PERRY COUNTY PLANNING COMMISSION

Minutes of the Meeting October 16, 2019

The regular monthly meeting of the Perry County Planning Commission (PCPC) was held on Wednesday, October 16, 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, Zach Huss, Danny Kirk, Cathy Gilbert, Tom Graupensperger and Donny Bartch. Jason Finnerty was present representing the staff.

2. MINUTES

Vice Chairman Graupensperger asked the members if they had read through the September 18, 2019 monthly meeting minutes and if they had any edits they would like to offer. None of the members offered any edits.

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

3. GOOD AND WELFARE

Tom Palm and Leonard Sheaffer were in attendance to discuss the Leonard F. Sheaffer and Janet M. Sheaffer subdivision. William Roberts also attended for the review of the Penn Township ordinance with revisions and amendments to the Penn Township Zoning Ordinance.

4. COMMUNICATIONS AND PAYMENTS OF EXPENSE

A. Communications

Vice Chairman Graupensperger asked the commission members if there were any communications from the monthly communications list needing to be discussed. None of the members asked for any additional information regarding the communications.

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. Mr. Kirk seconded and the motion passed unanimously.

Check #1186...........................................................................................................$1,050.00
5. REPORTS

A. Treasurer’s Report

Mr. Kirk motioned to accept the Treasurer’s Report in the form of financial statements for the period of January 1, 2019 through September 30, 2019 for filing subject to audit. Mr. Bartch 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 Marysville Borough Planning Commission 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

Considering transportation the HATS staff has begun analyzing updated crash data with the hope of developing highway corridor and regional safety analysis for each county. In addition there will be multiple meetings on I-81 improvement strategy over the next year. Even though the interstate does not pass through Perry County, the influence of its proximity is critical to the County’s economy. Members were encouraged to share thoughts heading into these information gathering phase.

On the regional level the staff has been researching items for inclusion in the planning toolbox.

Covering Perry County the US Census Complete Count Committee sounds as if it might be seeing some inertia finally. The Bureau’s Partnership Specialist has met with the Commissioner’s Office and appears to be soliciting interest from departments.

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 indicated a meeting was held in October for the Economic Issues Workgroup. Staff was invited to sit in on the PCEDA’s meeting the following week to hear from school district superintendents and guidance counselors about their efforts to help with student workforce development and training opportunities with
local businesses including job shadowing.

**B. County Hazard Mitigation Plan**

Work continues on a redraft of the final draft Hazard Mitigation Plan to address a precursory review by the Pennsylvania Emergency Management Agency (PEMA). Outreach was conducted with the Landisburg Council Monday evening to solidify their participation in the planning process. The review indicated some format considerations must occur for the agency to perform what it considers their official review. Our office has had to make these changes to fit an outline structure deemed acceptable for the plan to be considered by PEMA at this time. The changes to the final draft plan have been mostly cosmetic with the rewording of subheadings imbedded within the chapters to improve conformance with PEMA’s now mandated outline.

**7. NEW BUSINESS**

**A. Subdivision and Land Development Matters**

1). Plans for Approval/Disapproval Consideration

   a) File #19-064 Leonard F. Sheaffer and Janet M. Sheaffer/ Southwest Madison Township

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

   Mr. Finnerty went over the staff review comments, highlighting a primary concern with the number of users on the private rights-of-way. Mr. Palm provided information indicating he could only count three lots which would not exceed the threshold for requiring street improvement up to the ordinance requirements. Mr. Sheaffer shared additional information regarding the accessory structures on the property.

   A motion was made by Mr. Shaffer to grant the requested modifications to §§ 403 and 407 regarding the preliminary plan requirements to have the plan reviewed as a final plan; § 409.5.D.5 regarding bearings and distances for easements, recognizing these are natural easements rather than human-made; § 409.5.D.10 concerning areas of steep slope, since no earth-disturbing activities are proposed; § 508.1.D. rights-of-way widths considering the number of current private rights-of-way users identified as being three, the landowners’ desire not to subdivide further, the difficulty securing additional rights-of-way width for the existing rights-of-way width over an adjoining landowner which has already granted a 30’ wide rights-of-way, and the topographic constraints associated with the future placement of a cul-de-sac required with street improvements. The motion was seconded by Mr. Kirk and passed unanimously.

   Mr. Shaffer motioned to approve the plan with the following edits. Removal of two modification requests to § 409.5.J.6.c regarding grading and drainage plan
and § 409.5.F.9 a statement regarding the presence of historical, archeological or natural resources since no earth-disturbing activities are proposed; The driveway serving the adjoining Alan C. Sheaffer Tract 1 needs to be displayed, as well as the reserved private rights-of-way serving Alan C. Sheaffer Tract 3. The addition of a plan covenant stating no further subdivision of lots may access the 30’ private drive without required improvements being made to bring the road up to minor street standards with the required cul-de-sac and the widening of the rights-of-way to 50’. The motion was seconded by Mr. Bartch and passed unanimously. Mr. Shaffer asked Mr. Sheaffer if he accepted the conditions as stated. Mr. Sheaffer responded with a yes, indicating he has no intentions of subdividing further.

2). Review and Report

Vice Chairman Graupensperger 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.

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

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

B. Zoning Matters

Penn Township ordinance proposing amendments to the Penn Township Zoning Ordinance (Definitions, District Requirements, Overlay, Performance Standards, Sign Regulations, Supplemental Use Standards, Solar Energy Systems, Wind Energy Systems, and Appendices)

Mr. Finnerty advised a draft review letter was prepared and distributed to each of the members regarding the proposed ordinance making several changes to the Township Zoning Ordinance. He indicated a few items were specifically concerning and should be looked at more closely before changes were made. Most notable of these was a change in the Mixed-Use Commerce District where Light Industry was the focus of a change from being designated a permitted use to a conditional use.

A motion was made by Mr. Kirk to authorize the Vice Chairman to sign a revised letter recommending the Penn Township Board of Supervisors refrain from adopting the ordinance as presently prepared. The revision to the letter will mention the availability of staff to happily meet with the supervisors, or attend the public hearing on the ordinance to discuss the content of the letter. The motion was seconded by Mrs. Gilbert and passed unanimously with Mr. Shaffer abstaining.

C. Other Matters
1). Draft 2020 Planning Outreach Schedule

Between monthly meetings, a draft copy of the 2020 outreach schedule was distributed.

2). US Census Bureau New Construction Program

Mr. Finnerty mentioned work had concluded with the submission of additional addresses to the US Census Bureau following the County’s participating in the Bureau’s New Construction Program intended to identify addresses for all new construction since the County’s Local Update to Census Addresses submission, including dwelling addresses potentially having residency by April 1, 2020 (Census Day).

8. ADJOURNMENT

Mr. Kirk motioned to adjourn the meeting at 8:35 PM. The motion was seconded by Mr. Bartch and passed unanimously. The next meeting of the Perry County Planning Commission is scheduled for Wednesday, November 20, 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