

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**APRIL 26, 2018**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

Members

Jason Cunningham  
Dan Dunmire  
Tom Lake  
Dave Pannebaker  
Kay Semler  
Neal Shawver  
Jim Spendiff  
Kent Spicher  
Cyle Vogt

Other

Nick Felice, MCIDC  
Steve Dunkle, Commissioner  
Kevin Kodish, Commissioner  
Rob Postal, Commissioner

Staff

Bill Gomes, Director  
James Lettiere, CD Administrator/Assistant  
Director  
Chastity Fultz, Office/Grants Manager

**Call to Order**

Kay Semler, Chair, called the meeting to order at 3:31 p.m.

**Record of Public Attendance**

Kay reminded everyone to sign the attendance sheet.

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

**Approval of Meeting Minutes**

Jim Spendiff made a motion to approve the minutes from the March meeting, as well as the April 5<sup>th</sup> Annual Dinner meeting. The motion was seconded by Dan Dunmire. All members voted aye.

**Annual Economic Update**

Nick Felice, President of MCIDC, provided an annual economic update of Mifflin County. MCIDC has 24 tenants in the Plaza Buildings and two tenants in the Business Center Buildings. MCIDC invested over \$1 million in capital investments over the past year, which included many maintenance projects on various buildings. Mr. Felice stated that the maintenance budget has increased \$20,000 over the past year in order to help with future upkeep and projects. Neal Shawver questioned whether there was room for demolition/expansion in the Plaza area. Mr. Felice responded that there is potential, but the property is limited because of being located in the floodplain. Rob Postal added that a study was conducted after the 72 flood that suggested building a dike to protect the property at a cost of \$6 million. He also noted that much of the floor area of the buildings is above the floodplain, but the parking lots and surrounding area are still located in the floodplain.

Mr. Felice also reviewed potential projects to promote developer interest. He is improving the website and encouraged everyone to view the website at [www.mcidc.org](http://www.mcidc.org). Mr. Felice will be attending the Select USA

Foreign Direct Investment Summit in June. The goal is to connect local companies with foreign interests wanting to establish a presence in the United States, and possibly directly in Pennsylvania.

The PHN project is continuing and should be completed in June with approximately 10 new positions being created in addition to retaining 35 positions. Additional opportunities may occur as other areas of the building progress.

A video conferencing center has been developed through a USDA grant through Ben Franklin Technology Partners. The grant was initiated by Rob Postal when he was President of MCIDC. The equipment has been installed at the Career Link and TIU has partnered with MCIDC to manage the equipment. Video conferencing services will be offered to businesses and other entities at a marginal fee. Mr. Felice is hoping to promote this service at a mixer event with the Chamber of Commerce.

Another project Mr. Felice began through a partnership with the Chamber of Commerce is a series of Entrepreneurial Meetups in a coffee shop setting. Current or new entrepreneurs can gather and exchange information, advice and grow their networks. Occasional speakers are present, but it is lightly scripted. These are held the last Wednesday of the month.

Mr. Felice mentioned Centre County's proposal to improve the I80/I99 interchange, as well as link potential improvements to US 322 to expand the six-mile limited access highway. MCIDC continues to support this project; however, Centre County has prioritized the I80/I99 interchange.

Kay Semler questioned the status of the GE building. Mr. Felice understands that the building has been listed and hopes it sells quickly. Tom Lake asked how the business tax in Pennsylvania affects Mifflin County since he has heard that Pennsylvania has the highest business tax in the country. Mr. Felice confirmed that Pennsylvania has one of the highest business taxes. Most companies looking to relocate to other states do not look at Pennsylvania, unless there is a direct need or other advantage. He realizes that if business tax is dropped, the budget is affected. However, additional business activity would eventually cause a trickle-down effect.

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

Five plans were submitted to the committee for review, all under Municipal Ordinance. The plans included Ryan Nunez (*Armagh Township*); AJM Real Estate Holdings-60'X60' Aircraft Hangar (*Brown Township*); Big Valley Animal Hospital (*Brown Township*); Korie L. & Annie M. Yoder (*Menno Township*); and Richard L. & Helen E. Harshbarger (*Oliver Township*).

Jim Lettiere reviewed two plans in further detail, including the AJM Real Estate Holdings Aircraft Hangar. The project site, leased to Alan Metzler, owned by Mifflin County Airport, is situated at 547 Airport Road, Brown Township. The project will involve the minor grading of approximately 3,600 S.F. of an existing field to accommodate the construction of a single-story slab-on-grade, aircraft storage hangar for a private owner (Alan Metzler). At the Subdivision Review Committee meeting, Mr. Metz questioned why every hangar has to go through the land development process. He provided an unrecorded copy of a plan from 2007 for multiple hangars. Jim further researched through the Register and Recorder's office and was not able to find any recorded plan for individual hangars. The only recorded land development plan on file was reviewed in 2011 for a T-hangar that appears to be separate from the stormwater management plan Mr. Metz provided.

The next plan Jim reviewed was the Big Valley Animal Hospital plan. The Big Valley Animal Hospital is proposing to expand their facilities along Three Cent Lane in Brown Township. A building addition will be constructed to expand and modernize the facility. Bill Gomes questioned the aisle widths of the parking area. Jim will clarify this in the comments. Cyle Vogt asked if there are noise ordinances for the generator. Jim will check on this as Bill noted this may be in the zoning ordinance. Jim added that there was some confusion on the need of a land development plan and stormwater exemption for this project. The owner decided to try

to do the land development, but decided to hire an architect and Taptich Engineering. Cyle Vogt questioned who owned the existing gas line and if they were ok with moving the line. Most utility companies do not allow another party to move their lines.

Dan Dunmire made a motion to accept the comments of the five plans under municipal ordinance with the changes noted. Tom Lake seconded the motion. All members voted aye.

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

Name of Plan: Nunez, Ryan  
File Number: 2018-04-004  
Tax Map #: 12,06-0111A-,000  
Municipality: Armagh Township  
Applicant Name: Nunez, Ryan  
Land Owner Name: Nunez, Ryan  
Plan Preparer: Wright Land Surveying

#### **Plan Summary:**

This plan proposes to add a single-family residence to be served by public sewer and public water.

#### **Subdivision Information**

Although this is not a subdivision plan, the distances of the parcels along four perimeter property lines are not shown and should be, in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 6, Section 6.202a.5. and 6.302a.5.).

#### **Floodplain / Wetlands**

According to the County's GIS files and Notes 5. and 6., a small area of the subject parcel is located within the 100-year floodplain and no mapped wetlands exist.

#### **Topographic information**

In accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 6, Section 6.202 a.7.) where reasonably practical data shall refer to known established elevations. There are no topographical contours.

#### **Setback Lines**

The setback distances for a single-family home served with both public water and public sewer are front 25 feet, sides 10 feet, and rear 15 feet in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 3, Table 1). The setbacks listed in note 3 are not correct.

The existing shed is located within the setback. The shed can be considered an existing non-conforming structure.

#### **Private Street / Shared Driveway**

Will the existing driveway be shared by more than one party? If so, 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 Armagh Township Subdivision and Land Development Ordinance. (Article 6, Sections 6.202a.13 and 6.302b.7)

#### **DEP Sewage Planning Module**

It does not appear that any sewage planning is required. Please confirm.

#### **Features**

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Armagh Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.9).

Are all man-made features shown? If not, all significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan in accordance with the Armagh Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.10).

**Land Development**

In accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 3, Section 3.209 a.), two off-street parking spaces shall be provided for each proposed dwelling unit. These should be shown on the plan for each dwelling unit.

**Brown Township (Municipal Ordinance)**

Name of Plan: AJM Real Estate Holdings-60'X60' Aircraft Hangar  
File Number: 2018-04-001  
Tax Map #: 14,03-0099-,000  
Municipality: Brown Township  
Applicant Name: A.J.M. Real Estate Holdings c/o Alan Metzler  
Land Owner Name: Mifflin County Airport Authority  
Plan Preparer: Thomas H. Metz Engineering, Inc.

**Plan Summary:**

The project site, leased to Alan Metzler, owned by Mifflin County Airport is situated at 547 Airport Road, Brown Township, Mifflin County, Reedsville, PA Tax parcel 14,03-0099-,000. The project will involve the minor grading of approximately 3,600 S.F. of an existing field to accommodate the construction of a single-story slab on-grade, aircraft storage hangar for a private owner (Alan Metzler). The project will also involve the extension of underground electrical. Owner parking is located inside or at existing hangar. No sewer or water is proposed as on-site facilities are provided less than 500 feet from proposed site. Existing storm water facilities have been implemented per plan titled Mifflin County Airport Authority, corporate hangar, Stormwater management plan dated August 28, 2007.

\* One asterisk represents comments generated at the April 19, 2018 Subdivision and Land Development Review Committee meeting and revised plans submitted April 19, 2018. The Metz Engineering representative indicated that a previous land development plan was prepared by Lee Simpson for seven (7) new hangars and believed it was an approved plan. He questioned why each individual hangar that is currently being development must go through as an individual land development plan. County staff researched the Recorder of Deeds Records and determined a land development plan for the construction of a ten unit t-hangar, consisting of 12,088 square feet was approved by Brown Township in May 2011 and reviewed by the Mifflin County Planning Commission on April 28, 2011. The T-hanger appears to be a separate hanger, in comparison to a stormwater management plan prepared by Lee Simpson Associates, Inc. Consulting Engineers dated August 28, 2007 that depicts seven (7) individual detached hangars.

**Administrative**

A land development plan was reviewed by the Mifflin County Planning Commission on April 28, 2011 for a 10-unit T hanger building. This consisted of a 12,088 square foot building on the same site. Also, a land development plan for a 3,600 square foot, single-story aircraft storage hangar, on the same site was reviewed by the Mifflin County Planning Commission on January 25, 2018.

An appropriate amount of plans should be submitted for review. The Mifflin County Planning Commission requests at least three (3) plans be submitted for review. Only two (2) plans were provided.

\*The Metz engineering representative provided three revised plans at the April 19, 2018 meeting.

The landowner's signature needs to be on the subdivision application form. Since there appears to be a lease agreement between the Airport Authority and Alan Metzler, this should be provided.

**Basic Plan Information**

The owners certification should be changed to list an authorized representative of the Mifflin County Airport Authority. Alan Metzler is the lessee, not the owner.

**Subdivision Information**

Property boundary information should be shown for the entire property, including the residual property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7, Sections 7.302A.5 and 6).

Article 7, Section 7.100 of the Brown Township Subdivision and Land Development Ordinance, refers to both proposed subdivisions and land development plans. Property boundary information is not only applicable to subdivisions, but land development plans as well.

**Floodplain / Wetlands**

As noted in development note 6 the parcel is not located within the 500 floodplain or a designated wetland.

Based on the County's GIS files, the parcel is not located within the 500 or 100-year floodplain, nor is it situated in a designated wetland.

**Soils**

According to the County GIS files, the entire property appears to have prime farmland soils.

**Setback Lines**

The setbacks listed in development note 5 are not in accordance with the Brown Township Zoning Ordinance (Article XI Section 1104).

\*The revised plans list the correct setbacks in note 5. D.

**Right-of-Way Widths**

Based upon the Brown Township Subdivision and Land Development Ordinance (Article 7, Section 7.202A.11.), the right-of-way width of Airport Road should be shown on the plan.

Airport Road should be labeled on the plan on sheet Si-1, in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7, Section 7.302A.14.).

**Cartway Widths**

The cartway width of Airport Road should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.202A.11.).

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Brown Township Subdivision and Land Development Ordinance. (Article 7 Section 7.202A.13.)

\*The Metz Engineering representative indicated all deed restrictions and easements are within the lease agreement.

**DEP Sewage Planning Module**

Please confirm no sewage planning is required.

\*The Metz Engineering representative indicated none is required.

**Sewage Service**

Since it appears onsite sewer services are located less than 500 feet from the proposed hangar, the location should be labeled on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7, Section 7.302A.11.).

\*The Metz Engineering representative indicated the sewer lines are located at the main terminal.

**Water Service**

The water supply location should be noted on the plan as prescribed in the Brown Township Subdivision and Land Development (Article 7 Section 7.302 A. 23.).

\*The Metz Engineering representative indicated the water lines are located at the main terminal.

Article 7, Section 7.100 of the Brown Township Subdivision and Land Development Ordinance, refers to both proposed subdivisions and land development plans. Property boundary information is not only applicable to subdivisions, but land development plans as well.

**Features**

Are all man-made features shown? If not, all significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.302A.23.). This includes all buildings within 50 feet of the property line.

\*The Metz Engineering representative indicated they are all shown.

**Land Development**

The applicant should consult the local Fire Marshall to see if new fire hydrants as part of this project.

**E & S / Stormwater**

If the land disturbance for this project is greater than 5,000 square feet and less than one acre, an Erosion and Sedimentation Plan is required in accordance with the Pennsylvania Code, Title 25, Chapter 102.4(b)(i) and Sections 5 and 402 of the Clean Streams Law.

\*The Metz Engineering representative indicated the total land disturbance is 3,600 square feet. The stormwater plan should be reviewed by the Brown Township Engineer.

**Other Comments:**

1. Who is responsible for the maintenance of the hangar?

\*The Metz Engineering representative indicated Alan Metzler will be responsible.

2. Access to the public road should be shown.

3. Is there a circulation plan for this project?

4. Sheet 1 makes reference to the International Building Code, while Sheet 2 references the Brown Township Zoning Ordinance.

5. Does the Airport Authority require their approval of this plan prior to construction?

\*The Metz Engineering representative indicated they do.

6. Although development note 7. mentions 29 existing, available, on-site parking spaces, they should be depicted on the plan, in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7 Section 7.302 A. 31.).

\*The Metz Engineering representative indicated the parking is located at the main terminal.

**Brown Township (Municipal Ordinance)**

Name of Plan: Big Valley Animal Hospital Expansion  
File Number: 2018-04-005  
Tax Map #: 14-01-0106BA  
Municipality: Brown Township  
Applicant Name: Potorti, Julie  
Land Owner Name: Potorti, Julie  
Plan Preparer: Taptich Engineering and Surveying

**Plan Summary:**

The Big Valley Animal Hospital is proposing to expand their facilities along Three Cent Lane in Brown Township, Mifflin County. A building addition of nearly 4,100 s.f. will be constructed to expand and modernize the facility. In addition to the building expansion, the project will involve: site grading, bituminous paving for additional parking, re-routing existing utility services, and the construction of concrete sidewalks to facilitate access to the structure.

The site is currently accessed via two (2) driveways constructed off of Three Cent Lane. The location and alignment of these driveways will not change.

The site is presently served with onsite water and sewage disposal. While these facilities may have or will be altered as part of this project, no additional sewage facilities planning is required.

All facilities within this site will be privately constructed, owned and maintained. There is no offer of dedication to Brown Township or Mifflin County.

\*One asterisk represents comments made during the April 19, 2018 Subdivision and Land Development Review Committee meeting. Revised plans were submitted during the meeting by the Taptich Surveying and Engineering representative. The Taptich Surveying and Engineering representative stated the revised plans do not necessarily address the County's preliminary comments.

\*\*Two asterisks represent comments made during the April 26, 2018 Planning Commission meeting.

**Administrative**

Although the project narrative indicates the project involves the building addition of a nearly 4,100 square foot structure, it will contain two stories. It appears the total square footage would be 8,200 square feet.

**Floodplain / Wetlands**

According to County GIS files and as indicated in Notes 12 and 14, the subject parcel is not located in the 100-year floodplain or a designated wetland.

**Soils**

According to the County GIS files, some portion of this property appears to have prime farmland soils. Soils information should be shown on the plan in accordance with the Brown Township Subdivision Ordinance (Article 7, Sections 7.202A.8. and 7.302A.10.).

**Setback Lines**

There is no maximum building coverage in the Industrial Zoning District in accordance with the Brown Township Zoning Ordinance (Article XI, Section 1104). The zoning criteria and standards table on sheet 1 states a building area of 30%.

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Brown Township Subdivision and Land Development Ordinance. (Article 7, Sections 7.202A.18. and 7.302B.7.)

**DEP Sewage Planning Module**

Please confirm whether or not the addition will generate two equivalent dwelling units or more of additional sewage. If so, a component 3 Sewage Planning Module would be required.

\*The Taptich Surveying and Engineering representative stated a new septic system was installed in November 2017 which was sized to accommodate all additional sewage flow as a result of the addition.

**Sewage Service**

Will a secondary septic system need to be installed or will the existing septic system handle any additional sewage generation? Are there plans to connect to the public sewer system?

\*The Taptich Surveying and Engineering representative stated no.

**Features**

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.302A.29.).

\*The Taptich Surveying and Engineering representative said all are shown.

Are all man-made features shown? If not, all significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.302A.23.).

\*The Taptich Surveying and Engineering representative said all are shown.

**Land Development**

Although it appears the parking requirement calculation within the zoning criteria and standards table is accurate, it is not evident that a total of 32 parking spaces will be available as part of this project. It would be helpful if each parking stall is numbered to account for 32 spaces.

\*The Taptich Surveying and Engineering representative stated five (5) new parking spaces will be added on site.

Although the plan references the location of the nearest fire hydrant in general note 22 on sheet 1, can it be identified on the plan? The applicant should consult the local Fire Marshall to see if new fire hydrants will be required and included with the plan submission.

**E & S / Stormwater**

What is the total area of land disturbance? If land disturbance is greater than 5,000 square feet and less than one (1) acre, the soil and erosion sedimentation control plan referred to in general note 16 should be reviewed by either the Brown Township Engineer or the Mifflin County Conservation District.

**Other Comments:**

1. In accordance with the Kishacoquillas Creek Watershed Stormwater Management Plan, if the proposed impervious area is less than 20% of the total parcel and less than 5,000 square feet, developers may be exempt from complying with the stormwater management plan.

\*The Taptich Surveying and Engineering representative said the plan conforms with the Kishacoquillas Creek Watershed Stormwater Management Plan.

2. The stormwater management compliance provisions should be determined by the Brown Township Engineer.
3. Will there be any new signage as part of the addition? If so, the type and size must comply with the Brown Township Zoning Ordinance (Article XVI).

\*The Taptich Surveying and Engineering representative stated there will be no new signage.

4. Will the dumpster be screened? If so, what size and materials will surround the dumpster?

5. Will the existing primary entrance remain? Will there be a new entrance and if so it should be identified on the plan and shared with the Township Road Master.

\*The Taptich Surveying and Engineering representative stated the public entrances will remain in the existing locations but will be expanded.

\*The Taptich Surveying and Engineering representative stated no new drives are proposed. The dimensions of the existing drive aisle widths should be shown on the plan.

6. The sidewalk area appears to be around the front and rear of the buildings. Is any public entrance proposed for the rear?

7. Will the addition be attached, semi-detached, or fully detached from the existing facility?

\*The Taptich Surveying and Engineering representative stated it will be fully attached.

8. Please reconfirm if the existing building is one or two stories. What is the square footage of the existing building?

\*The revised plans show the existing building is two stories. The Taptich Surveying and Engineering representative stated a new roof configuration will be part of the addition, which will be less than 30 feet in height. General note 9, indicates the structure will be less than the maximum building height of 35 feet. The maximum building height is 50 feet as listed under the zoning criteria on sheet 1 of 2.

9. A traffic circulation diagram should be shown on the plan.

\*\*10. A member of the Planning Commission questioned whether the movement of the gas line was coordinated with the appropriate utility company as part of this project?

\*\*11. A member of the Planning Commission questioned whether there is a noise ordinance because a generator is depicted on the plan? In accordance with the Brown Township Zoning Ordinance, Article XV, Veterinarian/Animal Hospital C. Buildings shall be adequately sound proofed so that sounds outside the building will be minimized and not result in a nuisance.

### **Menno Township (*Municipal Ordinance*)**

Name of Plan: Yoder, Korie L. & Annie M.

File Number: 2018-04-002

Tax Map #: 18-04-0108,18-02-0103B,18-12-0206A

Municipality: Menno Township

Applicant Name: Yoder, Korie L. & Annie M.

Land Owner Name: Yoder, Korie L. & Annie M.

Plan Preparer: Wright Land Surveying

#### **Plan Summary:**

This plan proposes to create Lot Additions A1 & A2 and Lot Addition B to be added onto Lot A and Lot B and become an integral part thereof. Lots A and B each have an existing residence with no new development proposed. The residual tract, Lot 1, has an existing residence with no new development proposed.

#### **Administrative**

This property was last subdivided in 1995, 1999, and 2000.



**Subdivision Information**

Property boundary information should be shown for the entire property, including the residual property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map in accordance with the Menno Township Subdivision and Land Development Ordinance (Article 6 Sections 6.202 a. 5., 13. and 6.302 a. 9.).

The lot combination symbol needs to be on the plan and only shows for lot addition A1 to lot A. Lot addition B is hard to distinguish on the plan.

**Clean & Green / Agriculture**

As noted in note 6, 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**

As noted in notes 4. and 5. and based on the County's GIS files, no floodplains or wetlands are mapped on the subject parcels. There is an un-named stream, which is depicted on the plan.

**Soils**

According to the County GIS files, some portions of tax parcels 18,12-0206A and 18,04-0108 appear to have hydric soils. Hydric soils can indicate the presence of wetlands.

According to the County GIS files, some portions of tax parcels 18,02-0103B and 18,04-0108 appear to have prime farmland soils.

**Setback Lines**

It appears the shed located on tax parcel 18-02-0103B Lot B does not meet the setback requirements. The shed could be considered an existing non-conforming structure.

**Right-of-Way Widths**

Based upon the Menno Township Subdivision and Land Development Ordinance, the right-of-way widths of Rolling Hill Lane, El Ray Street and Water Street are substandard (Article 3 Table 1).

Are there any plans to open El Ray Street?

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

**Cartway Widths**

Based upon the Menno Township Subdivision and Land Development Ordinance, the cartway widths of Rolling Hill Lane, El Ray Street and Water Street are substandard (Article 3, Table 1). The cartway width of Rolling Hill Lane is only 14 feet and inadequate for two-way travel.

The cartway width of Swarey Lane should be shown on the plan in accordance with the Menno Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.11.).

**PennDOT HOP / Municipal Driveway Permit**

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

The state route is 655, E. Main Street which is adjacent to the residual.

As noted in note 3, a township driveway permit is required for new access to a township road.

**Private Street / Shared Driveway**

If the private drive from Rolling Hill Lane is used by more than one party, a shared driveway agreement should be 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." (See Mifflin County Subdivision and Land Development Ordinance, Section 4.205.G.4.c)

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Menno Township Subdivision and Land Development Ordinance. (Article 6, Section 6.202a.18.).

**DEP Sewage Planning Module**

A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided.

**Sewage Service**

Where is the sewage system for Lot B? It should be shown on the plan in accordance with the Menno Township Subdivision and Land Development Ordinance (Article 6, Section 6.302a.11).

**Water Service**

The water supply locations for both lot additions should be noted on the plan as prescribed in the Menno Township Subdivision and Land Development Ordinance (Article 6, Section 6.202a.9 and 10). If the water source is off site, there should be evidence of an easement and right-of-way agreement on record and so noted on the plan. This information is particularly important if the water supply serves more than one household. The surveyor will note both are off site and make reference to easement/right-of-way agreements on record.

**Features**

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Menno Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.9.).

Are all man-made features shown? If not, all significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan in accordance with the Menno Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.10.).

**Oliver Township (*Municipal Ordinance*)**

Name of Plan: Harshbarger, Richard L. & Helen E.

File Number: 2018-04-003

Tax Map #: 19-09-0102

Municipality: Oliver Township

Applicant Name: Harshbarger, Richard L. & Helen E.

Land Owner Name: Harshbarger, Richard L. & Helen E.

Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create Lot 2 for existing recreational use. No new development is being proposed for Lot 2. The residual tract, Lot 1, is vacant farmland with no new development proposed.

**Administrative**

The narrative statement has a typo in the second sentence and it should read "no new development is being proposed for lot 2".

This parcel was previously subdivided in 2001 for five lots and reviewed by the Mifflin County Planning Commission on September 26, 2013 for two lots.

**Subdivision Information**

The total acreage should be labeled on the plan.

Lot 2 should be labeled on the plan below the property plan.

Property boundary information should be shown for the entire property, including the residual property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map in accordance with the Oliver Township Subdivision and Land Development Ordinance (Article 6 Section 6.202 a. 5. and 6.302 a. 5. and 7.).

**Clean & Green / Agriculture**

As noted in note 5, 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**

Based on the County's GIS files and notes 3. and 4., Lot 2 is situated in the 100-year floodplain and a designated wetland.

**Soils**

According to the County GIS files, some portion of this property appears to have hydric soils. Hydric soils can indicate the presence of wetlands.

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

**Right-of-Way Widths**

Based upon the Oliver Township Subdivision and Land Development Ordinance, the right-of-way width of South River Road is substandard (Article 3, Table 1).

**Cartway Widths**

Based upon the Oliver Township Subdivision and Land Development Ordinance, the cartway widths of South River Road, Tattoo Drive and the internal cartway on Lot 2 are substandard (Article 3, Table 1).

**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. (Article 6, Sections 6.202a.18. and 6.302b.7.)

**DEP Sewage Planning Module**

A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided.

**Signature Blocks on Plan**

Resolution 8 of 2016, abolished the Oliver Township Planning Commission. There should not be a signature block for them.

**Features**

Are all man-made features shown? If not, all significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan in accordance with the Oliver Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.10.)

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Oliver Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.9.).

**Other Comments**

There should be a note on the plan that any future development will require an approved land development plan that includes provisions for on lot water and sewer.

**Public Comment**

None

**Other Business or Comments**

The Juniata River Trail bid results were received April 19<sup>th</sup>, but were higher than anticipated, with four bidders, and a range of \$445,000 - \$499,000. There is only \$480,000 available in grant money. The bids received did not accommodate the alternatives, especially the Victory Park parking lot. After further discussion with the Borough Manager, Borough Solicitor, County Solicitor, and engineer, it was decided to reject the bids and rebid the project. The four bidders were notified and the bid notices will occur April 27<sup>th</sup> with bids due May 10<sup>th</sup>, presented to the Borough Council on May 14<sup>th</sup> and County Commissioners May 17<sup>th</sup>. Many items will be included as alternatives, including material change for the course wear of the trail. Changes in the parking areas include keeping existing pavement and overlaying it rather than tearing it all up.

The Internet Committee has had discussions to apply for Appalachian Regional Coalition (ARC) funds for over a year with three postponements. It is unclear that the proposal SEDA-COG is presenting for ARC funds will address what we want and would probably start from scratch. Juniata County has decided not to do anything, while Mifflin County has updated the resolution it provided last year and included a letter of support from the hospital. SEDA-COG stated this is not enough and Mifflin County may be dropped from the application. Bill is currently looking at working with a consultant who specializes in broadband service to look at a more tailored approach to work with Mifflin and Juniata Counties. Neal questioned whether internet providers are looking to further expand in the area, similar to Atlantic Broadband. Bill thinks that Atlantic Broadband expanded into the area due to the initial internet summit. Nittany Media has expanded by purchasing the Zampelli system and offering internet service. Kay added that all providers are at the table, but not willing to add fiber. Comcast is looking at areas, but will not say where. Century Link is active, but mostly in Juniata County. We are at the pre-implementation stage and hoping that a consultant will provide further direction.

Bill hoped everyone enjoyed the annual dinner. Kay added that it was the most attended with 121 registered and 111 attendees.

**Next Month**

The next meeting will be held May 24<sup>th</sup> and the school district will provide an update.

**Adjournment**

Upon no further discussion, the meeting adjourned at 4:36 p.m. upon a motion by Jim Spendiff, which was seconded by Neal Shawver.