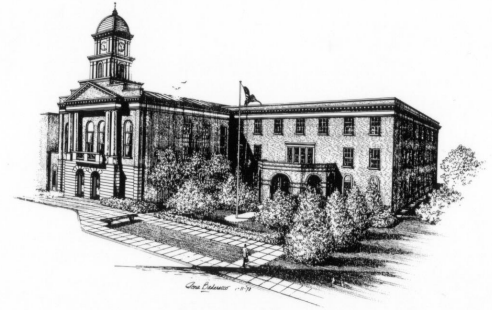


Snyder County Planning Commission

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

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Fax: (570) 837-4345



MEETING AGENDA

--REGULARLY SCHEDULED MEETING--

--Monday, April 15, 2024

7:00 p.m.

Basement Meeting Room
Snyder County Courthouse
Middleburg, PA

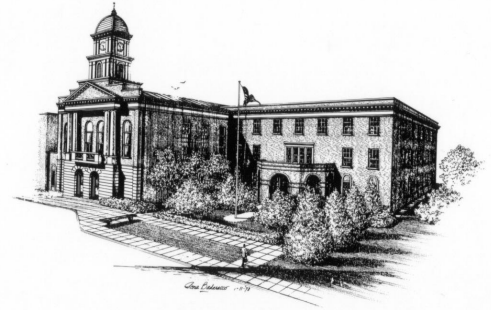
1. CALL TO ORDER
2. PUBLIC COMMENT
3. APPROVAL OF THE MARCH 18, 2024 MEETING MINUTES.
4. REPORTS OF OFFICERS, COMMITTEES & REPRESENTATIVES
 - A) Monthly Budget Report
 - B) Subdivision Review Report
 - C) Planning Office Report
5. OLD BUSINESS
6. NEW BUSINESS
 - A) 4/8/24 - Received the latest Escrow Account Statement. Current Balance as of 3/31/24 was \$197,275.20. This does not account for checks #282 & 283 for Recording in the amount of \$583.50. Actual current balance is \$196,656.70.
7. ADJOURNMENT

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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: April 12, 2024

SUBJECT: Subdivision Review Meeting

The Subdivision Review Committee Work Session will be on Friday, April 12, 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:

File #5734 – Isaac and Anna Yoder Subdivision – Monroe Twp.

File #5735 – Marvin & Eva Brubaker Lot Additions Plan – Chapman Twp.

File #5736 – Neal & Ella Mae Hoover & Bethel Mennonite Church Lot Addition Plan – Washington Twp.

File #5737 – Yoder & Hostetler Lot Additions Plan – Jackson Twp.

File & 5738 – Curvin & William Martin LDP – Washington 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 MARCH 2024 MEETING:

SECTION A:

File #5734 – Isaac and Anna Yoder Subdivision – Monroe Twp.

SECTION B:

OLD PLANS:

1st Meeting

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

File #5730 – David & Karen Rohrer Subdivision Plan – Washington Twp.

File #5732 – William & Karen Zimmerman – Beaver Twp.

NEW PLANS:

File & 5738 – Curvin & William Martin LDP – Washington Twp.

SECTION C:

File #5735 – Marvin & Eva Brubaker Lot Additions Plan – Chapman Twp.

File #5736 – Neal & Ella Mae Hoover & Bethel Mennonite Church Lot Addition Plan – Washington Twp.

File #5737 – Yoder & Hostetler Lot Additions Plan – Jackson Twp.

Grayed portions note that action is required at this meeting.

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SNYDER COUNTY PLANNING COMMISSION SUBDIVISION REVIEW COMMITTEE REPORT

A. PLANS AND APPLICATIONS FROM MUNICIPALITIES WITH REGULATIONS:

File #5734 Isaac & Anna Yoder Subdivision Plan; Monroe Township; Kreamer Survey Associates, Inc. - Surveyor

This plan is for the conversion of a storage building into a one bedroom residence with an approximate 794 sf addition to include a living area and covered porch.

General Comments

1. All Certificates should be fully executed prior to Final approval in both counties.
2. The Snyder County Planning Commission Review Certificate can be amended to show that the plan was received on March 25, 2024, and that it is SCPC File #5734.

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

OLD PLANS

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.

Reviewed by Meck-Tech – February 16, 2024

File #5730 David & Karen Rohrer Subdivision Plan; Washington Township; Hornberger Land Surveying, LLC- Surveyor

This plan is for the subdivision of tract 19-03-067 into 4 tracts of land. Proposed Lot 1A will be 3.397 acres, Proposed Lot 1B will be 3.004 Acres, Proposed Add-on Lot 1C will be 3.451 acres, Proposed Lot 2 will be 10.041 acres and the Residual Lot will be 4.067 acres.

General Comments:

1. All Certificates should be fully executed prior to approval.

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 Add-on Lot 1C and Proposed Lot 2.

2. **Section 403.B.9; 403.B.19 & 510 - Easements**

A maintenance agreement for the Proposed Access Easement should be written and recorded with the plan. There should also be a Stormwater Maintenance and Use Agreement with easements provided, in accordance with these sections, for the Stormwater pipes and Stormwater Basin to maintain the facilities in case the owner of the residual tract is not properly maintaining them.

3. **Section 403.B.17, 403.C.1 and 512.C.3 – Sewage testing**

Per these sections the lots must be tested for potential sewage.

4. **Section 509 - Setbacks**

The Site Data information and Note 15 are correct but the note for setbacks located on Proposed Lot 1A for the front setback is not correct.

File #5732 William & Karen Zimmerman Land Development Plan; Beaver Township; Nye Consulting Services - Engineer

This plan is for the construction of 2 Proposed Poultry Barns, a gravel driveway, gravel pads and associated Stormwater controls.

This Plan is under Review by Meck-Tech

NEW PLANS

File #5738 Curvin & William Martin Land Development Plan; Washington Township; All Points Land Surveys, Inc.- Surveyor

This plan is for removing a Non-Building Waiver from tract 19-06-010A SCPC File #3119 (Map File #2868) and the addition of a private residence on the tract.

General Comments:

1. All Certificates should be fully executed prior to approval.

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

File #5735 **Marvin & Eva Brubaker Lot Additions Plan; Chapman Township; Hornberger Land Surveying, LLC- Surveyor**

This plan is for the re-subdivision of 3 tracts of land into 3 new tracts.

General Comments

1. All Certificates should be fully executed prior to approval.
2. The bearing for the Northwestern line of Proposed Lot Addition B is currently listed as South East but should actually be North West.

General Comments

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

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

File #5736 **Bethel Mennonite Church Lot Addition Plan; Washington Township; Hornberger Land Surveying, LLC- Surveyor**

This plan is for a 2.719 acre lot addition from the lands of Neal & Ella Mae Hoover (tract 19-04-068) to the lands of the Bethel Mennonite Church (tract 19-04-003A).

General Comments:

1. All Certificates should be fully executed prior to approval.

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.

File #5737 **Yoder & Hostetler Lot Additions Plan; Jackson Township; Hornberger Land Surveying, LLC- Surveyor**

This plan is for Lot Additions from Solomon & Anna Yoder to Christ and Leah Hostetler and Enos and Dena Yoder. Proposed Add-on A will be from Solomon

and Anna to Crist and Leah Hostetler, and Add-ons B and C will be from Solomon and Anna to Enos and Dena Yoder.

General Comments:

1. All Certificates should be fully executed prior to approval.
2. Should the Non-Building Declaration on Sheet 1 of 2 refer to Proposed Add-on Lots A, B and C? It currently refers to A twice.

Plan Comments

1. Section 402.B.5 & 6 – Draft Deeds

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

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Report of the Planning Director

3/15/24 – 4/12/24

I. Meetings

3/25/24 – Snyder County Bike / Ped Matrix Update Meeting

4/5/24 – MPO Meeting

4/9/24 – Commissioners Work Session for New Office

4/9/24 – Meeting w/ AxRunkle about SALDO Updates

4/10/24 – Lower Susquehanna State Water Plan Meeting

II. Subdivision Site Inspections

4/5/24 - Richard Parthemer Final Inspection

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	\$ 37,472.44	\$ 27,728.23

B) General Fund Receipts

	<u>Prior</u>	<u>Current</u>	<u>Year-to-Date</u>
Subdivision Fees	\$ 8,489.63	\$ 900.00	\$ 9,389.63
Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 8,489.63	\$ 900.00	\$ 9,389.63

C) Escrow

<u>Previous Balance</u>	<u>Receipts</u>	<u>Paid Out</u>	<u>Current Balance</u>
\$ 193,440.20	\$ 4,000.00	\$ 783.50	\$ 196,656.70

D) Overall Expense vs. Revenue

<u>Expenses for Year</u>	<u>GFR</u>	<u>Escrow to GF (YTD)</u>	<u>Overall Expenses</u>
\$ 27,728.23	\$ 9,389.63	\$ 0.00	\$ 18,338.60

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.