

# PERRY COUNTY PLANNING COMMISSION

**Minutes of the Meeting**

**December 20, 2023**

The regular monthly meeting of the Perry County Planning Commission (PCPC) was held on Wednesday, December 20, 2023, in the Perry County Commissioners' Hearing Room of the Veteran's Memorial Building, New Bloomfield, PA, and via Zoom telecommunication software, with members participating in compliance with the provisions authorized under PA Act 15 of 2020. Chairman Jim Turner called the meeting to order at 7:00 PM.

At the beginning of the meeting Chairman Turner recognized former Secretary Robert Shaffer's service of 35 years with the PCPC and a Certificate of Appreciation will be sent to his acknowledging his years of service with gratitude.

## **1. ROLL CALL**

Members present were Chairman Turner, Dan Kirk, and Dave Rice, with Cathy Gilbert, Tom Graupensperger, and Donny Bartch participating virtually through the Zoom meeting arrangements. Jason Finnerty was in attendance representing the staff. TCRPC Executive Director Steve Deck was also present remotely, representing staff and handling the logistics of the virtual meeting participation.

## **2. MINUTES**

Chairman Turner asked the members if they had read through the November 15, 2023, monthly meeting minutes and if they had any edits they would like to offer.

Mr. Kirk motioned to approve the minutes without edit. Mr. Rice seconded the motion, and the motion passed unanimously.

## **3. GOOD AND WELFARE**

Zachary Lupold was in attendance for the Three Springs Church subdivision plan in Jackson Township. Tom Palm was in attendance for the Emanuel J. Allgyer, Rebecca B. Allgyer, Richard A. Black and Nicole R. Black and the Emanuel J. Allgyer, Rebecca Allgyer, Robert H. Stevenson, Jr. and Barbara A. Stevenson subdivision plans in Jackson Township and the Richard D. Metz, Jr. subdivision plan in Southwest Madison Township. Patricia Palm accompanied Mr. Palm as an observer.

## **4. COMMUNICATIONS AND PAYMENTS OF EXPENSES**

### **A. Communications**

Chairman Turner asked the PCPC members if there was anything from the monthly communications list needing to be discussed, or if staff had any items to bring to the PCPC's attention. No additional information was requested from the monthly communications list.

### **B. Payment of Expenses**

Mr. Kirk made a motion to approve the following expenses. Mr. Rice seconded, and the motion passed unanimously.

Transfer amount.....\$770.00

**5. REPORTS**

A. Treasurer’s Report

Mr. Graupensperger motioned to accept the Treasurer’s Reports in the form of financial statements for the period of January 1, 2023, through December 31, 2023, for filing subject to audit. Mr. Kirk seconded the motion and the motion passed unanimously.

B. Staff Report

1. Local Planning Assistance (LPA) Report

Staff was requested to attend two LPA meetings during the past month in Bloomfield Borough and Newport Borough. Work involved assisting the Newport Borough Planning Commission with the continued development of a Shade Tree Ordinance, and in Bloomfield with discussion regarding a staff cursory review of a revised subdivision and land development ordinance.

A copy of the Local Planning Assistance Report is attached to the file copy of these minutes.

2. Program Progress Report

Covering Transportation, the items discussed included the Safe Streets for All (SS4A) plan and the Highway Performance Monitoring System (HPMS). Mr. Kirk asked about recent traffic volumes. Mr. Deck indicated they were roughly equal to pre-COVID levels, but with reductions noticeably present during the two daily peak travel times.

A presentation and open house on the Active Transportation Plan is scheduled to be held in the Bloomfield Borough Chambers on January 11<sup>th</sup>.

The Preliminary Draft of the Duncannon Area Study was near its completion. Chairman Turner asked staff to share the final draft with the PCPC members once it is prepared. Mr. Deck stated staff would do so.

A monthly virtual meeting was held on Monday, December 18th for the Countywide Action Plan (CAP) to discuss projects and funding allocations. Mr. Deck indicated that Dauphin County is positioned to share \$60,000 of its budgeted allocation with Perry County to help the Perry County Conservation District move one of its projects forward.

A copy of the Program Progress Report is attached to the file copy of these minutes.

## **6. UNFINISHED BUSINESS**

### A. Perry County Comprehensive Plan (PICTURE PERRY) Implementation

Letters went out to the Perry County Board of Commissioners and the governing bodies all thirty Perry County municipalities for project considerations in the PICTURE PERRY Comprehensive Plan. The workgroups will be reconvening in January 2024.

### B. County Hazard Mitigation Plan Implementation

Staff contacted MCM Consulting, LLC with a revised schedule and will be holding a virtual meeting to discuss the schedule and other associated items as work will begin on the Hazard Mitigation Plan next year.

### C. Perry County Countywide Action Plan (CAP)

This item was covered under the Program Progress Report (See item 5.B.2)

## **7. NEW BUSINESS**

### A. Subdivision and Land Development Matters

#### 1). Approval Consideration

- a. File # 23-073 Emanuel J. Allgyer, Rebecca B. Allgyer, Richard A. Black and Nicole R. Black - Jackson Township

Mr. Palm provided a plan revision to clarify ownership of the former William W. Wheeler property. A copy of the recently recorded deed was provided for inclusion in the file.

Mr. Finnerty went over the modification requested and two items from the initial review report covering survey monuments and the required PADEP Form B Non-Building Waiver.

A motion was made by Mr. Graupensperger to grant modifications to S&LDO § 409.5.D.5) for displaying bearings and distances for existing easements considering the plan only proposes lot additions to existing residential properties with no effect to existing easements; and S&LDO § 406.2.C. in consideration of Jackson Township's comment of not needing a PADEP Form B Non-Building Waiver. The motion was seconded by Mr. Kirk and passed unanimously with Mr. Rice abstaining.

A motion was made by Mr. Kirk to approve the plan subject to the receipt of a revised plan displaying the offset distance for the concrete monument to address S&LDO § 512.1.B regarding the requirements of two monuments on the road rights-of-way; and a revised modification letter to address the PADEP Form B Non-Building Waiver form requirement S&LDO § 406.2.C. The motion was seconded by Mr. Graupensperger and passed unanimously. with Mr. Rice abstaining.

- b. File # 23-074 Emanuel J. Allgyer, Rebecca B. Allgyer, Robert H. Stevenson, and Barbara A. Stevenson Black - Jackson Township

Mr. Palm revisited the discussion topics of the

Mr. Finnerty went over the modification requested and two items from the initial review report covering municipal comment and the required PADEP Form B Non-Building Waiver.

There was significant discussion over the ownership of the lot described as now or formerly the William W. Wheeler property. It was the consensus among the PCPC members that the parties involved will need to clear up ownership of the lot before proceeding with the proposed lot addition involving this particular property.

A motion was made by Mr. Graupensperger to grant modifications to Section 410.4.B.9) for displaying bearings and distances for existing easements considering the plan only proposes lot additions to existing residential properties with no effect to existing easements; and S&LDO § 508.1.D for minimum 50' wide private rights-of-way requirement in consideration the plan only proposes lot additions and no additional lots. The motion was seconded by Mr. Kirk and passed unanimously with Mr. Rice abstaining.

A motion was made by Mr. Kirk to approve the plan subject to receipt of the signed PADEP Form B non-building waiver and municipal comment form. The motion was seconded by Mr. Graupensperger and passed unanimously with Mr. Rice abstaining.

- c. File # 23-081 Richard D. Metz, Jr. - Southwest Madison Township

Mr. Palm provided an overview of the plan.

Mr. Finnerty went over the initial review report comments and shared the modification request letter provided by Mr. Palm. He pointed out that S&LDO Section 515.1 regarding lot sustainability was not proven for the proposed lot created by the Lot 1 addition.

A motion was made by Mr. Rice to grant modifications to Section 410.4.B.1) for the plan scale due to the larger acreage involved with the Lot 1 addition; and Section 410.4.B.9) for the bearings and distances for existing easements considering the only utility easements are located within the road rights-of-way. The motion was seconded by Mr. Kirk and passed unanimously with Mr. Bartch abstaining.

A motion was made by Mr. Rice to approve the plan conditioned on the receipt of a revised plan to indicate a dwelling, well, and sewage system are present on the lot, created by the Lot 1 addition. The motion was seconded by Mr. Kirk and passed unanimously with Mr. Bartch abstaining. Chairman Turner asked Mr. Palm if he would accept the conditions on behalf of his clients for the three plans he represented. In response Mr. Palm replied, yes.

d. File # 23-082 - Three Springs Church – Jackson Township

Mr. Lupold provided an overview of the plan.

Mr. Finnerty went over most of the initial review report comments. He indicated that most of the surveyors preparing plans in Perry County customarily prepare responses to comments generated through the review report process in addition to their plan edits.

Mr. Lupold was allotted time to ask any questions regarding the initial review report comments.

A motion was made by Mr. Rice to table the plan. The motion was seconded by Mr. Kirk and passed unanimously.

2). Review and Report

Chairman Turner asked the Commission members if there were any questions regarding the monthly review and report table. None of the PCPC members requested to see any of the plans.

Mr. Rice motioned to ratify staff reviews of all plans listed in the monthly review report table. The motion was seconded by Mr. Kirk and passed unanimously.

A copy of the Review and Report Table is attached to the file copy of these minutes.

B. Zoning Matters

1) Ordinance Revising Sign Article - Howe Township

A motion was made by Mr. Kirk to authorize the Chairman to sign the prepared letter to Howe Township Board of Supervisors recommending enactment of the ordinance after considering two items. The motion was seconded by Mr. Rice and passed unanimously.

2) Proposed Liverpool Township Ordinance - Regulation of Solar Energy Systems

A motion was made by Mr. Rice to authorize the Chairman to sign the prepared letter to Liverpool Township Board of Supervisors recommending enactment of the ordinance with the completion of the model ordinance text. The motion was seconded by Mr. Kirk and passed unanimously.

Mr. Graupensperger mentioned the industry was beginning to look toward energy storage facilities to retain the electric power generated with the use of lithium batteries.

C. Other Matters

1. PCPC Bylaws Update

It was the consensus of the Commission members present to table discussion on this item until the January 17, 2024, meeting. Staff was instructed to resend the information out to the PCPC members between meetings.

2. Draft Resolution Covering Rules of Decorum

It was the consensus of the Commission members present to table discussion on this item until the January 17, 2024, meeting. Staff was instructed to resend the information out to the PCPC members between meetings.

3. TCRPC Recommended Appointments (2024-2025 Term)

Mr. Finnerty advised the PCPC members it was time to recommend to the Perry County Board of Commissioners four PCPC appointments to the TCRPC. Two of the four appointments will fill the officer positions of Chairman and Secretary. For the vacancy with Dana Cotton's resignation earlier in the year, Mr. Finnerty stated he spoke with Michael Hartley who indicated he would be willing to serve on the TCRPC. Mr. Rice motioned to recommend the following appointments to the Perry County Board of Commissioners for the term running from January 1, 2024, through December 31, 2025.

- James H. Turner
- Tom Graupensperger (Will serve as Secretary for the term)
- Danny Kirk (Will serve as Chairman for the term)
- Michael Hartley

The motion was seconded by Mr. Bartch and passed unanimously.

4. Interim PCPC Secretary

Mr. Finnerty mentioned that following the Secretary's resignation the PCPC has left an officer's position unfilled. He recommended the PCPC fill the position to aid in the stamping of approved plans.

A motion was made by Rice to have Mr. Kirk fill the vacated Secretary position. The motion was seconded by Mr. Graupensperger and passed unanimously.

5. Oliver Township LPA Agreement (Level 1 \$2,400/48 hrs.)

Mr. Finnerty mentioned Oliver Township officials supplied an LPA agreement for consideration.

Treasurer Rice asked if any of the members wanted to make a motion regarding the 2024 Oliver Township, Bloomfield Borough and Spring Township LPA agreements supplied this month. An omnibus motion was made by Mr. Kirk to authorize the Chairman to sign the agreements. The motion was seconded by Mr. Rice and passed unanimously.

6. Intergovernmental Review for General Consistency – Commonwealth Financing Authority Local Share Account for Bloomfield Borough’s Community Center Accessibility Improvements (\$750,000)

A motion was made by Mr. Rice to authorize the chairman to sign the prepared letters for Bloomfield Borough’s Community Center and Liverpool Municipal Authority’s Good Shepherd Pump Station Replacement Project, confirming the general consistency with respect to the Perry County Comprehensive Plan. The motion was seconded by Mr. Kirk and passed unanimously.

7. Intergovernmental Review for General Consistency - Commonwealth Financing Authority Local Share Account for Liverpool Municipal Authority’s Good Shepherd Pump Station Replacement Project (\$1,000,000)

See action taken with 7.C.6. above.

8. NEPA Environmental Review - Oliver Township Wastewater Collection System Rehabilitation

A motion was made by Mr. Kirk to authorize the chairman to sign the prepared letter confirming the general consistency with respect to the Perry County Comprehensive Plan. The motion was seconded by Mr. Graupensperger and passed unanimously.

9. LPA Agreement - Bloomfield Borough (Level 3 \$600/12 hrs.)

See action taken with 7.C.5. above.

10. NEPA Environmental Review - Newport Borough Water Authority Well #1 Technology Upgrade and Rehabilitation

See action taken with 7.C.8. above.


11. LPA Agreement - Spring Township (Level 3 \$600/12 hrs.)

See action taken with 7.C.5. above.

## 8. **ADJOURNMENT**

Chairman Turner adjourned the meeting at 8:40 PM. The next meeting of the Perry County Planning Commission is scheduled for Wednesday, January 17, 2024, at 7:00 PM.

Respectfully submitted,



Danny Kirk, Secretary