

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**APRIL 23, 2020**  
**CONFERENCE CALL – 3:30 P.M.**

**ATTENDANCE**

Members

Michelle Bair  
Dan Dunmire  
Tom Lake  
Kay Semler  
Neal Shawver  
Jim Spendiff  
Cyle Vogt

Other

Rob Postal, Commissioner  
Lucas Parkes, The EADS Group

Staff

Mark Colussy, Director

**Call to Order**

Tom Lake, Chair, called the meeting to order at 3:30 p.m. via teleconference.

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

**Record of Public Attendance**

Mark Colussy recorded public attendance because the meeting was held via teleconference.

**Approval of Meeting Minutes**

Kay Semler made a motion to approve the minutes from the March 26, 2020 meeting. The motion was seconded by Neal Shawver. All members voted aye.

**Public Comment**

None

**Project Updates**

Mark Colussy indicated that just yesterday, April 22, 2020, the DCNR C2P2 grant application deadline occurred and that he was able to get the grant submitted along with a large number of letters of support. Mark followed up with Lori Yeich to verify the submission status.

Planning & Development Department staff has been furloughed due to the COVID-19 stay-at-home order other than Mark, who has been cut back to reduced hours. Mark was able to work enough to get the plan reviews completed.

Mark attended this month's Lewistown Borough Council meeting to discuss possibly coordinating on a CDBG project to demolish a structure. This project is not quite ready to go yet, but all parties are working together to see if this project can proceed.

All public CDBG meetings have been required by DCED to be canceled. DCED provided guidance on how to conduct these meetings remotely, to which staff will have to schedule quickly. Construction may be opening back up again, and there are a lot of projects that are needed to either re-start or start in a rapid order.

Since construction was mentioned, Kay Semler asked for a project update on the South Main Street bridge project. Mark said he didn't have a specific update, but he did know that the beams were delivered and installed last week and he did stop by the site a few times and noticed that there wasn't much activity with the COVID-19 shutdown, and wasn't sure if the contractor had secured a waiver to allow them to continue to work or not. Mark agreed to look into more info on this and provide an update at a later time.

Mark then indicated he wanted to update everyone on what he participated in an MPO meeting last week and SEDA-COG is still planning to move forward to get public comment remotely. Since everyone is in the middle of the TIP update cycle, the schedule still needs to proceed.

Mark also updated the Commission on his efforts on communicating with the Internet Advisory Committee and if a meeting will be held soon considering the demand on internet during the quarantine. He will update the Commission on if any action takes place soon.

#### **Next Month**

A question was posed by Michelle Bair if we could move future Planning Commission Meetings from Meeting Room B to Meeting Room A, which is larger, and more able to social-distance. Mark Colussy agreed that if Mifflin County moves into the Yellow Phase, 25 people can gather in one place, beyond the 10 in the red phase. Meeting Room A is larger in size, so Mark agreed to request the use of Meeting Room A going forward. Kay Semler asked if we could do a hybrid-style meeting that would allow people to have the option to either meet in person or to also meet electronically via teleconference. Mark Colussy acknowledged that this would be possible and asked the rest of the Commission members who would be favor of this idea. Tom, Michelle, Dan, Jim, Kyle all agreed this made sense. Since this was the majority of the member, Mark agreed to choose this option for the next meeting. Commissioner Postal was on the call and indicated it shouldn't be a problem to use Meeting Room A. The only thing to change would be that if the attendance would exceed 25 persons, people could wait in the lobby until that particular agenda topic is over for persons to be heard.

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

Four plans were submitted to the committee for review, all under Municipal Ordinance. There were three subdivision plans and 1 land development plan, with the land development plan being a re-submission from a plan that was originally reviewed in April of 2019. The land development plan is the MCS Bank plan in Armagh Township. There was also a subdivision plan for John Kauffman in Armagh Township. There were two subdivision plans in Oliver Township: Mark C. Zook and Ray Byler.

The Following Review Committee Report was presented to the Planning Commission:

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

##### **File: 2020-04-003**

Plan Name: Kauffman, John Timothy

Plan Preparer: Wright Land Surveying

##### **Plan Summary:**

This plan proposes to create Lot 2. Lot 2 has an existing single-family residence served public sewer and private water source located off-site. The residual tract, Lot 2, has an existing residence with no new development proposed.

#### Administrative

The subdivision application form should be signed by the municipality.

#### Basic Plan Information

Though the entirety of proposed Lot 2 is surrounded by the residual lot, none of the abutters are shown for the residual lot. All abutters should be shown on the plan, including tax map numbers (see Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a.16).

The registered surveyor responsible for the plan should sign the plan, possibly on the professional seal.

#### Subdivision Information

Property boundary information should be shown for the entire property, including the residual property (see Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a.5). If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. Considering that the majority of the residual tract will not be impacted by the subdivision, it may be difficult to show new surveyed boundaries for the entirety of the property. It is recommended that at least one new property boundary monument show a distance and bearing to an existing boundary monument to help show exactly where the new subdivided lot is located within the residual lot.

The proposed lot size for Lot 2 is 0.553 acres. The minimum lot size in Armagh Township is 0.5 acres for properties served by public sewer (SALDO Table 2). The proposal appears to be in compliance with this provision.

#### Clean & Green / Agriculture

According to County records and as noted in Note 6 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.

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

The property has an Agricultural Conservation Easement and should be noted on the plan. In some situations, subdivision and/or land development activity is impacted by the easement. Since there is already an existing house on the property, it is unclear how the easement may affect this proposal. The Mifflin County Conservation District should be contacted for more information and the Township should wait to take action on this plan until this is determined.

#### Floodplain / Wetlands

According to Note 4 on the plan and according to County GIS information, the property does not lie within a designated wetland.

According to Note 5 on the plan and according to County GIS information, the property lies within the 100-year floodplain. Development in these areas is always discouraged and should be discouraged going forward. The future property owner should be aware that since the structure is within the floodplain now, any changes to the structure will require a permit from the township, which may need to be in compliance with current FEMA standards.

#### Topographic information

It appears, according to County GIS information, that there are steep slopes (grades over 15%) on the residual lot and development in these areas should be discouraged.

Topographical contours at vertical intervals should be displayed on the plan (see Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a.7). Note 1 on the plan states that there are no 20 foot contours that cross the proposed lot, yet no elevation data is provided at all. This could possibly be considered for a waiver if it would cause a hardship.

#### Soils

Soils information should be shown on the plan (see Armagh Township Subdivision Ordinance, Section 6.202.a.8).

#### Setback Lines

The setback lines are shown on the plan as prescribed in the Armagh Township Subdivision and Land Development Ordinance (Table 2). The plan requirements listed in Note 2 on the plan appears to be in compliance with the ordinance requirements. However, it should be noted that the existing house is not in

compliance with the front setback, which this proposal does not impact.

#### PennDOT HOP / Municipal Driveway Permit

Though the driveway accessing proposed Lot 2 is existing, it should be noted: Any access via a State Highway to lots shown on this subdivision plan will require the issuance of a PennDOT Highway Occupancy Permit (HOP).

PennDOT regulations provide that a Highway Occupancy Permit is required prior to constructing, altering or exceeding the permitted capacity for any access connected onto a State Highway. A Highway Occupancy Permit is also required prior to altering the existing pattern or flow of surface drainage or directing additional surface drainage onto or into the highway right-of-way or highway facilities. Approval of this plan neither implies nor guarantees permit approval by PennDOT.

#### Deed Restrictions and Easements

According to the surveyor via the plan application, there are no known deed restrictions or easements associated with the property. Note 7 on the plan states that there is an Agricultural Conservation Easement.

#### DEP Sewage Planning Module

Since the plan shows the use of existing public sewer and no new development is proposed, new sewage planning does not appear to be needed for this proposal. However, the public sewer line should be labeled on the plan.

#### Water Service

Based on the project narrative, 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.

#### Plan Recording and Execution

All signatures will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Armagh Township Supervisors, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.

#### Other Comments:

The plan applicant may consider requesting a waiver to the SALDO requirements concerning the inclusion of information/data, upon the application or plat (topographic contours, soils, setback lines, cartway widths, significant man-made features, significant natural features, and other items of consideration) if such information/data is not deemed pertinent to the matter at hand due to said informational inclusion rising to the level of unnecessary specificity not pertinent to the matter under consideration (i.e. a minor subdivision addressing a simple single subdivision proposing no building construction, earth movement, etc.).

#### **File: 2020-04-004**

Plan Name: MCS Bank - Milroy

Plan Preparer: The EADS Group, Inc.-Lucas Parkes

#### Plan Summary:

MCS Bank is planning to construct a Corporate Center. The proposed project will include the construction of a 12.575 square feet corporate center/bank and associated site improvements.

#### Administrative

This project was previously submitted in April of 2019 and reviewed by the Planning Commission on April 25, 2019 under a different name: Milroy Business Park - Phase I, MCS Bank - Lot B. The Current plan is named Milroy Business Park - Phase II, MCS Bank. Additionally, this parcel was part of a lot addition subdivision reviewed by the Mifflin County Planning Commission on August 23, 2018.

The applicant should verify that the current proposal should be considered Phase II since the previous submission was not named Phase I and has not been recorded.

#### Basic Plan Information

All abutters should be shown on the plan, including tax map numbers in accordance with the Armagh Township

Subdivision and Land Development Ordinance, (Article 6, Sections 6.202a.16. and 6.302a.17.).

#### Floodplain / Wetlands

The plan notes in Note L on the Cover Page that the site is not located in the 100-year floodplain and in Note K that there is no designated wetland on the site.

#### Soils

According to the County GIS files, the entire property appears to have prime farmland soils. Prime farmland soils are identified by the US Department of Agriculture as soils having the best combination of physical and chemical characteristics for producing food, feed, forage, fiber and oilseed crops.

#### Right-of-Way Widths

Although the plan shows the need for the acquisition of Right-of-Way for the Commerce Drive extension, it is not specifically labeled as to what right-of-way width is to be. Running a scale on the plan, the ROW appears to be 50'. The right-of-way width should be shown in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 6, Section 6.202a.11.).

#### Cartway Widths

The cartway width of Commerce Drive Extension is shown on the plan on the measurement plan (Sheet C-101.1) to be 26', which is two feet wider than on the Phase I plan.

#### PennDOT HOP

A Clear Sight Triangle and Sight Distances should be shown on the plan for any new access onto a State Route.

During the 2019 proposal, the project Engineer indicated that there was a traffic impact study conducted, which could be provided to the Township and County. Since this was not included in this plan submission, it is recommended to be supplied at this time. Any findings in the study should be addressed prior to this plan being approved.

There is a notation in Note P on the Cover Sheet about the requirement stating that any access via a State Highway to lots shown on this subdivision plan will require the issuance of a PennDOT Highway Occupancy Permit (HOP). Considering that this plan was submitted a year ago, it is assumed that the HOP process is already underway and an update should be provided as to the status. Approval of this plan should be contingent upon receipt of an HOP.

#### Private Street

All the appropriate supporting information (i.e. the length, cartway width, road profile) has been included with the plan set. All this information should be reviewed by an alternative township engineer since the plan submitter serves as the Township Engineer currently. Plan approval should be contingent upon understanding that it meets current township road standards since there appears to be an intent to dedicate commerce Drive to the Township.

#### Deed Restrictions and Easements

According to the Plan Application, there are deed restrictions and easements associated with the property. While it is clear that there is a right-of-way easement proposed for Commerce Drive, all deed restrictions and easements should be clearly stated on the plan in accordance with the Armagh Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.18). The plan should be clear as to the totality of the deed restrictions and/or easements on the property.

#### DEP Sewage Planning Module

Since the project is to utilize public sewer, a DEP Component 3, or Exemption from Sewage Planning (Mailer), should be provided.

#### Sewage Service

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

#### Water Service

A letter from the Municipal Authority of the Borough of Lewistown (MABL) acknowledging availability of public water, should be submitted to the Armagh Township Supervisors.

#### Land Development

The plan shows a proposed fire hydrant along proposed Commerce Drive. The applicant should consult the local Fire Marshall/Chief to see if the new fire hydrants is adequate in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 3 Section 3.214 b.) and other fire suppression needs. The plans notes on the Master Utility Plan (C-3) that 75 parking spaces are proposed with three handicapped spaces in the front of the facility. This number of spaces seems to be more than adequate based on the square footage of the facility.

The project proposes to disturb over one acre of land area and requires an individual NPDES Permit from DEP. Plan approval should be contingent upon receipt of the permit.

#### Plan Recording and Execution

The number of plan sheets that will be required to be put on record should be clearly determined prior to plan approval since some of the plan set sheets may not need to be part of the recording set.

All signatures will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Armagh Township Supervisors, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.

#### Other Comments:

1. The plan review that was conducted on April 25, 2019 reveals that the project engineer concurs that south-bound traffic from Commerce Drive has a right in movement only and exiting traffic from the site has only one movement, which is right, as well. However, the current proposal only appears to show right turn out on Old US HWY 322, and allowing full turning movements onto proposed Commerce Drive. However, since Commerce Drive appears to be wider than the 2019 version, this may have changed the intent. Please confirm.
2. It is recommended that the Township Solicitor provide his opinion on what type of developers agreement and financial security may be required for this submission. Plan approval should be contingent upon this being determined and finalized. Also, whatever access to the site that may be required to monitor improvements should be clearly stated on the plan to allow access by Township officials. This access should also be discussed and determined prior to plan approval.
3. During the 2019 submission, the EADS Group engineering representative indicated that this project will occur around October or November of 2019. Since this has not occurred, an updated timeframe schedule may need to be provided to the Township.
4. During the 2019 proposal, according to the engineer, a lighting plan will be provided. This plan set does not include a lighting plan, and it is recommended that plan approval should be delayed until this is submitted and reviewed by the alternative township engineer. Shielded downforce lighting designed to minimize light pollution is recommended.

#### Oliver Township (Municipal Ordinance)

#### **File: 2020-04-001**

Plan Name: Zook, Mark C. & Barbara A.

Plan Preparer: Wright Land Surveying

#### Plan Summary:

This plan proposes to create Lot 2. Lot 2 has an existing single-family residence served by on-lot sewage disposal and private well. The residual tract, Lot 1, is existing silvicultural use. No new development is being proposed by this plan.

### Basic Plan Information

The plan narrative makes no reference to the Idle Acres Campground, nor the land use of the property other than simply stating of the existence of single-family residence with the residual lot used for sivicultural use, which appears to conflict with the historic use of the property. Additionally, it appears that the existing campground is being cut in half, making it seem confusing as to why the new proposed property boundary was placed where it is. Additional information is recommended to be provided to give more context to the proposal.

\*Based upon a conversation with the surveyor, the new owner of the property is to eliminate the campground use altogether and use the residual site mostly for hunting, therefore there is no longer a concern about the original campground area being split onto two properties.

Deed Book and Page Number information should be provided on the plan. Currently, Deed Book is listed, but doesn't provide the number. (See Oliver Township Subdivision and Land Development Ordinance, Section 402.A.3.f)

### Subdivision Information

Property boundary information should be shown for the entire property, including the residual property (see Oliver Township Subdivision and Land Development Ordinance Section 402.A.4.b). If survey data is not available, this information could possibly be supplied via the deed description and could be shown on an inset map. However, it is recommended that at least one distance and bearing be provided from the proposed property pin to an existing property monument to better locate the exact location of the proposed lot.

### Floodplain / Wetlands

According to County GIS information, as well as shown on the plan and mentioned in note 3, the property lies within the 100-year floodplain. Future development in this area should be discouraged. Considering that there are existing structures in this area on the property, the landowner should be aware that any changes to the structures will require a permit from the township and may be subject to current FEMA standards.

According to County GIS information, as well as mentioned in Note 4 on the plan, a small portion of the property lies within a designated wetland. Future development in this area should be discouraged.

### Topographic information

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

### Soils

According to the County GIS files, some portion of this property appears to have prime farmland soils. Prime farmland soils are identified by the US Department of Agriculture as soils having the best combination of physical and chemical characteristics for producing food, feed, forage, fiber and oilseed crops.

Soils information should be shown on the plan. (Oliver Township Subdivision Ordinance, Section 402.A.5.b)

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.

### Setback Lines

The setback lines (40' Front, 20' Side, 30' Rear) is shown on the plan as prescribed in the Oliver Township Subdivision and Land Development Ordinance (Section 507, Table V-4).

### Right-of-Way Widths

The plan proposes a 40' Right-of-Way to access both Lots 1 and 2. The Oliver Township SALDO requires a minimum width of 50 feet, as mentioned in Section 504.B.7.c.

### Cartway Widths

Based upon the Oliver Township Subdivision and Land Development Ordinance, the cartway width of 16 feet is substandard (Sections 504.B.7.c.1 and 2), which requires a cartway width of 24' of clear space and 18' of improved, paved surface.

### Private Street / Shared Driveway

The plan provides a maintenance statement on the plan outlining responsibilities going forward. Such

maintenance provisions should be provided as an agreement as part of the deeds as the lots are sold/transferred.

#### Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Oliver Township Subdivision and Land Development Ordinance. (Sections 402.A.4.2 and 402.B.4)

#### DEP Sewage Planning Module

There is a Residual Tract Waiver on the plan. A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form has been provided to the County and Township.

#### Sewage Service

Though the narrative states no development is proposed, the Sewage Enforcement Officer should be contacted to verify if a back-up sewage site is needed for a back-up site for Lot 2. If a back-up site is required and tested, the location should be shown on the plan.

\*Based on a conversation with the surveyor, the SEO has been contacted and the additional drainfield previously associated with the campground can be used as a back-up sewage site if the primary system fails.

#### Water Service

The plan narrative states that Lot 2 is served by an existing private well. The plan depicts an existing well house

on both Lot 2 and Lot 1. Verification should be made that these are adequate for the existing needs of the project.

#### Plan Recording and Execution

All signatures will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Oliver Township Supervisors, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.

#### Other Comments:

1. Idle Acres, across from Old State Street, had previously been part of access to the property as part of this proposal. Will this continue into the future, or will access be directed via Old State Street? Since this is a private drive, if it is to be continued to be used, it should be shown on the plan, including the easement and maintenance agreement.

\*Based upon a conversation with the surveyor, there is no immediate anticipation to utilize the former campground lane on the south side of Old State Street.

#### **File: 2020-04-002**

Plan Name: Byler, Raymond J. & Arlene

Plan Preparer: Wright Land Surveying

#### Plan Summary:

This plan proposes to create Lots 2 & 3. Lot 2 has a single-family residence served by on-lot sewage disposal and private well. Lot 3 is for existing agricultural use. The residual tract, Lot 1, is vacant farmland. No new development is being proposed by this plan.

#### Basic Plan Information

Deed Book and Page Number information should be provided on the plan. Currently, Deed Book is listed, but doesn't provide the number. (See Oliver Township Subdivision and Land Development Ordinance, Section 402.A.3.f)

#### Subdivision Information

Property boundary information should be shown for the entire property, including the residual property (see Oliver Township Subdivision and Land Development Ordinance Section 402.A.4.b). If survey data is not available, this information could possibly be supplied via the deed description and could be shown on an inset map. However, it is recommended that at least one distance and bearing be provided from the

proposed property pin to an existing property monument to better locate the exact location of the proposed lot.

#### 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.

#### Floodplain / Wetlands

According to County GIS information, as well as shown on the plan and mentioned in note 3, a portion of the residual property lies within the 100-year floodplain. The floodplain does not appear to be impacted by this proposal. Future development in this area should be discouraged.

According to County GIS information, as well as mentioned in Note 4 on the plan, a small portion of the property lies within a designated wetland. Future development in this area should be discouraged.

#### Topographic information

It appears, according to County GIS information, that there are steep slopes (grades over 15%) on this site, which does not appear to be impacted by this proposal, but development in these areas should be discouraged.

#### Soils

According to the County GIS files, some portion of this property appears to have prime farmland soils. Prime farmland soils are identified by the US Department of Agriculture as soils having the best combination of physical and chemical characteristics for producing food, feed, forage, fiber and oilseed crops.

Soils information should be shown on the plan. (Oliver Township Subdivision Ordinance, Section 402.A.5.b)

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.

#### Setback Lines

The setback lines (40' Front, 20' Side, 30' Rear) is shown on the plan as prescribed in the Oliver Township Subdivision and Land Development Ordinance (Section 507, Table V-4).

#### Right-of-Way Widths

The plan proposes a 40' Right-of-Way to access both Lots 1. The Oliver Township SALDO requires a minimum width of 50 feet, as mentioned in Section 504.B.7.c.

#### Private Street / Shared Driveway

It appears that the proposed right-of-way accessing Lot 1 could possibly be used by Lots 2 and 3. 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 the Oliver Township Subdivision and Land Development Ordinance. (Sections 402.A.4.2 and 402.B.4). Based on the plan application the only easement on the property is the proposed 40' ROW.

#### DEP Sewage Planning Module

There is a Residual Tract Waiver on the plan. A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form has been provided to the County and Township.

#### Sewage Service

Though the narrative states no development is proposed, the Sewage Enforcement Officer should be contacted to verify if a back-up sewage site is needed for a back-up site. If a back-up site is required and tested, the location should be shown on the plan.

\*Based upon a conversation with the surveyor, the SEO has already been contacted and has signed off on the planning waiver form since the current system was only recently built in 2019 with no need to acquire a back-up site at this time.

### Plan Recording and Execution

All signatures will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Oliver Township Supervisors, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.

Chairman Lake asked Mark Colussy if there were any plans he'd like to go over in further detail. Mark Colussy did say he spoke to Bill Wright about the plan review letters for the plans he submitted since three of the four plans were his plans. Mark did make a few edits based on the conversation, which edited the report that was originally created after the Review Committee last Thursday. Mark then indicated that out of all the plans that were reviewed, it was important to note that on the Kauffman plan in Armagh Township had an Agricultural Conservation Easement on the property. He stressed that in the comments the Township should take head as to how the Conservation Easement may impact the subdivision. Conservation Easements still allow for one lot to be subdivided to allow for a future home for heir purposes, but that was it. Dan Dunmire added that last summer the State mandated everybody must update their subdivision requirements. The background is that this property was added to the conservation program. One lot can be subdivided as long as the remainder stays in agricultural production. The new requirements allow for one more residence for the lifetime of the property, and that is it. The new requirements state that if the new landowner relinquishes the rite to build a new home, they may subdivide the existing home. Dan said his board was not too happy with this new policy. The purpose of the current submission is to subdivide the lot for floodplain insurance purposes. Dan felt that this circumstance fell into the rules and this would be allowable. Tom asked if there were any other plans to review.

Mark indicated that since Lucas Parkes was one the call, he was given an opportunity to give the Planning Commission an update on the MCS Bank plan. Since this plan was submitted last year, the NPDES Permit, the traffic study and HOP coordination with PennDOT, the utilities were all being coordinated, as well as the new funding available for Commerce Drive via an ARC grant (\$580,000). MCS Bank is planning to start construction this summer. The developer is relying on PennDOT to conduct the final design for Commerce Drive, expected to be built in 2021. Once the road is built, it will allow an opportunity for additional development on the balance of the lot, such as a hotel or restaurant. Dan Dunmire did ask a question as to what DEP required for the NPDES Permit. Lucas responded that a new infiltration permit would be required since the site is so flat. New infiltration testing showed a good rate and experienced very little rock. Michelle asked the location of the proposal in comparison to the road to Milroy, to which Lucas answered that it is near the Flag monument and behind the townhouses. Mark added that if you are driving from Milroy towards Reedsville, the road that intersects with Old 322 will directly align with the new intersection with Commerce Drive.

Tom Lake entertained a motion to accept the comments for the four plans under municipal ordinance. A motion was made by Kay Semler and Jim Spendiff seconded the motion. All members voted aye.

### **Other Business**

There was no other business to attend to at the meeting.

### **Adjournment**

Dan Dunmire motioned to adjourn the meeting, while Michelle Bair seconded the motion. Tom Lake adjourned the meeting at 4:10 p.m.