

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**AUGUST 27, 2020**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM A – 3:30 P.M.**

**ATTENDANCE**

Members

Dan Dunmire  
Dave Pennebaker  
Michelle Bair  
Tom Lake  
Neal Shawver  
Kay Semler  
Jason Cunningham  
Cyle Vogt

Other

Robert Postal, Commissioner  
Kevin Kodish, Commissioner  
Angela Watson, PennDOT  
Jennie Granger, PennDOT  
Michael Hartley, Sowinski Sullivan  
Jim Saylor, SEDA-COG  
Mary Herto, Granville Township  
Venus Shade, Lewistown Borough

Staff

Mark Colussy, Director  
Paula Hoffman, Planning Clerk

**Call to Order**

Tom Lake, Vice Chair, called the meeting to order at 3:33 p.m. via hybrid in-person and teleconference meeting.

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

**Record of Public Attendance**

Paula Hoffman recorded public attendance, because the meeting was held both in-person and via teleconference.

**Approval of Meeting Minutes**

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

**Lewistown Amtrak Station Conceptual Design Presentation**

Jennie Granger, Deputy Secretary of Penn DOT, gave an update. PennDOT approached to investigate some enhancements around the Lewistown Train Station for Multimodal and how to better utilize the space available in their previous meeting in December. Today, Mike will present information and then circle back to the township, borough, and surrounding stakeholder including the owner of the station for what concepts do we want to advance. Ms. Granger turned the presentation over to Michael Hartley, Sowinski Sullivan Consolidating, working for PennDOT in this case.

Mike presented 27 slides on three different concepts focusing on outcome, conclusions and concept designs from the study. All concepts designed to be sensitive to historic conditions. Mark has copies of the designs. Three main areas to focus on are modifications of the station facility itself and site, improving inter model and connectivity to the Lewistown Borough.

First concept-Waiting room currently has 1 or 2 benches. Most of the footprint is achieved. Modify waiting room and entrance. Modify family toilet to ADA accessibility and requirements. Easily able switch window

and door. Discussion to leave door on both sides. Similar to Connellsville Station which was opened a few years ago. Free standing waiting room with open site lines.

Second and Third concepts connecting downtown and training station. Current conditions no bicycle lanes and walking paths. Fullington Trailways stops downtown Lewistown traveling from State College to Harrisburg daily stopping in Lewistown. Objective to get a full-size bus on site at train station. Investigate turning radius of bus to connect downtown. Bus turning on the right to stay in property lines. Connecting parking areas to existing platform. Separating pedestrians from bus loop. Each concept has twists on bus loop and canopy waiting area. Both have additional parking. These concepts include lighting standards. Incorporating sidewalks and bike lanes to the 103 bridge and after bridge. ADA requirements for track crossings also incorporated.

Still a discussion on funding of this project. Funding streams have not been identified.

Restroom must be accessible. Amtrak pays the local organization to make things accessible (plowing of parking lot, electrical). This is an agreement through Amtrak and the owner. Trying to get Amtrak two runs a day. Pre-existing condition for accessible restrooms. Restroom could be closed down if contract is changed with Amtrak and the owner. Restrooms are not needed at station but should meet ADA requirements if accessible.

Fullington Trailways is interested in the improvements at the station and potential of additional bus stops. Penn State has little to no interest. Bad time due to COVID 19. Wouldn't say they will never be interested.

If bus route adopted, this would eventually eliminate the bus route in downtown. One reason for this evaluation.

Mike has provided to Mark Colussy a ballpark estimate of cost. Mark has estimate of cost, if interested.

### **Subdivision and Land Development Review Committee Report**

Eight plans submitted to the committee for review. Five from Bill Wright, two from Bill Sarge and one from Dan Taptich. Six plans are minor subdivision plans, one lot addition and one lot reconfiguration/adjustment. Out of the eight plans, one was in Bratton Township, county ordinance, one Brown Township, three Decatur Township, one Derry Township, and two in Oliver Township.

### **County Subdivision Plans**

One plan under County Ordinance. Robert S. Ritchey plan created by Bill Wright. Creating Lot 2 for single family residence to be served by on-lo sewage disposal and private well. The residual track, Lot 1, has an existing residence with no new development.

### **Municipal Subdivision Plan**

One plan, the Robert E. and Janelle Ruby plan is considered to be in Oliver Township. Note that the plan is in two townships and Oliver Township being the largest and has the most impact. Mark recommended Oliver Township have approval authority. Not a lot of space to build on due to flood lands. Oliver Township setbacks should be referenced. Existing shed on existing lot should be removed. Intending to put a right of way to access Lot 2. Fairview Road driveway must be closed for lack of sight distance. Add driveway off Millers Quarry since majority people should be driving at a slow rate of speed. Concern of house being on fringe of floodplain and setbacks so they will need to abide by different township ordinances. Well and septic qualifications were mentioned also.

Other plan to talk about is the Merle E. Kinslow plan in Decatur Township. Four lots are being reconfigured to be different sizes. Still four lots.

Tom entertained a motion to accept the 6 plans under the Municipal Ordinance. A motion was made by Kay Semler with exception of the Ruby plan to add comment abiding to the Oliver Township ordinance to structures near wetland and Neil Shawver seconded the motion. All members voted aye. Mark suggested to make an official motion for the Ruby plan to defer approval to the Oliver Township Supervisors. Motion was made by Dan Dunmire and Neil Shawver seconded the motion. All members voted aye.

Tom made the motion to conditionally accept the 1 plan under County Ordinance. A motion was made by Dan Dunmire and Neil Shawver seconded the motion. All members voted aye.

### **Excellence Award – Jim Spendiff**

Mark announced Jim Spendiff has sent a letter of resignation due to health condition. Jim spent a number of years on Mifflin County Planning Commission, served on the board for MCIDC, on Review Committee for Mifflin County Planning Commission and served as chairman for a number of years. Committed to making the Community better in a lot of different ways. The Excellence Award is a joint effort between the Planning and County commissioners. Mark suggests offering the Planning Excellence Award to Jim Spendiff for all his years of service. Also, working with the county commissioners to present a proclamation at their public meeting next Thursday for all Jim's accomplishments throughout the years. Dan Dunmire officially made the motion to approve Jim to receive the Planning Excellence Award for 2020 and Kay Semler seconded the motion. All members voted aye.

Get Well card available to sign. If anyone needs Jim's address, Mark would be able to give it to you.

### **Public Comment**

Kay Semler thought presentation interesting to actually see something in the works. Cooperation from the Borough is a concern. Mark to discuss more with Venus Shade, the Borough Manager. Mary Herto, Granville Township Manager, was in attendance for the Granville Township. Venus ask the question about moving the bus shelter.

### **Other Business**

Final draft received Tuesday for the Victory, Rec, Kish Park feasibility study. Study connecting Victory Park to Rec Park to the Stone Arch Bridge and then up to Kish Park. Potential to wrap up project and look at funding issues.

Relief Grant is live. Small Business and non-profit is open until Thursday. Municipal and broadband are open for another 25 days. A lot of businesses gathering documents. Flyers are being hung in different locations. Tell people about this. Webpage: [restoremifflincounty.com](http://restoremifflincounty.com) September 17 at the Commissioners meeting is targeted to start signing the first round to release the grants. Doing multiple rounds. First round targeting small businesses and non-profit who did not receive previous CARES Act or other Federal Funding.

CDBG Funds-Funding laptops to provide to students with disabilities and low income students throughout the district. Coinciding with Relief Grant Funds.

Discussion about Filing a Multimodal Transportation Fund application for North Wayne Street corridor connecting to the Main Street corridor. Grant source originally due in July. Extended to end of September due to COVID.

Housing Rehabilitation back on line. New electrical engineer on board and working out well.

Reedsville Streetscape Projects had some delays but still moving forward.

Hot-spots are not going to be per laptop. School District doing surveys to see which homes have broadband and which do not. Hot spots to be put in public facilities so people can go and download assignments/homework. Guidelines changing weekly on the CARES Act. Trying to get the most benefit for the community.

### **Adjournment**

Kay Semler motioned to adjourn the meeting, while Jason Cunningham seconded the motion Tom Lake adjourned the meeting at 4:42 p.m.

### **Bratton Township (County Ordinance)**

Name of Plan: Ritchey, Robert S.

File Number: 2020-08-001

Tax Map #: 13-03-0112

Municipality: Bratton Township (County Ordinance)

Plan Preparer: Wright Land Surveying

Land Owner Name: Ritchey, Robert S.

Applicant Name: Ritchey, Robert S.

### **Plan Summary:**

This plan proposes to create Lot 2 for a single-family residence to be served by on-lot sewage disposal and private well. The residual track, Lot 1, has an existing residence with no new development.

### **Action Taken:**

The County approved the plan conditionally based on meeting the following conditions within the next 90 days. If these requirements are not completed within 90 days, the approval is void. If necessary, extensions can be requested by the applicant before the end of the 90 days.

### **Review Comments (List from Review Committee):**

#### **Floodplain / Wetlands**

The plan notes (Note 4) the site does not lie within a 100 year floodplain or designated wetland. (See Sections 7.302.A.23 and 25 of the Mifflin County Subdivision and Land Development Ordinance)

#### **Setback Lines**

The setback lines are shown on the plan as prescribed in the Mifflin County Subdivision and Land Development Ordinance (Section 7.302. A10).

#### **Right-of-Way Widths**

The right-of-way accessing proposed Lot 2 does not meet the road provisions of the Mifflin County Subdivision and Land Development Ordinance (Section 4.204.F.1) for a Private Street (50'). However, since only Lot 2 and the Miller property (T.M. 13-03-0117) are expected to use this right-of-way, this will be only considered a shared driveway. Additional right-of-way should be provided by the applicant as a condition if there is future development along this drive.

#### **Cartway Widths**

The cartway width should be shown on the plan (Mifflin County Subdivision and Land Development Ordinance, Section 4.205.6.4). The width shall be in compliance with Section 4.204.F.1 of the Subdivision and Land Development Ordinance. Since this is considered a shared driveway at this time, the minimum width shall be 16'.

#### **Private Street / Shared Driveway**

It appears that both proposed Lot 2 and the abutter, Miller (T.M. 13,03-0117) utilize the same drive. The plan does have a shared driveway statement on the plan, which will need to be part of the deed preparation process after final approval and recording of this plan.

**Street Names**

If multiple parties are to use a private drive, the roadway will need to be named. Street names are to be coordinated with the County GIS (Mapping) Department. There is a fee associated with the street naming. The public roadway, Licking Creek Road, should be labeled and dimensioned on the plan.

**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.

**DEP Sewage Planning Module**

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

**Sewage Service**

It is suggested that a distance and bearing from a property boundary amount to the shown test pits on Lot 2 are shown on the plan. Also, according to the surveyor, once the septic system is to be installed, he will stake the area to accurately show where the test pits are located.

**Plan Recording and Execution**

All required signatures, including the surveyor, will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Mifflin County Planning Commission, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the County approval. Failure to record the plan within this time period will deem any previous approval by the Mifflin County Planning Commission null and void and the approval process will have to be re-initiated.

**Derry Township (*Municipal Ordinance*)**

Name of Plan: Logan, Donald L. and Michelle L.

Municipality: Derry Township (Municipal Ordinance)

File Number: 2020-08-002

Tax Map #: 16-07-0103

Applicant Name: Logan, Michelle and Donnie

Land Owner Name: Logan, Michelle and Donnie

Plan Preparer: Wright Land Surveying

Action Taken:

The County provides comments only.

Plan Summary:

This plan proposes to create Lot 2 for existing use. All new development on Lot 2 was previously approved per the Hungry Run Distillery Land Development Plan. No new development is being propose for Lot 2. The residual tract, Lot 1, has an existing residence with no new development proposed.

**Review Comments (List from Review Committee):****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. (Derry Township Subdivision and Land Development Ordinance Section 186-16.B(6))

**Clean & Green / Agriculture**

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. According to the surveyor, the applicant has already talked to the Assessment office, and since the proposed structure on Lot 2 is to be classified as a Rural Enterprise, two acres will be required for this land-use, requiring the lot size to be at least 12 acres to not have to pay roll-back taxes.

**Floodplain / Wetlands**

As delineated on the plan and according to County GIS information, the property lies within the 100-year floodplain. Future development in this area should be discouraged.

**Soils**

According to the County GIS files, some portion of this property appears to have prime farmland soils. Residual Lot (No) 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. Residual Lot (No)

**Setback Lines**

The setback lines (50' Front/50' Side, 50' Rear) are shown on the plan as prescribed in the Derry Township Zoning Ordinance (Section 215-12.H).

**Private Street / Shared Driveway**

The plan provides a shared driveway agreement, which should be part of the new deed.

**Deed Restrictions and Easements**

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

**DEP Sewage Planning Module**

There is a Residual Tract waiver provided on the plan. However, since this property just went through sewage planning, it is not certain if a DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided prepared. The applicant should verify this with the Sewage Enforcement Officer.

**Zoning**

The property is within the Agricultural District of the Derry Township Zoning Ordinance. The land use proposed appears to be in compliance with the permitted use within this district (Section 215-12.B).

**Plan Recording and Execution**

All signature blocks, including the signed Surveyor seal, will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Derry Township Supervisors, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.

***Brown Township (Municipal Ordinance)***

Name of Plan: Peachey, Robert E. and Lisa K.

Municipality: Brown Township (Municipal Ordinance)

File Number: 2020-08-003

Tax Map #: 14-08-0125

Applicant Name: Peachey, Robert E. & Lisa K

Land Owner Name: Peachey, Robert E. & Lisa K.  
Plan Preparer: Wright Land Surveying

**Action Taken:**

The County provides comments only.

**Basic Plan Information**

A graphic scale bar should be on the plan. (Brown Township Subdivision and Land Development Ordinance, Section 7.202.A.2)

**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. (Brown Township Subdivision and Land Development Ordinance Section 7.202.A.5)

**Clean & Green / Agriculture**

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

**Floodplain / Wetlands**

The plan notes the site does not lie within a 100 year floodplain or designated wetland. (Note 6)  
Soils The proposal does not appear to be affecting the soils on the site, but it should be noted that according to the County GIS files, some portion of this property appears to have prime farmland soils. (HaB, HcB)

**Setback Lines**

The setback lines (25' Front/25' Side, 40' Rear) are shown on the plan as prescribed in the Brown Township Zoning Ordinance (Section 406.1.B). Note that the front setback is based upon the frontage being along a local road (since the proposed lot is via Peach Vale Lane).

**Right-of-Way Widths**

The plan proposes a 50' right-of-way to access proposed Lot 2, providing no public road frontage. The 50' width appears to be in compliance with the Subdivision and Land Development Ordinance.

**Cartway Widths**

The cartway width should be shown on the plan (Brown Township Subdivision and Land Development Ordinance, Section 7.202.A.11). The width will have to comply with the SALDO requirements for a private driveway.

**PennDOT HOP / Municipal Driveway Permit**

This is a notation on the plan: 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. A PennDOT Highway Occupancy Permit (HOP) is required for any driveway access onto a state route as prescribed in the Municipalities Planning Code (Section 508 (6)). A copy of the permit should be provided to the Brown Township Planning Commission.

### **Private Street / Shared Driveway**

If a private street is proposed, the following note shall be included on the plan: "The owners of lots \_\_\_\_\_ agree and understand that " \_\_\_\_\_ Road" is a private road and as such are responsible for the maintenance, care, improvements, and snow removal at their own diligence and expense. Further, if at any time in the future, the property owners adjacent to this road desire to dedicate said road to Municipal ownership, then such owners shall be required at their own expense to improve said road to meet the public road and street specifications of the Municipality in case at such time. The maintenance and use of said private road shall be in accordance with the private road maintenance and use agreement recorded in Deed Book \_\_\_\_\_ Page \_\_\_\_ of the Mifflin County Recorder of Deeds Office." (See Mifflin County Subdivision and Land Development Ordinance, Section 4.204.B.1.c) 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**

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

### **DEP Sewage Planning Module**

A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided to the township. There is a residual tract waiver on the plan.

### **Sewage Service**

Lot 2 appears to already be provided by on-lot sewage, yet soil percolation test pit data is shown on the plan. It is assumed this is for a back-up site.

### **Water Service**

Note 8 on the plan states a water easement shall be on the deeds for Lot 2 to access the well on Lot 1. This easement should be on the plan. Also, a maintenance agreement should be considered to support the easement.

### **Zoning**

As noted on the plan (Note 4), the property lays within the Agricultural District of the Brown Township Zoning Ordinance. The land use proposed appears to be in compliance with the permitted use within this district since a SFR is in allowable land use in this district (Section 402.1).

### **Plan Recording and Execution**

All required signatures will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Brown Township Supervisors, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.

### ***Decatur Township (Municipal Ordinance)***

Name of Plan: Simonetti, Charles L. and Brenda H.

Municipality: Decatur Township (Municipal Ordinance)

File Number: 2020-08-004

Tax Map #: 15-080-0101; 15-08-101A

Applicant Name: Simonetti, Charles L. and Brenda H.



Land Owner Name: Simonetti, Charles L. and Brenda H.  
Plan Preparer: Wright Land Surveying

**Action Taken:**

The County provides comments only.

**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 single-family residence served by on-lot sewage disposal and a private well. The residual tract, Lot 1, has an existing residence with no new development proposed.

**Review Comments (List from Review Committee):**

**Clean & Green / Agriculture**

The parcel is enrolled in the Clean and Green program. (Both Parcels) 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 notes that the site does not lie within a 100 year floodplain or designated wetland.

**Topographic information**

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

**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. (BrB) Soil information is not on the plan. Since the plan involves a lot addition/merger, the applicant should request a waiver from the subdivision ordinance.

**Setback Lines**

The setback lines are shown on the plan as prescribed in the Decatur Township Subdivision and Land Development Ordinance (Section 302.G(1) and Table 2).

**DEP Sewage Planning Module**

A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form needs to be provided to the township. There are both a Residual Tract waiver and a Lot Addition Non-Building waiver on the plan.

**Signature Blocks on Plan**

There should be an Owners Statement of Intent or Certificate of Ownership on the plan for the Grantee and Grantor, which should be notarized. Section 602.2.B(2) of the SALDO requires that owner or owners of the property sign this statement.

**Lot Addition**

There is a lot addition statement on the plan: "Lot # \_\_\_ consisting of \_\_\_ acres is to be added onto land owned by \_\_\_\_\_. Lot # \_\_\_ is a lot addition and shall become an integral part of the property owned by \_\_\_\_\_. Lot # \_\_\_ is not a building lot and cannot be maintained or developed as a separate individual lot." This language will need to be part of the deed preparation process.

### ***Oliver Township (Municipal Ordinance)***

Name of Plan: Parchey Irrevocable Granter Trust  
Municipality: Oliver Township (Municipal Ordinance)  
File Number: 2020-08-005  
Tax Map #: 19-10-0107  
Applicant Name: Parchey, Scott W.  
Land Owner Name: Parchey, Scott W.  
Plan Preparer: Wright Land Surveying

#### **Action Taken:**

The County provides comments only.

#### **Review Comments (List from Review Committee):**

##### **Administrative**

Scott Parchey signed the application as the landowner. Is there paperwork that can be provided to acknowledge his signature authority, on behalf of the trust?

##### **Subdivision Information**

Property boundary information should be shown for the entire property, including the residual property. Per Section 402.A.2.b of the Oliver Township Subdivision and Land Development Ordinance, if survey data is not available, this information could be supplied via the deed description.

##### **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**

According to County GIS information, a small portion of the residual lot lies within the 100-year floodplain, which is delineated on the plan. Future development in this area should be discouraged.

##### **Soils**

According to the County GIS files, some portion of the residual lot appears to have hydric soils. Hydric soils can indicate the presence of wetlands. The hydric soils information should be shown on the plan. (AnB) Plan Note 3 indicates that all the soils on the properties that are mapped are Berks shaly silt loam (BkB).

##### **Setback Lines**

The setback lines (40' Front/20' Side/30' Rear) are shown on the plan as prescribed in the Oliver Township Subdivision and Land Development Ordinance (Section 504, Table V-4).

Right-of-Way Widths The plan proposes that Lots 2 and 3 be accessed by a 50' Right-of-Way with no public road frontage. The 50' width appears to be in compliance with the SALDO.

##### **Cartway Widths**

The SALDO states that private drives can serve up to five (5) lots. Based upon the Oliver Township Subdivision and Land Development Ordinance, the cartway width of 10' is substandard (Section 504.B.7.c.2), as the SALDO requires at least 18' for private drives.

##### **Private Street / Shared Driveway**

The plan provides a maintenance statement on the plan outlining responsibilities going forward. Such maintenance agreement language should be part of the deeds as lots are sold/transferred.

Deed Restrictions and Easements According to the surveyor and the plan application, there are no known deed restrictions or easements associated with the property.

### **DEP Sewage Planning Module**

A copy of the DEP Component 1 Sewage Facilities Planning Module should be submitted to the Mifflin County Planning Commission and Township Supervisors. The plan also has a residual tract waiver.

### **Plan Recording and Execution**

All required signatures including the surveyor, will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Oliver Township Supervisors, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.

### ***Decatur Township (Municipal Ordinance)***

Name of Plan: Wenger, Ronald E. and Ashton K.  
Municipality: Decatur Township (Municipal Ordinance)  
File Number: 2020-08-006  
Tax Map #: 15-07-0107  
Applicant Name: Wenger, Ronald E. and Ashton K.  
Land Owner Name: Wenger, Ronald E. and Ashton K.  
Plan Preparer: Sarge Engineering and Surveying Land

### **Action Taken:**

The County provides comments only.

### **Plan Summary:**

The purpose of this plan is to create Lot 2, of 4.689 acres, for new single-family residential use. The remainder, Lot 1 of +/- 6 acres, contains an existing house.

### **Review Comments (List from Review Committee):**

### **Administrative**

The subdivision application form should be signed by the municipality.

### **Basic Plan Information**

All abutters should be shown on the plan, including tax map numbers (see Decatur Township Subdivision and Land Development Ordinance, Section 602.2.A(16)). There appears to be a discrepancy between if the abutter to the South is Baughman or Campbell. This should be verified.

### **Subdivision Information**

The total amount of acreage being subdivided should be shown on the plan (see Decatur Township Subdivision and Land Development Ordinance, Section 602.2.A(5)). Lot 1 is listed to be +/- 6 acres, and not the exact acreage (See Decatur Township Subdivision and Land Development Ordinance, Section 603.2.A(12)). 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. (Decatur Township Subdivision and Land Development Ordinance Section 602.2.A(5))

**Floodplain / Wetlands**

Plan Note 2 does not appear to be correct. According to County GIS information, the property lies within a designated wetland, and wetland information should be delineated on the plan. Future development in this area should be discouraged.

**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 areas should be discouraged. However, if the Township is agreeable to allowing Lot 2 to be developed, stormwater controls should be taken into account.

**Soils**

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

**Setback Lines**

The setback lines that are shown on the plan appears to be in accordance with what is prescribed in the Decatur Township Subdivision and Land Development Ordinance (Section 302.G(1) and Table 2).

**Deed Restrictions and Easements**

According to Note 4 on the Plan, there are no known deed restrictions or easements associated with the property.

**DEP Sewage Planning Module**

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

**Sewage Service**

It appears that sewage testing was done on proposed Lot 2, along with back-up testing done on Lot 1. Features in what appears to be an unnamed tributary on Lot 1, the symbology is not in the Line Legend, nor is the stream labeled. It is recommended that the stream be labeled on the plan.

**Plan Recording and Execution**

All signatures will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Decatur Township Supervisors, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.

***Decatur Township (Municipal Ordinance)***

Name of Plan: Kinslow, Merle E

Municipality: Decatur Township (Municipal Ordinance)

File Number: 2020-08-007

Tax Map #: 15-07-0131B: 15-07-0131I; 15-07-0131P:15-07-0131Q

Applicant Name: Kinslow, Merle E.

Land Owner Name: Kinslow, Merle E.

Plan Preparer: Sarge Engineering and Surveying

**Action Taken:**

The County provides comments only.

**Plan Summary:**

Merle E. Kinslow owns four adjoining, separately deeded and separately taxed lots. The purpose of this plan is to reconfigure these lots and add a new single family residence.

**Review Comments (List from Review Committee):****Subdivision Information**

Lot 1 lists both the before and after acreage of the lot. It is recommended that this be done with Lots 2, 3, and 4 in the same convention as for Lot 1 or in a separate table.

**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 areas should be discouraged.

**Setback Lines**

The setback lines should be shown on the plan as prescribed in the Decatur Township Subdivision and Land Development Ordinance (302.G(1) and Table 2).

**Right-of-Way Widths**

Based upon the Decatur Township Subdivision and Land Development Ordinance, the right-of-way width of Tall Pine Lane is substandard (Section 302.D(1) and Table 1).

**Cartway Widths**

The cartway width of Tumbledown Lane and Tall Pine Lane should be shown on the plan in accordance with the Decatur Township Subdivision and Land Development Ordinance, (Section 602.2.A(11)).

**Private Street / Shared Driveway**

Access to Lot 2 is not clear on the plan. It appears access is intended to be via Tumbledown lane. Assurance that Lot 2 has access to this Right-of-Way should be provided to ensure adequate access is available. 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**

According to Note 4 on the plan, there are no known deed restrictions or easements associated with the property.

**DEP Sewage Planning Module**

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

**Lot Addition**

A lot addition statement should be noted on the plan stating the following on the plan: "Lot # \_\_\_\_ consisting of \_\_\_\_ acres is to be added onto land owned by \_\_\_\_\_. Lot # \_\_\_\_ is a lot addition and shall become an integral part of the property owned by \_\_\_\_\_. Lot # \_\_\_\_ is not a building lot and cannot be maintained or developed as a separate individual lot."

**Plan Recording and Execution**

All signatures will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Decatur Township Supervisors, the signed plan must be

recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.

***Oliver Township (Municipal Ordinance)***

Name of Plan: Ruby, Robert E. and Janelle L.  
Municipality: Oliver Township (Municipal Ordinance)  
File Number: 2020-08-008  
Tax Map #: 21-12-0109  
Applicant Name: Ruby, Robert E. and Janelle L.  
Land Owner Name: Ruby, Robert E. and Janelle L.  
Plan Preparer: Taptich Engineering and Surveying

**Action Taken:**

The County Planning Commission approved at their public meeting on August 27th, 2020 to defer approval authority to the Oliver Township Supervisors. The County provides comments only.

**Plan Summary:**

This project involves the subdivision of one (1) lot from the lands of Robert E. and Janelle L. Ruby, Lot#1 (5.0927 Acres) is presently vacant and is intended to be a stand-alone lot intended for a single family residential dwelling, sewage facilities testing has been performed and both a suitable primary disposal area and a replacement area have been identified. Lot #1 will be served with domestic water from a privately owned, individually drilled well, to be developed by the future owner. Access to lot #1 will be via a 20' access and utility easement to be created across the residue at the location of the existing developed driveway, as shown. The residue is currently developed with a single family residential dwelling served by an existing on-lot sewage disposal system, private domestic water well. Access to the residue is via an existing driveway developed off of Miller Quarry Road.

**Review Comments (List from Review Committee):**

**Start Notes**

The majority of the property in the proposal is within Oliver Township, while a smaller portion is in Wayne Township. In most circumstances, it is precedent to allow the municipality with the most impact to be the sole approval authority for the plan and to allow the second municipality to be only a reviewer. In this case, the Mifflin County Planning Commission is deferring approval authority to the Oliver Township Supervisors and this letter is hereby advisory only. Most ordinance citations will be from the Oliver Township Subdivision and Land Development Ordinance (SALDO).

**Basic Plan Information**

All abutters should be shown on the plan, including tax map numbers (see the SALDO, Section 402.A.3.h). Maurice & Linda Stidfole (T.M. 19 ,03-0106) does not appear on the plan.

**Floodplain / Wetlands**

According to County GIS information and as delineated on the plan, a portion of the property lies within the 100year floodplain, and the flood plain should be delineated on the plan. Future development in this area should be discouraged. According to County GIS information, the property lies within a designated wetland, and wetland information is delineated on the plan and accurately showing what was certified by a Professional Wetland Scientist. Future development in this area is highly discouraged. Secondly, the landowner and future developer of the proposed lot should know that since there is minimal space between the setback line and the floodplain line, there is still a chance the house could be built within the floodplain, requiring the developer to adhere to the Township's Floodplain Development Ordinance. This

could possibly involve a variety of flood-proofing measures. In some circumstances, even if the home is built outside of the line on the map, if the home/property becomes financed through a bank, the bank may still require the homeowner to pay flood insurance. These are all things that should be known before a building permit is requested.

### **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. (BrA)

### **Setback Lines**

The setback lines are shown on the plan as prescribed in the Mifflin County Subdivision and Land Development Ordinance (Section 7.302. A10), and mentioned in Note 7 on the plan. Since the majority of Lot 1 is in Oliver Township, the plan should reference the setbacks required for Oliver Township, which happen to be the same as Mifflin County (40' Front/20' Side/30' Rear). The plan does appear to show one of the property lines on Lot 1 as a rear yard, instead of a side yard. The additional 10 feet may give more space to construct a house on Lot 1.

### **Private Street / Shared Driveway**

Road frontage for proposed Lot 1 is along a curve on Fairview Road (T-327) with very limited sight distance. Access to Lot 1 is shown on the plan to be via Miller's Quarry (T-326) by a 20 foot proposed Right-of-Way (ROW) on the residual lot. The shed that is currently on the residual lot along the proposed 20' ROW is to be removed, per the surveyor/engineer. According to the Wayne Township Secretary/Treasurer, the original driveway opening on Fairview Road must be closed.

### **DEP Sewage Planning Module**

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

### **Plan Recording and Execution**

All required signatures will need to be executed upon approval of this plan. The owner/developer should be aware that, after any official approval of this proposal by the Oliver Township Supervisors, the signed plan must be recorded in the office of the Mifflin county Recorder and Deeds within 90 days of the Township approval. Failure to record the plan within this time period will deem any previous approval by the Supervisors null and void and the approval process will have to be re-initiated.