

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
SEPTEMBER 27, 2018
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

Michele Bair
Jason Cunningham
Dan Dunmire
Thomas Lake
Dave Pennebaker
Neal Shawver
Jim Spendiff

Other

Steve Dunkle, Commissioner
Kevin Kodish, Commissioner
Kay Hamilton, Brown Township
Laura Simonetti, GIS
Meredith Peachey, The Sentinel
Lucas Parkes, The EADS Group
Marita Kelley, Deputy Director PA DCED Governor's
Center for Local Government Services

Cyle Vogt

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 3:34 p.m.

According to the Pennsylvania Municipalities Planning Code, the alternate member, Cyle Vogt, will be able to vote since all members are not present.

National Flood Insurance Program Update

Marita Kelley, Deputy Executive Director of DCED's Center for Local Government Services provided an update on the National Flood Insurance Program (NFIP) in Pennsylvania. Ms. Kelley is currently the National Flood Insurance Program Coordinator. This program is being migrated to the Pennsylvania Emergency Management Association (PEMA). Ms. Kelley will continue to be the coordinator, but most of the activities will be coordinated through PEMA.

The NFIP has been in existence since 1968 and is a voluntary program, although it can be difficult to obtain a mortgage without it if you are located in the flood zone. The flood maps identify whether the property is in the floodplain area. The program is designed to insure against the flood risk and there is also an opportunity to mitigate flood risk. Every municipality in the floodplain must have a floodplain ordinance in place. Floodplain ordinances are primarily designed to mitigate risk. The Community Rating System (CRS) can be adopted by municipalities or counties who have established the ordinances. This can reduce costs for policyholders. Municipalities can participate in the CRS to obtain discounts for their residents of 5%-45%. The average discount is 6%-10%. It is fairly easy to get the 5%, but is more difficult to obtain higher discounts. Ordinances must be updated when new maps are established.

Some changes have recently come to the NFIP program. The initial law, Biggert Waters, raised insurance rates significantly higher than individual homeowners expected or could afford. The NFIP tried to stabilize the costs and were able to add additional components to the policies to even out the increase in the costs of

the policies. Rates have been stabilized to more accurately reflect the risk. Subsidized rates will be eliminated over time.

When updated flood maps are issued and errors are noticed, a Letter of Map Amendment (LOMA) must be submitted in order to correct them. The LOMA shows whether the structure is above the base flood elevation.

Dan Dunmire asked if all aspects of floodplain management, including regulatory, will be moved to PEMA. Ms. Kelley acknowledged that everything will eventually migrate, but it will take time.

Approval of Meeting Minutes

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

Subdivision and Land Development Review Committee Report

Seven plans were submitted to the committee for review, four under Municipal Ordinance and three plans under County Ordinance. The plans under Municipal Ordinance included Daryl Shank Et. Al. (*Armagh Township*); Penn State Construction Land Development Plan (*Granville Township*); Korie L. & Annie M. Yoder (*Menno Township*); and Michael Yoder Et. Ux. (*Union Township*). The plans under County Ordinance included Donald R. Adams (*Bratton Township*); Stryker-Youtzy (*Bratton Township*); and Levi Mark & Sara Anna Peachey (*Bratton Township*).

Jim Lettiere reviewed two plans in further detail, including the Donald Adams plan in Bratton Township and the Michael Yoder plan in Union Township.

The purpose of the Donald Adams plan is to subdivide the main parcel into two lots. On or around July 2018, the current landowners of tax parcel 13-05-0115 placed a single-wide, residential mobile home on the parcel, prior to obtaining the required approvals. Since the parcel was not subdivided at the time, the addition of the mobile home met the definition of land development. The Mifflin County Planning Commission's Solicitor provided the owners a cease and desist order until appropriate approvals are in place. Therefore, the applicant filed a subdivision plan to create two lots from the parent parcel.

The most salient problem of this subdivision is the cartway width of Planks Lane. Jim Lettiere visited the site with a prior surveyor and reviewed possible remedies for the inadequate right-of-way and cartway widths. The current cartway width of Planks Lane is 12'. A 50' right-of-way width and 20' cartway width is required, but a waiver request was submitted asking to waive the 20' right-of-way width since the two properties along Route 103 are not willing to give the additional right-of-way distance to expand the current 12' right-of-way width. This is an incorrect request since it is the cartway width that needs expanded, not the right-of-way width. Mr. Adams is willing to expand to the 20' cartway width from the end of the two properties with frontage along Route 103 all the way to Planks property. The issue remains with the 227 +/- feet of the two properties along Route 103 and obtaining the additional cartway width. There appears to be a question on the willingness of the neighboring properties to provide the additional cartway width and whether the additional 8 foot request is feasible due to the existing on the ground conditions.

Jim does not feel the waiver should be granted for a variety of reasons, including insufficient room for oncoming vehicles to pass. Jim acknowledged the steep slopes on each side of the existing cartway also make it difficult for oncoming vehicles to pass. There is also a concern for sight distance onto Route 103. Jim further recommends the application be tabled to grant more time for the landowner to come up with a solution. Adams Lane is a possible alternative access to the property, but Mr. Adams would need an easement and he may still have to widen the cartway width. If 90 days is close, the applicant could ask for an

extension or the commission could deny the request. The November 29th meeting would be the 91st day, so action would have to be taken at the October 25th meeting.

Tom Lake questioned if the property owners at the end of Planks Lane could be forced to grant the width required to expand the cartway width, but Jim responded that they could not since it is a private lane. Bill added that he does not want to set a precedent for allowing a substandard road and noted that subdivisions like this have historically been denied.

Dan entertained a motion on the waiver request, to either approve or disapprove. Based on the information provided, Neal Shawver made a motion to deny the waiver request. Cyle Vogt seconded the motion. All members voted aye.

Dan entertained a motion to table the Adams subdivision. Michele Bair made a motion to table the subdivision application until the October 25th meeting in order to allow Mr. Adams to take further action. Jason Cunningham seconded the motion. All members voted aye.

Jim Lettiere reviewed the Michael Yoder plan next. This project involves the creation of one (1) lot (12.0000 acres) from the lands of Michael and Maria Yoder (TM 20-05-0114). The proposed lot currently houses a single-family residential dwelling with on lot sewage disposal and a private water source. Access to the site is via an existing private drive developed off of Dryhouse Road. The residue is presently vacant and is used for agricultural purposes. Dan explained that this plan was submitted to the Agland Preservation Board. The property was first preserved through a conservation easement in 2005 under a previous owner. The current owners bought the property in 2016. The easement states that the property will stay in an agricultural easement forever and allows for building one additional residence forever to be built on the property for family. Subdivision is limited, but can occur in lots as small as 10 acres as long as it does not impact on the economic viability of the property for agricultural purposes. Only one parcel gets the rights to build the additional residence, which must be designated. The current owners did not want to be saddled with the upkeep of the house. They own the adjacent farm and want to continue to farm. The original subdivision proposal allowed for 10 acres with the house and barn. The original subdivision involved a total of 10 acres, but the size of subdivision was then increased to 12 acres when the State Agland Preservation Board recommended that the subdivision include at least 10 acres of farmland. This was ultimately approved by the State Agland Preservation Board in August.

Jim Lettiere has received revised comments for the Penn State Construction Land Development Plan and requested additional time to review the plans and revise the comments.

Dan entertained a motion for the conditional approval of the two remaining plans under county ordinance in Bratton Township. A motion was made by Jim Spendiff and seconded by Dave Pennebaker. All members voted aye.

Dan then entertained a motion to accept the comments of the four plans under municipal ordinance while allowing Jim additional time to review the revised plans for the Penn State Construction Land Development Plan. A motion was made by Dave Pennebaker and seconded by Tom Lake. All members voted aye.

Armagh Township (*Municipal Ordinance*)

Name of Plan: Shank, Daryl Et. Al.
File Number: 2018-09-005
Tax Map #: 12-15-0106; 12-15-0109F
Municipality: Armagh Township
Applicant Name: Shank, Daryl

Land Owner Name: Shank, Daryl
Plan Preparer: Taptich Engineering and Surveying

Plan Summary:

This project involves the creation of one (1) lot (1.1250 acres) from the lands of Shank (TM 12-15-0109F). The proposed lot currently is vacant and will become an integral part of the lands now or formerly of Druckenmiller (TM 12-15-0106). There are no physical changes to the access to either parcel TM 12-15-0109F or TM 12-15-0106.

Administrative

The recipient signature (Druckenmiller) is on the application, but not the parent parcel landowner, Mr. Shank.

This property was last subdivided in June of 1997 and July of 2005.

Basic Plan Information

The narrative on the plan is incorrect since this project involves creation of a lot addition (lot 1) from the Shank property and is to be transferred to the Druckenmiller property.

The abutter t.m. 12-15-0109G, according to GIS files, should be Jeffrey Kibe, not Dennis Hunt, and abutter t.m. 12-15-0125 should be Bruce and Sandra Stegman and not Edward Pallo and Edd Burdge.

The tax parcel number on the Torquato parcel (an abutter) is missing the zero digit before the last three numbers. Please add these digits to the tax parcel numbers. The absence of the zeros creates inaccuracies within our plan tracking software.

The abutters tax parcel 12,15-0109A currently owned by David and Mary Havice and tax parcel 12,14-0100 currently owned by Christian and Sara Aumiller should be shown on the plan in accordance with the Armagh Township Subdivision and Land Development Ordinance (Article 6. Section 6.202 a.18.).

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.

Floodplain / Wetlands

The plan should note whether or not the site lies within a 100 year floodplain or designated wetland. (See Section 6.202.a.14. of the Armagh Township Subdivision and Land Development Ordinance)

Topographic information

Topographical contours at vertical intervals should be displayed on the plan (Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a.7.).

Soils

There is no soil information on the plan.

Setback Lines

The setback lines should be shown on the plan as prescribed in the Armagh Township Subdivision and Land Development Ordinance (Section 6.302.a.10.).

Right-of-Way Widths

The plan should identify Barneys Lane on the plan. The plan does show an existing private drive that appears to cross from the Druckenmiller property to the Shank property. Is this Barney's Lane?

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

Based upon the Armagh Township Subdivision and Land Development Ordinance, the right-of-way width of Barneys Lane should be shown on the plan (Section 6.302.a.6.).

Cartway Widths

The cartway width of Barneys Lane should be shown on the plan(Armagh Township Subdivision and Land Development Ordinance, Section 6.202.a.11.).

Private Street / Shared Driveway

Barneys Lane appears to be a private lane. All private drives that are used by more than one party shall have a shared driveway agreement in place. An agreement for the private right-of-way should be noted on the plan. The agreement should include the following: "The owners of lots ____, which have a common driveway, agree and

understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold." (See Mifflin County Subdivision and Land Development Ordinance, Section 4.205.G.4.c)

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.a.6. and 6.302.b.7.)

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

On lot water and sewage facilities for t.m. 12-15-0106 and t.m. 12-15-0109F (residue) should be shown on the plan. (See Section 6.202.a.10. and 3.213 a. and b. of the Armagh Township Subdivision and Land Development Ordinance).

Lot Addition

Note #8 has a modified lot addition statement.

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 6.302.a.10.).

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.a.9.).

Other Comments:

1. There should be a parcel number for the Druckenmiller property (t.m. 12-15-0106) such as Lot 1 connecting to Lot Addition 1.
2. It is a little unclear why Lot Addition 1 is configured as it is a point connecting Havice Valley Road.
3. Tax parcel 12-15-0109F parcel number 2, pursuant to instrument number 2015-003052 lists the total acreage of 10.822 acres. If 1.1250 acres is being taken as a lot addition to the Drunkenmiller parcel, this appears to leave a residue of 9.697 acres. This acreage appears different from 9.3372 acres as listed on the plan. Please clarify.

Bratton Township (County Ordinance)

Name of Plan: Donald R. Adams
File Number: 2018-09-001
Tax Map #: 13-05-0115
Municipality: Bratton Township
Applicant Name: Adams, Donald R. & Florence
Land Owner Name: Adams, Donald R. & Florence
Plan Preparer: Juniata Valley Land Surveying, Ron F. Booher, PLS

Plan Summary:

The purpose of this plan is to subdivide parcel T.M. #13,05-0115 into 2 lots. New construction or improvements are going to be made on the residue, Lot 1, including an on lot septic system and well. Lots 2 & 3 (lot additions) were subdivided on 6-07-2013.

*One asterisk represents comments generated at the September 20, 2018 Subdivision and Land Development Review Committee meeting.

**Two asterisks represents comments generated at the September 27, 2018 Mifflin County Planning Commission meeting.

Administrative

On or around July 2018, the current landowners of tax parcel 13-05-0115 placed a single-wide, residential mobile home on the parcel, prior to obtaining the required approvals. Since the parcel was not subdivided at the time, the

addition of the mobile home met the definition of land development as defined in the Mifflin County Subdivision and Land Development Ordinance and Pennsylvania Municipalities Planning Code (PA-MPC) Act of 1968, P.L. 805 No. 247 as re-enacted and amended. The Mifflin County Planning Commission's Solicitor provided the owners a cease and desist order until appropriate approvals are in place. Therefore, the applicant filed a subdivision plan to create two lots from the parent parcel.

Basic Plan Information

The tax parcel numbers on the plan are missing the zero digit before the last three numbers. Please add these digits to the tax parcel numbers. The absence of the zeros creates inaccuracies within our plan tracking software.

Subdivision Information

The project narrative refers to Lots 2 and 3 as lot additions which were subdivided in 2013; however, Lots 2 and 3 are not identified on the plan and should be.

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 3 and according to the County GIS files, no portions of Lots 1 and 4 lie within the 100-year floodplain.

There appears to be a stream crossing lot 1 that should be noted on the plan.

*The Juniata Valley Land Surveying representative indicated this is not a stream but a swale for stormwater management and there is no floodplain associated with it.

As noted in Note 3 and according to the County GIS files, no portions of Lots 1 and 4 lie within a designated wetland.

Topographic information

Topographical contours at vertical intervals should be displayed on the plan (Mifflin County Subdivision and Land Development Ordinance, (Article 7 Section 7.302. A.23.).

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.

Right-of-Way Widths

Planks Lane serves two parcels currently. After the subdivision, Planks Lane will serve three parcels all accessed from Mattawana Boulevard (State Route 103 North).

Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way width of Planks Lane is substandard in accordance with Article 4, Section 4.204 F.1. Does the deed show the property owners have access to Planks Lane or can the expansion of Planks Lane occur?

*The Juniata Valley Land Surveying representative indicated the abutting property owners all have access to Planks Lane and is located in the road docket.

Cartway Widths

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

Prior discussions with the property owner included the current and future cartway widths of Planks Lane. The county would consider a waiver request to the minimum right-of-way width of Planks Lane, in exchange for the expansion of the cartway width to 20 feet of Planks Lane, along the Adams property, between the King and Kanagy property, all but approximately 227' +/- between the two parcels that abut SR 103. The property owner began the widening of Planks Lane prior to the subdivision. A waiver request to the right-of-way width of Planks Lane should be considered by the applicant, in exchange for an expanded cartway width of Planks Lane to 20 feet, specifically along the Adams property and between the King and Kanagy properties, all but approximately 227' +/-.

**There was mention of accessing lot 1 on the subdivision plan by the way of Adams Lane. However, the right-of-way and cartway widths should be identified and Adams Lane should be labeled on the plan for any further consideration.

PennDOT HOP / Municipal Driveway Permit

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

Private Street / Shared Driveway

If an expansion of the cartway width of Planks Lane occurs, the plan should be reviewed by the Mifflin County Engineer. A charge for the inspection of the expanded cartway width of Planks Lane may apply.

The plan does not show the connection to Mattawana Boulevard State Route 103 and it should. This will validate the connection to the public road system.

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

Although Note 6 indicates all easements and other encumbrances should be researched by a title company or attorney, deed restrictions and easements associated with the property, if any, should be provided in accordance with (Article 7 Sections 7.302.A.6. and 7.302.B.7.) of the Mifflin County Subdivision and Land Development Ordinance.

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

The well location for Lot 1 the residue, should be noted on the plan as prescribed in the Mifflin County Subdivision and Land Development Ordinance (Section 7.302. A20). Are there any conditions for a shared well between lot 4 and lot 1?

Features

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, Article 7 Section 7.302.A.26.)

Are all man-made features shown? If not, all significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, (Article 7 Section 7.302.A.20.)

Land Development

To your knowledge has a building permit application been submitted to the appropriate permitting agency for this project?

To your knowledge has a building permit been issued for this project?

*The Juniata Valley Land Surveying representative indicated that Mr. Adams received municipal approval only at this time.

After approval of this subdivision, the applicant is encouraged to secure a building permit and any other associated requirements for the single-wide mobile home currently located on Lot 1.

*The Planning and Development staff encouraged the Juniata Valley Land surveying representative to prepare a waiver request, to the minimum right-of-way width of Planks Lane, in exchange for the widening of Planks Lane to twenty (20') feet, specifically along the Adams property and between the King and Kanagy properties, all but approximately 227' +/- . The Committee also discussed if the applicant could secure an easement for additional cartway width, between the Hesketh property tax parcel number 13,09-0212 and the Crater property tax parcel number 13,09-0210, both having frontage on SR 103? The Juniata Valley Land Surveying representative was unsure if this would be possible. It was mentioned there is a possibility the Planning Commission may table the subdivision in the event they are unwilling to grant the waiver request.

Other Comments:

1. **A member of the Planning Commission noted the plan did not show a sight triangle at the intersection of Planks Lane and SR 103 (Mattawana Boulevard) and the abutting properties between Planks Lane having frontage along SR 103 (Mattawana Boulevard) are not shown.

Bratton Township (County Ordinance)

Name of Plan: Stryker-Youtzy
File Number: 2018-09-002
Tax Map #: 13-03-0119; 13-03-0120; 13-03-0120A
Municipality: Bratton Township
Applicant Name: Stryker, Marlene; Wagner, J; Youtzy, S; Miller, C
Land Owner Name: Stryker, Marlene; Wagner, J; Youtzy, S; Miller, C
Plan Preparer: Juniata Valley Land Surveying, Ron F. Booher, PLS

Plan Summary:

The purpose of this plan is to subdivide parcel T.M. # 13,03-0120A into 2 lots and add Tax Parcels 13,03-0119 and 13,03-0120 to form proposed Lot 2. No new construction or improvements are going to be made at this time; hence, a non-building waiver is proposed as Lot 2 will be for agricultural use. After subdivision and combining the Tax parcels, the gross acreage of 433.9939 acres less Lot 2 will result in Lot 1 = 222.2617 acres and Lot 2 = 211.7320 acres.

*One asterisk represents comments generated at the September 20, 2018 Subdivision and Land Development Review Committee meeting.

**Two asterisks represents comments based on revised plans dated August 24, . 2018.

Administrative

These parcels were previously subdivided and reviewed by the Mifflin County Planning Commission on January 25, 2018. The subdivision consisted of two lots. Lot 1 consists of 222.2617 acres while Lot 2 consists of 211.7320 acres. This plan was recorded on February 18, 2018 as instrument #2018-742. The County's Assessment Office recently determined there were additional tax parcels that were associated with Lot 2 which were not identified on the recorded plan. This plan has been provided to account for the tax parcels that were not referenced in the previous subdivision. This action has been taken based on consultation with the Mifflin County Planning Commission's Solicitor.

The landowner's signature needs to be on the subdivision application form.

Subdivision Information

Sheet one identified all three tax parcel numbers with lot 2, yet tax parcel 13,-03-0120A is tied to lot 1 and should be noted on the plan.

*The Juniata Valley Land Surveying representative indicated he will make a note on the plan that tax parcel 13,03-0120A is tied to lots 1 and 2.

**The revised plans indicate tax parcel 1,03-0120A is tied to lots 1 and 2.

Sheet 1 of 2 identifies all three tax parcels associated with Lot 2. The acreage for Lot 2 remains at 211.732 acres. This additional information adequately addresses the concerns about the additional tax parcels that were not shown on the recorded plan.

Clean & Green / Agriculture

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

Right-of-Way Widths

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

Other Comments:

Deed restrictions, the DEP form and water and sewer information notes are found on the January 25, 2018 plan and should be noted on the plan.

Bratton Township (County Ordinance)

Name of Plan: Peachey, Levi Mark & Sara Anna
File Number: 2018-09-004

Tax Map #: 13-05-0128C; 13-05-0128; 13-05-0128CB
Municipality: Bratton Township
Applicant Name: Peachey, Levi Mark & Sara Anna
Land Owner Name: Peachey, Levi Mark & Sara Anna
Plan Preparer: Wright Land Surveying

Plan Summary:

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

*One asterisk represents comments generated at the September 20, 2018 Subdivision and Land Development Review Committee meeting.

Administrative

The recipient Earl Peachey and Jonas Nolt tax parcel 13,-05-0128CB should have signed the application. It appears that Lot Addition B will still be controlled by the Peachey family.

This parcel was reviewed last on May 24, 2018 for Lot Addition A and this proposal enhances that. The parcel was also reviewed in March 2011, February 2002 and September 1997.

Basic Plan Information

GIS files show t.m. 13-04-0165 as Brenda and Timothy Weston, not just Timothy Weston. This is also true of t.m. 13-04-0178.

Lot 4 in the inset map should be listed as Lot B.

Subdivision Information

Property boundary information should be shown for the entire property, including the residual property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map. (Mifflin County Subdivision and Land Development Ordinance, Article 7 Sections 7.302.A.5., A.7. and A.9.) A waiver for the May submittal was obtained for this information.

Clean & Green / Agriculture

As noted in Note #4, 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

There is an unnamed stream that crosses Lot 1 and should be shown on the plan. Is there a designated floodplain for this stream?

Topographic information

No topographic information is shown on this plan, but was presented in May of this year.

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.

As noted in Note #3, some portions of this property appear to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan.

Setback Lines

Lot B appears to have a portion of an existing store in the side setback, but is being addressed by Lot Addition B.

*The Wright Surveying representative indicated the lot addition is to correct the infringement of the existing store into the side setback.

Right-of-Way Widths

Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way widths for Ridge Road and Horningford Road are substandard (Section 4.204 F.).

Cartway Widths

Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway widths for Ridge Road and Horningford Road are substandard (Section 4.204 F.).

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 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.

Lot Addition

The "Z" symbol connecting Lot Addition A to Lot A and connecting Lot Addition B to Lot B should be on the plan. It is acknowledged the symbols are on the insert map. (See Article 7 Section 7.302.A.21. of the Mifflin County Subdivision and Land Development Ordinance.)

Features

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.26.)

*The Wright Surveying representative indicated all are shown.

Are all man-made features shown? If not, all significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.20.)

*The Wright Surveying representative indicated all are shown.

Granville Township (Municipal Ordinance)

Name of Plan: Penn State Construction Land Development Plan

File Number: 2018-09-007

Tax Map #: 17-31-0713

Municipality: Granville Township

Applicant Name: Miller, David O. & Emily D.

Land Owner Name: Miller, David O. & Emily D.

Plan Preparer: The EADS Group, Inc.-Lucas Parkes

Plan Summary:

Penn State Construction is planning to construct a new office building, a new open storage building, a new maintenance building and associated stormwater management and site improvements.

*One asterisk represents comments generated at the September 20, 2018 Subdivision and Land Development Review Committee meeting and from the EADS Group Inc. Engineering representative.

**Two asterisks represents comments provided in a letter dated September 24, 2018 to the Mifflin County Planning Commission from Lucas A. Parkes, P.E./S.E.O with the EADS Group Inc.

Basic Plan Information

The abutters should be shown on the plan, including tax map numbers 17-11-0103 and 17-11-0103E both owned by Mike's Excavating and Landscaping, in accordance with the Granville Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.16).

**The abutter's information has been provided on the revised plan.

Although there is a project narrative, it is not clear what type of office building, open storage and maintenance building are associated with this project. This should be clearer within the narrative. Also, what is the existing building used for?

**The project narrative has been updated to better describe the proposed project.

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.

Floodplain / Wetlands

As noted in general project notes K and L, the site is not situated in the 100-year floodplain and may contain designated wetlands. However, this project does not impact wetlands.

Right-of-Way Widths

Access to this parcel needs to be shown on the plan.

Based upon the Granville Township Subdivision and Land Development Ordinance (Article 6, Section 6.202a.11), the right-of-way width of Hoss Drive should be shown on the plan. Hoss Drive is not labeled on the plan and it should be.

Cartway Widths

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

**The cartway width has been dimensioned on the revised plans.

Deed Restrictions and Easements

As noted in Note O on Sheet CS-1, there are no known deed restrictions or easements associated with the property.

DEP Sewage Planning Module

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

**A DEP Sewage Planning Module will be processed for the new development with this plan.

Sewage Service

A letter from the Granville Township Sewer Authority acknowledging availability of public sewer should be submitted to the Granville Township Planning Commission.

**The applicable letter has been requested from the Authority and will be provided upon receipt.

Water Service

A letter from the Municipal Authority of the Borough of Lewistown (MABL) acknowledging availability of public water should be submitted to the Granville Township Planning Commission.

**The applicable letter has been requested from the Authority and will be provided upon receipt.

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

**All significant man-made features are shown on the revised plan.

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Granville Township Subdivision and Land Development Ordinance, (Article 6, Section 6.202a.10).

**All significant natural features are shown on the revised plan.

Zoning

The parcel has split zoning. The majority of the site has commercial zoning while a portion has agriculture residential. The zoning boundary line should be shown on the plan and a notation acknowledging this should be on the plan, even though Sheet CS-1 lists zoning as commercial.

**A letter was provided from Granville Township which states that the entire parcel was re-zoned to commercial.

Land Development

To your knowledge has a building permit application been submitted to the appropriate permitting agency for this project?

**A building permit application has not been submitted at this time. It is anticipated that this will occur in early 2019 for the proposed office building.

A traffic circulation diagram should be included with this plan submission to verify adequate site circulation. Travel lane information should also be on the plan.

**The traffic circulation for the site has been provided on the revised plans.

The narrative lists an office building, a storage building, and a maintenance building. The plan should clearly label all the buildings.

**The site buildings have been clearly labeled on the revised plans.

To your knowledge has a building permit been issued for this project?

**A building permit has not been issued for this project.

Parking provisions should be indicated on the plan. The parking requirements for offices in accordance with the Granville Township Zoning Ordinance are one space for every 200 square feet. The proposed office appears to have 1,600 square feet, requiring eight (8) parking spaces.

**The parking requirements have been added to the cover sheet and the parking spaces are provided on the revised plans.

It appears the existing building is used as a machine shop, but this isn't clear. The total number of parking spaces is not provided, nor are there any plans showing how parking is arranged onsite. This information should be provided along with the parking calculation for a manufacturing facility, which is one parking space for each three employees.

**The existing building is used for light manufacturing. The parking requirements have been added to the cover sheet and the parking spaces are provided on the revised plans.

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

**We have reached out to the local Fire Marshall and will provide an update on the need for any hydrants.

E & S / Stormwater

If this project disturbs over 5,000 square feet of land area, an erosion and sedimentation control plan will be required in accordance with Chapter 102, Sections 5 and 402 of the Clean Streams Law.

**The area of land disturbance is greater than one acre; therefore an E and S plan has been submitted to the Mifflin County Conservation District for review and approval.

Stormwater drainage provisions should be included with the plan submission. The stormwater plan should be reviewed by the Granville Township Engineer.

**The NPDES permit and stormwater management report has been submitted to the Mifflin County Conservation District and Granville Township for review and approval.

*The EADS Group Inc. representative indicated an NPDES permit has been submitted to the Mifflin County Conservation District which ultimately will be reviewed by the PA-Department of Environmental Protection.

Other Comments:

Why do all the site data listings for existing dimensions state minimum as opposed to just existing? The only minimum listing should be what is in the Granville Township Zoning Ordinance.

*The EADS Group Inc. representative indicated he will provide a response letter and address all comments on the plan.

**The site data table has been corrected on the revised plans.

Menno Township (*Municipal Ordinance*)

Name of Plan: Yoder, Korie L. & Annie M.
File Number: 2018-09-003
Tax Map #: 18-04-0108; 18-02-0103B
Municipality: Menno Township
Applicant Name: Yoder, Korie L. & Annie M.
Land Owner Name: Yoder, Korie L. & Annie 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. Lot A has an existing residence with no new development proposed. The residual tract, Lot 1, has an existing residence with no new development proposed.

*One asterisk represents comments generated at the September 20, 2018 Subdivision and Land Development Review Committee meeting.

Administrative

A land development plan was submitted in October of 2016 for the Peachey property (t.m. 18-02-0103B) to add a second dwelling, yet there is no evidence of a second dwelling. The residual tract owned by Korie and Annie Yoder (t.m. 18-04-0108) was formally subdivided in 1995, 1999 and April 2018. Has the April 2018 lot addition subdivision been recorded?

*The Wright Surveying representative indicated the subdivision has been recorded.

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. (Menno Township Subdivision and Land Development Ordinance Sections 603.a.5., a.7. and a.9.) This property was formally subdivided with plans done by Colony and Roth, so information should be available.

Clean & Green / Agriculture

Note #1 states Lot 1 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.

There is no soil information on the plan.

According to the County GIS files some portion of the 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 Menno Township Subdivision and Land Development Ordinance, the right-of-way width of Rolling Hill Lane is substandard (Table 1).

Cartway Widths

Based upon the Menno Township Subdivision and Land Development Ordinance, the cartway width of Rolling Hill Lane is substandard (Table 1). The cartway width is only 14 feet wide, which is not adequate for two-way travel.

PennDOT HOP / Municipal Driveway Permit

Note #3 states the township requires driveway permits.

Private Street / Shared Driveway

All private drives (Rolling Hill Lane) that are used by more than one party shall have a shared driveway agreement in place. An agreement for the private right-of-way should be noted on the plan. The agreement should include the following: "The owners of lots ____, which have a common driveway, agree and understand this is a shared driveway, and as such are responsible for maintenance, care, improvements, and snow removal at their own

diligence and expense. The maintenance and use of said shared driveways shall be included in the deeds as said lots are sold."

*The Wright Surveying representative indicated the agreement for the shared drives are contained in the deeds.

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 6.302a.b. and 6.302.b..7)

*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

Any on lot water and sewer systems for Lot 1 should be noted on the plan. (Section 6.202.a10 of the Menno Township Subdivision and Land Development Ordinance)

Water Service

The water supply location for Lot A should be noted on the plan as prescribed in the Menno Township Subdivision and Land Development Ordinance (Sections 3.213 and 6.202.a.10.). If the water source is off site, there should be evidence of an easement and right-of-way agreement on record and so noted on the plan. This information is particularly important if the water supply serves more than one household. The surveyor will note both are off site and make reference to easement/right-of-way agreements on record.

Features

Note #5 mentions a stream being on the plan, but there is no clear demarcation of a stream on the plan.

*The Wright Surveying representative indicated he will show the stream.

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.a.9.).

*The Wright Surveying representative indicated all are shown except the stream.

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.a.10.).

*The Wright Surveying representative indicated all are shown.

Other Comments:

The Jonathan and Esther Swarey parcel (t.m. 18-04-0108C) appears to be an orphan lot in the middle of Lot 1. At minimum, the inset map should indicate information on Swarey Lane to access this lot.

Union Township (*Municipal Ordinance*)

Name of Plan: Yoder, Michael Et. Ux.

File Number: 2018-09-006

Tax Map #: 20-05-0114

Municipality: Union Township

Applicant Name: Yoder, Michael P. & Maria D.

Land Owner Name: Yoder, Michael P. & Maria D.

Plan Preparer: Taptich Engineering and Surveying

Plan Summary:

This project involves the creation of one (1) lot (12.0000 acres) from the lands of Michael and Maria Yoder (TM 20-05-0114). The proposed lot currently houses a single-family residential dwelling with on lot sewage disposal and a private water source. Access to the site is via an existing private drive developed off of Dryhouse Road. The residue is presently vacant and is used for agricultural purposes.

*One asterisk reflects comments generated at the September 20, 2018 Subdivision and Land Development Review Committee meeting and correspondence from Daniel Dunmire Program Administrator with the Mifflin County Conservation District.

Clean & Green / Agriculture

As noted in Note 3, the property has an Agricultural Conservation Easement as recorded in the Office of the Recorder of Deeds Plat Book 0551, page 0491. The agricultural conservation easement to the Commonwealth of Pennsylvania and a county jointly in perpetuity in part indicates "3. Subdivision - The subject land may be subdivided, if subdividing will not harm the economic viability of the subject land for agricultural production. If the subject land is subdivided, the deeds to all of the subdivided parcels shall state on which of the subdivided parcels the residential structure permitted by this deed may be constructed. Deeds to all other parcels shall recite that no additional residential structure is permitted. Verification should be made as to whether this subdivision will harm the economic viability of the subject land for agricultural production."

*A letter dated August 1, 2018 from Daniel Dunmire, Program Administrator with the Mifflin County Conservation District to Doug Wolfgang, Bureau Director with the PDA-Bureau of Farmland Preservation outlines a subdivision request from Michael and Maria Yoder. In part the letter states " If approved the subdivision would result in Parcel 2, a 12 acre parcel that includes 10 acres of cropland and the original house and buildings on 2 acres, plus the residue Parcel 1 consisting of 48 acres of cropland". Mr., Dunmire indicated the PDA-Bureau of Farmland Preservation approved the request as presented in the subdivision plan filed by Daniel Taptich dated August 31, 2018.

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

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

The plan should note if the parcel lies within the 100-year floodplain or designated wetland in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV, Section 402.1.e).

Topographic information

Topographical contours at vertical intervals should be displayed on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV, Section 402.1.g).

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.

Right-of-Way Widths

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

Cartway Widths

Based upon the Union Township Subdivision and Land Development Ordinance (Article V, Section 501.2), the cartway width of N. Dryhouse Road is substandard.

PennDOT HOP / Municipal Driveway Permit

A notation about the requirement stating: Any access via a State Highway, i.e., Maple Grove Road, 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

All deed restrictions and easements associated with the property, if any, should be provided in accordance with Article IV, Section 402.1.b and 2.b of the Union Township Subdivision and Land Development Ordinance.

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 well location for Lot 1 should be noted on the plan as prescribed in the Union Township Subdivision and Land Development Ordinance (Article IV, Section 402.1.d and 2.c).

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, (Article IV, Section 402.1.e).

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, (Article IV, Section 402.1.d).

Public Comment

None

Other Business or Comments

Union Township Signature Block: Jim Lettiere and Bill Gomes attended the Union Township Supervisors meeting on September 17th to discuss the signature block on the Union Township plans. Most municipalities accept the county signature certificate that the plan was reviewed by the County Planning Commission and signed by the Planning Department staff on behalf of the County Planning Commission. However, Union Township's signature block is signed by their representative and states that they certify that a copy of the subdivision/land development plan has been forwarded to the Mifflin County Planning Commission and reviewed by the Mifflin County Planning Commission. Jim does not believe this meets the intent of the MCP. Jim and Bill asked the supervisors to consider changing their signature block to the same one used for other municipalities.

Passenger Rail Service: Bill will be participating in a conference call on September 28th with the Pittsburgh Downtown Center and one of the deputy directors of PennDOT who handles multimodal uses to discuss potential expansion of passenger rail service. Bill recently learned that there is money available to study the feasibility of expanding passenger rail service from Altoona to Pittsburgh and also learned that Lewistown is not part of the study. Train service is highly used by Amish and Penn State students. Cyle Vogt will see if he can find more information regarding the student transportation needs.

Juniata River Trail: Bill provided photos that demonstrate the length of the trail and a potential opening to Riverside Drive that the Borough may pursue. The boat launch parking area and trail are paved and the Victory Park parking lot will be paved early next week. Solar lights are being installed at the boat launch parking area. The project should be mostly complete in the next two weeks and Bill is hoping to have a grand opening in early November. Dan Dunmire noticed invasive vegetation in the pictures and asked if there would be further enhancements in light of this. Bill is open to suggestions.

Reedsville Streetscape Project: Bill has a meeting with PennDOT in early October to review the streetscape project.

Bon Ton: Kay Semler asked if anyone knew the status of the Bon Ton building. Meredith Peachey from The Sentinel responded that one buyer has purchased all seven Bon Ton buildings that were listed through the realty company that the Lewistown building was associated with.

Next Month

Don Kiel of SEDA-COG will provide an update on the natural gas cooperative on October 25th. Two representatives from Harrisburg Area Community College (HACC) will share information on November 29th. Bill has been trying to arrange a program regarding stormwater, but that has been put off until the spring.

Adjournment

Upon no further discussion, the meeting adjourned at 5:00 p.m. upon a motion by Michele Bair.