

**MINUTES**  
**MIFFLIN COUNTY PLANNING COMMISSION REGULAR MEETING**  
**MARCH 23, 2017**  
**MIFFLIN COUNTY COURTHOUSE, MEETING ROOM B – 3:30 P.M.**

**ATTENDANCE**

Members

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

Other

Lauren Kershner, The Sentinel  
Lisa Nancollas, Commissioner  
Stephen Dunkle, Commissioner  
Kevin Kodish, Commissioner  
Thomas Metz  
Stason Fullers, Thomas Metz Engineering  
Dan Potutschnig, The Academy  
Jim Estep, Mifflin County School District

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 3:35 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 not be able to vote since all members are present.

**Approval of Meeting Minutes**

Jim Spendiff made a motion to approve the minutes from February's meeting. The motion was seconded by Dan Dunmire. All members voted aye.

**Mifflin County School District and The Academy Update**

Jim Estep, Superintendent of Mifflin County School District, provided an update on the Mifflin County School District. Mr. Estep stated that the year has been good weather wise with few delays and cancellations. His goals for 2016-2017 can be found on the school's website Superintendent page. He is pushing elementary levels with guided reading. This is where smaller groups are developed to help them reach growth modules. They have also started a new math program. A new report card system has started with Kindergarten through third grade and is standards based. Next year, fourth and fifth grade will begin this new system. Secondary students are showing improvement consistently across all AP subject areas. Mr. Estep is trying to get more students into trade and technical schools.

There are still many unknowns for the upcoming budget season. There has been no school tax increase in Mifflin County for three years. If President Trump's plans for education pass, the school district will lose \$500,000, which includes \$350,000 for Title 2A. This program funds 5 classrooms to allow size reductions.

Kindergarten through second grade should operate with 18 students per room. They are currently operating at 20-22 students per room. If Medicaid cuts occur, the district will lose \$150,000 in access funding, which targets the most needy students, mostly in special education.

Governor Wolf is looking at \$2 billion in cuts to the state budget, which includes transportation. The district stands to lose \$270,000.

Mr. Estep is negotiating with four collective bargaining groups. He has been able to control healthcare costs by establishing a Health Savings Account and increasing insurance to a \$1,500/\$3,000 deductible. He has been able to drive premiums down and hold increases to 2% since 2011.

Mr. Estep made extensive cuts when he first started as superintendent. He is not sure where he can make further cuts from the budget without it affecting student programs. Mr. Estep established a fund balance, which has done well with \$1 million accumulated. This fund is not for ongoing expenditures, however. He also froze wages, placed caps and took a pay cut himself. He is now asking for a modest increase.

Daniel Potutschnig from The Academy provided an update for his school. Mr. Potutschnig noted that last year a new mechatronics program was proposed, nursing classes were struggling and they were talking about additional adult education classes. Currently, LPN numbers have improved with advertising. The mechatronics program, an industrial maintenance class for high school students and possibly adults, is a modest-sized class this year and the numbers look more promising next year. An Adult Education Coordinator began in September and anticipates that adult students will generate revenue. Nurse aid classes will be starting in April. The Academy is looking at industry certifications and credentials. In the next 1-2 years, they are looking to establish a CDL and heavy equipment class and may look at welding and computer networking classes. Ag program enrollment has not been high and they have looked at options to improve the program.

Mr. Potutschnig is making positive strides in perceptions of The Academy and has support from the top down with Mr. Estep. He feels that parents still want their children to have college degrees, but the reality is fewer jobs are available for those with college degrees. Mr. Potutschnig has the opinion that postsecondary educational facilities may drive themselves out of the market when it comes to price. If a student spends \$60,000-\$80,000 for a degree to get a job that pays \$30,000 and another student can get a similar paying job without going into debt, is this a good investment? This is an individual decision.

A local advisory committee looks at local programs offered and is always looking for ways to make things better at The Academy. They meet in April and October.

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

Five plans were submitted to the committee for review, four under Municipal Ordinance and one under County Ordinance. The plans under Municipal Ordinance included Joseph Y. Peachey (*Brown Township*); Wade E. and Maxi E. Curry (*Derry Township*); Strodes Mills Telecom Tower (*Granville Township*); and Paul A. and Faye J. Lewis (*Oliver Township*). The plan under the County Ordinance included James M. Smith Estate (*Wayne Township*). Jim Lettiere reviewed one of the plans in further detail.

Prior to reviewing the plan, Jim Lettiere wanted to address the Riverside Greenhouse plan that was tabled at the February meeting. Jim received a letter from the engineer on March 22<sup>nd</sup>. Of the 18 original comments on the plan, only 6 items were addressed. The Conservation District received a response on March 20<sup>th</sup>. Tom Metz and Stason Fullers of Metz Engineering were present to answer questions and Dan Beyer of The EADS Group joined the meeting by phone at this point to address some of the items. Tom stated that most of the comments were repetitive in nature. He stated that he has to wait until the Conservation District prepares the NPDES permit and the process takes time. Jim noted that comments have not been addressed and the 90 day deadline is May 24<sup>th</sup> for the Planning Commission to take action. The plan also includes a waiver

request for parking requirements, which Jim feels is appropriate. Dan Beyer felt conditional approval could be given with a note that all items would need to be addressed. Tom Metz feels most issues are minor and he can address them. Bill Gomes expressed some frustration because the initial letter addressing the issue was sent to Mr. Peachey in October and it is still not resolved. Mr. Peachey is frustrated as well. Dan Beyer and Tom Metz will meet within one week to further discuss the issues. One issue over the property ownership on the adjoining lot was resolved during the meeting.

Jim Spendiff made a motion to conditionally approve the Riverside Greenhouse plan. Kent seconded the motion based on meeting the requirements of the county engineer. All members voted aye.

Dan Dunmire motioned to approve the waiver on parking, which Jim Lettiere thinks is reasonable. Jason Cunningham seconded the motion. All members voted aye.

Jim Lettiere then reviewed the cell tower plan in Granville. The plan contains no narrative. Jim was able to locate an easement access to the top of the site off Middle Road. A tower is sometimes exempted from land development plan requirements, but the township did since a small structure will be placed on the parcel. Michelle Bair was not sure why a tower was needed when there was another tower less than two miles away in Oliver Township. Neal Shawver questioned whether the tower would be close to as a residence as possibly indicated on aerial photography. Jim will add a comment as to whether the residence would be adversely impacted by the tower. Cyle Vogt questioned if an obstruction evaluation was performed by the FAA. Anything over 175 feet requires this evaluation if it is within five miles of an airport, which it is. Jim will add this question as a comment as well.

Dan Dunmire made a motion to accept the comments of the Smith plan under the county ordinance. Neal Shawver 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 addition of the two additional comments to be added to the Strodes Mills Telecom Tower plan. Jim Spendiff seconded the motion. All members voted aye.

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

Name of Plan: Peachey, Joseph Y.  
File Number: 2017-03-003  
Tax Map #: 14-09-0112L  
Municipality: Brown Township  
Applicant Name: Peachey, Joseph Y.  
Land Owner Name: Peachey, Joseph Y.  
Plan Preparer: Wright Land Surveying

#### **Plan Summary:**

This plan proposes to create Lot 3 for agricultural use. The residual tract, Lot 1, is vacant farmland with no new development proposed.

#### **Administrative**

This property was last subdivided in April 2016 and August 2003. The 2016 subdivision created Lot 2 consisting of 3.837 acres. The County GIS files do not show this Lot because the Lot was not sold although it was created through the subdivision. The purpose of Lot 2 was for a single-family residence to be served by on-lot septic and a private well.

#### **Floodplain / Wetlands**

As noted in Note 6 there are no wetlands or floodplains located on these parcels.

#### **Soils**

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

**Setback Lines**

It appears there is no public sewer or public water that will serve these parcels, however, the setbacks in the Agricultural District for Agricultural Uses are twenty-five (25) for the front and fifteen (15) feet for the side in accordance with the Brown Township Zoning Ordinance.

**Right-of Way Widths**

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

\*The Wright Surveying representative indicated Horsepower Lane is entirely located on lot 2. Based upon the Brown Township Subdivision and Land Development Ordinance, the right-of-way width of Green Lane is substandard (Section 41).

**Cartway Widths**

The cartway width of Horse Power Lane should be shown on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance, (Article 7 Section 7.202 A. 11.). Based upon the Brown Township Subdivision and Land Development Ordinance, the cartway widths for Sawmill Road and Green Lane are substandard (Section 41).

**PennDOT HOP / Municipal Driveway Permit**

Although Note 4 calls for a municipal driveway permit, the Township at this time, does not have such a permit. However, coordination with the Township is encouraged.

**Private Street / Shared Driveway**

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**

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 Sections 7.202 A. 18 and 7.302 B. 7.).

\*The Wright surveying representative stated there are none.

**DEP Sewage Planning Module**

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

**Water Service**

Please confirm whether or not water and/or sewer will be provided to these parcels. If so, they should be depicted on the plan. Also, if there are any man-made features associated with these lots, they should be on the plan in accordance with the Brown Township Subdivision and Land Development Ordinance (Section 7.302. A23.).

\*The Wright surveying representative indicated no sewer or water services will be provided to the parcels. He also indicated there is a horse barn on lot 2.

**Other Comments:**

1. If Lot 3 is to be developed, the plan should note that a land development needs to be prepared since the lot is coming in as agricultural.

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

Name of Plan: Curry, Wade E. & Maxi E.  
File Number: 2017-03-005  
Tax Map #: 16-04-0101B/0101A  
Municipality: Derry Township  
Applicant Name: Curry, Wade E. & Maxi E.  
Land Owner Name: Curry, Wade E. & Maxi E.  
Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create Lot Addition A to be added onto Lot A. Lot 1, the residual, has a existing residence served public sewer and a private well. No new development is being proposed.

**Administrative**

These parcels were last reviewed in June 2015 and January 2014. The 2015 plan was a subdivision to create Lot 2 and Lot Addition A. Lot 1, the residual and Lot 2 were proposing single-family residences to be served by onlot sewage and private wells.

**Floodplain / Wetlands**

According to County GIS information and as displayed on the plan, portions of the property lies within the 100-year floodplain, and the flood plain should be delineated on the plan. Future development in this area 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 is shown on the plan.

**PennDOT HOP / Municipal Driveway Permit**

As noted in Note 6., an HOP has been issued for the existing/proposed driveway. A copy of the permit should be provided to the Derry Township Planning Commission.

There is a site triangle on the plan for the existing driveway.

**Street Names**

As noted in Note 8., 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.

**DEP Sewage Planning Module**

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

\*The Wright surveying representative indicated Lot A was previously approved for a septic system.

**Water Service**

The water supply location for Lot A should be noted on the plan as prescribed in the Derry Township Subdivision and Land Development Ordinance (Part 4 Section 402.2. J.).

\*The Wright Surveying representative indicated public water is available from Ferguson Valley Road , however, the lateral connection and the water line are not depicted since the lateral location will be determined upon construction of the home.

**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 Derry Township Subdivision and Land Development Ordinance, (Part 4 Section 402. 2. I.).

All significant man-made features should be shown in accordance with the Derry Township Subdivision and Land Development Ordinance (Section 402.2. J.).

\*The Wright surveying representative indicated there is a home on lot 2.

**Granville Township (Municipal Ordinance)**

Name of Plan: Strodes Mills Telecom Tower  
File Number: 2017-03-001  
Tax Map #: 17-07-0102  
Municipality: Granville Township  
Applicant Name: Capital Telecom LLC  
Land Owner Name: Davidheiser, Franklin  
Plan Preparer: The Crossroads Group, LLC (Josh Hoagland)

**Plan Summary:**

No Narrative provided.

**Administrative**

The landowner's signature needs to be on the subdivision application form.  
An appropriate amount of plans should be submitted for review. The Mifflin County Planning Commission requests at least three (3) plans be submitted for review and only two were submitted.

**Basic Plan Information**

A plan narrative should be placed on the plan and there should be a brief description stating the purpose of the project in accordance with the Granville Township Subdivision and Land Development Ordinance, (Article 6 Section 6.100).

The name of the registered surveyor and/or engineer responsible for the plan should be on the plan, including an appropriate registered professional's seal in accordance with the Granville Township Subdivision and Land Development Ordinance (Article 6 Section 6.202 a. 4. and 6.302 a.4.).

**Subdivision Information**

On Sheet S-1 it states in part "no boundary survey has been performed to verify or validate the property line locations." Although on Sheet S-3 there is a lease parcel and parent parcel description. If the property is to be surveyed, it must be completed by a professional land surveyor, only in accordance with the Engineer Surveyor and Geologist Registration Law Act of May 23, 1945 P.L. 913, No. 367CL. 63 Section 2. (e).

**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**

The plan should note whether or not the site lies within a 100 year floodplain or designated wetland in accordance with the Granville Township Subdivision and Land Development Ordinance (Article 6 Section 6.202 a.9. and 12.).

**Setback Lines**

Since the Township does not define cell tower or telecommunication towers or facilities in its zoning and subdivision and land development ordinances the setbacks for a principal building should be shown in accordance with the Granville Township Subdivision and Land Development Ordinance (Article 6 Section 6.302 a. 10.).

**Right-of Way Widths**

Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way width of Char-Will Drive should be shown on the plan (Article 6 Section 6.202 a. 11.). Char-Will Drive is not labeled on the plan. Based upon the Granville Township Subdivision and Land Development Ordinance, the right-of-way width of Middle Road is substandard (Table 1).

**Cartway Widths**

The cartway widths of Middle Road and Char-Will Drive should be shown on the plan in accordance with the Granville Township Subdivision and Land Development Ordinance, (Article 6 Section 6.202 a. 11.).

**Private Street / Shared Driveway**

If Char-Will 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."

**Signature Blocks on Plan**

A signature block should be on the plan acknowledging the approval of the municipality.

A verification signature of County Plan Review should be on the plan.

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

There should be a signature block area for the Recorder of Deeds of Mifflin County.

There should be an Owners Statement of Intent or Certificate of Ownership on the plan, which should be notarized.

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

**Zoning**

In accordance with the Granville Township Zoning Ordinance, it does not appear that the Agricultural Residential District allows or prohibits the construction of a telecommunications tower. It also does not allow for this use by conditional use.

Is this allowed by right due to the Telecommunications Act of 1996?

**E & S / Stormwater**

If this project disturbs 5,000 square feet and less than one (1) acre of land, an Erosion and Sedimentation Control Plan is required.

\*At the March 16, 2017 Subdivision and Land Development Review Committee meeting it was pointed out that there is an E and S plan on the plan.

If this project disturbs one (1) acre or greater of land, and NPDES Permit is required through the Mifflin County Conservation District.

\*At the March 16, 2017 Subdivision and Land Development Review Committee meeting it was pointed out that the earth disturbance is .33 acres.

In accordance with the Granville Township Zoning Ordinance (Article 5 Section 5.501 g. 2.) barbed wire fences are prohibited unless used for agricultural purposes.

It is not clear if the eight (8) foot high fence is allowed in the Agricultural Residential District.

Is there a lease agreement between the property owner and Capital Telecom LLC to allow the construction of the tower and the appurtenances and are there provisions for maintenance?

Is the defined boundary of the cell tower lease area shown on Sheet C-2 of a 100 x100 area?

Will a driveway permit need to be issued by the township to access the proposed tower?

**Other Comments:**

1. Is an obstruction evaluation required in accordance with the Federal Aviation Administration's (FAA) regulations? This is regarding the height of the tower and aircraft safety.

2. Will this project adversely impact tax parcel 17,03-0118, since it appears the proximity of this project to this parcel, is less than 500 feet?

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

Name of Plan: Lewis, Paul A. & Faye J.

File Number: 2017-03-002

Tax Map #: 19-05-0100

Municipality: Oliver Township

Applicant Name: Lewis, Paul A. & Faye J.

Land Owner Name: Lewis, Paul A. & Faye J.

Plan Preparer: Wright Land Surveying

**Plan Summary:**

This plan proposes to create Lot 2 and Lot Addition A. Lot 2 has an existing residence with no new development proposed. Lot Addition A is to be added onto Lot A. The residual tract, Lot 1, is woodlands with no new development proposed.

**Basic Plan Information**

The owner of Lot A should be listed under owners:

The abutters bordering boundary lines L2-L16 (inclusive) should be shown in accordance with the Oliver Township Subdivision and Land Development Ordinance (Article 6 Section 6.302 a. 17.).

**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.

**Topographic information**

Although there is no proposed development according to County GIS information, there are steep slopes (grades over 15%) on this site and any future development in these areas should be discouraged.

**Soils**

Although Note 2 says hydric soils are mapped on this property, they and the other soil types are not identified or labeled on the plan.

\*The Wright Surveying representative stated there is no building proposed.

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

**Right-of Way Widths**

Based upon the Oliver Township Subdivision and Land Development Ordinance, the right-of-way width of Ferguson Valley Road should be shown on the plan (Table 1).

Based upon the Oliver Township Subdivision and Land Development Ordinance, the right-of-way widths of Kansas and School House Roads are substandard (Table 1).

Ferguson Valley Road is not labeled on the map.

#### **Cartway Widths**

Based upon the Oliver Township Subdivision and Land Development Ordinance, the cartway widths of Kansas and School House Roads are substandard (Table 1).

The cartway width of Ferguson Valley Road should be shown on the plan in accordance with the Oliver Township Subdivision and Land Development Ordinance, Table 1).

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

If the proposed fifty (50') foot right-of-way will be a private street, 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.

\*The Wright surveying representative indicated this is a driveway which will serve lot 1 only.

If a private street is proposed, the plan should be reviewed by the Oliver Township Engineer.

#### **Street Names**

If multiple parties are to use a private drive/street, 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.

#### **Deed Restrictions and Easements**

Deed restrictions and easements associated with the property, if any, should be provided in accordance with the Oliver Township Subdivision and Land Development Ordinance (Article 6 Sections 6.202 a. 18 and 6.302 b. 7.).

\*The Wright surveying representative stated 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.

#### **Sewage Service**

Are Lots 1, 2 and Lot Addition A served by on-lot septic? If so, where are the septic systems located for Lot 1, Lot 2 and Lot Addition A? This information should be shown on the plan in accordance with(Section 6.202.a10 of the Oliver Township Subdivision and Land Development Ordinance).

\*The Wright surveying representative indicated there is nothing on lot addition A and Lot A shows the existing well and septic. There is no septic on lot 1 and this should be listed on the plan.

#### **Water Service**

The water supply location for Lot 1 and Lot 2 should be noted on the plan as prescribed in the Oliver Township Subdivision and Land Development Ordinance (Article 6 Section 3.213 and Section 6.202 a. 10.). If the water source is off site, there should be evidence of an easement and right-of-way agreement on record and so noted on the plan. This information is particularly important if the water supply serves more than one household. The surveyor will note both are off site and make reference to easement/right-of-way agreements on record.

\*The Wright surveying representative indicated lot 1 is mountain ground and he plans on showing the well location for lot 2 on revised plans.

If there are any buildings on Lot 1, they should be shown. All existing buildings and man-made features should be shown on the plan in accordance with the Oliver Township Subdivision and Land Development Ordinance (Section 6.202. a10).

\*The Wright surveying representative indicated lot 1 is mountain ground.

### **Wayne Township (County Ordinance)**

Name of Plan: Smith Estate, James M.

File Number: 2017-03-004

Tax Map #: 21-07-0100/21-07-0103

Municipality: Wayne Township

Applicant Name: Smith Estate, James M.

Land Owner Name: Smith Estate, James M.

Plan Preparer: Wright Land Surveying



**Plan Summary:**

This plan proposes to create Lot Addition A to be added onto Lot A. The residual tract, Lot 1, is vacant land with no new development proposed.

**Floodplain / Wetlands**

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

**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.

**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 width of Sawmill Hill Road should be shown on the plan (Mifflin County Subdivision and Land Development Ordinance, Section 7.302. A6).

\*The Wright surveying representative indicated there is no known right-of-way it is only a driveway.

Based upon the Mifflin County Subdivision and Land Development Ordinance, the right-of-way widths of Millstone Lane and Pine Hill Drive are substandard (Section 4.204.F.).

**Cartway Widths**

The cartway width of Sawmill Hill Road should be shown on the plan (Mifflin County Subdivision and Land Development Ordinance, Section 7.202.A.11).

\*The Wright surveying representative indicated he will show the cart-way width on revised plans.

Based upon the Mifflin County Subdivision and Land Development Ordinance, the cartway widths of Pine Hill Drive and Millstone Lane are substandard (Article 4 Section 4.204 F.).

**PennDOT HOP / Municipal Driveway Permit**

As noted in Note 4., a HOP is required before any new driveway access is permitted onto SR522 South.

**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 Wright surveying representative indicated there are none.

**DEP Sewage Planning Module**

A copy of the DEP "Request for Planning Waiver and Non-Building Declaration" form has been provided.

**Sewage Service**

Is there a septic system that serves the residual? If so, it should be depicted on the plan, in accordance with the Mifflin County Subdivision and Land Development Ordinance (Article 7 Section 7.302 A. 20.).

\*The Wright surveying representative stated there is no septic system.

**Water Service**

Is the residual served by a well? If so, it should be depicted on the plan, in accordance with the Mifflin County Subdivision and Land Development Ordinance (Article 7 Section 7.302 A. 20.).

\*The Wright surveying representative indicated there is no well on the residual.

**Features**

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.) All significant man-made features, including water and sewer lines, petroleum lines, electric poles, telephone lines, fire hydrants, dumps, railroad tracks, fence lines, historic features, culverts, etc. should be shown on the plan. (Mifflin County Subdivision and Land Development Ordinance, (Article 7 Section 7.302.A.20.) Are there any buildings on Lot 1?

The Lot plan should identify SR 522 so that it clearly shows Lot A has access to a public road.

**Public Comment**

None

**Other Business or Comments**

Kay reminded everyone to sign up for the annual dinner to be held April 6<sup>th</sup>. She also reminded everyone to complete and return their state ethics form.

Bill Gomes is planning to have a presentation on the Uniform Parcel Identification System at the next meeting. The presentation will be made by the Huntingdon County Recorder of Deeds. This system is a way to track development activity. It assigns a number to a parcel and tracks everything that takes place within the property.

**Adjournment**

Upon no further discussion, the meeting adjourned at 4:45 p.m. upon a motion by Dan Dunmire, which was seconded by Dave Pennebaker.