

ATHENS TOWNSHIP PLANNING COMMISSION  
Regular Meeting  
August 1, 2016

The regular meeting of the Athens Township Planning Commission was called to order on Monday, August 1, 2016 at 7:00PM by Chairman, Scot Saggiomo.

Present: Scot Saggiomo, Ron Reagan, Clif Cheeks, Marion Carling, Jason Rogers, Ed Reid, Zoning Officer, Skip Schneider, Township Engineer, and Secretary, Elaine Daddona. All others in attendance signed a sign-in sheet hereby attached.

**AQUA, PA #16-06**

Ann Reynolds, P.E. of GHD Inc., was present along with Randy Simmons and John Klinger of Aqua, PA for a land development located at 139 Center Street, zoned Residential Urban. William (Skip) Schneider, Engineer from CEI Associates on behalf of Athens Township was present to review this application. The following documents were received on July 11, 2016 by the Zoning office: Application for review of a Preliminary/final land development plan; Deed as recorded and back-up documentation through Water Co. Acquisitions and Name Changes (2 copies); Preliminary Building Interior layout and Stormwater Management Plan Report.

Check #37023 from GHD Inc. dated June 21, 2016 in the amount of Two Thousand twenty-five (\$2,025.00) Dollars was received by the Zoning Office (receipt dated July 18, 2016) for the filing fee of Five Hundred twenty-five and no/100 (\$525.00) Dollars and the Engineer review fee of One Thousand Five Hundred and no/100 (\$1,500.00) Dollars, along with Check #37027 dated June 21, 2016 in the amount of Twenty-five (\$25.00) Dollars made payable to the Bradford County Treasurer for the review fee (receipt dated July 18, 2016).

Project Narrative states that Aqua Pennsylvania is submitting the plan for the development of a new office, shop and storage area to relocate their operations center from its current location in Sayre Borough to 139 Center Street. Aqua's current space is leased and lacks private office space and working restrooms.

Aqua and their predecessors have owned the property since 1988 and have used it for storage. Copies of Deed Book 91, Page 1096 were enclosed. The new space will be occupied by Aqua's six fulltime and one part time staff members that operate and maintain the Susquehanna Division public water system for the area.

The new building will include conference/work areas, private offices, men's and women's restrooms, a kitchenette and space for the Supervisory Control and Data Acquisition (SCADA) equipment to monitor the water system's status. A preliminary floor plan for the building

interior was enclosed. The shop/garage will be used to park company vehicles and perform repairs and maintenance.

A fenced storage area will continue to be used to keep on hand pipe, fittings and items necessary to make repairs to the water system. Small stockpiles of aggregates and other restoration materials will continue to be kept onsite for off hour emergencies that require excavation and backfill.

Survey plan prepared by Ann Kyper Reynolds of GHD Inc. for Aqua Pennsylvania Inc./Susquehanna Division Operations Center dated July 8, 2016 and received on July 11, 2016 along with Zoning Variance Application of May 4, 2016 was submitted for approval.

Skip Schneider, PE of CEI Associates was present to review his comments in letter dated August 1, 2016, a copy of which is hereto attached and made reference to, with the Planning Commission.

Motion by Ron Reagan to review for Preliminary Plan approval, second by Clif Cheeks, and motion unanimously carried. A checklist was completed and the following deficiencies were noted:

Refer to the comments of Skip Schneider, hereto attached, and requires resolution of the following: #3, #5 of the Zoning Ordinance comments; #6, #7, #9, #10, #11, #12, #15, #16, #18, #19, #20, #21 of the Subdivision and Land Development Ordinance comments; and needs to address the General Comments regarding the trench drain in the garage area. Also, needs to re-label the Plan to state Preliminary Plan Land Development only.

Motion by Ron Reagan, second by Marion Carling to recommend Preliminary Plan approval to the Supervisors at their meeting to be held on August 31, 2016 at 7:00PM contingent upon resolution of the deficiencies, and motion unanimously carried.

**LEGACY MOTORS #16-07**

Dave Young, P.E. of JHA Companies was present for and on behalf of Patrick E. Grimes, PLS along with the applicants, Thomas and Kristin Shores, for a Final Plan land development for an automotive sales facility located at 2202 Elmira Street (SR 1069), zoned Commercial. William (Skip) Schneider of CEI Engineering was present also as the review Engineer for Athens Township. The following documents were received by the Zoning Office on July 11, 2016: Letter of Transmittal dated July 11, 2016 with Application for review of Final Land Development; Project Narrative (dated April 11, 2016); Project Site Deed (dated May 9, 2016) and Power of Attorney.

Check #152 dated July 11, 2016 from Legacy Motor Company, LLC was received by the Zoning Office (receipt dated July 18, 2016) for the filing fee in the amount of Five Hundred (\$500.00) Dollars.

Skip Schneider of CEI Associates, review Engineer for Athens Township, submitted his comments for this Plan in his letter dated August 1, 2016 to the Planning Commission and a copy of same is attached for reference.

Motion by Clif Cheeks to review the Final Plan for land development, second by Jason Rogers, and motion unanimously carried. A checklist was completed and the deficiencies are as listed in the letter of Skip Schneider dated August 1, 2016, hereto attached and made reference to:

- 1) Provide striping in parking field per approved Preliminary Plan;
- 2) Provide Final Land Development without Subdivision line.
- 3) Site Notes reference construction related items for contractor; verify notes, calculations and tables on Final plan represent as-built conditions prior to recording.
- 4) Sign legend does not match with the symbol on the Plan.
- 5) Property line needs to be changed from "proposed".
- 6) Paving markings do not match the "no parking" on the Plan.
- 7) Parking summary needs to be changed.
- 8) #12 and #13 under site notes needs to be removed.
- 9) Plan needs width of entrance and exit lanes.
- 10) Location map needs to show the actual location of project.
- 11) Project Narrative needs to state Deed has been recorded.
- 12) Plan needs to show fourteen (14) parking spaces.

Motion by Marion Carling, second by Jason Rogers, to recommend approval to the Supervisors at their meeting to be held on August 31, 2016 at 7:00PM, contingent on resolution of the deficiencies, and motion unanimously carried.

Motion by Clif Cheeks to correct the third paragraph to indicate "zoning" permit instead of driveway permit in the Minutes of July 11, 2016, second by Marion Carling, and motion carried. Ron Reagan abstained.

The meeting was adjourned at 8:43PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

