

## **PERRY COUNTY PLANNING COMMISSION**

### **Minutes of the Meeting**

**August 15, 2007**

The regular monthly meeting of the Perry County Planning Commission was held on Wednesday, August 15, 2007 in the Perry County Veteran's Memorial Building, New Bloomfield, PA. In the absence of Chairman Turner, and in her capacity as acting Chair, Vice Chair Wendy Bruner called the meeting to order at 7:32 p.m.

#### **1. ROLL CALL**

Members present were Wendy Brunner, Tom Graupensperger, Dave Holcombe, and Dave Rice. Jim Szyborski and Jason Finnerty of the staff were present. There were no visitors to be heard.

#### **2. MINUTES**

Acting Chair Ms. Brunner asked the Commission members if they would like to offer any edits to the minutes from July 18, 2007 meeting. There were no edits offered by the Commission members at the meeting.

A motion was made by Mr. Holcombe to approve the minutes of the July 18, 2007 as presented. The motion was seconded by Mr. Graupensperger and unanimously passed.

#### **3. GOOD AND WELFARE**

There were no visitors present for the good and the welfare.

#### **4. COMMUNICATIONS AND PAYMENTS OF EXPENSE**

##### **A. Communications**

Acting Chair Ms. Brunner asked the Commission and staff if there were any communications anyone would like to have shared. None of the Commission members requested any additional information on the communications list attached to the official copy of these minutes.

Staff offered information on six pieces of in-coming communications. Staff advised the Commission it received three newsletters. The first was from the Mifflin County Planning and Development Department, the second from the Tri-County Regional Planning Commission and the third from the Harrisburg Area Transportation Study.

A letter from Mr. Stan Lembeck representing the Pennsylvania Municipal Planning Education Institute (PMPEI) was shared. Staff indicated the letter was soliciting interest for additional planning courses in the Tri-County Region. After some discussion the Commission indicated a training course within the Region would be something they would like to see pursued for the spring of 2008. Staff indicated it would try to coordinate a meeting with the assigned Dauphin and Cumberland County Planners to discuss whether this would be a possibility and to eliminate the duplication of course offerings.

Staff shared a letter from Attorney Anthony Nestico regarding a deemed approval of a setback issue with respect to the Tyrone Township Zoning Ordinance.

Last of all, staff shared an informative flyer with the Commission on Perry County's Keystone Renovate and Repair Loan Program. The Program is administered through the Housing and Redevelopment Authorities of Cumberland County. Staff indicated on a separate item an intern has been brought on to aid staff with a few projects. One of these projects involves the use of the office's geographic information system to aid in identifying specific property in Perry County for the Housing and Redevelopment Authorities.

B. Payment of Expenses

A motion was made by Mr. Rice to approve the following expense. The motion was seconded by Mr. Holcombe, and passed unanimously.

To the TCRPC for July - August Collected Fees  
Check #1036-----\$.1,110.00

**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, 2007 through July 31, 2007 for filing subject to audit. The motion was seconded by Mr. Holcombe and passed unanimously.

B. Staff Report

Mr. Szyborski advised the Commission of Ms. Jennifer Nolan Straub leaving the Tri-County Regional Planning Commission Staff. Ms. Straub will be leaving sometime in September nearing the date when her baby is due. Her position will not be replaced as the Cumberland County Planning Office has decided to take on an additional in house staff member.

Mr. Szyborski indicated Mr. Brian Dickson will also be leaving the Tri-County Regional Planning Commission to take a job closer to his family in Wisconsin. He has advised the Commission of acceptance of a job in DeKalb, Illinois for the Planning Department and Regional Metropolitan Planning Organization. Advertisement for Mr. Dickson's position will likely take place sometime within the next week.

Both employees will be greatly missed and staff expresses their best wishes with their future plans.

**6. UNFINISHED BUSINESS**

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

Mr. Szyborski advised the Commission of some discussions surrounding the redistribution of funds on the Transportation Improvements Program (TIP). These changes will involve the shifting of monies away from one of Perry County's projects for

rock fall prevention near Marysville Borough. Representatives of PennDOT have stated they will be working with the municipality and any potential developer in this area to mitigate the threat of rock fall.

Concern continues to be expressed to PennDOT by Harrisburg Area Transportation Study (HATS) as the MPO for the Region that it has not been brought into the final decision-making process as an equal contributor for the 12 Year Program.

Staff will coordinate with representatives of PSATS regarding LTAP training opportunities, the use of facilities for courses, and whether any of the courses would overlap. These discussions proved positive for both coordination and the underlying need for the course offerings. Letters will be sent out to all municipalities in the MPO regarding the course offerings.

There was also mention of a new transportation publication entitled *Connections* prepared by staff covering public transit services in the Region. A monthly activity report of the Commuter Services of South Central Pennsylvania was distributed to the Commission to illustrate the increased utilization of this service and the number of applications for ridesharing. The group is working to get the word out to major county employers. Opportunities to network with Perry County businesses were also discussed with the Commission.

B. Local Planning Assistance (LPA) Report.

There was nothing to report on local planning assistance for the month. Staff was not requested to attend any meetings between months.

C. Multi-Hazard Mitigation Plan.

The contract with Delta Development Group, Inc. has been signed by all three county boards of commissioners. Staff is coordinating with the Perry County Fiscal Office to set up a non-interest bearing account to accept requested funds under the grant from which to pay the consultant as invoices are received quarterly throughout the project.

Staff shared an email message with the Commission from Mr. Thomas Arminio with Delta Development regarding the scheduling of a kickoff meeting for the project.

The email also requested the scheduling of a work session with each of the three county commissioner boards to cover the scope of work for the project, the project schedule, public involvement, project mitigation opportunities, and the software license each county will receive to facilitate updates to the Plan. In addition the consultant is seeking suggestions on potential contacts to serve on the Hazard Mitigation Plan Steering Committee.

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

Staff conducted the second Committee meeting on the Model Subdivision and Land Development Ordinance (July 31, 2007).

Staff indicated attendance was slightly down from the first meeting on the Model

Subdivision and Land Development Ordinance although input from the Committee was on the rise. Staff has received some beneficial suggestions regarding the text of the document.

A second meeting on the Model Zoning Ordinance is scheduled for September 30, 2007.

E. Regional Strategic Plans for Land Use, Transportation, and Economic Development.

Staff indicated the application for the South-central Regional Strategic Plan for Land Use, Transportation, and Economic Development was submitted to the Department of Community and Economic Development (DCED). The area includes the counties of Lebanon, Lancaster, Perry, Cumberland, York, Adams, Franklin and Dauphin. The commissioner boards from each of these counties have authorized the Tri-County Regional Planning Commission Staff to manage the grant with the PA DCED.

Regarding the SEDA COG Regional Strategic Plan for Land Use, Transportation, and Economic Development, staff had nothing new to report as no additional meetings had taken place since the last Commission meeting.

**7. NEW BUSINESS**

A. Subdivision and Land Development Matters

1). Review and Report – Attached Summary Table

Acting Chair Ms. Brunner 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 plans listed were requested by any of the Commission members for further review.

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

B. Other Matters

1). Penn Township Seven-year Agricultural Security Area Review

Staff indicated it received a request to review five modifications to Penn Township's Agricultural Security Area (ASA) on July 17, 2007. At the July 19, 2007 PCPC meeting staff presented the Commission with the proposed changes to the Penn Township ASA. At the July meeting the Commission at the request of staff held off on its recommendation to permit staff additional time to review the proposed changes. For this reason, this appears as an agenda item for the second consecutive month.

As reflected in the July minutes, the modifications to Penn Township's ASA consisted of the following:

Additions:

- Henry A. Holman III (Tax Parcel # 210, 132.00-036.000) for 25 acres
- Warren & Larry A. Watts (Tax Parcel # 210, 149.00-026.000) for 10.900 acres
- Thomas & Wendy Rissinger (Tax Parcel # 210, 149.00-028.000) for 52.00 acres

Removals:

- Otterbein United Methodist Church (Tax Parcel # 210, 103.00-090.008) for 25 acres
- Lisa Laird (Tax Parcel # 210, 132.00-030.000) for 10.900 acres

Staff again presented the Commission with three maps displaying the present locations of all properties in Penn Township's ASA, the locations of the three parcels to be added to the ASA, and the locations of the two parcels to be removed.

A motion was made by Mr. Rice to authorize the Acting Chair to sign the letter prepared by staff in support of the changes to Penn Township's Agricultural Security Area. The motion was seconded by Mr. Holcombe and passed unanimously.

2). South Central Task Force County Continuity of Government (COG) Planning

Staff advised the Commission of a survey it completed for Delta Development Group, Inc. for the South Central Task Force County Continuity of Government (COG) Planning project. The project intends to focus on preparing the county for an emergency in that it forces departments/offices to think about how they will effectively continue normal daily business operations if faced with an emergency or disaster that directly impacts their office.

The survey serves the purpose of assembling contingency plans for all of the county's departments and offices vital to daily government operations.

Staff indicated after it completed the survey it felt as if the Planning Commission's office could be the least susceptible office in times of emergency when compared to other Perry County offices. Staff attributed this to two important items. First, staff operates the office from two separate locations (Bloomfield Borough and Harrisburg). Secondly, staff has worked very hard to maintain a high level of synchronization between its two present office locations to prepare itself in the event a disaster should occur at one of the two sites.

**8. ADJOURNMENT**

A motion was made by Mr. Holcombe to adjourn the meeting at 8:55 p.m. The motion was seconded by Mr. Graupensperger and passed unanimously. The next meeting of the Perry County Planning Commission is scheduled for Wednesday, September 19, 2007 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