

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
September 28, 2023
MIFFLIN COUNTY COURTHOUSE

ATTENDANCE

Members

Kent Spicher, Chairman
Dan Dunmire, Vice Chair
William Campbell
Joshua Yetter Clark
Daniel Firth
Tom Lake
Kay Semler
Michele Bair

Other

Gary Thorp, Curry Associates

Staff

James Lettiere, Planning Director
Candace Rager, Planning Secretary

Call to Order

Chair Spicher called the meeting to order at 3:33 p.m.

Record of Public Attendance

Spicher confirmed all present signed the record of attendance.

Approval of Meeting Minutes

Spicher requested a motion to approve the minutes from the August meeting. A motion was made by Vice Chair Dunmire to accept the minutes. The motion was seconded by Mr. Firth. All members voted aye.

Public Comment

No public comment was given.

Subdivision and Land Development Review Committee Report

There were ten (10) plans submitted to the committee for review from September. Nine (9) plans are under municipal ordinance. There is one (1) plan under county ordinance. Three (3) Minor Subdivisions, three (3) lot additions, three (3) non-residential land developments, and one (1) lot line adjustment.

The plans are for Take 5 Oil Change (Granville Township), MCSD Multi-Sport Facility (Derry Township), 224 North Logan Associates (Derry Township), Joseph Sheetz (Armagh Township), Reuben & Marianne Fisher (Wayne Township, county ordinance), Bonnie Kearns (Decatur Township), Daniel & Rhoda Peachey (Menno Township), John & Emmie Yoder (Union Township), Jonathan Yoder, et al. (Granville Township), Henderson Funeral Home (Brown Township).

Municipal Subdivision Plans

The committee members previously reviewed the plans. Director Lettiere presented the 224 Logan Boulevard plan by displaying the plan map for explanation. The property is located in the Greater Lewistown Shopping Center with access points along Logan Boulevard. There was one comment pointed out in regards to zoning: the result is the building will be within the fifteen-foot setback and will create an existing non-conforming structure. The township zoning officer should make a determination if a dimensional variance will be required. Lettiere passed to the project surveyor, Mr. Thorp. Thorp stated the only thing that comes into play is the additional parking requirement to meet zoning requirements. It has been indicated that there would be additional parking spaces granted throughout the regular parking area to accommodate the requirement. The stormwater drainage will remain the same. There will be an easement granted for exiting the property along the Eagles' access road. There is a pending tenant to occupy the building. Lettiere reviewed the narrative for the MCSD Multi-Sports Facilities plan and stated there is not a clear traffic circulation diagram included on the plan. It is also critical for the township engineer to look at the stormwater management section of the ordinances that relate to the plan site. An NPDES permit has been applied for as there is almost 16 acres of land disturbance. There was discussion regarding parking spaces, stormwater drainage, lighting, and noise and will be added to the review comments.

Spicher entertained a motion to approve the plans under municipal ordinance (with the addition of the comments for the sports complex plan) and conditionally approve the plan under county ordinance. A motion was made by Mr. Dunmire and seconded by Mrs. Bair. All members voted aye.

County Notification Letters

There was one land use consistency letter for a Chapter 102 permit for the Henderson Funeral Home.

Project Updates

Lettiere discussed the Review Committee process stating he would prefer to do the reviews in person but would let it up to the committee how to proceed. Dunmire stated he prefers to keep it as is. For now, the process will continue to be remote.

Lettiere gave an update on the Juniata River Trail Phase II project. There was a pre-construction meeting with the contractor and engineer. Work may begin on Monday, October 2nd and be completed by the end of November, perhaps into December. Depending on weather conditions, the asphalt may not be completed.

Lettiere spoke about the Comprehensive plan which is due now. There will be a request proposed to obtain a consultant via the subdivision land development review committee to the county commissioners. It is important to create a planning advisory committee which includes a representative from all of the municipalities, key stakeholders, planning commission, and other local citizens. There is a proposed budgeted amount of \$150,000 for the project. It will take 18 – 20 months to complete. Lettiere asked for some recommendations for the advisory committee.

Lettiere discussed the Mifflin Moves! Project. There are six pilot programs within this project and will be a major component of the planning department and the planning commission to help complete these projects, looking at grant sources to get funding and making recommendations for the advisory committee. Kay Semler recommended Joshua Clark for the committee and he accepted.

Clark spoke about the Countywide Action Plan (CAP) block grant. He asked for any suggestions from the members for stream projects they may know need addressed. Applications are being processed through the end of October. If any plans have stormwater management connected to them, they would be eligible for funding through multi-use.

Lettiere stated the county commissioners opened the Marcellus Shale Act 13 Legacy funding. There is \$70,000 allocated. The application and guidelines are available on the county website.

Other Business

Next meeting will be October 26, 2023.

Adjournment

Spicher announced a motion to adjourn the meeting. Meeting was adjourned at 4:30 pm.

Minutes Approved

Secretary Signature

Date