

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
MAY 25, 2017
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

Michelle Bair
Jason Cunningham
Dan Dunmire
Neal Shawver
Kay Semler
Jim Spendiff
Kent Spicher
Cyle Vogt

Other

Lauren Kershner, The Sentinel
Stephen Dunkle, Commissioner
Kevin Kodish, Commissioner
Rob Postal, Commissioner
Nick Felice, MCIDC

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 3:33 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 April's meeting. The motion was seconded by Neal Shawver. All members voted aye.

Annual Economic Update

Rob Postal, Mifflin County Commissioner and President, MCIDC, provided an annual economic update of Mifflin County. He began by introducing his replacement as the new President of Mifflin County Industrial Development Corporation (MCIDC), Nick Felice.

Rob reviewed several projects MCIDC is currently working on, including locations at the Industrial Plaza, Asher's, the Industrial Park, and the Locust Road access area. Primary Health Network construction is underway, but there has been no groundbreaking ceremony. A reception will be held around the middle of July to talk about the project and a new way to deliver health care to rural areas. Mann Edge Terrace 2 is due to open in June or July. This project included upgrading a former industrial site and partnering with SEDA-COG.

There are currently 28 occupants of the Mifflin County Industrial Plaza of which Nittany Paper is the largest. Most occupants are small businesses, either local or regional. MCIDC has discovered that their niche is

helping the local and regional businesses. MCIDC also owns a property in the Mifflin County Industrial Park consisting of 30 acres.

Kay Semler questioned what is happening at the GE location. Rob replied that GE is still operating, but is phasing down operations to close by mid-2018. He has met with the local GE representatives who have decided to create a portfolio of its assets to include the building and its physical attributes. He is unsure if the building will be sold. Cher Harpster, Business Representative for Career Link, is also working to categorize the skill set of the GE employees. This will aid in marketing the labor force to advanced manufacturing companies.

The Pennsylvania Governor's Action Team sends notices to all Industrial Development Corporations when they receive an inquiry of a possible development opportunity. There is a short-time period for response. Some notices include a lot of details while others do not. One consideration for Mifflin County is to prepare incentive packages for companies we want to come to our county. Incentives include training, talent, and broadband among others. The current Mifflin County economic structure is manufacturing, healthcare and retail.

During the question and answer portion, Michele Bair asked what spinoffs could come from Primary Health Network (PHN). Rob replied that behavioral health, urgent care, testing and the eastern corporation headquarters for Primary Health Network are future possibilities from PHN. Another building for the future being proposed is a training center. Rob sees labs, medical clinics and offices for paraprofessionals as additional opportunities.

Kent Spicher questioned the benefit of Asher's selling their building to MCIDC since they were not moving. Rob stated that the company could not expand due to another company, Buckell Plastics, occupying a portion of the building. If the expansion would not have taken place, Asher's may have moved out of Mifflin County. Buckell Plastics has since moved to the Industrial Park. MCIDC purchased the Asher's building 13 years ago and recently extended the lease to Asher's. MCIDC maintains the superstructure of the building to include the roof, walls and common areas while Asher's maintains the inside the building.

Rob then turned the presentation over to Nick Felice who introduced himself to the committee. Nick was born and raised in Erie and has held various leadership positions over the years.

Subdivision and Land Development Review Committee Report

Eight plans were submitted to the committee for review, six under Municipal Ordinance and two under County Ordinance. The plans under Municipal Ordinance included Thomas C. Hassinger (*Armagh Township*); Walter and Donna Schmidt Jr. (*Brown Township*); Benjamin and Jeanne Hall and Robert and Zoe Ferry Jr. (*Decatur Township*); John J. & Barbara S. Speicher (*Decatur Township*); Reliable Property Rentals, LLC (*Granville Township*); and Patricia C. Haughwout – Heirs (*Union Township*). The two plans under the County Ordinance included Gregory A. Boozel (*Wayne Township*) and James M. Smith (*Wayne Township*). Jim Lettiere reviewed one of the plans in further detail.

The plan Jim reviewed was the Walter and Donna Schmidt Jr. plan in Brown Township. 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 agricultural with no new development proposed. Jim noted that a tax map number is incorrect on the plan according to GIS and would like to add this as a comment. Another question raised was about a stream crossing permit and whether a developers agreement would be required for the proposed right-of-way.

Jim also shared revised comments for the John and Barbara Speicher plan with the commission. The surveyor responded to previous comments with new plans and Jim updated the comments. The surveyor addressed

most comments. Jim also received updated plans for the Benjamin and Jeanne Hall and Robert and Zoe Ferry Jr. plan and updated comments were provided as well. Jim likewise received updated plans for Reliable Property Rentals, LLC and requested additional time to further review these plans. No waivers were requested for any plan submissions.

Dan Dunmire made a motion to accept the comments of the six plans under municipal ordinance while allowing Jim to add the comment to the Walter and Donna Schmidt Jr. plan in Brown Township that the tax map number is incorrect on the plan and also allowing additional time to review the revised Reliable Property Rentals, LLC plan. Kent Spicher seconded the motion. All members voted aye.

Dan Dunmire made a motion to approve the comments of the two plans under the county ordinance, Gregory A. Boozel and James M. Smith, both of Wayne Township. Jim Spendiff seconded the motion. All members voted aye.

Jim next updated the Commission on the Madden property in Wayne Township that he brought up last month that will now be presented in June. A house was built on this property without completing the proper subdivision process. Compliance was not forced in this issue as the property owner is taking the necessary steps to comply with the County Subdivision Ordinance.

An update was provided on the Riverside Greenhouse issue. A letter of credit was requested from the property owner who agreed, but wanted the Planning and Development Department to pay \$600 for this. The property owner is making \$39,000 in stormwater improvements that are needed in order to make the property compliant. The property owner has now agreed to the county and conservation districts requests.

Armagh Township (*Municipal Ordinance*)

Name of Plan: Hassinger, Thomas C.
File Number: 2017-05-004
Tax Map #: 12-15-104E
Municipality: Armagh Township
Applicant Name: Hassinger, Thomas C.
Land Owner Name: Hassinger, Thomas C.
Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to construct a reception hall on the existing property to be served by a new on-lot sewage disposal system and private well. The property currently has an existing single-family residence as shown with no subdivision proposed. The new building will be used on a limited daily basis for gatherings such as wedding receptions and family reunions.

Administrative

This plan was last reviewed in May of 2011.

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.

Right-of Way Widths

What is the right-of-way and cartway width of the proposed access drive to the proposed facility? Since this is more than a residential driveway, this information should be shown.

Based upon the Armagh Township Subdivision and Land Development Ordinance, the right-of-way width for Siglerville Millheim Pike should be shown on the plan. (Section 6.202.a10).

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

Cartway Widths

Based upon the Armagh Township Subdivision and Land Development Ordinance, the cartway width for Havice Valley Road and Siglerville Millheim Pike are substandard (Table 1).

PennDOT HOP / Municipal Driveway Permit

As noted in Note #4, a municipal driveway permit is required.

Private Street / Shared Driveway

If a private street is proposed, the plan should be reviewed by the Armagh Township Engineer.

Deed Restrictions and Easements

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

DEP Sewage Planning Module

A component 4B DEP was provided showing the proposal is not consistent with the County's Comprehensive Plan.

Water and Sewage Service

What type of on lot water and sewer service will be provided for the proposed commercial building? (Section 3.213 and Section 6.202.a9) Armagh Township Subdivision and Land Development Plan.

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. (Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a)

Land Development

If a private street is proposed, the plan should be reviewed by the Armagh Township Engineer.

The applicant should consult the local Fire Marshall to see if new fire hydrants will be required and included with the plan submission.

A traffic circulation diagram should be included with this plan submission to verify adequate site circulation. (See Section 3.216 of the Armagh Township Subdivision and Land Development Plan).

How many cars are anticipated to use the facility? Depending on the number, this could impact Havice Valley Road.

Parking provisions should be indicated on the plan. The plan only shows a general area.

E & S / Stormwater

Since this is a proposed commercial use, are there any stormwater provisions? If so, they should be reviewed by the Armagh Township Engineer.

Other Comments:

This plan provides a depiction of the overall property, but does not provide a clear picture of the proposed use of the property normally associated with a land development plan. The plan only shows an 80' x 45' or 3,600 square foot structure.

The plan does not indicate: how access will be provided to the facility other than an outlined driveway, how many people are anticipated to use the facility; parking area with specifics on the number of spaces or parking specifications. No assurance that there is an adequate turning or backup area for cars to safely maneuver; a drop off area for the facility for receptions; or show the adequacy of the proposed driveway to adequately handle the proposed use.

What type of lighting is proposed for the facility and parking area?

*The Wright surveying representative indicated this is considered a preliminary plan and a more detailed final plan will be submitted for review in July. The applicable review fee for previously reviewed plans will apply to the revised plans.

Brown Township (Municipal Ordinance)

Name of Plan: Schmidt, Walter Jr. & Donna M.
 File Number: 2017-05-005
 Tax Map #: 14-08-0119A
 Municipality: Brown Township
 Applicant Name: Schmidt, Walter Jr. & Donna M.

Land Owner Name: Schmidt, Walter Jr. & Donna M.
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 agricultural with no new development proposed.

Basic Plan Information

The Walter Schmidt Jr. parcel (T.M. 14-08-0119) is listed with the instrument number and not the tax parcel number. This needs to be corrected. Alvin Peachey also does not have his tax parcel listed. Where is the Justin Riden property on the plan, T.M. 14-08-0425?

*The Alvin Peachy property is unknown and does not have a tax parcel number assigned to it.

The tax parcel for the abutter John and Arlene Yoder is missing the zero digit before the last three numbers.

Administrative

Part of this property was last subdivided in March of 2009.

The landowner's signature needs to be on the subdivision application form. There is a signature of James Schmidt with Power of Attorney. Please verify.

*The individual with power of attorney signed on the wrong line and the Wright surveying representative will have him sign on the landowner line.

Subdivision Information

This property is proposed to be served by a private right-of-way that is over 3,100 feet long. What assurance is there that the driveway will be constructed?

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 #6 and #7 and on the plan, a portion of lot 1 is within the 100-year floodplain and there is a designated wetland area.

Soils

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

Setback Lines

Since a portion of Lot 1 is in the agricultural zone, does the plan accurately portray a rear setback for Lot 1?

Right-of Way Widths

Is there an existing right-of-way for the Old KVR Railroad?

Cartway Widths

Based on the Brown Township Road Ordinance (Section 40), the cartway width should be on the plan and be 20 feet.

PennDOT HOP / Municipal Driveway Permit

Plan Note #8 calls for a PennDOT HOP to access lots 1 and 2. Has this been applied for? If so, the permit number should be listed.

Private Street / Shared Driveway

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

Street Names

If 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.

Deed Restrictions and Easements

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

*The Wright surveying representative stated there are none.

DEP Sewage Planning Module

A copy of the DEP Component 2 Sewage Facilities Planning Module should be submitted to the Brown Township Planning Commission.

Sewage Service

There is no on lot sewer testing for Lot 1. If development takes place in the future, a land development plan will be required.

*The Wright surveying representative indicated he will make this notation on the plan.

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 7.302.A.29.)

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 7.302.a.23.)

Zoning

The zoning line between the agricultural and rural residential zones should be shown on the plan.

E & S / Stormwater

Considering the length of the proposed private drive, does this plan propose over an acre of earth disturbance? If so an NPDES permit is required. This proposal may require Erosion and Sedimentation (E & S) provisions included with the plan submission. The applicant should contact the Mifflin County Conservation District.

Other Comments:

1. In order to ensure access to Lot 2, a PA stream encroachment permit, governed under Chapter 105 of the PA statutes, would appear to be required in order to cross Kish Creek. Access to Lot 2 is needed to ensure the property is not land locked. The only other opening would have been by way of the old KV Railroad right-of-way, which was abandoned many years ago.

2. Will a developer's agreement be required to ensure a private right-of-way is developed and provides access to Lot 2?

*The Wright surveying representative indicated he will ask the Township about the developers agreement.

Decatur Township (Municipal Ordinance)

Name of Plan: Hall, Benjamin & Jeanne & Ferry, Robert Jr. & Zoe
File Number: 2017-05-002
Tax Map #: 15-07-0102C, 15-07-0102B
Municipality: Decatur Township
Applicant Name: Hall, Benjamin & Jeanne & Ferry, Robert Jr. & Zoe
Land Owner Name: Hall, Benjamin & Jeanne & Ferry, Robert Jr. & Zoe
Plan Preparer: Tuscarora Land Surveying

Plan Summary:

This plan proposes the subdivision of one (1) building lot (LOT 7) from the lands of Benjamin Jr. & Jeanne I. Hall. Appropriate sewage testing has been performed. LOT 7 will contain a dwelling with on-lot sewage disposal system and an individual well. In addition, the plan proposes two small lot additions, one from Benjamin Jr. & Jeanne I. Hall to Robert Jr. & Zoe Ferry (LOT ADDITION 3-A) and the other from Robert Jr. & Zoe Ferry to Benjamin Jr. & Jeanne I. Hall (LOT ADDITION 3-B).

Basic Plan Information

One of the abutters is different from the tax parcel information. T.M. 15-07-0108H is shown as owned by Eric Master, but the plan lists the owner as Eric Swope. Please verify which is correct.

*Revised plans dated May 23, 2017 show this tax parcel as being owned by Eric Master.

Administrative

Property was previously subdivided in 2005, 2006, and 2009.

Clean & Green / Agriculture

Note #2 states property is in the Clean and Green program.

Cartway Widths

The cartway width of Tigger Lane is substandard in accordance with the Decatur Township Subdivision and Land Development Ordinance (Part 3 Table 1). This is inadequate for two way vehicular traffic and there should be a shared driveway agreement in place for Tigger Lane.

PennDOT HOP / Municipal Driveway Permit

A PennDOT HOP permit is shown for Lot 7, but not for Lot 3. Plan shows a 50' private right-of-way accessing Old Stage Road.

Deed Restrictions and Easements

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

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

Lot 3 does not show on lot water or sewer service. This information should be noted on the plan. (Section 302m (1) and section 602.2.A (10) of the Decatur Subdivision and Land Development Ordinance.

*Revised plans dated May 23, 2017 show the locations of both utilities.

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. (Decatur Subdivision and Land Development Ordinance, Section 602.2.A (10))

*Revised plans dated May 23, 2017 show all significant man made features.

Other Comments:

There should be a "z" symbol showing the connection between lot addition 3A to the Robert and Zoey Ferry parcel and lot addition 3B to the lands of Benjamin and Jeanne Hall.

*Revised plans dated May 23, 2017 include the lot combination symbol.

Decatur Township (Municipal Ordinance)

Name of Plan: Speicher, John J. & Barbara S. Final Subdivision

File Number: 2017-05-003

Tax Map #: 15-15-0100C-000

Municipality: Decatur Township

Applicant Name: Speicher, John J. & Barbara S.

Land Owner Name: Speicher, John J. & Barbara S.

Plan Preparer: Kreamer Survey Associates, Inc.

Plan Summary:

The intent of this plan is to subdivide Lot 2 for conveyance as a non-building lot for agricultural use and proposes no public or private improvements or earth-moving activities that would require a stormwater management plan or erosion & sediment pollution control plan. It shall be the responsibility of the individual lot owners, based on their actual proposed development of the lot, to obtain all necessary permits and approvals from local, state and federal agencies prior to any earthmoving activities. This would include, but not limited to, Approvals for stormwater management from the Mifflin County Planning Commission and Erosion and Sediment Pollution Control Planning during construction and post construction from the Mifflin County Conservation District & the PA D.E.P.

Basic Plan Information

The tax parcel numbers are incomplete on the plan and they should have the number 15 after the first 15.

*Revised plans dated May 18, 2017 list the correct tax parcel numbers for the subject parcel and all abutters.

There is no plan narrative except that note No. 1 appears similar to a project narrative. It should be separated as a separate note on the plan.

*Revised plans dated May 18, 2017 contain the project narrative.

Administrative

Application number under site data and on application is incorrect and should read 15-15-0100C.

*Revised plans dated May 18, 2017 shows the correct tax parcel number.

Plan Summary should use note #1 and not future permitting statement.

*Revised plans dated May 18, 2017 lists plan summary and not future permitting statement.

Subdivision Information

Why does Lot 1 list gross and net acres?

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.

Soils information should be shown on the plan. Decatur Township Subdivision Ordinance, Section 602.12A(8).

*Revised plans dated May 18, 2017 lists the soil types.

Setback Lines

Setback lines are shown on the plan but should also be listed on the plan cover sheet under site data.

*Revised plans dated May 18, 2017 lists the setbacks under site data.

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.

*Revised plans dated May 18, 2017 lists the HOP statement.

Plan shows a house for Lot 1 but is there an existing HOP for this access?

Private Street / Shared Driveway

Where does the existing 10 foot access from Hill Crest Lane to serve Lot 2 connect with? Is it a public road? If so it should be labeled on the plan.

*Revised plans dated May 18, 2017 shows it connects to Samuels Church Road.

The 10 foot farm access lane on Lot 1 and 20 foot access to Lot 2 are 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."

Street Names

If 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.

Deed Restrictions and Easements

Plan note #6 implies there are no easements or deed restrictions. If there are any deed restrictions or easements they should be listed on the plan.

*Revised plans notes information regarding deed restrictions and easements in note 7.

DEP Sewage Planning Module

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

Sewage Service

Lot 1 does not show on lot sewer service. This information should be noted on the plan. Section 302m(1) and section 602.2A(10) of the Decatur Subdivision and Land Development Ordinance.

*Revised plans show the location of a privy.

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. Decatur Township Subdivision and Land Development Ordinance, Section 602.2A (10).

*Revised plans show all man made features.

Other Comments:

Since there is no sewage testing for Lot 2, plan should state that no development (outside agriculture) will be allowed without sewage testing and the preparation of a land development plan.

*Revised plans make reference to this comment in note 1.

Tax parcel 20-02-016 for Richard N. Keiber is in Snyder County and should so state since it implies it is in Mifflin County.

*Revised plans show this parcel is situated in Snyder County.

Granville Township (Municipal Ordinance)

Name of Plan: Reliable Property Rentals, Final Subdivision Plan

File Number: 2017-05-008

Tax Map #: 17-04-109A

Municipality: Granville Township

Applicant Name: Reliable Property Rentals, LLC

Land Owner Name: Reliable Property Rentals, LLC

Plan Preparer: AXIS Professional Surveying, LLC

Plan Summary:

The purpose of this plan is to subdivide tax map parcel 17-04-0109A to create two residential/seasonal residential lots. Both lots are proposed to be served by on-lot sewage disposal and individual wells.

Basic Plan Information

The zero digit is missing from the abutters listed under the insert map tabulation for E: and F:.

*The Axis Surveying representative provided written responses to the preliminary comments in a memorandum dated April 18, 2017. One asterisk represents their responses. Revised plans dated May 25, 2017 were submitted and comments with two asterisks are in response to the revised plans.

**Revised plans dated May 25, 2017 includes the correct tax parcel numbers for both abutters.

Administrative

The subdivision application form should be signed by the municipality.

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.

Topographical contours at vertical intervals should be displayed on the plan in accordance with the Granville Township Subdivision and Land Development Ordinance. (Article 6, Section 6.2027.).

*Due to the scale of the plan, 10' vertical contour intervals have been added to the plan.

Right-of Way Widths

Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way width of C4 Camp Road should be shown on the plan. (Article 6, Section 6.202 a.11.).

*The Axis surveying representative stated C4 Camp Road is 40' in width and he will add this to the plan.

**Revised plans dated May 25, 2017 lists the right-of-way of C4 Camp Road.

C4 Camp Road should be labeled on the plan.

Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way width of Deere Run is substandard (Table 1).

*The right-of-way width of Deere Run Road is shown as listed in the right-of-way agreement recording DB 341, PG 674.

Cartway Widths

C4 Camp Road should be labeled on the plan.

The cartway width of C4 Camp and Deere Run Roads should be shown on the plan in accordance with the Granville Township Subdivision and Land Development Ordinance. (Article 6, Section 6.202 a.11).

*The Axis surveying representative indicated he will show 50' on either side of the property line for C4 Camp Road.

**Revised plans dated May 25, 2017 lists the cartway width of C4 Camp Road. The cartway of C4-Camp Road is substandard in accordance with the Granville Township Subdivision and Land Development Ordinance (Appendix A-Table 1).

Private Street / Shared Driveway

All private drives for lots 1 and 2 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."

*No shared driveways are proposed. The right-of-way agreement has been established for the subject properties in DB 3431, PG 674 and is incorporated as a deed restriction/covenant.

DEP Sewage Planning Module

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to the Granville Township Planning Commission as noted in Note 6. A component 1 sewage facilities module will be submitted to the PA DEP.

Water Service

It is not clear if Lot 2 will be served by a private well or public water since plan Note 2 indicates public water, while the plot plan shows a well location.

*Lot 2 will be served by a private well. The typo in note 2 has been revised.

**Revised plans dated May 25, 2017 shows information regarding the well locations for lots 1 and 2 and states sewage permits must be obtained through the Sewage Enforcement Officer.

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 Granville Township Subdivision and Land Development Ordinance. (Article 6, Section 6.202 10.)

Union Township (Municipal Ordinance)

Name of Plan: Haughwout, Patricia C. - Heirs

File Number: 2017-05-001

Tax Map #: 20, 04-0100--,000

Municipality: Union Township

Applicant Name: Longenecker, Gerald W.

Land Owner Name: Haughwout, Patricia C. - Heirs

Plan Preparer: Young's Surveying Inc.

Plan Summary:

The purpose of this plan is to show the division of a 125.00 acre parcel of land owned by the estate of Patricia C. Haughwout (Deed Book 273, page 473) as part of the estate settlement. Boundary line adjustments are proposed to divide the original 125.00 acre parcel into 3 parcels, which include a 72.92 acre parcel 1, and two 26.04 acre parcels (parcel 2 and 3).

Basic Plan Information

The County GIS and Assessment files show tax parcel 20,04-0101 being owned by GAP Cabin LLC not Bruce C. Rodarmor. Instrument number 2014-004641 lists the conveyance from Bruce C. Rodarmor now known as Bruce Cleveland to the GAP Cabin LLC.

Administrative

It appears based on the easement agreement provided that William Haughwout is a co-executor of the will of Patricia A. Haughwout. Why isn't William Haughwout a signer on the application?

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.

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

Floodplain / Wetlands

The plan notes should indicate the parcel is not located in a designated Flood Plain or Wetland.

Topographic information

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

Right-of Way Widths

Based upon the Union Township Subdivision and Land Development Ordinance, the right-of-way width of Barrville Mountain Road (Township Road 459) is substandard in accordance with (Article V Section 501.2) of the Union Township Subdivision and Land Development Ordinance.

Cartway Widths

The cartway width of Barrville Mountain Road (Township Road 459) should be shown on the plan in accordance with (Article V Section 501.2) of the Union Township Subdivision Land Development Ordinance. Township Road 459 is named Barrville Mountain Road not Mountain Road.

Private Street / Shared Driveway

If a private street is proposed, the plan should be reviewed by the Union Township Engineer.

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."

What assurance will there be for the Township that the thirty (30') access easement will be constructed for access to Lots 1, 2, and 3? This easement appears to be over 4,000' in length.

Based on (Article V Section 501.2) of the Union Township Subdivision and Land Development Ordinance it does not appear the thirty (30') foot access easement will meet the right-of-way and cart-way widths.

Street Names

If 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.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with (Article V Section 501.2) of the Union Township Subdivision and Land Development Ordinance.

The two recorded easements providing access to Lots 1,2, and 3 should be noted on the plan.

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

Will this subdivision involve the installation of a septic system or water system on any of the lots? If so they should be depicted on the plan in accordance with (Article IV Section 402.C) of the Union Township Subdivision and Land Development Ordinance.

If there are no plans to serve the lots in this subdivision with water, septic or sewer service and if any future development is contemplated a land development application may be required.

Signature Blocks on Plan

The signature block for the Mifflin County Planning Commission is incorrect. If a copy of the certificate is required, one can be obtained from the Mifflin County Planning and Development Department.

The Township Certification refers to Granville Township and it should be Union Township.

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

Zoning

Zoning information should be stated on the plan.

Other Comments:

1. The private road easement as placed on the plan is based on Lidar mapping and not based on actual survey data. Also, plan notes indicated boundary information is based on deeds not survey data.
2. Without the two easements presented there would be no clear cut access to lots 1, 2, and 3.
3. Due to the steep terrain any further subdivision is discouraged.
4. There is no verification that the 30 foot easements are on the ground. What assurance is there that the shared driveway access will actually be installed?

Wayne Township (County Ordinance)

Name of Plan: Boozel, Gregory A.
File Number: 2017-05-006
Tax Map #: 21-14-0103
Municipality: Wayne Township
Applicant Name: Boozel, Gregory A.
Land Owner Name: Boozel, Gregory A.
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 2 existing residences with no new development proposed.

Soils

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

Right-of Way Widths

The existing right-of-way agreement, which we assume relates to Crystal Lane, needs to be clarified. It calls for a 40 foot right-of-way and the plan calls for a 50-foot right-of-way. Also, do Todd Kauffman, Nancy Kauffman and Bertis Boozel all have use of this road?

*The Wright surveying representative stated all parties have use of the road and he explained that the right-of-way is 50' only for the new portion.

Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way width for Mt. Hope Road is substandard (Section 4.204.F).

Cartway Widths

Crystal Lane only has a 14 foot cartway width, which is inadequate for two-way travel. Is the condition of the road sufficient to handle emergency vehicles?

The cartway width of Crystal Lane does not meet the road provisions of the Mifflin County Subdivision and Land Development Ordinance (Section 4.204.F.1). Since the parcel has the potential for future development, road improvements should be considered prior to further development. At a minimum additional cartway should be provided by the applicant as a condition if there is future development along this road.

Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway widths of Mt. Hope Road and Crystal Lane are substandard (Section 4.204 F).

PennDOT HOP / Municipal Driveway Permit

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

*The Wright surveying representative said no new access will occur on Mount Hope Road so no driveway permit will be required.

Private Street / Shared Driveway

The plan outlines a shared driveway agreement for lots 1 and 2, but what about the adjoining property owners that also use Crystal Lane?

*The Wright surveying representative said the adjoining property owners will need to sign the shared driveway agreement.

Deed Restrictions and Easements

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

*The Wright surveying representative said there are none.

DEP Sewage Planning Module

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

Water Service

There is only one well shown for Lot 1, but two dwellings. Do they both use the same well? If not, water information needs to be provided.

*The Wright surveying representative stated both dwellings use the well. He will add a note regarding the same on the plan.

Features

All significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.26)

Other Comments:

The lot configuration of Lot 1 appears to be similar to a flag lot by the way it is shown. Was this configuration to align with the Boozel property, T.M. 21-14-0103B?

*The Wright surveying representative indicated yes.

The Nancy Kauffman abutter is misspelled.

Wayne Township (County Ordinance)

Name of Plan: Smith, James M.
File Number: 2017-05-007
Tax Map #: 21-07-0100
Municipality: Wayne Township
Applicant Name: Smith Estate, James M.
Land Owner Name: Smith Estate, James M.
Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to create Lot 2 for existing woodland use with no new development proposed. The residual tract, Lot 1, is vacant farmland with no new development proposed. This parcel was last reviewed by the Mifflin County Planning Commission on March 23, 2017. The plan proposed to create Lot addition A to be added onto Lot-A. The residual tract, Lot 1, was to remain vacant with no new development proposed. The reason it is being subdivided as Lots 1 and 2 at the time is because there was a recent auction or estate sale of the property after the recording of the March 23, 2017 subdivision.

Basic Plan Information

This parcel was last reviewed by the Mifflin County Planning Commission on March 23, 2017. The plan proposed to create lot addition A to be added onto lot-A. The residual tract, Lot 1, was to remain vacant with no new development proposed. The reason it is being subdivided as lots 1 and 2 is because there was a recent auction or estate sale of the property after the recording of the March 23, 2017 subdivision.

The abutter James and Thelma Smith, Tax Parcel 21,07-0103 is not labeled on the plan and should be in accordance with the Mifflin County Subdivision and Land Development (Article 7 Section 7.302 A.17.).

Floodplain / Wetlands

As noted in Note 4 there are no Floodplains or Wetlands on these parcels.

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.

Right-of Way Widths

Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way widths of Millstone Lane and Pine Hill Drive are substandard (Article 4 Section 4.204.F).

Cartway Widths

Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway widths of Millstone Lane, Sawmill Road, and Pine Hill Drive are substandard (Article 4 Section 4.204 F).

There is potential for further development off Millstone Lane and Sawmill Road. Both are inadequate for two way traffic and may be problematic for emergency vehicles. No further development should occur unless these roads are widened.

PennDOT HOP / Municipal Driveway Permit

As noted in Note 3 an HOP is required before any new driveway access is permitted on State Route 522 South.

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."

Deed Restrictions and Easements

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

*The Wright surveying representative said there are none.

Sewage Service

Please confirm that no septic on public sewer will serve Lot 1 residual and Lot 2. If served by either, please depict the location on the plan in accordance with the Mifflin County Subdivision and Land Development (Article 7 Section 7.302.A20).

*The Wright surveying representative indicated he will add a note on the plan clarifying this.

Water Service

Please confirm that no well or public water will serve Lot 1 the residual on Lot 2. If served by either please depict the location on the plan in accordance with the Mifflin County Subdivision and Land Development (Article 7 Section 7.302.A20).

Features

All significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, (Article 7 Section 7.302.A.26)

All significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, (Article 7 Section 7.302.A.20)

*The Wright surveying representative said there are none.

Other Comments:

1. Since both lots 1 and 2 have no on lot sewer testing or provisions for on lot water or sewer, they will be considered agricultural non-building lots. Prior to any construction a land development plan must be approved and presented to the Mifflin County Planning Commission. A note to this effect should be placed on the plan.

*The Wright surveying representative indicated that this is covered in the residual tract waiver statements on the plan but he will add a note on the plan indicating this.

Public Comment

None

Other Business or Comments

Internet: Bill Gomes shared that only 63 responses have been received from the business survey sent out in April. Bill has outreached to Lauren Kershner of The Sentinel to publish an article on the survey to encourage residents and business owners to complete the surveys being sent. So far, there has only been one article in The Sentinel and Bill is hoping for further follow-up. The Internet Advisory Committee is looking at resending the business survey from the county rather than the Chamber of Commerce. The original mailing went to over 800 email addresses. A residential survey will be mailed in the next couple of weeks to approximately 2,000 addresses generated by a random sample.

Kay Semler noted that Rob Postal stressed the importance of having broadband in his earlier presentation regarding attracting new companies to the area. Rob also added that you have to have broadband in order to retain young people in the county.

Kay stated that Verizon has old copper wires and old DSL technology and that Verizon is more focused on their wireless business. The committee is also trying to contact Century Link to invite them to a future meeting.

The Mifflin County Commissioners have agreed to file an Appalachian Regional Commission (ARC) grant application along with Juniata County. SEDA-COG will be the applicant for the grant and may reach out to other counties within the SEDA-COG region to participate. Without a feasibility study, Bill does not believe the Internet Advisory Committee can go far. He also added that Mifflin County is further ahead than our neighboring counties.

Kay encouraged everyone to watch for the surveys and to participate.

Success Together: Bill has been asked to head a subcommittee, the Infrastructure Committee, as a result of the initial meeting of Success Together. This is an organization established by the County Commissioners to get community input to improve the county's economy. Internet service came up as a topic of interest, but this committee deferred to the Internet Advisory Committee on this subject. Another issue that arose during the discussion was the frustration of individuals trying to develop small businesses and them not being aware of everything that was needed. Discussion included simplifying the process and creating a list to guide individuals through the process at the county and local municipality levels. Rob Postal added that the Pennsylvania Economic Development Association has a priority to explore how the permitting process can be more user friendly and noted that most problems arise with the Department of Environmental Protection and the Department of Transportation. He also noted that some companies can take 18-24 months to obtain the necessary permits. Bill also reviewed the passenger train issue and some other ideas with the Infrastructure Committee.

Prevailing Wages: Recently, an issue has risen regarding prevailing wages and the use of CDBG and HOME funds for rehab work. Previously, single-family, owner occupied housing rehabilitations were not required to pay prevailing wages. The state is now requiring payment of prevailing wages. This will increase the cost to rehab a home by 40-70%. Mike Fisher of SEDA-COG had requested a meeting with the Commissioners to discuss this issue. The Commissioners then decided to expand this meeting to include other counties and a forum will be held June 15th to discuss the issue. Currently, the threshold to pay prevailing wages is \$25,000. With more requirements being added to the HOME program, including radon testing and bringing the entire house up to code, the costs will go over the \$25,000 threshold and prevailing wages must be paid. Mercer County has a condition that if it costs more than \$25,000 to rehab a home, the owner must pay the difference. Most people cannot afford this. The payment of prevailing wages also requires more work from

the contractors and could deter them from participating in the rehab program. With the costs increasing because of the payment of prevailing wages, the program will only be able to help half of the houses it could do otherwise. It was also noted that the state is making this requirement even though the funds are federal. HUD does not require this for housing rehab of eight or less units. The Department of Labor felt the wages paid in the state were not high enough and the Department of Community Economic Development will not interfere or intervene.

Next Meeting: Tom Zurat from PennDOT will be present a transportation update at June's meeting.

Adjournment

Upon no further discussion, the meeting adjourned at 4:57 p.m. upon a motion by Neal Shawver, which was seconded by Dan Dunmire.