lines, a necessary zoning variance, setbacks, access and right of way.

John Pannizzo made a motion to conditionally approve the plan under the County ordinance. Don Kauffman seconded the motion. All members voted aye.

John Pannizzo made a motion to approve the comments and recommendations on the plans under municipal ordinances with the modifications as discussed. Susan Heimbach seconded the motion. All members voted aye. John Pannizzo abstained from the Rolling Hills Estates-Betty J. Marker subdivision in Derry Township, and Jim Spendiff abstained from the MCIDC subdivision in Granville Township.

The Subdivision Review Committee report:

**Name of Plan: Brown Township Supervisors**

**Tax Map #: 14-01-115EE**

**Applicant Name: Brown Township Supervisors**

**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 Brown Township. Lot #1 is presently vacant and is intended to be a stand alone lot that will house the Reedsville Volunteer Fire Company Fire House. Details regarding the proposed development of the site will be submitted as a separate Land Development Plan at a later date. At this time we contend that access to Lot #1 is proposed via the existing 50' private right-of-way which lies adjacent to the site. This lot is being created as a "non-building" lot at this time. The aforementioned future land development plans will address the requisite sewage facilities planning, site development and other utility issues. The Residue is presently developed with the Brown Township Building and associated outbuildings. These facilities are served with a public water and onsite sewage disposal. No changes are proposed to the Residue.*

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

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

*Setback Lines - Setback information should be noted on the plan (See section 7.302.A.10 of the Brown Township Subdivision and Land Development Ordinance).*

*PennDOT HOP/Municipal Driveway Permits - Since there is potential for a new driveway opening along S.R. 655, a PennDOT Highway Occupancy Permit (HOP) may 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.

**Shared Driveway** - If there is going to be a shared driveway with the adjoining property, a shared driveway agreement will be needed. In this circumstance, a shared driveway 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." (Brown Township Subdivision and Land Development Ordinance, Section 4.205.G.4c)

**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 for the residual tract should be provided.

**Water Service** - Is the Township Building connected to the public water line? If so, the line should be shown connecting the line to the building.

Other Comments:

1. Property lines should be at substantially right angles from S.R. 655 (See section 4.205.D of the Brown Township Subdivision and Land Development Ordinance). What is the purpose of the angled property line?

**Name of Plan: Peachey, Reuben K.**

**Tax Map #: 14-09-105/14-09-105A**

**Applicant Name: Peachey, Reuben K.**

**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 Reuben K. and Emma M. Peachey. Current Lot #1 is currently vacant and is intended to be a non-building lot addition to the adjacent lands of Jacob C. and Nancy M. Peachey (DB: 419 PG: 146). Access to the referenced lands of Jacob C. and Nancy M. Peachey will be via the existing gravel drive leading from Green Lane. The private right-of-way associated with this access will be increased from 10' to 25' by virtue of this plan. This change is to provide sufficient right-of-way width to encompass the existing lane. The Residue lands are used for agricultural purposes. No changes to the access, sewer service of water for proposed for the residue.

Review Comments (List from Review Committee):

**Clean and Green Program** - The parcel (T.M. 14-09-105) 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 at vertical intervals should be displayed on the plan (Brown Township Subdivision and Land Development Ordinance, Section 7.302.A.23). General Note 7 on the plan mentions elevation data, yet there is no contour information on the plan.

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

**Right-of Way Widths** - The right-of-way width for Green Lane does not meet the road provisions of the Brown Township Subdivision and Land Development Ordinance (Section 4.204.F.1). 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. Considering this plan is proposing increasing the right-of-way of a substandard drive, the right-of-way should be increased to meet the ordinance requirement of 50'. The proposed width of 25' does not meet the ordinance requirements.

**Cartway Widths** - The cartway width of Green Lane and the private drive does not meet the road provisions of the Brown Township Subdivision Ordinance (Section 4.204.F.1). 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.

**Shared Driveway** - Is the residue property to have access to the private drive? If so, a shared driveway agreement should be put into place. A shared driveway agreement statement is found in Section 4.205.G.4.c of the Brown Township Subdivision and Land Development Ordinance.

**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.

**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 DEP approval following the filing of the form.

**Required Signatures on Application** - The subdivision application form should be signed by the municipality.

**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 Planning Commission must also be assured that the

parent and recipient lots still meet the Subdivision and Land Development Ordinance requirements. Property boundary information should be shown for the entire property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (See Brown Township Subdivision Ordinance Sections 7.302.A.5, 7 and 9) A lot addition statement should be noted on the plan stating the following: "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." (See Brown Township Subdivision and Land Development Ordinance Section 7.302.A.22)

Other Comments:

1. There appears to be a private drive (Farm Lane) and several structures on the residual lot. All significant man-made features should be shown on the plan. (See section 7.307.A.20 of the Brown Township Subdivision and Land Development Ordinance)
2. The existing and proposed acreage of the grantee property of the lot addition, the Jacob C. Peachey property, should be shown on the plan. (See section 7.302.A.5 of the Brown Township Subdivision and Land Development Ordinance)
3. This same tract was reviewed on August 27, 2009 and on June 19, 2003 by the Mifflin County Planning Commission.

**Name of Plan: Copperfield Estates Lot 15**

**Tax Map #: 14-01-105A**

**Applicant Name: Shafranich, Bill**

**Plan Preparer: Roth Surveying Service**

Action Taken: The County provides comments only.

Plan Summary:

1. Total area being subdivided = 2.025 acres.
2. Total number of lots = 2.
3. One new lot is being created.
4. 20' contours are plotted from U.S.C. & G.S. and are approximate.
5. Soils information is taken Soil Survey of Juniata and Mifflin Counties, U.S.D.A., S.C.S. April 1981.
6. This site is not located within a designated 100 year flood zone or wetland area.
7. This site is served by on-lot sewage systems and individual wells.

Review Comments (List from Review Committee):

Comments:

*Deed Restrictions and Easements - Deed restrictions and easements should be referenced as provided for in the County Subdivision Ordinance. At a minimum the plan should reference the 2004 recorded plan which includes provisions for dusk to dawn lighting, road construction, erosion control and stormwater management. \*The revised plan does not reference the deed restrictions specifically but does reference the original subdivision plan and deed.*

*DEP Sewage Planning Module - The plan did not include a DEP Sewage Planning Module for the new lots. DEP approved sewage planning for only 12 lots in 2003. This information needs to be provided as part of the subdivision approval process. According to the surveyor, the module is pending and will be provided. \*There is no letter on file acknowledging the approval from DEP as if 11/16/09.*

*Required Signatures on Application - The plan was not signed by the applicant but by the surveyor. \*The new plan application has been signed by the owner.*

Other comments:

1. The property was subdivided in May 2004 with 12 lots. A developer's agreement was recorded on May 6, 2004, which provides assurance that the roads and stormwater provisions are constructed as required. We have requested a response from the Township Solicitor to insure this new re-subdivision will not affect those provisions of the agreement. The solicitor has requested an amended plan be submitted showing the new lot highlighted on the original plan, and that the detailed plan of the lot also be submitted. The surveyor is going to talk this over with the solicitor. \*The status of this is unknown.
2. The plan does not specify the lot frontage for lots 15A & B. This information needs to be placed on the plan. \*The revised plan dated 10/8/09 shows the lot boundary information.
3. The plan should show an inset of the original subdivision to show the new lots relation and location to the entire subdivision. If an amended plan is submitted the inset map will not be necessary. \*This has not been provided on the revised plan, but references the original subdivision plan.
4. The plan needs to indicate the proposed well sites for Lots 15A and B, or at a minimum the well isolation distance from the proposed septic system. \*This has been shown on the revised plan dated 10/8/09.
5. The deed book and page number are not identified on the plan and should be placed on the plan. \*This has been noted on the revised plan dated 10/8/09.
6. According to the Township Solicitor, the developer's agreement will have to be amended. \*The status is unknown.

**Name of Plan: Miller, Thomas E., Jr.**

**Tax Map #: 15-03-106**

**Applicant Name: Miller, Thomas E., Jr.**

**Plan Preparer: Wright Land Surveying**

Action Taken: The County provides comments only.

**File Number: 2009-11-006**

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

**Land Owner Name: Miller, Thomas E., Jr.**

Plan Summary: This plan proposes a second dwelling to be served by on-lot sewage disposal and private well on the Miller farm. No subdivision is proposed.

Review Comments (List from Review Committee):

*Clean and Green Program* - 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* - Note 3 appears to be incorrect. A small designated wetland lies on the property around the pond and wetland information should be delineated on the plan. Future development in this area should be discouraged. \*According to the surveyor, there appears to be no wetlands on the property.

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

*Setback Lines* - Setback information should be noted on the plan (See section 603.2.A.10 of the Decatur Township Subdivision and Land Development Ordinance).

*Right-of Way Widths* - Based upon the Decatur Township Subdivision and Land Development Ordinance, the right-of-way width for Old Orchard Road should be shown on the plan. (Section 603.2.A.6).

*Cartway Widths* - The cartway width for Old Orchard Road should be shown on the plan (Decatur Township Subdivision and Land Development Ordinance, Section 602.2.A.11). \*According to the surveyor, there is no right-of-way associated with Old Orchard Road and it serves only as a driveway to the Miller property.

*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." Considering the second house is to be built by a family member, this may not be relevant at this time. However, if the second house ever is sold, a driveway agreement should be put in place at that time.

*Deed Restrictions and Easements* - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 603.2.A.6 and 603.2.B.7 of the Decatur 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 "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 the well isolation distance from the proposed septic system.

Other Comments:

1. Property boundary information should be shown for the entire property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Decatur Township Subdivision and Land Development Ordinance Sections 603.2.A.5, 7, 9 & 12)

**Name of Plan: Dorman, John**

**Tax Map #: 15-02-105T**

**Applicant Name: Dorman, John & Hazel**

**Plan Preparer: Roth Surveying Service**

**File Number: 2009-11-012**

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

**Land Owner Name: Dorman, John & Hazel**

Action Taken: The County provides comments only.

Plan Summary: The total area being subdivided is 5.14 acres. There are two lots. Lot 1, the residual parcel of 3.14 acres is a vacant lot. Lot 2 a 2.00 acre parcel is proposed for the construction of a single family residence, to be served by an on-lot sewage system and an individual well. 20' contours are taken from U.S.C. & G.S. and are approximate. Soils information is taken from Soil Survey of Juniata and Mifflin Counties, U.S.D.A/, S.C.S. April 1981. This site is not located in a 100 year flood hazard or wetland area.

Review Comments (List from Review Committee):

*Topographic information* - Topographical contours at vertical intervals should be displayed on the plan (See Decatur Township Subdivision and Land Development Ordinance, Section 602.2.A.7).

*Soils* - According to the County GIS files, some portion of this property appears to have hydric soils. The hydric soils information should be shown on the plan. (BrB) Soils information should be shown on the plan. (See Decatur Township Subdivision Ordinance, Section 602.2.A.8)

*Right-of Way Widths* - The right-of-way width of Alfarata Road does not meet the road provisions of the Decatur Township Subdivision and Land Development Ordinance (Table 1). 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 of Alfarata Road and Sunnybrook Lane does not meet the road provisions of the Decatur Township Subdivision and Land Development Ordinance (Table 1). 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.

*Shared Driveway* - The existing gravel driveway goes in and out of the Sunnybrook Lane right-of-way. Who owns and is responsible for the maintenance of the gravel driveway? All private drives that are used by more than one party should have

a shared driveway maintenance agreement in place. An agreement for the private right-of-way should be noted on the plan. The agreement should include 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."

*Deed Restrictions and Easements* - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 603.2.A.6 and 603.2.B.7 of the Decatur Township Subdivision and Land Development Ordinance.

*DEP Sewage Planning Module* - A copy of the DEP "Component 1 Sewage Facilities Planning Module" has been submitted to the Mifflin County Planning Commission. Plan approval is contingent upon receiving an approval from DEP following the filing of this form.

*Required Signatures on Application* - The Townships signature needs to be on the subdivision application form.

Other Comments:

1. Does the private right-of-way agreement establishing Sunnybrook Lane allow for access to Lot 1? This should be clarified.
2. The Deed Book and Page Number establishing Sunnybrook Lane easement should be referenced on the plan (See section 603.2.A.6 of the Decatur Township Subdivision and Land Development Ordinance).
3. The existing gravel driveway goes back over 500 feet to access Lot 2. This is awkward access arrangement for a lot not only because of the length, but the driveway location is not clear on the plan. It appears access to the rear of lot 1 will have to traverse Lot 2 unless a third driveway is built along what appears to be a pole of a flag lot. Shared driveways should only allow for access by two lots. Unless Sunnybrook Lane is brought up to private road standards, Lot 1 may be unsuitable for future development. The lot configuration should be reconsidered. Lot 1-A was originally subdivided by John Dorman in June of 2000, recorded in Map Book 20 Page 47. At a minimum, driveway access should be provided to Lot 1, otherwise the Planning Commission doesn't recommend this subdivision as presented.
4. Lot 2 does not have direct access to Alfarata road other than via the private right-of-way called Sunnybrook Lane. There is also limited road frontage as shown for this proposed lot configuration to serve existing lot 1 and now proposed lot 2. See Table 2 of the Decatur Township Subdivision and Land Development Ordinance for Lot width requirements.
5. Water and sewage information should be supplied for Lot 1. However, if this is intended as a non-building lot, a non-building statement should be on the plan.

**Name of Plan: Blossom Hill-Revised Final Phase I**

**Tax Map #: 16-11-0110E**

**Applicant Name: Harlow, Matthew R. - ELA Group, Inc.**

**Plan Preparer: ELA Group, Inc.**

**File Number: 2009-11-001**

**Municipality: Derry Township**

**Land Owner Name: DGB Properties, LP**

Action Taken: The County provides comments only.

Plan Summary: DGB Properties, LP (DGB) is the developer and owner of "Blossom Hill" a planned Residential Community (PRD). The Phase 1 final Subdivision and Land Development Plan was approved by Derry Township and subsequently recorded at the Mifflin County Recorder of Deeds Office in Map Book 24, Page 107 on July 27, 2007. DGB re-plotted four (4) lot lines to accommodate building footprints on lots 118 - 121, 125 and 126 and Recorded at the Mifflin County Recorder of Deeds Office in Map Book 2008, page 6984 on December 17, 2008. DGB has installed most all streets and related site improvements and has recently completed model dwelling units. DGB has requested a modification or Re-plot of lots 14-22, 31-39 & 122-124 to replace proposed townhouses with duplexes. Open Space lots are to remain between lots 14-22 and lots 31-39. Lot 110 (Community/Open Space) will be converted to two (2) single family lots. Lot 1 (Commercial/Business) will be used for the Community Center and the Land Development Plans are included with this submission. The original total of 92 lots will be revised to 88 lots for Phase 1. The revised lots mentioned are renumbered.

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.

*Floodplain* - The plan should note whether or not the site lies within a 100-year floodplain.

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

*Right-of Way Widths* - Based upon the Derry Township Subdivision and Land Development Ordinance, the right-of-way width should be shown on the land development plan. (Section 403.2.G).

*Cartway Widths* - The cartway width should be shown on the land development plan (Derry Township Subdivision and Land Development Ordinance, Section 403.2.G).

*PennDOT HOP/Municipal Driveway Permits* - A municipal driveway permit is required, and a copy should be provided to the Derry Township Planning Commission. Clear sight triangle and distances should be shown for the proposed driveway.

*Deed Restrictions and Easements* Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 403.2.G and 403.7 of the Derry Township Subdivision and Land Development Ordinance.

\*According to the applicant, there are no known deed restrictions or easements.

*DEP Sewage Planning Module* - If the project is to utilize public sewer, a DEP Component 3, or Exception from Sewage Planning, should be provided. Plan approval should be contingent upon receiving approval from DEP following the filing of this form.

*Sewage Service - A letter from the municipality acknowledging availability of public sewer should be submitted to the Mifflin County Planning Commission. \*A copy of the letter has been submitted.*

*Water Service - A letter from the municipal water authority acknowledging availability of public water should be submitted to the Mifflin County Planning Commission. \*A copy of the letter has been submitted.*

*Other Comments:*

- 1. The re-plot plan distinguished lots 124 and 110 as shaded, yet there is no description as to why other than briefly mentioned in plan note 1. Are both of these lots to have single family houses? Additional information should be provided. If this is the original site of the community building, it should be noted on the plan as well as the cemetery.*
- 2. The property boundary information for Lot 1 should be shown on the land development plan.*
- 3. Zoning data has been provided for the entire development and not just the building lot, Lot 1. This should be corrected.*
- 4. Are there any proposed fire hydrants related to the development? If not, the applicant should contact the local fire marshal to see if fire sufficient fire suppression is in the area.*
- 5. An Erosion & Sedimentation plan should be submitted to the Mifflin County Conservation District for review.*
- 6. The stormwater has been reviewed by Township Engineer. Comments dated October 29th should be addressed, as well as any other comments by the Engineer.*
- 7. A simple traffic circulation diagram should be included with the land development plan submission. It appears that circulation is intended to be one-way.*
- 8. Is there a landscape plan for the land development plan? Information about the landscape buffers from Phase I should be shown on the plan.*
- 9. There should be wording on the re-plot plan to explain this plan is a supplement to the original plan and not a stand alone plan.*
- 10. It is unclear on the narrative of the replot plan as to what is meant by "Open Space Lots." Does this affect the open space requirements in the original subdivision plan? \*According to the applicant, Lots 16 & 35 are to be open space lots. The open space ratio is actually higher.*

***Name of Plan: Rolling Hills Estates, Betty J. Marker***

***Tax Map #: 16-9-105H***

***Applicant Name: Marker, Betty J.***

***Plan Preparer: Sarge Engineering and Surveying***

***Action Taken: The County provides comments only.***

***Plan Summary: The purpose of this plan is to combine Lots 98 through 109 of the Rolling Hills Estates Subdivision along with Lot A, to create a consolidated Lot for single-family residential use. Harvest Drive, Northeast of Lot 97, will be included in the consolidated area, but will remain open.***

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

*Topographic information - Topographical contours at vertical intervals should be displayed on the plan (Derry Township Subdivision and Land Development Ordinance, Section 403.2.G).*

*Soils - 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. (ElB, MeB)*

*Right-of Way Widths - Based upon the Derry Township Subdivision and Land Development Ordinance, the right-of-way width for Harvest Drive and Sunshine Circle should be shown on the plan. (Section 403.2.G).*

*Cartway Widths - The cartway width for Harvest Drive and Sunshine Circle should be shown on the plan (Derry Township Subdivision and Land Development Ordinance, Section 403.2.G).*

*Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 403.2.G and 403.7 of the Derry Township Subdivision and Land Development Ordinance.*

*DEP Sewage Planning Module - In discussions with the Surveyor and the area DEP Sewage Specialist, a special exception will be allowed for this particular proposal. Since this area has already been approved for sewage planning, the applicant will not need to reapply. However, information about the past approval and description of the project will need to be submitted to DEP. Also, the plan should note information regarding this circumstance, which could be a note referencing a confirmation letter from DEP.*

*Sewage Service - A letter from the municipality acknowledging availability of public sewer should be submitted to the Mifflin County Planning Commission.*

*Water Service - A letter from the municipal water authority acknowledging availability of public water should be submitted to the Mifflin County Planning Commission.*

*Other Comments:*

- 1. The termination of the township road, Harvest Drive, should be made clear on the plan. The separation between the public and private roadway should be distinguished on the plan. \*The surveyor indicated that the township road ends at the intersection and does not extend to the proposed lot consolidation area. Considering that the proposed lot consolidation area is to be served by a private drive, a Private Drive Agreement should be put into place, ensuring access to this property, as well as defining the maintenance of the drive. A note should be placed on the plan stating that the township, county and state will not be responsible for maintaining the private drive.*
- 2. The acreage of the residual tract (T.M. 16-9-105H), as well as tract boundary information, should be provided on the plan. (See sections 403.2.F, H, J & N of the Derry Township Subdivision and Land Development Ordinance) \*According to the*

surveyor, the previous subdivision plan had poor information and it would be unreasonable to reference the data. In this situation, the applicant may be able to request a variance to this provision from the Township.

3. The proposed house location and driveway should be shown on the plan (See section 403.2.K of the Derry Township Subdivision and Land Development Ordinance).

4. Lot addition symbols should be on the plan to clearly show which lots are being merged.

5. A Cul-de-sac or some type of turnaround area will need to be provided to serve the Richard & Marker properties. \*Please see Other Comment 1. A turnaround area will not need to be provided since the road is not a public roadway.

6. The plan should be clear as to if this will be a non building plan or if water and sewage will be utilized. Water and sewer lines, as well as any other significant man-made features should be shown on the plan. (See section 402.2.J of the Derry Township Subdivision and Land Development Ordinance)

7. There needs to be a way of eliminating the private street beyond the Richard property so that the property, as proposed, can be properly developed without a street going through the middle of the proposed lot merger. If the road that goes to the proposed lot is truly a public road, a turn-around area is recommended.

8. What intersection does the clear sight triangle represent? This should be clarified on the plan.

**Name of Plan: Barger, Rick A. & Lynn M.**

**Tax Map #: 16-3-102C/16-3-129**

**Applicant Name: Barger, Rick A. & Lynn**

**Plan Preparer: Sarge Engineering and Surveying**

Action Taken: The County provides comments only.

Plan Summary: The purpose of this plan is to combine two adjoining lots owned by Rick A. and Lynn M. Barger. Lot A, Tax Parcel 16-30102C of 1.170 acres, will be joined with Lot B, Tax Parcel 16-3-129 of 1.053 acres. The new combined Parcel will contain 2.223 acres.

Review Comments (List from Review Committee):

Right-of Way Widths - Based upon the Derry Township Subdivision and Land Development Ordinance, the right-of-way width should be shown on the plan for McCardle Lane. (Section 403.2.G). The right-of-way width for Old Park Road and McCardle Lane does not meet the road provisions of the Derry Township Subdivision and Land Development Ordinance (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 McCardle Lane should be shown on the plan (Derry Township Subdivision and Land Development Ordinance, Section 403.2.G).

DEP Sewage Planning Module - This property has already been approved for sewage planning by DEP. In coordination with the Surveyor and the Sewage Planning Specialist from DEP, a new form will not need to be submitted from DEP and only the plan and description of the project including past approval information will be submitted to DEP. The plan should reference this information and note a reference to the letter of acceptance from DEP.

Other Comments:

1. There is an existing garage that sits within the rear setback.

**Name of Plan: MCIDC**

**Tax Map #: 17-14-400**

**Applicant Name: MCIDC**

**Plan Preparer: Roth Surveying Service**

Action Taken: The County provides comments only.

Plan Summary: Total area being subdivided is 55.46 acres. Total number of lots is 2. Lot 1, the residue tract of 46.77 acres contains numerous industrial and commercial buildings all served by public water and sewage services. Lot 2, a proposed 8.69 acre tract, is being created for mortgage purposes. This site is located in a 100 year flood hazard area.

Review Comments (List from Review Committee):

Start Notes - This plan was submitted for review after the Review Committee Meeting on November 12, 2009.

Topographic information - Topographical contours at vertical intervals should be displayed on the plan (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.7).

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

Right-of Way Widths - All lots shall front on a public street, unless on a private street (See section 3.207 of the Granville Township Subdivision and Land Development Ordinance). A private Right-of-Way street easement should be established granting access to proposed Lot 2.

Cartway Widths - The cartway width of the private street granting access to Lot 2 should be shown on the plan (Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.11).

Shared Driveway - A shared driveway 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 - The road labeled on the plan as Elizabeth Street is actually named Round House Road in the area shown on the plan. The road name should be corrected. If multiple properties 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 Granville 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.*

*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. *Considering the complexity of the deeds, agreements, and tax parcels involved in the project, a plan narrative would greatly benefit this project. A plan narrative should be placed on the plan to describe the proposal.*
2. *All abutters should be shown on the plan, including tax map numbers (See Granville Township Subdivision and Land Development Ordinance, Section 6.302.a.16).*
3. *All significant man-made features, i.e. water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, fence lines, building footprints, etc. should be shown on the plan. (See Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.10)*
4. *The Juniata River should be indicated on the plan. (See Granville Township Subdivision and Land Development Ordinance, Section 6.202.a.9)*
5. *Parking requirements should be indicated on the plan and how it meets the requirements of the Granville Township Zoning Ordinance.*
6. *General Note 5 on the plan is shown twice.*
7. *This property is subject to a leaseback agreement. This needs to be indicated on the plan and designate what is to occur to the "residual lot" of the leaseback parcel, T.M. 17-14-400, which includes buildings 3, 4 and 6. It appears that this proposal will make the leaseback agreement obsolete, thus this proposal should consider adding the "residual" of the leaseback parcel to proposed lot 1 to clean up the deed issue.*
8. *Considering the area indicated on the plan is subject to two tax parcels, both tax parcels should be shown on the plan (T.M. 17-14-400 and 17-14-400A).*
9. *This proposal does not meet the requirements of the setback requirements in an Industrial Zone in the Granville Township Zoning Ordinance. This proposal should not be approved as presented at this time. If the setback requirements are not intended to be met, this project will need to go in front of the Zoning Hearing Board for a variance request. This request should be considered before subdivision approval. If this variance issue is not resolved at this time, future problems may arise if the mortgage lenders ask about this issue.*
10. *Clarification as to why portions of several buildings are to be subdivided with this proposal should be made. As presented, this could be problematic having portions of buildings on separate parcels in the circumstance that one property is ever to be sold. The lot configuration should be reconsidered prior to approval.*

**Name of Plan: Northwest Savings Bank- New Branch**

**Tax Map #: 17-11-103AA**

**Applicant Name: Northwest Savings Bank**

**Plan Preparer: Habitterra Architects**

**File Number: 2009-11-016**

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

**Land Owner Name: Northwest Savings Bank**

**Action Taken:** *The County provides comments only.*

**Plan Summary:** *Northwest Savings Bank is proposing to construct a new branch bank facility with three drive-thru lanes on a clear 1 1/2 acre parcel of land in front of the Lowe's building on State Route 522 in Granville Township. The building will be a one-story wood framed structure (no Basement) with brick veneer, composite trim and columns, fixed clad windows and fiberglass shingle roofing. The facility will have a lobby with five teller lines, a safety deposit box vault, loan offices and drive-up ATM and night deposit locations. Parking for 28 vehicles will be provided and the entrance will be from the existing secondary entrance drive into Lowe's.*

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

*Start Notes - This plan was originally reviewed by the Mifflin County Planning Commission on June 28, 2007. The following comments are the comments from the Planning Commission from that day, revised to reflect the submission on October 28, 2009.*

*Right-of-Way Widths - Based upon the Township Subdivision and Land Development Ordinance, the right-of-way width should be shown on the plan (Granville Township Subdivision and Land Development Ordinance, Section 6.202.11) for the asphalt drive leading into Lowe's. The applicant will address this. \*The Right-of-way for S.R. 22/522 is shown on the location plan dated 7/24/09. The right-of-way of the access drive is not shown.*

*Cartway Widths - The cartway width should be shown on the plan (Granville Township Subdivision and Land Development Ordinance, Section 6.202.11) for US 22/522 and the asphalt drive leading into Lowe's. The applicant will address this. \*The*

proposed cartway widths for the drive around the bank as shown on the location plan dated 7/24/09, yet not for the access drive or S.R. 22/522.

*PennDOT HOP/Municipal Driveway Permits* - An HOP Permit from PennDOT will be required if the building is ever directly connected to US 22/522. In addition, the current HOP for the Lowe's may have to be updated. The applicant will check on this. \*Status of the HOP is unknown as of 11/16/09.

*Shared Driveway* - A shared driveway agreement with Lowe's for the private right-of-way should be noted on the plan. The agreement should include 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." The applicant will check on this. \*There is not a shared driveway agreement on the plan dated 7/24/09.

*Deed Restrictions and Easements* - According to the applicant, the easements are shown on the plan. According to the applicant, there are no deed restrictions. \*All easements should be listed, as well as the widths and deed book and page number establishing the easements should be referenced on the plan.

*Sewage Service* - A letter from the municipal sewage authority acknowledging availability of public sewer should be submitted to the Granville Township Planning Commission. \*Status is unknown as of 11/16/09. A DEP Public Sewage Mailer should be submitted and a copy provided to the Granville Township Planning Commission. \*A letter dated August 17, 2007 has been received from DEP acknowledging the project's exception from sewage planning.

*Water Service* - A letter from the municipal water authority acknowledging availability of public water should be submitted to the Granville Township Planning Commission. \*Status unknown as of 11/16/09.

*Signature Blocks on Plan* - Signature blocks should be on the plan for the review of the Granville Township Planning Commission and the approval of the Granville Township Board of Supervisors. Also, the Mifflin County Planning Commission review certificate should be on the plan. If a copy of the certificate is required, one can be obtained at the Mifflin County Planning and Development Department.

Other Comments:

1. The project location map shows an incorrect location of the site and should be corrected. The applicant will address this. \*This has been revised on the plan dated 5/6/09.

2. The surveyor from Hampson Surveying should be identified and their seal placed on the plan. The applicant will address this. \*A seal of Rodney A Drake, a registered Landscape Architect from New York is on the plan dated 7/24/09.

3. A traffic circulation pattern should be shown on the plan for the overall bank lot. The applicant will address this. \*One Way and Do Not Enter signs are shown on the location plan dated 7/24/09, yet no formal circulation diagram has not been provided. It appears the only portion of the site that is to be one-way is the area near the drive-thru. The Planning Commission recommends that the entire site be designated as one-way.

4. The narrative provided to the county should be shown on the plan. The applicant will address this. \*A narrative has not been provided on the plans dated 7/24/09.

5. The developer should consider coordinating with the developer of the proposed Dunkin Donuts location and with Lowe's in regards to traffic circulation to ensure an orderly flow of traffic through out the complex. In addition, an inset map showing the traffic circulation pattern for the entire complex would be helpful to show the impact on the Lowe's parking lot. \*This has not been provided on the plans dated 7/24/09.

6. A stormwater management plan should be submitted to the township engineer for review. Also, since the proposed development lies within the permit tee area of Lowe's NPDES permit, the applicant needs to become a co-permit tee on Lowe's permit. \*This has been submitted to the Township Engineer for review in October of 2009.

7. Additional fire hydrants should be considered to serve the bank, Lowe's, and the proposed Dunkin Donuts location. There is one hydrant about 80 feet from the proposed building along the property line. \*The fire hydrant is shown on the plan dated 7/24/09.

8. The water easement offshoots located near the drive-thru area on the side of the Your Building Centers, Inc. site should be more clearly identified. Without being labeled they currently resemble driveways entering into the Your Building Center area. The applicant will address this. \*Additional information about the waterline easement should be provided on the plan.

9. A second exit located at the rear of the property leading out into the parking lot should be considered to allow vehicles to leave the drive-thru area without reentering the parking area. This would also allow emergency vehicles to have a secondary way to access the site and eliminate the need for cross traffic on the asphalt lane. The applicant is concerned about building a retaining wall and finished floor elevation. \*An additional exit has not been proposed on the plans dated 7/24/09.

10. A sidewalk or path connecting the bank to Lowe's through the rear of the property should be considered to allow people to walk between the two sites. This would reduce traffic by allowing people to walk safely and therefore not having to drive. \*No sidewalks have been proposed on the plans dated 7/24/09.

11. A designated loading zone for the bank should be noted on the plan. (Section 5.503 of the Granville Township Zoning Ordinance) The applicant will address this. \*There is no loading zone shown on the plans dated 7/24/09.

12. The width of the passing lane around the drive-thru should be shown on the plan. The applicant will address this. \*This has not been provided on the plans dated 7/24/09.

13. New traffic control signs should be placed on the plan. The applicant will address this including traffic circulation for internal lot. \*Signage is shown on the revised plans dated 7/24/09.

14. Signage information for the proposed development should be provided to insure compliance with Section 5.6 of the Township Zoning Ordinance. \*A detail of the new Northwest Savings Bank sign has not been provided to accompany the Pylon Sign shown on the location plan dated 7/24/09.
15. Recommend one way exiting out of driveway so that there will be no left hand turn. The applicant will place signage for this. \*This has not been done on the plans dated 7/24/09.
16. The County Planning Commission recommends having the township engineer also review the entrance including the left hand turn and the turning radius into the lot. \*The plan has been submitted for review by the Township Engineer in October of 2009.
17. Zoning information, including zone, setback requirements, site coverage, parking requirements, etc. should be provided on the final plan.

**Name of Plan: Kanagy, Gideon H.**

**Tax Map #: 18-12-106**

**Applicant Name: Peachey, Gideon H.**

**Plan Preparer: Taptich Engineering and Surveying**

**Action Taken:** The County provides comments only.

**Plan Summary:** This project involves the subdivision of two (2) lots from the lands of Gideon H. and Katie N. Kanagy. Current Lot #1 currently houses and existing single family dwelling with associated outbuildings and is served with an on-lot water source. Access to Current Lot #1 is via the existing concrete driveway. Current Lot #2 is currently vacant and is intended to be a future non-building lot addition to proposed Current Lot #1. The conveyance of these parcels is to take place in separate calendar years. The Residue land is used for residential and agricultural purposes.

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

**Clean and Green Program -** The parcel (T.M. 18-02-106) is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information.

**Topographic information -** Topographical contours at vertical intervals should be displayed on the plan (Menno Township Subdivision and Land Development Ordinance, Section 6.202.a.7).

**Soils -** Plan Note 6 mentions that all soils are PE, which appears incorrect based off of County GIS records. Corrected soils information should be shown on the plan. (Menno Township Subdivision Ordinance, Section 6.202.a.8)

**Right-of Way Widths -** The right-of-way width of Huey Street does not meet the road provisions of the Menno Township Subdivision and Land Development Ordinance (Table 1). 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 Huey Street does not meet the road provisions of the Menno Township Subdivision Ordinance (Table 1). 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.

**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.

**Water and Sewage Service -** Water and sewage service information supplying Current Lot #1 should be shown on the plan (See section 6.302.a.11 of the Menno Township Subdivision and Land Development Ordinance).

**Required Signatures on Application -** The subdivision application form should be signed by the municipality. As of the Review Committee Meeting, the Township did not have a copy of the plan.

**Lot Addition -** A lot addition statement should be noted on the plan stating the following: "Lot # consisting of acres is to be added onto land owned by. Lot # is a lot addition and shall be come 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. Based upon tax assessment records, T.M. 18-12-116 does not exist and is part of the residual lot, T.M. 18-2-106. Please confirm.
2. The residual lot appears to list an incorrect tax map number. The lot should be T.M. 18-2-106. Please confirm.
3. Once current Lot #2 is combined with current Lot #1, the residual lot will have limited access to Huey Street. The residual lot will need to have access to the public road system. (See section 3.207.b of the Menno Township Subdivision and Land Development Ordinance). It appears that the plan is showing a separate lot next to the proposed Lot, Current Lot 2, yet it appears that it could be part of the residual lot. Please clarify. Access to the residual lot should clearly be shown on the plan.
4. Tract boundary information for the residual lot should be shown on the plan (See sections 6.302.a.5, 7, 9 and 12 of the Menno Township Subdivision and Land Development Ordinance).
5. The plan application indicates the title of the plan as Gideon Peachey, and the plan and tax assessment records indicate the property owner as Gideon Kanagy. Consistency should be made.

6. This subdivision proposal appears to create a two phase plan to avoid Clean and Green rollback taxes. If there is going to be two subdivisions that occur, two subdivision plans should be submitted. To avoid a second review, why is the lot combined acreage less than two acres? The current proposal shows the combined lots being about 2.1 acres. As currently proposed, a flag lot with a substandard amount (36.57 feet) of frontage along Huey Street will be created. There is no guarantee that if this plan, as proposed, is recorded that the second lot, current lot 2, will be deeded and added to current lot 1.

7. There is an acreage discrepancy on the plan. The plan shows different acreage amounts for the lots involved than the property plan. The plan should be modified to clearly indicate what acreage amounts are being referred to and the total acreage should be indicated separately.

**Name of Plan: McElwain, John H.**

**Tax Map #: 19-11-140/19-11-138**

**Applicant Name: McElwain, John D.**

**Plan Preparer: Wright Land Surveying**

Action Taken: The County provides comments only.

Plan Summary: John H. & Doris M. McElwain own two parcels of land on Sheaffer Drive. One parcel has the house. The other parcel, Deed Book 171-380, is to be divided into two lot additions. Lot Addition A will be added to the first parcel of John H. McElwain. Lot Addition B will be added to the lands of John D. McElwain. No new construction is proposed. Lot Additions A & B are lot additions and shall be come an integral part of the parcels to which they are added to. Lot Additions A & B are not building lots and cannot be maintained or developed as separate individual lots.

Review Comments (List from Review Committee):

Right-of-Way Widths - The right-of-way width for Sheaffer Drive does not meet the road provisions of Oliver Township's Subdivision and Land Development Ordinance (Table 1). 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 Sheaffer Drive does not meet the road provisions of Oliver Township's Subdivision and Land Development Ordinance (Table 1). 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.

Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 6.302.a.6 and 6.302.b.7 of the Oliver Township Subdivision and Land Development Ordinance. DEP Sewage Planning Module - A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided. Plan approval should be contingent upon receiving an approval from DEP following the filing of this form.

Other Comments:

1. It appears, based upon tax assessment records, that John and Doris McElwain only own one parcel. There does not appear to be a parcel between 19-11-136B and 19-11-140. Please confirm. \*According to the surveyor, there are two deeds assigned to one tax parcel number. The information shown on the plan is correct.
2. The combined acreage should be provided on the plan.
3. Deed Book 171-380 and tax parcel number should be provided for the parcel that encompasses lot additions A & B. \*According to the surveyor, the information on the plan is correct and that there is two deeds assigned to one tax parcel number. The plan narrative should be more descriptive to this fact and reference what deeds are assigned to what tax parcel number.

**Name of Plan: Byler, David J.**

**Tax Map #: 20-02-129**

**Applicant Name: Byler, David 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 David J. & Kathy L. Byler. Lot #1 is presently vacant and is intended to be a stand-alone lot. Access to Lot #1 will be via the existing developed public roadways. There are no improvements proposed. The Residue of #1 is presently developed with a single family dwelling and associated outbuildings. These facilities are served with an on-lot sewage disposal system and domestic water from a private source.

Review Comments (List from Review Committee):

Clean and Green Program - 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.

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

Floodplain - General Note 4 appears to be incorrect. The property lies within the 100-year floodplain, and the flood plan should be delineated on the plan. Future development in this area should be discouraged.

Soils - According to the County GIS files, some portion of this property appears to have prime farmland soils. (HaB, No) According to the County GIS files, some portion of this property appears to have hydric soils. The hydric soils information should be shown on the plan. (Ma, No)

*Setback Lines - The setback lines or setback information 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 Permits - 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.*

*Street Names - Mulberry Lane should be labeled on the plan (See section 402.2.a of the Union Township Subdivision and Land Development Ordinance).*

*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 - Either Lot 1 will need to be designated a non-building lot and have a non-building statement on the plan and 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. -or- Septic testing will need to be shown on the plan and 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.*

*Other Comments:*

- 1. A North arrow should be on the plan. (See section 402.2.i of the Union Township Subdivision and Land Development Ordinance)*
- 2. All significant man-made features, including water and sewer systems should be shown on the plan. (See section 402.2.c of the Union Township Subdivision and Land Development Ordinance) Does this property have access to public water to serve the residue lot? This should be clarified on the plan. Otherwise, well information should be shown on the site.*
- 3. Zoning information should be stated on the plan. (See section 402.2.h of the Union Township Subdivision and Land Development Ordinance)*
- 4. Does access to the residue, via Mulberry Lane, traverse another property? If so, right-of-way information for the private drive and deed book and page number establishing the easement should be provided on the plan. (See section 402.2.b of the Union Township Subdivision and Land Development Ordinance)*
- 5. The connection of Mulberry Lane to the public road system should be shown on the plan.*
- 6. According to County GIS records, there is a property owned by Lois E. Peachey, T.M. 20-2-127A, located near the Southwest corner of proposed lot 1. Please confirm.*
- 7. The adjoining owners table on the plan does not list the property reference number that is noted on the plan.*
- 8. The plan indicates one property line call along the Eastern boundary line of Lot 1 and the residual lot. Should there be another property call along this property line?*

**Name of Plan: Bright, Paul W., Jr.**

**Tax Map #: 20-14-726/20-14-821**

**Applicant Name: Bright, Paul W., 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 Richard D. and L. Jean Penepacker. Lot #1 is presently vacant and is intended to be a non-building lot addition to the adjacent lands of Paul W. Jr. and Lisa A. Bright (DB 550 PG 397). 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 public water and public sewer service.

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

**Zoning -** Zoning information should be stated on the plan.

**Topographic information -** Topographical contours at vertical intervals should be displayed on the plan (Union Township Subdivision and Land Development Ordinance, Section 402.1.e.2). A request could be made for this to be waived.

**Soils -** 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 information should be noted on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Section 402.2.g).

**Right-of Way Widths -** The right-of-way width for Second Street and North Penn Street does not meet the road provisions of the Union Township Subdivision and Land Development Ordinance (Section 501.2). 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 Second Street does not meet the road provisions of the Union County Subdivision Ordinance (501.2). Since the parcel has the potential for future development, road improvements should be considered prior to further development. At a minimum additional cartway should be provided by the applicant as a condition if there is future development along this road.

*PennDOT HOP/Municipal Driveway Permits - The driveway location on the residue property should be shown on the plan. 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.*

*Water and Sewage Service - Existing water and sewage information for the grantee and grantor properties should be shown on the plan (See section 402.2.c of the Union Township Subdivision and Land Development Ordinance).*

*Lot Addition - A lot addition statement should be noted on the plan stating the following: "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."*

**Additional Comments:**

*1. The plan application indicates this is the Paul W. Bright, Jr. Subdivision, yet the plan calls the plan the Richard D. and L. Jean Penepacker plan. Consistency should be made.*

*2. The application is signed by Paul Bright as the landowner, yet the plan states the property owner is Richard & Jean Penepacker. The application should be signed by the current landowner to ensure he or she is authorizing the subdivision as the property owner.*

**Name of Plan: Case New Holland**

**Tax Map #: 20-07-120D**

**Applicant Name: Dancy, William**

**Plan Preparer: Taptich Engineering and Surveying**

**Action Taken: The County provides comments only.**

**Plan Summary:** *This project involves the subdivision of four (4) lots from previous Parcel 1. All four (4) lots are zoned Industrial according to the Union Township Zoning Map. Each lot presently houses existing Industrial and Office buildings. Public water as well as public sewer are available for each lot. Each lot is presently adjacent to public roadways.*

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

*Basic Plan Information - A North arrow, scale and graphic scale bar, site location map and date of the plan should be on the plan. (Union Township Subdivision and Land Development Ordinance, Section 402.2.i). It appears not all abutters are shown on the plan. All abutters should be shown on the plan, including tax map numbers. (Union Township Subdivision and Land Development Ordinance, Section 403.1.d)*

*Features - All significant man-made features, including water and sewer lines, petroleum lines, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan. (Union Township Subdivision and Land Development Ordinance, Section 402.2.c)*

*Floodplain - The property lies within the 100-year floodplain, and the flood plan should be delineated on the plan. Future development in this area should be discouraged.*

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

*Soils - Soils information should be shown on the plan. This information could be asked to be waived by the township since the property is served by public sewer. According to the County GIS files, some portion of this property appears to have prime farmland soils. (HaB)*

*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).*

*Right-of Way Widths - The right-of-way width of Maple Avenue and South Kishacoquillas Street does not meet the road provisions of the Union Township's Subdivision and Land Development Ordinance (Section 501.2). 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 of Maple Avenue and South Kishacoquillas Street does not meet the road provisions of the Union Township's Subdivision and Land Development Ordinance (Section 501.2). Since the parcel has the potential for future development, road improvements should be considered prior to further development. At a minimum additional cartway should be provided by the applicant as a condition if there is future development along this road.*

*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 - It appears the 50' private easement has the potential 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 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.

Water and Sewage Service - Existing water and sewage service information for all lots should be shown on the plan. (See section 402.2.c of the Union Township Subdivision and Land Development Ordinance)

Required Signatures on Application - The landowner's signature needs to be on the subdivision application form to verify the subdivision has been authorized by the property owner(s).

Other Comments:

1. The deed book and page numbers establishing the 50 private easement should be referenced on the plan. It appears this easement may be proposed with this plan. If so, this should clearly be indicated on the plan and in the narrative. The cartway should also be shown (See sections 402.2.a and b of the Union Township Subdivision and Land Development Ordinance).
2. The plan should list parking requirements for each lot and if the requirement is met.
3. If Walnut Street is the access for Lot 4, it should be labeled on the plan.
4. What is the distance between the buildings between Lots 1 and 4? Does this proposal meet the rear setback requirement for these lots? (See section 307.2 of the Union Township Zoning Ordinance)

**Name of Plan: Hoffman, Jeffrey R. & Rhonda**

**Tax Map #: 21-13-105A**

**Applicant Name: Hoffman, Jeffrey R. & Rhonda A.**

**Plan Preparer: Wright Land Surveying**

**File Number: 2009-11-004**

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

**Land Owner Name: Hoffman, Jeffrey R. & Rhonda A.**

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 days.

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

Review Comments (List from Review Committee):

*Floodplain - It appears as if 100-year floodplain is located on a portion the residual lot and the floodplain should be delineated on the plan. Future development in this area should be discouraged.*

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

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

*Right-of Way Widths - The right-of-way width for the Mt. Hope Road does not meet the road provisions of the County's Subdivision and Land Development Ordinance. 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 Mt. Hope Road does not meet the road provisions of the County's Subdivision Ordinance. 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 Permits - A municipal driveway permit is required in Wayne Township, and a copy should be provided to the Mifflin County Planning Commission. \*According to the surveyor, a permit has already been issued and the surveyor should reference the permit number on the plan.*

*Deed Restrictions and Easements - Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 7.302. A6 and 7.302. B7 of the Mifflin County 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 "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 100 foot well isolation distance should be shown on the plan.*

**Item #6 – Public Comment**

Marlin Boaz and Stanley Collins, who attended the meeting to observe, introduced themselves as new Bratton Township Supervisors. They briefly asked about the Shirley R. Crosson, et. al. subdivision in Bratton Township that was reviewed earlier in the year. Bill responded to their questions.

**Item #7 – Other Business or Comments**

No other business or comments were offered.

The meeting adjourned at 5:15 p.m. upon a motion by Don Kauffman that was seconded by John Pannizzo.

mjs