

MIDDLESEX TOWNSHIP

350 N. MIDDLESEX ROAD, SUITE 1, CARLISLE, PA 17013

Phone Number 717-249-4409 or 844-256-7024 - Fax Number 249-8564

Board of Supervisors: Donald S. Geistwhite Jr., Philip A. Neiderer, William H. Goodhart

Date: March 4, 2026

To: Applicant for Plan Approval:
Petri Ottavainen, by email for
Carlisle Development Partners, LLC
1660 International Drive, Suite 500
McLean, VA 22102

Re: Notification of Conditional Plan Approval of
Preliminary Land Development Plan for Pennsylvania Digital 1 (PAX-1) Phase 1-A
Plan prepared by: Livic Civil
Plan dates: 08/18/2025; last revised 02/06/2026
Township File No. 25-17

Dear Applicant,

I write to you on behalf of the Board of Supervisors of Middlesex Township in my capacity as Township Zoning Officer.

This letter will notify you that, at their meeting on March 4, 2026, the Board of Supervisors of Middlesex Township approved relief from the following sections of the Middlesex Township Subdivision and Land Development Ordinance No. 8-2017 (SALDO), and the Middlesex Township Stormwater Management Ordinance No. 6-2011 (SWMO), for the Preliminary Land Development Plan for Pennsylvania Digital 1 (PAX-1) Phase 1-A, subject to providing written request and justification for each relief sought and listing the relief sought on the cover sheet of the plan set.

1. SALDO § 501.A.2. Modification of requirement for plan scale not smaller than one inch to one hundred feet (1"=100').
2. SALDO § 501.A.6. Modification of requirement for location map scale not smaller than one inch to one thousand feet (1"=1000').
3. SALDO § 501.C.19.303.J.12., 303.K.12. Deferral until final plan of requirements for metes and bounds descriptions of easements.
4. SALDO § 703.A.10. Deferral of requirement for curbing and sidewalk along Country Club Road, with required note on plan.

5. SALDO § 703.I.4. Waiver of requirement for depressed curb at driveway openings along PA Data Drive.
6. SALDO § 703.M.2. Waiver of requirements for grading of street right-of-way areas which are not part of the paved cartway or shoulder along Country Club Road and PA Data Drive.
7. [SLDO 707.] – Deferral of requirement for installation of sidewalks and pedestrian paths along both sides of PA Data Drive, with required note on plan.
8. [SALDO § 703.C.1. & Table 703.1] Modification of requirement for minimum street cartway and shoulder width for Country Club Road, which is classified as a Collector Road, to allow alternate street cartway and shoulder width.
9. [SALDO § 703.H.2.] Modification of requirement for minimum horizontal curve centerline radius along existing portion of Country Club Road.
10. [SALDO § 718.D.3.A., 718.D.4.A., 718.D.4.B., 718.D.4.C., 718.D.4.D.] Modification of requirements for minimum plan scale of not more than one inch to one hundred feet (1"=100') for required maps of physical resources within the Environmental Impact Assessment Report.
11. [SWMO 303.J.3.] – Modification of requirement for stormwater detention basin side slopes to not be steeper than four (4) units horizontal to one (1) unit vertical and for stormwater detention basin bottom slopes not to be less than two percent (2%).
12. [SWMO 303.K.9.] – Modification of requirement for stormwater drainage swales at a minimum grade of two percent (2%).
13. [SWMO 303.H.17., SWMO 303.H.18.] – Modification of requirement for all stormwater infiltration practices to infiltrate the stored volume within forty-eight (48) hours.
14. [SWMO 303.B.2.] – Modification of requirement for infiltration of surface water runoff at its source as the primary mechanism for stormwater management.

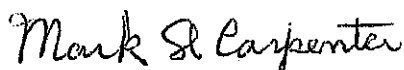
This letter will further notify you that, at their meeting on March 4, 2026, the Board of Supervisors of Middlesex Township approved the Preliminary Land Development Plan for Pennsylvania Digital 1 (PAX-1) Phase 1-A, subject to the following conditions:

1. That the applicant satisfies all comments and conditions of the Township Engineer, Bud Grove, P.E. in written review of J. Michael Hess, PE of Herbert, Rowland & Grubic, Inc. dated 03/02/2026 (copy enclosed), in a manner acceptable to the Township Engineer, subject to his final review.

2. That the applicant satisfies all comments of the Cumberland County Planning Department, in written report dated 09/09/2025 for Plan Number P25-727(copy enclosed), subject to final review by the Township Zoning Officer.
3. That the applicant provide at least two signed copies and a digital copy of the Preliminary Land Development Plan for Pennsylvania Digital 1 (PAX-1) Phase 1-A, for township records.
4. That per Section 710.E.2.b. of the Subdivision and Land Development Ordinance No. 8-2017, as amended, the applicant pays to Middlesex Township the required fee in lieu of dedication of park and recreation areas for the subdivision of \$1,000 per disturbed acre of development area, prior to the final plans being signed by the Township and released for recording.
5. That the applicant enters into a developer's agreement with Middlesex Township regarding required public improvements and posts financial security for required public improvements, as-built plans and engineering inspection fees for this plan with the Township in an amount acceptable to the Township Engineer and form acceptable to the Township Solicitor, prior to the final plans being signed by the Township and released for recording.

The above referenced waiver and conditions of plan approval were agreed upon by your representative, Justin Ross of Livic Civil, at the meeting on March 4, 2026, and must be verified in writing upon receipt of this notification of conditional plan approval.

Sincerely,



Mark D. Carpenter
Middlesex Township Zoning Officer

cc: Board of Supervisors
Township Solicitor
Township Engineer
Nick Long, Livic Civil, by email
Justin Ross, Livic Civil, by email
Mike Hess, HRG



Herbert, Rowland & Grubic, Inc.
369 East Park Drive
Harrisburg, PA 17111
717.564.1121
www.hrg-inc.com

PHASE 1A LAND DEVELOPMENT PLAN REVIEW LETTER #5

MIDDLESEX TOWNSHIP, CUMBERLAND COUNTY, PA

Attn: Mr. Bud Grove, Township Engineer

Preliminary Land Development Plan for Pennsylvania Digital 1 (PAX-1) Phase 1-A

Middlesex Twp Plan No. TPF 25-17

March 2, 2026

We have completed our review of the following information for the above-referenced project:

Submission:	Dated:	Last Revised:
Plan Sheets 1-103 of 103 [Plan]	8/18/2025	02/06/2026
Post Construction Stormwater Management Report [PCSM Report]	8/17/2025	02/06/2026
Financial Security Estimate	Not dated	
Country Club Road Plan Set	8/18/2025	02/06/2026
Waiver Request Summary	02/06/2026	
TIS Acceptance Letter (Michael Baker)	1/15/2026	
SWM Infiltration Report	1/23/2026	
NPDES Approval Letter for Watermain (PAC210079A-3)	12/30/2025	
NPDES Administrative Completeness letter for Phase 1A (PAC210079A-4)	2/3/2026	
Environmental Impact Assessment	August 2025	1/9/2026
PPL Rate Letter	2/06/2026	--
Phase 1A Recreation Fee Memo	2/06/2026	

Sewage Planning Non-Building Waiver Mailer	Not dated	
Comment Response Letter	02/06/2026	--
Phase 1A Stockpile Plan	02/06/2026	
Final Watermain Plans	December 2025	
Supplemental PCSM Narrative	02/20/2026	
MRC Spreadsheet for Basin C1	02/20/2026	
Weighted CN calc for POA C	2/20/2026	
POA C Hydrographs	2/20/2026	
DEP PCSM Spreadsheet for POA C	2/20/2026	
MRC Spreadsheet for Basin R2	2/20/2026	
Weighted CN Calc for POA R	2/20/2026	
POA R Hydrographs	2/20/2026	
DEP PCSM Spreadsheet for POA R	2/20/2026	
MRC Spreadsheet – Basin V5 Lower	2/20/2026	
MRC Spreadsheet – Basin V5 Upper	2/20/2026	
Weighted CN Calc for POA V	2/20/2026	
POA V Hydrographs	2/20/2026	
DEP PCSM Spreadsheet for POA V	2/20/2026	
Updated Plan Sheets	2/20/2026	

The applicant has submitted the following requests for relief:

Requested Modification[s]:	Ordinance Section:	Type
Plan Sheet Scale > 1" = 50 ft	501.A.2	Modification
Location Map Scale > 1" = 1,000'	501.A.6	Modification
Provide metes and bounds for easements	501.C.19, 303.J.12, 303.K.12	Deferral (until Final Plan)
Curb and Sidewalk along Country Club Road (See Waiver Note 1)	703.A.10	Waiver
Depressed Curb at Driveway Entrance	703.I.4	Waiver
Provide Sidewalk along PA Data Drive	707	Waiver
Sight Lighting – Fixture Height of 25'	711.D.4.K	Modification
Street Width	703.C.1, table 703.1	Modification
Street Horizontal Curve Radius	703.H.2	Modification
Grading Within a Street Right of Way	703.M.2	Waiver
Plan Scale for Maps Within the EIA	718.D.3.A, 718.D.4.A, 718.D.4.B, 718.D.4.C, 718.D.4.D	Modification
Detention Basin Slopes	303.J.3	Modification
Swale Grades	303.K.9	Modification
Dewatering	303.H.17	Modification
Infiltration of Stormwater	303.B.2	Modification

We offer the following comments [* - Indicates comments not addressed from previous review letters]:

MODIFICATION NOTES

1. Add a plan note indicating that the property owner will be responsible for installing sidewalk if/when an adjoining property installs sidewalk. Also, there appears to be a typographical error in the waiver request for this item. It should reference section 703.A.10 instead of 703.A.1.

SUBDIVISION AND LAND DEVELOPMENT

2. All plan sheets shall not exceed a scale of 1":50' [501.A.2] Applicant is requesting a waiver of this requirement.

3. Provide a Table of Site Data that contains all information required by this section [501.A.15]* *Complete the Source of Title information following recording of the subdivision plan.*
4. Show all hydrant locations, structure and pipe locations, pipe sizes, slope and type of material, and other related information for the proposed water extension.* *Show location of all hydrants on the Land Development plan at the locations that are shown on the JHA Water Main Relocation plans [501.C.13]*
5. Provide a completed PADEP Sewage Planning Module [503.A.3]* *Provide a copy of the approved Non-building waiver once received, or other sewage planning approval as applicable.*
6. Provide a report from Authority confirming adequate proposed water and sewer designs meet technical requirements [503.A.9]* *The MTMA approval letter references a plan last revised 2/11/2026 but the submission package provided a waterline plan dated December 2025. Please provided the latest, approved version of the water line plan.*
7. Ensure the plan complies with Section 703.I for any proposed driveways [703.I] **Applicant is requesting a waiver of Section 703.I.4 to allow flared curbs.**
8. Ensure that the design complies with Section 703.M regarding Designs within Street Right-of-Way [703.M] **Applicant is requesting a waiver of this requirement.**
9. Sidewalks must be installed along both sides of all new interior streets in all commercial and industrial land developments within the Township unless otherwise waived by the Township. Sidewalks must also be constructed along the side of all exterior streets upon which the land development fronts [707.A.1] **Applicant is requesting a waiver of this requirement.**
10. Non-residential developments shall dedicate a minimum of ten percent [10%] of gross land area for park or recreation use. The developer is electing to provide a fee-in-lieu of dedication, per Section 710.E. The developer has offered a fee-in-lieu of dedication in the amount of \$1,000 per disturbed acrea as stated in SALDO Section 710.E.2.b. [710.A.3.b]

ENVIRONMENTAL IMPACT ASSESSMENT (SUBSECTIONS OF SALDO)

1. *Provide a Geological Plan at a scale of no more than one inch to one-hundred feet (1" = 100'). (Note the provided plan scale is 1" = 500'). **A waiver has been requested for this requirement [718.D.4.a].**
2. *Provide a Site Development Plan at a scale of not more than one inch to one-hundred feet (1" = 100'). **A waiver has been requested for this requirement [718.D.3.a].**
3. *Provide a Topographical Plan at a scale of no more than one inch to one-hundred feet (1" = 100'). (Note the provided plan scale is 1" = 500') **A waiver has been requested for this requirement [718.D.4.b].**
4. *Provide Soil Plan at a scale of no more than one inch to one-hundred feet (1" = 100'). (Note the provided plan scale is 1" = 500'.) **A waiver has been requested for this requirement [718.D.4.c].**
5. *Provide the Hydrogeological Plan and Wetlands Exhibit at a scale of no more than one inch to one-hundred feet (1" = 100'). (Note the provided plan scales are 1" = 500'.) **A waiver has been requested for this requirement [718.D.4.d].**

STORMWATER MANAGEMENT

1. The minimum inside side slopes for a detention basin is 4:1 and the bottom of the basin shall be sloped at a minimum of 2%. **A waiver has been requested for this requirement [303.J.3].**
2. The minimum longitudinal slope of a swale is 2%. **A waiver has been requested for this requirement [303.K.9].**
3. All basins are labelled as wet ponds/retention basins in the PaDEP spreadsheets. Details for the basins have a lowest orifice above the amended soil level. The SWM Ordinance defines Retention/ Wet Ponds as an impoundment designed to maintain a permanent pool of water standing longer than 48 hrs. Retention basins/wet ponds are prohibited in the Township. [303.I]* **A waiver has been requested allowing a dewatering time of 72 hours rather than 48 hours.**

4. Provide documentation that all infiltration practices or alternative volume mitigation measures such as evapotranspiration move all surface ponding sub surface within 48 hours. [303.H.17].* **A waiver has been requested for this requirement. If approved, then this comment is no longer applicable.**
5. Provide clarification of review status of MRC designs with PaDEP some conditions in the spreadsheet appear to be out of compliance with DEP guidance and DEP cautions against marking approved without reviews.*

The comment response letter stated that the CCCD is currently reviewing the MRC designs. Please clarify if PADEP is also reviewing the final MRC design. This comment will remain as an administrative item until NPDES and DEP approval is received. A final PCSM report and plan should be submitted to the Township with any revisions from outside agency comments [302.D].

COUNTRY CLUB ROADWAY IMPROVEMENTS

1. The property abuts both sides of Country Club Road in several areas where its horizontal curves do not meet the minimum radius requirement for collector streets. Clarify how these horizontal curves will be corrected within the project area. [703.A.10 and 703.H.2].* **A modification has been requested for this requirement.**
2. A minimum pavement width of 36' (18' each side of centerline) is required for collector roads. The plan proposes 24' (12' each side of centerline.) Please revise. [Table 703.1]* The applicant has proposed an alternate configuration for Country Club Road that includes a 16' paved width from centerline on the side of Country Club Road facing the development and 12' from centerline on the opposite side of the road. The proposal also includes the full reconstruction of both lanes of Country Club Road as opposed to widening on one side only. **A modification of this requirement has been requested.**
3. Provide sight distances for the proposed intersections [703.K.1 and 501.C.15].* Sight distances have been added to the plan. However, the ordinance requires a report documenting the sight distance calculations, and the report must be signed and sealed by an engineer. [703.K.1].
4. Provide clear sight triangles for the proposed intersections.* [703.K.3 and 501.C.15] The plan set has been revised to provide a sight distance exhibit, but clear sight triangles at the dimensions specified in 703.K.3 have not been provided. Please note that the clear sight triangle requirement is different from the sight distance requirement.

ITEMS TO BE ADDRESSED IN THE FINAL PLAN

1. Indicate how disturbance to perennial streams including stream riparian buffers, natural drainageways, and drainage swales is avoided. Provide evidence of PADEP approval for any permits which are required for the land development. [1202.C.1.a].
2. Polychlorinated Biphenyls (PCBs) are a known contaminant from substations. The discussion of the potential for PCB contamination and how they are mitigated should be included either in the EIA or the PCSM Report. [303.K.14].* The engineer states that the final substation design will include an Oil Containment System designed by PPL. The Final Phase IA Land Development Plans should provide additional details on the Oil Containment System designed by PPL's substation engineer.
3. Specify on the storm profiles where a non-standard inlet box is required. For example, Inlet I-13.2 is not constructable utilizing a standard box. Provide a construction detail and labeling for any type of box utilized [302.A.13].
4. Provide a min. 20' wide drainage easement with metes and bounds along all stormwater management facilities, channels and inlets [SALDO 501.C.19, SWM 303.J.12 & 303.K.12]. The drainage easements shall include the drainage channels. **The Applicant has requested a deferral of providing metes and bounds to the final plan. If approved, this item is to be addressed in the final plan.**
5. Provide a Final Landscape Plan [719.B.2 and 3].

6. With the submission of infiltration testing locations and test pit locations a detailed review has been completed and the following items require additional clarification [303.H.12].

- a. With use of PaDEPs MRC guidance please provide documentation that DEP has accepted the number of test pits and infiltration tests as adequate. PaDEP MRC guidance August 15, 2025 indicates that a minimum of 1 test per 40,000 sf of disturbed area is required. Provided PDSC sheets indicate a ratio of .4 and show a large amount of site area excluded as upland area.

Based on the Applicant's response on 02.06.26 it appears that combination of updated guidance and 2006 DEP guidance are being used. Either option is acceptable to the Township it should be clarified which method ECS and Livic are proposing using. Noted difference would be test placement, test number, Ksat, and factor of safety.

- b. Please provide documentation of how a design infiltration rate of 1.71 was derived (provided DEP spreadsheet). ECS report summary indicates in TP-129 and TP-131 a rate of .25 and .13 in/hr. Given that these are the only tests reported inside the basin footprint the design rate should be based on these tests.

Based on the Applicant's response on 02.06.26 it appears that combination of updated guidance and 2006 DEP guidance are being used. Either option is acceptable to the Township it should be clarified which method ECS and Livic are proposing to use. If double ring infiltration testing and traditional factors of safety are proposed 4 to 6 test per acre of infiltration surface shall be provided in accordance DEP PCSM Spreadsheet Instruction rev. 01-26-26. Or if basin flood test and other future guidance methods are proposed Ksat calculations and the associated adjustments shall be followed.

ITEMS TO BE ADDRESSED IN THE DEVELOPER'S AGREEMENT

1. Include a Stormwater Management Operation and Maintenance (SWM O&M) Agreement. [502].
2. Demonstrate that a deed restriction has been established to require SWM O&M by any future owners of the affected properties. [501.B.1.a].
3. Establish financial security for on-site improvements. A financial security recommendation is provided in a separate letter. [Section 1301].
4. Establish financial security for the improvements to Country Club Road along the site frontage and for offsite areas of Country Club Road that have the potential to become degraded by construction traffic due to the Road's posted 10-ton weight restriction. A financial security recommendation is provided in a separate letter. [703.D.2]
5. Establish financial security for the right-turn lane from westbound Route 11 onto northbound Country Club Road, as recommended in the TIS.
6. The Developer's Agreement should include requirements that the Applicant or its Contractor provide all blasting reports to the Township on a weekly basis throughout the duration of any blasting operations [109].
7. Regarding the Country Club Roadway improvements, include provisions to indicate the timing and mechanism whereby the construction of Country Club Road improvements will be initiated. Suggested provisions of this agreement include:
 - a. Upon notice by the Township, the developer will have 180 days to begin construction and 365 days to complete construction of the roadway improvements.
 - b. The Township may require improvements to be constructed in up to two separate phases as work on the development proceeds, but the Township will not require roadway construction in areas where construction traffic serving the data center site is still active. For the purpose of this agreement "no active construction" will mean no building permits or certificates of occupancy have been issued within the last 90 days.

- c. The Township may require that construction traffic be directed to exclusively use either PA Data Drive Entrance #1 or PA Data Drive Entrance #2 if doing so would prevent construction traffic from traveling upon portions of newly constructed roadway.
- d. These suggested provisions assume that the entire frontage of Country Club Road will be bonded in Phase 1. If the Phase 1, Phase 2, and/or Phase 3 frontage will be bonded separately, these provisions may require modification.

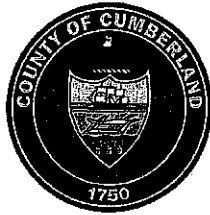
This review is based solely on the documents referenced above and does not relieve the design professional of any responsibility, nor does it imply any design responsibility by Herbert, Rowland & Grubic, Inc. HRG reserves the right to make additional comments in the future based on newly-supplied or revised information as provided by the applicant or their representative[s].

Sincerely,
Herbert, Rowland & Grubic, Inc.



J. Michael Hess, PE
Team Leader

JMH
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PLANNING DEPARTMENT
Cumberland County

**Cumberland County
Subdivision and Land Development
Review Report**

Cumberland County Planning Department
310 Allen Road, Suite 101
Carlisle, PA 17013
Telephone: (717) 240-5362

Municipality:	Date Received:	Date Reviewed:	Reviewed By:	Plan Number:
Middlesex Township	8/19/2025	9/9/2025	SH, EG, KS	P25-727
Plan Title: Project Bolt Phase 1A				
Plan Status: Preliminary		Plan Type: Land Development Plan		

Comments and Recommendations:

1. The township and the applicant should review the rear yard setback. The minimum rear yard should be 35 feet (zoning 24.03).
2. The principal façade standards in the zoning regulations (sheet 2) should also apply to all building facades that face toward an abutting public street (zoning 24.04.A.1).
3. A water feasibility study in conformance with requirements of the zoning regulations should be provided (zoning 24.07).
4. Match lines and a key map should be provided on all applicable sheets (SLDO 501.A.2).
5. The signature block for the Cumberland County Planning Commission will be signed by the director of planning. The signature lines for the chairman and secretary should be removed (SLDO 501.A.4).
6. Each plan sheet should include a legend (SLDO 501.A.14).
7. The plan should include a statement that the applicant shall comply with all township regulations at the time of the filing of the preliminary plan (SLDO 501.A.16).
8. The plan should include a statement that the applicant is responsible for installation of all street and traffic control signs and devices as deemed necessary by the township (SLDO 501.A.17).
9. The table of site data should include the purpose for all proposed lots and land development sites (SLDO 501.A.21.b).
10. The plan should include a phasing plan and schedule for filing with the township (SLDO 501.B.3).
11. The proposed intersections should include the required and provided sight distances (SLDO 703.K.1).
12. The proposed intersections should include a clear sight triangle (SLDO 703.K.3).
13. Sidewalks should be provided along new streets and exterior streets (SLDO 707.A.1).
14. Curbing should be provided along interior streets (SLDO 708.B).
15. The plan should address a dedication of recreation land or a fee in lieu of dedication (SLDO 710).
16. An Environmental Impact Assessment Report should accompany the submission (SLDO 718).

17. Sheet 3 shows a master plan keymap but does not provide information about the overall development. The submission should include a master plan with a summary of zoning requirements and proof of compliance for the overall data center development.
18. Based on a meeting held on 11/25/2024 with Cumberland County staff, the following considerations for the development were identified. The township should discuss options with the developer for implementing the following management practices/public access improvements.
 - a. The area proposed for development is along a bend in the Conodoguinet on a significant area of the water trail, between access sites B2 and B3. Both of the existing access sites have limited parking, especially the site along Bernheisel Bridge Road to the east. Could a boat access site with parking be provided for public access to the water trail in order to alleviate parking demand at the other two sites?
 - b. The proposed development site has significant areas of wetlands and is located between two core habitat areas identified on the 2005 Natural Areas Inventory and threatened and rare species were identified in recent surveys identified on the plan. Are there opportunities to enhance core habitat in areas along the creek in need of restoration? Could provisions for the avoidance of the bald eagle nesting site be implemented regardless of recently documented use of the nest?
 - c. The proposed development area is within proximity to the Appalachian Trail, a national scenic trail and the Conodoguinet Greenway, identified in the Cumberland County Land Partnerships Plan. How do site design and development plans intend to protect the viewshed of the Appalachian Trail and comply with the requirements of PA Act 24, adopted in June 2008? This act requires 58 PA municipalities along the Appalachian National Scenic Trail to preserve the natural, scenic, historic, and aesthetic values of the Trail and to conserve and maintain it as a public natural resource. Could a public access walking trail be provided between the housing development to the southwest of the proposed development and the area along the creek greenway?
 - d. The Susquehanna River Basin Commission identified the majority of the area designated as building area as highest value recharge areas for groundwater, with almost all proposed building area designated as at least above average for recharge. This area is unique regionally for the high capacity for recharge, as a very limited area north of I-81 from Carlisle to the Susquehanna River has this capability. Could any funding be dedicated for open space to preserve the remaining high value recharge area, or are there stormwater design measures planned to enhance infiltration for groundwater recharge?
19. Please work with the municipal addressing authority to determine addresses as soon as possible. Providing complete and accurate addressing information to Cumberland County GIS when plans are finalized, but before construction, ensures that they can be added to the Master Street Address Guide (MSAG). An up-to-date MSAG is critical to ensuring that addresses validate in the 9-1-1 system. Other utility providers also depend on the MSAG to validate installations in new developments. If you have any questions regarding addressing or the MSAG, please contact Cumberland County GIS Department at (717)240-6419 or gis@cumberlandcountypa.gov.
20. Cumberland County strives to create the most accurate public records possible. The following electronic AutoCAD files (.dwg) are **required** by the Planning Department prior to or at the time of recording any plan. Please note that the Planning Department **will not sign the plan for recording**

until this information is emailed to planningreviews@cumberlandcountypa.gov. Links to online file downloads are acceptable. Applicants are required to provide the following information:

- a. **Parcel boundaries**
- b. **Lot lines**
- c. **Building footprints**
- d. **Road rights-of-ways**
- e. **Edge of pavement**
- f. **Declaration of planned communities/condominiums documents (including amendments)**

MIDDLESEX TOWNSHIP

350 N. MIDDLESEX ROAD, SUITE 1, CARLISLE, PA 17013

Phone Number 717-249-4409 or 844-256-7024 - Fax Number 249-8564

Board of Supervisors: Donald S. Geistwhite Jr., Philip A. Neiderer, William H. Goodhart

Date: March 4, 2026

To: Applicant for Plan Approval:
Petri Ottavainen, by email for
Carlisle Development Partners, LLC
1660 International Drive, Suite 500
McLean, VA 22102

Re: Notification of Plan Recording Procedures for
Preliminary Land Development Plan for Pennsylvania Digital 1 (PAX-1) Phase 1-A
Plan prepared by: Livic Civil
Plan dates: 08/18/2025; last revised 02/06/2026
Township File No. 25-17

Dear Applicant,

See enclosed form letters from the township and county planning describing the process for recording the above plan.

Please feel free to contact me if you have questions about this matter.

Sincerely,



Mark D. Carpenter
Township Zoning Officer

cc: Board of Supervisors
Township Solicitor
Township Engineer
Nick Long, Livic Civil, by email
Justin Ross, Livic Civil, by email
Mike Hess, HRG

MIDDLESEX TOWNSHIP

350 N. MIDDLESEX ROAD, SUITE 1, CARLISLE, PA 17013

Phone Number 717-249-4409 or Toll Free 844-256-7024 Fax Number 249-8564

To: All Applicants for Plan Approval
From: Mark D. Carpenter, Township Zoning Officer
Subject: Recording Of Approved Subdivision and/or Land Development Plans

You should have been notified if Board of Township Supervisors approved your Final Subdivision and/or Land Development Plan. Section 304 of the Township Subdivision and Land Development Ordinance No. 8-90 requires that, upon the approval of a final plan, the applicant shall record the plan in the Office of Recorder of Deeds for Cumberland County, Pennsylvania. If the plan approval was conditional upon certain items, they must be resolved before recording the plan. Typical conditions of approval include plan revisions to satisfy Township staff comments, Pennsylvania Department of Environmental Protection approval of Sewage Facilities Planning module, Developer's Agreement executed with the Township for required public improvements, posting sufficient financial security with the Township to cover estimated costs of constructing proposed public improvements as shown on the plan and required by Ordinance, and satisfying requirements of the Township Subdivision and Land Development Ordinance No. 8-90 pertaining to the dedication of park and recreation areas and fees in lieu thereof.

When all conditions of plan approval have been resolved, the plan is ready for recording. Before the plan is recorded, the applicant shall submit two signed copies of a Developer's Agreement with the Township for required public improvements and the applicant shall post financial security for required public improvements. The Township Solicitor and Township Engineer shall approve the amount and form of financial security proposed by the applicant. Upon request, the Township will supply form Developer's Agreement and Letter Of Credit documents for use by the applicant. The applicant shall provide the Township with signed, notarized and sealed versions of at least the following sets of all approved plan sheets:

- At least four (4) copies of the entire plan set printed at maximum 30" X 42" sheet size for recording.

The Board of Supervisors will sign approval verification on the plan as soon as possible after receipt, and will notify the applicant to pick up the plan for recording. The applicant must have Cumberland County Planning Department sign and date the review verification on the plan before recording, and must provide a CD with digital AutoCAD files of the plan in .dwg or .dxf format. The County Planning Department is located at 310 Allen Road, Suite 101, Carlisle, PA 17013 (phone no. 717-240-5362).

After obtaining a certified tax parcel number(s) at the Cumberland County Tax Assessment Office at room 110 in the old Courthouse building at One Courthouse Square, Carlisle PA, plans shall be recorded at their cost by the applicant at the Office of Recorder of Deeds for Cumberland County, in the new Courthouse building at One Courthouse Square, Carlisle PA (phone no. 717-240-6370). The Office of Recorder of Deeds will keep two copies of the recorded plan. Please make sure all recorded plans returned to the applicant include the assigned tax parcel number(s) and a recorded document certification page from the Recorder of Deeds to verify the Date of Recording and Instrument Number for the recorded plan.

Within ten days after recording, the applicant shall return properly recorded copies of the plan to the Township in the number and format as follows:

- At least two copies of the entire plan set as recorded.
- One copy of the recorder of deeds 8 1/2" x 11" certification page verifying that the plan was recorded.
- Electronic PDF files of the entire plan set as recorded, including the recorder of deeds certification page.

Please contact the Township Office if you have questions about this process.

Cumberland County Plan Recording Procedures

Posted on: February 7, 2022

<https://www.ccpa.net/CivicAlerts.aspx?AID=2178>

ATTENTION!!! Plan Recording Guidelines

The Cumberland County Uniform Parcel Identifier (UPI)/Mapping office and the Recorder of Deeds Office, continue to accept Subdivision Plans for recording by appointment only. Here are guidelines that must be followed in order to record a plan.

GUIDELINES FOR PLANS

MASKS MUST BE WORN WHILE INTERACTING WITH OTHERS IN THE RECORDER OF DEEDS OFFICE.

- Prior to recording, please visit the Cumberland County Planning site: <https://www.ccpa.net/3185/Plan-Submission-Recording-Procedures>. Their direct phone is 717.240.5362. The Planning Department will be open daily, no appointment required to obtain signatures prior.
- Cumberland County strives to create the most accurate public records possible. The following electronic AutoCAD files (.dwg) are **required** by the Planning Department prior to or at the time of recording any plan. Please note that **the Planning Department will not sign the plan for recording** until this information is emailed to **planningreviews@ccpa.net**. Links to online file downloads are acceptable. Applicants are required to provide the following files:
 1. **Parcel boundaries**
 2. **Lot lines**
 3. **Building footprints**
 4. **Road rights-of-ways**
 5. **Edge of pavement**
 6. **Declaration of planned communities/condominiums documents (including amendments)**
- All filers must make an appointment for filing through the Recorder of Deeds' Office by email at recorderofdeeds@ccpa.net. The Recorder's Office will coordinate this appointment with the UPI office. Subdivision Plans will only be accepted by appointment only through the UPI Office and the Recorder's Office.
- YOU WILL NEED TWO SETS OF PLANS FOR RECORDING THAT WILL BE RETAINED BY
 1. THE UPI OFFICE AND 2. THE RECORDER'S OFFICE.
- Once a plan is signed by the Planning office, a copy should be taken to the UPI office at the Old Courthouse at the scheduled appointment time. Filers will be asked to give one copy to the UPI office to retain for their records.
- After the UPI office approves the plan, the filer should then proceed to the New Courthouse to take a second copy to the Recorder of Deeds office.
- After going through security at the New Courthouse, you will need to sign in inside the Recorder's Office.
- Filers should have checks made payable to "Recorder of Deeds" or we accept credit cards for payment -there is an additional \$2.50 convenience fee (or 2.25% over \$100; 3.00% for business cards) by the vendor.
- Plan images will be available on Landex within a week of recording.