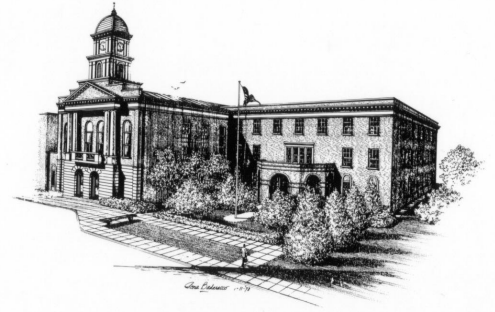


# Snyder County Planning Commission

Courthouse, P.O. Box 217 • Middleburg, Pennsylvania 17842-0217

Phone: (570) 837-4256 or (570) 837-4257

Fax: (570) 837-4345



## MEETING AGENDA

--REGULARLY SCHEDULED MEETING--

--Tuesday, February 20, 2024

7:00 p.m.

Basement Meeting Room  
Snyder County Courthouse  
Middleburg, PA

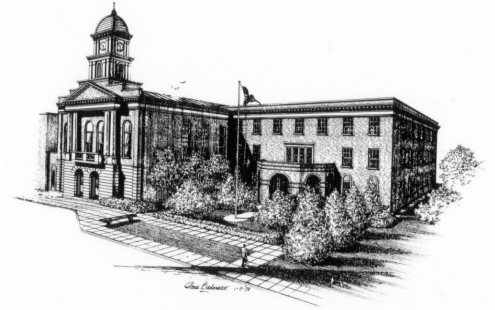
1. CALL TO ORDER
2. PUBLIC COMMENT
3. APPROVAL OF THE JANUARY 17, 2024 MEETING MINUTES.
4. REPORTS OF OFFICERS, COMMITTEES & REPRESENTATIVES
  - A) Monthly Budget Report
  - B) Subdivision Review Report
  - C) Planning Office Report
5. OLD BUSINESS – Possible discussion about changing the By Laws for a Commissioner seat.
6. NEW BUSINESS
  - A) Received the latest Escrow Account Statement. Current Balance as of 1/31/24 was \$193,919.45. Current actual balance is \$193,440.20 which accounts for a deposit for the Richfield EMC project and checks #276 thru #280.
7. ADJOURNMENT

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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: February 16, 2024

SUBJECT: Subdivision Review Meeting

The Subdivision Review Committee Work Session will be on Friday, February 16, at 9:00 a.m. in the Planning Commission office, for those who wish to attend. The public is welcome to attend as well.

Thank you.

## NEW APPLICATIONS RECEIVED AS OF FEBRUARY 16, 2024:

File #5720 – Hostetler Subdivision – West Beaver Twp.

File #5721 – Ross Stephens Subdivision Plan – Franklin Twp.

File #5722 – Preliminary / Final LDP for Richfield EMC Addition – West Perry Twp.

File #5723 – Richfield EMC Lot Addition – West Perry Twp.

File #5724 – Fike Brothers Carpet One LDP – Penn Twp.

File #5725 – Donald Apple Final Subdivision – West Perry Twp.

File #5726 – Florence Hess Subdivision / Lot Addition – Chapman / Perry Twp.

cc: Snyder County Board of Commissioners

Tony Phillips, Chief Clerk

AxRunkle, Solicitor

Meck-Tech, Inc., PC Engineer

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## PLANS ON THE AGENDA FOR THE DECEMBER 2023 MEETING:

### SECTION A:

File #5724 – Fike Brothers Carpet One LDP – Penn Twp.

File #5725 – Donald Apple Final Subdivision – West Perry Twp. \*\*

### SECTION B:

#### OLD PLANS:

#### 1st Meeting

File #5717 – Ethan Hoffman Poultry LDP – West Perry Twp.

File #5718 – Thomas Clark Farm Subdivision – Jackson Twp.

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File #5726 – Florence Hess Subdivision / Lot Addition – Chapman / Perry Twp.\*\*

### SECTION C:

None

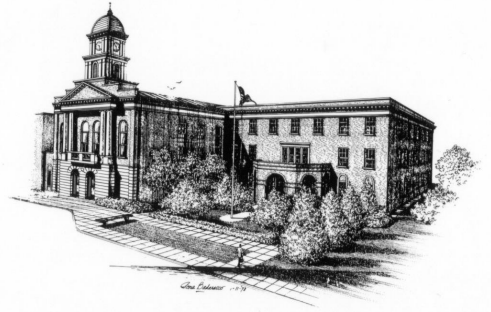
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## SNYDER COUNTY PLANNING COMMISSION SUBDIVISION REVIEW COMMITTEE REPORT

2-16-24

### A. PLANS AND APPLICATIONS FROM MUNICIPALITIES WITH REGULATIONS:

#### **File #5724     Fike Brothers Carpet One Land Development Plan; Axtman Engineering, LLC - Engineer**

This plan is for the construction of a 4,000 sf Retail Store and a 2,000 sf warehouse along with other site related amenities on tax parcel 13-03-181.

#### **General Comments**

1. All Certificates should be fully executed prior to approval.
2. The Snyder County Review Certificate can be amended to show the plan was received on February 4, 2024 and is SCPC File #5724. The Signature line can be removed as well.
3. My set of plans is missing Sheet EX-1 (Existing Conditions Plan)
4. If intended to be a Final Plan and the requested waiver is granted Preliminary should be removed from the Cover Sheet.
5. I believe that the slope from DA4 to O-1 should be 10% instead of 1%.

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This plan is for the subdivision of Tract 10-04-003 located in Monroe Township, Juniata County. Juniata County will be the approving body for the plan; however after approval West Perry Township, Snyder County will have a new tax parcel.

#### **General Comments**

1. All Certificates should be fully executed prior to Final approval in both counties.

2. This plan must be recorded in both Juniata and Snyder Counties to allow for the creation of the new tax parcel.

**B. PLANS AND APPLICATIONS UNDER THE SNYDER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE:**

**OLD PLANS**

**File #5717     Ethan Hoffman Poultry Land Development Plan; West Perry Township; TeamAg Inc. - Engineer**

This plan is for the construction of 3 Poultry barns along with additional site related amenities on tract 21-07-055.

**UNDER REVIEW BY MECK-TECH**

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This plan is to supercede SCPC File #2424 which had a note that the large farm field (tract 08-02-002) had to be added to tract 08-02-062 and allow the tracts to be separate. Additionally this plan grants an easement from tax parcel 08-02-002 to parcel 08-02-062, with both tracts being owned by Thomas Clark.

**General Comments:**

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**General Comments:**

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2. Certificates referring to West Beaver Township should be removed.
3. The Snyder County Planning Commission Review Certificate should be removed and the Snyder County Planning Commission Approval Certificate should be added.
4. Owners information for Dean Scholl should be added to the plan.

**Plan Comments:**

**1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece, and for the combining of the add-on piece with the existing lot to which it is being added are required for plan approval.

**2. Section 402.C – Owners Certificates**

Certificates signed by all landowners involved in the plan are required. Certificates for Dean Scholl should be added to the plan.

**3. Section 403.B.11 – Lot Areas**

Lot areas should be shown per this section of the ordinance.

**4. Section 403.B.14.c – Significant Features**

Per this section the septic area should be located by survey to any convenient boundary intersection.

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This plan is for the subdivision of tract 19-06-027 into 2 tracts of land. Proposed Non-Building Lot is listed as 0.901 acres and Residual Lot will be 46.9 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. It appears that Note 10 is incorrect as there are flood boundaries in the project area.
3. Proposed Lot 2 Net acreage should be 23.91.

**Plan Comments**

### **1. Section 403.B.29 – Home Location**

Per this Section of the ordinance the potential home location should be shown on the plan.

**File #5722     Richfield Evangelical Methodist Church Land Development Plan; West Perry Township; CES Engineering, LLC - Engineer**

This plan is for the construction of a building addition to the church.

**Being Reviewed by Meck-Tech**

**File #5723     Richfield Evangelical Methodist Church Land Development Plan; West Perry Township; CES Engineering, LLC - Engineer**

This plan is for Lot Additions from Parcel 21-05-005 to Parcel 21-05-004 with a total of 0.2325 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. The Approval Block area for West Perry Township Supervisors can be removed, as we handle the approvals for them.

**Plan Comments**

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Draft Deeds for the transfer of the add-on piece(s), and for the combining of the add-on piece(s) with the existing lot to which it is being added are required for plan approval.

### **2. Section 403.B.4 - Location**

Per this section the distance to the nearest public road intersection or to major references should be listed to help locate the property.

### **3. Section 403.B.5 – Tract Map**

Per this section a Tract Map should be shown. If you would like to request a waiver of this section it should be per Section 403.B.23.

**C. UNDER SECTION 402 (LOT ADDITIONS) IN THE SNYDER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE:**

**File #5726     Florence Hess Estate Subdivision / Lot Additions Plan; Susquehanna Township, Juniata County; Chapman & Perry Townships, Snyder County; Axis Professional Surveying, LLC - Surveyor**

This plan is for the subdivision of Tract 13-01-001 located in Susquehanna Township, Juniata County into 12 tracts of land along with 2 Lot Additions. One lot addition will be located in Juniata County and one will be a lot addition to tract 14-07-028 located in Snyder County. All subdivision and the lot addition for Bible Baptist Church are under the jurisdiction of Juniata County and must be approved by Susquehanna Township, Juniata County. Snyder County will approve the plan as well but only that of Lot Addition 2 to tract 14-07-028 in Perry Township. After subdivision approval, Proposed Lot 10 will become a new tract of land located in Chapman Township, Snyder County.

### **General Comments**

1. All Certificates must be fully executed prior to Final Approval and recording of the plan in either county. The plan must also after full approval from all entities be recorded in both Juniata and Snyder County.
2. A block will need to be added for the Snyder County Register and Recorder's office.
3. The Title Block should be amended to indicate that the plan is also located in Chapman and Perry Townships, Snyder County.
4. The existing tract line for parcel 14-07-028 along the county line should be shown. Bearings and distances should be shown per the survey of Lot Addition 2. The existing tract and area of Lot Addition 2 should be indicated along with the combined area after approval. Also please add a leader or arrow indicating that Lot Addition 2 will be getting combined with tract 14-07-028.
5. The Lot Addition Statement should be amended to note both lot additions and that it will be lot addition 2 that will be combined with the Snyder County parcel.
6. General Note #9 should be amended to indicate Susquehanna Twp., Juniata County and add that Chapman Twp and Perry Twp. also have no Zoning.

### **Plan Comments**

#### **1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece, and for the combining of the add-on piece with the existing lot to which it is being added are required for plan approval. Please note that this is ONLY for Lot Addition 2 and its addition to Snyder County Tract 14-07-028.



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## Report of the Planning Director

1-12-24 to 2-16-24

### I. Meetings

1/17/24 – Solid Waste Plan Meeting

2/7/24 – Hazard Mitigation Plan Update meeting

### II. Subdivision Site Inspections

None

### III. Final Plan Approval Processing

### IV. Preliminary Plan Approval Processing

None

### V. Sketch Plan Reviews by Staff

None

## VI. Financial

### A) Expense & Revenue Summary per Monthly Budget Report

	<u>Prior Year to Date</u>	<u>Current Year-to Date</u>
Expenses	\$ 10,470.75	\$ 5,981.78

### B) General Fund Receipts (Year End Report)

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Subdivision Fees	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03
Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03

### C) Escrow

<u>Previous Balance</u>	<u>Receipts</u>	<u>Paid Out</u>	<u>Current Balance</u>
\$ 200,119.45	\$ 2,300.00	\$ 300.00	\$ 193,440.20

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- The next meeting for the Snyder County Greenway and Open Space Plan for review of existing inventory will be in the next couple of weeks.
- Begin review and update of the Snyder County Comprehensive Plan.
- Snyder County Point Person for the Susquehanna River Flood Inundation Mapping Interagency Project. Outreach from PaDEP has begun, and we will need to begin public outreach.
- Review possible Grant Funding for our Comprehensive Plan and possible match.
- Review Act 167 Stormwater Planning.
- Administer the WVLRP funds for the ESCRA Project.

## VIII. Current Violations

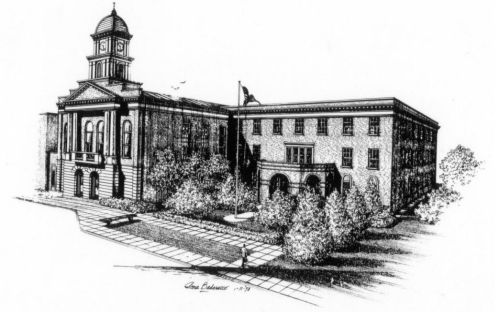
Greg Mull – Illegal Land Development located on Middle Road.

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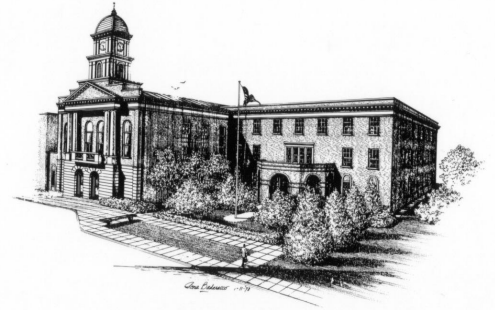
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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: February 16, 2024

SUBJECT: Subdivision Review Meeting

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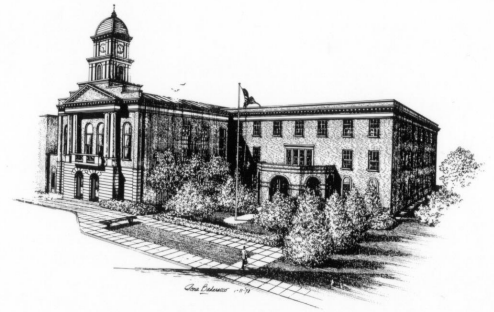
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**Plan Comments**



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## Report of the Planning Director

1-12-24 to 2-16-24

### I. Meetings

1/17/24 – Solid Waste Plan Meeting

2/7/24 – Hazard Mitigation Plan Update meeting

### II. Subdivision Site Inspections

None

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### IV. Preliminary Plan Approval Processing

None

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### A) Expense & Revenue Summary per Monthly Budget Report

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### D) Overall Expense vs. Revenue

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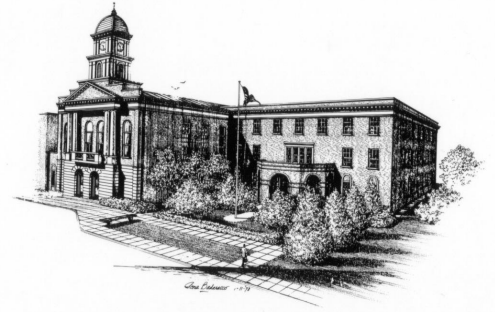
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# Snyder County Planning Commission

Courthouse, P.O. Box 217 • Middleburg, Pennsylvania 17842-0217

Phone: (570) 837-4256 or (570) 837-4257

Fax: (570) 837-4345



## MEETING AGENDA

--REGULARLY SCHEDULED MEETING--

--Tuesday, February 20, 2024

7:00 p.m.

Basement Meeting Room  
Snyder County Courthouse  
Middleburg, PA

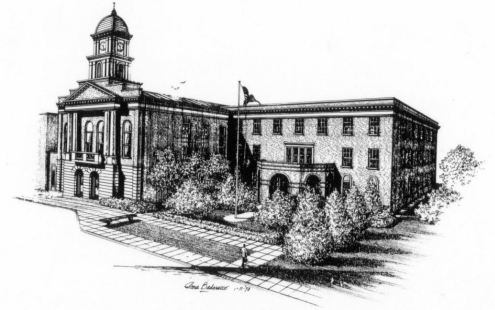
1. CALL TO ORDER
2. PUBLIC COMMENT
3. APPROVAL OF THE JANUARY 17, 2024 MEETING MINUTES.
4. REPORTS OF OFFICERS, COMMITTEES & REPRESENTATIVES
  - A) Monthly Budget Report
  - B) Subdivision Review Report
  - C) Planning Office Report
5. OLD BUSINESS – Possible discussion about changing the By Laws for a Commissioner seat.
6. NEW BUSINESS
  - A) Received the latest Escrow Account Statement. Current Balance as of 1/31/24 was \$193,919.45. Current actual balance is \$193,440.20 which accounts for a deposit for the Richfield EMC project and checks #276 thru #280.
7. ADJOURNMENT

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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: February 16, 2024

SUBJECT: Subdivision Review Meeting

The Subdivision Review Committee Work Session will be on Friday, February 16, at 9:00 a.m. in the Planning Commission office, for those who wish to attend. The public is welcome to attend as well.

Thank you.

## NEW APPLICATIONS RECEIVED AS OF FEBRUARY 16, 2024:

File #5720 – Hostetler Subdivision – West Beaver Twp.

File #5721 – Ross Stephens Subdivision Plan – Franklin Twp.

File #5722 – Preliminary / Final LDP for Richfield EMC Addition – West Perry Twp.

File #5723 – Richfield EMC Lot Addition – West Perry Twp.

File #5724 – Fike Brothers Carpet One LDP – Penn Twp.

File #5725 – Donald Apple Final Subdivision – West Perry Twp.

File #5726 – Florence Hess Subdivision / Lot Addition – Chapman / Perry Twp.

cc: Snyder County Board of Commissioners

Tony Phillips, Chief Clerk

AxRunkle, Solicitor

Meck-Tech, Inc., PC Engineer

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## PLANS ON THE AGENDA FOR THE DECEMBER 2023 MEETING:

### SECTION A:

File #5724 – Fike Brothers Carpet One LDP – Penn Twp.

File #5725 – Donald Apple Final Subdivision – West Perry Twp. \*\*

### SECTION B:

#### OLD PLANS:

#### 1st Meeting

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File #5718 – Thomas Clark Farm Subdivision – Jackson Twp.

#### NEW PLANS:

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File #5726 – Florence Hess Subdivision / Lot Addition – Chapman / Perry Twp.\*\*

### SECTION C:

None

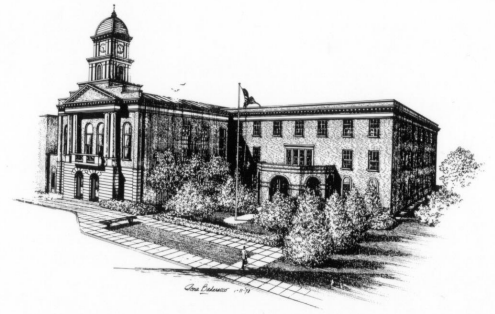
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## SNYDER COUNTY PLANNING COMMISSION SUBDIVISION REVIEW COMMITTEE REPORT

2-16-24

### A. PLANS AND APPLICATIONS FROM MUNICIPALITIES WITH REGULATIONS:

#### **File #5724     Fike Brothers Carpet One Land Development Plan; Axtman Engineering, LLC - Engineer**

This plan is for the construction of a 4,000 sf Retail Store and a 2,000 sf warehouse along with other site related amenities on tax parcel 13-03-181.

#### **General Comments**

1. All Certificates should be fully executed prior to approval.
2. The Snyder County Review Certificate can be amended to show the plan was received on February 4, 2024 and is SCPC File #5724. The Signature line can be removed as well.
3. My set of plans is missing Sheet EX-1 (Existing Conditions Plan)
4. If intended to be a Final Plan and the requested waiver is granted Preliminary should be removed from the Cover Sheet.
5. I believe that the slope from DA4 to O-1 should be 10% instead of 1%.

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This plan is for the subdivision of Tract 10-04-003 located in Monroe Township, Juniata County. Juniata County will be the approving body for the plan; however after approval West Perry Township, Snyder County will have a new tax parcel.

#### **General Comments**

1. All Certificates should be fully executed prior to Final approval in both counties.



2. This plan must be recorded in both Juniata and Snyder Counties to allow for the creation of the new tax parcel.

**B. PLANS AND APPLICATIONS UNDER THE SNYDER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE:**

**OLD PLANS**

**File #5717     Ethan Hoffman Poultry Land Development Plan; West Perry Township; TeamAg Inc. - Engineer**

This plan is for the construction of 3 Poultry barns along with additional site related amenities on tract 21-07-055.

**UNDER REVIEW BY MECK-TECH**

**File #5718     Thomas Clark Farm Subdivision Plan; Jackson Township; All Points Land Surveys, Inc. - Surveyor**

This plan is to supercede SCPC File #2424 which had a note that the large farm field (tract 08-02-002) had to be added to tract 08-02-062 and allow the tracts to be separate. Additionally this plan grants an easement from tax parcel 08-02-002 to parcel 08-02-062, with both tracts being owned by Thomas Clark.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. A copy of the Easement Agreement should be submitted for review and shall be recorded with the plan.

**NEW PLANS**

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**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. Certificates referring to West Beaver Township should be removed.
3. The Snyder County Planning Commission Review Certificate should be removed and the Snyder County Planning Commission Approval Certificate should be added.
4. Owners information for Dean Scholl should be added to the plan.

**Plan Comments:**

**1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece, and for the combining of the add-on piece with the existing lot to which it is being added are required for plan approval.

**2. Section 402.C – Owners Certificates**

Certificates signed by all landowners involved in the plan are required. Certificates for Dean Scholl should be added to the plan.

**3. Section 403.B.11 – Lot Areas**

Lot areas should be shown per this section of the ordinance.

**4. Section 403.B.14.c – Significant Features**

Per this section the septic area should be located by survey to any convenient boundary intersection.

**File #5721     Ross Stephens Subdivision Plan; Franklin Township; All Points Land Surveys, Inc. - Surveyor**

This plan is for the subdivision of tract 19-06-027 into 2 tracts of land. Proposed Non-Building Lot is listed as 0.901 acres and Residual Lot will be 46.9 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. It appears that Note 10 is incorrect as there are flood boundaries in the project area.
3. Proposed Lot 2 Net acreage should be 23.91.

**Plan Comments**

### **1. Section 403.B.29 – Home Location**

Per this Section of the ordinance the potential home location should be shown on the plan.

**File #5722     Richfield Evangelical Methodist Church Land Development Plan; West Perry Township; CES Engineering, LLC - Engineer**

This plan is for the construction of a building addition to the church.

**Being Reviewed by Meck-Tech**

**File #5723     Richfield Evangelical Methodist Church Land Development Plan; West Perry Township; CES Engineering, LLC - Engineer**

This plan is for Lot Additions from Parcel 21-05-005 to Parcel 21-05-004 with a total of 0.2325 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. The Approval Block area for West Perry Township Supervisors can be removed, as we handle the approvals for them.

**Plan Comments**

### **1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece(s), and for the combining of the add-on piece(s) with the existing lot to which it is being added are required for plan approval.

### **2. Section 403.B.4 - Location**

Per this section the distance to the nearest public road intersection or to major references should be listed to help locate the property.

### **3. Section 403.B.5 – Tract Map**

Per this section a Tract Map should be shown. If you would like to request a waiver of this section it should be per Section 403.B.23.

**C. UNDER SECTION 402 (LOT ADDITIONS) IN THE SNYDER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE:**

**File #5726     Florence Hess Estate Subdivision / Lot Additions Plan; Susquehanna Township, Juniata County; Chapman & Perry Townships, Snyder County; Axis Professional Surveying, LLC - Surveyor**

This plan is for the subdivision of Tract 13-01-001 located in Susquehanna Township, Juniata County into 12 tracts of land along with 2 Lot Additions. One lot addition will be located in Juniata County and one will be a lot addition to tract 14-07-028 located in Snyder County. All subdivision and the lot addition for Bible Baptist Church are under the jurisdiction of Juniata County and must be approved by Susquehanna Township, Juniata County. Snyder County will approve the plan as well but only that of Lot Addition 2 to tract 14-07-028 in Perry Township. After subdivision approval, Proposed Lot 10 will become a new tract of land located in Chapman Township, Snyder County.

### **General Comments**

1. All Certificates must be fully executed prior to Final Approval and recording of the plan in either county. The plan must also after full approval from all entities be recorded in both Juniata and Snyder County.
2. A block will need to be added for the Snyder County Register and Recorder's office.
3. The Title Block should be amended to indicate that the plan is also located in Chapman and Perry Townships, Snyder County.
4. The existing tract line for parcel 14-07-028 along the county line should be shown. Bearings and distances should be shown per the survey of Lot Addition 2. The existing tract and area of Lot Addition 2 should be indicated along with the combined area after approval. Also please add a leader or arrow indicating that Lot Addition 2 will be getting combined with tract 14-07-028.
5. The Lot Addition Statement should be amended to note both lot additions and that it will be lot addition 2 that will be combined with the Snyder County parcel.
6. General Note #9 should be amended to indicate Susquehanna Twp., Juniata County and add that Chapman Twp and Perry Twp. also have no Zoning.

### **Plan Comments**

#### **1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece, and for the combining of the add-on piece with the existing lot to which it is being added are required for plan approval. Please note that this is ONLY for Lot Addition 2 and its addition to Snyder County Tract 14-07-028.

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## Report of the Planning Director

1-12-24 to 2-16-24

### I. Meetings

1/17/24 – Solid Waste Plan Meeting

2/7/24 – Hazard Mitigation Plan Update meeting

### II. Subdivision Site Inspections

None

### III. Final Plan Approval Processing

### IV. Preliminary Plan Approval Processing

None

### V. Sketch Plan Reviews by Staff

None

## VI. Financial

### A) Expense & Revenue Summary per Monthly Budget Report

	<u>Prior Year to Date</u>	<u>Current Year-to Date</u>
Expenses	\$ 10,470.75	\$ 5,981.78

### B) General Fund Receipts (Year End Report)

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Subdivision Fees	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03
Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03

### C) Escrow

<u>Previous Balance</u>	<u>Receipts</u>	<u>Paid Out</u>	<u>Current Balance</u>
\$ 200,119.45	\$ 2,300.00	\$ 300.00	\$ 193,440.20

### D) Overall Expense vs. Revenue

<u>Expenses for Year</u>	<u>GFR</u>	<u>Escrow to GF (YTD)</u>	<u>Overall Expenses</u>
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## VII. Special Planning Tasks

- The next meeting for the Snyder County Greenway and Open Space Plan for review of existing inventory will be in the next couple of weeks.
- Begin review and update of the Snyder County Comprehensive Plan.
- Snyder County Point Person for the Susquehanna River Flood Inundation Mapping Interagency Project. Outreach from PaDEP has begun, and we will need to begin public outreach.
- Review possible Grant Funding for our Comprehensive Plan and possible match.
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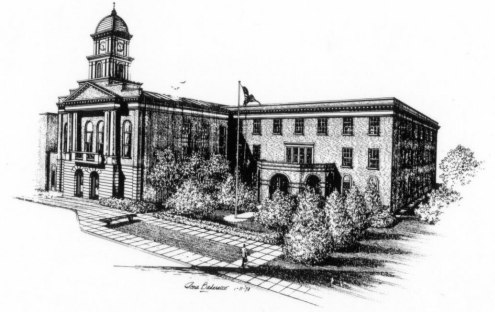
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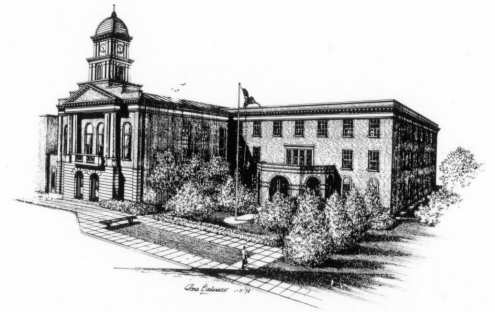
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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: February 16, 2024

SUBJECT: Subdivision Review Meeting

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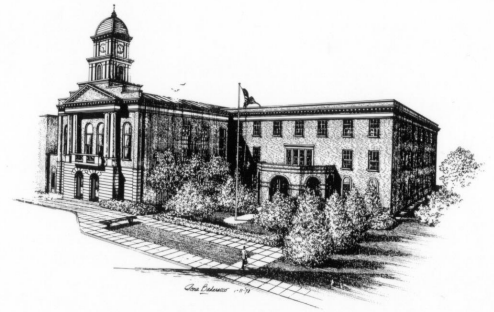
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## SNYDER COUNTY PLANNING COMMISSION SUBDIVISION REVIEW COMMITTEE REPORT

2-16-24

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## Report of the Planning Director

1-12-24 to 2-16-24

### I. Meetings

1/17/24 – Solid Waste Plan Meeting

2/7/24 – Hazard Mitigation Plan Update meeting

### II. Subdivision Site Inspections

None

### III. Final Plan Approval Processing

### IV. Preliminary Plan Approval Processing

None

### V. Sketch Plan Reviews by Staff

None

## VI. Financial

### A) Expense & Revenue Summary per Monthly Budget Report

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Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
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### C) Escrow

<u>Previous Balance</u>	<u>Receipts</u>	<u>Paid Out</u>	<u>Current Balance</u>
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### D) Overall Expense vs. Revenue

<u>Expenses for Year</u>	<u>GFR</u>	<u>Escrow to GF (YTD)</u>	<u>Overall Expenses</u>
\$ 5,981.78	\$ 0.00	\$ 0.00	\$ 5,981.78

## VII. Special Planning Tasks

- The next meeting for the Snyder County Greenway and Open Space Plan for review of existing inventory will be in the next couple of weeks.
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## VIII. Current Violations

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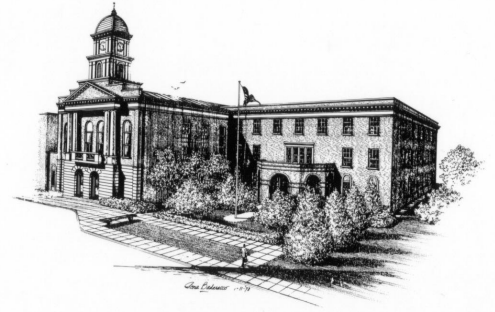


# Snyder County Planning Commission

Courthouse, P.O. Box 217 • Middleburg, Pennsylvania 17842-0217

Phone: (570) 837-4256 or (570) 837-4257

Fax: (570) 837-4345



## MEETING AGENDA

--REGULARLY SCHEDULED MEETING--

--Tuesday, February 20, 2024

7:00 p.m.

Basement Meeting Room  
Snyder County Courthouse  
Middleburg, PA

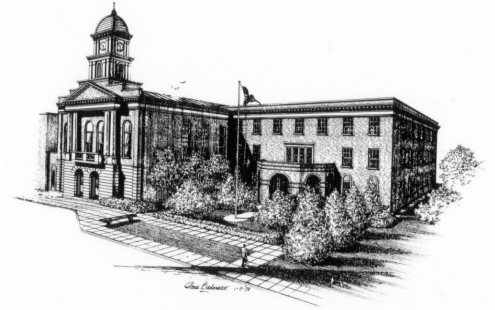
1. CALL TO ORDER
2. PUBLIC COMMENT
3. APPROVAL OF THE JANUARY 17, 2024 MEETING MINUTES.
4. REPORTS OF OFFICERS, COMMITTEES & REPRESENTATIVES
  - A) Monthly Budget Report
  - B) Subdivision Review Report
  - C) Planning Office Report
5. OLD BUSINESS – Possible discussion about changing the By Laws for a Commissioner seat.
6. NEW BUSINESS
  - A) Received the latest Escrow Account Statement. Current Balance as of 1/31/24 was \$193,919.45. Current actual balance is \$193,440.20 which accounts for a deposit for the Richfield EMC project and checks #276 thru #280.
7. ADJOURNMENT

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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: February 16, 2024

SUBJECT: Subdivision Review Meeting

The Subdivision Review Committee Work Session will be on Friday, February 16, at 9:00 a.m. in the Planning Commission office, for those who wish to attend. The public is welcome to attend as well.

Thank you.

## NEW APPLICATIONS RECEIVED AS OF FEBRUARY 16, 2024:

File #5720 – Hostetler Subdivision – West Beaver Twp.

File #5721 – Ross Stephens Subdivision Plan – Franklin Twp.

File #5722 – Preliminary / Final LDP for Richfield EMC Addition – West Perry Twp.

File #5723 – Richfield EMC Lot Addition – West Perry Twp.

File #5724 – Fike Brothers Carpet One LDP – Penn Twp.

File #5725 – Donald Apple Final Subdivision – West Perry Twp.

File #5726 – Florence Hess Subdivision / Lot Addition – Chapman / Perry Twp.

cc: Snyder County Board of Commissioners

Tony Phillips, Chief Clerk

AxRunkle, Solicitor

Meck-Tech, Inc., PC Engineer

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## PLANS ON THE AGENDA FOR THE DECEMBER 2023 MEETING:

### SECTION A:

File #5724 – Fike Brothers Carpet One LDP – Penn Twp.

File #5725 – Donald Apple Final Subdivision – West Perry Twp. \*\*

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#### OLD PLANS:

#### 1st Meeting

File #5717 – Ethan Hoffman Poultry LDP – West Perry Twp.

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File #5726 – Florence Hess Subdivision / Lot Addition – Chapman / Perry Twp.\*\*

### SECTION C:

None

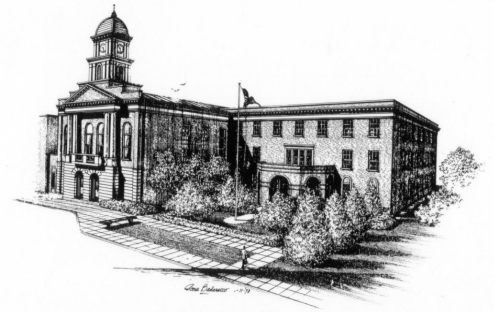
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## SNYDER COUNTY PLANNING COMMISSION SUBDIVISION REVIEW COMMITTEE REPORT

2-16-24

### A. PLANS AND APPLICATIONS FROM MUNICIPALITIES WITH REGULATIONS:

#### **File #5724     Fike Brothers Carpet One Land Development Plan; Axtman Engineering, LLC - Engineer**

This plan is for the construction of a 4,000 sf Retail Store and a 2,000 sf warehouse along with other site related amenities on tax parcel 13-03-181.

#### **General Comments**

1. All Certificates should be fully executed prior to approval.
2. The Snyder County Review Certificate can be amended to show the plan was received on February 4, 2024 and is SCPC File #5724. The Signature line can be removed as well.
3. My set of plans is missing Sheet EX-1 (Existing Conditions Plan)
4. If intended to be a Final Plan and the requested waiver is granted Preliminary should be removed from the Cover Sheet.
5. I believe that the slope from DA4 to O-1 should be 10% instead of 1%.

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#### **General Comments**

1. All Certificates should be fully executed prior to Final approval in both counties.

2. This plan must be recorded in both Juniata and Snyder Counties to allow for the creation of the new tax parcel.

**B. PLANS AND APPLICATIONS UNDER THE SNYDER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE:**

**OLD PLANS**

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This plan is for the construction of 3 Poultry barns along with additional site related amenities on tract 21-07-055.

**UNDER REVIEW BY MECK-TECH**

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This plan is to supercede SCPC File #2424 which had a note that the large farm field (tract 08-02-002) had to be added to tract 08-02-062 and allow the tracts to be separate. Additionally this plan grants an easement from tax parcel 08-02-002 to parcel 08-02-062, with both tracts being owned by Thomas Clark.

**General Comments:**

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**NEW PLANS**

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**General Comments:**

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2. Certificates referring to West Beaver Township should be removed.
3. The Snyder County Planning Commission Review Certificate should be removed and the Snyder County Planning Commission Approval Certificate should be added.
4. Owners information for Dean Scholl should be added to the plan.

**Plan Comments:**

**1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece, and for the combining of the add-on piece with the existing lot to which it is being added are required for plan approval.

**2. Section 402.C – Owners Certificates**

Certificates signed by all landowners involved in the plan are required. Certificates for Dean Scholl should be added to the plan.

**3. Section 403.B.11 – Lot Areas**

Lot areas should be shown per this section of the ordinance.

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Per this section the septic area should be located by survey to any convenient boundary intersection.

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This plan is for the subdivision of tract 19-06-027 into 2 tracts of land. Proposed Non-Building Lot is listed as 0.901 acres and Residual Lot will be 46.9 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. It appears that Note 10 is incorrect as there are flood boundaries in the project area.
3. Proposed Lot 2 Net acreage should be 23.91.

**Plan Comments**

### **1. Section 403.B.29 – Home Location**

Per this Section of the ordinance the potential home location should be shown on the plan.

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This plan is for the construction of a building addition to the church.

**Being Reviewed by Meck-Tech**

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This plan is for Lot Additions from Parcel 21-05-005 to Parcel 21-05-004 with a total of 0.2325 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. The Approval Block area for West Perry Township Supervisors can be removed, as we handle the approvals for them.

**Plan Comments**

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Draft Deeds for the transfer of the add-on piece(s), and for the combining of the add-on piece(s) with the existing lot to which it is being added are required for plan approval.

### **2. Section 403.B.4 - Location**

Per this section the distance to the nearest public road intersection or to major references should be listed to help locate the property.

### **3. Section 403.B.5 – Tract Map**

Per this section a Tract Map should be shown. If you would like to request a waiver of this section it should be per Section 403.B.23.

**C. UNDER SECTION 402 (LOT ADDITIONS) IN THE SNYDER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE:**

**File #5726     Florence Hess Estate Subdivision / Lot Additions Plan; Susquehanna Township, Juniata County; Chapman & Perry Townships, Snyder County; Axis Professional Surveying, LLC - Surveyor**

This plan is for the subdivision of Tract 13-01-001 located in Susquehanna Township, Juniata County into 12 tracts of land along with 2 Lot Additions. One lot addition will be located in Juniata County and one will be a lot addition to tract 14-07-028 located in Snyder County. All subdivision and the lot addition for Bible Baptist Church are under the jurisdiction of Juniata County and must be approved by Susquehanna Township, Juniata County. Snyder County will approve the plan as well but only that of Lot Addition 2 to tract 14-07-028 in Perry Township. After subdivision approval, Proposed Lot 10 will become a new tract of land located in Chapman Township, Snyder County.

### **General Comments**

1. All Certificates must be fully executed prior to Final Approval and recording of the plan in either county. The plan must also after full approval from all entities be recorded in both Juniata and Snyder County.
2. A block will need to be added for the Snyder County Register and Recorder's office.
3. The Title Block should be amended to indicate that the plan is also located in Chapman and Perry Townships, Snyder County.
4. The existing tract line for parcel 14-07-028 along the county line should be shown. Bearings and distances should be shown per the survey of Lot Addition 2. The existing tract and area of Lot Addition 2 should be indicated along with the combined area after approval. Also please add a leader or arrow indicating that Lot Addition 2 will be getting combined with tract 14-07-028.
5. The Lot Addition Statement should be amended to note both lot additions and that it will be lot addition 2 that will be combined with the Snyder County parcel.
6. General Note #9 should be amended to indicate Susquehanna Twp., Juniata County and add that Chapman Twp and Perry Twp. also have no Zoning.

### **Plan Comments**

#### **1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece, and for the combining of the add-on piece with the existing lot to which it is being added are required for plan approval. Please note that this is ONLY for Lot Addition 2 and its addition to Snyder County Tract 14-07-028.



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## Report of the Planning Director

1-12-24 to 2-16-24

### I. Meetings

1/17/24 – Solid Waste Plan Meeting

2/7/24 – Hazard Mitigation Plan Update meeting

### II. Subdivision Site Inspections

None

### III. Final Plan Approval Processing

### IV. Preliminary Plan Approval Processing

None

### V. Sketch Plan Reviews by Staff

None

## VI. Financial

### A) Expense & Revenue Summary per Monthly Budget Report

	<u>Prior Year to Date</u>	<u>Current Year-to Date</u>
Expenses	\$ 10,470.75	\$ 5,981.78

### B) General Fund Receipts (Year End Report)

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Subdivision Fees	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03
Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03

### C) Escrow

<u>Previous Balance</u>	<u>Receipts</u>	<u>Paid Out</u>	<u>Current Balance</u>
\$ 200,119.45	\$ 2,300.00	\$ 300.00	\$ 193,440.20

### D) Overall Expense vs. Revenue

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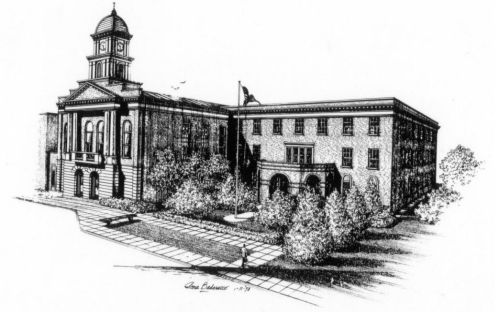
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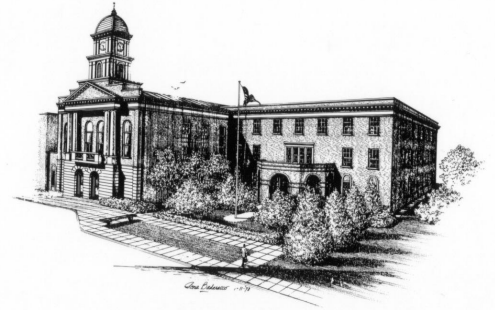
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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: February 16, 2024

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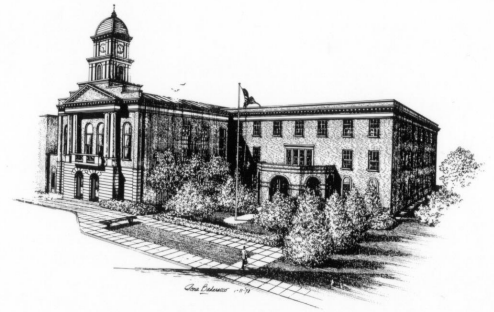
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## Report of the Planning Director

1-12-24 to 2-16-24

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1/17/24 – Solid Waste Plan Meeting

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None

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### A) Expense & Revenue Summary per Monthly Budget Report

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TOTAL	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03

### C) Escrow

<u>Previous Balance</u>	<u>Receipts</u>	<u>Paid Out</u>	<u>Current Balance</u>
\$ 200,119.45	\$ 2,300.00	\$ 300.00	\$ 193,440.20

### D) Overall Expense vs. Revenue

<u>Expenses for Year</u>	<u>GFR</u>	<u>Escrow to GF (YTD)</u>	<u>Overall Expenses</u>
\$ 5,981.78	\$ 0.00	\$ 0.00	\$ 5,981.78

## VII. Special Planning Tasks

- The next meeting for the Snyder County Greenway and Open Space Plan for review of existing inventory will be in the next couple of weeks.
- Begin review and update of the Snyder County Comprehensive Plan.
- Snyder County Point Person for the Susquehanna River Flood Inundation Mapping Interagency Project. Outreach from PaDEP has begun, and we will need to begin public outreach.
- Review possible Grant Funding for our Comprehensive Plan and possible match.
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- Administer the WVLRP funds for the ESCRA Project.

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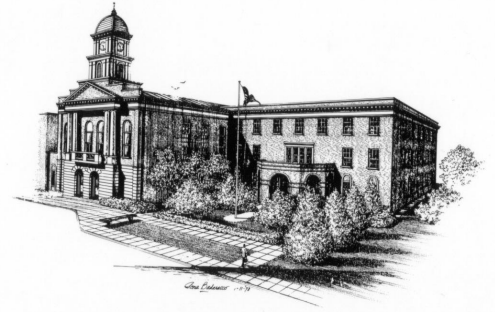
Greg Mull – Illegal Land Development located on Middle Road.

# Snyder County Planning Commission

Courthouse, P.O. Box 217 • Middleburg, Pennsylvania 17842-0217

Phone: (570) 837-4256 or (570) 837-4257

Fax: (570) 837-4345



## MEETING AGENDA

--REGULARLY SCHEDULED MEETING--

--Tuesday, February 20, 2024

7:00 p.m.

Basement Meeting Room  
Snyder County Courthouse  
Middleburg, PA

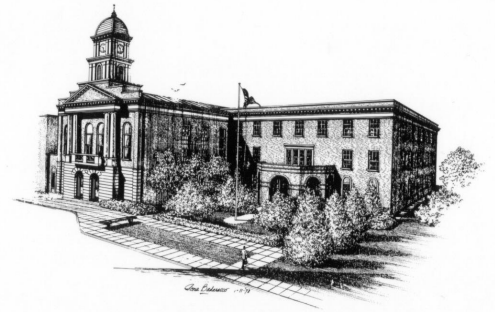
1. CALL TO ORDER
2. PUBLIC COMMENT
3. APPROVAL OF THE JANUARY 17, 2024 MEETING MINUTES.
4. REPORTS OF OFFICERS, COMMITTEES & REPRESENTATIVES
  - A) Monthly Budget Report
  - B) Subdivision Review Report
  - C) Planning Office Report
5. OLD BUSINESS – Possible discussion about changing the By Laws for a Commissioner seat.
6. NEW BUSINESS
  - A) Received the latest Escrow Account Statement. Current Balance as of 1/31/24 was \$193,919.45. Current actual balance is \$193,440.20 which accounts for a deposit for the Richfield EMC project and checks #276 thru #280.
7. ADJOURNMENT

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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: February 16, 2024

SUBJECT: Subdivision Review Meeting

The Subdivision Review Committee Work Session will be on Friday, February 16, at 9:00 a.m. in the Planning Commission office, for those who wish to attend. The public is welcome to attend as well.

Thank you.

## NEW APPLICATIONS RECEIVED AS OF FEBRUARY 16, 2024:

File #5720 – Hostetler Subdivision – West Beaver Twp.

File #5721 – Ross Stephens Subdivision Plan – Franklin Twp.

File #5722 – Preliminary / Final LDP for Richfield EMC Addition – West Perry Twp.

File #5723 – Richfield EMC Lot Addition – West Perry Twp.

File #5724 – Fike Brothers Carpet One LDP – Penn Twp.

File #5725 – Donald Apple Final Subdivision – West Perry Twp.

File #5726 – Florence Hess Subdivision / Lot Addition – Chapman / Perry Twp.

cc: Snyder County Board of Commissioners

Tony Phillips, Chief Clerk

AxRunkle, Solicitor

Meck-Tech, Inc., PC Engineer

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## PLANS ON THE AGENDA FOR THE DECEMBER 2023 MEETING:

### SECTION A:

File #5724 – Fike Brothers Carpet One LDP – Penn Twp.

File #5725 – Donald Apple Final Subdivision – West Perry Twp. \*\*

### SECTION B:

#### OLD PLANS:

#### 1st Meeting

File #5717 – Ethan Hoffman Poultry LDP – West Perry Twp.

File #5718 – Thomas Clark Farm Subdivision – Jackson Twp.

#### NEW PLANS:

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File #5723 – Richfield EMC Lot Addition – West Perry Twp.

File #5726 – Florence Hess Subdivision / Lot Addition – Chapman / Perry Twp.\*\*

### SECTION C:

None

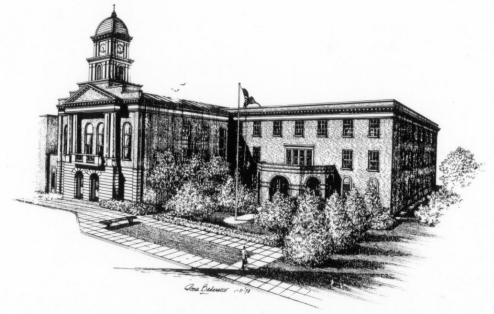
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## SNYDER COUNTY PLANNING COMMISSION SUBDIVISION REVIEW COMMITTEE REPORT

2-16-24

### A. PLANS AND APPLICATIONS FROM MUNICIPALITIES WITH REGULATIONS:

#### **File #5724     Fike Brothers Carpet One Land Development Plan; Axtman Engineering, LLC - Engineer**

This plan is for the construction of a 4,000 sf Retail Store and a 2,000 sf warehouse along with other site related amenities on tax parcel 13-03-181.

#### **General Comments**

1. All Certificates should be fully executed prior to approval.
2. The Snyder County Review Certificate can be amended to show the plan was received on February 4, 2024 and is SCPC File #5724. The Signature line can be removed as well.
3. My set of plans is missing Sheet EX-1 (Existing Conditions Plan)
4. If intended to be a Final Plan and the requested waiver is granted Preliminary should be removed from the Cover Sheet.
5. I believe that the slope from DA4 to O-1 should be 10% instead of 1%.

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This plan is for the subdivision of Tract 10-04-003 located in Monroe Township, Juniata County. Juniata County will be the approving body for the plan; however after approval West Perry Township, Snyder County will have a new tax parcel.

#### **General Comments**

1. All Certificates should be fully executed prior to Final approval in both counties.



2. This plan must be recorded in both Juniata and Snyder Counties to allow for the creation of the new tax parcel.

**B. PLANS AND APPLICATIONS UNDER THE SNYDER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE:**

**OLD PLANS**

**File #5717     Ethan Hoffman Poultry Land Development Plan; West Perry Township; TeamAg Inc. - Engineer**

This plan is for the construction of 3 Poultry barns along with additional site related amenities on tract 21-07-055.

**UNDER REVIEW BY MECK-TECH**

**File #5718     Thomas Clark Farm Subdivision Plan; Jackson Township; All Points Land Surveys, Inc. - Surveyor**

This plan is to supercede SCPC File #2424 which had a note that the large farm field (tract 08-02-002) had to be added to tract 08-02-062 and allow the tracts to be separate. Additionally this plan grants an easement from tax parcel 08-02-002 to parcel 08-02-062, with both tracts being owned by Thomas Clark.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. A copy of the Easement Agreement should be submitted for review and shall be recorded with the plan.

**NEW PLANS**

**File #5720     Hostetler Subdivision Plan; West Beaver Township; A to Z Land Consulting Services, LLC - Surveyor**

This plan is for the subdivision of tract 20-10-014 into 3 tracts along with a Lot Addition to the neighboring property parcel 20-10-060 owned by Dean Scholl. Proposed Lot 1 will be 38.36 acres, Proposed Lot 2 will be 47.55 acres and the Lot Addition to the neighboring property will be 0.42 acres leaving a Residual Lot of 24.58 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. Certificates referring to West Beaver Township should be removed.
3. The Snyder County Planning Commission Review Certificate should be removed and the Snyder County Planning Commission Approval Certificate should be added.
4. Owners information for Dean Scholl should be added to the plan.

**Plan Comments:**

**1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece, and for the combining of the add-on piece with the existing lot to which it is being added are required for plan approval.

**2. Section 402.C – Owners Certificates**

Certificates signed by all landowners involved in the plan are required. Certificates for Dean Scholl should be added to the plan.

**3. Section 403.B.11 – Lot Areas**

Lot areas should be shown per this section of the ordinance.

**4. Section 403.B.14.c – Significant Features**

Per this section the septic area should be located by survey to any convenient boundary intersection.

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This plan is for the subdivision of tract 19-06-027 into 2 tracts of land. Proposed Non-Building Lot is listed as 0.901 acres and Residual Lot will be 46.9 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. It appears that Note 10 is incorrect as there are flood boundaries in the project area.
3. Proposed Lot 2 Net acreage should be 23.91.

**Plan Comments**

### **1. Section 403.B.29 – Home Location**

Per this Section of the ordinance the potential home location should be shown on the plan.

**File #5722     Richfield Evangelical Methodist Church Land Development Plan; West Perry Township; CES Engineering, LLC - Engineer**

This plan is for the construction of a building addition to the church.

**Being Reviewed by Meck-Tech**

**File #5723     Richfield Evangelical Methodist Church Land Development Plan; West Perry Township; CES Engineering, LLC - Engineer**

This plan is for Lot Additions from Parcel 21-05-005 to Parcel 21-05-004 with a total of 0.2325 acres.

#### **General Comments:**

1. All Certificates should be fully executed prior to approval.
2. The Approval Block area for West Perry Township Supervisors can be removed, as we handle the approvals for them.

#### **Plan Comments**

### **1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece(s), and for the combining of the add-on piece(s) with the existing lot to which it is being added are required for plan approval.

### **2. Section 403.B.4 - Location**

Per this section the distance to the nearest public road intersection or to major references should be listed to help locate the property.

### **3. Section 403.B.5 – Tract Map**

Per this section a Tract Map should be shown. If you would like to request a waiver of this section it should be per Section 403.B.23.

## **C. UNDER SECTION 402 (LOT ADDITIONS) IN THE SNYDER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE:**

**File #5726     Florence Hess Estate Subdivision / Lot Additions Plan; Susquehanna Township, Juniata County; Chapman & Perry Townships, Snyder County; Axis Professional Surveying, LLC - Surveyor**

This plan is for the subdivision of Tract 13-01-001 located in Susquehanna Township, Juniata County into 12 tracts of land along with 2 Lot Additions. One lot addition will be located in Juniata County and one will be a lot addition to tract 14-07-028 located in Snyder County. All subdivision and the lot addition for Bible Baptist Church are under the jurisdiction of Juniata County and must be approved by Susquehanna Township, Juniata County. Snyder County will approve the plan as well but only that of Lot Addition 2 to tract 14-07-028 in Perry Township. After subdivision approval, Proposed Lot 10 will become a new tract of land located in Chapman Township, Snyder County.

### **General Comments**

1. All Certificates must be fully executed prior to Final Approval and recording of the plan in either county. The plan must also after full approval from all entities be recorded in both Juniata and Snyder County.
2. A block will need to be added for the Snyder County Register and Recorder's office.
3. The Title Block should be amended to indicate that the plan is also located in Chapman and Perry Townships, Snyder County.
4. The existing tract line for parcel 14-07-028 along the county line should be shown. Bearings and distances should be shown per the survey of Lot Addition 2. The existing tract and area of Lot Addition 2 should be indicated along with the combined area after approval. Also please add a leader or arrow indicating that Lot Addition 2 will be getting combined with tract 14-07-028.
5. The Lot Addition Statement should be amended to note both lot additions and that it will be lot addition 2 that will be combined with the Snyder County parcel.
6. General Note #9 should be amended to indicate Susquehanna Twp., Juniata County and add that Chapman Twp and Perry Twp. also have no Zoning.

### **Plan Comments**

#### **1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece, and for the combining of the add-on piece with the existing lot to which it is being added are required for plan approval. Please note that this is ONLY for Lot Addition 2 and its addition to Snyder County Tract 14-07-028.

# Snyder County Planning Commission

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## Report of the Planning Director

1-12-24 to 2-16-24

### I. Meetings

1/17/24 – Solid Waste Plan Meeting

2/7/24 – Hazard Mitigation Plan Update meeting

### II. Subdivision Site Inspections

None

### III. Final Plan Approval Processing

### IV. Preliminary Plan Approval Processing

None

### V. Sketch Plan Reviews by Staff

None

## VI. Financial

### A) Expense & Revenue Summary per Monthly Budget Report

	<u>Prior Year to Date</u>	<u>Current Year-to Date</u>
Expenses	\$ 10,470.75	\$ 5,981.78

### B) General Fund Receipts (Year End Report)

	<u>Prior</u>	<u>Current</u>	<u>Year-to-Date</u>
Subdivision Fees	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03
Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03

### C) Escrow

<u>Previous Balance</u>	<u>Receipts</u>	<u>Paid Out</u>	<u>Current Balance</u>
\$ 200,119.45	\$ 2,300.00	\$ 300.00	\$ 193,440.20

### D) Overall Expense vs. Revenue

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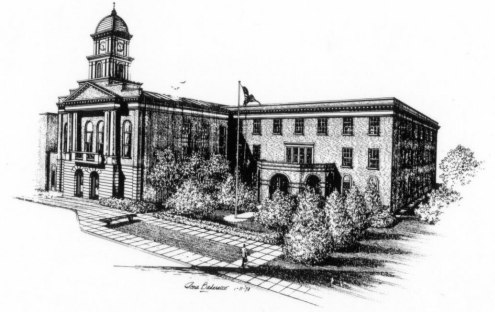
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## MEETING AGENDA

--REGULARLY SCHEDULED MEETING--

--Tuesday, February 20, 2024

7:00 p.m.

Basement Meeting Room  
Snyder County Courthouse  
Middleburg, PA

1. CALL TO ORDER
2. PUBLIC COMMENT
3. APPROVAL OF THE JANUARY 17, 2024 MEETING MINUTES.
4. REPORTS OF OFFICERS, COMMITTEES & REPRESENTATIVES
  - A) Monthly Budget Report
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5. OLD BUSINESS – Possible discussion about changing the By Laws for a Commissioner seat.
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  - A) Received the latest Escrow Account Statement. Current Balance as of 1/31/24 was \$193,919.45. Current actual balance is \$193,440.20 which accounts for a deposit for the Richfield EMC project and checks #276 thru #280.
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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: February 16, 2024

SUBJECT: Subdivision Review Meeting

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Thank you.

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cc: Snyder County Board of Commissioners

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## PLANS ON THE AGENDA FOR THE DECEMBER 2023 MEETING:

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### SECTION C:

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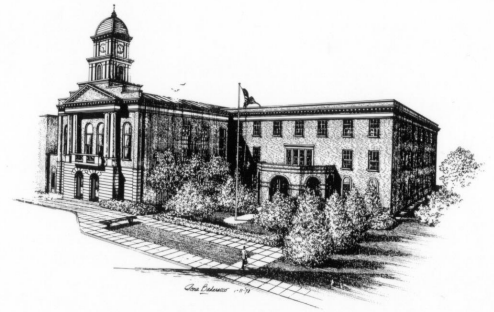
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### A. PLANS AND APPLICATIONS FROM MUNICIPALITIES WITH REGULATIONS:

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## Report of the Planning Director

1-12-24 to 2-16-24

### I. Meetings

1/17/24 – Solid Waste Plan Meeting

2/7/24 – Hazard Mitigation Plan Update meeting

### II. Subdivision Site Inspections

None

### III. Final Plan Approval Processing

### IV. Preliminary Plan Approval Processing

None

### V. Sketch Plan Reviews by Staff

None

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### A) Expense & Revenue Summary per Monthly Budget Report

	<u>Prior Year to Date</u>	<u>Current Year-to Date</u>
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Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03

### C) Escrow

<u>Previous Balance</u>	<u>Receipts</u>	<u>Paid Out</u>	<u>Current Balance</u>
\$ 200,119.45	\$ 2,300.00	\$ 300.00	\$ 193,440.20

### D) Overall Expense vs. Revenue

<u>Expenses for Year</u>	<u>GFR</u>	<u>Escrow to GF (YTD)</u>	<u>Overall Expenses</u>
\$ 5,981.78	\$ 0.00	\$ 0.00	\$ 5,981.78

## VII. Special Planning Tasks

- The next meeting for the Snyder County Greenway and Open Space Plan for review of existing inventory will be in the next couple of weeks.
- Begin review and update of the Snyder County Comprehensive Plan.
- Snyder County Point Person for the Susquehanna River Flood Inundation Mapping Interagency Project. Outreach from PaDEP has begun, and we will need to begin public outreach.
- Review possible Grant Funding for our Comprehensive Plan and possible match.
- Review Act 167 Stormwater Planning.
- Administer the WVLRP funds for the ESCRA Project.

## VIII. Current Violations

Greg Mull – Illegal Land Development located on Middle Road.

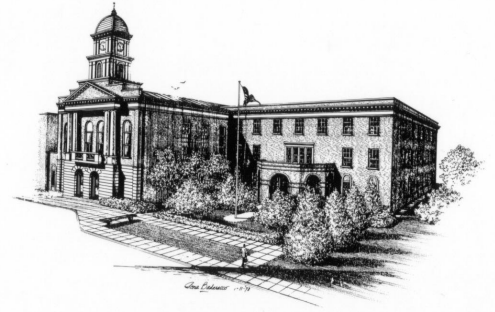


# Snyder County Planning Commission

Courthouse, P.O. Box 217 • Middleburg, Pennsylvania 17842-0217

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Fax: (570) 837-4345



## MEETING AGENDA

--REGULARLY SCHEDULED MEETING--

--Tuesday, February 20, 2024

7:00 p.m.

Basement Meeting Room  
Snyder County Courthouse  
Middleburg, PA

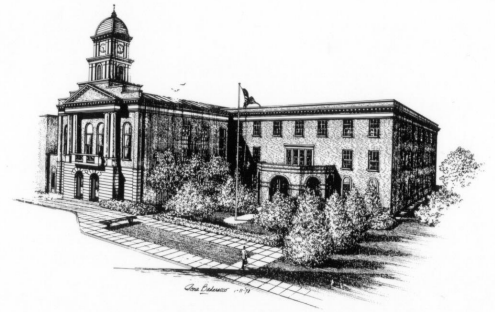
1. CALL TO ORDER
2. PUBLIC COMMENT
3. APPROVAL OF THE JANUARY 17, 2024 MEETING MINUTES.
4. REPORTS OF OFFICERS, COMMITTEES & REPRESENTATIVES
  - A) Monthly Budget Report
  - B) Subdivision Review Report
  - C) Planning Office Report
5. OLD BUSINESS – Possible discussion about changing the By Laws for a Commissioner seat.
6. NEW BUSINESS
  - A) Received the latest Escrow Account Statement. Current Balance as of 1/31/24 was \$193,919.45. Current actual balance is \$193,440.20 which accounts for a deposit for the Richfield EMC project and checks #276 thru #280.
7. ADJOURNMENT

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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: February 16, 2024

SUBJECT: Subdivision Review Meeting

The Subdivision Review Committee Work Session will be on Friday, February 16, at 9:00 a.m. in the Planning Commission office, for those who wish to attend. The public is welcome to attend as well.

Thank you.

## NEW APPLICATIONS RECEIVED AS OF FEBRUARY 16, 2024:

File #5720 – Hostetler Subdivision – West Beaver Twp.

File #5721 – Ross Stephens Subdivision Plan – Franklin Twp.

File #5722 – Preliminary / Final LDP for Richfield EMC Addition – West Perry Twp.

File #5723 – Richfield EMC Lot Addition – West Perry Twp.

File #5724 – Fike Brothers Carpet One LDP – Penn Twp.

File #5725 – Donald Apple Final Subdivision – West Perry Twp.

File #5726 – Florence Hess Subdivision / Lot Addition – Chapman / Perry Twp.

cc: Snyder County Board of Commissioners

Tony Phillips, Chief Clerk

AxRunkle, Solicitor

Meck-Tech, Inc., PC Engineer

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## PLANS ON THE AGENDA FOR THE DECEMBER 2023 MEETING:

### SECTION A:

File #5724 – Fike Brothers Carpet One LDP – Penn Twp.

File #5725 – Donald Apple Final Subdivision – West Perry Twp. \*\*

### SECTION B:

#### OLD PLANS:

#### 1st Meeting

File #5717 – Ethan Hoffman Poultry LDP – West Perry Twp.

File #5718 – Thomas Clark Farm Subdivision – Jackson Twp.

#### NEW PLANS:

File #5720 – Hostetler Subdivision – West Beaver Twp.

File #5721 – Ross Stephens Subdivision Plan – Franklin Twp.

File #5722 – Preliminary / Final LDP for Richfield EMC Addition – West Perry Twp.

File #5723 – Richfield EMC Lot Addition – West Perry Twp.

File #5726 – Florence Hess Subdivision / Lot Addition – Chapman / Perry Twp.\*\*

### SECTION C:

None

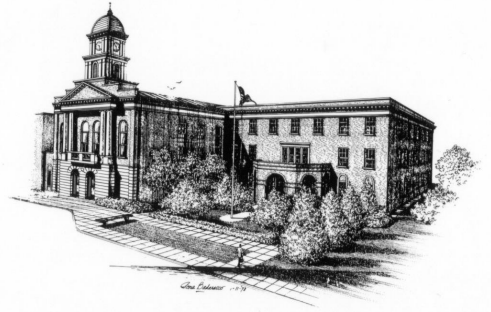
**Grayed portions note that action is required at this meeting.**

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## SNYDER COUNTY PLANNING COMMISSION SUBDIVISION REVIEW COMMITTEE REPORT

2-16-24

### A. PLANS AND APPLICATIONS FROM MUNICIPALITIES WITH REGULATIONS:

#### **File #5724     Fike Brothers Carpet One Land Development Plan; Axtman Engineering, LLC - Engineer**

This plan is for the construction of a 4,000 sf Retail Store and a 2,000 sf warehouse along with other site related amenities on tax parcel 13-03-181.

#### **General Comments**

1. All Certificates should be fully executed prior to approval.
2. The Snyder County Review Certificate can be amended to show the plan was received on February 4, 2024 and is SCPC File #5724. The Signature line can be removed as well.
3. My set of plans is missing Sheet EX-1 (Existing Conditions Plan)
4. If intended to be a Final Plan and the requested waiver is granted Preliminary should be removed from the Cover Sheet.
5. I believe that the slope from DA4 to O-1 should be 10% instead of 1%.

#### **File #5725     Donald Apple Subdivision Plan; Monroe Township – Juniata County & West Perry Township – Snyder County; Axis Professional Surveying - Engineer**

This plan is for the subdivision of Tract 10-04-003 located in Monroe Township, Juniata County. Juniata County will be the approving body for the plan; however after approval West Perry Township, Snyder County will have a new tax parcel.

#### **General Comments**

1. All Certificates should be fully executed prior to Final approval in both counties.

2. This plan must be recorded in both Juniata and Snyder Counties to allow for the creation of the new tax parcel.

**B. PLANS AND APPLICATIONS UNDER THE SNYDER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE:**

**OLD PLANS**

**File #5717     Ethan Hoffman Poultry Land Development Plan; West Perry Township; TeamAg Inc. - Engineer**

This plan is for the construction of 3 Poultry barns along with additional site related amenities on tract 21-07-055.

**UNDER REVIEW BY MECK-TECH**

**File #5718     Thomas Clark Farm Subdivision Plan; Jackson Township; All Points Land Surveys, Inc. - Surveyor**

This plan is to supercede SCPC File #2424 which had a note that the large farm field (tract 08-02-002) had to be added to tract 08-02-062 and allow the tracts to be separate. Additionally this plan grants an easement from tax parcel 08-02-002 to parcel 08-02-062, with both tracts being owned by Thomas Clark.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. A copy of the Easement Agreement should be submitted for review and shall be recorded with the plan.

**NEW PLANS**

**File #5720     Hostetler Subdivision Plan; West Beaver Township; A to Z Land Consulting Services, LLC - Surveyor**

This plan is for the subdivision of tract 20-10-014 into 3 tracts along with a Lot Addition to the neighboring property parcel 20-10-060 owned by Dean Scholl. Proposed Lot 1 will be 38.36 acres, Proposed Lot 2 will be 47.55 acres and the Lot Addition to the neighboring property will be 0.42 acres leaving a Residual Lot of 24.58 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. Certificates referring to West Beaver Township should be removed.
3. The Snyder County Planning Commission Review Certificate should be removed and the Snyder County Planning Commission Approval Certificate should be added.
4. Owners information for Dean Scholl should be added to the plan.

**Plan Comments:**

**1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece, and for the combining of the add-on piece with the existing lot to which it is being added are required for plan approval.

**2. Section 402.C – Owners Certificates**

Certificates signed by all landowners involved in the plan are required. Certificates for Dean Scholl should be added to the plan.

**3. Section 403.B.11 – Lot Areas**

Lot areas should be shown per this section of the ordinance.

**4. Section 403.B.14.c – Significant Features**

Per this section the septic area should be located by survey to any convenient boundary intersection.

**File #5721     Ross Stephens Subdivision Plan; Franklin Township; All Points Land Surveys, Inc. - Surveyor**

This plan is for the subdivision of tract 19-06-027 into 2 tracts of land. Proposed Non-Building Lot is listed as 0.901 acres and Residual Lot will be 46.9 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. It appears that Note 10 is incorrect as there are flood boundaries in the project area.
3. Proposed Lot 2 Net acreage should be 23.91.

**Plan Comments**

### **1. Section 403.B.29 – Home Location**

Per this Section of the ordinance the potential home location should be shown on the plan.

**File #5722     Richfield Evangelical Methodist Church Land Development Plan; West Perry Township; CES Engineering, LLC - Engineer**

This plan is for the construction of a building addition to the church.

**Being Reviewed by Meck-Tech**

**File #5723     Richfield Evangelical Methodist Church Land Development Plan; West Perry Township; CES Engineering, LLC - Engineer**

This plan is for Lot Additions from Parcel 21-05-005 to Parcel 21-05-004 with a total of 0.2325 acres.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. The Approval Block area for West Perry Township Supervisors can be removed, as we handle the approvals for them.

**Plan Comments**

### **1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece(s), and for the combining of the add-on piece(s) with the existing lot to which it is being added are required for plan approval.

### **2. Section 403.B.4 - Location**

Per this section the distance to the nearest public road intersection or to major references should be listed to help locate the property.

### **3. Section 403.B.5 – Tract Map**

Per this section a Tract Map should be shown. If you would like to request a waiver of this section it should be per Section 403.B.23.

**C. UNDER SECTION 402 (LOT ADDITIONS) IN THE SNYDER COUNTY SUBDIVISION AND LAND DEVELOPMENT ORDINANCE:**

**File #5726     Florence Hess Estate Subdivision / Lot Additions Plan; Susquehanna Township, Juniata County; Chapman & Perry Townships, Snyder County; Axis Professional Surveying, LLC - Surveyor**

This plan is for the subdivision of Tract 13-01-001 located in Susquehanna Township, Juniata County into 12 tracts of land along with 2 Lot Additions. One lot addition will be located in Juniata County and one will be a lot addition to tract 14-07-028 located in Snyder County. All subdivision and the lot addition for Bible Baptist Church are under the jurisdiction of Juniata County and must be approved by Susquehanna Township, Juniata County. Snyder County will approve the plan as well but only that of Lot Addition 2 to tract 14-07-028 in Perry Township. After subdivision approval, Proposed Lot 10 will become a new tract of land located in Chapman Township, Snyder County.

### **General Comments**

1. All Certificates must be fully executed prior to Final Approval and recording of the plan in either county. The plan must also after full approval from all entities be recorded in both Juniata and Snyder County.
2. A block will need to be added for the Snyder County Register and Recorder's office.
3. The Title Block should be amended to indicate that the plan is also located in Chapman and Perry Townships, Snyder County.
4. The existing tract line for parcel 14-07-028 along the county line should be shown. Bearings and distances should be shown per the survey of Lot Addition 2. The existing tract and area of Lot Addition 2 should be indicated along with the combined area after approval. Also please add a leader or arrow indicating that Lot Addition 2 will be getting combined with tract 14-07-028.
5. The Lot Addition Statement should be amended to note both lot additions and that it will be lot addition 2 that will be combined with the Snyder County parcel.
6. General Note #9 should be amended to indicate Susquehanna Twp., Juniata County and add that Chapman Twp and Perry Twp. also have no Zoning.

### **Plan Comments**

#### **1. Section 402.B.5 & 6 – Draft Deeds**

Draft Deeds for the transfer of the add-on piece, and for the combining of the add-on piece with the existing lot to which it is being added are required for plan approval. Please note that this is ONLY for Lot Addition 2 and its addition to Snyder County Tract 14-07-028.



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## Report of the Planning Director

1-12-24 to 2-16-24

### I. Meetings

1/17/24 – Solid Waste Plan Meeting

2/7/24 – Hazard Mitigation Plan Update meeting

### II. Subdivision Site Inspections

None

### III. Final Plan Approval Processing

### IV. Preliminary Plan Approval Processing

None

### V. Sketch Plan Reviews by Staff

None

## VI. Financial

### A) Expense & Revenue Summary per Monthly Budget Report

	<u>Prior Year to Date</u>	<u>Current Year-to Date</u>
Expenses	\$ 10,470.75	\$ 5,981.78

### B) General Fund Receipts (Year End Report)

	<u>Prior</u>	<u>Current</u>	<u>Year-to-Date</u>
Subdivision Fees	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03
Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 3,486.03	\$ 2,000.00	\$ 5,486.03

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- Review Act 167 Stormwater Planning.
- Administer the WVLRP funds for the ESCRA Project.

## VIII. Current Violations

Greg Mull – Illegal Land Development located on Middle Road.