The regular monthly meeting of the Perry County Planning Commission (PCPC) was held on Wednesday, August 21, 2019 in the Commissioners’ Hearing Room of the Veteran’s Memorial Building, New Bloomfield, PA. Chairman Turner called the meeting to order at 7:00 PM.

1. ROLL CALL

Members present were Robert Shaffer, Tom Graupensperger, Danny Kirk, Cathy Gilbert Jim Turner, Donny Bartch, Dave Rice and Brian Funkhouser. Jason Finnerty was present representing the staff.

2. MINUTES

Chairman Turner asked the members if they had read through the July 17, 2019 monthly meeting minutes and if they had any edits they would like to offer. None of the members offered any edits.

Mrs. Gilbert motioned to approve the minutes without edit. Mr. Rice seconded the motion, and the motion passed unanimously.

3. GOOD AND WELFARE

Zach Huss was in attendance with interest in the vacant PCPC seat left by Ken Morrison.

Joe Burget was present for the Maple Street (Justin Mast) land development plan and the Melvin F. and Martha J. Stoltzfus subdivision.

Tom Palm was in attendance to discuss a sketch plan for Tony Campbell, the Thomas G. Close, Dennis L. Cain and Doris A. Garner subdivision which was conditionally approved at the July PCPC meeting, the Bower Middle Farm, LLC subdivision, and the Michael D. Kessler and Trudy A. Kessler.

Tony Campbell was also present to discuss the proposed sketch plan for the Rosanna Holler property.

Regarding the Thomas G. Close, Dennis L. Cain, and Dennis A. Garner subdivision plan in Northeast Madison Township, Mr. Palm explained his clients would no longer be able to meet the conditions of the prior conditional approval. It was his client’s intent to move forward with another plan without the 2-acre non-developable lot.

Mr. Rice moved to disapprove File #041 considering S&LDO 404.17 which does not allow for any changes to an approved final plan. The motion was seconded by Mr. Shaffer and passed unanimously.
Mr. Palm indicated he would be providing the PCPC with a new plan for Close, Cain, and Garner the next day.

4. **COMMUNICATIONS AND PAYMENTS OF EXPENSE**

A. **Communications**

Chairman Turner asked the commission members if there were any communications from the monthly communications list needing to be discussed. None of the members requested any information from the communications list.

Email communications were sent out as part of the monthly agenda packet.

B. **Payment of Expenses**

Mr. Shaffer made a motion to approve the following expenses. Mrs. Gilbert seconded and the motion passed unanimously.

Check #1184.................................................................$1,417.50

5. **REPORTS**

A. **Treasurer’s Report**

Mrs. Gilbert motioned to accept the Treasurer’s Report in the form of financial statements for the period of January 1, 2019 through July 31, 2019 for filing subject to audit. Mr. Funkhouser seconded the motion and the motion passed unanimously.

B. **Staff Report**

1. **Local Planning Assistance (LPA) Report**

Mr. Finnerty stated our staff continued to assist the MBPC with work on their zoning ordinance. Additional outreach on the Hazard Mitigation Plan was also provided.

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

2. **Program Progress Report**

Covering information related to the Regional Growth Management Plan, Mr. Finnerty mentioned a scoping meeting was held at Mecks Corner at the intersections of SRs 0034 and 0274 and Delville Road. A copy of three design options was shared with the commission to indicate what was being considered.

A copy of the progress report is attached to the file copy of the minutes.
6. **UNFINISHED BUSINESS**

A. Perry County Comprehensive Plan Implementation

Staff continues to coordinate the efforts of two Comprehensive Plan implementation workgroups. Mr. Finnerty shared summary reports from the August Economic Issues Workgroup meeting with the PCPC members as part of their agenda packet distribution.

B. County Hazard Mitigation Plan Implementation

Mr. Finnerty mentioned the 30-day municipal review period was drawing to an end and PEMA was notified and has provided a precursory review asking for improvements to the plan, so it mirrors the unified guidance provided by the standard operating guide. Staff has initiated this work.

C. PCPC Board Member Vacancy

The County Board of Commissioners ran a notice in the Perry County Times for the vacant seat on the PCPC Board but no one came forth to express interest in the position in the western end of the county. Mr. Finnerty indicated that Zack Huss is still interested in the position and his resume was passed around to the members.

A motion was made by Mr. Shaffer to recommend Zach Huss to the Board of Commissioners for their consideration of appointment. The motion was seconded by Mr. Rice and passed unanimously.

7. **NEW BUSINESS**

A. Subdivision and Land Development Matters

1). Plans for Approval/Disapproval Consideration

   a) File #19-033 527 Maple Street (Justin Mast)/Millerstown Borough

   Mr. Burget provided a general overview of the land development plan to the PCPC.

   Mr. Finnerty mention he has had communications with the applicant Mr. Mast, his surveyor (Burget Associates, Inc.), and the engineer with HRG representing Millerstown Borough.

   He indicated that action would need to be taken at the meeting this evening regarding the plan as the 90-day timeframe for the review would conclude September 17th one day before next month’s meeting.

   A motion was made by Mr. Shaffer to grant modifications to the following
ordinance requirements: § 403 and regarding the Preliminary Plan: Procedure and § 407 for Preliminary Plan: Specifications for the plan to be reviewed as a final plan; § 507. For sidewalks; and § 508.5.C.5 for curbing. The motion was seconded by Mr. Rice and passed unanimously with Chairman Turner abstaining.

Mr. Rice motioned to conditionally approve the plan with the following considerations. The plan will need to display the state plane reference for the primary control point (§§ 409.5.C.9 and 409.5.D.25); the zoning district boundary (§§ 409.5.D.21 and 409.5.H.4); the zoning ordinance number and date (§ 409.5.F.5); erosion and sedimentation control plan approval by the Perry County Conservation District (§ 409.5.J.2.a); and address the municipal engineer’s concerns for stormwater management (§ 526.2). The motion was seconded by Mr. Graupensperger and passed unanimously with Chairman Turner abstaining. Mr. Burget accepted the conditions on behalf of his client.

b) File #19-048 Bower Middle Farm, LLC/ Jackson Township

Mr. Palm provided an overview of the subdivision plan to the PCPC.

Mr. Finnerty provided a summary of the initial review comments and the surveyor’s responses to each point not previously addressed during earlier discussion between the surveyor and staff between monthly meetings.

It was mentioned the mapping suggested there was a mapped stream on the property however Mr. Palm indicated none were visible during the time of survey preparation.

A motion was made by Mr. Shaffer to grant the requested modifications and approve the plan. The modifications were granted to § 403 and regarding the Preliminary Plan: Procedure and § 407 for Preliminary Plan: Specifications for the plan to be reviewed as a final plan; § 409.5.D. for the plan scale; § 409.5.D.1 for displaying elevation contour intervals of 5’ or less throughout the property; § 409.5.D.10 for displaying steep sloped areas. § 409.5.F.9 regarding the presence or absence of archeological resources, historic features and natural habitats; § 409.5.D.4 for the location of water courses; and § 409.5.D.5 in consideration of the natural drainage easement typically applied thereto. The motion was seconded by Mr. Funkhouser and passed unanimously with Mr. Rice abstaining.

Mr. Bartch motioned to conditionally approve the plan with the following edits: The plan will need to show the dimensional width of the slender middle connection portion of the lot to confirm it maintains a 50’lot width for future rights-of-way consideration for access in consideration of §§ 505.6.B.3 and 508.1.D; and the requested waiver for inventory of all permits and approvals (listed as 6) should be removed as there are no such permits or approvals to be obtained. The motion was seconded by Mr. Graupensperger and passed unanimously with Mr. Rice abstaining. Mr. Palm accepted the conditions on behalf of his client.
c) File #19-053 Melvin F. and Martha J. Stoltzfus/ Northeast Madison Township

Mr. Burget provided an overview of the subdivision plan to the PCPC.

Mr. Finnerty provided a summary of the initial review comments and the surveyor’s responses to each point not previously addressed during earlier discussion between the surveyor and staff between monthly meetings.

A motion was made by Mr. Shaffer to grant the requested modifications and approve the plan. The modifications were granted to § 403 and regarding the Preliminary Plan: Procedure and § 407 for Preliminary Plan: Specifications for the plan to be reviewed as a final plan; § 409.5.D. for the plan scale; § 409.5.D. for the plan scale; § 409.5.D.4 for the wetlands delineation; and § 409.5.D.15 for existing features with 200’ of the property. The motion was seconded by Mr. Bartch and passed unanimously.

Mr. Rice motioned to approve the plan conditioned on the erosion and sedimentation control plan being approved by the Perry County Conservation District (§ 409.5.J.2.a); completion of the appropriate PADEP sewage facilities form (§ 409.6.C); and the PennDOT Highway Occupancy Permit (§ 409.5.D.17). The motion was seconded by Mr. Funkhouser and passed unanimously. Mr. Burget accepted the conditions on behalf of his client.

d) File #19-054 Michael D. Kessler and Trudy A. Kessler/ Toboyne Township

Mr. Palm provided a general overview of the subdivision plan to the PCPC.

Mr. Finnerty provided a summary of the initial review comments and the surveyor’s responses to each point not previously addressed during earlier discussion between the surveyor and staff between monthly meetings.

Mr. Palm made it know he was not sure why the PCCD would have to review an E&SC Plan.

A motion was made by Mr. Rice to grant the requested modifications and approve the plan. The modifications were granted to § 403 and regarding the Preliminary Plan: Procedure and § 407 for Preliminary Plan: Specifications for the plan to be reviewed as a final plan; § 409.5.D.10 for displaying steep sloped areas due to the minimal extent away from the construction activity; and the erosion and sedimentation control plan being approved by the Perry County Conservation District (§ 409.5.J.2.a) considering the inclusion of an E&SC Plan with the plan set, the minimal amount of earth disturbance, and the predominately rural nature of the proposed lot. The motion was seconded by Mr. Graupensperger and passed unanimously.

Mr. Bartch motioned to conditionally approve the plan subject to the receipt of the
PADEP sewage planning module approval. The motion was seconded by Mr. Kirk and passed unanimously. Mr. Palm accepted the conditions on behalf of his client.

At the conclusion to discussion regarding the plan Mr. Shaffer suggested Mr. Finnerty communicate with the Perry County Conservation District to obtain their thoughts on when it is appropriate to require a PCCD review of erosion and sedimentation plans.

2). Review and Report

Chairman Turner asked the Commission members if there were any plans on the monthly review and report table they would like to view. None of the members requested to see any plans from the monthly review report list.

Mr. Rice motioned to ratify to staff reviews of all plans listed in the monthly review report table. The motion was seconded by Mr. Shaffer and passed unanimously.

A copy of the Review and Report Table is attached to the file copy of these minutes.

B. Other Matters

1). Sewage Facilities Planning Module #19-02 - Newport Burger King/ Howe Township

Mr. Finnerty mentioned the office received the second sewage facilities planning module for 2019. Mr. Funkhouser motioned to ratify sewage facilities planning module for Newport Burger King. The motion was seconded by Mr. Graupensperger and passed unanimously.

2). Penn Township Agricultural Security Area Amendment

The office received information from Township Secretary Helen Klinepeter advising of an Agricultural Security Area amendment.

A motion was made by Mr. Shaffer to authorize the Chairman to sign the letter supporting the Township’s inclusion of the property in the Township’s Agricultural Security Area. The motion was seconded by Mr. Kirk and passed unanimously. When comparing the Penn Township Future Land Use Plan with the 2040 RGMP it was noted, an inconsistent land use pattern was observed. These diverging views suggest a need for greater communication and support for achieving a unified vision for this area. The TCRPC was copied on the letter.

8. ADJOURNMENT

Chairman Turner adjourned the meeting at 8:50 PM. The next meeting of the Perry County
Planning Commission is scheduled for Wednesday, September 18, 2019 at 7:00 PM. 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.
Secretary