

# 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, January 20, 2026

7:00 p.m.

Basement Meeting Room  
Snyder County Courthouse  
Middleburg, PA

1. CALL TO ORDER: Election of Officers for 2026  
2025 Officers: Chairman – John Cramer  
Vice Chairman – Vacant (Dave Herbert retired)  
Secretary / Treasurer – Ashley Hassinger (retired) & Greg Gargus  
Nominating Committee – Greg Gargus, Bobby Jones & John Cramer
2. PUBLIC COMMENT:
3. APPROVAL OF THE DECEMBER 15, 2025 MEETING MINUTES.
4. REPORTS OF OFFICERS, COMMITTEES & REPRESENTATIVES
  - A) Monthly Budget Report – **Need to approve both November and December Reports**
  - B) Subdivision Review Report
  - C) Planning Office Report
5. OLD BUSINESS
6. NEW BUSINESS – 2026 Calendar – Has been posted in the Snyder County Times
  - 1/6/2026 - Jonathan Hoffman has been appointed to the Snyder County Planning Commission.
  - 1/13/26 – Received the latest Escrow Account Statement.
7. ADJOURNMENT

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TO: Subdivision Review Committee

FROM: Lincoln Kaufman, Planning Director

DATE: January 16, 2026

SUBJECT: Subdivision Review Meeting

The Subdivision Review Committee Work Session is scheduled for Friday, January 16, at 9:00 a.m. in the Planning Department.

Thank you.

## NEW APPLICATIONS RECEIVED:

File #5857 – Matthews – Yoder Lot Addition Plan – West Beaver Twp. (Info Only)

File #5858 – Icon Legacy Frame Shop LDP – Selinsgrove Borough

File #5859 – Violet Stuck Estate Lot Addition – Spring Twp.

File #5860 – P&B Campground, LLC & John Renninger Lot Addition Plan – Beaver Twp.

File #5861 – Folk Lot Addition Plan – Middleburg Borough

Google Drive link: [January 2026 Plans](#)

cc: Snyder County Board of Commissioners

Tony Phillips, Chief Clerk

Jim Bathgate, Wiest, Muolo, Noon, Swinehart & Bathgate, Solicitor

Meck-Tech, Inc., PC Engineer

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## PLANS ON THE AGENDA FOR THIS MEETING:

### SECTION A:

File #5858 – Icon Legacy Frame Shop LDP – Selinsgrove Borough

File #5859 – Violet Stuck Estate Lot Addition – Spring Twp.

### SECTION B:

#### OLD PLANS:

#### 1st Meeting

File #5804 – Middlecreek Community Fellowship LDP – Franklin Township

File #5845 – Ag Depot LDP – West Perry Twp.

File #5852 – Hummels Church LDP – Franklin Township

File #5854 – Cedar Springs Church LDP – Center Township

#### NEW PLANS:

File #5860 – P&B Campground, LLC & John Renninger Lot Addition Plan – Beaver Twp.

### SECTION C:

File #5857 – Matthews – Yoder Lot Addition Plan – West Beaver Twp. (Info Only)

File #5861 – Folk Lot Addition Plan – Middleburg Borough

**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 #5858     Icon Legacy Frame Shop Land Development Plan; Selinsgrove Borough;  
Larson Design Group – Engineer**

This plan is for the construction of a frame shop in the existing eastern parking lot, located on Tax Parcels 15-11-030, 15-11-023A, and 15-11-032.

**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 December 17, 2025 and is SCPC File #5858.
3. Names and Tax Parcel Numbers should be shown for all surrounding properties.
4. The Deed Book and Deed Page numbers do not appear to be listed until page 3. However, Tax Parcel 15-11-030 Deed Book and Deed Page appear to not be listed at all.

**File #5859     Violet E. Stuck Subdivision/Lot Addition Plan; Spring Township; Axis  
Profession Surveying, LLC – Surveyor**

This plan is for the subdivision of Tax Parcel 17-12-003 and 17-09-063 into 7 non-building agriculture/silviculture lots, 1 residual residential single-family lot, and a Lot Addition to Tax Parcel 17-12-100 (0.326 acres).

**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 January 6, 2026 and is SCPC File #5859.

**Plan Comments:**

1. Project Narrative should include Tax Parcel 17-09-063.
2. Contour elevations should be shown on the plan.
3. On Page 2 of the Plan, Tax Parcel 17-12-003, Robert Stuck, appears to have the wrong Deed Page. Per GIS, it should be 118. Please verify.
4. On Page 2 of the Plan, on the Northern border, it appears as Tax Parcel 17-09-060, Glenn Gardner, Jr. should border the project site per GIS. Please verify.
5. On page 1, under Parcel Locator Map #1 per GIS, Tax Parcel 17-12-003 is DB 126 and DP 118 and Tax Parcel 17-09-063 is DB 126 and DP 121.

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

**OLD PLANS**

**File #5804     Middlecreek Fellowship Church Land Development Plan; Franklin Township; Axtman Engineering, LLC – Engineer**

This plan is for a 1,564 sf addition to the existing church.

**This plan was reviewed by Meck-Tech and was tabled**

An extension has been accepted to the December 15, 2025 meeting to allow the engineer to work with the Township for the necessary HOP Permit.

**File #5845     AG Depot Land Development Plan; West Perry Township; Earth & Sky Design, LLC – Engineer / Surveyor**

This plan is for a new Commercial Building on tract 21-02-036.

**This plan is under review by Meck-Tech.**

**File #5852     Hummels Church Land Development Plan; Franklin Township; Meck-Tech, Inc., - Engineer**

This plan is for the land development of Tax Parcel 06-10-038. This project proposes the demolition of part of the existing church and construction of a 6550 sq. foot addition.

**This plan is under review by Stahl Sheaffer Engineering.**

**File #5854     Cedar Springs Church Land Development Plan; Center Township; Nye Consulting Services Inc. – Engineer / Surveyor**

This plan is for the addition of a church on the lands of Amos Brubacker, tax parcel 04-06-010, located in Center Township.

**This plan is under review by Meck-Tech.**

## **NEW PLANS**

**File #5860     P&B Campground, LLC and John Renninger Lot Addition Plan; Beaver Township; Burget & Associates, Inc. – Surveyor**

This plan is for the subdivision of Tax Parcel 02-04-001 into 2 tracts of land, Proposed Lot 1 and Proposed Lot 3. Then for a Lot Addition of Proposed Lot 3 to Proposed Lot 2, with Lot 2 being Tax Parcel 02-04-029.

### **General Comments**

1. All Certificates should be fully executed prior to Final approval.
2. On both pages of the plan under General Notes, the numbering is not sequential.
3. Should the Lot Addition Note refer to Add on #3 instead of 2?
4. The southernmost property of John A. Renninger on the plan, labeled as Tract 2 of Tax Parcel 02-04-001 Deed Book 1020 and Deed Page 813, appears to be Tax Parcel 02-06-022 per GIS. Please verify.

### **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 403.B.14 – Manmade Features**

Is there anything listed in this section that should be included on the plan? I believe that are several permanent structures that should be shown.

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

**File #5857     Matthews – Yoder Lot Addition Plan; West Beaver Township – Snyder County; Wright Land Surveying. - Surveyor**

This plan is for a 1.069 acre lot addition from lands of Christian & Rebecca Yoder to the lands of Jacob & Abby Matthews.

**General Comments**

1. All Certificates should be fully executed prior to Final approval.
2. It appears that the properties for Chad Bobb and Jason Oldt are backwards on the Property plan and Chad Bobb should be the one shown on the Lot Plan
3. Per the PennDOT Mapping Steely Road should be T-548 instead of T-458.

**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 403.B.11 – Lot Area**

Lot Area should be shown per this section or the ordinance. (excluding road or public rights-of-way)

**3. Section 403.B.14 – Manmade Features**

Are there any manmade features listed in this section that should be shown on the plan?

**File #5860**

**P&B Campground, LLC and John Renninger Lot Addition Plan; Beaver Township; Burget & Associates, Inc. – Surveyor**

This plan is for the subdivision of Tax Parcel 02-04-001 into 2 tracts of land, Proposed Lot 1 and Proposed Lot 3. Then for a Lot Addition of Proposed Lot 3 to Proposed Lot 2, with Lot 2 being Tax Parcel 02-04-029.

**General Comments**

1. All Certificates should be fully executed prior to Final approval.
2. On both pages of the plan under General Notes, the numbering is not sequential.
3. Should the Lot Addition Note refer to Add on #3 instead of 2?
4. The southernmost property of John A. Renninger on the plan, labeled as Tract 2 of Tax Parcel 02-04-001 Deed Book 1020 and Deed Page 813, appears to be Tax Parcel 02-06-022 per GIS. Please verify.

**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 403.B.14 – Manmade Features**

Is there anything listed in this section that should be included on the plan? I believe that are several permanent structures that should be shown

**File #5861     Folk Lot Addition Plan; Middleburg Borough; Roush Land Surveying, LLC – Surveyor**

This plan is for a 0.015 acre lot addition from the lands of Cam Shaffer to the lands of Jason Folk, Kelly Peffer, and Nicholas Folk.

**General Comments**

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

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## Report of the Planning Director

12/17/25 – 1/116/26

### I. Meetings

11/18/25 – SEDA-COG – Transportation Alternatives Set-Aside Project Review  
Committee Meeting

11/21/25 – Planning Directors Meeting

12/2/25 - Farm Board Meeting

11/25/25 – Commissioners Meeting

12/10/25 – CPR Training

### 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	\$ 132,987.01	\$139,104.14

B) General Fund Receipts (2026)

	<u>Prior</u>	<u>Current</u>	<u>Year-to-Date</u>
Subdivision Fees	\$ 0.00	\$ 1,250.00	\$ 1,250.00
Misc. Fees	\$ 0.00	\$ 0.00	\$ 0.00
TOTAL	\$ 0.00	\$ 1,250.00	\$ 1,250.00

C) Escrow - Current

<u>Previous Balance</u>	<u>Receipts</u>	<u>Paid Out</u>	<u>Current Balance</u>
\$ 396,306.70	\$ 0.00	\$ 518.75	\$ 395,787.95

D) Overall Expense vs. Revenue (Year End 2025)

<u>Expenses for Year</u>	<u>GFR</u>	<u>Escrow to GF (YTD)</u>	<u>Overall Expenses</u>
\$139,104.14	\$ 22,777.80	\$ 3,591.50	\$ 112,734.84

VII. Special Planning Tasks

- Begin review and update of the Snyder County Comprehensive Plan.
- 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

None