

MINUTES
MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING
OCTOBER 26, 2017
MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.

ATTENDANCE

Members

Michelle Bair
Jason Cunningham
Dan Dunmire
Thomas Lake
Dave Pennebaker
Kay Semler
Neal Shawver
Jim Spendiff
Cyle Vogt

Other

Kevin Kodish, Commissioner
Stephen Dunkle, Commissioner
Rob Postal, Commissioner
Susan R. Hunter
Don Kiel, SEDA-COG
Chad Stafford, PennTerra Engineering

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 3:34 p.m.

Record of Public Attendance

Kay reminded everyone to sign the attendance sheet.

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

Approval of Meeting Minutes

Dan Dunmire made a motion to approve the minutes from the September meeting. The motion was seconded by Neal Shawver. All members voted aye.

Natural Gas Cooperative Update

Don Kiel of SEDA-COG presented an update of the Natural Gas Cooperative, which includes Mifflin County. The cooperative now has membership representing five counties, which has increased from the three founding counties. Natural gas is an environmentally cleaner power choice, but better delivery systems are needed. Less than 25% of households have access to natural gas service in all SEDA-COG counties. Although natural gas production continues to increase, consumption in Pennsylvania is steady. A lot of Pennsylvanian natural gas production is sent out of state due to lack of access in Pennsylvania. Natural gas continues to remain 2 – 2.5 times cheaper than heating oil and propane and pricing has remained more stable.

Gas companies are limited in providing new service. They have specific areas where they serve and have to apply for new tariff areas in order to expand service. There are also a lot of old pipes that must be maintained and replaced. They cannot charge new improvements/service to existing customers. There are new tariff-based gas line extension programs available, but are mostly limited to residential users.

SEDA-COG performed two regional gas utilization studies, one was sponsored by the US Economic and Development Administration and included Centre, Clinton and Mifflin Counties. The second study was sponsored by the Appalachian Regional Commission and included the additional counties in SEDA-COG. At least one potential project was identified in each county and discussed with county stakeholders. In Mifflin County, the Milroy interchange area of US 322 was initially targeted as an investment area. Once targeted areas were narrowed down in each county, estimated costs and phases were developed.

In the summer of 2016, the SEDA-COG Natural Gas Cooperative was formed with Clinton, Centre and Mifflin Counties. Perry and Juniata Counties have become members since. It is not a fully-regulated utility, which allows more flexibility to try to develop projects. Each county has two or three board members plus one board member from SEDA-COG. There are several subcommittees. Additional counties may be added in the coming year. Members are mostly limited to counties and they may or may not be a SEDA-COG member. There are no paid employees. The Coop works to determine which projects should be pursued and applies for funding. Gaps can be filled with public-private partnerships with utilities. There are three possible ways to develop and implement a project. The Coop can own and operate the system and contract out what they can't do. The Coop could then sell the system to a utility company after the project is complete. The Coop could also work with a gas company to get service up and running and not own the system. Potential funding sources include the USDA loan program, the Appalachian Regional Commission (ARC), the state through the Last Mile Extension Program also known as PIPE, and the Department of Agriculture.

The project that is the furthest along is in Centre Hall with Hanover Foods. A few years ago, Hanover Foods looked into extending natural gas to their facilities at a cost of \$2-3 million. By working with Columbia Gas and others along the line, it may be possible to extend a gas line to Hanover at a contribution cost of approximately \$36,000. Columbia Gas would own and operate the system, but the SEDA-COG Natural Gas Cooperative would help.

Virtual pipelines fit areas where no existing gas line is nearby. It is not sized for individual homes, but could be used for larger subdivisions. Empire Kosher in Juniata County receives gas this way. A delivery pad is constructed and trailers are parked at the pad. The Coop could build, own and operate virtual pipelines.

Route based delivery is another option the Coop could pursue. This system is better for small to mid-sized customers, but not residential individuals. This could consist of a storage container used to make deliveries to customers using truck deliveries with no pipeline or could consist of a large storage container connected to multiple customers via a pipeline.

The Capital Projects Committee looks at questions such as can we build it, should we build it and if so, how do we build it? Criteria are established for prioritization and evaluation. Three priority project areas have been reviewed in Mifflin County. These include the Milroy Interchange area east of US 322, Pleasant Acres East and the Freedom Avenue Area. Hawbaker had been interested in extending a pipeline to their asphalt in Milroy, but this is in limbo as far as the cooperative is concerned. The Milroy project still has merit even without the asphalt plant. The project in Pleasant Acres East would try to extend pipelines through the neighborhood. Other projects are being considered in other member counties as well.

The Coop will continue to finish their Business Plan and Market Analysis projects by working with consultants. This will give the Coop guidance and direction for what they should be doing in terms of projects, financing, funding, partnerships and other items they might be missing because they are not engineers. The consultants were asked to develop a model to evaluate projects by going through a series of steps to help address areas and make decisions about projects.

Don explained that the counties can partner with various entities to help pay the membership fee. The counties also choose who they want on the board. Right now, only counties may join the cooperative.

Commissioner Dunkle asked if there was any discussion in Harrisburg to develop a program patterned after Rural Electric Coops. Don was not aware of any discussions on a statewide basis and stated this is why SEDACOG became involved. Additional discussion included whether a new severance tax on the Marcellus shale gas could be allocated to keep the gas in the state. He responded DCED wants to keep gas in Pennsylvania.

Jim Spendiff asked if there are other models or states who have dealt with this. Don Kiel said there were not many coordinated statewide efforts. North Carolina has more of a statewide initiative to support programs, but our budget is not as good. Ohio formed a gas buying cooperative to get better pricing and Georgia has a municipal gas authority, which is not allowed in Pennsylvania. Don also noted that longer distance transmission companies do not want to open their lines for distribution. While it can be done, it is difficult. These pipelines are usually located in places where there is less development. New pipeline construction costs approximately \$1 million per mile to build.

Subdivision and Land Development Review Committee Report

Six plans were submitted to the committee for review, four under Municipal Ordinance and two under County Ordinance. The four plans under Municipal Ordinance included Patricia D. Ritter (*Decatur Township*); First Quality Baby Products (*Granville Township*); TowerCo Telecommunications Tower @ 6070 SR 103 N (*Granville Township*); and Big Valley Thrift and Gift (*Union Township*). The two plans under the County Ordinance included Edwin E. & Karen L. Snyder (*Wayne Township*) and William A. Jr. Nearhood and Judy Cresswell (*Wayne Township*).

Jim Lettiere reviewed the Big Valley Thrift and Gift plan in further detail. These plans were revised just prior to the Subdivision Review Committee meeting. This plan proposes to develop a 9,600 s.f. building with related parking and stormwater. Many comments were addressed. No further discussion was held upon Jim's review of the comments. Jim added that the letters that will be sent for the plans under County Ordinance will include the additional language that was approved last month. He also received revised plans for the First Quality Baby Products plan and requested additional time to review them.

Dan Dunmire made a motion to conditionally approve the comments of the two plans in Wayne Township under the county ordinance. Jim Spendiff seconded the motion. All members voted aye.

Dan Dunmire made a motion to accept the comments of the four plans under municipal ordinance with the condition that Jim may change the comments after a second review of the revised First Quality Baby Products plan. Jim Spendiff seconded the motion. All members voted aye.

Decatur Township (*Municipal Ordinance*)

Name of Plan: Ritter, Patricia D.
File Number: 2017-10-004
Tax Map #: 15-23-0210A
Municipality: Decatur Township
Applicant Name: Ritter, Patricia D.
Land Owner Name: Ritter, Patricia D.
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 and Lot 1 currently share the same tax map number, but are on separate deeds with separate chains of title. Lot A was created in 1959 and Lot 1 in 1968. The residual tract, Lot 1, has had soils testing done for a proposed single-family residence to be served by on-lot sewage disposal and private well.

Setback Lines

The setback lines for Lot Addition A are not shown. The setback lines should be shown on the plan as prescribed in the Decatur Township Subdivision and Land Development Ordinance (Section 603.2A(10)).

*The Wright Surveying representative indicated there are no plans to construct anything in lot addition A.

The existing house is within the building setbacks and is considered an existing non-conforming structure.

Right-of-Way Widths

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

Cartway Widths

Based upon the Decatur Township Subdivision and Land Development Ordinance, the cartway width for Dormantown Road is substandard (Section/Table 1).

PennDOT HOP / Municipal Driveway Permit

Plan Note #4 states a driveway permit is required.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 603.2A(6) and 603.2B(7) of the Decatur Township Subdivision and Land Development Ordinance.

*The Wright Surveying representative indicated there are none.

Lot Addition

1. A lot combination symbol showing Lot Addition A and Lot A being joined should be on the plan.
2. A lot addition plan should include an inset plan showing the general location to better determine the geographic location of the lot addition.

Features

All significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan. (Decatur Township Subdivision and Land Development Ordinance, Section 602.2A(10))

*The Wright Surveying representative indicated there are none.

Granville Township (Municipal Ordinance)

Name of Plan: First Quality Baby Products, LLC- Phase 2C Connect

File Number: 2017-10-005

Tax Map #: 17-12-109

Municipality: Granville Township

Applicant Name: First Quality Baby Products, LLC- Phase 2C Connect

Land Owner Name: First Quality Baby Products, LLC- Phase 2C Connect

Plan Preparer: PennTerra Engineering, Inc.

Plan Summary:

The purpose of this plan is to develop the civil engineering planning for Land Development of the properties of First Quality Baby Products for the Phase 2C Connector Building, specifically the development/construction, land and building development for tax parcel 17-12-109 in Lewistown Granville Township, Mifflin County, Pa. The Phase 2C Connector Building is a 43,444 +/- square feet building connecting the Phase 2A Elm Building to the Phase 2B Rubik Building of which approximately 1/2 of that building is currently built. The Connector Building is intended to "physically" connect the two buildings together as they are not directly, currently connected. The Connector Building will streamline the logistics for people and materials to transfer between the Elm and Rubik buildings. Additional development will include ten docks included in the Connector Building with a concrete dock apron for the ten docks as well as a paved drive connecting the docks to the northernmost site driveway. Minor stormwater collection and conveyance facilities are being developed to capture and convey the stormwater to the existing and previously full-build out designed stormwater conveyance and collection system that flows to the Stormwater Base "A" Wet Pond. Note that the existing development area is already fully stoned and developed as a large "pad" currently. Minor modifications

(simply the addition of a Rubik High Bay Building expansion) will be necessary to develop the remaining future Phase 2B Rubik Building full build-out.

Note that the planned Connector Building was included with the Phase 2B Rubik Land Development Plans. The other purpose of these plans are to depict the now "final" detail of the footprint of the building and the final planned driveways and pads to be built.

Administrative

The subdivision application form should be signed by the municipality.

**The Penn Terra Engineering representative submitted revised plans dated October 26,2017. Two asterisks represent updated comments based on the revised plans.

Basic Plan Information

This facility was last reviewed by the Mifflin County Planning Commission February 28, 2013. The project involved the construction of two buildings, Phase 2A-Elm Building consisting of 560,358 square feet and Phase 2B-Rubik Building consisting of 474,113 square feet.

All abutters should be shown on the plan, including tax map numbers, in accordance with the Granville Township Subdivision and Land Development Ordinance (Article 6, Section 6.202 a.16).

**All abutters have been identified on the plan.

The tax parcel numbers on the application and the labels 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.

*There appears to be an additional zero in the tax parcel numbers for each abutter.

Floodplain / Wetlands

As noted in note 8, the property is not located in the 100-year floodplain, nor is the proposed construction activity in a designated wetland; however, there are wetlands on other sections of the site.

Soils

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

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

Right-of-Way Widths

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

**Blue Juniata Drive has been identified on the plan, however, there is no width range for the right-of-way. Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way widths of Loop and Locust Roads are substandard (Table 1).

Cartway Widths

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

Based upon the Granville Township Subdivision and Land Development Ordinance, the cartway widths of Loop and Locust Roads are substandard (Table 1).

**Blue Juniata Drive has been identified on the plan, however, there is no width range for the cartway.

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 6.302.a.6 and 6.302.b.7 of the Granville Township Subdivision and Land Development Ordinance.

*The Penn Terra Engineering representative indicated there are none.

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.

*The Penn Terra Engineering representative indicated no sewage facilities are part of the connector or dock.

Water Service

The water supply location should be noted on the plan as prescribed in the Granville Township Subdivision and Land Development Ordinance (Article 6, Section 6.302 a.11).

*The Penn Terra Engineering representative indicated there is a water loop around the property and he will identify this on the plan.

**The water supply location has been identified on the plan.

Land Development

Is there any proposed lighting for the project? If so, is it depicted on the plan?

E & S / Stormwater

Does this plan propose over an acre of earth disturbance? This proposal may require Erosion and Sedimentation (E & S) provisions included with the plan submission. The applicant should contact the Mifflin County Conservation District.

*The Penn Terra Engineering representative indicated the NPDES permit for this site has been updated 6 times for this project and remains valid. An E& S plan has been submitted to the Conservation District.

Other Comments:

1. Will the level of service LOS levels for the adjoining roadways change as a result of the project?
2. Will there be any additional on site signage? If so, their locations should be depicted on the plan.
3. Has the Township Engineer reviewed the plan?
4. Please note what the parking dimensions are per space.
5. Sheet 4 points to 15 existing parking spaces, but it is hard to tell the spaces are actually present based on the plan depiction.

*The Penn Terra Engineering representative indicated there is no additional employees as a result of this project and therefore no additional parking required.

6. The project narrative on sheet 4 discusses the proposed building connection that will be 43,444 square feet in size. However, plan sheet 4 also shows proposed delayed building connector construction of 4,243 square feet. Is this part of the plan review and if so, should be listed on the project narrative. The plan also shows proposed future buildings. Will these be part of an upcoming land development?

*The Penn Terra Engineering representative indicated he will respond in writing to the County's comments.

**The delayed building connector building has been added to the narrative.

Granville Township (Municipal Ordinance)

Name of Plan: TowerCo Telecommunications Tower @ 6070 SR 103 N

File Number: 2017-10-001

Tax Map #: 17-14-0102-000

Municipality: Granville Township

Applicant Name: TowerCo (Agent: Brent Gannon)

Land Owner Name: Treaster, Barbara

Plan Preparer: W. Jeffrey Nagorny

Plan Summary:

Proposed facility will consist of a new 190'-0" proposed self support tower and a new 75'-0"x 75'-0" fenced compound will house equipment for transmission and reception of wireless communications.

Administrative

Plans submitted should be no larger in size than 36" x 48".

Although the plans submitted are 17" x 11", the Recorder of Deeds Office requires a minimum size of 24" x 36" for recordation.

The subdivision application form should be signed by the municipality.

Subdivision Information

Although there is a parent parcel description, which appears to be deed description, and there is a surveyor certification stating the property was surveyed, there appears to be no metes and bounds description for the property, including the total acreage and there should be in accordance with Article 6, Sections 6.202 a.7 and 6.302 a.9 of the Granville Township Subdivision and Land Development Ordinance.

The registered land surveyor's seal must be affixed to the plan prior to recordation.

Floodplain / Wetlands

According to general note 9 of sheet 3 of 24 and the County's GIS files, the site is not located in a 100-year floodplain. It should also be noted on the plan that the site is not located in a designated wetland.

Topographic information

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

Right-of-Way Widths

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

PennDOT HOP / Municipal Driveway Permit

Has an application been filed for an HOP permit since the plan shows a gravel access drive directly onto SR 103?

A PennDOT Highway Occupancy Permit (HOP) is required as prescribed in the Municipalities Planning Code (Section 508 (6)). A copy of the permit should be provided to the Granville Township Planning Commission.

A notation about the requirement stating: Any access via a State Highway to lots shown on this subdivision plan will require the issuance of a PennDOT Highway Occupancy Permit (HOP). PennDOT regulations provide that a Highway Occupancy Permit is required prior to constructing, altering or exceeding the permitted capacity for any access connected onto a State Highway. A Highway Occupancy Permit is also required prior to altering the existing pattern or flow of surface drainage or directing additional surface drainage onto or into the highway right-of-way or highway facilities. Approval of this plan neither implies nor guarantees permit approval by PennDOT.

Private Street / Shared Driveway

If a private access drive is proposed, appropriate supporting information (i.e. the length(s), curve(s), tangent(s), angle(s), right-of-way width, cartway width, and if applicable, a road profile) should be provided on the plan.

If a private access drive is proposed, the plan should be reviewed by the Granville Township Engineer.

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

Deed Restrictions and Easements

Deed restrictions and easements associated with the property, if any, should be provided in accordance with Sections 6.302.a.6 and 6.302.b.7 of the Granville Township Subdivision and Land Development Ordinance.

DEP Sewage Planning Module

Since there is no proposed public or private sewer proposed, please confirm no sewage planning is required.

Based on this note, which also refers to no on lot sewer facilities, a note should be on the plan that no further development will be allowed without sewage testing and provisions for water tied to an updated land development plan.

Water Service

The plan notes in general note 6 on sheet 2 of 24 that no potable water is proposed for the operation of this facility.

Signature Blocks on Plan

A signature block should be on the plan acknowledging the review of for the Municipal Planning Commission.

Granville Township has their own signature block relative to the County being provided an opportunity to comment. Please consult with the Township regarding the language for this signature block.

Features

All significant natural features, including swales, ditches, trees, water courses, sinkholes, rock out-cropping, etc. should be shown on the plan in accordance with the Granville Township Subdivision and Land Development Ordinance (Article 6, Section 6.202 a.9).

Zoning

Zoning information should be stated on the plan.

Since the Township's Zoning Ordinance does not define cellular or telecommunications towers and the agricultural residential district does not specifically allow or prohibit the construction of a telecommunication tower, has the zoning officer determined this use as an essential service? If so, this is an as right use in the Agricultural Residential District. Is this use allowed by right based on the Telecommunications Act of 1996?

E & S / Stormwater

If this project disturbs 5,000 square feet and less than one (1) acre, an erosion and sedimentation control plan is required. There are erosion control details and notes on drawing sheet ES-2.

Other Comments:

1. The Township's zoning ordinance does not appear to have height limits established for fences. The Zoning Officer should determine if an eight (8) foot fence is permitted.
2. The fence depicts 3 strands of barbed wire and in accordance with the Township's zoning ordinance (Article 5, Section 5.501a), barbed wire fences are prohibited excepted in areas used for agricultural purposes.
3. Does the lease agreement provide for who is responsible for maintenance?
4. Is an obstruction evaluation required in accordance with the Federal Aviation Administration's (FAA) regulations?
5. Access to the lease area should be better delineated on sheet C-1.

*The Engineering representative indicated they will respond to the County's comments and believe they can adequately address each item.

Union Township (*Municipal Ordinance*)

Name of Plan: Big Valley Thrift and Gift
File Number: 2017-10-006
Tax Map #: 20-06-0115
Municipality: Union Township
Applicant Name: Big Valley Thrift and Gift
Land Owner Name: Big Valley Thrift and Gift
Plan Preparer: PennTerra Engineering, Inc.

Plan Summary:

This plan proposes to develop a 9,600 s.f. building with related parking and stormwater.

Administrative

**The Penn Terra Engineering representative submitted revised plans dated October 19, 2017. Two asterisks represent updated comments based on the revised plans.

Basic Plan Information

The Sharp Shopper facility was reviewed by the Mifflin County Planning Commission as a land development plan in April 2013.

The abutter having tax parcel 20, 06-0115 should be shown on the plan in accordance with the Union Township Subdivision and Land Development Ordinance (Article IV, Section 403.1.d). This is the Sharp Shopper facility.

**The abutter has been identified on the plan.

Although a plan narrative is contained in sheet 1, it is not as detailed as what is provided in the stormwater management analysis. You might consider placing this on the plan.

Subdivision Information

The tax parcel 20, 06-0115 is the location of Sharp Shopper. The 1.182 acre parcel was subdivided from the Sharp Shopper parcel in June 2017. It was subsequently recorded with a separate deed and assigned tax parcel 20, 06-0115C. This tax parcel number should be labeled on the plan.

**The Big Valley Thrift and Gift parcel has been identified on the plan.

Clean & Green / Agriculture

The County's Assessment records indicate 15.15 acres have been removed from the Clean and Green program, which is the parent parcel for the Sharp Shopper facility and the newly created 1.182 acre site is for Big Valley Thrift and Gift.

Floodplain / Wetlands

As noted in general note 8, the property is not located in a 100-year flood plain or designated wetlands and the County's GIS files verifies the same.

Soils

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

Cartway Widths

The cartway width range of East Main Street SR 0655 should be shown on the plan in accordance with the Union Township Subdivision and Land Development Ordinance, (Article IV, Section 402.2.2).

**The cartway width range has been shown on the plan.

PennDOT HOP / Municipal Driveway Permit

No driveway permit is required since it is off of a private drive.

As noted in general note 9, a notation about the PennDOT requirement states: Any access via a State Highway to lots shown on this subdivision plan will require the issuance of a PennDOT Highway Occupancy Permit (HOP). PennDOT regulations provide that a Highway Occupancy Permit is required prior to constructing, altering or exceeding the permitted capacity for any access connected onto a State Highway. A Highway Occupancy Permit is also required prior to altering the existing pattern or flow of surface drainage or directing additional surface drainage onto or into the highway right-of-way or highway facilities. Approval of this plan neither implies nor guarantees permit approval by PennDOT.

Private Street / Shared Driveway

Since there are two separate and distinct owners for Sharp Shopper and the Big Valley Thrift and Gift store and a private drive from SR 0655 will be used by more than one party, a shared driveway agreement should be 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."

**The shared driveway agreement language has been added to the plan as note 10.

Deed Restrictions and Easements

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

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.

Sewage Service

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

Water Service

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

Features

The site plan should depict the Sharp Shopper building in relation to the proposed thrift shop.

Land Development

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

Although sheet 5 depicts a lighting plan, there are no light poles labeled and there is no lumen information.

**The revised plans show a lighting plan including the lumen information.

The plan shows thirty-four (34) parking spaces. The commercial parking requirement is one (1) space for every 200 square feet of floor area. Please confirm if the public floor area is 6,800 square feet and not 9,600 square feet.

*The Big Valley Thrift and Gift representative indicated the public floor area is approximately 6,000 square feet.

The parking provisions have been met.

What is the access width at the driveway opening into the facility from Lot 1? What is the travel width around the building?

Is there a landscaping plan for the proposed facility?

E & S / Stormwater

Has the NPDES permit for Sharp Shopper been closed out in accordance with the Union Township Zoning Ordinance (Article V, Section 501.2B)? Did that NPDES permit include the Big Valley Thrift and Gift project?

Please clarify if earth disturbance for this project will be under one (1) acre or more.

*The Big Valley Thrift and Gift representative indicated earth disturbance will be under 1 acre.

Other Comments:

1. What consultation, if any, will be required from PennDOT for additional development into adjacent lands based on the existing HOP permit? Can the existing HOP permit number referenced on the plan?

2. Can the existing stormwater retention and detention accommodate the additional impervious surface of the building and parking lot?

*The Big Valley Thrift and Gift representative indicated the Engineer who designed the stormwater plan indicated it can.

*The Big Valley Thrift and Gift representative indicated there will be a hitching post located near the entrance drive from the existing Sharp Shopper parking lot.

*The Big Valley Thrift and Gift representative indicated he will attempt to revise the plans based on the County's comments and have them to our office by next Thursday, October 26, 2017.

Wayne Township (County Ordinance)

Name of Plan: Snyder, Edwin E. & Karen L.
File Number: 2017-10-002
Tax Map #: 21-19-0334; 21-19-0335
Municipality: Wayne Township
Applicant Name: Snyder, Edwin E. & Karen L.
Land Owner Name: Snyder, Edwin E. & Karen L.
Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to consolidate Lots A & B into a single lot for a single-family residence served by public sewer and water.

Administrative

Tax parcels 21-19-0334 and 0335 are listed in the GIS files under James and Madeline Moist, but recent sales list William Nearhood, not Edwin and Karen Snyder. Please verify.

*The Wright Surveying representative indicated Instrument number 2017-3980 shows the parcels are currently owned by the Synder's.

Basic Plan Information

Adjoining parcel t.m. 21-19-0336 lists William Nearhood as the owner, yet the County GIS files show the owner as James Moist. Please confirm the owner of the adjoining property.

Topographic information

There is no topographical information as noted in Note #1. The County Subdivision and Land Development Ordinance does not require topo information for a lot addition. Is the applicant treating this lot consolidation like a lot addition?

*The Wright Surveying representative indicated there are no topographical lines since the area is very flat.

Soils

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

Right-of-Way Widths

The right-of-way widths for Shaver Street and Shaversville Circle should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A6).

There appears to be an unnamed street or alley across from the property and should be either named or labeled as an unnamed and unimproved street. There is also an unnamed alley that adjoins the southwest boundary.

The right-of-way is only 15 feet wide.

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

Cartway Widths

Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway width for Adams Street is substandard (Section 4.204 F).

The cartway widths for Shaver Street and Shaversville Circle should be shown on the plan (Mifflin County Subdivision and Land Development Ordinance, Section 7.202.A.11).

The cartway for the unnamed alley is only 12 feet wide, which is not sufficient for two-way travel. Is this a one-way alley? If so, it should be noted on the plan.

PennDOT HOP / Municipal Driveway Permit

Even though Adam Street is a private street, the township road master should review the proposed driveway opening.

Private Street / Shared Driveway

Does the deed for Adams Street allow for multiple users of the street?

*The Wright Surveying representative indicated it does but currently is only used by one party.

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) Adam Street is a private street.

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

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

*The Wright Surveying representative indicated he will consult with DEP to verify if this form is required.

Sewage Service

A letter from the municipality acknowledging availability of public sewer should be submitted to the Mifflin County Planning Commission.

Water Service

A letter from the municipal water authority acknowledging availability of public water should be submitted to the Mifflin County Planning Commission.

Lot Addition

A lot combination symbol should be shown on the plan (Mifflin County Subdivision and Land Development Ordinance, Section 7.320.A21).

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. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.20)

*The Wright Surveying representative indicated the aerials dated April 2017 showed buildings on the parcels, however, since April, they have been demolished.

Wayne Township (County Ordinance)

Name of Plan: Nearhood, William A. Jr. & Cresswell, Judy
File Number: 2017-10-003
Tax Map #: 21-19-0336; 21-19-0337
Municipality: Wayne Township
Applicant Name: Nearhood, William A. Jr. & Cresswell, Judy
Land Owner Name: Nearhood, William A. Jr. & Cresswell, Judy
Plan Preparer: Wright Land Surveying

Plan Summary:

This plan proposes to consolidate Lots A & B into a single lot.

Administrative

Tax parcels 21-19-0336 and 0337 in GIS files show James and Madeline Moist, but recent sales list William Nearhood and not Judy Cresswell as the owner. Please verify.

Topographic information

There is no topographical information as noted in Note #1. The County Subdivision and Land Development Ordinance does not require topo information for a lot addition. Is the applicant treating this lot consolidation like a lot addition?

Soils

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

Right-of-Way Widths

There appears to be an unnamed street alley across from the property and should be either named or labeled as an unnamed and unimproved street. There is also an unnamed alley south of the property boundary.

The right-of-way widths for Shaver Street and Shaversville Circle should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A6).

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

Cartway Widths

The cartway widths for Shaver Street and Shaversville Circle should be shown on the plan (Mifflin County Subdivision and Land Development Ordinance, Section 7.202.A.11).

Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway width for Adam Street is substandard (Section 4.204 F).

The cartway for the unnamed alley is only 12 feet wide, which is not sufficient for two-way travel. Is this a one-way alley? If so, it should be noted on the plan.

PennDOT HOP / Municipal Driveway Permit

Even though Adam Street is a private road, the township roadmaster should review the proposed driveway opening.

Private Street / Shared Driveway

Does the deed for Adam Street allow for multiple users of the street?

*The Wright Surveying representative indicated it does but is currently used by one party.

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) Adam Street is a private street.

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

We are assuming this will be a building lot.

*The Wright Surveying representative indicated it is not a dwelling lot, but a lot proposed for the construction of a garage with no sewage service.

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

Sewage Service

A letter from the municipality acknowledging availability of public sewer should be submitted to the Mifflin County Planning Commission.

Water Service

A letter from the municipal water authority acknowledging availability of public water should be submitted to the Mifflin County Planning Commission.

Lot Addition

A lot combination symbol should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A21)

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. (Mifflin County Subdivision and Land Development Ordinance, Section 7.302.A.20) There is an existing garage and shed on the parcel.

*The Wright Surveying representative indicated the shed has been demolished after April 2017 and is no longer on the parcel.

Other Comments:

If this is not going to be a building lot, the plan should note this.

*The Wright Surveying representative indicated it is not a dwelling lot, but a lot proposed for the construction of a garage with no sewage service.

Public Comment

None

Other Business or Comments

A committee meeting regarding Mill Road was held Wednesday, October 25th. Three alternatives were narrowed down to one preferred alternative by the committee. This alternative will be shared at a public meeting to be held Wednesday, November 1st at the Derry Township building.

A recent meeting was held with the Internet Advisory Committee. They have proposed a web-based site where residents can place complaints when they can't get resolution from their provider or need service.

Adjournment

Upon no further discussion, the meeting adjourned at 4:49 p.m. upon a motion by Michelle Bair, which was seconded by Dan Dunmire.