

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
DECEMBER 28, 2017
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

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

Other

Louise Wyble, A4TD
Kim Roush, A4TD
Rob Postal, Commissioner
Chris DeArment, Veterans Affairs
Mike, Happy Holidays
Thomas Metz
Dip Smith, Happy Holiday LLC

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 3:34 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 November meeting. The motion was seconded by Neal Shawver. All members voted aye.

Senior Community Service Employment Program (SCSEP)

Kay Semler welcomed Louise Wyble and Kim Roush, Regional Directors for Associates for Training and Development (A4TD). Bill Gomes is trying to participate in this program and the State Director, Sean Joyce, wanted to provide more information to the community.

Ms. Wyble has worked with the program for 13 years while Ms. Roush just started a few weeks ago. Ms. Wyble covers northcentral Pennsylvania, while Ms. Roush will cover southcentral Pennsylvania to include Mifflin County.

A4TD is a training program leading to employment that helps mature workers (55 and up) get back into the workforce. They provide training through host or partnering agencies. Approximately 70,000 mature workers are being trained through 30,000 agencies across the country through this program. The program is 50 years old and is funded by the Department of Labor. A4TD finds agencies to train people and recruit once a month through local Career Link offices. Participants in the program must complete an initial assessment when they first come on board. All participants must have basic computer skills. Training is offered to bring

participants to a base level. The participant is graded every six months and once they reach a grade of 75% from their host agency supervisor, the participant is moved on to a new assignment or towards employment. The policy is to keep the participant in the program for up to 18 months and then go into the workforce. Nine months to one year is a target turnaround, however. Training tracts are currently food service, clerical, retail sales, inventory control and healthcare. The participants are paid minimum wage for a minimum of 20 hours per week at no cost to the host agency. The participant cannot replace an employee; they are just to be an extra person to be added to the team. Bargaining units must also approve and sign off as well. There are currently approximately 15 slots in Mifflin County, but only 10 are filled. The Department of Labor offers slots to each county based on census. However, A4TD does fill about 10% over. In order for participants to be accepted into the program, they must have barriers to employment, including a training need, and meet income gap eligibility guidelines. Interested host agencies can go onto the website (www.a4td.org) to find their regional director and let them know what they are looking for. They will in turn match the participants based on staffing. A4TD is willing to work with any nonprofit (501c3) or state, local or federal government office/agency. They cannot work with the private sector. A4TD is looking for people to participate in Mifflin County and recruit through their mandatory partner, Career Link. Host agencies have included nursing homes (usually dietary), United Way, Red Cross, Area Agency on Aging, homeless shelters and other various nonprofit agencies. Participants are kept within the county they reside and they also try to keep the training sites close to their home due to transportation.

Subdivision and Land Development Review Committee Report

Eleven plans were submitted to the committee for review, all under Municipal Ordinance. The eleven plans under Municipal Ordinance included Naginey Quarry Land Development Plan (*Armagh Township*); William J. McNitt III (*Armagh Township*); Franey N. Yoder (*Armagh Township*); George A. Jr. & Eileen J. Berube (*Armagh Township*); Lee J. Bohn (*Brown Township*); Happy Holidays LLC, Proposed Office Building (*Brown Township*); George M. & Tanya L. Cash (*Burnham Borough*); Ronald E. & Marilyn A. Goss (*Decatur Township*); Douglas A. Bohn (*Derry Township*); Diane M. Soltis (*Derry Township*); and Daniel Jr. & Nancy L. Peachey (*Menno Township*).

Jim Lettiere reviewed two plans in further detail, both of which had revised comments based upon response from the engineer and were distributed to the Commission. The first plan Jim reviewed was the Happy Holidays LLC, Proposed Office Building. The project involves the initial construction of a 3,510 s.f. proposed single-story office building. A land development plan for this project was reviewed by the Brown Township Planning Commission and approved by the Brown Township Supervisors within the last 30-45 days from December 21, 2017. The plan was not submitted to the Mifflin County Planning and Development Department until December 18, 2017. Between the time the Township Supervisors approved the plan and December 18, 2017, a building permit was issued by Bureau Veritas and the building's foundation has been partially constructed. On December 19, 2017 the Township issued a notice and order to cease and desist to the owner of record. The order contains provisions that include: A requirement for a fifty (50) foot buffer in accordance with Article XV Section 1502.8D. of the Brown Township Zoning Ordinance, the prohibition of truck, tractor cabs, and trailers or a combination thereof on any lots and no development is to occur on lots 3 and 4.

Jim reviewed a comment in correspondence from Mr. Tom Metz referring to the four lots being sold as a single deed under the Setback Lines section of the County's comments. In Mr. Metz's correspondence, he made reference to this situation being the same procedure that was agreed to for the development of Mountain Road Structure's Land Development Plan. Jim added that the deed does include the four lots; however, the four lots show four separate and distinct lot lines. He also noted that Mountain Road Structures is something that happened in Oliver Township and Happy Holidays is located in Brown Township, each under municipal ordinance. Each cased is based on its own merit.

It was also noted that under the Sewage and Water Service comments, Jim Lettiere stated that Item #14 was the numbered sequence from the response from Mr. Metz. The reference to "DEP Sewage-Item # 14

(above)" should be clarified or removed since it is not clear what Item #14 is based on reading the comments only. Jim stated he will remove the comment indicating Item #14.

The comment under the Land Development section will be changed to indicate that a tractor trailer template must be shown on the plan to demonstrate truck traffic circulation to indicate movement of the trucks is feasible without negatively impacting adjoining lots.

Additional comments were generated based upon the resubmission of the revised plans, including a comment regarding whether the dumpsters will be screened. Mr. Metz responded there would be no screening for the dumpster. Another comment questioned if the slopes for ADA parking were consistent with design standards stipulated for handicapped parking to which Mr. Metz replied that this is a building code issue.

An additional comment questioned whether Carriage House Lane was constructed to handle tractor trailer traffic. Mr. Metz responded that there will be truck deliveries to the hotel, so Carriage House Lane should be able to handle the truck traffic. Tom Lake noted that Sheetz never expanded for tractor trailers and asked if they could help alleviate the problems with the truck traffic. He also added that Carriage House Lane was not designed for tractor trailers and suggested trailers be dropped at Sheetz. Mr. Metz stated that the truck will drop the trailer somewhere else the majority of the time for the proposed office building. There will still be truck traffic to the hotel, however.

Neal Shawver noted that the plan appears to show a mismatched alignment of an intersection. Mr. Metz responded that this was a part of Penn Terra's approval and he cannot change it.

Jim Lettiere will also add a comment questioning whether the Township Engineer has reviewed the plans for the impact of the tractor trailer movements in a residential area. He also noted that part of the cease and desist order was to stop truck traffic. The Township will have to take care of this. If this is the case, they cannot be onsite at all. He will also add a comment on whether or not there is a noise ordinance.

Mr. Metz indicated that the hours of operation for the office building will be 7:30 – 5:00. He will submit a lot consolidation plan at the beginning of the year. It was noted that the plan submission deadline is January 2nd.

The second plan Jim Lettiere reviewed was the Naginey Quarry Land Development Plan. Glenn O. Hawbaker, Inc. is proposing to connect its existing Naginey quarry facilities to public sewer in Armagh Township, Mifflin County, Pennsylvania. Currently the site is served by on-site sewage facilities or chemical toilets. The work to be performed includes installing an 8" lateral with manholes from the Armagh Township Sewer Authority Honey Creek interceptor onto the quarry property where it will collect flows from the office, lab, scale house and existing shop building. Also proposed by this plan is a new entrance opposite of Hostetler Quarry Road, placement of a mobile 24' x 44' office, and a 24' x 60' shop addition. The project will comply with all local, state, and federal regulations. The project is located at 475 Naginey Road in Milroy, PA. This property acreage is 44.4 acres, and the area of impact is approximately 0.4 acres.

Revised comments were also provided to the Commission for review. An additional comment was created comment based upon the resubmitted revision "Are there easements in place for the sanitary sewer line that appears to traverse the Timothy Wilt, Frank and Barbara Bonson and the Tow Path Valley Business Development Company properties?" It was suggested to clarify this by listing it as comment "5" under Other Comments.

Dan Dunmire made a motion to accept the comments of the eleven plans under municipal ordinance while also accepting the additional comments and revisions to the Happy Holidays, LLC, Proposed Office Building plan and Naginey Quarry Land Development Plan. Jim Spendiff seconded the motion. All members voted aye.

Armagh Township (*Municipal Ordinance*)

Name of Plan: Naginey Quarry Land Development Plan
File Number: 2017-12-001
Tax Map #: 12-06-0108F; 12-05-115
Municipality: Armagh Township
Applicant Name: Hawbaker, Inc., Glenn O.
Land Owner Name: Hawbaker, Inc., Glenn O.
Plan Preparer: Hawbaker Engineering, LLC

Plan Summary:

Glenn O. Hawbaker, Inc. is proposing to connect its existing Naginey quarry facilities to public sewer in Armagh Township, Mifflin County, Pennsylvania. Currently the site is served by on-site sewage facilities or chemical toilets. The work to be performed includes installing an 8" lateral with manholes from the Armagh Township Sewer Authority Honey Creek interceptor onto the quarry property where it will collect flows from the office, lab, scale house and existing shop building. Also proposed by this plan is a new entrance opposite of Hostetler Quarry Road, placement of a mobile 24' x 44' office, and a 24' x 60' shop addition. The project will comply with all local, state, and federal regulations. The project is located at 475 Naginey Road in Milroy, PA. This property acreage is 44.4 acres, and the area of impact is approximately 0.4 acres.

One asterisk (*) represents comments presented at the December 21, 2017 Subdivision and Land Development Review Committee meeting, while two asterisks (**) represents revised plans dated December 20, 2017 and written responses in a letter from Eric Kann dated December 27, 2017. Additionally, there is a new question regarding the potential easements for the sanitary sewer line located under Other Comments number 4. of this report.

Basic Plan Information

The site data refers to two separate tax parcels. The project narrative is not clear regarding which parcel will contain the proposed mobile office and shop addition.

**The proposed work is on parcel 12,06-0108F. Reference to parcel 12,05-0115 has been removed from the site data.

The abutters having tax parcel numbers 12, 06-0108G and 12, 05-0119A should be shown on the plan in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 6, Sections 6.202a.16 and 6.302a.17).

**Tax labels for parcels 12,06-0108G and 12,05-0119A have been added to the plan.

The tax parcel owned by Susan Hunter and Glen Hawbaker is missing the zero digit before the last three numbers. Please add these digits to the tax parcel numbers.

**The missing zero has been added to the parcel number.

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 Armagh Township Subdivision and Land Development Ordinance (Article 6, Section 6.302a.5).

**The perimeter bearings and distances have been added to the plan for parcel 12,06-0108F.

Floodplain / Wetlands

According to County GIS information, a small portion of tax parcel number 12, 06-0108F lies within a designated wetland, and wetland information should be delineated on the plan. Future development in this area should be discouraged. The County's wetland layer is derived from the National Wetlands Inventory - U.S. Fish and Wildlife Service.

**A note has been added to the plan that the proposed work is not within the wetland area.

The plan should note whether or not the site lies within a 100 year floodplain or designated wetland. (See Article 6, Section 6.202a.9 and 12 of the Armagh Township Subdivision and Land Development Ordinance).

**A note has been added to the plan that the proposed work is not within 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%) on portions of tax parcel 12, 06-0108F, which do not appear to be near the proposed development. Future development in these areas is discouraged.

**Acknowledged.

Soils

According to the County GIS files, small portions of tax parcel 12, 06-0108F appear to have prime farmland soils.

**Acknowledged.

Right-of-Way Widths

Based upon the Armagh Township Subdivision and Land Development Ordinance, the right-of-way widths of SR 1001 Naginey Road and Hostetler Quarry Road should be shown on the plan in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 6, Section 6.202a.11).

**Right-of-way widths for Naginey Road and Hostetler Quarry Road have been added to the plan. The right-of-way width of Hostetler Quarry Road is substandard in accordance with (Article 3 Table 1) of the Armagh Township Subdivision and Land Development Ordinance.

Cartway Widths

The cartway widths of SR 1001 Naginey Road and Hostetler Quarry Road should be shown on the plan in accordance with the Armagh Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.11).

**Cartway widths for Naginey Road and Hostetler Quarry Road have been added to the plan. The cart-way width of Hostetler Quarry Road is substandard in accordance with (Article 3 table 1) of the Armagh Township Subdivision and Land Development Ordinance.

Deed Restrictions and Easements

Are all deed restrictions and easements shown? If not, deed restrictions and easements associated with the property, if any, should be provided in accordance with Article 6, Section 6.202a.18 of the Armagh Township Subdivision and Land Development Ordinance.

**Easements have been added to the plan. There are no restrictions in the deed.

DEP Sewage Planning Module

Is the August 14, 2017 letter from Michael McNulty with PA-DEP indicating no sewer planning modules are required still applicable to this development?

**Yes.

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).

**The significant natural features have been included on the plan.

Are all manmade 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 Article 6, Section 6.202a.10 of the Armagh Township Subdivision and Land Development Ordinance.

**The significant manmade features have been included on the plan.

Other Comments:

1. The plan appears to involve two tax parcel numbers as noted on the location map; however, the new access road and proposed office and shop are situated on tax parcel 12, 06-0108F. If tax parcel 12, 05-0115 is not part of this proposal, its reference does not appear to be necessary.

**Reference to tax parcel 12,05-0115 has been removed from the plan.

2. Has the Township required a development agreement for this project?

**A development agreement is being prepared for the sanitary sewer.

3. There needs to be a map showing the entire parcel and how this proposal is situated within the tract.

**An overall plat plan has been added showing the entire parcel (12,06-0108F).

4. The sanitary sewer line is shown along Hostetler Quarry Road, but it is not clear on the rest of the plan in terms of access.

5. Are there easements in place for the sanitary sewer line that appears to traverse the Timothy Wilt, Frank and Barbara Bonson and the Tow Path Valley Business Development Company properties?

**There is a sanitary sewer easement extending into the property at the location of the proposed access across from Hostetler Quarry Road. See attached exhibit. The remaining portion of the sewer will be privately owned.

*The Hawbaker Engineering representative indicated he will attempt to have written responses and revised plans to the Planning and Development Department by next week.

Name of Plan: McNitt, William J.

File Number: 2017-12-003

Tax Map #: 12-05-0109

Municipality: Armagh Township

Applicant Name: McNitt, William J. III

Land Owner Name: McNitt, William J. III

Plan Preparer: Sarge Engineering and Surveying

Plan Summary:

The purpose of this plan is to create Lot 2, of 1.000 acre, for single-family residential use. Lot 1, the 10.053 acre remainder, is and will continue to be in Agricultural use.

One asterisk (*) represents comments presented at the December 21, 2017 Subdivision and Land Development Review Committee meeting. The Sarge Survey and Engineering representative provided revised plans dated December 21, 2017.

Basic Plan Information

This parcel was previously submitted in 2005 and 2012. It involved three lot additions. Additionally, the parcel was created in 2005 through the act of subdivision.

Subdivision Information

The plan appears to be creating three new lots. Lots 1 and 2 appear to be newly created and there is an area created between Lot 2 and abutter Daniel and Cece Hoover that has no acreage associated with it.

The County's Assessment and GIS files show tax parcel 12, 05-0109 having 22.91 deeded acres. Also, Record Book 549, Page 597, is the deed for tax parcel 12, 05-0109 indicating a total acreage of 23.076 acres. The difference in the acreage is because there was a lot addition subdivision of 0.166 acres recorded in July 2012, which reduced the acreage from 23.076 acres to 22.91 acres. The project narrative states the subdivision is to create Lot 2 having 1.00 acre of land. It also appears to indicate that Lot 1 consisting of 10.053 acres currently exists as agricultural use. The County's GIS and Assessment files do not show Lot 1 as a standalone lot.

*The Sarge Survey and Engineering representative indicated separate deeds were not created but the boundaries of the lots exist based on the 2012 subdivision plan.

Clean & Green / Agriculture

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

Floodplain / Wetlands

As noted in Note 1, there are no mapped wetlands on the parcel. Additionally, as noted in Note 2, a portion of tax parcel 12, 05-0109 is within 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%) on this site and development in these should be discouraged.

Soils

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

Cartway Widths

Based upon the Armagh Township Subdivision and Land Development Ordinance, the cartway widths of Siglerville Pike, Randal Drive, and the private access easement are substandard (Article 3, Table 1).

PennDOT HOP / Municipal Driveway Permit

A municipal driveway permit is required, and a copy should be provided to the Armagh Township Supervisors.

Private Street / Shared Driveway

If a private street is proposed, the plan should be reviewed by the Armagh Township Engineer. This easement could create an access for an additional lot. Will there be provisions to ensure the street is built to private road standards? Will the private easement be owned by lot 1?

*The Sarge Survey and Engineering representative indicated the Township engineer is currently reviewing the private street design and the private easement will be owned by the owners of lot 1.

Street Names

As noted in Note 7, since multiple parties are to use a private drive, the roadway will need to be named. Street names are to be coordinated with the County GIS (Mapping) Department. There is a fee associated with the street naming.

Randall Drive appears to be misspelled on the plan.

Deed Restrictions and Easements

According to the surveyor, based on Note 1, there are no known deed restrictions or easements associated with the property.

DEP Sewage Planning Module

Since this project is to utilize public sewer and will not generate sewage based on 2 EDU's, an Exemption from Sewage Planning (Mailer), should be provided.

Sewage Service

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

Water Service

A letter from the municipal water authority acknowledging availability of public water should be submitted to the Armagh Township Supervisors.

Features

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).

*The Sarge Survey and Engineering 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 Armagh Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.10).

*The Sarge Survey and Engineering representative indicated all are shown.

Does proposed lot 1 have any buildings on it? If so, are they tied to public water and sewer?

*The Sarge Survey and Engineering representative indicated there is no building on lot 1.

Name of Plan: Yoder, Franey N.

File Number: 2017-12-007

Tax Map #: 12-06-0103

Municipality: Armagh Township

Applicant Name: Yoder, Franey N.

Land Owner Name: Yoder, Franey N.

Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to create Lot 2 for a single-family residence to be served by a privy and private well. The residual tract, Lot 1, has an existing residence with no new development proposed.

One asterisk (*) represents comments presented at the December 21, 2017 Subdivision and Land Development Review Committee meeting

Administrative

The property was last subdivided in September of 2016 involving the creation of a lot addition of approximately 5 acres from t. m. 12-06-0101A (Hostetler) to t. m. 12-06-0103 (Yoder). From the existing tax parcel data, it is not clear this occurred. Please confirm.

*The Wright Surveying representative indicated this did occur.

Subdivision Information

As mentioned in September 2016, 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. (Armagh Township Subdivision and Land Development Ordinance Sections 6.302a.5., a.7., a.9. and a.12.)

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.

Soils

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

Right-of-Way Widths

Based upon the Armagh Township Subdivision and Land Development Ordinance, the right-of-way width for Church Lane is substandard (Table 1).

Cartway Widths

Based upon the Armagh Township Subdivision and Land Development Ordinance, the cartway width for Church Lane is substandard (Table 1).

PennDOT HOP / Municipal Driveway Permit

According to Note 4, a municipal driveway permit is required, and a copy should be provided to the Armagh Township Supervisors.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with (Sections 6.302.a.10. and 602.b.7.) of the Armagh Township Subdivision and Land Development Ordinance.

*The Wright Surveying representative indicated there are none.

DEP Sewage Planning Module

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to Armagh Township.

Water and Sewage Service

The plan should list all existing water and sewer service for Lot 1. (See Section 6.202.a.10. and 3.213.a. of the Armagh Township Subdivision and Land Development Ordinance).

*The Wright Surveying representative indicated he will show these on the final revised plans.

Features

There may be some buildings on Lot 1. 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. (Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a.10.)

*The Wright Surveying and Engineering representative indicated there is a house and barn and no septic system serves lot 1.

Armagh Township (Municipal Ordinance)

Name of Plan: Berube, George A. Jr. & Eileen J.

File Number: 2017-12-008

Tax Map #: 12-10-0106A

Municipality: Armagh Township
Applicant Name: Berube, George A. Jr. & Eileen J.
Land Owner Name: Berube, George A. Jr. & Eileen J.
Plan Preparer: Wright Land Surveying

Plan Summary:

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

One asterisk (*) represents comments presented at the December 21, 2017 Subdivision and Land Development Review Committee meeting.

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. (Armagh Township Subdivision and Land Development Ordinance Sections 6.302.a.5., a.7., a.9. and a.12.).

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

Plan note 5 and the County's GIS files verify there are no floodplains.

Soils

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

According to the County GIS files and Note 2, some portion of this property appears to have hydric soils. Hydric soils can indicate the presence of wetlands.

Right-of-Way Widths

Based upon the Armagh Township Subdivision and Land Development Ordinance, the right-of-way width for Lower Creek Road is substandard (Table 1).

Cartway Widths

Based upon the Armagh Township Subdivision and Land Development Ordinance, the cartway width for Lower Creek Road is substandard (Table 1).

PennDOT HOP / Municipal Driveway Permit

As noted in Note 4, a municipal driveway permit is required, and a copy should be provided to Armagh Township.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 6.302.a.6. and 6.302.b.7. of the Armagh Township Subdivision and Land Development Ordinance.

*The Wright Surveying representative indicated there are none.

DEP Sewage Planning Module

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to Armagh Township.

Water and Sewage Service

The plan should list all existing water and sewer service for Lot 1. (See Sections 6.202.a.10. and 3.213 of the Armagh Township Subdivision and Land Development Ordinance).

*The Wright Surveying representative indicated water and sewer are tied to lot 1.

Features

There appears to be a building on Lot 1. 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. (Armagh Township Subdivision and Land Development Ordinance, Section 6.302a.10).

Brown Township (*Municipal Ordinance*)

Name of Plan: Bohn, Lee J.
File Number: 2017-12-005
Tax Map #: 14-01-0125
Municipality: Brown Township
Applicant Name: Bohn, Lee J.
Land Owner Name: Bohn, Lee J.
Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to create Lot 2 for an extension of Fawn Road, T-170. No new development is being proposed for the residual tract, Lot 1.

One asterisk (*) represents comments presented at the December 21, 2017 Subdivision and Land Development Review Committee meeting.

Basic Plan Information

The abutters having tax map numbers 14,01-0326, 14,01-0326A and 14-02-0107 are not shown. All abutters should be shown on the plan, including tax map numbers in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.302A.17).

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, Section 7.302A.5).

It is not clear what the intent of the subdivision is other than extending Fawn Road further to create a cul-de-sac lot.

Cul-de-sac lots are typically created in subdivisions where a through street is impractical to construct and serves as turnaround areas for local traffic. Additionally, there typically are other platted lots abutting the cul-de-sac.

Will the extension be dedicated to the Township?

*The Wright Surveying representative indicated the cul-de-sac lot will be dedicated the Township and will serve as for now as a turnaround area for public safety.

Clean & Green / Agriculture

As noted in Note 3, 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 2 and the County's GIS files, there are no mapped wetlands or floodplains located on the parcel.

Topographic information

Suitability considerations should be made for this plan. It appears, according to County GIS information, that there are steep slopes (grades over 15%) on this site and development in these should be discouraged. The steep slopes do not appear to be located on Lot 2.

Topographical contours at vertical intervals should be displayed on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7, Section 7.302A.26).

Soils

According to the County GIS files, a small 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 Brown Township Subdivision and Land Development Ordinance, the right-of-way width of Fawn Road is substandard (Part 4, Section 41).

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

Cartway Widths

The cartway widths of Fawn Road and Honey Brook Lane 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 Article 7, Section 7.202A.18 of the Brown Township 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.

Sewage Service

It should be noted if this lot will be served with public sewer, a private septic system, or neither in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7, Section 7.302A.11 and Article 4 Section 4.211 A.).

*The Wright Surveying representative indicated neither.

Water Service

It should be noted if this lot will be served by public water, a private well, or neither in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7, Section 7.302a.23 and Article 4 Section 4.211 A.).

*The Wright Surveying representative indicated neither.

Features

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 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 Brown Township Subdivision and Land Development Ordinance (Article 7, Section 7.302A.23).

*The Wright Surveying representative indicated all are shown.

Zoning

The minimum lot size for agricultural uses is 43,560 square feet and lot 2 is 9,801 square feet. Will this require a review by the Zoning Hearing Board?

*The Wright Surveying representative indicated he will inquire about this with the Township Solicitor.

The minimum lot size in the Agricultural District for residential uses is 20,000 square feet with public sewer and water, 30,000 square feet with public water or sewer, and 43,560 square feet without public water and sewer. Lot 2 is 9,801 square feet.

Land Development

There should be a note on the plan that any future proposed development that meets the definition of land development pursuant to the Brown Township Subdivision and Land Development Ordinance (Article 2 definitions) will require the filing of a land development plan.

Brown Township (Municipal Ordinance)

Name of Plan: Happy Holidays LLC, Proposed Office Building
File Number: 2018-01-004
Tax Map #: 14-01-0501; 14-01-052; 14-01-0503; 14-01-0504
Municipality: Brown Township
Applicant Name: Smith, A. J. & Patel, Mehol
Land Owner Name: Smith, A. J. & Patel, Mehol
Plan Preparer: Thomas H. Metz Engineering, Inc.

Plan Summary:

The project involves the initial construction of a 3,510 s.f. of a proposed single-story office building along with the construction of a (initially) gravel access drive and parking area to serve the proposed building. Additional construction will involve the installation of service laterals for (sewer, water and electric) currently situated at the site. Underground recharge trench circulation drives and drive aisles about the structure. The underground installation private on-site of water and sewage utilities will be required and constructed in an effort to maintain the pre-development runoff rate from the project site.

A land development plan for this project was reviewed by the Brown Township Planning Commission and approved by the Brown Township Supervisors within the last 30-45 days from December 21, 2017. The plan was not submitted to the Mifflin County Planning and Development Department until December 18, 2017. Between the time the Township Supervisors approved the plan and December 18, 2017, a building permit was issued by Bureau Veritas and the building's foundation has been partially constructed. On December 19, 2017 the Township issued a notice and order to cease and desist to the owner of record. The order contains provisions that include: A requirement for a fifty (50) foot buffer in accordance with Article XV Section 1502.8D. of the Brown Township Zoning Ordinance, the prohibition of truck, tractor cabs, and trailers or a combination thereof on any lots and no development is to occur on lots 3 and 4. It would be helpful if the Township defined the time period for the prohibition of the tractor trailers.

One asterisk (*) represents comments presented at the December 21, 2017 Subdivision and Land Development Review Committee meeting. Two asterisks (**) represents written responses contained in a letter dated December 26, 2017, revised plans dated the same from Thomas H. Metz P.E. and the County's review of the revised comments and plans. Three asterisks (***) represents comments discussed during the December 28, 2017 Mifflin County Planning Commission meeting.

Basic Plan Information

Although there is a project narrative in note 4. it appears that ten (10) tractor trailers will be located on lots 1, 2, and 3. How do the trailers relate to the building for a single-story office building? This is unclear and should be clarified within the narrative. Note #2 is incorrect since there are 4 lots not 2.

***"The project was originally designed to have two (2) tractor-trailers that occasionally visited the site for certification of drivers. However, after the project was approved by Brown Township, email correspondence from the perspective tenant indicated that additional tractor-trailer parking was needed to accommodate up to 12 tractor-trailers. The submitted plan was intended to be schematic (at this point) but THME, INC. wanted this submitted as such, so that honesty and truth of such tentative use would be known by all. It was intended (upon resolution of number of vehicles) that the plan will be resubmitted to the Brown Township for approval if such change. Pursuant to the County Planning meeting discussion this has been reduced to 8 tractor-trailers and will most likely be tractors "only", pending decision of the Brown Township Supervisors and Planning Commission."

All abutters including the Hotel should be shown on the plan, including tax map numbers in accordance with the Brown Township Subdivision and Land Development Ordinance,(Article 7 Section 7.302 A.17.).

***"All adjoining, owners and tax map numbers have been added to the plan."

This project involves four (4) separate tax parcels that are not identified on the proposed site plan Sheet Si1-1 and should be in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7 Section 7.302 A. 13.). Also the application lists 3 lots and lots 1-4.

***The four (4) separate lots are identified on the plan. Tax map numbers have been added per item #2. The application has been revised to correctly indicate the number of lots."

Setback Lines

The C-H Commercial Highway District (Article X Section 1004) of the Brown Township Zoning Ordinance has a required minimum lot width of 200 feet and general note 6. lists 100 minimum lot width. Also the required side yard setback in the C-H Commercial Highway District, is 25 feet not 15 feet as listed in general note 6. The infringement of the setbacks may necessitate review by the Zoning Hearing Board.

***"The four lots (1,2,3 and 4) are to be combined into one single lot whereby all setback requirements are met. No Zoning Hearing Board Meeting is required". The minimum lot size and the side yard setback distances have been corrected in note 6. of sheet Si1-1.

Since lots 1-4 have separate and distinct tax parcel numbers and the lots were not consolidated the placement of the building extends in the side yard setbacks on lots 1 and 2 and the tractor trailer parking lot extends into the side yard setbacks of lots 2 and 3.

**"The four lots (1,2,3 and 4) are to be combined, see response to item #4. Furthermore, these four (4) lots along with the "approved" site for the Holiday Inn were sold as a single deed for all five (5) parcels. The same owner will continue to own all of these parcels. When the sales of such should occur, separate deeds will need to be prepared for each. This same procedure was agreed to for the development of the Mountain Road Structure's Land Development Plan."

Subdivision Information

The Engineer, Land Surveyor and Geologist Registration Law Act of May 23, 1945 D.L. 913, No 367 (L.63 Section 2) states, in part, a professional engineer may not practice land surveying, unless licensed and registered as a professional land surveyor, as defined and set forth in this act; however, a professional engineer may perform engineering land surveys; however, that perimeter surveys, shall be the function of the "Professional Land Surveyor". Prior to recordation, the professional land surveyor's seal must be affixed to the plan.

**"Axis Surveying has performed the topographical survey of the site. Mr. Chad Smith of Axis Surveying is the licensed professional surveyor for this project". However general note 1 on sheet Si1-1 states all survey information was taken from a survey prepared by Penn Terra. It's not clear which firm prepared the survey.

Lots 1-4 were created as part of the preliminary/final subdivision plan for "old Carriage Crossing" in 1999. The Recorder of Deeds records, plat book 15, page 86 shows lots 1-4 inclusive having 0.29 acres respectively. The total deeded acres for lots 1-4 is 1.16 acres, or 50,529.60 square feet. General note 6. of sheet Si1-1 states the total site area consists of 50,003 square feet which does not appear accurate.

**"The reason for such inconsistency is due to the fact that 50 feet width was utilized for the right-of-way of Happy Holiday Drive. This accounted for 0.143 acres of the approximated total of 1.16 acres. This combined with the rounding of the individual lot areas has resulted in some of this discrepancy. This is provided in note #6 is correct and agrees with the dimensional properties of the lots per the Holiday Inn Land Development Plan". The road is named Happy Valley Drive not Happy Holiday Drive.

Floodplain / Wetlands

As noted in note 7. the site is not situated in a mapped flood plain. The plan should also note if the site is or is not located within a designated wetland, in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.302 A. 28.).

**"Note #7 has been revised to indicate NO wetland, endangered species or environmentally sensitive areas are located at the site."

Soils

According to the County GIS files, some portion of lot 1 only, appears to have prime farmland soils.

**"No farming has been performed on this lot or any of the adjoining (developed or un-developed) lots."

Right-of-Way Widths

Based upon the Brown Township Subdivision and Land Development Ordinance, the right-of-way width of Happy Valley Drive should be shown on the plan (Article 7 Section 7.302 A. 6. And 7.202 A. 11.). Happy Valley Drive is not labeled and should be.

**"The naming of Happy Valley Drive and its width have been added to the revised plan".

Cartway Widths

Based upon the Brown Township Subdivision and Land Development Ordinance, the cart-way width of Happy Valley Drive should be shown on the plan (Article 7 Section 7.302 A. 6. and 7.202 A. 11.).

**"The naming of Happy Valley Drive and its cartway width have been added to the revised plan".

Private Street / Shared Driveway

Will Happy Valley Drive be 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."

Does the deed spell out who is responsible for maintenance of Happy Valley Drive? If not, this should be indicated on the plan.

**"The entire development is to be privately owned, maintained and operated by Happy Holiday LLC. Should any portion be sold, as such time a "Maintenance Agreement" will be provided as part of such sales."

Deed Restrictions and Easements

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

**"There are no deed restrictions and easement associated with the development and all current easements (gas and utility) are shown on the revised plan.

DEP Sewage Planning Module

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

**"All four of the lots (1-4) have already been accommodated by the surrounding adjoining development. Existing taps were allotted for each lot of 400 gpd for each residence (loading as required by Chapter 71 thru 73 of DEP. Now, only a single tap will be necessary for the proposed office facility whereby less than 150 gpd will be generated. The owner has already paid the required tap fees for both utilities, thereby allowing the issuance of a building permit."

If this site is served by public sewer and water why does note#4 state on lot water and sewer facilities and the narrative also refers to private on site water and sewer utilities?

**"Note 4 has been corrected on the revised plan to indicate public utility service".

Sewage Service

A letter from the sewer authority acknowledging availability of public sewer should be submitted to the Brown Township Planning Commission.

**"Refer to response to DEP Sewage Planning Module.

Water Service

A letter from the municipal water authority acknowledging availability of public water should be submitted to the Brown Township Planning Commission.

**"Refer to response to DEP Sewage Planning Module.

Features

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 Subdivision and Land Development Ordinance (Article 7 Section 7.302 A. 23.).

**"All existing improvement are shown on the "Existing Conditions Plan" and all proposed improvement are shown on the "Proposed Site Layout Plan"

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 7.302 A. 29.).

**"If such features were present they would have been shown. No such features are present at the site, so why generate such a comment"?

Zoning

The plan references zoning as Highway Commercial while to correct designation is C-H Commercial Highway District.

**"The revised plan has corrected the zone terminology."

Land Development

General note 14. on sheet Si1-1 refers to proposed site lighting, but the plan does not appear to show the types and locations of the lighting. Provisions for street lighting may be required and should be included with the plan submission in accordance with (Article 4 Section 4.203 J. and Article 7 Section 7.302 A. 32.) of the Brown Township Subdivision and Land Development Ordinance.

**"No site lighting is proposed at this time, with the exception of building mounted fixtures that will adequately illuminate the parking area and accessible route to the same."

In accordance with the Brown Township Zoning Ordinance (Article XVII Section 1707 parking lots shall be effectively landscaped with trees and shrubs. The plan does not include a landscape plan and it should. Also it is not clear what the landscape buffer yard consists of.

**A note #12 on sheet Si1-1 has been revised to indicate that such landscaping areas and buffer areas must comply with the Brown Township SALDO, Article XV." However, the species and quantities of the buffer yard should be delineated on the land development plan.

What is the width of the travel lane on the northern portion of the site where there is proposed tractor trailer parking? There should be a truck traffic circulation plan to verify adequate traffic circulation including truck movements to ensure they do not cross property lines. If this proposed use involves multiple tractor trailers this could negatively impact the adjoining residential area.

**A tractor trailer traffic circulation plan was not provided in the revised plans.

**The Township Engineer should review the plan for the potential impacts the tractor trailers may have on residential roads. The plan also had no truck maneuvering template on the plan to ensure trucks can adequately make turns on the site. This should be on the plan and reviewed by the Township Engineer.

**Are there noise provisions in the Townships Zoning or Subdivision and Land Development Ordinances?

**The travel lane width is indicated on the plan as being 24 feet wide. All internal drives are two-way with arrows indicated on the revised plan." The plan shows a tractor trailer along the northern boundary of the property. If the tractor trailer parks head first in this area, it does not appear the truck can adequately maneuver to exit other than backing onto Happy Valley Drive. Also, it is questionable that a twenty 24 aisle width can accommodate the quantities of the tractors and trailers as presented. It does not appear a traffic circulation diagram was added to the plan.

**The Metz Engineering representative indicated the tractor trailers can back into the driveway from Happy Valley Drive.

E & S / Stormwater

An erosion and sedimentation control plan was submitted as part of the project on the sheet labeled E and S. It is also noted in general notes on the E and S plan that the plan satisfies the Kishacoquillas Creek Watershed Ordinance. Has the Township Engineer reviewed the plan for certification that the plan has been prepared in accordance with ordinances as stipulated in the Brown Township Subdivision and Land Development Ordinance (Article 7 Section 7.302 B. 4.)?

**"Since the structure is less than the threshold required for stormwater analysis, the same still has been prepared and performed as well as compliance with the loading ratio as mandated by DEP's "Best Management Practices". Though the Conservation District has been contacted, an E and S is not required to be approved by the same since the Brown Township SALDO only indicate that an E&S plan is required, however, it does not stipulate that it must be "approved". No NPDES is required for the development since it is well below the 1.0 acre threshold". The County's comment did not reference the Conservation District needs to approve the E and S plan. It specifically questioned whether the township Engineer reviewed the plan for compliance with the Township's stormwater management ordinance i.e. The Kishacoquillas Creek Watershed Stormwater Management Plan. Further if earth disturbance is 5,000 square feet up to one acre of land an E and S plan is required in accordance with Chapter 102 Erosion and Sediment (E&S) Control. Note 5. on sheet Si1-1 shows land disturbance greater than 5,000 square feet.

Other Comments:

1. What are the anticipated AM and PM peak generator trips for this project and in combination with the adjacent hotel? In accordance with the Brown Township Subdivision and Land Development Ordinance (Article 4. Section 4.216 all non-residential development (with the exception of agricultural development) that generate fifty (50) or more new peak hour trips or three hundred (300) total trips per day shall provide studies and reports in accordance with this section.

**"The proposed office building will generate less than these volumes (weekly or hourly). At best the facility will generate 16 trips per day with all rooms and offices being filled to capacity".

2. Based on the plan either a variance by the Zoning Hearing Board may be required or the filing of a lot consolidation subdivision plan may be necessary to alleviate violating the yard setbacks.

**"Refer to response contained in "Setback Lines" of this report.

3. The property owner explained the building is to be used as classroom/educational training facility for new employees of the Land Star Trucking Company. This use appears to be defined in the Brown Township Zoning Ordinance (Article 11) as a school, vocational-mechanical trade which in part states an educational facility that may or may not be operated as a gainful business that principally offers training in any of the following occupations: truck drivers, engine repairs etc.. This use appears different from an office or office professional as defined in the township Zoning Ordinance. The Township Zoning Officer should make a determination as to which use this proposed project falls under. If the Zoning Officer determines the use is a school, vocational-mechanical trade this use is allowed by special exception in the C-H Commercial Highway District.

***As indicated during the 12/21 County Planning Meeting, the facility has five (5) offices with a lounge area, computer room, men's and women's restrooms, storage, utility room, warming kitchen/lunch room and two small classrooms that can accommodate 5 students each. Since only 960 square feet is utilized for classrooms with the remaining majority of the floor area being office (over 2,500 square feet) and by virtue that a zoning permit and building permit has been obtained indicating the facility as an office. It is believed that this is a moot point and the decision has already been made. Another legally binding fact is that of the 2009 IBC (International Building Code), Section 304 Business Group, indicates that a "training and Skill Development not within a school or academic program" is classified as a Business". The IBC is not used as the basis for a use on zoned property in the Township. It is based on the Zoning Officer's determination based on the Township's Zoning Ordinance.

4. Plan note 6. on sheet Si1-1 references required setbacks as shown and approved final subdivision plan of North Gate Development. Is this the correct name?

***This reference has been deleted from Note #6 due to irrelevance". Note#6 now refers to the Brown Township Zoning Ordinance.

5. Plan note 17. on sheet Si1-1 and the signature sheets indicates an address of 30 Happy Valley Drive State College, PA. This is the address of the hotel currently under construction but it's located in Reedsville, PA. The GIS/Mapping Department assigned the office building an address of 15 Happy Valley Drive, Reedsville, PA.

***Originally, the building was situated to access from Carriage House Lane, however, during subsequent municipal meetings, it was required that the driveway entry to the facility be changed to its current location. The corrected site address has been added to the plan."

6. Sheet Si1-1 note 12. refers to a four (4) foot high pressure treated barrier fence between this project site and the residentially zoned property located west on Carriage House Lane. The fence location is not depicted on the plan and it should.

***The landowner has elected to utilize landscaping as approved for buffer and shielding between the residential zone and the commercial highway zone. This note has been revised to indicate compliance to the Brown Township SALDO, Article XV."

7. Will the dumpsters be screened with any type of fencing?

***The Metz Engineering representative stated there will not be screening around the dumpsters.

8. Are the slopes for the ADA parking consistent with the design standards stipulated for handicapped parking?

***The Metz Surveying representative indicated this item is a building code matter.

9. Was Carriage House Lane constructed to handle tractor trailer traffic?

***The Metz Engineering representative indicated there will be tractor trailers entering the hotel for deliveries.

*The Metz Engineering representative agreed to file and submit a lot consolidation subdivision plan for lots 1-4 and have revised plans and written responses back to the Planning and Development office by next week.

Burnham Borough (*Municipal Ordinance*)

Name of Plan: Cash, George M. & Tanya L.
File Number: 2017-12-006
Tax Map #: 08-12-0211; 08-12-0210
Municipality: Burnham Borough
Applicant Name: Cash, George M. & Tanya L.
Land Owner Name: Cash, George M. & Tanya L.
Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to consolidate Lots A and B into a single lot. Lot A has an existing residence served by public sewer and a private well.

One asterisk (*) represents comments presented at the December 21, 2017 Subdivision and Land Development Review Committee meeting.

Topographic information

Note 1 mentions 20 foot contours, but it is unclear where the topo lines are unless it is the 500 foot marking going across both lots.

*The Wright Surveying representative indicated yes above sea level.

Right-of-Way Widths

There is a 15 foot unnamed and unopen alley and a 50 foot right-of-way for 2nd Street that is unopen. Are there any plans to open either the alley or the street?

*The Wright Surveying representative indicated probably not but was unsure.

Based upon the Burnham Borough Subdivision and Land Development Ordinance, the right-of-way width for Jaspers Drive is substandard (Section 502.3).

Cartway Widths

There is no information on proposed cartway widths for the unnamed alley or 2nd Street.

Based upon the Burnham Borough Subdivision and Land Development Ordinance, the cartway width for Jaspers Drive is substandard (Section 502.3). Based on a 10 foot cartway, it is unclear how two-way traffic works here and whether there are limits for emergency vehicles.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 403.1D and 403.2B of the Burnham Borough Subdivision and Land Development Ordinance.

*The Wright Surveying representative indicated there are none.

DEP Sewage Planning Module

There is public sewer serving the existing house and an existing well as well.

Features

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. (Burnham Borough Subdivision and Land Development Ordinance, Section 402.3G)

Decatur Township (*Municipal Ordinance*)

Name of Plan: Goss, Ronald E. & Marilyn A.

File Number: 2017-12-002

Tax Map #: 15-12-0111-000

Municipality: Decatur Township

Applicant Name: Goss, Ronald E. & Marilyn A.

Land Owner Name: Goss, Ronald E. & Marilyn A.

Plan Preparer: Charles Tabb III, PE, PLS

Plan Summary:

This subdivision is a corrective to the construction of a 2-story residential dwelling owned by Timothy R. & Tina K. Goss and to be considered a non-conforming lot. The existing structure was constructed over the property line on Ronald E. & Marilyn A. Goss. The intent of this subdivision is to devise property lines which best fit locating the structure on property owned by Timothy R. and Tina K. Goss and attempts to satisfy Mifflin County and Decatur Township subdivision and land development ordinances. The following are waivers requested by this subdivision due to limiting constraints:

- Minimum lot size
- On-lot sanitary system testing
- Minimum side yard setback
- Minimum front yard setback

"Tract 2" consisting of 0.56 acres is to be added onto land owned by Timothy R. & Tina K. Goss. "Tract 2" is a lot addition and shall become an integral part of the property owned by Timothy R. & Tina K. Goss. "Tract 2" is not a building lot and cannot be developed as a separate individual lot.

The Tabb Engineering and Surveying representative provided revised plans and written responses to the County preliminary comments dated December 20, 2017. One asterisk () represents the review of the revised plan and the written responses.

Administrative

The recipients signature', Timothy and Tina Goss, should be on the application. The application is not the most up to date application and both the parent and recipient owners' signatures are required.

*A new Subdivision and Land Development Application will be submitted with the revised plans using the most recent application with all applicable signatures. The revised plans lists the tax parcel number for the Timothy and Tina Goss parcel, The application should also list tax parcel 15,-12-011B owned by Timothy and Gina Goss since the lot addition is being added to this.

Basic Plan Information

A land development plan for this parcel was reviewed by the Mifflin County Planning Commission on February 23, 2017 for a swine finishing barn.

All abutters should be shown on the plan, including tax map numbers in accordance with the Decatur Township Subdivision and Land Development Ordinance, (Part 6, ss 22-602.2.A.(16) and ss-22-603.2.A.(17).)

*All abutters are shown on the plan, including tax map numbers and record document data. Ultimately Ronald and Marilyn Goss are the only abutters to Timothy and Tina Goss.

Subdivision Information

Property boundary information should be shown for the entire property, including the residual property and tract 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 Decatur Subdivision and Land Development Ordinance (Part 6, ss22.602.2.A.(5) and ss-22-603-2.A.(5)).

*The tract to be subdivided is shown along with the residual on the location map. A new deed will be provided and recorded for the subdivided 'Tract 2'. The Grantor tract record document is noted on the subdivision plan.

Clean & Green / Agriculture

As noted in Note 9, 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 6. and 7., there are no floodplains or wetlands associated with these parcels.

Soils

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

*No hydric soils exist at this location. The site has had numerous excavations up to ten (10) feet deep. The soil profile at this location is approximately 12 inches of topsoil over fractured bedrock.

Setback Lines

As noted in the project narrative, waivers to the following provisions are being requested: minimum lot size, on lot sanitary system testing, and minimum side and front yard setbacks. The pool and home are within the side and front yard setbacks. In accordance with the Decatur Township Subdivision and Land Development Ordinance, modifications to the provisions of the Subdivision and Land Development Ordinance may be granted by the Township Supervisors pursuant to Part 9, SS 22-902.1.A through D. The application does not appear to address the grounds for a hardship or peculiarity of the subject land.

*The subject has been discussed at length with Decatur Township PC and Supervisors. Due to the constraints to the site, it is extremely difficult to accommodate potential locations for backup sanitary sewer. All other existing utilities both for the Grantor and Grantee have been addressed as maintenance easements in the proposed deed.

Right-of-Way Widths

Based upon the Decatur Township Subdivision and Land Development Ordinance, the right-of-way widths of Ertley Road and Whiskey Road Extended should be shown on the plan (Part 6, Section SS22-602.2.A.(11)).

*The right-of-way width will be added to the plan for Ertley Road and Whiskey Road Extension.

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

Cartway Widths

The cartway widths of Decatur Road, Ertley Road and Whiskey Road Extended should be shown on the plan in accordance with the Decatur Township Subdivision and Land Development Ordinance, (Part 6, Section SS22-602.2.A.(11)).

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Part 6, Section SS 22-602.2.A.(18) of the Decatur Township Subdivision and Land Development Ordinance.

*There are no deed restrictions for this subdivision. Easements are noted on the proposed 'Tract 2' deed.

DEP Sewage Planning Module

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

*This will be provided once received by DEP.

Sewage Service

Is septic service provided by property owned by Ronald Goss? If so is there an easement agreement?

Water Service

The water supply location should be noted on the plan as prescribed in the Decatur Township Subdivision and Land Development Ordinance (Part 6, Section SS 22-602.2.A.(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.

*This will be included with the plan resubmission.

Signature Blocks on Plan

The Mifflin County Review Certificate should have one line stating Chairman or designated representative and one line stating plan tracking number.

*This will be revised for the plan resubmission.

Lot Addition

Although there is a lot addition statement, it should indicate the combined acreage after the lot addition. Also, it should note the acreage of tract 1. The "Z" lot combination symbol should also be on the plan showing it is to be added to the Timothy Goss property.

*After discussions with Decatur Township, the proposed 'Tract 2' will be revised to 0.79 acres. This will bring the overall 'Tract 1' and 'Tract 2' to 1.00 acres (minimum lot size). A new deed will be written to circumvent the exterior of both tracts and the interior line to be removed. This will act as a combination subdivision and lot consolidation plan. Refer to the attached sketch plan for the revised subdivided area.

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 Decatur Township Subdivision and Land Development Ordinance, (Part 6, Section SS 602.2.A.(9)).

*All topographical features have been located on the plan.

Are all manmade 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 Decatur Township Subdivision and Land Development Ordinance, (Part 6, Section SS 602-2.A.(10)).

*All topographical features have been located on the plan.

Derry Township (Municipal Ordinance)

Name of Plan: Bohn, Douglas A.
File Number: 2017-12-004
Tax Map #: 16-02-0615A
Municipality: Derry Township
Applicant Name: Bohn, Douglas A.
Land Owner Name: Bohn, Douglas A.
Plan Preparer: Sarge Engineering and Surveying

Plan Summary:

The purpose of this plan is to add Lot A, of 3.176 acres, to Lot 15-I owned by Douglas A. and Stephanie A. Bohn from Lot 15-J, also owned by Douglas A. and Stephanie A. Bohn. The existing Lots 15-I and 15-J were created in 2002, see Map Book 21 Page 58.

Based on the County Recorder of Deeds Records, these lots were subdivided as part of the Rolling Meadows subdivision in 2002.

One asterisk (*) represents comments presented at the December 21, 2017 Subdivision and Land Development Review Committee meeting. Revised plans dated December 21, 2017 were provided.

Subdivision Information

It appears based on the GIS files lots 15I and 15J were not recorded by deeds as separate lots.

Clean & Green / Agriculture

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

Floodplain / Wetlands

As noted in Notes 3. and 4., the property is not located in mapped wetlands or 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%) on this site and development in these should be discouraged.

Soils

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

Setback Lines

The rear building setback in the rural zoning district is 40 feet. Note 6 references the rear setback as being 30 feet.

*The revised plans show the correct setback distance.

Cartway Widths

Based upon the Derry Township Subdivision and Land Development Ordinance, the cartway width of Rolling Meadow Court is substandard (Part 5, Section 504.2).

Deed Restrictions and Easements

As noted in note 5. these lots contain deed restrictions as shown in the deeds. The deed restrictions should be cited in accordance with the Derry Township Subdivision and Land Development Ordinance (Part 4 Sections 402.2L. And 403.2.L.).

DEP Sewage Planning Module

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to the Mifflin County Planning Commission.

*The Sarge Surveying and Engineering representative indicated a non-building waiver form has been 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 in accordance with the Derry Township Subdivision and Land Development Ordinance, Part 4, Section 402.2.I.

*The Sarge Surveying and Engineering 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 in accordance with the Derry Township Subdivision and Land Development Ordinance, Part 4, Section 402.2J.

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

Other Comments:

It appears property lines encompass portions of the cul-de-sac. Are these areas not part of the public right-of-way of Rolling Meadow Court? Was the cul-de-sac vacated at any point?

*The Sarge Surveying and Engineering representative indicated the deeds go to the center of the cul-de-sac.

Derry Township (*Municipal Ordinance*)

Name of Plan: Soltis, Diane M.
File Number: 2017-12-010
Tax Map #: 16-09-0472
Municipality: Derry Township
Applicant Name: Soltis, Diane M.
Land Owner Name: Soltis, Diane M.
Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to consolidate Lots A & B into a single lot. Lot A has an existing residence served by public sewer and public water with no new development proposed.

One asterisk (*) represents comments presented at the December 21, 2017 Subdivision and Land Development Review Committee meeting.

Administrative

Does Diane Soltis have power of attorney on behalf of Betty Marker since the County's GIS files show Betty Marker as owner of record for tax parcel 16,09-0105H?

*The Wright Surveying representative indicated both parent and recipient lots are all under ownership of Diane Soltis.

Basic Plan Information

All abutters should be shown on the plan, including tax map numbers in accordance with the Derry Township Subdivision and Land Development Ordinance (Part 4, Section 403.2.S).

*The Wright Surveying representative indicated that since Lot B recently sold to Diane Soltis there is no need to show the remaining portions of tax parcel 16,09-0105H.

Subdivision Information

Based on County GIS and Assessment files, tax parcel 16,09-0105H was one large parcel which was subdivided for the Rolling Hills Estate Subdivision and the remaining portions are the residual. The entire area of 16,09-0105H is not depicted on the inset map or the subdivision plan and 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 Derry Township Subdivision and Land Development Ordinance (Part 4, Sections 403.2.H. and J.).

*The Wright Surveying representative indicated that since Lot B recently sold to Diane Soltis there is no need to show the remaining portions of tax parcel 16,09-0105H.

Floodplain / Wetlands

As noted in Note 5 and based on the County's GIS files, neither the parcel or recipient parcels are in mapped wetlands or floodplains.

Soils

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

According to the County GIS files, all portions of this lot addition appear to have hydric soils. Hydric soils can indicate the presence of wetlands. The presence of hydric soils is noted in Note 2.

Right-of-Way Widths

Based upon the Derry Township Subdivision and Land Development Ordinance (Part 4, Section 403.2.G), the right-of-way widths of Sunshine Circle, Somar Drive and US Highway 522 North should be shown on the plan.

Cartway Widths

The cartway widths of Sunshine Circle, Somar Drive and US Highway 522 North should be shown on the plan in accordance with the Derry Township Subdivision and Land Development Ordinance (Part 4, Section 402.2.G).

Based upon the Derry Township Subdivision and Land Development Ordinance, the cartway widths of Harvest Drive and Fiesta Court are substandard (Part 5, Section 504.2).

Deed Restrictions and Easements

As noted in Note 7, all deed restrictions and covenants are contained in Record Book 377, pages 177-190 and Record Book 461, pages 1691-1728.

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 in accordance with the Derry Township Subdivision and Land Development Ordinance (Part 4, Section 402.2.I)

*The Wright Surveying representative indicated they are all shown.

Since the parcel is not fully shown, it appears there are homes not depicted on the plan. All significant manmade 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 Derry Township Subdivision and Land Development Ordinance (Part 4, Section 402.2.J).

*The Wright Surveying representative indicated they are all shown.

Menno Township (Municipal Ordinance)

Name of Plan: Peachey, Daniel Jr. & Nancy L.

File Number: 2017-12-009

Tax Map #: 18-14-0136

Municipality: Menno Township

Applicant Name: Peachey, Daniel Jr. & Nancy L.

Land Owner Name: Peachey, Daniel Jr. & Nancy L.

Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to create Lot 2 for a single-family residence to be served by on-lot sewage disposal and private well. The residual tract, Lot 1, is vacant woodland with no new development proposed. One asterisk (*) represents comments presented at the December 21, 2017 Subdivision and Land Development Review Committee meeting.

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 Note 6 and the County's GIS files, there are no mapped wetlands or floodplains on this parcel.

Soils

According to the County GIS files, some portion of this property appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils are listed on the plan however, they should indicate which soils are hydric.

Right-of-Way Widths

As noted in Note 4, there is no recorded information that was found for Hickory Lane.

Cartway Widths

Based upon the Menno Township Subdivision and Land Development Ordinance, the cartway width of Hickory Lane is substandard (Article 3, Table 1). Is the proposed fifty (50') right-of-way going to extend entirely to the proposed house? What is the proposed cartway width? Are there plans for further development? Is Hickory Lane owned by all property owners along the road to allow additional access so that there are provisions to allow additional access points along the road?

Deed Restrictions and Easements

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

*The Wright Surveying representative indicated there are none.

DEP Sewage Planning Module

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to Menno Township.

Features

Are all natural features shown on the plan? 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).

*The Wright Surveying representative indicated they are all shown.

Are all significant man-made features shown on the plan? 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).

*The Wright Surveying representative indicated they are all shown.

Public Comment

None

Other Business or Comments**Newsletter**

The latest edition of Planning Developments was distributed to those in attendance. The remainder will be distributed next week. This issue highlighted many projects that are going on or have been completed in 2017, including CDBG projects, the Juniata River Trail, the streetscape project in Reedsville, the internet survey and the Mill Road study.

Internet

SEDA-COG is looking at a Power Grant program through the Appalachian Regional Commission to try to get implementation money to subsidize expanding internet service rather than a feasibility study. The Governor's Office has also expressed interest in what Mifflin County has done with the internet survey conducted over the summer. The governor has expressed an interest in trying to expand internet service. A note was sent to Senator Corman's office that highlights issues the Internet Advisory Committee is concerned with. Other states are making efforts to expand broadband service and Pennsylvania is lagging behind. Kay Semler added that the Internet Advisory Committee recently learned that Marcellus Shale will not be the focus of everything, but broadband will be the next buzzword focus. Atlantic Broadband is now offering service in the Derry/Decatur areas. Comcast has stated that they are looking to expand service in Mifflin County, but cannot share specific locations. A map created from the survey shows areas where service is needed. USDA is pushing rural electrical cooperatives to help in this area, but Valley Rural Electric is small and not interested.

Next Month

The January meeting will include reorganization of the Planning Commission.

Adjournment

Upon no further discussion, the meeting adjourned at 4:46 p.m. upon a motion by Dave Pennebaker, which was seconded by Neal Shawver.