

PERRY COUNTY PLANNING COMMISSION

Minutes of the Meeting

February 15, 2006

The regular monthly meeting of the Perry County Planning Commission was held on Wednesday, February 15, 2006 in the Perry County Veteran's Memorial Building, New Bloomfield, PA. Chairman James Turner called the meeting to order at 7:35 pm.

At the onset of the meeting, time was allotted for the annual Public Hearing for the Perry County's Community Development Block Grant Program for projects submitted for FY 2006.

1. ROLL CALL

Members present were Robert Shaffer, Tom Graupensperger, Nathan Mohler, Dave Rice, and James Turner, and Terry Meek. James Szymborski, Omar Syed and Jason Finnerty of the staff were also present. Visitors present included Commissioner Warren VanBuskirk, Ann Simonetti and Tammie Myers were both present representing Marysville Borough, and Joe Burget with Burget and Associates.

2. MINUTES

On a motion by Mr. Mohler, seconded by Mr. Rice, the Commission approved the minutes of the January 18, 2006 meeting.

3. GOOD AND WELFARE

Ms. Simonetti spoke on the Marysville Borough's CDBG Application for FY 2006. The specifics of the project were offered by borough engineer, Ms. Myers.

Mr. Burget was present for the Leonard F. and Janet M. Sheaffer Subdivision (File #06-015) in Southwest Madison Township.

For the purpose of the minutes offered herein, each of these discussion items were handled at the onset of the meeting in the order they are presented.

4. COMMUNICATIONS AND PAYMENTS OF EXPENSE

A. Communications

Mr. Turner asked staff if there were any communications that staff would like to call to the Commission's attention. Mr. Finnerty indicated there were five items on the in-coming communications list he wanted to bring to the Commission's attention. They were as follows:

1. PennDOT's response to the Highway Occupancy Permit application for the Rockville Estates Subdivision.
2. 1st Pennoni Invoice on the engineering review of the Wildwood Family Campground.
3. Two letters from Greenwood Township regarding the Land Development Plans for the Center for Spiritual Formation.
4. The Nature Conservancy regarding Perry County's NAI Update.
5. Madden Engineering Services, Inc. accepting the conditions placed on the Wildwood Family Campground Land Development on behalf of Mr. John McCrae.

B. Payment of Expenses

On a motion by Mr. Shaffer, seconded by Mr. Rice, the Commission approved the following expense:

To the TCRPC for January - February Subdivision and Land Development Fees
Check #1017-----\$649.00

5. REPORTS

A. Treasurer's Report

The Treasurer's Report in the form of a financial statement for the period of January 1, 2006 through January 31, 2006 was accepted for filing and audit on a motion by Mr. Shaffer, seconded by Mr. Rice.

B. Staff Report

Mr. Szymborski stated Sara Henke will be leaving the Tri-County Regional Planning Commission (TCRPC) on February 24, 2006, for a new job in Washington County, Maryland. Sara will be leaving her Environmental Planner position with TCRPC.

C. Comprehensive Plan

Mr. Finnerty stated he had nothing new to report as he had not heard back from the PA Department of Community and Economic Development (DCED). Mr. Szymborski stated he received a telephone call from Mr. Phil Robbins from the DCED. He explained Mr. Robbins advised him they had \$15,000.00 additional dollars to throw at the one application the TCRPC submitted for the Tri-County Region's Model Subdivision and Land Development and Zoning Guides. The three counties in the Tri-County area will be asked if they can help match this additional funding.

Since three applications were submitted by the TCRPC at the same time, all have been packaged together by the DCED. One of the applications involves the completion of the Perry County Comprehensive Plan.

6. UNFINISHED BUSINESS

A. Progress: Regional Transportation Project, 2005-2006.

Mr. Szymborski advised the Commission that he received the draft Transportation Improvement Program for 2007 through 2010. They are still looking for money to fund this year's projects. The Cove Road Bridge appears on the TIP. Also appearing on the TIP is the Shermansdale Bridge.

Of the two Perry County Transportation Enhancements projects, Marysville Borough has been selected by HATS to receive funding.

Additional information was offered regarding the removal of Interstate Maintenance funds from the MPO, whereby PennDOT would have direct control of these monies for distribution.

Lastly, the HATS work program schedule has been prepared.

B. Local Planning Assistance (LPA) Report.

Mr. Finnerty indicated that Marysville Borough requested assistance from the TCRPC to revise its Official Zoning Map to include parcel lines for additional location reference.

Although the Duncannon Borough Planning Commission has not recently convened, the Borough has requested staff to provide a map of the Borough with the most recent orthophotography.

A motion was made by Mr. Shaffer to authorize the chairman to sign the LPA Municipal Advisory Services contract supplied by Marysville Borough. The motion was seconded by Mr. Rice and passed unanimously.

C. Perry County Solid Waste Management Plan (SWMP) (Non-substantial revision).

Staff had no additional information to report. At the previous month the Commission was advised, the final draft plan is currently under review and provided some information on its content.

Mr. Finnerty indicated he had nothing further to bring to the Commission's attention on the plan other than the draft plan was complete. With Commissioner VanBuskirk present, he asked if he had anything new to report on the plan and its status.

Commissioner VanBuskirk indicated in the near future, copies of the Draft Plan and Model Ordinances will be sent to each of Perry County's municipalities for their review of the document.

D. State Water Plan

Mr. Finnerty indicated there was nothing new to report on the State Water Plan.

E. Hazard Mitigation Plan

Mr. Finnerty stated the Multi-hazard Mitigation Grant Application was successfully submitted to the Pennsylvania Emergency Management Agency earlier in the day. Staff intends to forward copies of the grant application to all three participating counties later in the week. With the grant, the total estimated project cost ended up being \$168,310.00. The grant sought by all three counties was listed as \$124,608.53 (75%). The non-federal share (25%) equates to \$43,701.47.

F. 2005 Annual Report

Staff indicated with the submission of the Multi-hazard Mitigation Grant Application, focus can now be redirected toward the completion of the Commission's Annual Report.

7. NEW BUSINESS

A. Subdivision and Land Development Matters

1). Approval/Disapproval.

a. Under Consideration for Action

(1). File #06-015 Leonard F. and Janet M. Sheaffer / Southwest Madison Township

Mr. Burget provided the Commission with a general overview of the proposed subdivision. The plat proposes three lots. Lot 1 being 208 acres as the remaining lot. Lot 2 is proposed as a lot addition to the Robert L. and Mary Lou Weaver property to the west of the lot, 42.58 acres in size. Lot three, is proposed as a stand-alone non-building lot, 13.56 acres in size.

The Commission requested staff to speak on its findings. Mr. Finnerty offered a detailed assessment of staff's review of the application. He indicated that a waiver request letter was submitted requesting a waiver to the waiving of Preliminary Plat requirements. The letter requested a waiver of the maximum plat sheet size requirement. Another waiver was requested for monuments and markers. The waiving of elevation contour lines was also requested. Lastly soil testing and erosion and sedimentation control waivers were also sought.

Staff offered other comments that were plat specific. They were as follows:

1. The approval blocks needed to be corrected (301:3.K.) Mr. Shaffer noted the Municipal review block listed three “Chairman” identities under the signature spaces.
2. The deed plot bearings and distances were absent with the property tract map scale (301:3.C.)
3. Not all adjoining landowners were listed on the plat.
4. The statement of ownership should be signed and notarized.
5. The surveyor’s certification was absent.

Mr. Turner indicated he would like to see a “z” connection symbol placed on the western line of Lot 2 suggesting where the lot addition would take place.

Staff indicated that the waiver request letter received did not cite the appropriate sections of the Perry County SALDO. Also, staff indicated the file should have a waiver request regarding section 301:3.C for the deed plot bearings, distances and scale if it could not be provided.

In response to staff’s comments, Mr. Burget indicated the properties deed did not describe a true metes and bounds description from which bearings and distances could be provided. As a result e indicated a waiver request letter would be provided to reflect his verbal request presently offered.

Mr. Finnerty indicated he would follow-up by sending a letter acknowledging all the requested items involving the restructuring of the waiver request letter and changes to the plat.

A motion was made by Mr. Shaffer to waive the requirements of the Preliminary Plat procedure (Section 301:2.A.) so the plan could be submitted under the designation “Preliminary-Final”; Section 301.3.E. if after staff checked with the Perry County Register and Recorders Office, the Plat size was found to be acceptable; Section 502.3. A and B. for the Monuments and markers in consideration of the physical field markings present on site; Section 301:3.E. for the elevation contour lines, since no earthmoving activity is being proposed; Section 301:3.A and B for soils testing and erosion and sedimentation control measures, in consideration no on-lot septic system is being proposed or earthmoving activity is to be undertaken; last of all Section 301:3.C. for the bearings and distances associated with the original property. The motion was seconded by Mr. Rice and the motion passed unanimously.

On the Plat, A motion was made by Mr. Shaffer to approve the plat subject to revisions to the approval block, inclusion of all adjoining landowners, and the addition of the “z” connection symbol on the western line of Lot 2 suggesting where the lot addition would take place. The motion was seconded by Mr. Graupensperger and the motion passed unanimously.

b. Review and Report – Attached Summary Table

Mr. Turner asked staff if there were any subdivisions on the monthly Review and Report Summary Table that staff would like to call to the Commission’s attention. Mr. Finnerty indicated he did not have any plans to highlight at this time.

On a motion by Mr. Shaffer, seconded by Mr. Graupensperger, the Commission ratified all staff subdivision and land development reviews found in the monthly subdivision and

land development review table. A copy of the table is attached to the copy of these minutes.

B. Amendments

1). Wheatfield Township SALDO and Zoning Ordinance Amendments (Sight Distance for Driveway Access)

A motion was made by Mr. Graupensperger to authorize the chairman to sign the letter prepared by staff recommending the Supervisors refrain from passing the ordinance in its present structure. The Commission further encourages the Township incorporate PennDOT specifications which consider road speeds as part of the evaluation process for access. The motion was seconded by Mr. Shaffer and passed unanimously.

C. Sewage Facilities Planning Modules

1). File #06-02 Mountain View Estates/Oliver Township

Staff offered the Commission a brief summary of the Cornerstone Christian Church Sewage Facilities Planning Module. Staff mentioned the completed review forms were already returned to the applicant. The application involved a land development already reviewed by the Commission (File #05-118). The lot proposed to be developed is 34.98 acres in size.

A motion was made by Ms. Brunner to ratify staff's review of the Sewage Facilities Planning Module which was conducted on January 9, 2006. The motion was seconded by Mr. Holcombe and passed unanimously.

2). File #06-03 Lloyd J. Ettinger, III/Spring Township

Staff indicated it already preformed its review of the Lloyd J. Ettinger, III Sewage Facilities Planning Module and forwarded the completed module form back to the applicant's engineer.

3). File #06-04 Melanie U. Doncheski/Liverpool Township

Staff indicated it already preformed its review of the Lloyd J. Ettinger, III Sewage Facilities Planning Module and forwarded the completed module form back to the applicant's engineer.

The Commission decided to group all three Sewage Facilities Planning Modules into one single motion. The motion was made by Mr. Rice to ratify staff's review of all three Sewage Facilities Planning Modules. The motion was seconded by Mr. Mohler and passed unanimously.

D. Other

1). Consideration of Additional Fees.

Staff opened by suggesting that this item was added to the agenda to look at recovering additional office expenses. Staff suggested collecting fees for sewage planning modules at a straight fee of fifty dollars.

Other ideas were discussed like the possibility of establishing fees to cover the review time associated with zoning ordinance and SALDO amendments, general consistency evaluations, requests associated with the mediation option, and grant writing.

Mr. Finnerty asked the commission if they had any other thoughts to assist the office in covering costs. Mr. Graupensperger suggested GIS-related products could be an area where

fees could be collected.

A motion was made by Mr. Rice to recommend the Perry County Commissioners establish a fifty-dollar (\$50) fee to cover staff time associated with the review of sewage facilities planning modules. The motion was seconded by Mr. Mohler and the motion passed unanimously.

2). Parks, Recreation and Trails Guide for Cumberland and Perry Counties/Carlisle Area Health and Wellness Foundation.

Staff indicated staff was requested to compile information on parks/recreation facilities to place in a guide developed for Cumberland and Perry Counties by the Carlisle Area Health and Wellness Foundation. Mr. Shaffer asked if the information was available on the Internet. If so, does the website have links to community parks and recreation opportunities/facilities. Staff indicated it would check on this and let the Commission members know.

3). Developments of Regional Impact (DRIs).

Staff read from the PA Municipalities Planning Code the requirement of identifying developments of regional impact as part of the planning process. There was a lengthy discussion on the subject. The possible 900-plus DU development in Penn Township was mentioned. Mr. Graupensperger suggested the possibility of incorporating the NEPA/Environmental Assessment framework into the subdivision and land development review process. Staff was instructed to prepare documentation on this subject so the Commission can decide how it might deal with DRIs.

8. ADJOURNMENT

On a motion by Mr. Graupensperger, seconded by Mr. Shaffer, the meeting was adjourned at 9:00 pm. The next meeting of the Perry County Planning Commission is scheduled for Wednesday, February 15, 2006 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