

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
MAY 23, 2019
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

Michele Bair
Jason Cunningham
Dan Dunmire
Thomas Lake
Neal Shawver
Jim Spendiff
Cyle Vogt

Other

Nick Felice, President MCIDC

Staff

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

Call to Order

Dan Dunmire, Vice Chair, called the meeting to order at 3:32 p.m.

Approval of Meeting Minutes

Jim Spendiff made a motion to approve the minutes from the April meeting. The motion was seconded by Neal Shawver. All members voted aye.

Annual Economic Update

Nick Felice, President of MCIDC, provided an annual economic update of Mifflin County. The MCIDC office has moved to the CareerLink building, reducing costs by \$5,000 and making a large office space available for rent. He is also more aligned with CareerLink activities as well. There are currently 23 tenants in the Plaza buildings and all are operating in good condition. Over the past year, roof repair occurred at Asher's in the Business Center. Parking lot and stormwater improvements were made in the area the previous year. Growmark relocated operations from Port Royal to the MCIDC Plaza. An overhead door was installed along with site flattening to accommodate this move.

Mr. Felice is using a new roofing system for roof repairs that realized a 20-30% less expensive alternative than rubber roofing. Paving is occurring throughout the plaza. The entrance is being improved along with road widening and parking improvements in certain areas. Mr. Felice is currently having concrete and demolition material crushed onsite to use for fill, which has been a significant cost savings. Surveillance cameras have been installed in various areas throughout the Plaza.

Nittany Paper has requested the installation of an outdoor dock at the opposite end of the building where the current entryway is located. They also requested additional restrooms for future growth.

The largest capital project under consideration at the MCIDC Plaza is located where the Mann Edge fire was. The building needs to be raised in order to construct a 70,000 sq. ft. warehouse/manufacturing building. The economic viability of this project is questionable if Mr. Felice cannot find a viable tenant. Grant money needs to be involved to at least remove the building.

There is currently a buyer for the DME building in the Industrial Park and a sales agreement is in place. A local tenant intends to lease this building to be used for warehousing. The building is 66,000 sq. ft.

MCIDC is reviewing the best use of opportunities for a 30-acre area at the corner of Middle Road and Expansion Drive, of which 12 acres is buildable. Mr. Felice is not sure if this is a viable industrial site, but is also considering commercial and residential uses. Spectra Wood is now occupying the former GE building. The South Rail Yard project in Burnham has not happened yet. The marketing conditions are not favorable at this time. Krentzman is working with SEDA-COG on this potential project.

MCIDC is working with the Chamber of Commerce with monthly entrepreneurial meetups that are held at Shy Bear Brewing Company. The meetings are lightly scripted. The MCIDC website has been revamped. Mr. Felice will attend the SelectUSA Foreign Direct Investment Summit where local companies can be connected with foreign interests wanting to establish a presence in the United States. Mr. Felice is also working with Focus Central PA, which is a seven county cooperative marketing consortium that markets and channels existing businesses that are looking to expand. The Governor's Action Team is utilized to bring projects to the counties based on project criteria. The DCED Office of International Business Development looks at neighboring counties because it recognizes workers commute and this is still beneficial to Mifflin County residents.

Mr. Felice closed by sharing concerns with workforce development. It appears the current labor market area is unable to fulfill the needs of area companies. This hinders their ability to grow capacity and market share, as well as servicing current customers. Mr. Felice is working with the Chamber's Business and Education Committee by engaging primary and secondary school students. Mr. Felice then shared a YouTube video discussing the misalignment of education and job skills. Charts often show the more educated a person is, the more money they make. Many graduates are now overqualified in jobs and their degree has not prepared them for work. There is a greater need for individuals with a two-year degree than those with a four-year degree. There was a short discussion on this topic, as well as the Wood-Mode closure.

A closing question included a request for a list of tenants in the MCIDC facilities. Jim Spendiff suggested also sharing employment statistics as well. Mr. Felice will email this list to the Planning Department.

Subdivision and Land Development Review Committee Report

Eight plans were submitted to the committee for review, all under Municipal Ordinance. The plans under Municipal Ordinance included Andrew M. & Leah F. & Hostetler, Nancy Hostetler (*Armagh Township*), Uria J. & Salina R. Yoder (*Brown Township*), Geisinger Health System Lewistown Campus Lot A (*Derry Township*), Lois V. Ziegler (*Derry Township*), Alexa Dreese and Zebulin Bryner (*Derry Township*), Joshua D. & Rebecca M. Yoder (*Menno Township*), Alan Yoder (*Menno Township*), and Benjamin K. & Mary L. Yoder (*Union Township*).

One land development plan was submitted, which was a parking lot at Geisinger Lewistown Hospital. Jim received written comments and asked for additional time to respond to these comments. Jim then reviewed the Lois Ziegler plan in Derry Township in further detail. This plan proposes the further subdivision of lot #4 of the lands of Lois V. Zeigler in Derry Township, Mifflin County, Pennsylvania. Lot #4A hereon is proposed to house a single family residential dwelling served with onlot water and sewer service (to be developed by the future lot owner). Lot #4A will be accessed from either Ort Valley Road or Country Lane. Lot #4A is currently vacant and used for agricultural purposes. Jim will remove the comment requesting the municipality signature since he has received this signature. Neal Shawver questioned how large the stream is that can be seen on the photograph since it is not the plan. Jim will had this as a comment. It was noted that the floodplain is not associated with this stream.

Dan entertained a motion to accept the comments of the eight plans under municipal ordinance with the revised comments to the Zeigler plan and allowing Jim additional time to update the comments for the Geisinger Lewistown Hospital plan. A motion was made by Jason Cunningham and Michele Bair seconded the motion. All members voted aye.

Armagh Township (*Municipal Ordinance*)

Name of Plan: Hostetler, Andrew M. & Leah F. & Hostetler, Nancy
File Number: 2019-05-006
Tax Map #: 12-02-0102; 12-02-0106
Municipality: Armagh Township
Applicant Name: Hostetler, Andrew M. & Leah F.
Land Owner Name: Hostetler, Andrew M. & Leah F.
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. This plan also proposes to create Lot Additions A and B from Lot 3. Lot Addition A is to be added onto Lot A and Lot Addition B onto Lot 2. There will be no residue to Lot 3. Lot A has an existing residence with no new development proposed.

*One asterisk represents comments generated at the May 16, 2019 Subdivision and Land Development Review Committee meeting. It was noted lot additions A and B were created when the interchange was constructed.

Administrative

This subdivision impacts on three parcels, but the application only lists t.m. 12-02-0102 and 12-02-0106 and not 12-02-0102A.

Basic Plan Information

A small portion of this subdivision lies in Brown Township. They should be given a copy of the plan and be able to sign off on it.

Clean & Green / Agriculture

As noted in note 7, the parcel is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information.

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

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 and as noted in note 2, 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

Based on the Brown Township Subdivision and Land Development Ordinance (Article 7 Section 7.302 A.14.) WeilerLane should be labeled on the plan and the right-of-way should be shown on the plan (Article 7 Section 7.202 A.11.).

Based upon the Township Subdivision and Land Development Ordinance, the right-of-way width of Sulphur Springs Farm Road is substandard (Armagh Township Subdivision and Land Development Ordinance, Table 1 and Brown Township Subdivision and Land Development Ordinance, Section 41).

Cartway Widths

The cartway width for Sulphur Springs Farm Road is only 10 feet wide, which is not adequate for two-way travel. Any additional development should require this road to be widened.

*The Wright Surveying representative indicated there are no future plans for this road.

Based on the Brown Township Subdivision and Land Development Ordinance (Article 7 Section 7.202 A.11.) the cartway width of Weiler Lane should be shown.

Based upon the Township Subdivision and Land Development Ordinance, the cartway width of Sulphur Springs Farm Road is substandard (Armagh Township Subdivision and Land Development Ordinance Table 1 and Brown Township Subdivision and Land Development Ordinance, Section 41).

PennDOT HOP / Municipal Driveway Permit

*Sulphur Springs Farm Road will not access lot 2.

An HOP Statement is on the plan.

Private Street / Shared Driveway

Sulphur Springs Farm Road and Weiler Lane appears to serve more than one residence. If so all private drives that are used by more than one party should have a shared driveway agreement in place. An agreement for the private right-of-way should be noted on the plan stating: "The owners of lots ____, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold."

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Armagh Township Subdivision and Land Development Ordinance, Sections 6.302.a6 and 6.302.b7 and the Brown Township Subdivision and Land Development Ordinance, Sections 7.302A6 and 7.302B7.

*The Wright Surveying representative indicated there are no deed restrictions.

DEP Sewage Planning Module

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

Sewage Service

Both lots A and 1 are served by a privy while sewage testing was done for lot 2.

Water Service

The water supply location for lots A and 1 should be noted on the plan as prescribed in the Armagh Township Subdivision and Land Development Ordinance, Section 6.302.a10 and Brown Township Subdivision and Land Development Ordinance, Section 7.302.A23 . 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.

Signature Blocks on Plan

A signature block should be on the plan acknowledging the approval of Brown Township.

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 Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a10 and the Brown Township Subdivision and Land Development Ordinance, Section 7.302.A23.

*The Wright Surveying representative indicated yes.

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, Section 6.202.a9 and the Brown Township Subdivision and Land Development Ordinance, Section 7.302.A29.

*The Wright Surveying representative indicated yes.

Zoning

Zoning information for Brown Township should be noted on the plan.

Other Comments:

There is an unusual lot configuration with t.m. 12-02-0106 that is split between lot 2 and lot A. It appears that this lot was landlocked due to a highway project.

Brown Township (*Municipal Ordinance*)

Name of Plan: Yoder, Uria J. & Salina R.
File Number: 2019-05-005
Tax Map #: 14-06-0102
Municipality: Brown Township
Applicant Name: Yoder, Uria J. & Salina R.
Land Owner Name: Yoder, Uria J. & Salina R.
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 generated at the May 16, 2019 Subdivision and Land Development Review Committee meeting.

Administrative

The property was previously subdivided in May of 1996 and June of 2005.

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. (Brown Township Subdivision and Land Development Ordinance Sections 7.302.A5, A7 and A9)

Clean & Green / Agriculture

As noted in note 7, 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. 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 and note 6, 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

Based upon the Brown Township Subdivision and Land Development Ordinance, the right-of-way width of Coffee Run Road is substandard (Section 41 of the Brown Township Road Ordinance).

Cartway Widths

Based upon the Brown Township Subdivision and Land Development Ordinance, the cartway width of Coffee Run Road is substandard (Section 41 of the Brown Township Road Ordinance).

What will the cartway width of the private drive be and who will ensure it is installed to ensure access for lot 2?

*The Wright surveying representative will check on this.

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

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." (See Brown Township Subdivision and Land Development Ordinance Section 4.205.4c.)

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Brown Township Subdivision and Land Development Ordinance. (Sections 7.302.A6 and 7.302.B7)

*The Wright surveying representative stated there are no deed restrictions.

DEP Sewage Planning Module

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

Water Service

The water supply location for lot 1 should be noted on the plan as prescribed in the Brown Township Subdivision and Land Development Ordinance (Section 7.302.A23). If the water source is off site, there should be evidence of an easement and right-of-way agreement on record and so noted on the plan. This information is particularly important if the water supply serves more than one household. The surveyor will note both are off site and make reference to easement/right-of-way agreements on record.

Features

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Section 7.302.A29).

*The Wright surveying representative stated all are shown.

Are all man-made features shown? If not, all significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Section 7.302.A23)

*The Wright surveying representative stated all are shown.

Other Comments:

The proposed right-of-way connecting with Coffee Run Road is not drawn clearly to show where and how it will impact lot 1. At a minimum, the private right-of-way should be shown on the inset map.

Derry Township (*Municipal Ordinance*)

Name of Plan: Geisinger Health System Lewistown Campus Lot A

File Number: 2019-05-001

Tax Map #: 16-19-0123; 0125; 0124; 0126; 0127; 0128

Municipality: Derry Township

Applicant Name: Geisinger Health Services Lewistown Campus

Land Owner Name: Geisinger Health Services Lewistown Campus

Plan Preparer: Sweetland Engineering & Associates, Inc.

Plan Summary:

Geisinger Health Systems is proposing modifications to their emergency room entrance and parking lot at the Geisinger Lewistown Hospital in Derry Township, Mifflin County, PA. Modifications include reconfiguration of the ambulance drop off area, pedestrian walkways, and drive aisles to alleviate current traffic flow issues in this area. Landscaping and signage features are also proposed as part of this project.

*One asterisk represents comments generated at the May 16, 2019 Subdivision and Land Development Review Committee meeting. Anthony Fruchtl, P.E. Project Manager with Penn Terra Engineering was present to represent the applicant and indicated Sweetland Engineering had some staff turnover and PennTerra is now handling the project.

**Two asterisks represents written comments dated May 21, 2019 from C. Anthony Fruchtl, P.E. Project Manager with Penn Terra Engineering.

Administrative

The subdivision application form should be signed by the municipality.

**The subdivision application will be signed by the municipality, or be appropriately recognized as necessary.

*A Committee member noted that Geisinger is misspelled on the bottom right portion of each sheet.

Basic Plan Information

The name of the registered surveyor responsible for the plan should be on the plan, including an appropriate registered professional's seal.

**The name and seal for the responsible surveyor will be added to the plan.

Although note 1 contains the owners name, tax parcel number and reference document, the Deed Book and page number information should be provided on the plan for all six parcels in accordance with the Derry Township

Subdivision and Land Development Ordinance, (Article IV, ss 186-16.B.(4) and ss 186-17.B.(4)).

**Deed book and tax parcel information for all six parcels will be added to the plan.

All abutters should be shown on the plan, including tax map numbers in accordance with the Derry Township Subdivision and Land Development Ordinance, (Article IV, ss 186-16.B.(15) and ss 186-17.B.(19)).

**All abutters will be added to the plan, including tax parcel numbers.

Subdivision Information

The Engineer, Land Surveyor and Geologist Registration Law Act of May 23, 1945 P.L. 913, No 367 (L. 63 Section 2.e 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, tract perimeter surveys shall be the function of the "Professional Land Surveyor". Prior to recordation a professional land surveyors seal must be affixed to the plan.

Property boundary information should be shown for the entire parking lot. 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 (Article IV, ss 186-16.(6) and ss 186-17B.(6) and (8)).

**Property boundary information will be added for the entire parking lot.

**A professional land surveyor seal will be affixed to the plan prior to recording.

Floodplain / Wetlands

As noted in note 3 on the plan, the property is located outside the 100-year floodplain. The plan should note the property does not have wetlands in accordance with the Derry Township Subdivision and Land Development Ordinance (Article IV, ss 186-16B.(9)).

**A note will be added to the plan stating the project does not contain wetlands.

Right-of-Way Widths

Based upon the Derry Township Subdivision and Land Development Ordinance, the right-of-way width of Fourth Street is substandard (Article IV, ss 186-17.B.(7)).

Cartway Widths

The cartway width of Fourth Street and Electric Avenue should be shown on the plan in accordance with the Derry Township Subdivision and Land Development Ordinance, (Article IV, ss 186-17.B.(7)).

**The cartway width of Fourth Street and Electric Avenue will be added to the plan.

PennDOT HOP / Municipal Driveway Permit

It appears an HOP permit was applied for through permit number 02026302. This number should be affixed to the plan if it is not.

**A note with the HOP number (02026302) will be added to the plan.

DEP Sewage Planning Module

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

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

Signature Blocks on Plan

Mifflin Township Board of Supervisors does not exist in Mifflin County. The Mifflin County Review Certificate Signature Block must be on the plan. A copy can be forwarded to Sweetland Engineering. The Township certification is not correct. It is encouraged that Sweetland Engineering contact Derry Township for the correct signature blocks.

**The Mifflin County Review Certificate Signature Block will be added to the plan. The Township certification blocks will also be added and/or corrected.

Land Development

It is not clear what the total number of beds are for the hospital. This number should be displayed on the plan to account for the appropriate number of parking spaces. As a result of this plan the number of parking spaces has decreased and the ADA spaces has increased. Will this change still meet the parking requirements in the zoning ordinance?

**The total number of beds will be added to the plan. The note will also show/explain zoning requirements for parking and how the requirements are met.

**The purpose of the plan is to eliminate current parking flow issues, and conflicts with emergency vehicles entering the parking lot.

This proposal has also changed the overall traffic flow into the parking lot.

E & S / Stormwater

It is acknowledged that all new impervious area will be less than 5,000 square feet. If the total land disturbance is greater than 5,000 square feet and less than one acre, an Erosion and Sedimentation Control Plan is required.

It appears sheet LD8 contains the Erosion and Sedimentation Control Plan.

Other Comments:

The Township Engineer should review this project and their comments should be part of the record, including any required conditions.

*The Penn Terra Engineering representative indicated he will attempt to address all County comments before the June 23, 2019 Mifflin County Planning Commission meeting.

**Any Township Engineer comments will be addressed.

Derry Township (*Municipal Ordinance*)

Name of Plan: Ziegler, Lois V.

File Number: 2019-05-002

Tax Map #: 16-05-0120

Municipality: Derry Township

Applicant Name: Ziegler, Paul D.

Land Owner Name: Ziegler, Lois V.

Plan Preparer: Taptich Engineering and Surveying

Plan Summary:

This plan proposes the further subdivision of lot #4 of the lands of Lois V. Zeigler in Derry Township, Mifflin County, Pennsylvania. Lot #4A hereon is proposed to house a single family residential dwelling served with onlot water and sewer service (to be developed by the future lot owner). Lot #4A will be accessed from either Ort Valley Road or Country Lane. Lot #4A is currently vacant and used for agricultural purposes.

*One asterisk represents comments generated at the May 16, 2019 Subdivision and Land Development Review Committee meeting.

**Two asterisks represents comments generated at the May 23, 2019 Mifflin County Planning Commission meeting.

Lot #4B includes the existing house and associated out-buildings. Lot #4B has an existing onlot sewage disposal system which has been inspected by the Derry Township Sewage Enforcement Officer. A replacement sewage disposal area has been identified onsite. Domestic water to lot #4B is via an existing, private well.

Access to Lot 4B will be via the existing paved driveways which have been developed and used for decades. Lot #4C is a proposed non-building lot addition to the adjacent lands of Jason C. Halfpenny (TM 17-10-0121B).

Administrative

The recipient landowner's signature (Jason Halfpenny tax parcel 17,-10-0121B-000) needs to be on the subdivision application form.

Basic Plan Information

All abutters should be shown on the plan, including tax map numbers. (Derry Township Subdivision and Land Development Ordinance, Section 186.17(19)). The Thomas Vogt parcel is not identified.

The majority of the subject parcel is located in Derry Township, while a small portion is in Granville Township. This subdivision is split between Derry and Granville Townships and there should be a notation from Granville Township to sign off on this plan.

Subdivision Information

Property boundary information should be shown for the entire property, including the recipient (Halfpenny) property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Derry Township Subdivision and Land Development Ordinance Sections 186-16 B (12), 186-17B (6) and (14))

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 11, a portion of the property lies within the 100-year floodplain. The plan incorrectly notes note 6 instead of 11.

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.

Setback Lines

The setback lines should be shown on the plan as prescribed in the Derry Township Subdivision and Land Development Ordinance (Section 186-17 (11)).

The setback lines should be shown as prescribed in the Granville Township Subdivision and Land Development Ordinance (Article 6 Section 6.302 a. 10.).

Right-of-Way Widths

Based upon the Derry Township Subdivision and Land Development Ordinance, the right-of-way widths of Country Lane and Ort Valley Road (T-373) is substandard (Section 186-22 (B)).

Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way widths of Country Lane and Ort Valley Road (T-373) is substandard (Appendix a Table 1).

Cartway Widths

Based upon the Derry Township Subdivision and Land Development Ordinance, the cartway widths of Country Lane and Ort Valley Road (T-373) is substandard (Section 186-22 (B)).

Based upon the Granville Township Subdivision and Land Development Ordinance, the cartway widths of Country Lane and Ort Valley Road (T-373) is substandard (Appendix a Table 1).

PennDOT HOP / Municipal Driveway Permit

A proposed drive for lot 4A is shown. Has this been reviewed by the Township Roadmaster?

A municipal driveway permit is required, and a copy should be provided to the Derry Township Planning

Commission.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Derry Township Subdivision and Land Development Ordinance. (Sections 186-17 (H) (B-12)).

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Granville Township Subdivision and Land Development Ordinance (Article 6 Section 6.302 b. 7.).

DEP Sewage Planning Module

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

Signature Blocks on Plan

A signature block should be on the plan acknowledging the approval of the municipality (Granville Township).

Lot Addition

A lot addition statement should be noted on the plan stating the following on the plan:

"Lot # ___ consisting of ___ acres is to be added onto land owned by _____. Lot # ___ is a lot addition and shall become an integral part of the property owned by _____. Lot # ___ is not a building lot and cannot be maintained or developed as a separate individual lot."

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, (Section 186-16 B (9)).

**The County's GIS data shows an unnamed tributary that is not shown on the plan.

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, (Section 186-16 (B(10))).

Derry Township (*Municipal Ordinance*)

Name of Plan: Dreese, Alexa and Bryner, Zebulin

File Number: 2019-05-007

Tax Map #: 16-09-0478; 16-09-0479

Municipality: Derry Township

Applicant Name: Dreese, Alexa and Bryner, Zebulin

Land Owner Name: Dreese, Alexa and Bryner, Zebulin

Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to consolidate Lots A & B into a single lot. Lots A and B are approved building lots served by public sewer and public water.

*One asterisk represents comments generated at the May 16, 2019 Subdivision and Land Development review Committee meeting.

Administrative

The subdivision application form should be signed by the municipality.

Basic Plan Information

Survey information was taken from prior Rolling Hills Estate plan.

*Lot A and B based on County GIS files show lot sizes slightly different from the survey. The Wright Surveying representative indicated he will check on this.

Soils

There was no soil information since this is a lot consolidation.

Setback Lines

The building setback information listed under note 3 is different than what is found in the Township Zoning Ordinance of 30 feet on the front and 10 feet on the side.

*The Wright Surveying representative indicated the setbacks are based on deed restrictions.

Cartway Widths

Based upon the Derry Township Subdivision and Land Development Ordinance, the cartway width of Sunshine Circle is substandard (Section 186-22.B).

PennDOT HOP / Municipal Driveway Permit

A municipal driveway permit is required, and a copy should be provided to the Derry Township Planning Commission.

Deed Restrictions and Easements

Deed restrictions were not provided, but are referenced under note 7 on the plan.

*The Wright Surveying representative said he will get these from Derry Township.

DEP Sewage Planning Module

Public water and sewer already exists at the site. Will a DEP exemption from sewage planning be required?

*The Wright Surveying representative indicated no.

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 Derry Township Subdivision and Land Development Ordinance, (Section 186-16B(10)).

*The Wright Surveying representative indicated all are shown.

Menno Township (*Municipal Ordinance*)

Name of Plan: Yoder, Joshua D. & Rebecca M.

File Number: 2019-05-004

Tax Map #: 18-07-0125

Municipality: Menno Township

Applicant Name: Yoder, Joshua D. & Rebecca M.

Land Owner Name: Yoder, Joshua D. & Rebecca 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, is vacant woodland. No new development is being proposed by this plan.

*One asterisk represents comments generated at the May 16, 2019 Subdivision and Land Development Review Committee meeting.

Administrative

The majority of this parcel is physically located in Union Township, but it is taxed in Menno Township. This parcel is part of Jack's Mountain.

The plan was signed by Rebecca Yoder and the recipient Wallace Yoder.

Basic Plan Information

Does the acreage of lot 1 (15.696 acres) reflect what the acreage will be after lot addition A is separated from the parent tract? Please clarify.

*The Wright surveying representative indicated this reflects the residual.

Subdivision Information

Property boundary information should be shown for the entire property, including the recipient property of Wallace Yoder. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Union Township Subdivision and Land Development Ordinance, Section 402.1a and Menno Township Subdivision and Land Development Ordinance, Sections 6.302a5, a9 and a12)

Soils

The plan has no soil information.

Setback Lines

Do the setback lines on the plan reflect Union Township or Menno Township requirements?

Right-of-Way Widths

The plan should show, at least on the inset plan, how the property connects to the public road system.

Based upon the Township Subdivision and Land Development Ordinance, the right-of-way width of E. Flat Road should be shown on the plan (Union Township Subdivision and Land Development Ordinance, Section 402.1c and Menno Township Subdivision and Land Development Ordinance, Section 6.302a6).

*The Wright Surveying representative indicated there is no right-of-way for E. Flat Road and there are no plans to expand the use of the road.

Cartway Widths

Based upon the Township Subdivision and Land Development Ordinance, the cartway width of E. Flat Road is substandard (Union Township Subdivision and Land Development Ordinance, Section 501.2 and Menno Township Subdivision and Land Development Ordinance Table 1).

Private Street / Shared Driveway

Considering E. Flat Road is private, all private drives that are used by more than one party should have a shared driveway agreement in place. An agreement for the private right-of-way should be noted on the plan stating: "The owners of lots ____, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold."

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Union Township Subdivision and Land Development Ordinance, Section 402.2b and the Menno Township Subdivision and Land Development Ordinance, Sections 6.302a6 and 6.302b7.

*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.

Water and Sewage Service

If onlot water and sewer service is provided for lot A or lot 1, that should be noted on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, Section 402.1d and Menno Township Subdivision and Land Development Ordinance, Section 602.a10.

*The Wright Surveying representative indicated there is no water or structures.

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 Union Township Subdivision and Land Development Ordinance, Section 402.1e and the Menno Township Subdivision and Land Development Ordinance, Section 602.a9.

*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 in accordance with the Union Township Subdivision and Land Development Ordinance, Section 402.1d and the Menno Township Subdivision and Land Development Ordinance, Section 602.a10.

*The Wright Surveying representative indicated all are shown.

Menno Township (Municipal Ordinance)

Name of Plan: Yoder, Alan P.

File Number: 2019-05-008

Tax Map #: 18-08-0138C
Municipality: Menno Township
Applicant Name: Yoder, Alan P.
Land Owner Name: Yoder, Alan P.
Plan Preparer: Taptich Engineering and Surveying

Plan Summary:

This project involves the subdivision of one lot from the lands of Alan P. Yoder. Lot #1 is currently vacant and is intended to be a stand alone lot to house a single family residential dwelling with onsite water and sewage disposal. Acceptable onlot sewage disposal sites have been identified on proposed lot #1. Access to proposed lot #1 will be via a proposed 16.5' right-of-way along the existing gravel lane. This proposed access will be privately owned and maintained. The residue lands house a commercial facility (garage) which is served with an existing holding tank and private well.

*One asterisk represents comments generated at the May 16, 2019 Subdivision and Land Development Review Committee meeting.

Administrative

The subdivision application form should be signed by the municipality.

Soils

According to the County GIS files and note 7, some portion of this property appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan.

Setback Lines

The setback lines should be shown on the plan as prescribed in the Menno Township Subdivision and Land Development Ordinance (Section 6.302.a10).

Right-of-Way Widths

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

Cartway Widths

Quarry Lane has a 16.5 foot right-of-way and only a 12 foot cartway width. This cartway is not adequate for two-way travel and should be upgraded prior to allowing for further development.

Quarry Lane has a 16.5 foot right-of-way. Based upon the Menno Township Subdivision and Land Development Ordinance, the cartway width of Quarry Lane is substandard (Table 1).

PennDOT HOP / Municipal Driveway Permit

Although this is on a private road, has the Township Roadmaster looked at the proposed driveway location?

Private Street / Shared Driveway

Quarry Lane is used by more than one resident. All private drives that are used by more than one party should have a shared driveway agreement in place. An agreement for the private right-of-way should be noted on the plan stating: "The owners of lots ____, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold."

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Menno Township Subdivision and Land Development Ordinance. (Sections 6.302.a6 and 6.302.b7)

DEP Sewage Planning Module

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

Sewage Service

On lot sewer service is proposed for lot 1, but the information of the residue should be shown. (Menno Township Subdivision and Land Development Ordinance, Section 6.202.a10)

Features

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Menno Township Subdivision and Land Development Ordinance, (Section 6.202.a9).

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, (Section 6.202.a10).

Union Township (*Municipal Ordinance*)

Name of Plan: Yoder, Benjamin K. & Mary L.
File Number: 2019-05-003
Tax Map #: 20-10-0112
Municipality: Union Township
Applicant Name: Yoder, Benjamin K. & Mary L.
Land Owner Name: Yoder, Benjamin K. & Mary L.
Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to create Lot 3 for existing agricultural use. The residual tract, Lot 1, has an existing residence with no new development proposed. No new development is being proposed by this plan.

*One asterisk represents comments generated at the May 16, 2019 Subdivision and Land Development Review Committee meeting.

Administrative

The property was last subdivided in May of 2018 to create lot 2.

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. (Union Township Subdivision and Land Development Ordinance Section 402.1a)

Clean & Green / Agriculture

As noted in note 5, the parcel is enrolled in the Clean and Green program. The applicant or landowners should be aware rollback taxes can be applied in some subdivision situations, and if they have any questions, they should contact the Mifflin County Assessment Office for more information.

Soils

There was no soil information on the plan.

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.

Right-of-Way Widths

The right-of-way and cartway information for SR 655, which serves a portion of lot 1, should also be shown on the inset map in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV Section 402.1.C.)

The private lane should be labeled on the plan.

Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of Spring Run Road is substandard (Section 501.2).

Cartway Widths

Based upon the Union Township Subdivision and Land Development Ordinance, the cartway width of Spring Run Road is substandard (Section 501.2).

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

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.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Union Township Subdivision and Land Development Ordinance. (Section 402.1b)

*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.

Water Service

The plan does not show existing onsite water provisions for lot 1 and they should be on the plan. (Union Township Subdivision and Land Development Ordinance, Section 402.1d).

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 Union Township Subdivision and Land Development Ordinance, (Section 402.1.d).

*The Wright Surveying representative indicated all are shown.

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 Union Township Subdivision and Land Development Ordinance, (Section 402.1.e).

*The Wright Surveying representative indicated all are shown.

Other Comments:

The length of the extension of the private drive Creek Lane is over 900 feet. If there are plans for further development, consideration should be given to improving this private road.

*The Wright Surveying representative indicated there are no plans for further development.

Public Comment

None

Other Business or Comments

Tom Zurat of PennDOT will provide a transportation update at the June meeting.

Stacey Herman resigned from her CDBG Fiscal Manager position May 17th.

Adjournment

Upon no further discussion and a motion by Neal Shawver, the meeting adjourned at 4:38 p.m.