

# 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, May 19, 2025

7:00 p.m.

Basement Meeting Room  
Snyder County Courthouse  
Middleburg, PA

1. CALL TO ORDER
2. PUBLIC COMMENT:
3. APPROVAL OF THE APRIL 21, 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) 5/8/25 – 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: May 16, 2025

SUBJECT: Subdivision Review Meeting

The Subdivision Review Committee Work Session is Scheduled for Thursday, May 15, at 9:00 a.m. in the Planning Department.

Thank you.

## NEW APPLICATIONS RECEIVED:

File #5808 – Lantz Family Farm and Robert & Judy Fowler Lot Addition/Subdivision Plan – Perry Twp.

File #5809 – Beidler - Leitzel Lot Addition – Perry Township

File #5810 – Stroik – Martin Lot Addition Plan – Perry Township

File #5811 – Graybill – Weaver – Brubaker – Flanders Lot Addition Plan – West Perry Twp.

File #5812 – Dagenstein Campus Center at SU LDP – Selinsgrove Borough

File #5813 – Klinger – Burlaw Lot Addition Plan – Penn Township

File #5814 – Timothy & Cindy Moyer Subdivision – Franklin Twp.

File #5815 – TK Farms LLC Subdivision – Spring Twp.

File #5816 – John & Barbara – Sam & Barbara Hostetter Subdivision – Spring Twp.

File #5817 – Selinsgrove Ford Collision Center LDP – Penn Twp.

Google Drive link: [May 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 #5812 – Dagenstein Campus Center at SU LDP – Selinsgrove Borough

File #5813 – Klinger – Burlew Lot Addition Plan – Penn Township

File #5815 – TK Farms LLC Subdivision – Spring Twp.

File #5816 – John & Barbara – Sam & Barbara Hostetter Subdivision – Spring Twp.

File #5817 – Selinsgrove Ford Collision Center LDP – Penn Twp.

### SECTION B:

#### OLD PLANS:

None

1st Meeting

#### NEW PLANS:

File #5814 – Timothy & Cindy Moyer Subdivision – Franklin Twp.

### SECTION C:

File #5808 – Lantz Family Farm & Robert & Judy Fowler Lot Addition Plan – Perry Twp.

File #5809 – Beidler - Leitzel Lot Addition – Perry Township

File #5810 – Stroik – Martin Lot Addition Plan – Perry Township

File #5811 – Graybill – Weaver – Brubaker – Flanders Lot Addition Plan – West Perry 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 #5812     Degenstein Campus Center at SU Land Development Plan; Selinsgrove Borough; Kurowski & Wilson, LLC - Engineer**

This plan is for the renovations and additions to the Degenstein Campus Center at Susquehanna University, located in Selinsgrove Borough, Snyder County. Tax Parcel 15-07-052.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. The Snyder County Planning Review Certificate is blank. The following Certificate should be used:

The Snyder County Planning Commission, as required by the Pennsylvania Municipalities Planning Code, has received a copy of this plan for review and comment on May 2, 2025. This does not indicate approval or disapproval of the plan by the Snyder County Planning Commission and the Planning Commission does not represent nor guarantee that this plan complies with the various ordinances, rules, regulations, or laws of the municipality, the Commonwealth, or the Federal Government. SCPC File #5812.

3. The Title Block does not appear to contain all the information required per the borough ordinance.
4. Names and Tax Parcel Numbers for all surrounding properties.

**File #5813     Klingler and Burlew Subdivision/Lot Addition Development Plan; Penn Township; Meck-Tech - Surveyor**

This plan is for the subdivision of a plot of land on Tax Parcel 12-02-099 to be add to Tax Parcel 13-02-078 in Penn Township.

**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 12, 2025 and is SCPC File #5813.

**File #5815     TK Farms LLC Subdivision Plan; Spring Township; Wright Land Surveying - Surveyor**

This plan is for the subdivision of parcel of land into 2 new tracts of land in Spring Township on Tax Parcel 17-12-117.

**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 13, 2025 and is SCPC File #5815.
3. Should the boundary of the residual be shown as well?

**File #5816     John & Barbara Hostetter and Sam & Barbara Hostetter Subdivision Plan; Spring Township; Wright Land Surveying - Surveyor**

This plan is for the subdivision of 1 parcel into 2 new tracts of land in Spring Township, Tax Parcel 17-08-012.

**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 13, 2025 and is SCPC File #5816.

**File #5817     Selinsgrove Ford Collision Center Land Development Plan; Penn Township; Larson Design Group- Engineer**

This plan is to replace the current Collision Center Repair and Body Shop with a new larger building, parking, and other amenities on Tax Parcels 13-08-135 and 13-08-136.

**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 14, 2025 and is SCPC File #5817.
3. The title block does not appear to contain all the information required per the

township ordinance.

4. On page C1, the numbering under General Land Development Notes is not in sequential order.

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

**OLD PLANS**

None

**NEW PLANS**

**File #5814     Timothy & Cindy Moyer Subdivision Plan; Franklin Township; All Points Land Surveys, Inc. - Surveyor**

This plan is to subdivide the property on Tax Parcel 06-07-196 and 06-07-196A into 2 tracts of land in Franklin Township.

**General Comments:**

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

**Plan Comments:**

1. **Section 403.B.29 – Driveway Location**

Per this section of the ordinance a proposed driveway location should be shown.

2. **Section 403.C.1 & Section 512 – Sewage Disposal**

Per these sections. A letter from the Middleburg Municipal Authority stating that they have capacity will be required. All connections must be per their rules and regulations.

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

**File #5808     Lantz Family Farms and Robert & Judy Fowler Lot Addition Plan; Perry Township; D. Allen Hornberger Surveying - Surveyor**

This plan is to remove a tract of land from Tax Parcel 14-10-133 and add it to Tax Parcel 14-10-001.

**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 #5809      Beidler and Leitzel Subdivision/Lot Addition Plan; Perry Township, Snyder County; D. Allen Hornberger, Surveyor**

This plan is for the removal of a tract of land from Tax Parcel 14-09-016 and for that tract of land to be added to Tax Parcel 14-09-047 located in Perry Township, Snyder County.

**General Comments**

1. All Certificates should be fully executed prior to Final Approval.
2. There appears to be a 50' bust in the Leitzel property.

**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 requested for plan approval.

**File #5810      Stroik - Martin Lot Addition Plan; Perry Township; Hornberger Land Surveying, LLC - Surveyor**

This plan is for a 0.164 acre lot addition from the lands of Caleb Stroik to the lands of Larry & Irene Martin.

**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 #5811      Graybill, Weaver, Brubaker and Flanders Lot Additions Plan; West Perry Township; D. Allen Hornberger - Surveyor**

This plan is for the removal of plots of land from several different Tax Parcels to be added onto several different Tax Parcels, all located in West Perry Township, Snyder County. Tax Parcels included: 21-05-057, 21-05-025D, 21-05-025C, 21-05-026, 21-05-109, 21-05-096 and 21-05084.

**General Comments:**

1. All Certificates should be fully executed prior to approval.
2. It appears as if some of the soil definitions may be incorrect on the Soil Legend.
3. It appears as if the Deed Book and Page number may be incorrect for Tax Parcel 21-05-025C (Weaver 2). It is listed on the Plan as DB 491 and Page 518, but on GIS it is listed as DB 630 and Page 263. The information should be verified.
4. The Proposed Right-of-Way for tract 21-05-157 does not appear to be tied into and boundary corner.

**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 504.H – Maintenance and Use Agreement**

A Maintenance and Use Agreement should be submitted for the Proposed Right-of-Way for review by the Planning Commissions Solicitor.

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## Report of the Planning Director

4/22/25 – 5/15/25

### I. Meetings

4/23/25 – 5 County Solid Waste Plan Update Meeting

5/6/25 – Commissioners Meeting – GW&OSP & 5 County Solid Waste Plan discussion

5/7/25 – Union – Snyder Housing Group Meeting

5/9/25 – MPO Meeting

5/13/25 – MSATC Meeting

5/16 – CPDAP 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	\$ 36,307.89	\$ 44,713.71

B) General Fund Receipts

	<u>Prior</u>	<u>Current</u>	<u>Year-to-Date</u>
Subdivision Fees	\$ 6,038.00	\$2,3750.00	\$ 8,413.00
Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 6,038.00	\$2,3750.00	\$ 8,413.00

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>
\$ 44,713.71	\$ 8,413.00	\$ 3,591.50*	\$ 32,709.21

(\* ) – 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