

# 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--

--Monday, June 16, 2025

7:00 p.m.

Basement Meeting Room  
Snyder County Courthouse  
Middleburg, PA

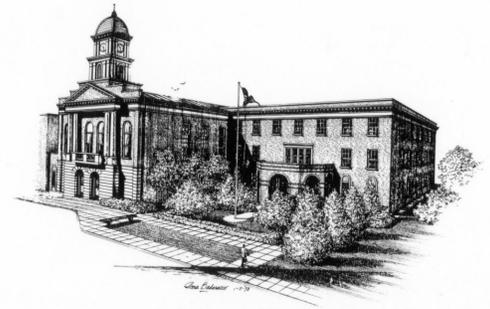
1. CALL TO ORDER
2. PUBLIC COMMENT:
3. APPROVAL OF THE MAY 19, 2025 MEETING MINUTES.
4. REPORTS OF OFFICERS, COMMITTEES & REPRESENTATIVES
  - A) Monthly Budget Report
  - B) Subdivision Review Report
  - C) Planning Office Report
5. OLD BUSINESS
6. NEW BUSINESS
  - A) 6/6/25 – Received the latest Escrow Account Statement. Balance as of April 30 is \$329,734.40. This matches our records.
7. ADJOURNMENT

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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: June 13, 2025

SUBJECT: Subdivision Review Meeting

The Subdivision Review Committee Work Session is Scheduled for Friday, June 13, at 9:00 a.m. in the Planning Department.

Thank you.

## NEW APPLICATIONS RECEIVED:

File #5818 – Troy Gaugler Land Development Plan – Shamokin Dam Borough

File #5819 – Dustyn & Tracy Adams Land Development Plan – McClure Borough

File #5820 – Brubaker – Weaver Subdivision Plan – Chapman Township

File #5821 – Gap Bros. Holdings, LLC Subdivision Plan – Middlecreek Twp.

File #5822 – Shaffer & Spotts Lot Addition Plan – Middlecreek & Washington Twp.

File #5823 – Shaffer & Spotts Subdivision Plan – Middlecreek & Washington Twp.

File #5824 – Garrote, Zechman and Wilt Subdivision Plan – Beaver Twp.

Google Drive link: [June 2025 Plans](#)

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 THIS MEETING:

### SECTION A:

File #5818 – Troy Gaugler Land Development Plan – Shamokin Dam Borough

File #5819 – Dustyn & Tracy Adams Land Development Plan – McClure Borough

### SECTION B:

#### OLD PLANS:

None

1st Meeting

#### NEW PLANS:

File #5820 – Brubaker – Weaver Subdivision Plan – Chapman Township

File #5821 – Gap Bros. Holdings, LLC Subdivision Plan – Middlecreek Twp.

File #5823 – Shaffer & Spotts Subdivision Plan – Middlecreek & Washington Twp.

File #5824 – Garrote, Zechman and Wilt Subdivision Plan – Beaver Twp.

### SECTION C:

File #5822 – Shaffer & Spotts Lot Addition Plan – Middlecreek & Washington 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 #5818**     **Troy Gaugler Land Development Plan; Shamokin Dam Borough; Stahl Sheaffer Engineering - Surveyor**

This plan is for construction of a duplex on a property

**General Comments:**

The Snyder County Planning Department has no comments on the plan.

**File #5819**     **Dustyn & Tracey Adams Land Development Plan; McClure Borough; Wright Land Surveying - Surveyor**

This plan is to add a second single-family dwelling to Tax Parcel 09-07-016, with on-lot sewage and a private well.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. The Snyder County Planning Review Certificate should be amended to indicate the plan was received on May 28, 2025 and is SCPC File #5819.
3. Numbering is not sequential under the Notes section.
4. The Snyder County GIS Department should be contacted for an address for the new home and for a determination as to whether or not the private drive needs to be named for emergency response purposes. Their number is 570-374-5290.

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

#### OLD PLANS

None

## NEW PLANS

**File #5820     Brubaker – Weaver Subdivision Plan; Chapman Township; Hornberger Survey Associates, Inc. - Surveyor**

This plan is to subdivide Tax Parcel 05-05-122 into 3 tracts of land in Chapman Township. Proposed Lot 1 will be 6.703 acres, Proposed Lot 2 will be 9.016 acres with a residual of ± 76.8 acres.

**General Comments:**

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

**File #5821     Gap Bros. Holdings, LLC Subdivision Plan; Middlecreek Township; Hornberger Survey Associates, Inc. - Surveyor**

This plan is for the subdivision of Tax Parcel 11-06-136 into 2 tracts of land. Proposed Lot 1 would be a non-building lot.

**Waiver Request:**

Section 508 – Layout / Right-of-Way Requirement – request to allow a variable width Right-of-Way with a minimum width of 17.39’ to accommodate the existing septic tank and existing septic area. Minimum required is 33’ by ordinance.

**General Comments:**

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

**Plan Comments:**

1. **Section 403.B.12 - Contours**

Per this section of the ordinance contours should be shown on the plan.

**File #5823     Shaffer, Spotts and Burr Subdivision Plan; Middlecreek and Washington Townships, Snyder County; Kreamer Survey Associates, Inc. - Surveyor**

This plan is for the subdivision of Tax Parcel 11-02-119 located in Middlecreek and Washington Townships, Snyder County.

**General Comments**

1. All Certificates should be fully executed prior to Final approval in both counties.
2. This Plan being Final Approved is contingent on SCPC File #5822 being Final Approved first.

3. Tax Parcel 19-01-024A is listed on GIS to Robert R. Strawser, Jr., but on the plan it is listed to Robert C. and Beth C. Burr. Information needs verified.
4. Per GIS, Robert and Beth Burr are listed to Tax Parcel 11-02-304. Information needs verified.

**File #5824     Garrote, Zechman and Wilt Subdivision Plan; Beaver Township; Wright Land Surveying - Surveyor**

This plan is to subdivide Tax Parcels 02-01-035 and 02-01-035A and create Lot 3 for a single-family residence with on-lot sewage disposal.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. Under the Narrative on the plan, I believe the plan proposes is to create Lot 3. Not Lot 2 as currently stated on the plan.
3. The Northeastern border of Residual Lot 1 is missing several coordinates, and therefore it does not close.

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

**File #5822     Shaffer, Spotts and Valentine Lot Addition Plan; Middlecreek and Washington Townships, Snyder County; Kreamer Survey Associates, Inc. - Surveyor**

This plan is for the subdivision of 2 tracts of land from Tax Parcel 11-02-119 (Shaffer), with one lot to be added to Tax Parcel 19-10-068 (Valentine) and the second lot to be added to Tax Parcel 11-02-094 (Shaffer).

**General Comments**

1. All Certificates should be fully executed prior to Final approval.
2. Per GIS, Tax Parcel 19-01-024A is listed as Robert R. Stewart, Jr. On the plan, 19-01-024A is listed as Robert C. and Beth C. Burr. Parcel Information should be verified.
3. Per Section 402.A Contours are not required; however if they are going to be shown elevations should be added as well.

**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

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## Report of the Planning Director

5/15/25 – 6/13/25

### I. Meetings

5/21/25 – 5 County Solid Waste Plan Update Meeting

6/2/25 – Commissioners Meeting – 5 County Solid Waste Plan discussion

6/2/25 – Local TIP Meeting with PennDOT & SEDA-COG

6/13/25 – GSVCC Transportation Meeting

### II. Subdivision Site Inspections

### 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	\$ 60,235.96	\$ 49,123.11

B) General Fund Receipts

	<u>Prior</u>	<u>Current</u>	<u>Year-to-Date</u>
Subdivision Fees	\$ 8,413.00	\$ 1,600.00	\$10,013.00
Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 8,413.00	\$ 1,600.00	\$10,013.00

C) Escrow

<u>Previous Balance</u>	<u>Receipts</u>	<u>Paid Out</u>	<u>Current Balance</u>
\$ 329,699.40	\$ 0.00	\$ 0.00	\$ 329,699.40

D) Overall Expense vs. Revenue

<u>Expenses for Year</u>	<u>GFR</u>	<u>Escrow to GF (YTD)</u>	<u>Overall Expenses</u>
\$ 49,123.11	\$10,013.00	\$ 3,591.50*	\$ 35,518.61

(\* ) – Includes \$300 Application fee for #5801 & \$400 fee for #5802.

VII. Special Planning Tasks

- 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.
- Discuss possible project in Penn Township with the Commissioners

VIII. Current Violations

None