

ATHENS TOWNSHIP PLANNING COMMISSION  
Regular Meeting  
January 8, 2018

The regular meeting of the Athens Township Planning Commission was called to order on Monday, January 8, 2018 at 7:05PM by Chairman, Scot Saggiomo.

Present: Scot Saggiomo, Clif Cheeks, Marion Carling, Jason Rogers, Ronald Reagan, Athens Township Supervisor, George Ballenstedt and Secretary, Elaine Daddona.

**ELECTION OF OFFICERS, 2018**

Motion by Clif Cheeks, and second by Jason Rogers that the former officers continue in 2018; namely, Scot Saggiomo as Chairman and Vice Chairman, Marion Carling, motion carried.

**MERRITT SPECIAL EXCEPTION PLANNING REVIEW**

Tiffany and Brett Merritt of 64 Wonderland Lane, Milan, PA submitted an application to the Athens Township Zoning Hearing Board for a Special Exception for placement of a double-wide primary residence on a permanent foundation in a Residential-Suburban District located at 51 Wonderland Lane, Milan, PA.

The Athens Township Planning Commission had no adverse comment to make to the application.

Motion by Ron Reagan, second by Jason Rogers to accept the Minutes of November 6, 2017 as read, and motion carried.

Meeting was adjourned at 7:35PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary



ATHENS TOWNSHIP PLANNING COMMISSION  
Regular Meeting  
February 5, 2018

The regular meeting of the Athens Township Planning Commission was called to order on Monday, February 5, 2018 at 7:02PM by Chairman, Scot Saggiomo.

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

**ATHENS DOLLAR GENERAL STORE #19599-#18-01**

Kevin PJ Melocheck, Jr. PLS PE, project Engineer representing Miller Group Holdings LP, equitable owner of the property currently owned by Joan E. Macafee, Trustee of the Joan E. Macafee Trust and have entered into a Sales Agreement with Ms. Macafee dated September 8, 2017 for the property located along the east side of US Route 220 north of the intersection of Macafee Road and south of the Fine Line Homes parcel. The parcel is 6.17 acres and being the same as Lot #1 shown on the Joan E. Macafee Subdivision recorded in Bradford County Recorder of Deeds as instrument 201600754. The proposed project is to construct a 9,100 square foot commercial retail store. Documents were submitted to the Zoning Office on January 15, 2018 as follows: Preliminary/Final Land Development Plan dated January 12, 2018; Post Construction Stormwater Management Report, Agreement of Sale showing equitable ownership for Miller Group Holdings, LP, current Deed of record, Application for Review of Land Development, Land Development checklist; DEP Sewage Planning approval letter, and Wetland and Stream Report.

Narrative states that the proposed improvements consist of a new 9,100 square foot building, a 33-space asphalt parking lot, concrete loading and unloading area with dumpster pad enclosure, concrete sidewalks, parking lot lighting and stormwater management facilities. Utilities will consist of a proposed private well, a propane tank and a holding tank for sewage. It should be noted that the lot has been approved for a holding tank, and the DEP letter was included with the submittal. Mr. Melocheck stated that it is, however, the intention of Miller Group Holdings to perform soil testing for on-lot sewage in the spring. If the parcel can accommodate an on-lot septic system then sewage planning would be revisited and an on-lot septic system would be designed and constructed. At the time of the application the applicant was unable to perform soil percolation testing due to the time of the year. Narrative also states that it should be noted that a Dollar General Store generates well less than 200 gpd of sewage, the sewage planning for this parcel is approved for 400 gpd. Outside approvals necessary for the project consist of a NPDES permit application and would be submitted to Bradford County Conservation District. Applicant has also prepared a PennDOT Low Volume Highway

Occupancy Permit application for the proposed driveway connection to US Route 220 and will be submitted to PennDOT.

Letter dated January 26, 2018 was received from the Athens Township Engineer, William (Skip) Schneider, PE with the review comments and are attached for review.

Check #510584 from Miller Bros. Construction, Inc. in the amount of One Thousand Two Hundred seventy-five (\$1,275.00) Dollars was received by the Zoning Office on January 16, 2018 for the filing fee; along with Check #510585 for One Thousand Five Hundred (\$1,500.00) Dollars for the Engineer review fee; and Check #510586 for Twenty-five (\$25.00) Dollars made payable to the Bradford County Treasurer for the Bradford County review fee.

The Planning Commission reviewed the submittal with the applicant, Mr. Melocheck, and Skip Schneider, the review Engineer and noted that there were a number of revisions to the Plan that needed to be made and also discussed a deficiency of the number of parking spaces required which were six (6) more than what was shown on the Plan submitted. The Board explained that in order to comply with the Ordinance, he would have to either change the Plan submitted to accommodate the additional spaces or submit an application to the Zoning Hearing Board for the variance. It was agreed with the applicant that a formal review of this application would be postponed to the next regularly scheduled meeting of the Planning Commission on March 5, 2018.

**ALDI-SAYRE PA. EXPANSION #18-02**

The applicant APD Engineering & Architecture was represented by Jon Daniels, the Civil Designer and Christopher Kamar, P.E., member and partner to present the land application for a 3,290 square foot expansion of the Aldi's Store to the existing Aldi store of 14,860 square feet located at 2756 Elmira Street currently owned by ALDI Inc. Tully Division c/o Lew Kibling. Documents were submitted to the Zoning Office on January 15, 2018 as follows: Site Development Plans dated December 22, 2017 prepared by APD Engineering & Architecture LLC, survey prepared by Butler Land Surveying LLC and amended on November 30, 2017; Operations Plan dated February 9, 2018; Exterior Elevations dated February 9, 2018.

Check #12263 from APD Engineering & Architecture dated January 11, 2018 in the amount of Three Hundred seventy-five and no/100 (\$375.00) Dollars was received along with Check #12264 in the amount of One Thousand Five Hundred and no/100 (\$1,500.00) Dollars for the Engineer review fee; and Check #12262 made payable to the Bradford County Treasurer in the amount of Twenty-five (\$25.00) Dollars for the Bradford County review fee.

Letter dated January 24, 2018 from William (Skip) Schneider, PE, Township Engineer with review comments is attached and made reference to.

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

1. The deficiencies which are listed in the letter of January 24, 2018 from Skip Schneider, Township Engineer.
2. The ADA parking spaces currently listed as eight (8) feet need to be corrected to ten (10) feet.

Motion to recommend approval to the Supervisors at their meeting on February 28, 2018 at 7:00PM contingent on resolution of the deficiencies by Marion Carling, second by Ron Reagan, and motion unanimously carried.

Motion by Ron Reagan, second by Jason Rogers to accept the Minutes of January 8, 2018 as read, and motion carried.

Meeting was adjourned at 8:55PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

ATHENS TOWNSHIP PLANNING COMMISSION  
Regular Meeting  
March 5, 2018

The regular meeting of the Athens Township Planning Commission was called to order on Monday, March 5, 2018 at 7:00PM by Vice Chairman, Marion Carling.

Present: Clif Cheeks, Marion Carling, Jason Rogers, Edmund Reid, Zoning Officer, Skip Schneider, Engineer, and Secretary, Elaine Daddona. Scot Saggiomo was unable to attend. All others in attendance signed a sign-in sheet hereby attached.

**ATHENS DOLLAR GENERAL STORE #19599-#18-01**

Kevin PJ Melocheck, Jr. PLS PE, project Engineer representing Miller Group Holdings LP, equitable owner of the property currently owned by Joan E. Macafee, Trustee of the Joan E. Macafee Trust and have entered into a Sales Agreement with Ms. Macafee dated September 8, 2017 for the property located along the east side of US Route 220 north of the intersection of Macafee Road and south of the Fine Line Homes parcel. The parcel is 6.17 acres and being the same as Lot #1 shown on the Joan E. Macafee Subdivision recorded in Bradford County Recorder of Deeds as instrument 201600754. The proposed project is to construct a 9,100 square foot commercial retail store. Documents were submitted to the Zoning Office on January 15, 2018 as follows: Preliminary/Final Land Development Plan dated January 12, 2018; Post Construction Stormwater Management Report, Agreement of Sale showing equitable ownership for Miller Group Holdings, LP, current Deed of record, Application for Review of Land Development, Land Development checklist; DEP Sewage Planning approval letter, and Wetland and Stream Report; response to review letter dated January 26, 2018 from Skip Schneider, Township Engineer, and received by the Zoning Office on February 20, 2018 from Kevin PJ Melocheck, Jr. PLS PE along with eight (8) full sets of Land Development plans, and two (2) copies of the revised Stormwater Management Report.

Letter dated February 26, 2018 was received from the Athens Township Engineer, William (Skip) Schneider, PE with the review comments and are hereby attached by reference.

Motion to review the plan for Preliminary/Final Plan approval by Clif Cheeks, second by Jason Rogers, and motion unanimously carried. A checklist was prepared and the following deficiencies were noted:

1. Lack of the owner's signature on the Plan.
2. The deficiencies which are listed in #2, #3, #4, & #5 under the SALDO in the letter of February 26, 2018 from Skip Schneider, Township Engineer

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March 5, 2018

NOTE: General Comment #2 in letter from Skip Schneider is recommended.

Motion to recommend Preliminary/Final plan approval to the Supervisors at their meeting to be held on March 28, 2018 at 7:00PM, contingent on resolution of the deficiencies, by Jason Rogers, second by Clif Cheeks, and motion unanimously carried.

**SAYRE USED AUTO SALES, LLC #17-02**

Andrew Harding of AJH Design was present for and on behalf of Tariq Awan who is the applicant for a land development located at 2477 Elmira Street. Mr. Harding was representing Attorney Timothy Gourley PE of Dietz-Gourley Consulting LLC. The applicant was not present and no Power of Attorney has been submitted by the applicant. The formal review for the application for this land development had been postponed previously by Attorney Gourley by the Planning Commission on June 5, 2017 due to Deed corrections which needed to be made. Requests for extensions to complete a formal review had been granted by the Athens Township Board of Supervisors addressed in the letter of Attorney John Thompson, Township Solicitor, dated February 9, 2018 to Attorney Gourley for one (1) final sixty-day (60) day extension for submission of the revisions to the Land Development Plan.

Skip Schneider submitted his letter dated January 30, 2018 for review of the submission of revised documents and response letter of Attorney Gourley, hereby attached by reference.

Due to the fact that there was no Power of Attorney submitted and the applicant was not present, the Planning Commission explained to Mr. Harding that they could not proceed with the review. The Board requested that a letter to this effect be sent to the applicant.

Motion by Clif Cheeks to accept the Minutes of February 5, 2018 as read, second by Jason Rogers, and motion carried.

The Planning Commission received a letter of resignation from Ronald Reagan dated February 8, 2018 and the Board of Supervisors accepted the resignation with regret on February 12, 2018. The Planning Commission thanks Ron for his many years of valuable service to the Planning Commission.

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Meeting was adjourned at 8:00PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary



ATHENS TOWNSHIP PLANNING COMMISSION  
Regular Meeting  
April 2, 2018

The regular meeting of the Athens Township Planning Commission was called to order on Monday, April 2, 2018 at 7:00PM by Vice Chairwoman, Marion Carling.

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

**SAYRE ASSISTED LIVING FACILITY #18-03**

Mike Kelly, Owner/Applicant and Mike McDonnell of JHA Companies were present for a three-lot subdivision application for a proposed Sayre Assisted Living Facility (ALF) by Sayre Healthcare Property, LLC for Lot #1 (47 Keefer Lane), Lot #2 (151 Keefer Lane) and Lot #3 (201 Keefer Lane) and located on Keefer Lane. On March 12, 2018 the Zoning Office received the following documents: Eight (8) copies of a Preliminary Subdivision Plan, Project Narrative dated March 12, 2018 and appropriate filing fees. An updated Project Narrative dated March 28, 2018 was received as well, a summary of the final clarifications with regard to the project.

Narrative states that the project involves the proposed subdivision of the Parent Tract of approximately 13.85 acres into three (3) separate proposed lots which will result in the following:

LOT 1 (47 Keefer Lane) for the existing pad adjacent to Lamoka Road, with Easement 'A' from Lot 2 to allow for utilities and access/egress;

LOT 2 (151 Keefer Lane) for the existing Sayre Health Care Center, with Easement 'A' to allow for utilities and access/egress to LOT 1 and LOT 3;

LOT 3 (201 Keefer Lane) to accommodate the future proposed development of the Sayre Assisted Living Facility-Personal Care Home by the Owner/Applicant on approximately 2.43 acres.

The parent tract has previously received various approvals, which will be transferred to the subdivided lots as generally noted in the following:

1. Athens Township Supervisors and the Athens Township Zoning Officer have previously approved the Conditional Uses provided for the land development of the Nursing Home (existing) and the Personal Care Home (to be proposed on Lot 3) within this Residential Suburban District.

2. Utility Companies for sanitary sewer, water, gas, electric, stormwater and communications have previously approved and provided will serve letters, as well as the required utility

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April 2, 2018

extensions/infrastructure to accommodate the potential subdivision developments. A new will serve letter is being requested from Athens Township Authority to confirm that the ATA has adequate capacity to serve the proposed 90-Beds associated with the Sayre Assisted Living Facility-Personal Care Home to be proposed on Lot 3.

Letter dated March 22, 2018 was received from the Athens Township Engineer, William (Skip) Schneider, PE with the review comments and is hereby attached as referenced.

Check #9172 from JHA Companies dated March 6, 2018 in the amount of One Hundred seventy-five (\$175.00) Dollars was received by the Zoning Office on March 13, 2018 for the filing fee; along with Check #9173 for Five Hundred (\$500.00) Dollars for the Engineer review fee; and Check #9174 for Twenty-five (\$25.00) Dollars made payable to the Bradford County Treasurer for the Bradford County review fee.

Motion to review the Plan for Preliminary/Final plan approval by Jason Rogers, second by Clif Cheeks, and motion unanimously carried. A checklist was completed and the following deficiencies were noted:

1. Refer to deficiencies noted in the letter of William (Skip Schneider) dated March 22, 2018.
2. Will need to change the name of the owner on the Plan.
3. Will need to provide the number of parking spaces as seventy (70) on the Plan.
4. Utility, stormwater and access easement must be provided.

Motion by Clif Cheeks, second by Jason Rogers, to recommend approval to the Supervisors at their meeting to be held on April 25, 2018 at 7:00PM, contingent on resolution of the above referenced deficiencies, motion unanimously carried.

Ed Reid, Zoning Officer, requested that the changes be submitted to the Zoning Office by April 20, 2018 for review prior to the Athens Township Supervisors meeting.

**SAYRE USED AUTO SALES, LLC #17-02**

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The applicant, Tariq Awan, along with Timothy Gourley, PE were present to request a formal review of the documents which had been previously submitted as a revision date of January 9, 2018. Mr. Gourley had been granted a final sixty-day (60) day extension for  
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April 2, 2018

submission of the revisions to the land development plan by the Athens Township Board of Supervisors.

Motion by Clif Cheeks, second by Jason Rogers to review for Preliminary plan of a land development, and motion unanimously carried. A checklist was completed and the following deficiencies were noted:

1. Refer to the deficiencies as listed in the letter of William (Skip) Schneider dated January 30, 2018 to include the General Comment that a separate Stormwater Operation and Maintenance Agreement is required.
2. Need to provide the interior sight movements for delivery of a vehicle on the Plan.
3. Need the Owner's signature on the Plan.

Motion by Clif Cheeks to recommend approval to the Supervisors at their meeting to be held on April 25, 2018 at 7:00PM contingent on resolution of the deficiencies as noted, second by Jason Rogers, and motion unanimously carried.

Ed Reid, Zoning Officer, requested that the revisions be received by the Zoning Office by April 18, 2018 for review prior to the Athens Township Supervisor's meeting.

Motion by Jason Rogers, second by Clif Cheeks to accept the Minutes of March 5, 2018 as read, and motion unanimously carried.

Meeting was adjourned at 8:25PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary



ATHENS TOWNSHIP PLANNING COMMISSION

Regular Meeting

May 7, 2018

The regular meeting of the Athens Township Planning Commission was called to order on Monday, May 7, 2018 at 7:00PM by Vice Chairwoman, Marion Carling.

Present: Clif Cheeks, Marion Carling, Jason Rogers, Ron Reagan, Robin Smith (alternate), Cynthia Parrish, Zoning Officer, Skip Schneider, Engineer, and Secretary, Elaine Daddona. Scot Saggiomo was unable to attend.

**SAYRE ASSISTED LIVING FACILITY #18-04**

Michael McDonnell of JHA Companies was present for a land development application for the proposed Sayre Assisted Living Facility (ALF) by the property owner, Sayre Healthcare Property, LLC located on Keefer Lane. On April 16, 2018 the Zoning Office received the following documents: Eight (8) copies of a Preliminary Land Development Plan, Application Review Checklist, Project Narrative, Project Cost Estimate, Project Construction Schedule, Project Site Deeds, Will Serve documentation, Wetlands Report, NPDES Notice of Intent, NPDES E & S Plan and appropriate filing fees.

Narrative states that the project is the proposed Sayre Assisted Living Facility for Sayre Healthcare Property, LLC which involves the Parent Tract (Tax Parcel No. 9-6-12) and Subdivision Lot 3 (201 Keefer Lane).

Project Site is Lot 3 (201 Keefer Lane) of approximately 2.43 acres which was subdivided from the Parent Tract of approximately 13.85 acres in order to accommodate the proposed development of the project as a Personal Care Home within a Residential Suburban District. Utilities and access/egress to and from Lot 2 (Existing Sayre Health Care Center-151 Keefer Lane) down to Lamoka Road.

Owner/Applicant is Sayre Healthcare Property, LLC and their anticipated project land development components are expected to involve a 18,765 SF/two (2) story building for the housing of initially 50-beds and a future maximum bed count of 90-beds (by taking 40-single bed rooms and making them double occupancy bedrooms), and amenities (i.e. Dining areas, Laundry, Chapel, Spa, etc.); 35-parking spaces (including two (2) handicapped parking spaces; 24-ft wide paved access/egress drives; 15-ft. wide gravel fire lane; 5-ft wide concrete sidewalks; Courtyard and green spaces, and utility connections.

Parent Tract has previously received various approvals which are transferred to the Project Site Lot 3 (201 Keefer Lane), which involved the Athens Township Supervisors and the Athens Township Zoning Office previously approving the Conditional Uses for the land

development of the existing Nursing Home, and for the Personal Care Home project; and also involved the utility companies having previously approved and provided Will Serve letters for sanitary sewer, water, gas, electric, storm water, and communications, as well as providing the required utility extensions/infrastructure to accommodate this project. A new sanitary sewer Will Serve letter was requested from the Athens Township Sewer Authority to confirm that the Authority continues to have adequate capacity to serve the sanitary sewer needs for the proposed future maximum bed count of 90-beds associated with the project.

Letter dated May 2, 2018 was received from the Athens Township Engineer, William (Skip) Schneider, PE with the review comments and is hereby attached as referenced.

Check #9305 from JHA Companies dated April 16, 2018 and received by the Zoning Office on April 19, 2018 in the amount of Two Thousand Six Hundred sixty-four and 75,100 (\$2,664.75) Dollars was received for the filing fee; along with Check #9304 for One Thousand Five Hundred (\$1,500.00) Dollars for the Engineer review fee; and Check #9306 for Twenty-five (\$25.00) Dollars made payable to the Bradford County Treasurer for the Bradford County review fee.

The Planning Board reviewed the Engineer review of William (Skip) Schneider. No formal review of the Plan was completed due to the deficiencies and the additional deficiencies as noted:

1. Refer to deficiencies noted in the letter of William (Skip Schneider) dated May 2, 2018 with the exception of #4 under the Subdivision and Land Development Ordinance, and #4 under General Comments.
2. Will need explanation of the encroaching wood fence on the Plan.
3. Will need Power of Attorney from the Owner/Applicant.
4. Will need to identify the 15 by 70-ft loading area on the Plan.
5. Will need to complete the Deed and Utility and Access Agreement documentation.
6. Will need to make the corrections to the Narrative and the Plan regarding the Personal Care Home.

William (Skip) Schneider, Athens Township Engineer, requested that the changes be submitted to the Zoning Office by May 23, 2018 for review prior to the next regular meeting of the Planning Commission.

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May 7, 2018

Motion by Clif Cheeks, second by Jason Rogers to approve the Minutes of April 2, 2018 as read, and motion carried. Ron Reagan and Robin Smith abstained as they did not attend the meeting.

Meeting was adjourned at 8:20PM, as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

ATHENS TOWNSHIP PLANNING COMMISSION  
Regular Meeting  
August 6, 2018

The regular meeting of the Athens Township Planning Commission was called to order on Monday, August 6, 2018 at 7:00PM by Chairman, Scot Saggiomo.

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

Chairman Saggiomo stated that Planning Commission had held a workshop where they reviewed the plans being presented, but that no decisions were made at that time.

**ROBIN E./MICHAEL F. PANE #18-06**

Bruce Benish of Benish Surveying was present along with the applicant, Robin Pane, and submitted eight (8) copies of a survey plan dated June 26, 2018 as prepared by Bruce Benish, P.L.S. for a two lot subdivision located on Meadowlark Drive, Lot 3A to become part and parcel to the adjacent lot of Andrea Kovacs, zoned Woodland Conservation, and received by the Zoning Office on July 16, 2018 along with a copy of the Application for Review of a subdivision, copy of Deed, Narrative and Right-of-Way Maintenance Agreement. A non-building Waiver from Bradford County Sanitation dated July 12, 2018 was presented by Bruce Benish for this meeting.

Narrative states that the purpose of this subdivision is to subdivide a parcel of 18.119 acres into two lots. Lot 3A is to become part and parcel to the adjacent lot of Andrea Kovacs to form a single lot of 20.1059 acres. Lot 12 will be 3.8912 acres and contains a house, well and on-lot septic system dated 9/30/1988. The residual parcel will be 14.1277 acres which will be continued for agricultural purposes. Surrounding properties are residential/agricultural.

Check #3042 dated July 11, 2018 from Bruce Benish Surveying in the amount of One Hundred seventy-five (\$175.00) Dollars was received by the Zoning Office on July 16, 2018 for the filing fee (receipt dated July 18, 2018), along with Check #3044 dated July 11, 2018 (receipt dated July 18, 2018) made payable to the Bradford County Treasurer in the amount of Twenty-five (\$25.00) Dollars for the County review fee.

Motion by Ron Reagan, second by Clif Cheeks to review for Preliminary/final plan approval, and motion unanimously carried. A checklist was completed and no deficiencies were found.



Motion by Clif Cheeks, second by Jason Rogers to recommend Preliminary/final plan approval to the Supervisors at their meeting to be held on August 29, 2018 at 7:00PM, and motion unanimously carried.

**DONALD E./MAUREEN R. WRIGHT #18-07**

Bruce Benish of Benish Surveying was present along with the applicants and submitted eight (8) copies of a survey plan dated July 12, 2018 as prepared by Bruce Benish, P.L.S. for a two-lot subdivision located on Wolcott Hollow Road and Reagan Road, zoned Agricultural. After a discussion with the Planning Commission regarding a change to the survey and the fact that the surveyor would have to submit a new Plan, it was decided that he would submit this plan at the next meeting held in September.

**JEFFREY WRIGHT #18-08**

Bruce Benish of Benish Surveying was present along with the applicant, Jeffrey Wright, and submitted eight (8) copies of a survey plan dated July 12, 2018 as prepared by Bruce Benish, P.L.S. for a two-lot subdivision located on Braddock Road, zoned Woodland Conservation, and received by the Zoning Office on July 16, 2018 along with an Application for Review of a subdivision, Narrative, and copy of Deed. A non-building Waiver from Bradford County Sanitation dated July 19, 2018 was presented by Bruce Benish at this meeting.

Narrative states that this parcel consists of 16.99+- acres. Lot 1 will be 14.99+-acres and has been tested for an on-lot septic system. Lot 4 will be 1.9964 acres and has a house, well and on-lot septic system. Surrounding parcels are rural, residential and agricultural. This parcel is not in a flood zone.

Check #3047 from Benish Surveying dated July 13, 2018 in the amount of One Hundred fifty and no/100 (\$150.00) Dollars was received by the Zoning Office on July 16, 2018 (receipt dated July 18, 2018) for the filing fee, along with Check #3048 (receipt dated July 18, 2018) in the amount of Twenty-five and no/100 (\$25.00) Dollars made payable to the Bradford County Treasurer for the County review fee.

Motion by Ron Reagan, second by Jason Rogers to review for Preliminary/final plan approval, and motion unanimously carried.

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ATHENS TWP. PLANNING COMM'N  
August 6, 2018

A checklist was completed and the following deficiency was noted:

1. Need to correct the zoning classification to Agricultural District on the Plan as it was incorrectly stated as Woodland Conservation.

Motion by Ron Reagan, second by Clif Cheeks to recommend Preliminary/final plan approval, contingent on resolution of the deficiency, to the Supervisors at their meeting to be held on August 29, 2018 at 7:00PM.

Bradford County Sanitation had submitted a Non-building Waiver proposal for Roberta Blow/Jeanne Stanton, dated November 1, 2017, for signature by the Planning Commission prior to presentation of same to the Board of Supervisors at their meeting to be held on August 29, 2018. The Planning Commission refused to sign the Waiver due to the fact that the map submitted with the proposal indicated a subdivision which had not yet been submitted and reviewed by the Planning Commission. Ed Reid was instructed to contact Bradford County Sanitation regarding same.

Motion by Ron Reagan to accept the Minutes of June 4, 2018 as read, second by Jason Rogers, and motion unanimously carried.

Meeting was adjourned at 8:00PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

ATHENS TOWNSHIP PLANNING COMMISSION  
Regular Meeting  
September 10, 2018

The regular meeting of the Athens Township Planning Commission was called to order on Monday, September 10, 2018 at 7:01PM by Chairman, Scot Saggiomo.

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

**DONALD E./MAUREEN R. WRIGHT #18-07**

Bruce Benish of Benish Surveying was present along with the applicants, Donald E. and Maureen R. Wright, and submitted eight (8) copies of a survey plan dated August 17, 2018 as prepared by Bruce Benish, P.L.S. for a two lot subdivision located on Wolcott Hollow Road and Reagan Road and received by the Zoning Office on August 21, 2018. A copy of an Application for Review of a subdivision, copy of Deed, and Project Narrative was received on July 16, 2018. A Component 1 proposal from Bradford County Sanitation dated July 23, 2018 was received on August 6, 2018 from Bruce Benish.

Narrative states this parcel consists of 46.758 acres. Lot 4 will be 1.999 acres and has been tested for an on-lot septic system. Lot 2 will be 44.759 acres and will be continued for agricultural purposes. This area is zoned Agricultural district and surrounding parcels are rural, residential and agricultural. Parcel is not in a flood zone.

Check #3045 dated July 13, 2018 from Bruce Benish Surveying in the amount of One Hundred fifty (\$150.00) Dollars was received by the Zoning Office on July 16, 2018 (receipt dated July 18, 2018) for the filing fee, along with Check #3046 dated July 13, 2018 (receipt dated July 18, 2018) made payable to the Bradford County Treasurer in the amount of Twenty-five (\$25.00) Dollars for the County review fee.

Motion by Ron Reagan, second by Clif Cheeks to review for Preliminary/final plan approval, and motion unanimously carried. A checklist was completed and the following deficiency was found:

1. The northern setback line will need to be corrected on the plan by the surveyor.

Motion by Clif Cheeks, second by Jason Rogers to recommend Preliminary/final plan approval, contingent on the deficiency being corrected, to the Supervisors at their meeting to be held on September 26, 2018 at 6:00PM, and motion unanimously carried.

**RICHARD H./RITA A.MORGAN #18-09**

Scott Williams, PLS of Butler Land Surveying, LLC was present along with the applicants and submitted eight (8) copies of a survey plan dated August 1, 2018 for a two-lot subdivision located on Murray Creek Road, zoned Woodland Conservation and was received by the Zoning Office along with an Application for Review of a subdivision, and Project Narrative on August 2, 2018. A request for a Non-building Waiver was received on August 23, 2018 from the Bradford County Sanitation Office.

Narrative states that this a one-lot subdivision of a 41-acre parcel described in Bradford County Instrument #201801472. Proposed Lot 4 (18.27 acres) is occupied by a house with on-site septic and water supply systems. Lot 1 is the remaining land. It is vacant and is for agricultural use at this time. Lots 2 and 3 were previously conveyed. The surrounding parcels in this area are generally used for agricultural and residential purposes. There is no sewage collection system in the vicinity of this subdivision.

Check #586 from Richard H. and Rita A. Morgan dated August 1, 2018 in the amount of One Hundred fifty and no/100 (\$150.00) Dollars was received by the Zoning Office on August 2, 2018 for the filing fee, along with Check #587 in the amount of Twenty-five and no/100 (\$25.00) Dollars made payable to the Bradford County Treasurer for the County review fee.

Motion by Marion Carling, second by Ronald Reagan to review for Preliminary/final plan approval, and motion unanimously carried. A checklist was completed and no deficiencies were found.

Motion by Jason Rogers, second by Marion Carling to recommend Preliminary/final plan approval to the Supervisors at their meeting to be held on September 26, 2018 at 6:00PM.

Motion by Ronald Reagan, second by Jason Rogers, to accept the Minutes of August 6, 2018 contingent on typographical correction on Page 1, and motion unanimously carried.

Meeting was adjourned at 8:45PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

ATHENS TOWNSHIP PLANNING COMMISSION  
Regular Meeting  
October 1, 2018

The regular meeting of the Athens Township Planning Commission was called to order on Monday, October 1, 2018 at 7:00PM by Chairman, Scot Saggiomo.

Present: Scot Saggiomo, Clif Cheeks, Marion Carling, Jason Rogers, and Secretary, Elaine Daddona. Ronald Reagan and Ed Reid, Zoning Officer, arrived at 7:10PM. All others in attendance signed a sign-in sheet hereby attached.

Chairman Saggiomo stated that a workshop had been held for a review of the plan and that no decisions were made at that time.

**ROBERT A. BLOW, ROBERTA BLOW & JEANNE E. STANTON #18-10**

Attorney Patrick Barrett was present along with the applicants, Jeanne E. Stanton and Roberta Blow and submitted eight (8) copies of a survey plan dated September 21, 2017 prepared by Butler Land Surveying, LLC for a two-lot subdivision located on Wolcott Hollow Road, zoned Agricultural, and was received by the Zoning Office on September 4, 2018 along with an Application for Review of a subdivision, Project Narrative, copy of property Deed and request for a Non-building Waiver which was dated September 26, 2017.

Narrative states that this a two-lot subdivision of an 85.5-acre parcel described in Bradford County Deed Book 236 at Page 184. Lot 1 (41.26 acres) is vacant and is for agricultural use at this time. Lot 2 (41.26 acres) is to be used for residential use. This lot has a barn and house with a water supply and septic system. The surrounding parcels in this area are generally used for agricultural and residential purposes. There is no sewage collection system in the vicinity of this subdivision.

Check #4848 from Knolles Rosenbloom Law Group PLLC dated August 28, 2018 in the amount of One Hundred fifty and no/100 (\$150.00) Dollars was received by the Zoning Office on September 12, 2018 for the filing fee, along with Check #4850 in the amount of Twenty-five and no/100 (\$25.00) Dollars made payable to the Bradford County Treasurer for the County review fee.

Clif Cheeks asked Attorney Barrett concerning whether or not Robert A. Blow was deceased as his name appears on the survey plan which was submitted. Mr. Barrett explained that Robert A. Blow became deceased in 2014 and he indicated this as such on the survey.

ATHENS TWP. PLANNING COMMISSION  
October 1, 2018

Motion by Clif Cheeks, second by Marion Carling to review the plan for Preliminary/final plan approval, and motion unanimously carried. A checklist was completed and no deficiencies were found.

Motion by Marion Carling, second by Clif Cheeks to recommend Preliminary/final plan approval to the Supervisors at their meeting to be held on October 31, 2018 at 6:00PM. Motion carried. Ronald Reagan abstained due to the fact he had not arrived when the review began.

Motion by Ronald Reagan, second by Clif Cheeks, to approve the Minutes of September 10, 2018 with the correction concerning the typographical correction on Page 1 of the August 6, 2018 Minutes that the written amount be stated for the correction. Motion unanimously carried.

Ed Reid asked the Board if they would consider a meeting the middle of the month to review the Aldi Land Development plan for final plan approval. He explained that they had been given a "temporary" certificate of occupancy to open for business and would need to come before the Planning Commission with their as builts for the Final Plan approval. The dates of October 8 and October 15 were suggested and for Ed to check with Chris Wood if he might be available at the same time to begin the work on the Ordinances.

Meeting was adjourned at 7:30PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary



ATHENS TOWNSHIP PLANNING COMMISSION  
Special Meeting  
October 15, 2018

A special meeting of the Athens Township Planning Commission was called to order on Monday, October 15, 2018 at 7:00PM by Chairman, Scot Saggiomo.

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

**ALDI-SAYRE PA. EXPANSION #18-02**

Sudath Alvis of APD Engineering & Architecture LLC was present for the applicant, Aldi, Inc. Tully Division c/o Lew Kibling, and submitted ten (10) copies of a Final Plan Land Development dated December 22, 2017 and resubmitted for Final Plan on September 27, 2018 for a land development located at 2756 Elmira Street, zoned Commercial, and was received by the Zoning Office on September 28, 2018 along with an as-built compliance letter from National Contractors LLC and Site Lighting Plan dated March 15, 2018. A letter from Butler Land Surveying, LLC dated November 30, 2017 stated that all monuments shown on the Plan had been set prior to completion of the map and received this date along with the Athens Township Planning Commission Application for Review of a Final Plan.

Check #13321 from APD Engineering and Architecture dated September 27, 2018 in the amount of Three Hundred seventy-five and no/100 (\$375.00) Dollars was received by the Zoning Office on September 28, 2018 (receipt dated October 12, 2018 from the Zoning Office) for the filing fee.

Motion by Ronald Reagan, second by Marion Carling to review the plan for Final Plan approval, and motion unanimously carried. A checklist was completed and no deficiencies were found.

Motion by Ronald Reagan, second by Jason Rogers to recommend Final Plan approval to the Supervisors at their meeting to be held on October 31, 2018 at 6:00PM., and motion unanimously carried.

Motion by Clif Cheeks, second by Jason Rogers, to approve the Minutes of October 1, 2018 as read. Motion unanimously carried.

Meeting was adjourned at 7:30PM as there was no further business to discuss.

The workshop with Chris Wood of Hunt Engineering began to update



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October 15, 2018

the SALDO and Zoning Ordinances.

Respectfully submitted,

Elaine Daddona, Secretary

ATHENS TOWNSHIP PLANNING COMMISSION  
Regular Meeting  
November 5, 2018

The regular meeting of the Athens Township Planning Commission was called to order on Monday, November 5, 2018 at 7:01PM by Chairman, Scot Saggiomo.

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

Chairman Saggiomo stated that a workshop had been held for a review of the plan and that no decisions were made at that time.

**GLENN O. HAWBAKER, INC.- GREENS LANDING SITE IMPROVEMENTS #18-10**

Robert E. Myers, Engineer, was present on behalf of Glenn O. Hawbaker, Inc. and submitted eight (8) copies of a Final Land Development Plan dated September 10, 2018 prepared by Hawbaker Engineering for a proposed land development located south of Glenn O. Hawbaker Greens Landing Office on State Route 220, zoned Industrial District. Documents were received by the Zoning Office on September 21, 2018 along with an Application for Review of a land development, E&S Control Report and Post Construction Stormwater Report dated September 17, 2018. No project Narrative was submitted.

Mr. Myers stated that they propose to develop two gravel pads on a lot area of two (2) acres at the existing Asphalt Plant and Surface Mine of 162+ acres located south of the Greens Landing Office, the area between the wetlands and State Route 220. They propose construction of two gravel pads for future development of proposed tenants, no subdivision, but rather a lease option.

William (Skip) Schneider, Township Engineer was present and discussed his review comments of this submission in his letter dated November 2, 2018 with the Planning Commission, a copy of which is hereto included for reference. He stated as per the Athens Township Zoning Ordinance requirements, there was not enough information provided to determine if the proposed use would be in compliance due to the fact that the application references "Building Pads", "Gravel Pads" or "no building during this phase" on the Plan. Skip stated without a "Use" verification of compliance with bulk requirements cannot be verified. He stated that as for a use, Contractor Shops and yards is a permitted use in an industrial zone and any work that goes on must be enclosed. This was discussed for a use for the Plan in order to be in compliance with the Zoning Ordinance.

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November 5, 2018

Check #008138 from Hawbaker Engineering, LLC dated September 18, 2018 (receipt dated October 23, 2018) in the amount of Five Hundred and no/100 (\$500.00) Dollars was received by the Zoning Office on September 21, 2018 for the filing fee, along with Check #008137 in the amount of One Thousand Five Hundred (\$1,500.00) Dollars for the Engineer review fee, and Check #008141 for Twenty-five (\$25.00) Dollars made payable to the Bradford County Treasurer for the County review fee.

Following discussion of the review comments, it was agreed that a Project Narrative needed to be submitted, and suggested that a revised Preliminary Plan be submitted, and that #2, #8, #10, and #23 of Skip's comments would not be required if a preliminary plan was submitted. Mr. Myers agreed that he would be able to submit the revised Plan to the Zoning Office by November 19, 2018 so that it may be reviewed prior to the next regularly scheduled meeting of the Planning Commission.

Motion by Clif Cheeks, second by Jason Rogers, to approve the Minutes of October 15, 2018 as read, and motion unanimously carried.

Meeting was adjourned at 8:10PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary

ATHENS TOWNSHIP PLANNING COMMISSION  
Regular Meeting  
December 3, 2018

The regular meeting of the Athens Township Planning Commission was called to order on Monday, December 3, 2018 at 7:01PM by Chairman, Scot Saggiomo.

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

Chairman Saggiomo stated that a workshop had been held for a review of the plan and that no decisions were made at that time.

**GLENN O. HAWBAKER, INC.- GREENS LANDING SITE IMPROVEMENTS #18-11**

Robert E. Myers, Engineer, was present on behalf of Glenn O. Hawbaker, Inc. and submitted eight (8) copies of a revised Preliminary Land Development Plan dated November 6, 2018 prepared by Hawbaker Engineering for a proposed land development located south of Glenn O. Hawbaker Greens Landing Office on State Route 220, zoned Industrial District. Documents were received by the Zoning Office on November 14, 2018 along with a Project Narrative, Waiver letter for sewage facilities and water facilities, Stormwater Systems Maintenance Agreement signed and notarized by owner/developer, E&S Control Report and Post Construction Stormwater Report dated September 17, 2018 and revised November 6, 2018.

Project Narrative states that Glenn O. Hawbaker, Inc. (GOH) currently operates a mine and Asphalt Plant along with construction operations from their Greens Landing Office along the western side of State Route 220 in Athens Township, Bradford County. This operation currently resides on a tract of land that is 162.47 acres. Currently there is an agricultural field that is located south of the asphalt plant that GOH wishes to develop. Over the years, several house, barn and other structures have been removed from this property. At this time, they wish to construct two gravel pads that are separated by a common access drive. A stormwater management facility was designed to manage the stormwater to meet the requirements of the Ordinance. The entire gravel pad was assumed to be impervious for post development calculations to ensure the stormwater facilities were properly sized for the future development. At this point, GOH does not have any plans for the pads but hopes the construction of the pads will help open up a build to suite leasing opportunity in the future. GOH understands that prior to further development, a revised land development would be required to be submitted and approved by Athens Township. Once a tenant is determined, a land development plan

depicting the structure, pavement, sidewalks, parking, setbacks, etc. that meet the requirements of the Ordinances.

William (Skip) Schneider, Township Engineer, was unable to attend this meeting but submitted a review letter dated November 14, 2018 a copy of which is hereto included for reference.

Check #008138 from Hawbaker Engineering, LLC dated September 18, 2018 (receipt dated October 23, 2018) in the amount of Five Hundred and no/100 (\$500.00) Dollars was received by the Zoning Office on September 21, 2018 for the filing fee, along with Check #008137 in the amount of One Thousand Five Hundred (\$1,500.00) Dollars for the Engineer review fee, and Check #008141 for Twenty-five (\$25.00) Dollars made payable to the Bradford County Treasurer for the County review fee.

Motion by Clif Cheeks to review the land development for Preliminary Plan approval, second by Marion Carling and motion unanimously carried. A checklist was completed and there were no deficiencies. COMMENT to review of Township Engineer: #1, #2 and #3 are not required as a deficiency.

Motion by Clif Cheeks to recommend approval of the Preliminary Land Development to the Supervisors at their meeting to be held on December 19, 2018 at 6:00PM, second by Marion Carling and motion unanimously carried.

**JEANETTE H. MINARD #18-12**

Christopher Oleniacz, Project Manager, of JHA Companies presented (8) copies of a Preliminary/Final plan dated November 7, 2018 for a two-lot subdivision, Parcel "A" of lands of Jeanette H. Minard, to become part and parcel to lands of Blaine Elsbree located on Meadowlark Drive containing 64.88 acres, zoned Woodland Conservation. Documents were received by the Zoning Office on November 9, 2018 along with an Application for review, notarized Power of Attorney from Jeanette H. Minard to JHA Companies dated November 2, 2018, an Application Review Checklist, Project Narrative, and Waiver request for the size of the proposed parcel.

Project Narrative states the this project consists of a proposed parcel of land consisting of 64.88 acres of land being subdivided from a parcel of land owned by Jeanette H. Minard, Bradford County Tax Map ID No. 9-20-104. The proposed parcel consists of a wooded hillside

with the new parcel line following along or near a stream and ravine. The proposed parcel will be added to an existing 88-2 having a Instrument No. of 200600342. The proposed parcel being zoned Woodland Conservation. In reference to the parcel of land owned by Mr. Elsbree (TM#9-20-88-2) who will be obtaining the proposed 64.88 acre parcel, this parcel is vacant land in which no structures, well or septic exist. The road frontage is along Meadowlark Drive and this is where the parcels adjoin. At this time there is no plan for development of this lot. Mr. Elsbree attests that the sole purpose for this lot is for recreational use.

Check #8124 from JHA Companies dated November 9, 2018 in the amount of One Hundred fifty and no/100 (\$150.00) Dollars was received by the Zoning Office on November 14, 2018 for filing fee, along with Check #8125 made payable to Bradford County Treasurer in the amount of Twenty-five and no/100 (\$25.00) Dollars for the County review fee.

Motion by Ronald Reagan to review the Preliminary/Final plan for approval, second by Jason Rogers and motion unanimously carried. A checklist was completed and the following deficiencies were noted:

1. The 15 ft. side yard setback should be corrected to 25 ft. and the rear yard setback listed as 30 ft. should be corrected to 50 ft.
2. Will need a Non-building Waiver from Bradford County Sanitation.
3. Will need the Owner's signature on the revised Plans.

COMMENT: The Waiver for the scale of the Plan needs to be approved by the Township Supervisors.

Motion by Clif Cheeks to recommend approval to the Supervisors at their meeting to be held on December 19, 2018 contingent on resolution of the deficiencies, second by Marion Carling, and motion unanimously carried.

Motion by Clif Cheeks, second by Jason Rogers, to approve the Minutes of November 5, 2018 as read, and motion carried with Ronald Reagan abstaining.

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Meeting was adjourned at 8:05PM as there was no further business to discuss.

Respectfully submitted,

Elaine Daddona, Secretary