

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**MARCH 28, 2019**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

Members

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

Other

Kevin Kodish, Commissioner  
Robert Postal, Commissioner  
Steve Dunkle, Commissioner  
Jim Estep, Mifflin County School District  
John Bilich, The Academy  
Mike McMonigal, The Academy  
Daniel Potutschnig, The Academy  
Lisa Nancollas

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 3:32 p.m.

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**

Dave Pennebaker made a motion to approve the minutes from the January meeting. The motion was seconded by Jim Spendiff. All members voted aye.

**Mifflin County School District and The Academy Update**

Jim Estep, Superintendent of the Mifflin County School District, provided an update for the Mifflin County School District. Mr. Estep recently worked with their yearbook company to create brochures focusing on kindergarten through ninth grade and the high school. These were a free service as part of the yearbook contract. These brochures are being distributed through Smeltz and Aumiller Real Estate and the Chamber of Commerce. A professional video was also developed and published on the website, which focuses on the high school and The Academy. Another video will be published in the fall highlighting other parts of the school district.

The marching band recently won the Eastern Nationals and received major awards and accolades. Approximately 3,000 people attended the school's recent musical, Beauty and the Beast, raising \$25,000, which will help pay for the next musical.

Mifflin County was one of 370 school districts across the United States and Canada to be named to the college boards AP honor roll. This is an award for increasing the number of AP offerings provided to students. AP courses can be granted college credits. Performance of students on the AP exam has also increased.

The STEM (science, technology, engineering and mathematics) program is in full swing. Student interest is increasing in robotics and computer programs. They are now coplanning STEM lessons with elementary grades.

The Safe to Say initiative was recently launched as a result of Act 144, which is intended to improve protection of students. A call-in number is available if a student is concerned about another student maybe planning suicide or harm to another. Each call is investigated in coordination with police and human service agencies.

A safe school audit was recently completed. A second full-time resource officer has been hired in the school district to cover additional buildings. Lewistown Borough Police Department will provide an additional 20 hours/week beginning in August for Lewistown Intermediate and Mifflin County Middle Schools. All school buildings now have a safe vestibule entrance.

An energy savings project was completed last summer at Lewistown Intermediate School. This building and the junior high building are on track to save 50% of heating costs. The Strodes Mills Elementary School will undergo an energy savings project this summer. This is the final building to upgrade for energy savings. Upgrades will include installation of a more efficient boiler, replacing windows, replacement of asbestos floor tiles, fixing drop ceilings and painting. This project will be 80-85% done over the summer months with full completion by early fall and will cost approximately \$8.4 million. These upgrades will also provide cooling for this school. Mr. Estep is also hoping to provide cooling to the East Derry Elementary School by summer of 2020, which could be paid for through capital reserves funds. The school district is coordinating with Lewistown Borough to create a bus pull off at Lewistown Borough, which should help with congestion in the area.

The Alpha and MCO (Mifflin County Online) Programs were developed to combat charter schools. There are currently 563 students who take at least one course through one of these programs. Some students do all of their classes online, while others just take a few classes online and the others in the classroom. Some students take extra credits online in addition to a full course load of classroom classes. Additionally, some students also use this program to catch up on classes if they are falling behind. There is still approximately \$2 million going to other charter and cyber schools from Mifflin County despite. There are currently two legislative bills that could, if passed, would reduce this payment by \$500,000 - \$600,000 per year. The bills essentially state that if your school district offers an equivalent program to what a charter school can offer and you choose to send your student to a charter school, you are responsible to pay the tuition and not the taxpayers. Retention of students is currently in the 90<sup>th</sup> percentile and they are hoping to see incremental growth with offering online classes for those students who have fallen behind.

Mr. Estep announced that the school district has been nationally recognized by the National Association of Music Merchants for being a school district and community that goes out of its way to try to support music and the arts.

The program was next turned over to Dan Potutschnig, Administrative Director of The Academy, who then turned over their update initially to John Bilich, Assistant Director of The Academy. Mr. Bilich provided a snapshot of the current school year of The Academy. The Academy students must take NOCTI/NIMS testing, The Academy's version of the keystone exams. For the 2017-2018 school year, 83% of the graduating seniors have tested at either competent or advanced. The historical average over the past five years has been in the mid-to-upper 80s, which is above the state average. There were 288 senior certifications achieved, which is a watermark high. Current attendance rate is 92.9%, which is below the goal of 94%. The Academy is trying to post attendance rates for each program. A pizza party is awarded to the program with the highest attendance rate. There is also a drastic increase in number of students enrolled this year at 361 students in 10 programs versus 331 students last year in 11 programs. Juniata County accounts for approximately 88

students this year and 75 last year. The delivery model for the agriculture students changed this year. There are 64 additional students taking classes as Ag Electives. There are five different Ag Electives, including small animal science, veterinary science, agriculture mechanics, landscaping technician, and wildlife science.

A partnership with Penn College allowed for dual enrollment students beginning this year. Students can earn free college credits while attending The Academy, but the student must use these credits at Penn College. The Academy must also take these students to Penn College once a year so the students can see their campus. The current academic year is a pilot year with Medical Science earning up to 6 credits and Mechatronics earning up to 9 credits. Students must pass the entrance exam to Penn College in order to receive the credits. Electrical installation, automechanics and agriculture programs will be added next year.

Mike McMonigal, Supervisor of Adult Education, shared an update on the adult education options available at The Academy. In the Mechatronics program, The Academy saw the first intergeneration student enrolled with 300 hours. This is a step towards beginning the accreditation process of the program that can result in offering aid in the next 1 ½ - 2 years. The CDL program has added a 100 hour externship opportunity with local employers. They are now approved as a third party CDL testing facility. A part-time instructor has been hired in order to offer a part-time evening course for Class B CDL. Cosmetology has added a Nail Technician Program. CDL, Practical Nursing, Cosmetology and Cosmetology Teacher Programs have been approved for veteran's benefits. Mr. McMonigal recently worked with Meeker Equipment from Belleville for a registered apprenticeship program. Apprenticeship programs are driven by the employer. A registered pre-apprenticeship program for welding has been approved for high school and adult students. The Academy recently received a PA Smart Grant award that will enable them to expand their welding facility by transforming existing space. The Academy will be able to eventually offer an AWS certified welding program when the transformations are complete.

Dan Potutschnig shared an update on the organization. The Academy Foundation was formed as a way to raise funds for The Academy. A Rotary seafood dinner is being offered the same day as this meeting with 50% of the proceeds going to the Foundation. Mr. Potutschnig is trying to drill down to the elementary students and parents to gain interest at earlier ages. The Academy participates in the third grade agriculture tours along with Academy Days where their students go to elementary classes and teach lessons. In May, The Academy will host the PSEA Literacy Carnival, which is offered due to growing relationships with teachers and teacher unions. This event has drawn a great turnout.

Goals for the 2019-2020 school year include new adult EMR/EMT classes beginning in July or August. The AWS Welding Program will be offered as a new program in 6-8 months. Workforce training for adults through customized industrial training will continue to be promoted. The Academy will continue to work with Delta Development to develop and implement their strategic/business plan. The Academy will look for opportunities for growth. Two such areas could include creating a transportation hub by combining current offerings of collision and automechanics with a diesel program and the CDL program. A medical campus could be created by combining Nurse Aides and LPNs with the EMR/EMT classes.

Bill Gomes noted that HACC provided an update on their offerings a few months ago and offered to meet and follow-up with the community and asked if that occurred. Mr. Potutschnig responded that neither side has reached out. He added that while HACC has a lot to offer, The Academy has concerns if HACC looks at workforce training since that would be in direct competition. If HACC looks at academics, The Academy could partner with them.

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

Seven plans were submitted to the committee for review, five under Municipal Ordinance and two under County Ordinance. The plans under Municipal Ordinance included Michael F. Dilliard (*Armagh Township*), Harvey L. & Nancy Yoder (*Menno Township*), Harvey L. & Nancy Yoder (*Oliver Township*), Susanna J. & Karen

L. Peachey (*Union Township*), and Nathan P. & Linda B. Peachey (*Union Township*). The plans under County Ordinance included Ronald E. & Linda Kauffman (*Bratton Township*) and Mark Randall and Sandra K. French (*Bratton Township*).

Jim Lettiere first discussed the Adams plan in Bratton Township that was conditionally approved in December. He noted that the 90 day timeframe expires April 5<sup>th</sup>. Ron Booher of Juniata Valley Land Surveying submitted a letter requesting an extension to meet the conditions since the weather has delayed expanding Planks Lane. Planks Lane has been expanded and meets conditions, which Jim confirmed through inspection on March 23<sup>rd</sup>. There is an issue with the easement agreement, however. Mr. Adams is in a dispute with Mr. Crater and Ms. Sunderland. The hand written document received in the Planning and Development Office cannot be recorded as presented. There does appear to be an exchange of money in the amount of \$3,000 - \$3,500. Jim recommends approving the extension to July 4<sup>th</sup> in order to work out the easement issue. A motion was made by Jim Spendiff to grant the 90 day extension with Dan Dunmire seconding the motion. All members voted aye.

Jim received two updated plans from prior submissions for Susanna and Karen Peachey and Nathan and Linda Peachey that are included for review. These plans were revised due to the Clean and Green program requirements. Jim also received revised and updated plans from Sarge Engineering for the Dilliard plan and requested additional time to review the revised plans and update the comments.

Jim reviewed the Ronald and Linda Kauffman in Bratton Township in further detail. This plan proposes to create Lot Addition A to be added onto Lot A and become an integral part thereof. Lot A has an existing residence. The residual tract, Lot 1, has an existing residence. Lot A and Lot 1 are fed by a shared spring located on Lot Addition A. No new development is being proposed by this plan. He stated that the Ronald and Linda Kauffman plan should be conditionally approved to require the lot combination symbol on the plan. There was no further discussion of the plan.

Kay entertained a motion for the conditional approval of the two plans under county ordinance in Bratton Township with the requirement to the Kauffman plan as noted. A motion was made by Dan Dunmire and seconded by Tom Lake. All members voted aye.

Kay then entertained a motion to accept the comments of the five plans under municipal ordinance while allowing Jim time to review the revised plans for Dilliard. A motion was made by Jim Spendiff and Dan Dunmire seconded the motion. All members voted aye.

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

Name of Plan: Dilliard, Michael F.  
File Number: 2019-03-001  
Tax Map #: 12-01-0133  
Municipality: Armagh Township  
Applicant Name: Dilliard, Michael F.  
Land Owner Name: Dilliard, Michael F.  
Plan Preparer: Sarge Engineering and Surveying

#### **Plan Summary:**

The purpose of this plan is to create Lot 2, of 0.527 acres, for single-family residential use from the land of Michael F. Dilliard, Tax Parcel 12,01-0133. Lot 1, the 7.237 acre remainder, contains an existing office building and warehouse.

\*The Sarge Surveying and Engineering representative provided revised plans dated March 20, 2019. One asterisk represents comments based on the revised plans and comments generated at the March 21, 2019 Subdivision and Land Development Review Committee meeting.

\*\*The Sarge Surveying and Engineering representative provided revised plans dated March 25, 2019. Two asterisks represent comments pursuant to the review of those plans.

#### **Administrative**

A one-lot subdivision of this parcel was reviewed by the Mifflin County Planning Commission on August 28, 2014. The plan was prepared by William C. Sarge, P.E. and Professional Land Surveyor.

#### **Basic Plan Information**

The tax parcel number for the Lucinda and David Gentzel should be labeled on the plan in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 6, Section 6.202.a.16).

\*The revised plans lists the current owners and the tax parcel number.

#### **Floodplain / Wetlands**

As noted in Notes 1 and 2 and based on County GIS files, this parcel is not situated in the 100-year floodplain or a designated wetland.

#### **Soils**

According to the County GIS files, some portion of the residual appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan.

#### **Right-of-Way Widths**

Based upon the Armagh Township Subdivision and Land Development Ordinance, the right-of-way width of Ryans Circle is substandard (Article 3, Table 1).

#### **Cartway Widths**

Based upon the Armagh Township Subdivision and Land Development Ordinance, the cartway width of Leland Drive and Ryans Circle are substandard (Article 3, Table 1).

#### **PennDOT HOP / Municipal Driveway Permit**

There appears to be a proposed drive from Leland Drive to access Lot 2. If so, a municipal driveway permit is required by the Township.

\*This is a private not a municipal road.

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

Note #5 is not clear. Which lots have access to Ryans Circle and this should be noted.

\*Note 5 indicates lots 1 and 2 share Ryans Circle.

It appears Fayler Way ends at the Kenneth Wagner parcel. Please clarify how lot 1 is accessed.

\*Lot 1 is accessed on Ryan's Circle. This will be clarified on the plan.

\*\*Access to lot 1 is clearly shown on the plan.

#### **Deed Restrictions and Easements**

Based on Note 6 according to the surveyor, there are no known deed restrictions or easements associated with the property.

#### **Sewage Service**

In accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 3, Section 3.213(F)), a letter from the municipal sewer authority acknowledging availability of public sewer should be submitted to the Armagh Township Supervisors.

\*The Sarge Surveying and Engineering representative indicated he has this information and will provide our office a copy.

\*\*The revised plans were not accompanied with this information.

#### **Water Service**

In accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 3, Section 3.213(F)), 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.

\*The Sarge Surveying and Engineering representative indicated he has this information and will provide our office a copy.

\*\*The revised plans were not accompanied with this information.

**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 6.202.a.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 6.202.a.10).

\* The Sarge Surveying and Engineering representative indicated all are shown.

There appears to be 2 garages or buildings on the site. Is one of the buildings used for non-residential use?

\*The Sarge Surveying and Engineering representative indicated one is for a recreational vehicle and the other is a garage attached to the home.

**E & S / Stormwater**

Although note #7 states the project will disturb less than one acre, what is the anticipated area of earth disturbance? If earth disturbance is more than 5,000 square feet and less than one acre, an Erosion and Sedimentation Control Plan is required. This should be noted on the plan.

\*Note 7. on the revised plans indicates if earth disturbance is more than 5,000 square feet an Erosion and Sedimentation control plan is required.

**Bratton Township (County Ordinance)**

Name of Plan: Kauffman, Ronald E. & Linda  
File Number: 2019-03-003  
Tax Map #: 13-03-0111; 13-03-0111A  
Municipality: Bratton Township  
Applicant Name: Kauffman, Ronald E. & Linda  
Land Owner Name: Kauffman, Ronald E. & Linda  
Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create Lot Addition A to be added onto Lot A and become an integral part thereof. Lot A has an existing residence. The residual tract, Lot 1, has an existing residence. Lot A and Lot 1 are fed by a shared spring located on Lot Addition A. No new development is being proposed by this plan.

\*One asterisk represents comments generated at the March 21, 2019 Mifflin County Subdivision and Land Development Review Committee meeting.

**Administrative**

Lot A, according to deed book 2011-3884, is one-half owned by Delores J. Kauffman. As the recipient, her signature should be affixed to the application.

\*The Wright surveying representative indicated Delores is deceased and the parcel is now owned by Michael.

**Subdivision Information**

There is no lot combination symbol "Z" connecting lot A and lot addition A on the main lot plan.

**Clean & Green / Agriculture**

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

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 Note 5 and based on County GIS files, there are no wetlands, nor is the parcel situated in the 100-year floodplain.

**Topographic information**

Although this subdivision does not contemplate any construction, if any future development is proposed, suitability considerations should be made for this plan. It appears, according to County GIS information, that there are steep slopes (grades over 15%) on this site and development in these 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.

According to the County GIS files, some portions of Lot Addition A, Lot A and the residual appear to have hydric soils. Hydric soils can indicate the presence of wetlands.

**Right-of-Way Widths**

Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way widths of Mountain Lane and Licking Creek Road are substandard (Article 4, Section 4.204 F).

**Cartway Widths**

Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway widths of Mountain Lane and Licking Creek Road are substandard (Article 4, Section 4.204 F).

**PennDOT HOP / Municipal Driveway Permit**

As noted in Note 4, no new driveway access is being proposed by this subdivision.

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Article 7 Sections 7.302.A.6 and 7.302.B.7 of the Mifflin County Subdivision and Land Development Ordinance.

\*The Wright surveying representative indicated there are none.

**DEP Sewage Planning Module**

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

\*The Wright surveying representative indicated he will provide this.

**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 Mifflin County Subdivision and Land Development Ordinance (Article 7, Section 7.302.A.20).

\*The Wright surveying representative indicated all are shown.

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 Mifflin County Subdivision and Land Development Ordinance (Article 7, Section 7.302.A.20). There appears to be chicken houses on Lot Addition A that are not shown on the plan and should be.

\*The Wright surveying representative indicated all are shown. The chicken houses are no longer on site.

**Bratton Township (County Ordinance)**

Name of Plan: French, Mark Randall and Sandra K.  
File Number: 2019-03-004  
Tax Map #: 13-04-0151; 13-04-0151B  
Municipality: Bratton Township  
Applicant Name: French, Mark Randall and Sandra K.

Land Owner Name: French, Mark Randall and Sandra K.  
Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create Lot Addition A to be added onto Lot A and become an integral part thereof. The residual tract, Lot 1, is vacant farmland. No new development is being proposed by this plan.

\*One asterisk represents comments generated at the March 21, 2019 Subdivision and Land Development Review Committee meeting.

**Administrative**

It appears this parcel was previously reviewed by the Mifflin County Planning Commission in 1997, 2003, 2004 and 2005 for subdivision activity.

**Basic Plan Information**

The abutters, Thomas Elder, Jeffrey Carolus and Mark Randall French, are missing the zero digit before the last three numbers. The absence of the zero creates inaccuracies within our plan tracking software. The zeroes should be added.

**Clean & Green / Agriculture**

As noted in Note 5, Lot 1, the residue, 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 Note 4 and based on the County's GIS files, no wetlands are located on the parcel and it is not situated in the 100-year floodplain.

**Topographic information**

Suitability considerations should be made for this plan. It appears, according to County GIS information, that there are steep slopes (grades over 15%) only on the residual and development in these areas should be discouraged.

**Soils**

According to the County GIS files, some portions of Lot A, Lot Addition A and the residual appear to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan.

**Cartway Widths**

If further subdivision is proposed that results in additional users of Frenchs Lane, the cartway width may need to be widened to accommodate two-way vehicular traffic. The plan should note no further subdivision that results in increased traffic on French's Lane, will take place without road improvements.

Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway width of Frenchs Lane is substandard (Article 4, Section 4.204 F.1).

**PennDOT HOP / Municipal Driveway Permit**

As noted in Note 6, no new road access is being proposed by this plan.

**Private Street / Shared Driveway**

It is acknowledged there is a shared driveway agreement in place in accordance with DB 526-888 and DB 543-1165.

Does this plan involve any stream crossings or other floodway encroachments? The applicant should contact the Mifflin County Conservation District for more information.

\*The Wright surveying representative indicated none other than what already exist.

**Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Article 7 Sections 7.302.A.6. and 7.302.B.7. of the Mifflin County Subdivision and Land Development Ordinance.

\*The Wright surveying representative indicated there are none.

**DEP Sewage Planning Module**

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



**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. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.26)

\*The Wright surveying representative indicated 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. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.20)

\*The Wright surveying representative indicated all are shown.

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

Name of Plan: Yoder, Harvey L. & Nancy

File Number: 2019-03-002

Tax Map #: 18-10-0102

Municipality: Menno Township

Applicant Name: Yoder, Harvey L. & Nancy

Land Owner Name: Yoder, Harvey L. & Nancy

Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create Lot 4 for agricultural use. The residual tract, Lot 1, has an existing residence with no new development proposed.

\*One asterisk represents comments generated at the March 21, 2019 Subdivision and Land Development Review Committee meeting.

**Administrative**

The subdivision application form should be signed by the municipality.

This parcel was reviewed by the Mifflin County Planning Commission on March 24, 2016 that involved the subdivision of this land to create lots 2 and 3. It is recorded as instrument number 2016-1351.

**Subdivision Information**

Property boundary information should be shown for the entire property, including lots 2 and 3 as noted in Note 5. Lots 2 and 3 were created per subdivision instrument #2016-1351. Survey data is available and metes and bounds should be labeled on the plan for lots 2 and 3 in accordance with the Menno Township Subdivision and Land Development Ordinance (Article 6, Sections 6.202a.5.13 and 6.302a.6 and 9).

It appears the deed for this property lists tract 1 containing 220 acres and tract 2 containing 9 acres. The total acreage would appear to be 229 acres.

**Clean & Green / Agriculture**

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

As noted in note #8, 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 Note 7 and the County's GIS files, the parcel is not located in the 100-year floodplain or a designated wetland.

**Topographic information**

Suitability considerations should be made for this plan. It appears, according to County GIS information, that there are steep slopes (grades over 15%) only on lot 3 and development in these areas should be discouraged.

**Soils**

According to the County GIS files, some portion of lot 3 only 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.

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.

**Right-of-Way Widths**

Country Lane should be labeled on the plan in accordance with the Menno Township Subdivision and Land Development Ordinance (Article 6, Section 6.302a.14).

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

Based upon the Menno Township Subdivision and Land Development Ordinance, the right-of-way width of West Back Mountain Road (T-451) is substandard (Article 3, Table 1).

**Cartway Widths**

Based upon the Menno Township Subdivision and Land Development Ordinance, the cartway width of West Back Mountain Road (T-451) is substandard (Article 3, Table 1).

The cartway width of Country Lane should be shown on the plan in accordance with the Menno Township Subdivision and Land Development Ordinance (Article 3, Table 1).

**PennDOT HOP / Municipal Driveway Permit**

As noted in Note 4, if any new driveway access will be proposed in the future, a driveway permit will be required by the township. Although Note 4 in part mentions no new road access is being proposed, how will lot 4 be accessed from the public road system? Is there an existing drive from West Back Mountain Road (T-451) onto lot 4? If so, it should be shown on the plan.

\*The Wright surveying representative indicated he will place the location of the new drive for lot 4 on the plan.

**Private Street / Shared Driveway**

Is Country Lane used by more than one party? If so, all private drives that are used by more than one party shall have a shared driveway 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." (See Mifflin County Subdivision and Land Development Ordinance, Section 4.205.G.4.c)

\*The Wright surveying representative indicated it will not be shared.

**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.13).

\*The Wright surveying representative indicated there are none.

**DEP Sewage Planning Module**

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

**Sewage Service**

Is lot 1 served by on lot septic? If so, it should be labeled on the plan in accordance with the Menno Township Subdivision and Land Development Ordinance (Article 6, Sections 6.202a.10 and 6.302a.11).

\*The Wright surveying representative indicated yes.

Will lot 4 be served with on lot septic? If so, it should be shown on the plan.

\*The Wright surveying representative indicated yes.

**Water Service**

Is lot 1 served with a water source? If so, it should be depicted on the plan in accordance with the Menno Township Subdivision and Land Development Ordinance (Article 6, Sections 6.202.a.10 and 6.302a.11).

\*The Wright surveying representative indicated no.

Will lot 4 be served with a water source? If so, it should be shown on the plan.

\*The Wright surveying representative indicated lot 4 is served by mountain water.

**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 Menno Township Subdivision and Land Development Ordinance (Article 6, Sections 6.202a.10 and 6.302a.11).

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).

There is an unnamed tributary that crosses the property and should be noted on the plan.

\*The Wright surveying representative indicated he will show this on the plan.

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

Name of Plan: Peight, Christie N. & Verda M.  
File Number: 2019-03-005  
Tax Map #: 19-02-0108  
Municipality: Oliver Township  
Applicant Name: Peight, Christie N. & Verda M.  
Land Owner Name: Peight, Christie N. & Verda M.  
Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create Lot Addition A to be added onto Lot A and become an integral part thereof. The residual tract, Lot 1, has an existing residence with no new development proposed.

\*One asterisk represents comments generated at the March 21, 2019 Subdivision and Land Development Review Committee meeting.

**Basic Plan Information**

All abutters should be shown on the plan, including tax map numbers in accordance with the Oliver Township Subdivision and Land Development Ordinance (Article IV, Section 402.3.h).

**Subdivision Information**

The County's GIS files show an area identified as "unknown" on the aerial map. The professional land surveyor William E. Wright completed a property survey of this area and determined it consists of 28.829 acres. This was recorded as instrument #2018-004919. Additionally, instrument #2019-001007, an order from the Court of Common Pleas, indicates the subject 28.829 acres is officially claimed by Christie N. and Verda M. Peight. This land was in dispute as to who owned the property; however, the court determined it is in favor of Christie and Verda Peight. Based on consultation with our GIS Office, it appears this land is part of tax parcel 19,02-0108. However, the deed for tax parcel 19,02-0108 shows 82.24 acres. The addition of 28.829 acres totals 111.069 acres and the subdivision proposes a lot addition from this land in the amount of 7.032 acres to tax parcel 19,02-0106F. This appears to leave a residue of 104.037 acres. The plan shows a residue of 108.864 acres. There is a difference of 4.827 acres.

\*The Wright surveying representative indicated the old survey was not accurate and he resurveyed the entire farm and that is the reason the acreages do not match.

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 IV, Section 402.2.b).

Based on a review of the GIS file maps, it is not clear the lot lines between the Wilson and Peight properties are correct on the insert map.

\*The Wright surveying representative indicated the GIS files are not accurate and he will share the boundary lines with the GIS office.

#### **Clean & Green / Agriculture**

The parent parcel is enrolled in the Clean and Green program and this should be noted on the plan. 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, a portion of the residual lies within the 100-year floodplain. Although the plan shows the floodplain on the recipient parcel, it should be shown on the residual in accordance with the Oliver Township Subdivision and Land Development Ordinance (Article IV, Section 402.5.d).

Musser Run traverses portions of the residual and should be identified on the plan in accordance with the Oliver Township Subdivision and Land Development Ordinance (Article IV, Section 402.5.c).

#### **Topographic information**

If future development is contemplated, then suitability considerations should be made. 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.

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

#### **Right-of-Way Widths**

Squirrel Hollow Lane should be labeled on the plan, including the right-of-way width if it exists, in accordance with the Oliver Township Subdivision and Land Development Ordinance (Article IV, Section 402.4.F.1).

Based upon the Oliver Township Subdivision and Land Development Ordinance, the right-of-way width of Ferguson Valley Road should be shown on the plan (Article IV, Section 401.4.F.1).

#### **Cartway Widths**

The cartway width of Ferguson Valley Road and Squirrel Hollow Lane should be shown on the plan, in accordance with the Oliver Township Subdivision and Land Development Ordinance (Article IV, Section 401.4.F.1).

#### **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.

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

Is Squirrel Hollow Lane used 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."

\*The Wright surveying representative indicated Squirrel Hollow Lane is used by only one party.

#### **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 IV, Section 402.4.2).

\*The Wright surveying representative indicated there are none.

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

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

\*The Wright surveying representative indicated he will provide this.

**Sewage Service**

Is there onlot septic located on the residual? If so, it must be shown on the plan in accordance with the Oliver Township Subdivision and Land Development Ordinance (Article IV, Section 402.4.F.5).

\*The Wright surveying representative indicated there is and he will show this on the plan.

**Water Service**

Is the residual parcel served by a well or another water source? If so, it must be shown on the plan in accordance with the Oliver Township Subdivision and Land Development Ordinance (Article IV, Section 402.4.F.5).

**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 IV, Section 402.4.F.3).

Where is the house serving lot1?

\*The Wright surveying representative stated he will show this on the plan.

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 IV, Section 402.5.c).

\*The Wright surveying representative indicated all are shown except Musser Run.

**Union Township (*Municipal Ordinance*)**

Name of Plan: Peachey, Susanna J. & Karen L.  
File Number: 2019-03-006  
Tax Map #: 20-03-0111; 20-03-0109B  
Municipality: Union Township  
Applicant Name: Peachey, Susanna J. & Karen L.  
Land Owner Name: Peachey, Susanna J. & Karen L.  
Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create Lot Addition A to be added onto Lot A. The residual tract, Lot 1, has an existing residence with no new development proposed. No new development is being proposed by this plan.

A lot addition subdivision plan was reviewed by the Mifflin County Planning Commission in November 29, 2018. That plan proposed to create lot addition B to be added onto Lot B. The residual tract, lot 1, has an existing residence with no new development proposed. No new development is being proposed by the plan.

This November 29, 2018 plan was subsequently recorded in the Recorder of Deeds Office. During the review of the recorded plan by the County's GIS office, it was determined the acreages changed for the lot additions from what was reviewed by the Mifflin County Planning Commission. Therefore we spoke with William Wright professional land surveyor, who indicated he would file the recorded plan for review by the Mifflin County Planning Commission. The reasons the acreages changed is because the provisions of the Clean and Green program. At the time of the deed preparation the Attorney recognized that a large amount roll back taxes would apply if the proposed subdivision was recorded as initially proposed. Therefore, the new acreages needed to be revised to avoid the roll back taxes.

The comments contained herein may be duplicative of those made during the November 29, 2018 final review comments.

**Sewage Service**

Information for sewer for the residue (lot 1) should be identified on the plan.

**Subdivision Information**

In the previous subdivision the plan involved lot addition A of 0.065 acres from tax parcel 20, 03-0111 to the John and Allyson Zook parcel 20,-03-0109B. Also shown on the plan was lot addition B of .008 acres from tax parcel 20,03-0111 to tax parcel 20,13-0317.

The recorded plan, aka the revised subdivision plan, now involves lot addition A consisting of 0.073 acres to be added onto land owned by John L. and Allyson J. Zook to make a total of 1.272 acres. Lot addition A is a lot addition and shall become an integral part of the property to which it is added. Lot addition A is not a building lot and cannot be maintained or developed as a separate individual lot.

Property boundary information should be shown for the entire property, including the residual property (lot 1). 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 Union Township Subdivision and Land Development Ordinance (Article IV, Section 402.1.a.).

**Clean & Green / Agriculture**

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

**Topographic information**

Topographical contours at vertical intervals should be displayed on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV, Section 402.1.g.). There may be on topographical line shown on Lot B, but no elevation is provided.

**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.

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**

It appears the existing building on Lot B is an existing nonconforming structure, since it is located within the side yard setback.

**Right-of-Way Widths**

Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of Wills Road should be shown on the plan (Article IV, Section 402.1.c.).

**PennDOT HOP / Municipal Driveway Permit**

Although note 6. states no new driveway access is proposed, 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.

**DEP Sewage Planning Module**

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

**Sewage Service**

Information for sewer service on lots A and B should be identified on the plan.

**Features**

All man made features should be shown on the plan, including buildings on lot 1.

**Union Township (*Municipal Ordinance*)**

Name of Plan: Peachey, Nathan P. & Linda B.

File Number: 2019-03-007

Tax Map #: 20-03-0108; 20-03-0109B

Municipality: Union Township

Applicant Name: Peachey, Nathan P. & Linda B.  
Land Owner Name: Peachey, Nathan P. & Linda B.  
Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create Lot Addition B to be added onto Lot A. The residual tract, Lot 1, has an existing residence with no new development proposed. No new development is being proposed by this plan.

This Lot addition subdivision plan was reviewed by the Mifflin County Planning Commission in November 29, 2018. That plan proposed to create lot additions A and B to be added onto Lots A and B respectively. The residual tract, lot 1, has an existing residence with no new development proposed. No new development is being proposed by the plan.

The November 29, 2018 plan was subsequently recorded in the Recorder of Deeds Office. During the review of the recorded plan by the County's GIS office, it was determined the acreages changed for the lot additions from what was reviewed by the Mifflin County Planning Commission. Therefore, we spoke with William Wright, professional land surveyor, who indicated he would file the recorded plan for review by the Mifflin County Planning Commission. The reasons the acreages changed is because the provisions of the Clean and Green program. At the time of the deed preparation, the Attorney recognized that a large amount roll back taxes would apply if the proposed subdivision was recorded as initially proposed. Therefore, the land acreages needed to be adjusted to avoid the rollback taxes.

The comments contained herein may be duplicative of those made during the November 29, 2018 final review comments.

**Subdivision Information**

The recorded plan, aka the revised subdivision plan , now involves lot addition B consisting of 0.44 acres is to be added onto land owned by John L. Zook to make a total of 1.316 acres which includes lot addition A from the Susanna. Lot addition B is a lot addition and shall become an integral part of the property to which it is added. Lot addition B is not a building lot and cannot be maintained or developed as a separate individual lot.

**Subdivision Information**

Property boundary information should be shown for the entire property, including the residual property (lot 1). 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 Union Township Subdivision and Land Development Ordinance (Article IV, Section 402.1.a.).

In the previous subdivision lot addition B containing 0.044 acres was to be added onto Lot B containing 1.432 acres totaling 1.476 acres.

**Clean & Green / Agriculture**

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

**Topographic information**

Topographical contours at vertical intervals should be displayed on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV, Section 402.1.g.). There may be a topographical line shown on Lot B, but no elevation is provided.

**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.

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**

It appears the existing building on Lot B is an existing nonconforming structure, since it is located within the side yard setback.

**Right-of-Way Widths**

Luther Lane should be labeled on the plan.

Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of Luther Lane should be shown on the plan (Article IV, Section 402.1.c.).

**Cartway Widths**

The cartway width of Luther Lane should be shown on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV, Section 402.1.c.).

**PennDOT HOP / Municipal Driveway Permit**

Although note 6. states no new driveway access is being proposed, 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.

**DEP Sewage Planning Module**

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

**Sewage Service**

Public sewer service for lots A and B and sewer service for the residue (lot 1) should be shown on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV, Section 402.1.d.).

**Water Service**

Public water service for lots A and B and the water source for the residue (lot 1) should be shown on the plan in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV Section 402.1.d.).

**Features**

All man made features should be shown on the plan including buildings on (lot 1) in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV, Section 402.1.d.).

**Public Comment**

None

**Other Business or Comments**

The Annual Dinner will be held April 4<sup>th</sup> at the Penn Valley Christian Retreat. To date, 104 people have registered for the event.

**Adjournment**

Upon no further discussion, the meeting adjourned at 4:25 p.m.