

# PERRY COUNTY PLANNING COMMISSION

**Minutes of the Meeting**

**January 18, 2023**

The regular monthly meeting of the Perry County Planning Commission (PCPC) was held on Wednesday, January 18, 2023, in the Perry County Commissioners' Hearing Room of the Veteran's Memorial Building, New Bloomfield, PA, and via Zoom telecommunication software, with members participating in compliance with the provisions authorized under PA Act 15 of 2020. Chairman Turner called the meeting to order at 7:00 PM.

## **1. ROLL CALL**

Members present were Chairman Jim Turner, Dan Kirk, and Dave Rice, and with Cathy Gilbert, Tom Graupensperger, Dana Cotton, and Michael Hartley participating virtually through the Zoom meeting arrangements. County Commissioner Brenda Watson attended in her capacity as the Commissioners liaison. Jason Finnerty was in attendance representing the staff. TCRPC Executive Director Steve Deck was also present remotely, representing staff and handling the logistics of the virtual meeting participation.

## **2. REORGANIZATION**

Chairman Turner asked the PCPC members if there were any nominations for the officer positions for 2023. A motion was made by Mr. Kirk to keep the same slate of officers from 2022. The motion was seconded by Mr. Rice and passed unanimously. The officers for 2023 are Mr. Turner, Chairman, Mr. Graupensperger, Vice-Chairman, Mr. Rice, Treasurer, and Mr. Shaffer, Secretary.

## **3. MINUTES**

Chairman Turner asked the members if they had read through the December 21, 2022, monthly meeting minutes and if they had any edits they would like to offer. Mr. Finnerty mentioned Mr. Shaffer contacted him before the meeting to correct one minor item to connect two sentences, and staff has since made the edit.

Mr. Rice motioned to approve the minutes with the edit identified. Mr. Graupensperger seconded the motion, and the motion passed unanimously.

## **4. GOOD AND WELFARE**

Thomas Palm and Amos Stoltzfus were present for the Amos, Katelyn, Jacob, and Katie S. Stoltzfus subdivision plan in Northeast Madison Township. (File #22-064)

## **5. COMMUNICATIONS AND PAYMENTS OF EXPENSES**

### **A. Communications**

Chairman Turner asked the PCPC members if there was anything from the monthly communications list needing to be discussed, or if staff had any items to bring to the

PCPC’s attention. None of the members requested any additional information from the list of monthly communications. Staff did not have any from the list to highlight.

B. Payment of Expenses

Mr. Kirk made a motion to approve the following expenses. Mrs. Cotton seconded and the motion passed unanimously.

Transfer amount.....\$495.00

**6. REPORTS**

A. Treasurer’s Report

Mrs. Gilbert motioned to accept the Treasurer’s Reports in the form of financial statements for the period of January 1, 2023, through January 31, 2023, for filing subject to audit. Mrs. Cotton seconded the motion and the motion passed unanimously.

B. Staff Report

1. Local Planning Assistance (LPA) Report

During the month staff met with the Watts Township Planning Commission where there was discussion on a future warehousing proposal.

A copy of the LPA Report is attached to the file copy of the minutes.

2. Program Progress Report

Covering transportation, Mr. Deck mentioned a virtual meeting was held with Duncannon Area Route 11/15 Traffic Study consultant and the developer for the warehousing project. Mr. Kirk asked about fire suppression for the site. Mr. Finnerty indicated there was talk of several wells and on-site water storage. Mr. Graupensperger mentioned water storage systems designed to capture stormwater for such purposes.

The Harrisburg Area Transportation Study is developing an Active Transportation Plan for the region.

As part of the RTP transportation enhancements funding a bicycle/ pedestrian feasibility study was awarded in Millerstown Borough to develop a trail Master Plan.

The commuter survey has concluded for the partnership effort with Penn State, the National Science Foundation (NSF), the County Commissioners, (Rabbittransit), and Commuter Services of Pennsylvania. The group will now work to assemble the Phase 2 grant application to the NSF by the March 1, 2023 deadline.

Perry County will be receiving more money for projects in 2023 with its Countywide Action Plan implementation.

A copy of the Program Progress report is attached to the file copy of the minutes.

## **7. UNFINISHED BUSINESS**

### A. Perry County Comprehensive Plan (PICTURE PERRY)

Final draft plan notifications were sent out on Monday, January 9, 2023 to all the required Pennsylvania Municipalities Planning Code (PA MPC, Section 302) points of contact. These contacts included first and foremost the Perry County Commissioners, followed by all of Perry County's municipalities and school districts. As an added courtesy, all of the municipal planning commissions were also contacted. All bordering counties, municipalities and school districts were also notified.

### B. County Hazard Mitigation Plan Implementation

Perry County is still waiting for the grant contract agreement documents for signature from PEMA.

### C. Perry County Countywide Action Plan (CAP)

Mr. Deck covered this item during the Program Progress Report portion of the agenda.

## **8. NEW BUSINESS**

### A. Subdivision and Land Development Matters

#### 1). Approval Consideration

- a. Subdivision File #22-064 Amos E. Stoltzfus and Katelyn S. Stoltzfus and Jacob F. Stoltzfus and Katie S. Stoltzfus - Northeast Madison Township

Mr. Palm provided a brief update stating documentation from PA DEP for the sewage system and PennDOT for the driveway occupancy permit were both supplied. He also mentioned plan note number 8 was revised and the identified natural habitat area was added to the plan.

Mr. Finnerty confirmed the file now contained the PADEP sewage facilities planning module approval letter, and a copy of the PennDOT highway occupancy permit. He also confirmed the plan contained the two plan revisions Mr. Palm had mentioned.

Mrs. Cotton asked if there was anything related to the identified natural area the plan also needs to state regarding to aid in protecting the area. Mr. Finnerty indicated there was not. He stated the identification of the feature is more about education to establish an awareness of the presence a unique, endangered, or threatened species identified in that area. He indicated landowners with the knowledge should be encouraged to become familiar with the potential species

to help sustain its existence through stewardship of the land and natural resource.

There was discussion regarding the slope concerns associated with the existing shale driveway where the drive exceeds the 12% maximum slope requirement for driveways in two locations. According to the profile there are two sections exceeding the maximum slope requirements of 12% but remain slightly below 15% in these areas. Mr. Graupensperger asked if the driveway would be south facing. Mr. Palm indicated the areas exceeding the 12% requirement are south-facing. Mr. Stoltzfus indicated the driveway would be used by horse and buggy and will have no problem with the slope of the driveway.

Mr. Finnerty suggested that perhaps a parking area could be identified along the driveway outside the state road rights-of-way along the drive for vehicle parking if need be during inclement weather.

A motion was made by Mr. Graupensperger to grant modifications to Section 403 (Preliminary Procedure) and Section 407 (Preliminary Specifications) to review the plan as a final plan; Section 409.5.D.5 regarding the bearings and distances for the natural drainage easement along the small unnamed stream; Section 409.5.J.1 for a grading and earthmoving plan with no additional proposed improvements with the driveway and less than an acre of disturbance with the construction of two dwelling units; Section 409.5.J.2).a) for the approval of the erosion and sedimentation control plan by the Perry County Conservation District with less than an acre of disturbance; Section 409.5.c.8) regarding the deed reference for the adjoining lands of the Commonwealth and the length of title searching through the hundreds of deeds and the lack of immediate available county records; and Section 506.10.B regarding the slope of the driveway exceeding the maximum 12% requirement in consideration of the south-facing direction, the investment in the shale cover, the gradual changes to the driveway throughout its length and landowner's statement regarding horse and buggy use without difficulty on the driveway. The motion was seconded by Mr. Kirk and passed unanimously.

A motion was made by Mr. Rice to conditionally approve the plan subject to the receipt of a revised plan depicting an area reserved for parking near the lower end of the driveway to allow enough room for two vehicles to park along the shoulder of the driveway. The motion was seconded by Mr. Graupensperger and passed unanimously. When asked if they agree to the conditions placed on the plan's approval both Mr. Palm and Mr. Stoltzfus responded yes.

b. Subdivision File #23-004 Rebecca M. Smith and Kathy M. Smith - Southwest Madison Township

Mr. Palm provided the Commission members with an overview of the lot addition plan.

Mr. Finnerty identified the modifications being requested and pointed out that there was an existing 20' wide right-of-way providing access to the subdivision instead of the required 50' dimensional width.

A motion was made by Mr. Rice to grant modifications to Section 410.4.B.5 regarding the name and deed reference of all adjoining landowners with the Sherman Creek providing sufficient boundary recognition; Section 410.4.B.9 regarding the bearings and distances for existing easements as the stream easement is subject to natural change; and Section 508.1.D to allow the existing 20' wide right-of-way to continue to provide access in consideration the subdivision is only for a lot addition and no new lots or dwelling units are proposed. The motion was seconded by Mrs. Gilbert and passed unanimously.

A motion was made by Mr. Kirk to conditionally approve the plan subject to the receipt of a revised plan containing the modification request for Section 508.1.D regarding the rights-of-way width; and a revised waiver request letter accounting for the same (Section 902); and municipal comment from Southwest Madison Township (Section 406.3.A). The motion was seconded by Mr. Graupensperger and passed unanimously. When asked if the conditions were acceptable Mr. Palm responded yes on behalf of his clients.

## 2). Review and Report

Chairman Turner asked the Commission members if there were any questions regarding the monthly review and report table. None of the members requested to see any of the plans on the monthly review report.

Mrs. Cotton motioned to ratify staff reviews of all plans listed in the monthly review 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.

## B. Other Matters

### 1). 2023 LPA Agreement - Newport Borough (Level 3)

Mr. Finnerty mentioned several municipalities have supplied LPA agreements for consideration. They included, Bloomfield Borough, Newport Borough, Oliver Township, Spring Township

Chairman Turner asked if any of the members wanted to make a motion regarding all the 2023 LPA agreements supplied this month.

An omnibus motion was made by Mr. Kirk to authorize the Chairman to sign the LPA program service agreements with Bloomfield Borough, Newport Borough, Oliver Township, and Spring Township. The motion was seconded by Mrs. Cotton and passed unanimously.

### 2). 2023 LPA Agreement - Oliver Township (Level 1)

See action taken with 8.B.1 above.

3). 2023 LPA Agreement - Spring Township (Level 3)

See action taken with 8.B.1 above.

4). Comprehensive Plan Amendment - Middlesex Township, Cumberland County

The Middlesex Township, Cumberland County Solicitor provided a resolution and information for an amendment to the township's comprehensive plan. The amendment would look to establish a redevelopment "Opportunity Area" overlay with the current comprehensive plan's land use action and future land use plans. The intent would be to provide greater flexibility for development in the area identified on the portion of the township's land area referred to as the "Miracle Mile" corridor displayed on an accompanying map.

A motion was made by Mrs. Cotton to authorize the Chairman to sign the letter the letter supporting Middlesex Township's amendment to the comprehensive plan with the addition of one bullet point considering the recommendations relating to the Middlesex interchange and the Pennsylvania Turnpike found in the Harrisburg Area Transportation Study's I-81 Improvement Strategy. The motion was seconded by Mr. Graupensperger and passed unanimously.

5). 2023 LPA Agreement - Bloomfield Borough (Level 1)

See action taken with 8.B.1 above.

6). 2022 PCPC Annual Report

Work on the 2022 PCPC Annual report was reported to be 90% complete and should be in the PCPC members' possession for review by the next meeting.

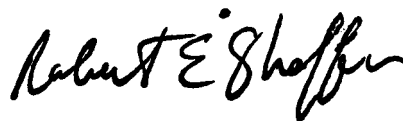
7). 2022 Building Activity Report

Work has begun on the 2022 Building Activity Report. Staff indicated it was only about 15% complete with the project.

**9. ADJOURNMENT**

Chairman Turner adjourned the meeting at 8:40 PM. The next meeting of the Perry County Planning Commission is scheduled for Wednesday, February 15, 2023, at 7:00 PM. The meeting will be held in the Commissioner's Hearing Room of the Perry County Veteran's Memorial Building and via Zoom teleconferencing software.

Respectfully submitted,



Robert E. Shaffer, Sr., Secretary