

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
JANUARY 25, 2018
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

Michele Bair
Dan Dunmire
Thomas Lake
Kay Semler
Neal Shawver
Jim Spendiff
Cyle Vogt

Other

Mark Colussy, Huntingdon County Planning
Jim Zubler, Downtown Lewistown, Inc.
Steve Dunkle, Mifflin County Commissioner
Lauren Kershner, The Sentinel
Laura Simonetti, Mifflin County GIS
Robert Postal, Mifflin County Commissioner
Jim Laird, Laird Recreation & Land Planning
Robert Thomas, Campbell Thomas & Co.
Douglas Maisey, Campbell Thomas & Co.
Marie Mulvihill, Primary Health Network

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 3:32 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.

Kay then turned over the meeting to Bill Gomes for reorganization and election of officers.

Reorganization – Election of Officers

As provided for in the Mifflin County Planning Commission Bylaws, Bill Gomes opened the floor for nominations of 2018 officers, beginning with the Commission Chair. Neal Shawver made the motion for Kay Semler to continue serving as Chair, which was seconded by Tom Lake and unanimously approved. Kay Semler then made the motion for Dan Dunmire to continue as Vice Chair, which was seconded by Jim Spendiff, with all voting in favor. A final motion was made by Dan Dunmire for Neal Shawver to continue in the role of secretary and seconded by Kay Semler with all voting in favor. Following the election of officers, the meeting was turned back over to the Planning Commission Chair.

Approval of Meeting Minutes

Jim Spendiff made a motion to approve the minutes from the December meeting. The motion was seconded by Cyle Vogt. All members voted aye.

Mainline Canal Greenway Trail

Bill Gomes introduced Bob Thomas of Campbell Thomas & Co., Doug Maisey of Campbell Thomas & Co., and Jim Laird of Laird Recreation and Land Planning.

Mr. Thomas is working with both Huntingdon and Mifflin Counties and the Allegheny Ridge Corporation to bring a trail along the Main Line Canal Greenway, which is one of the state's heritage corridors and

extends from Pittsburgh to Harrisburg. The September 11th National Trail is a trail system that is being aligned to connect three major points associated with September 11th, including the Flight 93 Memorial, Pentagon Memorial and New York City Memorial. The most difficult part of connecting these three points is determining how to cross Pennsylvania. Mr. Thomas has been questioned if the September 11th trail and the Main Line Canal are the same. In Mifflin County, they are the same. The September 11th Trail is designed to have access via a biking/walking trail, back roads and public transportation. The September 11th trail is also advocating for better train service through Pennsylvania, especially west of Harrisburg. He has also been asked how the Main Line Canal relates to the Juniata River Water Trail. Both are in the same valley, but the Juniata River Water Trail is only accessed through water. The 2015 Trail Alignment Study Report for the September 11th National Memorial Trail can be accessed via the following Dropbox Link:

https://www.dropbox.com/sh/e2tah21vubm0nz6/AADe9HPze4lgeB_wwynFKMqla?dl=0 . A

presentation was previously held a stakeholder meeting in Huntingdon to discuss the trail. They will work closely with property owners to develop the trail system. A list of people to interview has been provided. Mr. Thomas asked for additional helpful people and organizations to add to the list. He also noted that people are more interested and willing to cooperate with the trail when they discover it is in conjunction with the September 11th National Memorial Trail. Several detailed maps have been developed and reviewed in order to determine the path of the trail. The first public meeting will be held in Huntingdon on April 5th to present alternatives. Further detailed work will occur to determine the selected alignment, which will be presented at a second meeting will be held on June 28th in Mifflin County. The final report will be presented September 20th in Huntingdon.

The September 11th Memorial Trail Alliance will help with planning the trail and will also back efforts for local communities to acquire funding. Community improvements, including streetscape and other improvements, could be funded with DCNR grant funding. They are also looking at lodging along the trail, including bed and breakfast and hotels since many people who use trails do not camp. The trail could provide various business opportunities including places to stop for food, supplies, lodging and repair facilities for bikes. Federal standards will be followed where possible to make the trail 10-12 feet wide and will mostly be crushed stone in rural areas. Some people have also expressed an interest to use horses and wagons on the trail.

Dan Dunmire noted that there have been difficulties with previously proposed public trails, including the KV railroad. Mr. Thomas is aware of this and realizes Big Valley may not be the location of the trail, but could be included as an alternative. Some communities have also expressed interest in being included in the trail system. GIS has also provided a map of campgrounds along the way. Laura Simonetti of Mifflin County GIS asked what obligation the property owners have along the trail. Mr. Thomas stated that easement agreements and terms will determine who builds and maintains the trail. The property owner assumes no liability if no fee is charged if they make their property available for use the trail. Utility companies are interested in allowing easements for rails because improvements are often made that are beneficial to the property owner, including allowing for safety and privacy improvements.

The next step after the feasibility study is completed is to apply for design in 2019 and construction could take place over the following four to five years and could take place in phases.

Subdivision and Land Development Review Committee Report

Four plans were submitted to the committee for review, three under Municipal Ordinance and one under County Ordinance. The three plans under Municipal Ordinance included Mifflin County Airport - Klimek Hanger (*Brown Township*); Happy Holidays LLC, Proposed Office Building (*Brown Township*) and Eric S. &

Kathy L. Ettinger (*Derry Township*). The plan under County Ordinance was Marlene H. Stryker (*Bratton Township*).

Jim Lettiere reviewed two plans in further detail, one of which had revised comments based upon response from the engineer and were distributed to the Commission. The first plan Jim reviewed was the Marlene Stryker plan in Bratton Township that is under the County Ordinance. The purpose of this plan is to subdivide the parcel into two lots. No new construction or improvements are going to be made at this time. Jim noted that all comments and deficiencies were corrected with the revised plans. Jim Spendiff made a motion to conditionally approve the comments of this plan in Bratton Township under the county ordinance. Cyle Vogt seconded the motion. All members voted aye.

The second plan Jim reviewed was the Mifflin County Airport – Klimek Hanger plan in Brown Township. The project site is leased by Gerald Klimek and is owned by the Mifflin County Airport. The project will involve the construction of a single-story, slab-on grade, aircraft storage hanger for a private owner. Jim noted that some questions are still unresolved and he has received no response from the engineer.

Dan Dumire made a motion to accept the comments of the three plans under municipal ordinance. Tom Lake seconded the motion. All members voted aye.

Bratton Township (*County Ordinance*)

Name of Plan: Stryker, Marlene H.
File Number: 2018-01-002
Tax Map #: 13-03-0120A
Municipality: Brown Township
Applicant Name: Stryker, Marlene H.
Land Owner Name: Stryker, Marlene H.
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. 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 recreational use. 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 made during the January 18, 2018 Subdivision and Land Development Review Committee meeting. The Booher surveying representative indicated he will provide revised plans to the Mifflin County Planning and Development Office prior to the January 25, 2018 Planning Commission meeting.

**Two asterisks represent comments based on revised plans submitted January 22, 2018 from Ronald F. Booher, Professional Land Surveyor.

Administrative

The deed for this parcel shows Delmer L. Youtzy Jr. as a tenant in common and a grantee, along with Marlene H. Stryker. If Delmar L. Youtzy Jr. is not deceased, his signature should be affixed to the application. Also, the owners statement of intent lists Jenell Wagner, Carrie Miller and Stephanie Youtzy as part legal owners. Their signatures should be affixed to the application.

**All requested signatures have been obtained and submitted on page 2 of the application form.

Basic Plan Information

Based on the County GIS files, it appears tax parcel number 13,03-0114 currently owned by Chad Ronk is an abutter and is not shown on the plan. This abutter should be shown in accordance with the Mifflin County Subdivision and Land Development Ordinance (Article 7, Section 7.302A.17).

**This abutter has been added to the plan.

Clean & Green / Agriculture

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

Floodplain / Wetlands

As noted in Note 3, no portion of lots 1 and 2 are situated in the 100-year floodplain. There should be a statement regarding the fact that both lots are not situated in a designated wetland.

**Note 3 indicates the parcel is not identified as having a designated wetland per NWI.

Topographic information

If any contemplated development is proposed, 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.

**Note 7 makes reference to steep slopes which includes any future development is discouraged.

Soils

According to the County GIS files, some portion of lot 1 appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan.

**Hydric soils are listed on sheet 1 of 2.

Setback Lines

Are there any building setback limitation associated with the electric right-of-way? If so they should be listed.

**Further clarification has been added to sheet 2 of 2 in note 5 noting no structures should be built on or near the ROW without contacting the entity in possession of the ROW.

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.).

Cartway Widths

Although it is acknowledged Licking Creek Road has a variable cartway, its range should be labeled on the plan in accordance with the Mifflin County Subdivision and Land Development Ordinance (Article 7, Section 7.202A.11).

*The Booher surveying representative indicated there is a range between 25-35 feet.

Deed Restrictions and Easements

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.

*The Booher 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.

**A copy of the form has been provided.

Sewage Service

Is there on lot septic that serves the existing cabin on lot 1? If so, the location of the septic system should be depicted on the plan in accordance with the Mifflin County Subdivision and Land Development Ordinance (Article 7, Section 7.302A.20). If no on lot septic, is there a privy for the cabin? Are there any sewer facilities on lot 2?

*The Booher surveying representative stated there is no septic on either lot.

Water Service

The water supply location, if any, for lots 1 and 2 should be noted on the plan as prescribed in the Mifflin County Subdivision and Land Development Ordinance (Section 7.302. A.20.). 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.

*The Booher surveying representative indicated there is no water source for either lot.

Signature Blocks on Plan

The Mifflin County Planning Commission signature block should have a line stating Chairman or Designated Representative in place of Director.

**The signature block has been corrected.

Features

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

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.)

Zoning

Bratton Township does not have zoning and reference to the Agricultural Residential District should be removed.

**The revised plan indicates Zoning is not applicable.

Land Development

Since a nonbuilding waiver has been requested, there should be a statement on the plan that includes any contemplated development meeting the definition of land development as defined in the Mifflin County Subdivision and Land Development Ordinance will require the filing of a land development plan and sewage testing.

**Note 6 on sheet 2 of 2 includes this statement.

This plan needs to clearly define the lot line separation between proposed lots 1 and 2 on the insert plan. Based on 2 separate sheets for lots 1 and 2 the delineation is a little difficult to follow.

**The insert map on sheet 1 of 2 shows the lot line separation.

Brown Township (*Municipal Ordinance*)

Name of Plan: Mifflin County Airport - Klimek Hanger

File Number: 2018-01-001

Tax Map #: 14-03-0099-000

Municipality: Brown Township

Applicant Name: Mifflin County Airport Authority

Land Owner Name: Mifflin County Airport Authority

Plan Preparer: Thomas H. Metz Engineering, Inc.

Plan Summary:

The project site, leased to Gerald Klimek, owned by Mifflin County Airport, is situated at 547 Airport Road, Brown Township, Mifflin County, Reedsville, PA, Tax Parcel 14,03-0099-,000. The project will involve the minor grading of approximately 3,600 s.f. of an existing field to accommodate the construction of a single-story, slabon grade, aircraft storage hangar for a private owner (Gerald Klimek). The project will also involve the extension of underground electrical. Owner parking is located inside or at existing hangar.

*One asterisk represents comments generated based on revised plans dated January 17, 2018, a letter dated January 22, 2018 and a copy of a land lease agreement provided by Thomas H. Metz P.E.

Administrative

A land development plan was reviewed by the Mifflin County Planning Commission on April 28, 2011 for a 10-unit T hanger building. This consisted of a 12,088 square foot building on the same site.

An authorized representative from the Airport Authority should sign the application authorizing construction of the hanger. It appears Mr. Gerald Klimek only leases land from the Airport Authority.

*Per the Mifflin County Authority Lease Agreement, VLLC. "No facilities shall be constructed by the Mifflin County Airport Authority", All construction is the sole responsibility of the Lessees". Therefore, the Mifflin County Airport Authority should not sign the application. An "unsigned" copy of the lease agreement is attached to this response to demonstrate the above. A letter from an authorized representative of the Mifflin County Airport authorizing the proposed construction along with a signed copy of the lease agreement shall be furnished at the Mifflin County Authority meeting February 12th, 2018. A copy will be provided to you February 13th, 2018.

Basic Plan Information

All abutters should be shown on the plan, including tax map numbers in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.302.17.).

* The revised cover sheet shows all abutters on the plan with tax map numbers.

Subdivision Information

Property boundary information should be shown for the entire property, including the residual property. If survey data is not available, this information could be supplied via the deed description and could be shown on an inset map in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7, Sections 7.302A.5. & 6.). This information was requested in 2011.

*The proposal is not a subdivision plan. The revised cover sheet shows a key map that shows the entire property boundary including the residual property per the Mifflin County tax parcel.

Although there is reference to the deed book and page number of the subject parcel in development note 2, the Township Zoning Officer should determine if this is sufficient. At a minimum, the plan should show the boundaries of the subject parcel on an inset map by a licensed surveyor.

*The proposal is not a subdivision plan. The revised cover sheet shows a key map that shows the entire property boundary including the residual property per the Mifflin County tax parcel.

Floodplain / Wetlands

As noted in development note 6. and based on the County's GIS files, the parcel is located outside the 100-year floodplain. There should be a statement regarding whether the parcel is or is not situated in a designated wetland.

*The revised note 6 states the site is not situated in a designated wetland.

Soils

According to the County GIS files, the entire property appears to have prime farmland soils.

*All soil types are listed and delineated per U.S. Department of Agriculture, Soil Conservation District. The entire project site is situated within prime farmland soils as indicated on both this and the previously "Approved" Subdivision and Land Development Plan as prepared by Lee-Simpson Associates, Inc.

Setback Lines

The setbacks listed in development note 5 are not accurate based on the Brown Township Zoning Ordinance (Article XI, Section 1104).

*Revised development note 5 to indicate all setbacks per Brown Township Zoning. The revised plan note 5 have not been corrected to accurately show the front, side and rear setbacks.

The minimum lot area in the Industrial Zone is 45,000 square feet, or 1.03 acres, not "no limit" as stated in development note 5.

*Revised plan shows correct area.

The maximum allowable building height is 50 feet, not 40 feet as noted in development note 5.

*Revised plans show correct building height limit.

The minimum lot width should be 200 square feet.

*Revised plans show correct lot width.

Right-of-Way Widths

Airport Road should be labeled on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7, Section 7.302A.14).

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

*Brown Township Subdivision and Land Development Ordinance, Article 7, Section 7.302A.14 states the names of streets within and adjacent to the subdivision". The proposal is not a subdivision plan.

*Revised cover sheet to show key/tax boundary map inclusive of the location of Airport Road. Please note, Airport Road does not abut, nor is adjacent to the "leased tract", nor is it part of the proposal. On the existing plans as scaled at 1"=10', Airport Road is not shown due to it not being close enough to the project site for Airport Road to be shown nor the right-of-way thereof. Additionally, Airport Road does not abut or adjacent to the leased space. All roads as shown thereon are private drives or taxi-ways about the Mifflin County Airport as indicated on the plan.

*Based on the County GIS aerial map Airport Road does abut the tax parcel for the Airport and not the leased area.

Cartway Widths

Based upon the Brown Township Subdivision and Land Development Ordinance, the cartway width of Airport Road is substandard (Article 7, Section 7.202A.11).

*See previous response to right-of-way comment.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7, Section 7.202A.13).

*There are no deed restrictions or easements for the leased space as indicated on Note 2, Sheet Si-1. All applicable restrictions per Mifflin County Authority and the Federal Aviation Administration (FAA) are addressed and indicated via Note 2 which provides reference accordingly.

DEP Sewage Planning Module

Please confirm if there is any sewage planning required.

*No sewage is proposed therefore no planning required.

Sewage Service

If the hanger will be served by public sewer, the sewer line should be shown on the plan and the Sewer Authority should issue a letter acknowledging availability of public sewer.

*No sewage is proposed therefore no planning required.

Water Service

Will the hanger be served by public water? If so, the water supply location should be noted on the plan as prescribed in the Brown Township Subdivision and Land Development Ordinance (Article 7, Section 7.202A.10.).

*No water service is proposed.

Features

All significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.302A.23.). This includes all buildings within 50 feet of the property line.

*Brown Township Subdivision and Land Development Ordinance, Article 7, Section 7.302A.23. states that "All existing buildings, sewers, water mains, culverts, petroleum or petroleum product lines, fire hydrants, dumps and hazardous material sites, septic tanks, wells and other man made features on the property and within fifty feet of the lot(s) being subdivided shall be shown on the plan. No lot subdivision is proposed therefore not applicable.

All significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.302A.29).

*All existing water courses, tree masses, rock outcroppings, stone fields, caverns, sinkholes, floodplains and other natural features are shown for the land to be developed and not the undeveloped residual property which exceeds 20 acres per Brown Township Subdivision and Land Development Ordinance, Article 7, Section 7.302A.29.

Zoning

The zoning for this parcel is industrial, not commercial as labeled in development note 5.

*Revised note 5 to match note 3 in indicating zoning as Industrial. As a side note, please note Mifflin County Tax Parcel incorrectly has zoning for this tax parcel listed as commercial (CX).

Land Development

The plan indicates emergency lighting is required under the International Building Code (IBC). Is this interior, exterior or both? If it is exterior, the lighting is not shown and it should be.

*Both. Emergency lighting as required via the International Building Code (IBC) Section 1006, Means and Egress. Such exterior lighting is shown on the site plan at the means of egress, sheet Si-1 and shall be affixed to the building. Added lighting symbol to legend.

The plan should indicate where the 29 parking spaces are as listed in the plan notes.

*Revised note 7 to indicate location of referred parking spaces. An onsite handicap accessible parking space is provided as required by IBC as shown on the plan. The 20 allocated parking spaces with the 1 additional handicap

(van accessible) parking spaces referred to in note 7 is provided at the airport office as previously submitted and approved in the Subdivision and Land Development plan as prepared by Lee-Simpson Associates, Inc. No additional parking is proposed as such could "constitute a hazard/interference with landing and taking off of aircraft, as referred to in the Mifflin County Airport Authority. Land Lease Agreement (attached). Thus access posted as "authorized vehicle entry only" to the proposed site.

E & S / Stormwater

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

*This is not a subdivision plan. No change is required via the proposal. The proposed as indicated on the plans is strictly for the "construction of a 60'x60' hanger" upon a leased space. This construction is in accordance with the previously submitted and approved Subdivision and Land Development Plan as prepared by Lee-Simpson Associates, Inc. Therefore all circulation and stormwater drainage have been designed, accounted for and previously approved accordingly.

If the land disturbance for this project is greater than 5,000 square feet and less than one acre, an Erosion and Sedimentation Plan is required in accordance with the Pennsylvania Code (Title 25, Chapter 102.4(b)(2)(i) and Sections 5 and 402 of the Clean Streams Law.

*Erosion and Sedimentation control measures are shown on the plan via inlet filter bag installation. Building construction shall be slab on grade therefore no soil stockpile is required. Existing contour slope of existing construction site is near zero. With the only grading being for leveling, no silt sock will be required given the installation of the aforementioned inlet filter bag as shown on the plan.

Other Comments:

1. Does the Airport Authority require their approval of this plan prior to construction?

*Mifflin County Airport Authority approval and copy of the signed lease agreement will be furnished at the Mifflin County Airport Authority meeting on February 12, 2018. Copies of both will be delivered to you February 13, 2018.

2. Who is responsible for the maintenance of the hanger?

*Lease is responsible for maintenance per the Mifflin County Airport Authority Lease Agreement, Article VI. As contained therein, Mifflin County Airport Authority thereby gives consent for construction and publishes all such conditions/regulations and stipulations.

3. How many aircraft can the hanger accommodate?

*Due to varying types and dimensions of potential aircraft, proposed can accommodate 3,600 square feet worth in terms of dimensions. Slab has been designed accordingly.

4. Access to the public road system should be shown on the plan.

*Access to the public road system is shown on the revised cover sheet. Plan is scaled such that the existing public road (Airport Road) is not close enough to be shown on Si-1. Please note, this is not a Subdivision Plan rather only for construction.

5. Is there a circulation plan associated with the proposal?

*This is not a subdivision plan. No change is required via the proposal. The proposed as indicated on the plans is strictly for the construction of a 60'x60' hanger upon a leased space. This construction is in accordance with the previously submitted and approved Subdivision and Land Development Plan as prepared by Lee-Simpson Associates, Inc. Therefore all circulation and stormwater drainage have been designed, accounted for and previously approved accordingly. Circulation at the location of the proposed hanger is restricted to authorized vehicles only. Added restrictive note on the plan onto "Existing Drive".

Brown Township (Municipal Ordinance)

Name of Plan: Happy Holidays LLC, Proposed Office Building

File Number: 2018-01-004

Tax Map #: 14-01-0501; 14-01-052; 14-01-0503; 14-01-0504

Municipality: Brown Township

Applicant Name: Smith, A. J. & Patel, Mehol

Land Owner Name: Smith, A. J. & Patel, Mehol

Plan Preparer: Thomas H. Metz Engineering, Inc.

Plan Summary:

The purpose of this plan is to consolidate tax map parcels 14,01-0501,000; 14,01-0502,000; 14,01-0503,000 & 14,01-0504,000 to create one commercial building lot. The proposed lot is proposed to be served by public water and public sewer.

Basic Plan Information

A land development plan was provided to the Mifflin County Planning and Development Office on December 18, 2017. The project involved the initial construction of a 3,510 s.f. proposed single-story office building along with the construction of a (initially) gravel access drive and parking area to serve the proposed building as well as parking for 8 tractor-trailer or tractors. Additional construction will involve the installation of service laterals for (sewer, water and electric currently situated at the site), underground recharge trench, circulation drives and drive aisles about the structure. The underground installation public of water and sewage utilities will be required for serving the same. Structures for stormwater handling will be required and constructed in an effort to maintain the pre-development runoff rate from the project site.

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

The tax information along the bottom portion of the plan only lists the tax parcel for lot 1 and should include the tax parcel numbers for lots 2, 3 and 4.

Subdivision Information

The application lists lots 1-4 and the subdivision plan lists lot 3 twice. The lot nearest the intersection of Tilbury Lane and Carriage House Lane should be labeled lot 4.

Floodplain / Wetlands

As noted in Notes 5 and 7, there are no floodplains or mapped wetlands on any of the four lots.

Topographic information

Topographical contours at vertical intervals should be displayed on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.202A.6).

Soils

According to the County GIS files, some portion of this property appears to have prime farmland soils. Soils information should be shown on the plan in accordance with the Brown Township Subdivision Ordinance, (Article 7, Section 7.202A.8).

Right-of-Way Widths

Happy Valley Drive should be labeled on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance (Article 7 Section 7.302 A. 14.).

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

Cartway Widths

The cartway width of Happy Valley Drive should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Sections 7.302A.6 and 7.202A.11).

Deed Restrictions and Easements

As noted in Note 3, known covenant(s) existed prior to this subdivision plan. See DB 385, page 602, DB 444, PG 1468 and DB 15, PG 35-37.

Can a copy of the covenants be provided? Do the covenants have any impact on the lot merger?

DEP Sewage Planning Module

Based on a letter dated December 26, 2017 and revised plans dated the same from Tom Metz, all four lots (1-4) have already been accommodated by the surrounding adjoining development. Existing taps were allotted for each lot of 400 gpd for each residence (loading as required by Chapter 71 through 73 of DEP). Now, only a single tap will be necessary for the proposed office facility whereby less than 150 gpd will be generated.

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

Features

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7, Section 7.302A.29)

Derry Township (*Municipal Ordinance*)

Name of Plan: Ettinger, Eric S. & Kathy L.
File Number: 2018-01-003
Tax Map #: 16-01-0104A; 16-01-0104B
Municipality: Derry Township
Applicant Name: Ettinger, Eric S. & Kathy L.
Land Owner Name: Ettinger, Eric S. & Kathy L.
Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to consolidate Lots A and B into a single lot for a proposed single-family residence to be served by on-lot sewage disposal and private well.

*One asterisk represents comments made during the January 18, 2018 Subdivision and Land Development Review Committee meeting.

Basic Plan Information

Based on a site visit conducted January 11, 2018, the site is currently wooded with evidence of recent tree removal.

Subdivision Information

Has the Wright surveying representative verified Mr. Sherman's survey data?

*The Wright surveying representative stated he walked the site and located pins and staked out the location of the septic system and was comfortable with the previous survey.

Floodplain / Wetlands

As noted in Note 5, no floodplains or wetlands are mapped on these parcels.

Setback Lines

Based on the Derry Township Zoning Ordinance Article 2 (Section 204.5), the minimum lot width for a singlefamily dwelling with no public sewer or public water is 300 feet. The lot width is only 235 feet or 390 feet, depending on which is determined the front yard. The Township Zoning Ordinance, (Article 1 Section 112) defines front yard as the area contained between the street right-of-way line and the principal structure. The zoning officer should determine which is the front yard.

*The Wright Surveying representative stated the front will be along the eastern portion of Winding Lane.

Also, the Township Zoning Officer clarified the side yard setbacks on both sides is 10 feet, not 100 feet, as listed in the Township Zoning Ordinance.

Right-of-Way Widths

Based upon the Derry Township Subdivision and Land Development Ordinance, the right-of-way width of Winding Lane is substandard (Part 5, Section 504.2).

Cartway Widths

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

PennDOT HOP / Municipal Driveway Permit

As noted in Note 6, a township driveway permit is required.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Part 4, Sections 402.2.L and 403.L of the Derry Township Subdivision and Land Development Ordinance.

*The Wright surveying representative indicated there are none.

DEP Sewage Planning Module

Is DEP permit number Z154770 authorization for on lot septic for one (1) dwelling unit?

*The Wright surveying representative indicated it is.

Features

Are all natural features shown? If not, all significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Derry Township Subdivision and Land Development Ordinance, (Part 4, Section 402.2.I).

Are all manmade features shown? If not, all significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan in accordance with the Derry Township Subdivision and Land Development Ordinance, (Part 4, Section 402.2.J).

Public Comment

None

Other Business or Comments**Mill Road/Electric Avenue**

The Mill Road/Electric Avenue Committee met January 24th to review a draft version of the study. The committee only suggested a few minor changes to the study and the final version will be presented to the Planning Commission at the February meeting.

Visitor's Bureau

Bill is on the board of the Visitor's Bureau and shared that the Visitor's Bureau has seen that there is no place for people to sit while waiting for the bus in downtown Lewistown. He is working with them to solicit financial support for a bus shelter located near The Embassy to remedy this problem. Outreach has been made to several banks, MCIDC and two bus companies for donations. The estimated cost of the bus shelter is \$7,000. There are approximately seven trips per day through Lewistown. The Visitor's Bureau will work with the Lewistown Borough to maintain the shelter. A longer-term discussion will be whether to move the bus stop to the train station.

Internet

The Internet Advisory Committee continues to meet. The recent Sentinel article seems to have triggered the school district to notify the parents of the availability of the student survey. The Municipal Authority of the Borough of Lewistown is offering to look at using their old abandoned pipes to lay conduit for fiber. There was also discussion of possibly leasing fiber space from electric companies. The committee is applying for the ARC Power Grant in February through SEDA-COG in coordination with four other counties.

Annual Dinner

The annual dinner will be held April 5th at the Lewistown Country Club and will be catered by John Pannizzo. The speaker will be PennDOT Deputy Secretary Ritzman.

Boat Launch

Dan Dunmire found a lot of ice and debris at the boat launch. He is concerned about the trees, but will have to wait til the ice melts to be able to see further damage. He thinks that the ramp looks good structurally, but again will have to wait til the ice melts to better evaluate the site. Dan also added that the boat ramp is helping with local businesses since it is drawing in so many people. He also added that the river trail map needs to be updated because the boat launch is not indicated.

Next Month

The next meeting will be held February 22nd.

Adjournment

Upon no further discussion, the meeting adjourned at 4:38 p.m. upon a motion by Dan Dunmire, which was seconded by Neal Shawver.