

PERRY COUNTY PLANNING COMMISSION

Minutes of the Meeting

April 16, 2008

The regular monthly meeting of the Perry County Planning Commission was held on Wednesday, March 19, 2008 in the Perry County Veteran's Memorial Building, New Bloomfield, PA. Chairman James Turner called the meeting to order at 7:35 p.m.

1. ROLL CALL

Members present were Jim Turner, Tom Graupensperger, Terry Meek, Dave Rice, and Nathan Mohler. Randy Plummer, James Fuller, Tom Palm, Aaron Stoltzfoos, Keith Thebes, Debra Smith, Charles Adair, and Michael Beloke were visitor in attendance. Jim Szymborski, Janine Park, and Jason Finnerty of the staff were present.

2. MINUTES

Chairman Turner asked the Commission members if they would like to offer any edits to the minutes from March 19, 2008 meeting. There were no edits offered by the Commission members at the meeting.

A motion was made by Mr. Rice to approve the minutes of the March 19, 2008 as presented. The motion was seconded by Mr. Meek and passed unanimously.

3. GOOD AND WELFARE

Tom Palm was in attendance to present and answer questions on the Glenn N. Hurst and Marlin N. Hurst/Toboyne Twp (File #08-040), the Leo M. Dobbs/NE Madison Twp (File #08-041) and to discuss a potential subdivision plan for Aaron Stoltzfoos.

Randy Plummer, Michael Beloke, James Fuller, Keith Thebes, Debra Smith, and Charles Adair were all in attendance to either present the Commission with information on their structurally deficient bridges or respond to the Commission's questions regarding the same.

4. COMMUNICATIONS AND PAYMENTS OF EXPENSE

A. Communications

Chairman Turner asked staff and the Commission members if there were any communications needing to be brought to the Commission's attention. None of the Commission members requested any additional information on the communications list attached to the official copy of these minutes.

B. Payment of Expenses

A motion was made by Mr. Mohler to approve the following expenses. The motion was seconded by Mr. Graupensperger, and passed unanimously.

To the TCRPC for monthly collected fees:

5. REPORTS

A. Treasurer's Report

A motion was made by Mr. Graupensperger to accept the Treasurer's Report in the form of a financial statement for the period of January 1, 2008 through March 31, 2008 for filing subject to audit. The motion was seconded by Mr. Meek and passed unanimously.

B. Staff Report

Mr. Szymborski indicated there was nothing to report on staff.

6. UNFINISHED BUSINESS

A. Progress: Regional Transportation Project, 2006-2007.

Mr. Szymborski indicated there was no additional information needing to be brought to the Commissions attention at this time.

B. Local Planning Assistance (LPA) Report.

Staff was not requested to attend any LPA meetings during the past month.

C. Multi-Hazard Mitigation Plan.

Staff indicated the consultant was nearing the end of the collection process for the surveys and project submission forms are slowly being returned. The Planning Office has received much of the requested information in recent weeks.

The consultant has prepared some of the draft chapters of the Plan and provided them to staff for review.

The next steering Committee meeting is scheduled for May 6, 2008 in the Mifflin County Courthouse.

D. Model Subdivision and Land Development Ordinance and Model Zoning Ordinance Guides.

Staff presented the Commission with the Tri-County Regional Planning Commission's two Model Ordinances. Mr. Finnerty presented the Commission with the Subdivision and Land Development Ordinance Model and Ms. Parks presented the Commission with the Model Zoning Ordinance.

Staff requested the Commission's consideration of an endorsement to the TCRPC to adopt the two model ordinances.

Following the first presentation, a motion was made by Mr. Meek to endorse the Model Subdivision and Land Development Ordinance to the TCRPC for approval. The motion

was seconded by Mr. Graupensperger and passed unanimously.

Following the second presentation, a motion was made by Mr. Mohler to endorse the Model Zoning Ordinance to the TCRPC for approval. The motion was seconded by Mr. Meek and passed unanimously.

- E. Regional Action Plan for Land Use, Transportation, and Economic Development.

Staff indicated there was nothing new to report on this subject.

- F. PADCNR and PADCED Grant Applications-Greenways, Open Space, and Recreation Study

Staff indicated it was finalizing the grant application to the Pennsylvania Department of Conservation and Natural Resources for a grant to prepare a Greenways, Open Space, and Recreation Study for Perry County. Staff indicated once the first grant is submitted a second grant will be pursued through the Pennsylvania Department of Community and Economic Development.

The deadline for the Community Conservation Partnerships Program grant is April 25, 2008. Staff intends to submit the grant for the County prior to the deadline.

- H. US Census Bureau Local Update of Census Addresses (LUCA)

Staff indicated it had completed the process of assisting the County and its assigned staff from both the GIS Department and the Assessment Office by providing supplemental addresses to augment the current files in advance of the Bureau's address canvassing operation for the 2010 US Census. Staff indicated it spent many hours working with the Bureau's data comparing the information to the County's address records for finding addresses not in the Bureau's address list. The results of the process were placed on disc and sent to the Bureau within the allotted timeframe for partnering in the process.

- I. Draft Memorandum of Understanding (MOU) for the Perry County Planning Commission and the Perry County Conservation District.

Staff indicated it had nothing additional to report on the MOU. Staff would try to get in touch with Conservation District Staff to find out about the District's interest in the document.

7. NEW BUSINESS

- A. Subdivision and Land Development Matters

- 1). Approval/Disapproval

- a). File #08-040 Glenn N. Hurst and Marlin N. Hurst/Toboyne Township

Staff provided the Commission with a summary of the proposed subdivision. The subdivision proposes one non-residential lot with an existing house with access onto SR 3004 near the Village of Center Square.

Staff indicated it completed its review and forwarded its comments to Mr. Palm on April 10, 2008.

There was some discussion regarding section 403.G (1) dealing with the requirement to provide for a suitable site for on-lot sewage disposal. It was the consensus of the Commission not to require the applicant to arrange for the required soils testing on the lot as Toboyne Township did not provide comment on soils testing.

A motion was made by Mr. Graupensperger to grant waivers to sections 302 and 303 regarding Pre-Application Plans and Data, sections 304 and 305 regarding Preliminary Plats, section 301.3.E for the plat scale and contour interval, section 404.3.G (1) for soils testing, section 301.3.A for soil suitability report, section 301.3.C for the property map scale (1" = 400'), and section 502., for property monuments, and section 301.3.B for the soils characteristics report. The motion was subject to the receipt of a revised written request for these waivers to correctly cite section 404.3.G (1). The motion was seconded by Mr. Meek and passed unanimously.

A motion was made by Mr. Graupensperger to approve the plan with one edit to include adding the wetland identified on the US Fish and Wildlife Services National Wetlands Inventory. The motion was seconded by Mr. Meek and passed unanimously.

b). File #08-041 Leo Dobbs/Northeast Madison Township

Staff provided the Commission with a summary of the proposed subdivision. The subdivision proposes a lot addition to an adjoining lot owner with a non-residential lot remaining. The lot will have access along Emory Green Road, southeast of Kistler.

Staff indicated it completed its review and forwarded its comments to Mr. Palm on April 10, 2008.

There was some discussion regarding section 403.G (1) dealing with the requirement to provide for a suitable site for on-lot sewage disposal. It was the consensus of the Commission not to require the applicant to arrange for the required soils testing on the lot as Northeast Madison Township did not provide comment on soils testing.

A motion was made by Mr. Rice to grant waivers to sections 302 and 303 regarding Pre-Application Plans and Data, sections 304 and 305 regarding Preliminary Plats, section 404.3.G (1) for soils testing, section 301.3.A for soil suitability report, and section 502, for property monuments, and section 301.3.B for the soils characteristics report. The motion was subject to the receipt of a revised written request for these waivers to correctly cite section 404.3.G (1). The motion was seconded by Mr. Mohler and passed unanimously.

A motion was made by Mr. Rice to approve the plan without edit. The motion was seconded by Mr. Mohler and passed unanimously.

2). Review and Report – Attached Summary Table

Chairman Turner asked the Commission members if there were any Plans on the monthly Review and Report Table the members would like to view. None of the Commission members asked to see any of the subdivision plans from the Review and Report list.

A motion was made by Mr. Rice to ratify staff review of all subdivision and land development plans appearing on this month's Review and Report Table. The motion was seconded by Mr. Graupensperger and passed unanimously. A copy of the Review and Report Table is attached to the file copy of these minutes.

3). Subdivision and Land Development Ordinance Amendment Review #08-01 Centre Township (Article II - Definitions, Article III - Plan Processing Procedures, Article IV – Plan Content, Article VI – Design Standards, Article VII – Mobile Home Parks, and Appendix item 10)

Staff indicated after reviewing the proposed ordinance with its amendments a letter was prepared for the Commission's consideration and went over the recommendation and associated response points highlighted in the letter.

A motion was made by Mr. Graupensperger to authorize the Chairman to sign the letter supporting the proposed ordinance amending the proposed amendments with the removal of three of the proposed sections. The motion was seconded by Mr. Rice and passed unanimously.

B. Zoning Matters

1). Zoning Ordinance Amendment Review #08-03 Penn Township (Article II Definitions, Article X - Mixed Use Commercial District, Article XIII - Performance Standards, and Article XVI - Supplemental Use Standards)

Staff indicated after reviewing the proposed ordinance with its amendments a letter was prepared for the Commission's consideration and went over the recommendation with its associated response points highlighted in the letter.

A motion was made by Mr. Graupensperger to authorize the Chairman to sign the letter supporting the proposed ordinance amending the proposed amendments considering four principle points. The motion was seconded by Mr. Meek and passed unanimously.

C. Other Matters

1). Municipal officials local bridge presentations/Recommendation to HATS Staff

From the prior month, the Commission decided to revisit the evaluation process for selecting a local bridge for recommendation to HATS Staff. This item was handled following the Good and Welfare portion of the agenda. At the March meeting the Commission determined it would look to select a bridge from the

structurally deficient bridge list supplied by HATS Staff.

Staff indicated eight municipalities were contacted and four municipalities requested time to present to the Commission. They included Wheatfield Township, Southwest Madison Township, Centre Township, and Penn Township.

James Fuller was in attendance to present information on the Sulpher Springs Road Bridge over the Little Juniata Creek in Wheatfield Township.

Debra Smith and Charles Adair were in attendance to present information on the Laurel Run Road Bridge over Laurel Run in Southwest Madison Township.

Keith Thebes was in attendance to present information on the Dix Hill Road Bridge over the Little Juniata Creek in Centre Township.

Randy Plummer and Michael Beloke were in attendance to present information on the Linton Hill Road Bridge over Little Juniata Creek in Penn Township.

During the question and answer session with each of the presenters, Mr. Thebes explained the Centre Township Supervisors had closed the Dix Hill Road Bridge over the Little Juniata Creek in Centre Township at the recommendation of the Township's local Bridge Engineer, Pennoni Associates, Inc.

Mr. Graupensperger indicated he was representing the Rye Township Bridge over Fishing Creek but would not be presenting.

At the conclusion of presentations, questions and responses a motion was made by Mr. Graupensperger to move the Dix Hill Road Bridge to the number 1 recommendation to HATS followed by the order of the structurally deficient rankings for those bridges that were represented.* The motion was seconded by Mr. Mohler and passed unanimously.

* Final order for the PCPC's 2008 local bridge ranking:

1. Dix Hill Road Bridge over the Little Juniata Creek/Centre Township.
2. Linton Hill Road Bridge over Little Juniata Creek/Penn Township
3. Laurel Run Road Bridge over Laurel Run (1)/Southwest Madison Township
4. Sulpher Springs Road Bridge over the Little Juniata Creek/Wheatfield Township

Followed by the structurally deficient ranking of those bridges without presenters.

5. Back Hollow Road Bridge over Shaeffer Run/Toboyne Township
6. Fritz Road Bridge over Big Buffalo Creek/Saville Township
7. North Pine Hill Road Bridge over Fishing Run/Rye Township
8. Shenandoah Road Bridge over Big Buffalo Creek/Saville Township
9. Pine Hill Road Bridge over the Sherman Creek/Wheatfield Township
10. Laurel Run Road Bridge over Laurel Run (2)/Southwest Madison Township
11. Barkley Road Bridge over McCabe Run/Tyrone Township

2). PA DCNR Conservation Partnerships Program (Letter of Support) – Carroll Township

Staff indicated a request from Rebecca Denlinger with RETTEW on behalf of the Carroll Township Supervisors was received, requesting a letter of support for a future PA DCNR Conservation Partnerships Program Grant.

Staff indicated it prepared a draft letter for the Commission to consider in following with Wheatfield Township's request from the previous month. The letter was drafted in support of Carroll Township's application while advising of PCPC concern for the potential competition between the County and the Township for this funding.

A motion was made by Mr. Rice to authorize Secretary to sign the letter prepared by staff supporting the Township's pursuit of the grant, and also advising of the concern for the County's PA DCNR Community Conservation Partnerships Program grant application. The motion was seconded by Mr. Meek and passed unanimously.

8. ADJOURNMENT

A motion was made by Mr. Mohler to adjourn the meeting at 9:55 p.m. The motion was seconded by Mr. Meek and passed unanimously. The next meeting of the Perry County Planning Commission is scheduled for Wednesday, May 21, 2008 at 7:30 p.m. The meeting will be held in the Commissioner's Hearing Room of the Perry County Veteran's Memorial Building.

Respectfully submitted,

Robert E. Shaffer, Sr.

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Secretary